



**Meeting Minutes - Unadopted  
Council**

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Wednesday, November 25, 2020

9:00 AM

Through Electronic Communications

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**2021 Budget Meeting**

**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 Sturgeon County Council 2021 Budget Meeting to order on November 25, 2020 at 9:03 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

Dawn Sauvé, Director, Financial, Assessment and Procurement Services

Travis Peter, Director, Development and Strategic Services

Sabrina Duquette, Acting Manager, Financial Services

Lucas Warren, Manager, Corporate Communications

Tyler Westover, Manager, Economic Development Services

Jennifer Lavallee, Manager, Corporate Planning and Intergovernmental Services

Pat Mahoney, Fire Chief/Manager, Protective Services

Jocelyn Pearce, Senior Financial Analyst, Financial Services

Matthew Chan, Budget and Financial Planner, Financial Services

Dianne Mason, Legislative Officer, Legislative Services

Lisa Schovanek, Legislative Officer, Legislative Services

## A.2 ADOPTION OF AGENDA

### **K. Shaw MOVED:**

**Motion 537/20: That Council adopt the November 25, 2020 Regular Council 2021 Budget Meeting Agenda as presented.**

**CARRIED UNANIMOUSLY**

## **B. 2021 BUDGET OPENING REMARKS**

Reegan McCullough, County Commissioner-CAO provided opening remarks and a general overview of the 2021 Budget.

Mayor Hnatiw provided opening remarks regarding the 2021 Budget.

## **C. STURGEON COUNTY 2021 BUDGET PRESENTATIONS**

### C.1 Planning, Budgeting and 2021 Financial Overview

Dawn Sauvé, Director, Financial, Assessment and Procurement Services, provided an overview of the 2021 Budget and Agenda.

Sabrina Duquette, Acting Manager, Financial Services, presented the 2021 Budget and Forecasting Frameworks.

Matthew Chan, Budget and Financial Planner, Financial Services, provided an overview of the 2021 Budget at a glance.

### C.2 2021 Proposed Budget Presentations

#### **C.2.1 Council and CAO Office**

Reegan McCullough, County Commissioner - CAO, presented the Commissioner's Office 2021 base budget.

Dawn Sauvé, Director, Financial, Assessment and Procurement Services, presented the Council 2021 base budget.

Lucas Warren, Manager, Corporate Communications, presented the Corporate Communications Department overview, the Corporate Communications 2021 base budget and service enhancement request.

**C.2.2 Corporate Services**

Jesse Sopko, Director, Corporate Services, presented the Corporate Services Division base budgets and service enhancement requests.

**C.2.3 Financial, Assessment and Procurement Services**

Dawn Sauvé, Director, Financial, Assessment and Procurement Services, presented the Financial, Assessment and Procurement Services Division base budgets.

Sabrina Duquette, Acting Manager, Financial Services, and Lucas Warren, Manager, Corporate Communications responded to questions from Council.

The meeting was recessed at 11:47 a.m.

The meeting was reconvened at 12:53 p.m. with all of those members of Council previously listed in attendance.

**C.2.4 Development and Strategic Services**

Travis Peter, Director, Development and Strategic Services, presented the Development and Strategic Services base budgets and service enhancement requests.

Tyler Westover, Manager, Economic Development Services, and Jennifer Lavalley, Manager, Corporate Planning and Intergovernmental Services, responded to questions from Council.

**C.2.5 Community Services**

Scott MacDougall, Chief Operations Officer-COO, presented the Community Services Division base budgets and service enhancement requests.

Pat Mahoney, Fire Chief/Manager, Protective Services, responded to questions from Council.

The meeting was recessed at 3:15 p.m. to Wednesday, November 26, 2020 at 9:00 a.m.



**Meeting Minutes - Unadopted  
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Thursday, November 26, 2020

9:00 AM

Through Electronic Communications

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**2021 Budget Meeting**

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:** 6 - Mayor Alanna Hnatiw, Councillor Dan Derouin, Councillor Kristin Toms, Councillor Wayne Bokenfohr, Councillor Neal Comeau, and Councillor Karen Shaw

**Absent:** 1 - Councillor Patrick D. Tighe (joined meeting at 11:03 a.m.)

Mayor Hnatiw reconvened the Sturgeon County Council 2021 Budget Meeting on November 26, 2020 at 9:00 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

