

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, NOVEMBER 5, 2020
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

	PRESENT	Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson Councillor: Jeff Mickle (by telephone) Councillor: Pat St. Hilaire Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Assistant Chief Administrative Officer/Public Works Manager Debbie Giroux, Recording Secretary
1.	CALL TO ORDER	Mayor Judy Tracy called the meeting to order at 9:30 a.m.
2.	AGENDA Motion #345/20	MOVED by Deputy Mayor Lynne Tonita that Council adopt the agenda of the regular Council meeting of Thursday, November 5, 2020 with the following addition: 7k) Doing Business in Onoway <p style="text-align: right;">CARRIED</p>
3.	MINUTES Motion #346/20 Motion #347/20	MOVED by Councillor Pat St. Hilaire that the minutes of the Thursday, October 15, 2020 Organizational meeting be adopted, with the following spelling error corrected: Motion #315/20 should read: Councillor Lisa Johnson, not Councillor Lia Johnson. <p style="text-align: right;">CARRIED</p> MOVED by Deputy Mayor Lynne Tonita that the minutes of the Thursday, October 15, 2020 regular Council meeting be adopted, as presented. <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS/PUBLIC HEARINGS	Deferred to later in the meeting.
5.	FINANCIAL REPORTS	n/a
6.	POLICIES & BYLAWS Motion #348/20	MOVED by Deputy Mayor Lynne Tonita that amendments to Policy A-PW-RATE-1 – Rates for the Use of Town Workers and Equipment, be approved and implemented effective immediately. <p style="text-align: right;">CARRIED</p>

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7.	ACTION ITEMS Motion #349/20	<p>MOVED by Councillor Lisa Johnson that the discussion regarding Covid-19 be accepted for information and that Administration develop a survey to be shared with residents regarding potential mandatory face coverings (masks) and review the suggested survey with Council prior to requesting resident feedback.</p> <p style="text-align: right;">CARRIED</p> <p>At 9:45 a.m., Council met with their first appointment.</p>
4.	APPOINTMENTS/PUBLIC HEARINGS Motion #350/20	<p>From 9:45 a.m. to 9:55 a.m., Council met with Kayla and Chase Comaniuk regarding fire services invoices for incidents that occurred on February 2, 2020 and July 1, 2020.</p> <p>MOVED by Councillor Pat St. Hilaire that Council defer a decision on this matter in order to give Administration an opportunity to discuss the Comaniuk's concerns further with the fire services provider (NWFR) and bring this matter back to Council for further discussion.</p> <p style="text-align: right;">CARRIED</p> <p>The Comaniuk's left the meeting at 9:55 a.m. Council returned to Action Items on the agenda at 9:55 a.m.</p>
7.	ACTION ITEMS Motion #351/20 Motion #352/20	<p>MOVED by Councillor Pat. St. Hilaire that the October 22, 2020 audit engagement letter from Philip Dirks, Metrix Group, be approved and authorize execution of same.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Judy Tracy that the Town lease Bretzlaff Park out for the 2021 season as in the past, the local farmer to cultivate the land, and that this be reviewed again at the end of 2021.</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 10:20 to 10:25 a.m.. Council returned to appointments at 10:25 a.m.</p>
4.	APPOINTMENTS/PUBLIC HEARINGS	<p>Council met with Onoway Facility Enhancement Association (OFEA) representatives Corinne Feth and Marilyn Buechner at 10:25 a.m.</p> <p>The representatives of OFEA left the meeting at 11:00 a.m.</p>

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	<p>Motion #353/20</p>	<p>MOVED by Councillor Pat St. Hilaire that the discussion with the Onoway Facility Enhancement Association (OFEA) and pending future lease agreement for operation of the Community Hall be deferred pending the following:</p> <ul style="list-style-type: none"> - Receipt of financial records from the Association to the Town - Thorough review of existing agreement and the Associations' proposed changes - A complete building inspection being conducted, as requested during the meeting <p style="text-align: right;">CARRIED</p>
<p>7.</p>	<p>ACTION ITEMS Motion #354/20</p> <p>Motion #355/20</p> <p>Motion #356/20</p> <p>Motion #357/20</p>	<p>MOVED by Councillor Lisa Johnson that Council approve the closure of the Town Office and Public Works for the holiday season from Thursday, December 24 and reopening Monday, January 4, 2021 as presented by Administration, with staff being granted 4 additional days off (December 28, 29, 30, 31 - Boxing Day is a Saturday so is recognized on December 24), to be covered from staff existing banked hours or vacation days.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Pat St. Hilaire that Council deny the request from St. Rose of Lima Catholic Church for the Town to provide and place concrete barriers in their Church parking lot to deter recreational vehicles from entering their parking lot when in Town to use the sani-dump. Public Works is to advise the Church that Council has no objections to them placing their own concrete barriers, provided they are set up within the boundaries of the Church's property.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lynne Tonita that the Town provide the Onoway and District Historical Guild with an item for their silent auction that begins on November 15.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Judy Tracy that the participation of Council and Administration at the October 28, 2020 Assessment Model Review Webinar hosted by Alberta Municipal Affairs be approved and attendance ratified.</p> <p style="text-align: right;">CARRIED</p>

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	Motion #358/20	MOVED by Deputy Mayor Lynne Tonita that the information regarding the Reynolds, Mirth, Richards and Farmer Employment Seminar being held on November 19-20, 2020 be accepted for information. CARRIED
	Motion #359/20	MOVED by Deputy Mayor Lynne Tonita that Council approve the attendance of Council and Administration at the Brownlee LLP Emerging Trends in Municipal Law Virtual Conference being held on February 11, 2021. There is no cost to participate. CARRIED
	Motion #360/20	MOVED by Deputy Mayor Lynne Tonita that the outstanding fire invoice in the amount of \$2,927.24 for a fire that occurred on April 27, 2020 at 5403 Lac Ste. Anne Trail South be transferred to the property owners' tax account. CARRIED
	Motion #361/20	MOVED by Councillor Jeff Mickle that the discussion regarding "Doing Business in Onoway" be accepted for information and that Administration follow up as directed. CARRIED
8.	COUNCIL, COMMITTEE & STAFF REPORTS Motion #362/20	MOVED by Deputy Mayor Lynne Tonita that the verbal Council reports and the written and verbal reports from the Chief Administrative Officer and the Assistant Chief Administrative Officer/Public Works Manager be accepted for information as presented. CARRIED
9.	INFORMATION ITEMS Motion #363/20	MOVED by Deputy Mayor Lynne Tonita that Council accept the following items for information as presented: a) Alberta Municipal Affairs – Municipal Indicators – (undated) letter from Gary Sandberg, Assistant Deputy Minister attached to an October 19, 2020 email b) Alberta Urban Municipalities Association (AUMA) - October 20, 2020 email advising of a staff member hired as the Director of Client Development, Not-for-Profit CARRIED
10.	CLOSED SESSION	n/a

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11.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 12:55 p.m.		
12.	UPCOMING EVENTS	November 19, 2020	Regular Council Meeting	9:30 a.m
		December 3, 2020	Regular Council Meeting	9:30 a.m.
		December 17, 2020	Regular Council Meeting	9:30 a.m.
		January 7, 2021	Regular Council Meeting	9:30 a.m.
		January 21, 2021	Regular Council Meeting	9:30 a.m.
		February 4, 2021	Regular Council Meeting	9:30 a.m.
		February 18, 2021	Regular Council Meeting	9:30 a.m.

Signed by Mayor Judy Tracy

Signed by Debbie Giroux
Recording Secretary