



## Meeting Minutes - Unadopted Council

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Tuesday, March 9, 2021

9:00 AM

Through Electronic Communications

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### **A. CALL TO ORDER AND RELATED BUSINESS**

The following members of Council were in attendance through electronic means in accordance with section 199 of the Municipal Government Act, the Meeting Procedures (COVID-19 Suppression) Regulation, and Sturgeon County Procedure Bylaw Amendment 1497/20.

**Present:** 7 - Mayor Alanna Hnatiw, Councillor Dan Derouin, Councillor Kristin Toms, Councillor Wayne Bokenfohr, Councillor Neal Comeau, Councillor Patrick D. Tighe, and Councillor Karen Shaw

#### **A.1 CALL TO ORDER**

Mayor Hnatiw called the March 9, 2021 Regular Council Meeting to order at 9:04 a.m. and acknowledged that Council meets on Treaty 6 Territory, a traditional meeting ground for many Indigenous Peoples, and in particular the Michel Band and Alexander First Nation, and also recognized the Métis and Inuit, whose footsteps have marked these lands and share a deep rooted history.

#### **Administration Present Through Electronic Communications**

Reegan McCullough, County Commissioner - CAO

Scott MacDougall, Chief Operations Officer - COO

Jesse Sopko, Director, Corporate Services

Travis Peter, Director, Development and Strategic Services

Dawn Sauvé, Director, Financial, Assessment and Procurement Services

Sabrina Duquette, Manager, Financial Services

Jeff Yanew, Manager, Utility and Waste Management Services

Lucas Warren, Manager, Corporate Communications

Tyler Westover, Manager, Economic Development Services

Jennifer Lavallee, Manager, Corporate Planning and Intergovernmental Services

Gary Mayhew, Manager, Transportation and Engineering Services

Martyn Bell, Acting Manager, Planning and Development Services

Carla Williams, Acting Program Lead, Planning and Development Services

Matthew Chan, Budget and Finance Planner, Financial Services

Leanne McBean, Business Retention and Expansion Lead, Economic Development Services

Natasha De Sandi, Planning and Engagement Officer, Planning and Development Services

Hayley Wasylycia, Planning and Development Project Officer, Planning and Development Services

Lisa Schovanek, Legislative Officer, Legislative Services

Dianne Mason, Legislative Officer, Legislative Services

**A.2 ADOPTION OF AGENDA**

**N. Comeau MOVED:**

**Motion 113/21: That the agenda be adopted as amended with the addition of item D.13 CLOSED SESSION - Truck Fill Land Acquisition.**

**CARRIED UNANIMOUSLY**

**A.3 ADOPTION OF MINUTES**

**A.3.1** February 23, 2021 Regular Council Meeting Minutes

**P.D. Tighe MOVED:**

**Motion 114/21: That Council adopt the February 23, 2021 Regular Council Meeting Minutes as presented.**

**CARRIED UNANIMOUSLY**

**D. NEW BUSINESS**

**D.1** Request for Refund of Penalty Fee Related to Building Permit 305305-21-B-0012

Presented by Martyn Bell, Acting Manager, Planning and Development Services and Carla Williams, Acting Program Lead, Planning and Development Services.

Mayor Hnatiw passed the Chair to Deputy Mayor Derouin at 9:41 a.m.

**A. Hnatiw MOVED:**

**Motion 115/21: That Council refund half of the penalty fee portion of Building Permit 305305-21-B0012 in the amount of \$315 to be funded through the Planning and Development 2021 Operating Budget.**

**CARRIED**

**For:6** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, and P.D. Tighe

**Against:1** - K. Shaw

Deputy Mayor Derouin returned the chair to Mayor Hnatiw at 9:47 a.m.

**D.2** Additional Funding Request: Cost Share Collaboration with Alberta Transportation re Township Road 544 and Highway 2 Intersection

Presented by Gary Mayhew, Manager, Transportation and Engineering Services.