Dawn Sauvé, Director, Financial, Assessment and Procurement Services

Travis Peter, Director, Development and Strategic Services

Sabrina Duquette, Acting Manager, Financial Services

Lucas Warren, Manager, Corporate Communications

Jeff Yanew, Manager, Utility and Waste Management Services

Tyler Westover, Manager, Economic Development Services

Tara McGinn, Acting Manager, Agriculture Services

Scott Rodda, Manager, Family and Community Support Services

Jennifer Lavalée, Manager, Corporate Planning and Intergovernmental Services

Jocelyn Pearce, Senior Financial Analyst, Financial Services

Matthew Chan, Budget and Financial Planner, Financial Services

Lisa Schovanek, Legislative Officer, Legislative Services

**C. STURGEON COUNTY 2021 BUDGET PRESENTATIONS****C.2.6** Infrastructure Services

Scott MacDougall, Chief Operations Officer-COO, presented the Infrastructure Services Division base budgets and service enhancement requests.

Tara McGinn, Acting Manager, Agriculture Services, and Jeff Yanew, Manager, Utility and Waste Management Services, responded to questions from Council.

The meeting was recessed at 10:46 a.m.

The meeting was reconvened at 10:51 a.m. with all those members of Council previously listed in attendance.

Councillor Tighe joined the meeting at 11:03 a.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

The meeting was recessed at 11:31 a.m.

The meeting was reconvened at 12:31 p.m. with all those members of Council previously listed in attendance.

**C.2.7** 2021 Capital Budget and 5-Year Financial Forecasts

Scott MacDougall, Chief Operations Officer-COO, presented an overview of the proposed 2021 Capital Budget and 5-Year Forecast.

Jesse Sopko, Director, Corporate Services, presented on the Information Services 5-Year Capital Machinery and Equipment Budget.

### C.2.8 Unfunded "Below the Line" Service Enhancements

Dawn Sauv , Director, Financial, Assessment and Procurement Services reviewed the Capital Budget Projects Council wished to consider for further consideration and debate.

The meeting was recessed at 2:22 p.m.

The meeting was reconvened at 2:24 p.m. with all those members of Council previously listed in attendance.

#### **W. Bokenfohr MOVED:**

**Motion 538/20: That Council move to a closed session at 2:29 p.m. pursuant to section 197(2) of the Municipal Government Act and in accordance with section 25 (disclosure harmful to economic and other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

#### **CARRIED**

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

**Against:1** - K. Shaw

The following members of Administration were 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 Sauv , Director, Financial, Assessment and Procurement Services; Tyler Westover, Manager, Economic Development Services; and Lisa Schovaneck, Legislative Officer, Legislative Services.

#### **P.D. Tighe MOVED:**

**Motion 539/20: That Council move out of the closed session at 2:52 p.m.**

#### **CARRIED UNANIMOUSLY**

Council continued to review the "Below the Line" Service Enhancements to be considered for inclusion in the 2021 Budget.

The meeting was recessed at 4:13 p.m. to November 27, 2020 at 9:00 a.m.



**Meeting Minutes - Unadopted  
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Friday, November 27, 2020

9:00 AM

Through Electronic Communications

---

**2021 Budget Meeting**

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

Mayor Hnatiw reconvened the Sturgeon County Council 2021 Budget Meeting on November 27, 2020 at 9:00 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 Metis 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  
Dawn Sauvé, Director, Financial, Assessment and Procurement Services  
Travis Peter, Director, Development and Strategic Services  
Sabrina Duquette, Acting Manager, Financial Services  
Lucas Warren, Manager, Corporate Communications  
Tyler Westover, Manager, Economic Development Services  
Jeff Yanew, Manager, Utility and Waste Management Services  
Scott Rodda, Manager, Family and Community Support Services  
Jennifer Lavalée, Manager, Corporate Planning and Intergovernmental Services  
Jocelyn Pearce, Senior Financial Analyst, Financial Services  
Matthew Chan, Budget and Financial Planner, Financial Services  
Lisa Schovanek, Legislative Officer, Legislative Services



**D. COUNCIL DELIBERATIONS ON IDENTIFIED SERVICE ENHANCEMENTS**

**K. Shaw MOVED:**

**Motion 540/20: That Council remove the AFN Meter Vault Relocation project for \$80,000 from the 2021 proposed budget.**

**CARRIED UNANIMOUSLY**

**W. Bokenfohr MOVED:**

**Motion 541/20: That Council fund the Utility Asset Management Implementation project for \$57,000 in the 2021 proposed budget with funding to come from the Utility Reserve.**

**CARRIED UNANIMOUSLY**

**N. Comeau MOVED:**

**Motion 542/20: That Council approve utility rate increases under option 2 with a 4% increase to water and a 6% increase to wastewater rates.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 543/20: That Council remove the Grain Bag Roller Rental Equipment project for \$25,350 from the 2021 proposed budget.**

**CARRIED**

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

**Against:1** - K. Shaw

Councillor Shaw left the meeting at 9:32 a.m.

