



## Meeting Minutes - Unadopted Council

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Tuesday, January 12, 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 January 12, 2021 Regular Council Meeting to order 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  
Travis Peter, Director, Development and Strategic Services  
Dawn Sauvé, Director, Financial, Assessment and Procurement Services  
Jeff Yanew, Manager, Utility and Waste Management Services  
Sabrina Duquette, Manager, Financial Services  
Tyler Westover, Manager, Economic Development Services  
Gary Mayhew, Manager, Transportation and Engineering Services  
Mike Philbrick, Manager, Fleet and Facility Services  
Luis Delgado, Manager, Assessment Services  
Martyn Bell, Acting Manager, Planning and Development Services  
Tim Osborne, Corporate Operations Advisor  
Max Adu-Safo, Program Supervisor, Transportation Services  
Craig Walker, Acting Program Lead, Current Planning, Planning and Development Services  
Chris Pullen, Senior Industrial Engineering Officer, Engineering Services  
Hayley Wasylycia, Planning and Development Project Officer, Planning and Development Services  
Leanne McBean, Business Retention and Expansion Lead, Economic Development Services  
Layne Quickstad, Finance Intern, Financial Services  
Lisa Schovanek, Legislative Officer, Legislative Services  
Dianne Mason, Legislative Officer, Legislative Services

**A.2 ADOPTION OF AGENDA**

**W. Bokenfohr MOVED:**

**Motion 001/21: That Council adopt the January 12, 2021 Regular Council Meeting Agenda as presented.**

**CARRIED UNANIMOUSLY**

**A.3 ADOPTION OF MINUTES**

**A.3.1** December 8, 2020 Regular Council Meeting Minutes

**D. Derouin MOVED:**

**Motion 002/21: That Council adopt the December 8, 2020 Regular Council Meeting Minutes as presented.**

**CARRIED UNANIMOUSLY**

**C. PRESENTATIONS/PUBLIC HEARINGS/INTERVIEWS****C.1 PRESENTATIONS**

**C.1.1** 9:00 a.m. Caswell Rose re Soil and Water Contamination of Property

Mr. Caswell Rose made a presentation to Council.

**P.D. Tighe MOVED:**

**Motion 003/21: That Council refer the presentation from Caswell Rose regarding water and soil contamination to Administration to present information and a recommendation at the January 26, 2021 Council meeting.**

**CARRIED UNANIMOUSLY**

**C.1.2** 9:20 a.m. Henderson Build J Group Inc. - Tax Penalty  
Cancellation Request - Roll #190042

Mr. Bill Henderson, Henderson Built J Group Inc., made a presentation to Council.

**K. Toms MOVED:**

**Motion 004/20: That Council refer the presentation from Henderson Built J Group Inc. regarding the tax penalty cancellation request for Roll #190042 to Administration to present information and a recommendation at the January 26, 2021 Council meeting.**

**CARRIED UNANIMOUSLY**

**C.1.3** 9:40 a.m. Rotary Club Presentation re LAV III  
Monument Support

Mr. Gord Putnam, President Elect, Rotary Club of Morinville, made a presentation to Council.

**N. Comeau MOVED:**

**Motion 005/20: That Council refer the presentation from the Rotary Club of Morinville regarding the Light Armoured Vehicle (LAV III) Project to Administration to present information and a recommendation at the January 26, 2021 Council meeting.**

**CARRIED UNANIMOUSLY**

The meeting was recessed at 10:09 a.m.

The meeting was reconvened at 10:14 a.m. with all those members of Council previously listed in attendance.

**D. NEW BUSINESS****D.1 Request for Property Tax Refund Due to Fire Loss - Roll #213032**

Presented by Sabrina Duquette, Manager, Financial Services.

Dawn Sauvé, Director, Finance, Assessment and Procurement Services, and Luis Delgado, Manager, Assessment Services provided additional information.

