



# Sturgeon County

9613-100 Street  
Morinville, Alberta  
T8R 1L9

## Meeting Minutes - Unadopted Council

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Tuesday, April 25, 2017

9:00 AM

Council Chambers

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

#### A.1 CALL TO ORDER

**Present:** 7 - Mayor Tom Flynn, Councillor Ferd Caron, Councillor Susan Evans, Councillor Wayne Bokenfohr, Councillor Jerry Kaup, Councillor Patrick Tighe, and Councillor Karen Shaw

Mayor Flynn called the regular Council Meeting to order at 9:01 a.m.

#### **Administration Present**

Peter Tarnawsky, County Commissioner - CAO  
Stephane Labonne, General Manager, Integrated Growth  
Ian McKay, General Manager, Municipal Services  
Rick Wojtkiw, General Manager, Corporate Services  
Ed Kaemingh, Manager, Financial Services  
Shane Hogan, Manager, Transportation Services  
Brian Hartman, Manager, Engineering Services  
Tyler Westover, Manager, Economic Development  
Susan Berry, Manager, Community Services  
Christine Beveridge, Senior Legislative Officer, Legislative Services  
Kofi Boakye, Senior Accountant - Operations, Financial Services  
John Dugas, Senior Projects Officer, Engineering Services  
Trevor Duley, Senior Advisor, Intergovernmental Affairs  
Jacklyn Cornelis, Community Outreach Supervisor, Community Services  
Alyssa Hutchings, Agricultural Operations Supervisor, Agriculture Services  
Lisa Schovanek, Legislative Officer, Legislative Services

A.2 ADOPTION OF AGENDA

**P. Tighe MOVED:**

**Motion 160/17: That the Agenda be adopted, as amended. The following change was made:**

**\* Added Item G.1 - Regional Economic Development Entity.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

A.3 ADOPTION OF MINUTES

**A.3.1** April 11, 2017 - Regular Council Meeting Minutes

**J. Kaup MOVED:**

**Motion 161/17: That the April 11, 2017 regular Council Meeting Minutes be approved as presented.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D. NEW BUSINESS**

**D.1** 2016 Annual Audit Sturgeon County Financial Statements

Presented by: Ed Kaemingh, Manager, Financial Services, and Phil Dirks, Partner, Hawkings Epp Dumont, LLP

**J. Kaup MOVED:**

**Motion 162/17: That Council approve the 2016 Annual Financial Statements as prepared by Administration and audited by the firm of Hawkings Epp Dumont LLP Chartered Professional Accountants.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**F. Caron MOVED:**

**Motion 163/17: That Council approve the transfer of \$570,000 to the 8.15 Vehicle & Equipment Reserve to fund future acquisitions as approved by Council.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**W. Bokenfohr MOVED:**

**Motion 164/17: That Council approve the transfer of \$10,000 to the 8.1 General Operating Reserve to fund OP-21-FCM/AAMDC Committee Appointments as presented in the 2017 approved Budget.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**F. Caron MOVED:**

**Motion 165/17: That Council approve the transfer of \$254,388 to the 8.1 General Operating Reserve for eventual use consistent with achieving Council's Strategic Plan direction and objectives.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 166/17: That Council approve the establishment of a gravel pit reclamation liability in the amount of \$617,011.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.2** Bylaw 1388/17 - 2017 Taxation Rates (Second and Third Reading)

Presented by: Ed Kaemingh, Manager, Financial Services, and Kofi Boakye, Senior Accountant - Operations, Financial Services

**K. Shaw MOVED:**

**Motion 167/17: That Council give second reading to Bylaw 1388/17, 2017 Taxation Rates.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**J. Kaup MOVED:**

**Motion 168/17: That Council give third reading to Bylaw 1388/17, 2017 Taxation Rates.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

The meeting was recessed at 9:58 a.m.

The meeting was reconvened at 10:03 a.m.

**D.3** Sustainable Roads Improvement Strategy Final Report (60 minutes)

Presented by: Ian McKay, General Manager, Municipal Services; Shane Hogan, Manager, Transportation Services; and Gordon Molnar, President, Pillar Systems Inc.

**K. Shaw MOVED:**

**Motion 169/17: That Council accept the Sustainable Roads Improvement Strategy Final Report as information.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**F. Caron MOVED:**

**Motion 170/17: That Council direct Administration to prepare plans and future Operating and Capital Budgets using the Sustainable Roads Improvement Strategy as the framework.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

The meeting was recessed at 11:33 a.m.

The meeting was reconvened at 11:35 a.m.

**D.4** Lamoureux Drive Drainage - Phase 2 - Realignment - Contract Award Recommendation

Presented by: Brian Hartman, Manager, Engineering Services, and John Dugas, Senior Capital Projects Officer, Engineering Services

**F. Caron MOVED:**

**Motion 171/17: That Council award the contract for the realignment and reconstruction of Lamoureux Drive to G&J Parking Lot Maintenance LP at a contract price of \$149,169.36 (not including GST).**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

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

C.1 PRESENTATIONS

**C.1.1** 11:40 a.m. - River Valley Alliance Update

Brent Collingwood, Chairman of the Board, River Valley Alliance, and Larry Wall, Executive Director, River Valley Alliance provided a presentation to Council.

The meeting was recessed at 12:15 p.m.

The meeting was reconvened at 1:09 p.m.

