



**Sturgeon County**  
**Meeting Agenda - Final**  
**Council**

9613-100 Street  
Morinville, Alberta  
T8R 1L9

---

Tuesday, June 13, 2017

8:00 AM

Council Chambers

---

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

A.1 CALL TO ORDER

A.2 ADOPTION OF AGENDA

A.3 ADOPTION OF MINUTES

**A.3.1** May 23, 2017 - Regular Council Meeting Minutes

**Attachments:** [Regular Council Meeting Minutes - May 23, 2017](#)

**C. PRESENTATIONS/PUBLIC HEARINGS/INTERVIEWS**

**C.1 PRESENTATIONS**

**C.1.1** 9:00 a.m. - Riverlot 56 Natural Area Society Presentation

**Attachments:** [Presentation Request Form](#)  
[Riverlot 56 Natural Area Site Guide](#)

*Mary Ann Cuvilier, President, Riverlot 56 Natural Area Society*

**C.1.2** 9:20 a.m. - Granicus Presentation

**Attachments:** [Presentation](#)

*Sam Morton, Vice President - Sales, Granicus, Inc.*

**C.1.3** 10:00 a.m. - Darlene Clarke, Sturgeon County Resident - Presentation

**Attachments:** [Presentation Request Form](#)  
[Photographs](#)

**D. NEW BUSINESS**

**D.1** Debenture Bylaw 1389/17 (Second and Third Reading)**Proposed Motion:**

1. That Council give second reading to Debenture Bylaw 1389/17 Pilon Creek Estates Subdivision & Range Road 232 Pilon Creek Estates Access to Highway 15 with a maximum amount of \$1,396,500.
2. That Council give third reading to Debenture Bylaw 1389/17 Pilon Creek Estates Subdivision & Range Road 232 Pilon Creek Estates Access to Highway 15 with a maximum amount of \$1,396,500.

**Attachments:**

[Request for Decision](#)  
[Bylaw 1389/17 – Debenture Bylaw for Pilon Creek Estates](#)  
[Debt Management Policy](#)  
[Advertisement](#)

*Ed Kaemingh, Manager, Financial Services*

**D.2** Debenture Bylaw 1393/17, Cardiff Inflow & Infiltration Utilities Project (First Reading)**Proposed Motion:**

That Council give first reading to Debenture Bylaw 1393/17 Cardiff Inflow & Infiltration Utilities Project with a maximum amount of \$1,000,000.

**Attachments:**

[Request for Decision](#)  
[Bylaw 1393/17 – Debenture Bylaw for Cardiff Inflow & Infiltration Utilities Project](#)  
[Debt Management Policy](#)

*Ed Kaemingh, Manager, Financial Services*

**D.3** Morinville Seed Cleaning Plant Loan**Proposed Motion:**

That Council deny the request by the Morinville Municipal Seed Cleaning Co-op Ltd to forgive the May 1, 2017 loan repayment of \$16,698.98.

**Attachments:**

[Request for Decision](#)  
[Request for Forgiveness Letter from Morinville Municipal Seed Cleaning Co-op Ltd](#)  
[FOIP Insert](#)  
[By-Law 1175/09 Morinville Seed Cleaning Coop Ltd. Loan](#)  
[Morinville Seed Cleaning Co-op Ltd. Loan Promissory Note](#)  
[Morinville Seed Cleaning Co-op Ltd. Repayment Schedule](#)

*Ed Kaemingh, Manager, Financial Services*

**D.4** Report on Staffing Costs and Budgeted Full-time Equivalent Positions**Proposed Motion:**

That Council receive the Request for Decision titled "Report on Staffing Costs and Budgeted Full-time Equivalent Positions", dated June 1, 2017, as information.

**Attachments:**

[Request for Decision](#)

*Ed Kaemingh, Manager, Financial Services*

**D.5**

Notice of Motion - Councillor Bokenfohr: What is or how do we determine the percentage of subdivision residents that are needed to speak on behalf of the whole subdivision?

**Proposed Motion:** That Council accept the report for information.

**Attachments:** [Request for Decision](#)  
[Public Engagement Policy](#)

*Susan Berry, Manager, Community Services*

**D.6**

Council Meeting Schedule Adjustments

**Proposed Motion:**

1. That Council reschedule the July 11, 2017, Regular Council and Committee of the Whole Meetings to July 10, 2017.
2. That Council cancel the October 10, 2017 Regular Council and Committee of the Whole Meetings.
3. That Council cancel the November 14, 2017 Regular Council and Committee of the Whole Meetings.

