

COUNCIL MEETING MINUTES

April 21, 2020
9:00 a.m.
Council Chamber
401 Festival Lane
Sherwood Park, AB

Members Present: Rod Frank, Mayor
Robert Parks, Ward 1 (*attended via teleconference*)
Dave Anderson, Ward 2
Brian Botterill, Ward 3 (*attended via teleconference*)
Bill Tonita, Ward 4
Paul Smith, Ward 5 (*attended via teleconference*)
Linton Delainey, Ward 6
Glen Lawrence, Ward 7
Katie Berghofer, Ward 8

Administration Present: Kevin Glebe, Interim Chief Commissioner
Greg Yeomans, Chief Financial Officer
Gord Johnston, Assoc. Commissioner, Community Services (*attended via teleconference*)
Lori Cooper, Assoc. Commissioner, Corporate Services (*attended via teleconference*)
Stacy Fedechko, Acting Assoc. Commissioner, Infrastructure and Planning Services
Mavis Nathoo, Director, Legislative and Legal Services
Sandy Bugeja, Manager, Governance Support Services & Deputy Clerk
Susanne Semchuk, Legislative Officer (*attended via teleconference*)

1. CALL TO ORDER

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

2. CHANGES TO AGENDA & ADOPTION OF AGENDA

2020/ 105

Moved by: L. Delainey

THAT the agenda for the April 21, 2020 Council meeting be adopted with the following changes:

- Add new item 3.9 Letter to the Premier and Minister of Municipal Affairs to the Closed Session.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

3. CLOSED SESSION

2020/ 106

Moved by: R. Parks

THAT Council meet in private to discuss matters protected from disclosure under the Freedom of Information and Protection of Privacy (FOIP) Act 24, 25, and 27 at 9:06 a.m.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

3.1 Chief Commissioner - Introduction of Topics

3.2 Code of Conduct Matter FOIP Section 27, legal privilege

Name	Reason/ Purpose
Mavis Nathoo	Legislative Advice/ Clerk

3.3 Strategic Land Acquisition FOIP Section 24, advice from officials FOIP Section 25, economic interests of the municipality

Name	Reason/ Purpose
Kevin Glebe	Strategic Leader of the Organization
Lori Cooper	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization
Stacy Fedechko	Strategic Leader of the Organization
Mavis Nathoo	Legislative Advice/ Clerk
Paula Laplante	Presenter
Linette Capcara	To answer questions
Jay Bohachyk	To answer questions

3.5 Financial Impact Update FOIP Section 24, advice from officials FOIP Section 25, economic interests of the municipality

Name	Reason/ Purpose
Kevin Glebe	Strategic Leader of the Organization
Lori Cooper	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization /Presenter
Stacy Fedechko	Strategic Leader of the Organization
Mavis Nathoo	Legislative Advice/ Clerk
Wayne Minke	To answer questions
Jay Bohachyk	To answer questions
Laura Probst	To answer questions
Don Legge	To answer questions

2020/ 107

Moved by: R. Parks

THAT Council revert to open session at 12:30 p.m. and recess until 2:00 p.m.

In Favour (9): R. Frank, R. Parks, D. Anderson, 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 Saulteaux, and that the indigenous people were joined by settlers and pioneers who together built this great community of Strathcona County.

4.2 Proclamations

National Volunteer Week April 19 – 25, 2020

6. CONSENT AGENDA

2020/ 108

Moved by: L. Delainey

THAT Council approve the following agenda items without debate:

7.1 – 7.9

Council Meeting minutes

THAT the nine sets of Council and Special Council meeting minutes, as set out in items 7.1 to 7.9,

7.1 February 25, 2020 Council Meeting minutes

7.2 March 3, 2020 Council Meeting minutes

7.3 March 10, 2020 Council Meeting minutes

7.4 March 11, 2020 Special Council Meeting minutes

7.5 March 11, 2020 Council Meeting minutes

7.6 March 13, 2020 Special Council Meeting minutes

7.7 March 18, 2020 Special Council Meeting minutes

7.8 March 20, 2020 Special Council Meeting minutes

7.9 March 26, 2020 Special Council Meeting minutes

be approved.

