

## **COUNCIL MEETING MINUTES**

March 27, 2018

9:00 a.m. Call to Order

9:05 a.m. Closed Session

2:00 p.m. Open Session

Council Chamber

401 Festival Lane

Sherwood Park, AB

Members Present: Rod Frank, Mayor  
Robert Parks, Ward 1  
Brian Botterill, Ward 3  
Bill Tonita, Ward 4  
Paul Smith, Ward 5  
Linton Delainey, Ward 6  
Glen Lawrence, Ward 7  
Katie Berghofer, Ward 8

Members Absent: Dave Anderson, Ward 2

Administration Present: Greg Yeomans, Acting Chief Commissioner /Chief Financial Officer  
Kevin Glebe, Assoc. Commissioner, Infrastructure and Planning Services  
Gord Johnston, Assoc. Commissioner, Community Services  
Lori Cooper, Assoc. Commissioner, Corporate Services  
Mavis Nathoo, Director, Legislative and Legal Services  
Jeremy Tremblett, Legislative Officer

---

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

Mayor Frank called the meeting to order at 9:00 a.m.

### **2. ADDITIONS / DELETIONS / CHANGES TO AGENDA & ADOPTION OF AGENDA**

**2018/ 98**

**Moved by:** B. Tonita

THAT the agenda for the March 27, 2018 Council meeting be adopted with the following changes:

Addition:

3.8 Future Growth Issues

FOIP Section 21, harmful to intergovernmental relations

In Favour (7): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, and G. Lawrence  
Opposed (1): K. Berghofer

**Carried**

### 3. CLOSED SESSION

**2018/ 99**

**Moved by:** K. Berghofer

THAT Council meet in private to discuss matters protected from disclosure under the Freedom of Information and Protection of Privacy (FOIP) Act Sections 17, 24, 25, 27 and 29 at 9:03 a.m.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

#### 3.1 Chief Commissioner - Introduction of Topics

#### 3.2 Legal Advice – Qualified Donee

FOIP Section 24, advice from officials

FOIP Section 27, legal privilege

<b>Name</b>	<b>Reason/ Purpose</b>
Lori Cooper	Strategic Leader of the Organization
Kevin Glebe	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization/ Acting CAO
Mavis Nathoo	Legislative Advice/ Clerk/ Presenter
Wayne Minke	Presenter
Brennen Tipton	Presenter
Al Kosak	External legal advisor

#### 3.3 Expropriation Process Update

FOIP Section 17, harmful to personal privacy

FOIP Section 25, economic interests of the municipality

<b>Name</b>	<b>Reason/ Purpose</b>
Lori Cooper	Strategic Leader of the Organization
Kevin Glebe	Strategic Leader of the Organization/ Presenter
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization/ Acting CAO
Mavis Nathoo	Legislative Advice/ Clerk
Ryan Hall	Presenter
Paula Laplante	Presenter
Tom Marriot	External legal advisor
Garry Johnston	Presenter

### 3.4 2017 Audit Response Letter

FOIP Section 29, information available or to be available to the public

<b>Name</b>	<b>Reason/ Purpose</b>
John Stelter	Presenter/ Auditor
Taylor Rolheiser	Presenter/ Auditor

### 3.5 Inclusive Hiring Program Update

FOIP Section 24, advice from officials

FOIP Section 29, information available or to be available to the public

<b>Name</b>	<b>Reason/ Purpose</b>
Lori Cooper	Strategic Leader of the Organization
Kevin Glebe	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization/ Acting CAO
Mavis Nathoo	Legislative Advice/ Clerk
Debra Smith	Presenter
Maggi Hudson	Presenter
Marnie Lee	Presenter
Sharry Sowiak	To answer questions
Kathryn Durell	To answer questions

### 3.6 2018 Q1 Strathcona Community Investment Program Fund Application Review

FOIP Section 24, advice from officials

<b>Name</b>	<b>Reason/ Purpose</b>
Lori Cooper	Strategic Leader of the Organization
Kevin Glebe	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization/ Acting CAO/ Presenter
Mavis Nathoo	Legislative Advice/ Clerk

### 3.7 Legal Advice - Bylaw Enforcement

FOIP Section 24, advice from officials

FOIP Section 27, legal privilege

<b>Name</b>	<b>Reason/ Purpose</b>
Lori Cooper	Strategic Leader of the Organization
Kevin Glebe	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization/ Presenter
Greg Yeomans	Strategic Leader of the Organization/ Acting CAO
Mavis Nathoo	Legislative Advice/ Clerk
Anne Kaplan	Legal Advice/ Presenter
Donald Snider	Presenter
Jim Peebles	Presenter
Chris Narbonne	Presenter
Sherri Dawn Annett	Future communication regarding Bylaw Enforcement
Suzanne Wilson	To answer questions
Jackie Porayko	To answer questions