**NEW BUSINESS...continued**

**D.5** Appointment of Weed & Pest Inspectors

Presented by: Alyssa Hutchings, Agricultural Operations Supervisor, Agriculture Services

**J. Kaup MOVED:**

**Motion 172/17: That Council appoint Cathryn Thompson, Kennedy Deregt-Taschuk, Josh Pigeon and Marlise Kostiw as Municipal Inspectors under the Alberta Agricultural Pests Act and the Alberta Weed Control Act.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.6** Appointment of Agricultural Fieldmen

Presented by: Alyssa Hutchings, Agricultural Operations Supervisor, Agriculture Services

**K. Shaw MOVED:**

**Motion 173/17: That Council appoint Alyssa Hutchings and Victoria Dubord as Agricultural Fieldmen under the Alberta Agricultural Service Board Act.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.7** Policy Analyst, Intergovernmental Affairs

Presented by: Trevor Duley, Senior Advisor, Intergovernmental Affairs

**S. Evans MOVED:**

**Motion 174/17: That Council approve the allocation of \$50,000 from the Contingency Reserve (8.2) for Administration to hire a temporary Policy Analyst, Intergovernmental Affairs in 2017.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 175/17: That Council direct Administration to include the Policy Analyst, Intergovernmental Affairs contract position in the base budget for 2018 and 2019.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.8** Sturgeon County Submission to the Alberta Energy Diversification Advisory Committee

Presented by: Trevor Duley, Senior Advisor, Intergovernmental Affairs, and Tyler Westover, Manager, Economic Development

**P. Tighe MOVED:**

**Motion 176/17: That Council authorize the Mayor to submit the letter as presented to the Alberta Energy Diversification Advisory Committee on behalf of Sturgeon County Council.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.9** Community Association Grant Allocations

Presented by: Susan Berry, Manager, Community Services, and Jacklyn Cornelis, Community Outreach Supervisor, Community Services

**W. Bokenfohr MOVED:**

**Motion 177/17: That Council ratify the Calahoo-Villeneuve Gravel Extraction Committee motion to award the 2017 Community Enhancement grants in the amount of \$137,942.49 to the community groups identified in the committee minutes of March 27, 2017.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 178/17: That Council ratify the Community Services Advisory Board motion to award the 2017 Community Association Grant dollars in the amount of \$152,465.65 to the community groups identified in the committee minutes of March 13, 2017.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**J. Kaup MOVED:**

**Motion 179/17: That Council approve an additional award in the amount of \$33,250 from the Sturgeon Industrial Community Fund Reserve to fund the grant requests for two high priority projects: Alcomdale Playground and Sturgeon Agriplex Kitchen.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw



**D.10**

In-Camera - Intergovernmental Affairs

\*\*\*In-Camera in accordance with Section 197 of the  
Municipal Government Act\*\*\*

Presented by: Susan Berry, Manager, Community Services

**W. Bokenfohr MOVED:**

**Motion 180/17: That Council proceed to an In-Camera  
Session at 1:59 p.m. to discuss Item D.10.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P.  
Tighe, and K. Shaw

**W. Bokenfohr MOVED:**

**Motion 181/17: That Council move out of the In-Camera  
Session at 3:04 p.m.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P.  
Tighe, and K. Shaw

**W. Bokenfohr MOVED:**

**Motion 182/17: That Council accept the confidential  
Request for Decision titled "In-Camera -  
Intergovernmental Affairs" dated April 19, 2017, as  
information.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P.  
Tighe, and K. Shaw

**W. Bokenfohr MOVED:**

**Motion 183/17: That the Request for Decision titled "In-Camera - Intergovernmental Affairs" remain confidential per Section 24 of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.11** Legislative Services Staffing

Presented by: Christine Beveridge, Senior Legislative Officer, Legislative Services

**S. Evans MOVED:**

**Motion 184/17: That Council approve the addition of a temporary 0.5 position to the Legislative Services Department for the balance of 2017 funded from the Contingency Reserve (8.2) and added to the base budget in 2018.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**P. Tighe MOVED:**

**Motion 185/17: That Council add \$3,000 to expand election budget to provide Candidate Information Session(s) for potential Candidates funded from the Contingency Reserve (8.2).**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**G. URGENT MATTERS**

**G.1** Regional Economic Development Entity

Presented by: Trevor Duley, Senior Advisor, Intergovernmental Affairs, and Tyler Westover, Manager, Economic Development

**F. Caron MOVED:**

**Motion 186/17: That Council direct Administration to coordinate a joint meeting with Council and the Sturgeon County Economic Development Advisory Board prior to May 23, 2017 to discuss the Edmonton Metropolitan Region Economic Development Initiative.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 187/17: That Council refer the Edmonton Metropolitan Region Economic Development proposal to the Sturgeon County Economic Development Advisory Board for advice, to be received no later than May 23, 2017.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**S. Evans MOVED:**

**Motion 188/17: That Council direct Administration to bring forward a Request for Decision to the May 23, 2017 regular Council Meeting, seeking Council direction on participation in the Regional Economic Development Entity.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**H. NOTICES OF MOTION**

**H.1** Notice of Motion - Councillor Bokenfohr

**W. Bokenfohr MOVED:**

**Motion 189/17: What is or how do we determine the percentage of subdivision residents that are needed to speak on behalf of the whole subdivision or hamlet?**

**W. Bokenfohr MOVED:**

**Motion 190/17: That Council refer Item H.1 to Administration for further information to be provided.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**H.2** Notice of Motion - Councillor Tighe

Brian Hartman, Manager, Engineering was in attendance to answer questions from Council in relation to Item H.2.

**P. Tighe MOVED:**

**Motion 191/17: That Council direct that 100m of dust control on RR 232 from Twp 572 to Hwy 651 be provided and paid for by the County funded from Transportation Reserves, if required, during the 2017 construction season.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**I. ADJOURNMENT**

**J. Kaup MOVED:**

**Motion 192/17: That Council adjourn the regular Council Meeting at 4:15 p.m.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

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MAYOR

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COUNTY COMMISSIONER (CAO)