8.1

Changes to Service Charges and Collections

THAT the issuance of penalties related to Accounts Receivable be suspended for the period of April 1 to July 31, 2020;

THAT the issuance of service charges for Non-Sufficient Funds / Electronic Fund Transfer payment returns, as set out in the 2020 Fee Schedule in Bylaw 37-2019, Fees Rates and Charges, be suspended for the period of April 1 to July 31, 2020; and

THAT the collection activities related to overdue Accounts Receivable invoices be suspended for the period of April 1 to July 31, 2020.

8.7

Extending Permits and Licences During Front Counter Closures

THAT Bylaw 19-2020, a bylaw to extend permits and licences in Strathcona County, be given first reading.

THAT Bylaw 19-2020 be given second reading.

THAT Bylaw 19-2020 be considered for third reading.

THAT Bylaw 19-202 be given third reading.

8.8

Bylaw 21-2020 Designation of School Reserve

THAT Bylaw 21-2020, a bylaw that changes the municipal reserve designation of Plan 9623653, Lot 1MR to school reserve, be given first reading.

THAT Bylaw 21-2020 be given second reading.

THAT Bylaw 21-2020 be considered for third reading.

THAT Bylaw 21-2020 be given third reading.

8.9

Boards and Committees Honorarium Bylaw - Amending Bylaw 14-2020

THAT Bylaw 14-2020, a bylaw to amend Bylaw 34-2017, the Boards and Committees Honorarium Bylaw, to encompass all Council Committees, be given first reading.

THAT Bylaw 14-2020 be given second reading.

THAT Bylaw 14-2020 be considered for third reading.

THAT Bylaw 14-2020 be given third reading.

8.10

Status of Report – Redraft of Meeting Procedures Bylaw

THAT the new proposed Meeting Procedures Bylaw be brought back to Council on the revised date of Q4 2020.

9.2

Expenditure of Council Priority Funds - Craigavon Playground Committee

THAT an expenditure of \$10,000.00 from Council Priority Funds as follows:

Mayor Rod Frank	\$1,100.00
Councillor Robert Parks	\$1,750.00
Councillor Dave Anderson	\$1,600.00
Councillor Bill Tonita	\$1,000.00
Councillor Linton Delainey	\$1,050.00
Councillor Glen Lawrence	\$500.00
Councillor Katie Berghofer	\$3,000.00

for the purpose of providing funds to the Craigavon Playground Committee for costs associated with their upcoming playground redevelopment, be approved.

9.3

Expenditure of Council Priority Funds - Half Moon Lake Residents Association

THAT an expenditure of \$7,000.00 from Council Priority Funds as follows:

Mayor Rod Frank	\$300.00
Councillor Robert Parks	\$1,500.00
Councillor Linton Delainey	\$200.00
Councillor Glen Lawrence	\$5,000.00

for the purpose of providing funds to the Half Moon Lake Residents Association for costs associated with the installation of security equipment, be approved.

9.4

Expenditure of Council Priority Funds - Hastings Lake Community Association

THAT an expenditure of \$978.60 from Council Priority Funds as follows

Mayor Rod Frank	\$250.00
Councillor Robert Parks	\$250.00
Councillor Glen Lawrence	\$478.60

for the purpose of providing funds to the Hastings Lake Community Association for costs associated with replacement of stolen items and a security camera, be approved.

9.5

Expenditure of Council Priority Funds - Lakeland Ridge Parent Action Society

THAT an expenditure of \$3,200.00 from Council Priority Funds as follows:

Mayor Rod Frank	\$700.00
Councillor Robert Parks	\$250.00
Councillor Dave Anderson	\$1,000.00
Councillor Brian Botterill	\$250.00
Councillor Bill Tonita	\$250.00
Councillor Linton Delainey	\$250.00
Councillor Glen Lawrence	\$500.00

for the purpose of providing funds to the Lakeland Ridge Parent Action Society for costs associated with the 2020 community "Fun Run" race event, be approved.

9.6

Expenditure of Council Priority Funds - SCA Dry Grad Parent Committee

THAT an expenditure of \$1,500.00 from Council Priority Funds as follows:

Mayor Rod Frank	\$300.00
Councillor Bill Tonita	\$250.00
Councillor Paul Smith	\$100.00
Councillor Linton Delainey	\$300.00
Councillor Glen Lawrence	\$50.00
Councillor Katie Berghofer	\$500.00

for the purpose of providing funds to the SCA Dry Grad Parent Committee for costs associated with the 2020 Strathcona Christian Academy Dry Grad event, be approved.