### 3.8 Future Growth Issues

FOIP Section 21, harmful to intergovernmental relations

<b>Name</b>	<b>Reason/ Purpose</b>
Lori Cooper	Strategic Leader of the Organization
Kevin Glebe	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization/ Acting CAO
Mavis Nathoo	Legislative Advice/ Clerk
Marnie Lee	To answer questions

**2018/ 100**

**Moved by:** B. Botterill

THAT Council revert to Open Session at 1:11 p.m. and recess until 2:00 p.m.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

## 4. **PROTOCOL ITEMS**

### 4.1 Treaty 6 Acknowledgement

The Mayor re-convened the Council meeting with an acknowledgement that Strathcona County Council meets on the traditional lands of Treaty 6 nations – including the Blackfoot, Cree, Dene, Gros Ventres, Métis, Nakota Sioux and Saulteau, and that the indigenous people were joined by settlers and pioneers who together built this great community of Strathcona County.

### 4.2 Proclamations

There were no proclamations.

## **5. MOTIONS ARISING OUT OF CLOSED SESSION**

### **5.1 Cooking Lake Airport**

**2018/ 101**

**Moved by:** R. Parks

THAT item 5.1, enclosure 3 be created and added to the March 27, 2018 Council agenda; and

THAT the Mayor, on behalf of Council, send a letter to the Minister of National Revenue as outlined in enclosure 3 to agenda item 5.1, Cooking Lake Airport.

In Favour (6): R. Frank, R. Parks, B. Tonita, P. Smith, L. Delainey, and G. Lawrence

Opposed (2): B. Botterill, and K. Berghofer

**Carried**

## **6. CONSENT AGENDA**

**2018/ 102**

**Moved by:** B. Botterill

THAT Council approve the following agenda items without debate:

### **7.1**

#### **February 26, 2018 Special Council Meeting Minutes**

THAT the minutes from the February 26, 2018 Special Council Meeting be approved

### **7.2**

#### **March 2, 2018 Special Council Meeting Minutes**

THAT the minutes from the March 2, 2018 Special Council Meeting be approved.

### **7.3**

#### **March 6, 2018 Council Meeting Minutes**

THAT the minutes from the March 6, 2018 Council Meeting be approved.

### **10.1**

#### **Status of Report – Country Residential Sewage Handling Technologies**

THAT the due date for the Country Residential Sewage Handling Technologies report be revised from the end of Q12018 to April 17, 2018.

Original Due Date: Q1 2018

Revised Due Date: April 17, 2018

### **11.1**

#### **Revision of Recognition of Retiring Public Members on Council Advisory Boards and Committees Policy GOV-001-021**

THAT the amendments to policy GOV-001-021 Recognition of Retiring Public Members on Council Advisory Boards & Committees, as set out in Enclosure 2 to the Governance Advisory Committee report, be approved.

### **12.1**

#### **Long-Term Financial Sustainability Framework**

THAT the Long-Term Financial Sustainability Framework as set out in Enclosure 3 of the March 27, 2018 Corporate Planning report, be approved.

DRAFT

## **12.2**

### **2018 Q1 Strathcona Community Investment Program Fund Allocations**

THAT Enclosure 1 to the March 27, 2018 Chief Financial Officer's report remain private pursuant to sections 17 and 24 of the Freedom of Information and Protection of Privacy Act;

THAT Enclosure 2 to the March 27, 2018 Chief Financial Officer's report remain private pursuant to sections 24 and 29 of the Freedom of Information and Protection of Privacy Act, until approved by Council; and

THAT, in accordance with the Strathcona Community Investment Program, the allocation of grants, as set out in Enclosure 2 to the March 27, 2018 Chief Financial Officer's report, be approved.

## **13.1**

### **Information Technology Services – Policies for Rescission**

THAT the following policies be rescinded:

- 1.GOV-002-013 Corporate Records and Information Management
- 2.GOV-002-023 Systems and Data Security

## **14.1**

### **Revisions to the Public Engagement Policy**

THAT the revised Policy GOV-002-025 Public Engagement, as set out in Enclosure 3 to the March 27, 2018 Communications report, be approved.

## **15.1**

### **2018 Urban Service Area – Farm Tax Cancellation**

THAT partial cancellation of property taxes for the 51 properties, in the Urban Service Area with farm buildings and farm residences totalling \$17,900 for the 2018 tax year, as set out in enclosure 2 of the March 27, 2018, Assessment and Taxation report, be approved.

## **16.2**

### **2017 Capital Budget Amendment – Highway 15 and Range Road 212 Intersection Upgrades**

THAT an amendment to the 2017 Capital Budget for an increase to the Highway 15 and Range Road 212 Intersection Upgrades project of \$200,000 (from \$2,250,000 to \$2,450,000) to be funded from Developer Contribution (1.3431) be approved.