**Attachments:** [Request for Decision](#)  
[Revised 2017 Dates of Meetings Calendar](#)

*Christine Beveridge, Senior Legislative Officer, Legislative Services*

**D.7****2017 Election - Bylaws and Agreements****Proposed Motion:**

1. That Council give three readings to Bylaw 1392/17, Municipal Election Vote by Special Ballot Repeal.
2. That Council authorize for the provision of special ballots during the 2017 municipal election and provide for an elector to apply by any one or more of the following methods:
  - a) in writing;
  - b) by telephone;
  - c) by fax;
  - d) in person;
  - e) by email.
3. That Council authorize that the special ballots provided to electors must be returned to the Returning Officer at Sturgeon County Centre by 4:30 p.m. on Election Day.
4. That Council enter into an agreement with Sturgeon Public School Division No. 24 to conduct the 2017 school board elections for residents of Sturgeon Public School Division No. 24 who reside in the municipal boundaries of Sturgeon County.
5. That Council enter into an agreement with Greater St. Albert Roman Catholic Separate School District No. 734 to conduct the school board elections for residents of Greater St. Albert Roman Catholic 2017 Separate School District No. 734 who reside in the municipal boundaries of Sturgeon County.
6. That Council enter into an agreement with Elk Island Catholic Separate Regional Division No. 41 to conduct the 2017 school board elections for residents of Elk Island Catholic Separate Regional Division No. 41 who reside in the municipal boundaries of Sturgeon County.
7. That Council give three readings to Bylaw 1391/17, Printing Ballots in Lots.

**Attachments:**

[Request for Decision](#)

[Bylaw 1392/17 Municipal Election Vote by Special Ballot](#)

[Bylaw 1063/05 Municipal Election Vote by Special Ballot](#)

[Bylaw 1391/17 Printing Ballots in Lots](#)

*Christine Beveridge, Senior Legislative Officer, Legislative Services*

**D.8** 2017 First Tri-Annual Management Report**Proposed Motion:**

1. That Council approve the 2017 First Tri-Annual Management Report.
2. That Council direct Administration to use the report as the basis for efforts during 2017 as well as planning for 2018-2020.
3. That Council direct Administration to use the Sustainable Roads Improvement Strategy report provided to Council March 14, 2017 and proceed with the Implementation phase of the Sustainable Roads Improvement Strategy Initiative.

**Attachments:**

[Request for Decision](#)  
[2017 First Tri-Annual Management Report](#)  
[2017 First Tri-Annual Operational Highlights](#)  
[2017 April Capital Projects Report](#)  
[2017 April Variance Report](#)  
[2017 April Capital Summary Report](#)  
[2017 April Road Report](#)

*Danielle Figura, Business Strategy Manager, County Commissioner's Office*

**D.9** Lily Lake Area Reconstruction and Surfacing Program Contract Award Recommendation**Proposed Motion:**

1. That Council award the multi-year contract (2017 - 2019) for the Lily Lake Area Reconstruction and Surfacing Program to E-Construction Ltd., at a contract price of \$9,949,016.88 (not including GST).
2. That Council fund the \$500,000 shortfall by rescheduling BF9433 from construction in 2018 to construction in 2019.

**Attachments:**

[Request for Decision](#)  
[Location Plan](#)  
[Tender Results](#)  
[Procurement Directive \(dir\\_pro\\_exe\\_2014\)](#)

*Brian Hartman, Manager, Engineering Services*

**D.10** 11:30 a.m. - Town of Bon Accord Annexation Application**Proposed Motion:**

1. That Council authorize the Mayor to sign the Agreement Regarding Highway 28 Service Road as presented.
2. That Council authorize the Mayor to sign the Town of Bon Accord's Annexation Application and Negotiating Report, to send to the Municipal Government Board, on behalf of Sturgeon County Council, pending the Town of Bon Accord's endorsement of the Highway Service Road Agreement.

**Attachments:**

[Request for Decision](#)  
[FOIP Insert](#)  
[Agreement for Highway 28 Service Road](#)  
[FOIP Insert](#)

*Trevor Duley, Senior Advisor, Intergovernmental Affairs*

**D.11** Land Use Bylaw 1385/17 Directional Report - Administration's Response to Written and Verbal Input Received During the Land Use Bylaw Public Hearing**Proposed Motion:**

1. That the proposed Land Use Bylaw 1385/17 be amended so that the requirement for Development Permits for Agricultural Accessory Buildings is removed.
2. That Council direct Administration to incorporate the changes as per the motions within the Directional Report (Attachment #1) into Schedule A of the proposed Bylaw 1385/17 that received first reading on January 24, 2017.
3. That Council direct Administration to update the proposed Land Use Bylaw 1385/17 that received first reading on January 24, 2017, based on the direction provided, and present the final draft of Land Use Bylaw 1385/17 to Council for second and third reading at the June 27, 2017 regular Council Meeting.
4. That Council direct Administration to bring back options for an effective date on June 27, 2017.

**Attachments:**

[Request for Decision](#)  
[Directional Report - Attachment 1](#)  
[Motion Log - Attachment 2](#)  
[Revised AG District - Attachment 3](#)

*Clayton Kittlitz, Manager, Current Planning and Development Services*

**F. COUNCIL UPDATES/ROUNDTABLE**

F.1 Wayne Bokenfohr, Councillor, Division 3

F.2 Jerry Kaup, Councillor, Division 4

F.3 Patrick Tighe, Councillor, Division 5

F.4 Karen Shaw, Councillor, Division 6

F.5 Ferd Caron, Councillor, Division 1

F.6 Susan Evans, Councillor, Division 2

F.7 Mayor Tom Flynn

## **G. URGENT MATTERS**

## **H. NOTICES OF MOTION**

### **H.1 Councillor Shaw - Motion**

**Proposed Motion:** That Council direct Administration to remove the Council Updates/Roundtable from the Order of Business on future Council Agendas, until such time that Council deems it necessary to bring them back.

**Attachments:** [Motion Insert](#)

## **I. ADJOURNMENT**