9.7

Expenditure of Council Priority Funds - Sherwood Park Highland Gathering

THAT an expenditure of \$15,000.00 from Council Priority Funds as follows:

Mayor Rod Frank	\$1,550.00
Councillor Robert Parks	\$2,500.00
Councillor Dave Anderson	\$1,000.00
Councillor Brian Botterill	\$1,500.00
Councillor Bill Tonita	\$1,500.00
Councillor Paul Smith	\$1,475.00
Councillor Linton Delainey	\$2,000.00
Councillor Glen Lawrence	\$1,475.00
Councillor Katie Berghofer	\$2,000.00

for the purpose of providing funds to the Sherwood Park Highland Gathering for costs associated with the 2020 Sherwood Park Highland Gathering, be approved.

9.8

Expenditure of Council Priority Funds - Sherwood Park Music Festival Association

THAT, despite the provisions of section 11 of Policy GOV-001-032 Council Priority Fund Expenditures, an expenditure of \$7,000.00 from Council Priority Funds as follows:

Mayor Rod Frank	\$370.00
Councillor Robert Parks	\$600.00
Councillor Dave Anderson	\$1,230.00
Councillor Bill Tonita	\$750.00
Councillor Paul Smith	\$450.00
Councillor Linton Delainey	\$1,500.00
Councillor Glen Lawrence	\$500.00
Councillor Katie Berghofer	\$1,600.00

for the purpose of providing funds to the Sherwood Park Music Festival Association for costs associated with the 2020 music festival requirements, be approved.

9.9

Expenditure of Council Priority Funds - Sleep in Heavenly Peace

THAT an expenditure of \$11,150.00 from Council Priority Funds as follows:

Mayor Rod Frank	\$2,300.00
Councillor Robert Parks	\$750.00
Councillor Dave Anderson	\$1,000.00
Councillor Brian Botterill	\$1,000.00
Councillor Bill Tonita	\$1,600.00
Councillor Linton Delainey	\$2,000.00
Councillor Glen Lawrence	\$1,000.00
Councillor Katie Berghofer	\$1,500.00

for the purpose of providing funds to Sleep in Heavenly Peace for costs associated with building twin beds and equipping them with mattresses and bedding, be approved.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

8. REQUESTS FOR DECISION

8.2 Strathcona County 2019 Annual Management Report

Council received a presentation regarding the 2019 Annual Management Report.

8.3 Financial Impact Update

Council received a presentation regarding the Financial Impact Update.

8.4 Property Tax Deferral

2020/ 109

Moved by: R. Frank

THAT the proposed tax increase for 2020 be reduced from 1.21% to 0%.

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

Opposed (3): D. Anderson, B. Botterill, and P. Smith

Carried

2020/ 110

Moved by: L. Delainey

THAT by the May 5, 2020 Council meeting, Administration provide a bylaw for Council's consideration, that will delay and amend the imposition of penalties under Bylaw 46-2011 (Late Payment Penalties) for the remainder of 2020 as follows:

- October 1 three percent (3%)
- November 1 three percent (3%)
- December 1 three percent (3%)

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

ACTION: Legislative and Legal Services

DUE: May 5, 2020

8.5 Family Resource Network Update

2020/ 111

Moved by: K. Berghofer

THAT a change in scope in the Family and Community Services operational programs, in accordance with the conditions of the Family Resource Network grant of \$900,000, be approved.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

- 8.6 Bylaw 17-2020 - A Bylaw to Address Procedural Changes Required as a result of the Response to COVID-19 Pandemic

2020/ 112

Moved by: R. Parks

THAT Bylaw 17-2020, a bylaw that allows for Council meetings and Public Hearings by electronic means, be given first reading.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

2020/ 113

Moved by: B. Tonita

THAT Bylaw 17-2020 be given second reading.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

2020/ 114

Moved by: L. Delainey

THAT Bylaw 17-2020 be considered for third reading.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

2020/ 115

Moved by: L. Delainey

THAT Bylaw 17-2020 be given third reading.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

8.11 Cancellation of Council Meeting Date and Conducting Council Committee Meetings by Electronic Means

2020/ 116

Moved by: D. Anderson

THAT the April 27, 2020 Council meeting date be canceled and removed from the Council meeting schedule;