## **17.1**

### **Status of Report – Municipal Development Plan – school site policies**

THAT the Municipal Development Plan – school sites policies report be brought to the Priorities Committee on the revised date of April 17, 2018, and to Council prior to or on June 5, 2018.

Original Due Date: end of Q1 2018

Revised Due Date: Priorities Committee on April 17, 2018 and Council prior to or on June 5, 2018.

## **18.2**

### **Expenditure of Council Priority Funds - Antler Lake/Uncas Community League**

THAT an expenditure of \$ 1980.02 from Council Priority Funds as follows:

Councillor Glen Lawrence \$980.02  
Councillor Robert Parks \$500.00  
Councillor Bill Tonita \$250.00  
Councillor Linton Delainey \$250.00

for the purpose of providing funds to Antler Lake/Uncas Community League for costs associated with purchasing new chairs with arms for their senior members and members with disabilities be approved.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

## **8. COUNCIL PRIORITIES**

### **8.1 Motion following Notice of Motion - 2017 Departmental Budget Overview**

**2018/ 103**

**Moved by:** L. Delainey

THAT at the May 15, June 12 and July 10, 2018 Priorities Committee meetings, each director of every County department individually present an overview of their departments' 2017 budget spending; the overview to include, but not limited to, the results expected and those that were achieved, the historic budget and staff level allocations for each of the past four years, and that each director be available after the presentation to answer questions posed by members of the Priorities Committee.

In Favour (2): B. Tonita, and L. Delainey

Opposed (6): R. Frank, R. Parks, B. Botterill, P. Smith, G. Lawrence, and K. Berghofer

**Defeated**

### **8.2 Motion following Notice of Motion - Renaming a Portion of Oak Street**

**2018/ 104**

**Moved by:** R. Parks

THAT Administration prepare a report on the process to rename the portion of "Oak Street," located west and north of Sherwood Drive, to "Vic Bidzinski Way;" and that the report include information on how affected stakeholders will be engaged as well as the estimated costs for signage and required address changes, including any options for a ceremonial name change; and that this report be brought to Council for consideration by the end of the second quarter of 2018.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

**ACTION: Planning and Development Services**  
**DUE: end of Q2 2018**



### 8.3 Inclusive Hiring Program

**2018/ 105**

**Moved by:** B. Tonita

THAT Administration implement the consultation plan, as set out in the March 27, 2018 Human Resources report, regarding the development of an inclusive hiring program for individuals with disabilities and report back to Council by the end of quarter one of 2019, and proceed to establish a targeted, inclusive hiring program for individuals with disabilities while the broader policy work on diversity and inclusion is ongoing.

**Withdrawn**

**2018/ 106**

**Moved by:** P. Smith

THAT the March 27, 2018 Inclusive Hiring Report be postponed to the April 10, 2018 Council meeting, to allow Administration to bring forward an alternative recommendation on development of an inclusive hiring policy.

In Favour (7): R. Frank, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Opposed (1): R. Parks

**Carried**

**ACTION:** Legislative and Legal Services  
**DUE:** April 10, 2018

## 11. BOARDS AND COMMITTEES

### 11.2 Review of Elected Officials' Remuneration Policy

**2018/ 107**

**Moved by:** B. Botterill

THAT effective July 1, 2018, the annual salary for Members of Council be fully taxable and adjusted to the fully taxable equivalent rate as shown in Table A (below) of the March 27, 2018 Governance Advisory Committee report; and

THAT effective July 1, 2018, the benefits and transition allowance, based on the annual salary, be calculated on the new annual rate as set out in Table A (below) of the March 27, 2018 Governance Advisory Committee report; and

THAT the updated GOV-001-013 Elected Officials' Remuneration Policy, as set out in Enclosure 2 to the March 27, 2018 Governance Advisory Report, be approved.

**2018/ 108**

**Moved by:** R. Frank

THAT the motion on the floor be referred back to the GAC to work with the independent committee to determine whether the calculations have fully taken into account the effect of the taxation changes and proposed salary adjustment.

In Favour (2): R. Frank, and R. Parks

Opposed (6): B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Defeated**

**2018/ 107**

**Moved by:** B. Botterill

THAT effective July 1, 2018, the annual salary for Members of Council be fully taxable and adjusted to the fully taxable equivalent rate as shown in Table A (below) of the March 27, 2018 Governance Advisory Committee report; and

THAT effective July 1, 2018, the benefits and transition allowance, based on the annual salary, be calculated on the new annual rate as set out in Table A (below) of the March 27, 2018 Governance Advisory Committee report; and

THAT the updated GOV-001-013 Elected Officials' Remuneration Policy, as set out in Enclosure 2 to the March 27, 2018 Governance Advisory Report, be approved.