**W. Bokenfohr MOVED:**

**Motion 116/21: That Council approve the additional cost share contribution amount up to \$10,500 to be funded from the General Operating Reserve toward the Township Road 544 and Highway 2 intersection improvements project with the Government of Alberta (Alberta Transportation).**

**CARRIED**

**For:**6 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, and P.D. Tighe

**Against:**1 - K. Shaw

**D.3** Amendment to 2022 Operating and Capital Budget Meeting Dates

Presented by Sabrina Duquette, Manager, Financial Services, and Matthew Chan, Budget and Finance Planner, Financial Services.

Dawn Sauvé, Director, Financial, Assessment and Procurement Services was available to answer questions.

**N. Comeau MOVED:**

**Motion 117/21: That Council change the 2022 Operating and Capital Budget Meeting dates from November 24-26, 2021 to November 17-19, 2021.**

**CARRIED UNANIMOUSLY**

**D.4** Bylaw 1538/21 - Agribusiness and Agritourism Review  
Task Force Bylaw - Three Readings

Presented by Travis Peter, Director, Development and Strategic Services; Natasha De Sandi, Planning and Engagement Officer, Planning and Development Services and Leanne McBean, Business Retention and Expansion Lead, Economic Development Services.

**P.D. Tighe MOVED:**

**Motion 118/21: That Council initiate an agribusiness and agritourism review, supported by a community-based Task Force as defined in proposed Bylaw 1538/21.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 119/21: That Council give first reading of Bylaw 1538/21.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 120/21: That Council give second reading of Bylaw 1538/21.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 121/21: That Council consider third reading of Bylaw 1538/21.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 122/21: That Council give third reading of Bylaw 1538/21.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 123/21: That Council direct Administration to commence recruitment for public members for the Agribusiness and Agritourism Review Task Force for Council's consideration at a future Council meeting.**

**CARRIED UNANIMOUSLY**

The meeting was recessed at 10:42 a.m.

The meeting was reconvened at 10:46 a.m. with all those members of Council previously listed in attendance.

**D.5**                      Sturgeon County and Summer Village of Sandy Beach  
Intermunicipal Collaboration Framework

Presented by Jennifer Lavallee, Manager, Corporate Planning and Intergovernmental Services.

**P.D. Tighe MOVED:**

**Motion 124/21: That Council approve the Sturgeon County and Summer Village of Sandy Beach Intermunicipal Collaboration Framework as presented.**

**CARRIED UNANIMOUSLY**

**D.6**                      Bylaws 1489/20, 1490/20, 1491/20 and 1492/20 -  
Intermunicipal Collaboration Frameworks with the Towns of  
Bon Accord, Legal, Gibbons, and Redwater -  
Recommended Defeat of Second Reading

Presented by Jennifer Lavallee, Manager, Corporate Planning and Intergovernmental Services.

**K. Toms MOVED:**

**Motion 125/21: That Council give second reading of Bylaw 1489/20.**

**DEFEATED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 126/21: That Council give second reading of Bylaw 1490/20.**

**DEFEATED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 127/21: That Council give second reading of Bylaw 1491/20.**

**DEFEATED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 128/21: That Council give second reading of Bylaw 1492/20.**

**DEFEATED UNANIMOUSLY**

The agenda was reconsidered and amended to move items D.9 and D.10 to follow item D.6.

**D.9**                      11:00 a.m. Resource Extraction Regulatory Review:  
Recommendations and Report

Presented by Reegan McCullough, County Commissioner - CAO; Travis Peter, Director, Development and Strategic Services; and Hayley Wasylcia, Planning and Development Project Officer, Planning and Development Services.