**K. Shaw MOVED:**

**Motion 006/21: That Council refund property taxes in the amount of \$1,138.48 for Roll #213032 to be funded through the General Operating Reserve.**

**P.D. Tighe MOVED:**

**Amending Motion 007/21: That Council amend the amount of refund of property taxes from \$1,138.48 to \$1,544.22 for Roll #213032 to be funded through the General Operating Reserve.**

**DEFEATED**

**For:**2 - D. Derouin, and P.D. Tighe

**Against:**5 - A. Hnatiw, K. Toms, W. Bokenfohr, N. Comeau, and K. Shaw

**Motion 006/21, as read, was then voted on.**

**CARRIED UNANIMOUSLY**

**D.2** Request for Property Tax Refund Due to Fire Loss - Roll #2206001

Presented by Sabrina Duquette, Manager, Financial Services, and Layne Quickstad, Finance Intern, Financial Services.

**K. Shaw MOVED:**

**Motion 008/21: That Council refund property taxes in the amount of \$217.92 for Roll #2206001 to be funded through the General Operating Reserve.**

**CARRIED UNANIMOUSLY**

**D.3** Bylaw 1417/20 - Road Closure for a Portion of Riverbend Road (Road, Subdivision Plan 802 0013) - First Reading

Presented by Martyn Bell, Acting Manager, Planning and Development Services.

**W. Bokenfohr MOVED:**

**Motion 009/21: That Council give first reading of Bylaw 1417/20.**

**CARRIED**

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

**Against:1** - K. Shaw

**W. Bokenfohr MOVED:**

**Motion 010/21: That Council direct Administration to advertise the potential of a Road Closure Transfer Agreement with EMK Enterprises Canada Inc., for a below market value price in consideration of market value less expected land remediation costs.**

**CARRIED**

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

**Against:1** - K. Shaw

The agenda was reconsidered and amended to move Item D.6 after Item D.3.

The meeting was recessed at 11:01 a.m.

The meeting was reconvened at 11:07 a.m. with all those member of Council previously listed in attendance.

**D.6**                                      11:00 a.m. Resource Extraction Regulatory Review - Final  
Stakeholder Engagement Reports

Presented by Travis Peter, Director, Development and Strategic Services; Martyn Bell, Acting Manager, Planning and Development Services; Hayley Wasylycia, Planning and Development Project Officer, Planning and Development Services; and Ken Venner, Partner, B&A Planning Group.

**W. Bokenfohr MOVED:**

**Motion 011/21: That Council accept the Resource  
Extraction Regulatory Review What We Heard Report -  
Engagement Phase 2 as information.**

**CARRIED UNANIMOUSLY**

**W. Bokenfohr MOVED:**

**Motion 012/21: That Council direct Administration to  
bring forward Resource Extraction Regulatory Review  
final options and recommendations to the January 26,  
2021 Council Meeting.**

**CARRIED UNANIMOUSLY**

**D.4** Local Business Platform and Registry Supports

Presented by Tyler Westover, Manager, Economic Development Services, and Leanne McBean, Business Retention and Expansion Lead, Economic Development Services.

**P.D. Tighe MOVED:**

**Motion 013/21: That Council direct Administration to investigate options for online platforms to promote local Sturgeon County products as recommended by the COVID-19 Recovery Task Force.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 014/21: That Council direct Administration to investigate options for a Business Registry Program as recommended by the Economic Development Board.**

**CARRIED UNANIMOUSLY**

The meeting was recessed at 12:07 p.m.

The meeting was reconvened at 1:00 p.m. with all those members of Council previously listed in attendance.

**D.5** Request for Development Charges Deferral and Amortization

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

Chris Pullen, Senior Industrial Engineering Officer, Engineering Services and Craig Walker, Acting Program Lead, Current Planning, Planning and Development Services provided additional information.