In Favour (6): B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Opposed (2): R. Frank, and R. Parks

**Carried**

**16. TRANSPORTATION PLANNING AND ENGINEERING**

- 16.1 2013 Capital Budget Amendment – Class I Rural Grid Road Improvements Project (Township Road 522)

**2018/ 109**

**Moved by:** L. Delainey

THAT an amendment to the 2013 Capital Budget to reduce the scope of the Class I Rural Grid Road Improvements Project in the amount of \$1,410,000, (from \$8,531,560 to \$7,121,560) releasing the funding commitments from Infrastructure Lifecycle, Maintenance and Replacement reserve (1.3800), be approved.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

## 18. COUNCILLOR REQUESTS (INFORMATION REQUESTS AND NOTICES OF MOTION)

### 18.1 Councillor Request Report

Ward/ Councillor	Category	Request	Department	Due Date
4 B. Tonita	Information Request	<b>Energy Efficiency-County Vehicles</b> Please provide information regarding procurement requirements or policies in relation to energy efficiency standards for all county vehicles.	Fleet Services Procurement	April 11, 2018
4. B. Tonita	Information Request	<b>Energy Efficiency-County Buildings</b> Please provide information regarding any policies or programs in place related to energy efficiency in all county buildings.	Facility Services	April 11, 2018
Mayor Frank	Information Request	<b>Multi-Purpose Agriculture Facility Project</b> 1. What is the total approved budget for the entire Multi-Purpose Agriculture Facility project and how is that budget broken down? 2. Are there any mechanisms in place to ensure that there are no cost overruns on construction and design of the Multi-Purpose Agriculture Facility project?	Transportation and Agriculture Services	April 11, 2018
Mayor Frank	Notice of Motion	<b>Notice of Motion</b> Mayor Frank SERVED the following Notice of Motion to be presented for debate and vote at the April 10, 2018 Council Meeting: THAT Administration provide a report, by the end of Q3 2018, on the implications of a possible cat bylaw, the report to include information on the experiences of other municipalities in implementing such bylaws.		

## **9. PUBLIC HEARING**

9.1 5:00 p.m.

The Director of Legislative and Legal Services outlined the Public Hearing Procedures.

9.1.1 Adoption of Conceptual Scheme and Bylaw 13-2018 Map Amendment to Land Use Bylaw 6-2015 (Ward 6)

The Mayor convened the Public Hearing for Bylaw 13-2018 at 5:03 p.m. Administration made a presentation on the bylaws. Administration then answered Council's questions.

There were no speakers.

The Mayor closed the Public Hearing for Bylaw 13-2018 at 5:11 p.m. Administration answered Council's questions.

### **2018/ 110**

**Moved by:** L. Delainey

THAT the Conceptual Scheme for the S ½ of SW 26-51-23-W4, as set out in Enclosure 5 to the March 27, 2018, Planning and Development Services report, be approved.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

### **2018/ 111**

**Moved by:** B. Tonita

THAT Bylaw 13-2018, a bylaw that proposes to rezone approximately 32.4 hectares (80.06 acres) within the S ½ of SW 26-51-23-W4 from AG – Agriculture: General to RA – Rural Residential/Agriculture and RS – Small Holdings in accordance with the proposed Conceptual Scheme, be given first reading.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

### **2018/ 112**

**Moved by:** B. Botterill

THAT Bylaw 13-2018, be given second reading.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

### 9.1.2 Bylaw 14-2018 - text amendment to Land Use Bylaw 6-2015

The Mayor convened the Public Hearing for Bylaw 14-2018 at 5:14 p.m. Administration made a presentation on the bylaws. Administration then answered Council's questions.

There were no speakers.

The Mayor closed the Public Hearing for Bylaw 14-2018 at 5:19 p.m. Administration answered Council's questions.

#### **2018/ 113**

**Moved by:** B. Botterill

THAT Bylaw 14-2018, text amendment to Land Use Bylaw 6-2015, a bylaw that proposes to amend the text of Land Use Bylaw 6-2015 to:

- implement certain recent *Municipal Government Act* changes;
  - make minor changes that will result in minor changes to development regulations;
  - provide clarity in the interpretation of the LUB; and
  - correct typographical errors resulting from the transition from Land Use Bylaw 8-2001 to Land Use Bylaw 6-2015,
- be given first reading.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

#### **2018/ 114**

**Moved by:** B. Tonita

THAT Bylaw 14-2018 be given second reading.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

#### **2018/ 115**

**Moved by:** P. Smith

THAT Bylaw 14-2018 be considered for third reading.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

**2018/ 116**

**Moved by:** L. Delainey

THAT Bylaw 14-2018 be given third reading.

In Favour (8): R. Frank, R. Parks, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

**Carried**

**19. ADJOURNMENT**

Mayor Frank declared the meeting adjourned at 5:23 p.m.

---

Mayor

---

Director, Legislative & Legal Services