**K. Toms MOVED:**

**Motion 129/21: That Council accept the Resource Extraction Regulatory Review Final Report as information.**

**CARRIED**

**For:**6 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau,  
and P.D. Tighe

**Against:**1 - K. Shaw

**K. Toms MOVED:**

**Motion 130/21: That Council direct Administration to implement the following recommendations, by working with appropriate stakeholders and fulfilling noted implementation activities:**

- a. Bring forward bylaw amendments to implement a new, dual-approach regulatory framework, based on enhanced performance standards and corresponding setbacks from residential developments of 200m or 50m for extraction activities, and 300m for crushing activities. Make no changes to the existing Resource Extraction (RE) district, unless and until such time as all operators have transitioned. Ensure enhanced performance standards for extraction operations that protect air and water quality, minimize noise levels, reduce traffic and dust impacts, ensure acceptable visual impacts, and require progressive extraction and reclamation.**
- b. Apply new flexibility in the municipal permitting process for operators, to accommodate options to either re-district to one of the new resource extraction zones, or to apply for a discretionary use within the Agriculture district.**
- c. Increase municipal compliance and education resourcing, to complement enhanced operator quarterly reporting and annual third-party validation requirements.**
- d. Update municipal application processes, including fee schedules, policies, and administrative procedures, to align to the revised regulatory framework.**
- e. Develop a new municipal communications and information platform to support all stakeholders in local resource extraction activity, inclusive of a dedicated web platform, educational materials, contact**

information, newsletters, and more.

**f. Conduct a review of the Community Aggregate Payment (CAP) Levy allocation model to reflect a greater expected revenue over time, the appropriate distribution of broad community benefit versus benefit to communities near aggregate operations, the percentage of allocations for different types of initiatives (regulatory support, community facilities, local programs, infrastructure, municipal tax relief, etc.); and the possibility for supportive policies and procedures related to the allocation of the CAP Levy.**

**g. Review the Calahoo-Villeneuve Sand and Gravel Advisory Committee terms of reference to identify a geographic area, membership, and other elements that are reflective of known extraction areas in Sturgeon County.**

**h. Prepare transition communications to describe implications of new regulations for existing operators and residents, and possible processes for those operations that may opt for the new regulatory model.**

**CARRIED**

**For:**6 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, and P.D. Tighe

**Against:**1 - K. Shaw

The meeting was recessed at 12:02 p.m.

The meeting was reconvened at 1:01 p.m.

**Present:** 6 - Mayor Alanna Hnatiw, Councillor Dan Derouin, Councillor Kristin Toms, Councillor Neal Comeau, Councillor Patrick D. Tighe, and Councillor Karen Shaw

**Absent:** 1 - Councillor Wayne Bokenfohr



**D.10**

1:00 p.m. CLOSED SESSION - Intergovernmental Matter  
\*\*\*Closed session pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic and other interests of a public body) of the Freedom of Information and Protection of Privacy Act\*\*\*

**K. Toms MOVED:**

**Motion 131/21: That Council move to a closed session at 1:02 p.m. pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

Mayor Cathy Heron and Kevin Scoble, Chief Administrative Officer, City of St. Albert, made a presentation to Council.

The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Reegan McCullough, County Commissioner - CAO; Scott MacDougall, Chief Operations Officer - COO; Jesse Sopko, Director, Corporate Services; Travis Peter, Director, Development and Strategic Services; Dawn Sauvé, Director, Financial, Assessment and Procurement Services; Tyler Westover, Manager, Economic Development Services; Lucas Warren, Manager, Corporate Communications; Lisa Schovanek, Legislative Officer, Legislative Services; and Dianne Mason, Legislative Officer, Legislative Services.

Councillor Bokenfohr returned to the meeting at 1:43 p.m.

**Present:** 7 - Mayor Alanna Hnatiw, Councillor Dan Derouin, Councillor Kristin Toms, Councillor Wayne Bokenfohr, Councillor Neal Comeau, Councillor Patrick D. Tighe, and Councillor Karen Shaw

Mayor Heron and Mr. Scoble left the meeting 1:50 p.m.

Councillor Bokenfohr left the meeting at 1:58 p.m.