**D. Derouin MOVED:**

**Motion 015/21: That Council, if subdivision application 2020-S-038 is approved, authorize the Municipal Planning Commission to allow for the registration of caveats upon the three new land titles respecting the deferral of off-site levies to a future development permit or subdivision application (whichever occurs first), and the amortization of off-site levy payments for up to ten years, to the satisfaction of Sturgeon County.**

**CARRIED**

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

**Against:1** - K. Shaw

**D. Derouin MOVED:**

**Motion 016/21: That Council, if subdivision application 2020-S-038 is granted, authorize the Municipal Planning Commission to allow for amortization of payment in lieu of municipal reserve over a period of up to ten years, to the satisfaction of Sturgeon County.**

**CARRIED**

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

**Against:1** - K. Shaw



**D.7** 2021 Gravel Supply Contract Award

Presented by Scott MacDougall, Chief Operations Officer - COO, and Gary Mayhew, Manager, Transportation and Engineering Services.

**K. Toms MOVED:**

**Motion 017/21: That Council award the 2021 Gravel Supply Contract for Lily Lake Stockpile to Dale Croswell Construction Co. in accordance with the 2020 gravel supply contract extension provisions.**

**CARRIED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 018/21: That Council award the 2021 Gravel Supply Contract for Opal Stockpile to Dale Croswell Construction Co. in accordance with the 2020 gravel supply contract extension provisions.**

**CARRIED UNANIMOUSLY**

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

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

**Absent:** 1 - Councillor Dan Derouin

**D.8** 2021 Villeneuve Gravel Pit Crushing Contract Award

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

**N. Comeau MOVED:**

**Motion 019/21: That Council award the 2021 Villeneuve Gravel Pit Crushing contract to D. Ray Construction Ltd. at a contract price of \$1,080,950.00 (excluding GST) and authorize the Chief Administrative Officer to execute the contract.**

**CARRIED UNANIMOUSLY**

Councillor Derouin returned to the meeting at 2:03 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

**D.9** Bylaw 1474/20 - Board and Committee Member Code of Conduct Bylaw - Second and Third Reading

Presented by Jesse Sopko, Director, Corporate Services.

**K. Toms MOVED:**

**Motion 020/21: That Council give second reading of Bylaw 1474/20 as amended.**

**CARRIED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 021/21: That Council give third reading of Bylaw 1474/20.**

**CARRIED UNANIMOUSLY**

**D.10**

Bylaw 1527/21 - Amendment to Bylaw 1522/20 - Election  
Bylaw - Three Readings

Presented by Jesse Sopko, Director, Corporate Services.

**K. Shaw MOVED:**

**Motion 022/21: That Council give first reading of Bylaw 1527/21.**

**CARRIED UNANIMOUSLY**

**K. Shaw MOVED:**

**Motion 023/21: That Council give second reading of Bylaw 1527/21.**

**CARRIED UNANIMOUSLY**

**K. Shaw MOVED:**

**Motion 024/20: That Council consider third reading of Bylaw 1527/21.**

**CARRIED UNANIMOUSLY**

**K. Shaw MOVED:**

**Motion 025/21: That Council give third reading of Bylaw 1527/21.**

**CARRIED UNANIMOUSLY**

**D.11** Rural Municipalities of Alberta (RMA) Board Governance  
Review Member Survey

Presented by Jesse Sopko, Director, Corporate Services.

**P.D. Tighe MOVED:**

**Motion 026/21: That Council direct Administration to submit responses to the Rural Municipalities of Alberta (RMA) Board Governance Review Member Survey as agreed to by Council at the January 12, 2021 Regular Council Meeting.**

**CARRIED UNANIMOUSLY**

The meeting was recessed at 2:28 p.m.

The meeting was reconvened at 2:33 p.m. with all those members of Council previously listed in attendance.

**D.12** CLOSED SESSION - Development 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 or other interests of a public body) of the Freedom of Information and Protection of Privacy Act\*\*\*

**P.D. Tighe MOVED:**

**Motion 027/21: That Council move to a closed session at 2:33 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 Scott MacDougall, Chief Operations Officer - COO.