Councillor Shaw returned to the meeting at 9:33 a.m.

**K. Shaw MOVED:**

**Motion 544/20: That Council remove the Branding project for \$85,000 from the 2021 proposed budget.**

**DEFEATED**

**For:1** - K. Shaw

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

**D. Derouin MOVED:**

**Motion 545/20: That Council remove the Business Incubation and Acceleration Services (Phase 1) project for \$50,000 from the 2021 proposed budget.**

**CARRIED UNANIMOUSLY**

**K. Shaw MOVED:**

**Motion 546/20: That Council remove the Economic Development Services Advertising Resources project for \$122,000 from the 2021 proposed budget**

**DEFEATED**

**For:1** - K. Shaw

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

**K. Toms MOVED:**

**Motion 547/20: That Council remove the Villeneuve Airport Area Growth Supports project for \$325,000 from the 2021 proposed budget.**

**DEFEATED**

**Against:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

The meeting was recessed at 10:31 a.m.

The meeting was reconvened at 10:36 a.m. with all those members of Council previously listed in attendance.

**K. Shaw MOVED:**

**Motion 548/20: That Council reduce the Signs Service Enhancement project funding to \$130,000 in the 2021 proposed budget.**

**DEFEATED**

**For:1** - K. Shaw

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

**W. Bokenfohr MOVED:**

**Motion 549/20: That Council approve the Signs Service Enhancement project funding to a maximum of \$335,167 in the 2021 proposed budget.**

**CARRIED**

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

**Against:**1 - K. Shaw

**K. Shaw MOVED:**

**Motion 550/20: That Council remove the Train Whistle Cessation project for \$150,000 from the 2021 proposed budget.**

**DEFEATED**

**For:**2 - N. Comeau, and K. Shaw

**Against:**5 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, and P.D. Tighe

**W. Bokenfohr MOVED:**

**Motion 551/20: That Council move to a closed session at 11:23 a.m. pursuant to section 197(2) of the Municipal Government Act and in accordance with section 18 (disclosure harmful to individual or public safety), 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.**

**CARRIED UNANIMOUSLY**

The following members of Administration were 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; Travis Peter, Director, Development and Strategic Services; Tyler Westover, Manager, Economic Development Services; and Lisa Schovaneck, Legislative Officer, Legislative Services.

**P.D. Tighe MOVED:**

**Motion 552/20: That Council move out of the closed session at 12:16 p.m.**

**CARRIED UNANIMOUSLY**

The meeting was recessed at 12:16 p.m.

The meeting was reconvened at 1:03 p.m. with all of those members of Council previously listed in attendance.

**N. Comeau MOVED:**

**Motion 553/20: That Council add the Fleet Yard Coverall Building project for \$88,000 to the 2021 proposed budget with funding to come from Significant Tax Revenue Growth Priority 5, Service level increase.**

**CARRIED UNANIMOUSLY**

**K. Shaw MOVED:**

**Motion 554/20: That Council fund the Broadband Initiative project to a maximum of \$7,300,000 in the 2021 proposed budget with funding to come from long-term debt.**

**CARRIED UNANIMOUSLY**

**N. Comeau MOVED:**

**Motion 555/20: That Council approve the Website Replacement Service Enhancement for \$100,000 in the 2021 proposed budget with funding to come from Significant Tax Revenue Growth, Priority 5, Service level increase.**

**CARRIED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 556/20: That Council fund the Sturgeon Victim Services project for \$6,778 in the 2021 proposed budget to be funded from Significant Tax Revenue Growth, Priority 4, Community Building.**

**CARRIED UNANIMOUSLY**

**K. Shaw MOVED:**

**Motion 557/20: That Council fund the Firefighter x Three Positions project for \$254,934 in the 2021 proposed budget with funding to come from General Taxation.**

**CARRIED**

**For:**5 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, and K. Shaw

**Against:**2 - N. Comeau, and P.D. Tighe

**W. Bokenfohr MOVED:**

**Motion 558/20: That Council fund the Custodian Labourer project for \$62,034 in the 2021 proposed budget from General Taxation.**

**CARRIED UNANIMOUSLY**

Councillor Comeau left the meeting at 2:15 p.m.