**Present:** 6 - Mayor Alanna Hnatiw, Councillor Dan Derouin, Councillor Kristin Toms, Councillor Neal Comeau, Councillor Patrick D. Tighe, and Councillor Karen Shaw

**Absent:** 1 - Councillor Wayne Bokenfohr

**N. Comeau MOVED:**

**Motion 132/21: That Council move out of closed session at 2:28 p.m.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 133/21: That Council accept the item D.10 Closed Session - Intergovernmental Matter Request for Decision and attachments as information and authorize the Mayor and CAO to communicate Council's desired next steps within the region and that the Request for Decision and attachments of item D.10 of the March 9, 2021 Council meeting agenda remain confidential in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED**

**For:** 5 - A. Hnatiw, D. Derouin, K. Toms, N. Comeau, and P.D. Tighe

**Against:** 1 - K. Shaw

The meeting was recessed at 2:31 p.m.

The meeting was reconvened at 3:39 p.m.

**Present:** 6 - Mayor Alanna Hnatiw, Councillor Dan Derouin, Councillor Kristin Toms, Councillor Wayne Bokenfohr, Councillor Neal Comeau, and Councillor Patrick D. Tighe

**Absent:** 1 - Councillor Karen Shaw

**D.7** Bylaws 1477/20, 1478/20, 1479/20 and 1480/20 -  
Intermunicipal Development Plan Bylaws with the Towns of  
Bon Accord, Legal, Gibbons, and Redwater -  
Recommended Defeat of Second Reading

Presented by Jennifer Lavallee, Manager, Corporate Planning and Intergovernmental Services.

**N. Comeau MOVED:**

**Motion 134/21: That Council give second reading of  
Bylaw 1477/20.**

**DEFEATED UNANIMOUSLY**

**N. Comeau MOVED:**

**Motion 135/21: That Council give second reading of  
Bylaw 1478/20.**

**DEFEATED UNANIMOUSLY**

**N. Comeau MOVED:**

**Motion 136/21: That Council give second reading of  
Bylaw 1479/20.**

**DEFEATED UNANIMOUSLY**

**N. Comeau MOVED:**

**Motion 137/21: That Council give second reading of Bylaw 1480/20.**

**DEFEATED UNANIMOUSLY**

**D.8** Strategic Environmental Priorities - Baseline Data Collection

Presented by Reagan McCullough, County Commissioner - CAO and Scott MacDougall, Chief Operations Officer - COO.

**W. Bokenfohr MOVED:**

**Motion 138/21: That Council approve additional funding to implement baseline data collection initiatives to optimize and enable environmental projects approved in the 2021 Capital and Operating Budget for a total cost of \$300,000 in 2021, to be funded by the General Operating Reserve.**

**CARRIED UNANIMOUSLY**

**D.11** CLOSED SESSION - Intermunicipal Matter  
\*\*\*Closed session pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic and other interests of a public body) of the Freedom of Information and Protection of Privacy Act\*\*\*

**P.D. Tighe MOVED:**

**Motion 139/21: That Council move to a closed session at 4:02 p.m. pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

Presented by Reegan McCullough, County Commissioner - CAO.

The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Scott MacDougall, Chief Operations Officer - COO; Jesse Sopko, Director, Corporate Services; Travis Peter, Director, Development Services; Dawn Sauvé, Director, Financial, Assessment and Procurement Services; Sabrina Duquette, Manager, Financial Services; Jennifer Lavallee, Manager, Corporate Planning and Intergovernmental Services; Lucas Warren, Manager, Corporate Communications; Lisa Schovanek, Legislative Officer, Legislative Services; and Dianne Mason, Legislative Officer, Legislative Services.

**N. Comeau MOVED:**

**Motion 140/21: That Council move out of closed session at 4:35 p.m.**

**CARRIED UNANIMOUSLY**

**N. Comeau MOVED:**

**Motion 141/21: That Council accept the item D.11 Closed Session – Intermunicipal Matter as information and that the Request for Decision and attachments of item D.11 of the March 9, 2021 Council meeting agenda remain confidential in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

**D.12**

CLOSED SESSION - Business Development Opportunity

\*\*\*Closed session pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the Freedom of Information and Protection of Privacy Act\*\*\*

**N. Comeau MOVED:**

**Motion 142/21: That Council move to a closed session at 4:37 p.m. pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

Presented by Travis Peter, Director, Development and Strategic Services, and Tyler Westover, Manager, Economic Development Services.

