

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, OCTOBER 7TH, 2021
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM
COMMENCING AT 9:30 A.M.

	PRESENT	<p>Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson Councillor: Jeff Mickle Councillor: Pat St. Hilaire</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Assistant Chief Administrative Officer/Public Works Manager Tony Sonnleitner, Development Officer (Zoom) Debbie Giroux, Recording Secretary</p> <p>3 members of the public were in attendance in person 4 members of the public were in attendance via Zoom</p>
1.	CALL TO ORDER	Mayor Judy Tracy called the meeting to order at 9:35 a.m.
2.	AGENDA Motion #376/21	<p>MOVED by Deputy Mayor Lynne Tonita that Council adopt the agenda and additions agenda of the regular Council meeting of Thursday, October 7th, 2021, as presented.</p> <p style="text-align:right">CARRIED</p>
3.	MINUTES Motion #377/21	<p>MOVED by Councillor Lisa Johnson that the minutes of the Thursday, September 16th, 2021 regular Council meeting be adopted as presented.</p> <p style="text-align:right">CARRIED</p>
4.	APPOINTMENTS/PUBLIC HEARINGS	Deferred until later in the meeting.
5.	FINANCIAL REPORTS	n/a
6.	POLICIES & BYLAWS Motion #378/21	<p>MOVED by Deputy Mayor Lynne Tonita that Bylaw 790-21, a bylaw proposing an amendment to Land Use Bylaw 712-13, to redistrict a portion of lands legally known as Plan 4114 TR, Block A (the "Lands") from Residential Single Family Narrow Lot District (R1N) to Urban Services (US), be given second reading.</p> <p style="text-align:right">CARRIED</p>

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	Motion #379/21	<p>MOVED by Councillor Jeff Mickle that Bylaw 790-21 be given third reading.</p> <p>Councillor Lisa Johnson requested a recorded vote.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><u>In Favour</u></td> <td style="width: 50%;"><u>Opposed</u></td> </tr> <tr> <td>Mayor Judy Tracy</td> <td>Councillor Lisa Johnson</td> </tr> <tr> <td>Deputy Mayor Lynne Tonita</td> <td></td> </tr> <tr> <td>Councillor Jeff Mickle</td> <td></td> </tr> <tr> <td>Councillor Pat St. Hilaire</td> <td></td> </tr> </table> <p style="text-align: right;">CARRIED</p> <p>Development Officer Tony Sonnleitner addressed Council from 9:45 a.m. to 9:52 a.m. regarding Subdivision application 21SUB02-24.</p>	<u>In Favour</u>	<u>Opposed</u>	Mayor Judy Tracy	Councillor Lisa Johnson	Deputy Mayor Lynne Tonita		Councillor Jeff Mickle		Councillor Pat St. Hilaire	
<u>In Favour</u>	<u>Opposed</u>											
Mayor Judy Tracy	Councillor Lisa Johnson											
Deputy Mayor Lynne Tonita												
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	Motion #380/21	<p>MOVED by Councillor Pat St. Hilaire that Subdivision application 21SUB02-24 (Plan 4114 TR, Block A: 4602-47 Avenue: Town of Onoway (the “Lands”)) to subdivide a 3.42 HA (8.46 acre) parcel, into 15 parcels, as follows:</p> <ul style="list-style-type: none"> - Thirteen (13) residential lots; - One (1) Urban Services lot (Lot 14) and - One (1) Municipal Reserve lot (Lot 15) <p>be approved with the following conditions as noted in the Subdivision Development Approving Authority Report:</p> <ol style="list-style-type: none"> 1) pursuant to Section 654 of the Municipal Government Act, R.S.A. 2000, all outstanding property taxes must be paid or arrangements, satisfactory to the Town, for payment have been made. 2) the preparation and presentation to the Town of Onoway of a plan of subdivision in accordance with Section 657 of the Municipal Government Act, R.S.A. 2000; that complies with the Land Titles Act of Alberta. 3) Pursuant to Section 655 of the Municipal Government Act, R.S.A. 2000; the owner and/or developer shall enter into a development agreement with the Town of Onoway to the Town’s satisfaction and at the owner, and or developer’s expense. This agreement may include, but not necessarily limited to: a) provision for access and approaches to each parcel; b) provision for required roadways (including curb, gutter and sidewalks); c) stormwater; d) provision for municipal water service; e) provision for municipal sewer service; and f) provision for security to ensure performance of the same. 4) franchise utilities (incl. gas, power, phone) to be installed to the property line of all thirteen (13) parcels and the one (1) Urban Services parcel. 										