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

**Absent:** 1 - Councillor Neal Comeau

**D. Derouin MOVED:**

**Motion 559/20: That Council fund the Business Analyst Extension project for \$108,627 in the 2021 proposed budget to be funded from Significant Tax Revenue Growth, Priority 5, Service level increase.**

**CARRIED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 560/20: That Council fund the SharePoint Implementation project for \$85,000 in the 2021 proposed budget with funding to come from Significant Tax Revenue Growth, Priority 5, Service level increase.**

**CARRIED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 561/20: That Council fund the Environmental Planning Services Roadmap project for \$95,000 in the 2021 proposed budget with funding to come from Significant Tax Revenue Growth, Priority 5, Service level increase.**

**CARRIED UNANIMOUSLY**

**K. Shaw MOVED:**

**Motion 562/20: That Council fund the Intersection Improvement Program project for \$83,000 in the 2021 proposed budget with funding to come from Significant Tax Revenue Growth, Priority 5, Service level increase.**

**CARRIED UNANIMOUSLY**



The meeting was recessed at 2:51 p.m.

The meeting was reconvened at 2:54 p.m. with all of those members of Council previously listed in attendance.

**W. Bokenfohr MOVED:**

**Motion 563/20: That Council fund the Pine Sands Subdivision project for \$2,790,000 in the 2021 proposed budget with funding to come from long-term debt.**

**CARRIED**

**For:4** - D. Derouin, K. Toms, W. Bokenfohr, and P.D. Tighe

**Against:2** - A. Hnatiw, and K. Shaw

**W. Bokenfohr MOVED:**

**Motion 564/20: That Council fund Engineering on Range Road 10 reconstruction (road to Pine Sands subdivision) project for \$150,000 in the 2021 proposed budget with funding to come from Significant Tax Revenue Growth, Priority 1, Service level increase.**

**CARRIED**

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

**Against:1** - K. Shaw

The meeting was recessed at 3:37 p.m.

The meeting was reconvened at 4:06 p.m. with all those members of Council previously listed in attendance.

**W. Bokenfohr MOVED:**

**Motion 565/20: That Council fund the Defence and Security Investment Supports project for \$70,000 in the 2021 proposed budget with funding to come from General Taxation.**

**CARRIED**

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

**Against:**1 - K. Shaw

Councillor Comeau returned to the meeting at 4:37 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

**P.D. Tighe MOVED:**

**Motion 566/20: That Council fund the Heritage Industrial Park and Range Road 254 Reconstruction for \$2,500,000 in the 2021 proposed budget with funding to come from Significant Tax Revenue Growth, Priority 1, Service level increase.**

**CARRIED UNANIMOUSLY**

**W. Bokenfohr MOVED:**

**Motion 567/20: That Council move to a closed session at 4:40 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 and other interests of a public body) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

The following members of Administration were 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; Travis Peter, Director, Development and Strategic Services; Scott Rodda, Manager, Family and Community Support Services; Jennifer Lavallee, Manager, Corporate Planning and Intergovernmental Services; and Lisa Schovaneck, Legislative Officer, Legislative Services.

**P.D. Tighe MOVED:**

**Motion 568/20: That Council move out of the closed session at 5:42 p.m.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 569/20: That Council remove Item F.1 - 2021 Fees & Charges Bylaw from the agenda.**

**CARRIED UNANIMOUSLY**

**E. ACCEPTANCE OF 2021 BUDGET "IN PRINCIPLE" BY COUNCIL**

**W. Bokenfohr MOVED:**

**Motion 570/20: That Council transfer the remaining \$8,932,886 in Significant Tax Revenue Growth to the 7.1 General Operating Reserve in accordance with the Significant Tax Revenue Growth Policy and approve the 2021 budget in principle as presented with a zero percent tax increase.**

**CARRIED**

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

**Against:1 - K. Shaw**

**I. ADJOURNMENT**

**W. Bokenfohr MOVED:**

**Motion 571/20: That Council adjourn the Sturgeon County Council 2021 Budget meeting at 5:54 p.m.**

**CARRIED UNANIMOUSLY**

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MAYOR

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COUNTY COMMISSIONER (CAO)