The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Reegan McCullough, County Commissioner - CAO; Scott MacDougall, Chief Operations Officer - COO; Jesse Sopko, Director, Corporate Services; Dawn Sauvé, Director, Financial, Assessment and Procurement Services; Lisa Schovanek, Legislative Officer, Legislative Services; and Dianne Mason, Legislative Officer, Legislative Services.

**W. Bokenfohr MOVED:**

**Motion 143/21: That Council move out of closed session at 4:58 pm.**

**CARRIED UNANIMOUSLY**

**W. Bokenfohr MOVED:**

**Motion 144/21: That Council authorize Administration to issue an Expression of Interest (EOI) for private building owners to offer mid-term leased space at the Villeneuve Airport, for the purpose of supporting new business in the municipality and inclusive of approximately 6,000 square feet to be improved for investor meeting space, coordination of municipal services to the airport, public events, basic office requirements, business incubation tenant sub-lease area, and complementary furnishings and design; that Council authorize Administration to review the results of the Expression of Interest (EOI) for mid-term leased space at the Villeneuve Airport and report back to Council on the potential location(s) and consideration of a subsequent procurement process to secure a location and confirm the capital and operating cost structure, provincial grant allocation, and ongoing municipal budget requirement; and that the Request for Decision of item D.12 of the March 9, 2021 Council meeting agenda remain confidential in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

**D.13****CLOSED SESSION - Truck Fill Land Acquisition**

\*\*\*Closed session pursuant to section 197(2) of the Municipal Government Act and in accordance with section 21 (disclosure harmful to intergovernmental relations) and section 25 (disclosure harmful to economic or other interests of a public body) of the Freedom of Information and Protection of Privacy Act\*\*\*

**N. Comeau MOVED:**

**Motion 145/21: That Council move to a closed session at 5:01 p.m. pursuant to section 197(2) of the Municipal Government Act and in accordance with section 21 (disclosure harmful to intergovernmental relations) and section 25 (disclosure harmful to economic and other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

Presented by Councillor Comeau; Scott MacDougall, Chief Operations Officer - COO; and Jeff Yanew, Manager, Utility and Waste Management Services.

The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Reegan McCullough, County Commissioner - CAO; Jesse Sopko, Director, Corporate Services; Travis Peter, Director, Development Services; Dawn Sauvé, Director, Financial, Assessment and Procurement Services; Sabrina Duquette, Manager, Financial Services; Jennifer Lavallee, Manager, Corporate Planning and Intergovernmental Services; Lucas Warren, Manager, Corporate Communications; Lisa Schovanek, Legislative Officer, Legislative Services; and Dianne Mason, Legislative Officer, Legislative Services.

**N. Comeau MOVED:**

**Motion 146/21: That Council move out of closed session at 5:19 p.m.**

**CARRIED UNANIMOUSLY**



**N. Comeau MOVED:**

**Motion 147/21: That Council send a letter of support to the Government of Alberta to explore the feasibility of a truck fill station (located at Hwy 44 and Twp. Rd 570) with information related to feasibility and the status of discussions to be presented to Council at a future Council meeting; and that the discussion of item D.13 of the March 9, 2021 Council meeting agenda remain confidential in accordance with section 21 (disclosure harmful to intergovernmental relations) and section 25 (disclosure harmful to economic and other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

**I. ADJOURNMENT**

**N. Comeau MOVED:**

**Motion 148/21: That Council adjourn the March 9, 2021 Regular Council Meeting at 5:21 p.m.**

**CARRIED UNANIMOUSLY**

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MAYOR

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COUNTY COMMISSIONER (CAO)