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		<p>5) utility/pipeline agreements on title to be extended to the successor property(s) containing the said pipeline(s)/utility(s);</p> <p>6) Pursuant to Section 661 of the Municipal Government Act, R.S.A. 2000, the Developer is required to dedicate 6.1 metres of land adjacent to the south municipal road right of way known as 47th Avenue (Road Plan 2697 CL). Dedication to be made through agreement registered against all applicable certificate of titles.</p> <p>7) endorsement fees in the amount of \$750.00 be paid to the Town of Onoway.</p> <p>8) Pursuant to section 666 of the Municipal Government Act, R.S.A. 2000, the owner and/or developer shall provide to the Town of Onoway a parcel of land with an area of a minimum of 0.8761 Hectare, dedicated as Municipal Reserve, and located as shown on the sketch attached to the Subdivision Application No. 21SUB02-24. Note: The subdivision sketch provided indicates a dedication of 1.4002 Hectares.</p> <p>Councillor Lisa Johnson requested a recorded vote.</p> <p><u>In Favour</u> Mayor Judy Tracy Deputy Mayor Lynne Tonita Councillor Jeff Mickle Councillor Pat St. Hilaire</p> <p><u>Opposed</u> Councillor Lisa Johnson</p> <p style="text-align: right;">CARRIED</p>
7.	<p>ACTION ITEMS Motion #381/21</p> <p>Motion #382/21</p> <p>Motion #383/21</p>	<p>MOVED by Deputy Mayor Lynne Tonita that Council accept the discussion regarding Covid-19, including possible mandatory staff vaccinations, for information, and Administration to bring this item back to the next Council meeting for further discussion.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Lisa Johnson that Council approve the closure of the Town Office and Public Works for Christmas beginning Friday, December 24, 2021 and opening on Monday, January 3, 2022 as presented by Administration, with staff being granted 3 additional days off (December 28, 29, and 30) to be covered from existing banked hours or vacation days.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Pat St. Hilaire that Council accept the report on the Alberta Municipal Affairs 2020 Municipal Indicator Results, noting that the Town of Onoway did not trigger the required number of indicators to appear on the report, for information.</p> <p style="text-align: right;">CARRIED</p>

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	Motion #384/21	<p>MOVED by Councillor Lisa Johnson that the adjacent landowner notification from Lac Ste. Anne County (LSAC) advising of a subdivision application for SW04-55-02 W5M be accepted for Information and the County be advised that the Town has no concerns.</p> <p style="text-align: right;">CARRIED</p> <p>At 10:15 a.m. Council moved to Appointments/Public Hearings. At 10:15 a.m. one in person attendee left the meeting.</p>
4.	APPOINTMENTS/PUBLIC HEARINGS	<p>Mr. Richard Moses attended the Council meeting in person at 10:15 a.m. to discuss the proposed Onoway Legion Project to honour Onoway area veterans by installing streetlight banners.</p> <p>Mr. Moses left the meeting at 10:25 a.m.</p> <p>Motion #385/21 MOVED by Councillor Pat St. Hilaire that Council accept in principle the proposal from the Onoway Legion with respect to banners, that the Town work with the Legion on this project going forward, and that costs incurred by the Town be included in the 2022 budget (intent is that the Town will provide and install hangers and details to be determined).</p> <p style="text-align: right;">CARRIED</p>
7.	ACTION ITEMS	<p>Council discussed the FortisAlberta Franchise Fee 2022 and the ATCO Gas 2022 Franchise Fee from 10:25 a.m. until 10:45 a.m. and paused their discussion to return to Appointments/Public Hearings.</p>
4.	APPOINTMENTS/PUBLIC HEARINGS	<p>At 10:45 a.m. Michelle Jones attended the meeting via Zoom to discuss the Community Futures Yellowhead East (CFYE) Traveling Incubator One Year Pilot Project and are requesting use of Town Office space to meet with clients who are local entrepreneurs to discuss economic development.</p> <p>Motion #386/21 MOVED by Deputy Mayor Lynne Tonita that the Town support the CFYE Traveling Incubator One Year Pilot Project and provide occasional office space (Council Chambers) for CFYE to work out of and meet with clients, following all Covid-19 protocols.</p> <p style="text-align: right;">CARRIED</p> <p>Michelle Jones left the meeting at 11:00 a.m.</p> <p>Council recessed from 11:00 a.m. until 11:05 a.m.</p>