THAT an additional Council meeting date be added to the Council meeting schedule for May 25, 2020 with a start time of 9:00 a.m. with notice provided to Council and the public;

THAT all Council Advisory Committees not meet in person and instead use technology to conduct meetings, until Friday, May 29, 2020;

THAT an additional Council meeting be added to the Council meeting schedule for May 26, 2020 with a start time of 9:00 a.m. with notice provided to Council and the public; and

THAT the start time of the Priorities Committee on May 26, 2020 have a revised start time so that the meeting follows the conclusion of the Council meeting.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

9. COUNCILLOR REQUESTS (INFORMATION REQUESTS AND NOTICES OF MOTION)

9.1 Councillor Request Report

Ward	Category	Request	Department	Due Date
4 B. Tonita NM-002	Notice of Motion - Improving Communications with RCMP and Enforcement Services Councillor Tonita SERVED the following Notice of motion to be presented for debate and vote at the April 28, 2020 Council Meeting: THAT Administration work with the RCMP and Enforcement Services to develop a process that would allow them to meet with Council on a quarterly basis to: <ul style="list-style-type: none">• Provide updates on policing matters of importance to the community;• Communicate on matters of concern to both council and the RCMP and Enforcement Services;• Ensure open two-way dialogue;• Provide opportunities for the RCMP and Enforcement Services to seek input on County priorities and to share information with respect to law enforcement service delivery in the County and across Canada; and• To work with Council to ensure regular and ongoing opportunities for community input.		ACTION: Office of the Elected Officials	DUE: April 28, 2020

4 B. Tonita NM-003	Notice of Motion - Boys and Girls Club of Strathcona County Councillor Tonita SERVED the following Notice of motion to be presented for debate and vote at the April 28, 2020 Council meeting: THAT Administration work with the Boys and Girls Club of Strathcona County and School Divisions with schools located in Strathcona County to explore strategic partnership opportunities that address ongoing facility challenges faced by the Boys and Girls Club of Strathcona County as it works to meet programming needs for children and youth.		ACTION: Office of the Elected Officials	DUE: April 28, 2020
Mayor R. Frank NM-004	Notice of Motion – Economic Impacts of Pandemic Response Mayor Frank SERVED the following Notice of motion to be presented for debate and vote at the April 28, 2020 Council meeting: THAT administration provide a report for Council’s consideration by June 30, 2020 with a scenario analysis, identifying economic impacts to Strathcona County should the current pandemic response last until June, July, September, November, or longer, and identify strategies to bridge the financial gap in each scenario, including through the reduction of expenses, and the deferral, and possible repurposing, of funds allotted for planned, non-essential projects.		ACTION: Office of the Mayor	DUE: April 28, 2020
5 P. Smith NM-005	Notice of Motion – Reduction in Council Salary and Ward Budgets Councillor Smith SERVED the following Notice of motion to be presented for debate and vote at the April 28, 2020 Council meeting: THAT a 15% reduction in Councillor and Mayor annual salary for the length of the pandemic be approved; and that the 2020 ward budget for each Councillor be reduced by \$10,000; and that the 2020 budget for the Office of the Mayor be reduced by \$15,000.		ACTION: Office of the Elected Officials	DUE: April 28, 2020
2 D. Anderson 05-2020	Information Request	Recycle Centre Alternatives Please provide information on Recycle center alternative for leaves for County residents	ACTION: Utilities	DUE: May 5, 2020
2 D. Anderson 06-2020	Information Request	Community Gardens Under Covid 19 Please provide information on community garden rules under Covid 19 (physical distancing) – and is there an option to stagger times for community gardens.	ACTION: Legislative and Legal Services and Recreation, Parks and Culture	DUE: May 5, 2020

3. CLOSED SESSION

2020/ 117

Moved by: B. Tonita

THAT Council meet in private to discuss matters protected from disclosure under the Freedom of Information and Protection of Privacy (FOIP) Act sections 17, 21, 24, 25, 26, and 27 at 4:05 p.m.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

3.4 Intermunicipal Relations Committee (IMRC) – Alliance Exploration Next Steps FOIP Section 21, harmful to intergovernmental relations

Name	Reason/ Purpose
Kevin Glebe	Strategic Leader of the Organization
Lori Cooper	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization
Stacy Fedechko	Strategic Leader of the Organization
Mavis Nathoo	Legislative Advice/ Clerk
Nancy Lyzaniwski	Presenter
Jackie Porayko	Presenter
Don Legge	Presenter

