

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, NOVEMBER 19, 2020
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

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| | PRESENT | <p>Mayor: Judy Tracy Deputy Mayor: Lynne Tonita (by telephone) Councillor: Lisa Johnson Councillor: Jeff Mickle Councillor: Pat St. Hilaire Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Assistant Chief Administrative Officer/Public Works Manager Debbie Giroux, Recording Secretary</p> <p>1 member of the public attended by teleconference</p> |
| 1. | CALL TO ORDER | Mayor Judy Tracy called the meeting to order at 9:30 a.m. |
| 2. | AGENDA Motion #364/20 | <p>MOVED by Councillor Pat St. Hilaire that Council adopt the agenda of the regular Council meeting of Thursday, November 19, 2020 with the following additions:</p> <p>4. Appointment with Community Peace Officer Dallas Choma</p> <p>7h) Attendance of Council and Administration at November 18, 2020 Teleconference with Premier Kenny and Government of Alberta officials</p> <p>7i) Attendance of Mayor at the Onoway Remembrance Day Service</p> <p style="text-align: right;">CARRIED</p> |
| 3. | MINUTES Motion #365/20 | <p>MOVED by Councillor Lisa Johnson that the minutes of the Thursday, November 5, 2020 regular Council meeting be adopted, as presented.</p> <p style="text-align: right;">CARRIED</p> |
| 4. | APPOINTMENTS/PUBLIC HEARINGS | Deferred to later in the meeting. |
| 5. | FINANCIAL REPORTS Motion #366/20 | <p>MOVED by Councillor Jeff Mickle that the November 16, 2020 Revenue and Expense Report be adopted as presented.</p> <p style="text-align: right;">CARRIED</p> |
| 6. | POLICIES & BYLAWS Motion #367/20 | <p>MOVED by Councillor Pat St. Hilaire that amendments to Policy A-ADM-FEE-1 – Administrative Fees – General Invoicing, to establish a 15% per annum penalty to outstanding invoices be approved and implemented effective immediately.</p> <p style="text-align: right;">CARRIED</p> |

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| 7. | ACTION ITEMS Motion #368/20 | <p>MOVED by Deputy Mayor Lynne Tonita that the discussion regarding Covid-19 be accepted for information, that Council and Administration continue to monitor developments and Administration to bring this item back to the next Council meeting for further discussion.</p> <p style="text-align:right">CARRIED</p> <p>The one member of the public who attended by teleconference left the meeting at 9:55 a.m.</p> <p>Council recessed from 9:55 a.m. until 10:00 a.m.</p> <p>At 10:00 a.m., Jane Holman, resident and Tony Sonnleitner, Development Officer joined the meeting by telephone for the Subdivision Application discussion.</p> <p>Jane Holman left the meeting at 10:10 a.m.</p> <p>Tony Sonnleitner left the meeting at 10:20 a.m.</p> <p>Motion #369/20 MOVED by Councillor Lisa Johnson that Subdivision Application 20SUB02-24 for Plan 072 9069 Block 1, Lot 2, to subdivide a 1.0 acre parcel from a 10.0 acre parcel of land, be approved with the following conditions as noted in the Subdivision Development Approving Authority Report: 1) all outstanding property taxes must be paid; 2) access to the municipal roadway system to be installed to each parcel, to the satisfaction of the Town; 3) Agreement requiring installation and connection to each parcel, at the landowners cost, to municipal sewer and water systems upon the extension of these systems to within 75 metres of the parcels, within one (1) year of that extension of services occurring, to the satisfaction of the Town; 4) franchise utilities (including gas, power, phone) to be installed to the property line of both the proposed parcel and the balance in accordance with the particular utility requirements; 5) utility/pipeline agreements on title to be extended to the successor property(s) containing said pipeline(s)/utility(s); 6) endorsement fees in the amount of \$100.00 to be paid to the Town of Onoway; 7) on-site drainage to be addressed as a condition of development permit approval for the proposed lot.</p> <p style="text-align:right">CARRIED</p> |
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| | Motion #370/20 | <p>MOVED by Councillor Pat St. Hilaire that the discussion regarding the requests from Lac Ste. Anne County regarding infrastructure funding for the Onoway Regional Medical Clinic be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 10:25 a.m. to 10:30 a.m.</p> |
| 4. | APPOINTMENTS/PUBLIC HEARINGS | <p>From 10:30 a.m. until 11:05 a.m., Council met with Community Peace Officer Dallas Choma regarding a recent dog incident that occurred in Onoway.</p> <p>Community Peace Officer Dallas Choma left the meeting at 11:05 a.m.</p> <p>Council returned to Action Items on the agenda at 11:05 a.m.</p> |
| 7. | ACTION ITEMS | |
| | Motion #371/20 | <p>MOVED by Councillor Jeff Mickle that Council approve the Capital Region Assessment Services Commission Memorandum of Agreement for assessment review board (ARB) services, and authorize execution of the Memorandum of Agreement once the final agreement is received.</p> <p style="text-align: right;">CARRIED</p> |
| | Motion #372/20 | <p>MOVED by Deputy Mayor Lynne Tonita that the Town provide EQUS a donation of a swag bag for their online auction to raise funds for families in need over Christmas.</p> <p style="text-align: right;">CARRIED</p> |
| | Motion #373/20 | <p>MOVED by Councillor Lisa Johnson that the 2021 Muniware Software Support Agreement and Software License Agreement be approved and authorize execution of both Agreements, which have a 0% increase.</p> <p style="text-align: right;">CARRIED</p> |
| | Motion #374/20 | <p>MOVED by Deputy Mayor Lynne Tonita that the Town accept a proposal from Standstone Vacuum Services (operating as Standstone Waste and Water Services) for Waste, Recycle and Organics collection for a five year term beginning on January 1, 2021. This is estimated to save the Town \$15,000.00 to \$18,000.00 annually. The 2021 cost is: \$6.13/cart/month for waste; \$5.33/cart/month for organics; \$3.22/household/month for recycle. This includes the provision of all new carts and also supports our local business.</p> <p style="text-align: right;">CARRIED</p> |

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| | Motion #375/20 | MOVED by Councilor Jeff Mickle that the attendance of Council and Administration at the November 18, 2020 Covid-19 Update Teleconference with Premier Kenny and Government of Alberta officials be ratified. CARRIED |
| | Motion #376/20 | MOVED by Councillor Lisa Johnson that the attendance of Mayor Judy Tracy at the Onoway Legion Remembrance Day ceremony be ratified. CARRIED |
| | | Councillor Jeff Mickle left the meeting at 12:15 p.m. |
| 8. | COUNCIL, COMMITTEE & STAFF REPORTS Motion #377/20 | MOVED by Councillor Lisa Johnson that the Town provide a swag bag gift for one of the Chamber Awards Live Stream Evening draws on December 3, 2020. CARRIED |
| | Motion #378/20 | MOVED by Councillor Pat St. Hilaire 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 #379/20 | MOVED by Councillor Pat St. Hilaire that Council accept the following item for information as presented: a) Town of Onoway Development Permit 20DP09-24 – Operation of a Retail Clothing Sales Business Kalos Couture at 4917–50 Street. CARRIED |
| 10. | CLOSED SESSION | n/a |
| 11. | ADJOURNMENT | As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 12:50 p.m. |
| 12. | UPCOMING EVENTS | 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. |

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Signed by Mayor Judy Tracy

Signed by Debbie Giroux
Recording Secretary