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		<p>At 11:05 a.m., Jane Roxborough, Community Peace Officer (CPO), attended the Council meeting in person to discuss Bylaw 747-18 a bylaw to regulate vehicle, animal and pedestrian traffic; and specifically, complaints from residents regarding the parking of school busses in Town.</p> <p>Motion #387/21 MOVED by Mayor Judy Tracy that Bylaw 747-18, a bylaw to regulate vehicle, animal and pedestrian traffic; be brought back to the next Council meeting for further discussion with CPO Roxborough of parking enforcement for school busses in Town.</p> <p style="text-align: right;">CARRIED</p> <p>CPO Roxborough left the meeting at 11:30 a.m. Council returned to Action Items.</p>
7.	<p>ACTION ITEMS Motion #388/21</p> <p>Motion #389/21</p> <p>Motion #390/21</p> <p>Motion #391/21</p>	<p>MOVED by Mayor Judy Tracy that the Town of Onoway set their 2022 FortisAlberta franchise fee at 10% for the year 2022, which is an increase of .5%.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Pat St. Hilaire that the Town of Onoway set their 2022 ATCO Gas franchise fee at 10% for the year 2022, which is an increase of .5%.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Judy Tracy that Administration utilize \$11,150.00 from the 2021 Recreation Tax for improvements of Bretzlaff Park by installing donated playground equipment, building garden boxes and making improvements to the basketball court and bleachers.</p> <p style="text-align: right;">CARRIED</p> <p>2 members of the public left the meeting at 11:35 a.m. (during the draft Operating Budget 2022 discussion).</p> <p>MOVED by Deputy Mayor Lynne Tonita that Council accept the review and discussion of the draft Operating Budget 2022 for information and Administration was not directed to make any changes.</p> <p style="text-align: right;">CARRIED</p>
8.	<p>COUNCIL, COMMITTEE & STAFF REPORTS Motion #392/21</p>	<p>MOVED by Councillor Pat St. Hilaire that Mayor Judy Tracy's attendance at the September 17, 2021 zoom meeting with Honourable Ric McIvor, Minister of Municipal Affairs and Dr. Hinshaw be ratified.</p> <p style="text-align: right;">CARRIED</p>

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	Motion #393/21	MOVED by Mayor Judy Tracy that Council's attendance at the September 29, 2021 Community Futures Yellowhead East (CFYE) Town Hall zoom meeting be ratified. CARRIED																					
	Motion #394/21	MOVED by Councillor Pat St. Hilaire that the verbal Council and Committee Reports, along with the verbal and written Staff Reports, be accepted for information. CARRIED																					
9.	INFORMATION ITEMS Motion #395/21	MOVED by Councillor Jeff Mickle that the following items be accepted for information: <ul style="list-style-type: none"> a) Development Officer Report – September 2021 development report from Tony Sonnleitner b) North Saskatchewan Watershed Alliance (NSWA) – thank you note for Deputy Mayor Lynne Tonita's contributions as the Towns' representative on this Alliance c) Fortis 2022 Distribution Rates – September 30, 2019 letter from Kelsey Nixon with proposed rates for 2022 d) Lac Ste. Anne Foundation – May 26, 2021 Board meeting minutes e) Yellowhead Regional Library (YRL) – October 1, 2021 letter from Karla Palichuk, Director enclosing their 2022 draft budget. (The appointment information will be brought back to the October Council organizational meeting) CARRIED																					
10.	CLOSED SESSION	n/a																					
11.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Judy Tracy declared the regular council meeting adjourned at 1:10 p.m.																					
12.	UPCOMING EVENTS	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">October 13, 2021</td> <td style="width: 33%;">Advance Voting-Election</td> <td style="width: 33%;">3:00 p.m.</td> </tr> <tr> <td>October 18, 2021</td> <td>Election Day</td> <td>10:00 a.m.</td> </tr> <tr> <td>October 21, 2021</td> <td>Organizational Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>October 21, 2021</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>November 4, 2021</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>November 17-19, 2021</td> <td>AUMA Convention</td> <td>Edmonton</td> </tr> <tr> <td>November 18, 2021</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> </table>	October 13, 2021	Advance Voting-Election	3:00 p.m.	October 18, 2021	Election Day	10:00 a.m.	October 21, 2021	Organizational Meeting	9:30 a.m.	October 21, 2021	Regular Council Meeting	9:30 a.m.	November 4, 2021	Regular Council Meeting	9:30 a.m.	November 17-19, 2021	AUMA Convention	Edmonton	November 18, 2021	Regular Council Meeting	9:30 a.m.
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Debbie Giroux
Recording Secretary