3.6 2019 Annual Audit Update FOIP Section 24, advice from officials FOIP Section 26, testing procedures, tests and audits

Name	Reason/ Purpose
Kevin Glebe	Strategic Leader of the Organization
Lori Cooper	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization / Presenter
Stacy Fedechko	Strategic Leader of the Organization
Mavis Nathoo	Legislative Advice/ Clerk

- 3.7 Cambrian Crossing Memorandum of Understanding
 FOIP Section 24, advice from officials
 FOIP Section 25, economic interests of the municipality
 FOIP Section 27, legal privilege

Name	Reason/ Purpose
Kevin Glebe	Strategic Leader of the Organization
Lori Cooper	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization
Stacy Fedechko	Strategic Leader of the Organization
Mavis Nathoo	Legislative Advice/ Clerk
Jessica Jones	Presenter
Linette Capcara	To answer questions
Laura Probst	To answer questions
Kevin Cole	To answer questions
Todd Wyman	To answer questions

- 3.8 Letter to the Premier and Minister of Municipal Affairs
 FOIP Section 21, harmful to intergovernmental relations

Name	Reason/ Purpose
Kevin Glebe	Strategic Leader of the Organization / Presenter
Lori Cooper	Strategic Leader of the Organization
Gord Johnston	Strategic Leader of the Organization
Greg Yeomans	Strategic Leader of the Organization / Presenter
Stacy Fedechko	Strategic Leader of the Organization
Mavis Nathoo	Legislative Advice/ Clerk

- 3.9 Governance Discussion
 FOIP Section 17, harmful to personal privacy

Name	Reason/ Purpose
Mavis Nathoo	Legislative Advice/ Clerk
R. Frank	Presenter
B. Tonita	Presenter

2020/ 118

Moved by: R. Parks

THAT Council revert to open session at 7:45 p.m.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

5. MOTIONS ARISING OUT OF CLOSED SESSION

2020/ 119

Moved by: R. Parks

3.2 Code of Conduct Matter

THAT Council finds that Councillor Anderson has breached the Code of Conduct Bylaw 27-2018; and Council acknowledges that Councillor Anderson has provided an apology.

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

Opposed (1): K. Berghofer

Carried

2020/ 120

Moved by: G. Lawrence

3.3 Strategic Land Acquisition

That enclosure 4 be created and added to item 3.3 and remain private pursuant to sections 24 and 25 of FOIP, and that Administration take the actions set out in enclosure 4.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried

2020/ 121**Moved by:** B. Tonita

3.8 Governance Discussion

THAT by May 5, 2020 Administration provide bylaws and any other recommendations necessary for the establishment of three Council Advisory Task Forces, with a proposed membership of three councillors and the Mayor as an ex-officio member on each of the three, for the following purposes:

- The Strathcona County COVID-19 Response Governance Advisory Recovery Task Force to provide strategic advice to Council to ensure Strathcona County's coordinated response, recovery, and resilience during and after the COVID-19 Pandemic event;
- The Strathcona County COVID-19 Response Economic Resilience and Vision Task Force to provide governance recommendations and advice to Council on economic resilience and vision in the context of the COVID-19 Pandemic, support for business and industry, and support for the local economy generally; and
- The Strathcona County COVID-19 Response Citizen and Community Support Task Force to provide advice to Council related to supporting the wellbeing of citizens and community groups and provide information to ensure Strathcona County's coordinated response, recovery and resilience during and after the COVID-19 Pandemic.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried**ACTION: Legislative and Legal Services****DUE: May 5, 2020****2020/ 122****Moved by:** R. Parks

3.9 Letter to the Premier and Minister of Municipal Affairs

THAT the Mayor, on behalf of Council, send a letter to the Premier and the Minister of Municipal Affairs as outlined in the hand out to item 3.9, with a list of shovel-ready Infrastructure Investment Projects.

In Favour (9): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith, L. Delainey, G. Lawrence, and K. Berghofer

Carried**ACTION: Office of the Mayor****DUE: Immediately**

10. ADJOURNMENT

Mayor Frank declared the meeting adjourned at 7:45 p.m.

Mayor

Director, Legislative & Legal Services