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 and Strategic Services; Dawn Sauvé, Director, Financial, Assessment and Procurement Services; Jeff Yanew, Manager, Utility and Waste Management Services; Gary Mayhew, Manager, Transportation and Engineering Services; Tim Osborne, Corporate Operations Advisor; Max Adu-Safo, Program Supervisor, Transportation Services; Chris Pullen, Senior Industrial Engineering Officer, Engineering Services; Lisa Schovanek, Legislative Officer, Legislative Services; and Dianne Mason, Legislative Officer, Legislative Services.

**W. Bokenfohr MOVED:**

**Motion 028/21: That Council move out of the closed session at 3:30 p.m.**

**CARRIED UNANIMOUSLY**

**W. Bokenfohr MOVED:**

**Motion 029/21: That Council direct Administration to proceed as recommended in the confidential Request for Decision of item D.12 of the January 12, 2021 Council meeting agenda.**

**CARRIED UNANIMOUSLY**

**W. Bokenfohr MOVED:**

**Motion 030/21: That the Request for Decision of item D.12 of the January 12, 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 - Disposition of Property**

\*\*\*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\*\*\*

**P.D. Tighe MOVED:**

**Motion 031/21: That Council move to a closed session at 3:32 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 Scott MacDougall, Chief Operations Officer - COO.

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 and Strategic Services; Dawn Sauvé, Director, Financial, Assessment and Procurement Services; Jeff Yanew, Manager, Utility and Waste Management Services; Gary Mayhew, Manager, Transportation and Engineering Services; Mike Philbrick, Manager, Fleet and Facility Services; Tim Osborne, Corporate Operations Advisor; Max Adu-Safo, Program Supervisor, Transportation Services; Chris Pullen, Senior Industrial Engineering Officer, Engineering Services; Lisa Schovanek, Legislative Officer, Legislative Services; and Dianne Mason, Legislative Officer, Legislative Services.

**P.D. Tighe MOVED:**

**Motion 032/21: That Council move out of the closed session at 3:58 p.m.**

**CARRIED UNANIMOUSLY**

**K. Toms MOVED:**

**Motion 033/21: That Council direct Administration to take action as identified in Option 1 of the confidential Request for Decision for item D.13 of the January 12, 2021 Regular Council meeting agenda.**

**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 034/21: That the Request for Decision and attachments of item D.13 of the January 12, 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.14**

CLOSED SESSION - Morinville Municipal Seed Cleaning Co-op Ltd.

\*\*\*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\*\*\*

**P.D. Tighe MOVED:**

**Motion 035/21: That Council move to a closed session at 4:00 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 Sabrina Duquette, Manager, Financial 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; Travis Peter, Director, Development and Strategic Services; Dawn Sauvé, Director, Financial, Assessment and Procurement Services; Lisa Schovanek, Legislative Officer, Legislative Services; and Dianne Mason, Legislative Officer, Legislative Services.

**K. Shaw MOVED:**

**Motion 036/21: That Council move out of the closed session at 4:21 p.m.**

**CARRIED UNANIMOUSLY**



**P.D. Tighe MOVED:**

**Motion 037/21: That Council authorize the Chief Administrative Officer to send the letter attached to the confidential Request for Decision for item D.14 of the January 12, 2021 Regular Council meeting agenda to the Morinville Municipal Seed Cleaning Co-op Ltd. seeking the Co-op's agreement or acknowledgement in principle to the proposal to guide future relationships between the two parties.**

**CARRIED UNANIMOUSLY**

**P.D. Tighe MOVED:**

**Motion 038/21: That the Request for Decision and Attachments of item D.14 of the January 12, 2021 Regular 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**

**I. ADJOURNMENT**

**W. Bokenfohr MOVED:**

**Motion 039/21: That Council adjourn the January 12,  
2021 Regular Council Meeting at 4:24 p.m.**

**CARRIED UNANIMOUSLY**

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MAYOR

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COUNTY COMMISSIONER (CAO)