

**AGENDA FOR THE REGULAR MEETING OF
THE COUNCIL OF THE TOWN OF ONOWAY
HELD ON THURSDAY, NOVEMBER 9, 2023 IN THE COUNCIL CHAMBERS OF THE
ONOWAY CIVIC CENTRE AND VIRTUALLY VIA ZOOM
COMMENCING AT 9:30 A.M.
MEETING IS BEING AUDIO/VIDEO RECORDED**

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Recommendation:

THAT the November 9, 2023 Regular Council Meeting agenda be approved as presented

or

THAT the November 9, 2023, Regular Council Meeting agenda be approved with the following amendment(s) (as noted at meeting time)

3. ADOPTION OF MINUTES

Pg 1-10 a) October 26, 2023 Organizational Council Meeting

Recommendation:

THAT the October 26, 2023 Organizational Council Meeting minutes be approved as presented

or

THAT the October 26, 2023 Organizational Council Meeting minutes be approved with the following amendment(s) (as noted at meeting time)

Pg 11-14 b) October 26, 2023 Regular Council Meeting

Recommendation:

THAT the October 26, 2023 Regular Council Meeting minutes be approved as presented

or

THAT the October 26, 2023 Regular Council Meeting minutes be approved with the following amendment(s) (as noted at meeting time)

4. APPOINTMENTS/PUBLIC HEARINGS

**9:30 a.m. (approx.) – Chief Enforcement Officer, Sgt. Dallas Choma
Lac Ste. Anne County**

Recommendation

*THAT Council accept the discussion with CPO Dallas Choma for information
or
some other direction as given by Council at meeting time*

5. FINANCIAL REPORTS – 2024 Draft Budget (portion)

Pg 15-25

Recommendation

*THAT Council accept the draft budget for information
or
some other direction as given by Council at meeting time*

6. POLICIES & BYLAWS – n/a

7. ACTION ITEMS

- a) Request for Change of Council Meeting Times – Request from Councillor Sheila Pockett for reconsideration - A Request for Decision is attached

Pg 26-28

Recommendation:

*THAT Council direct Administration to explore options in changing current
meeting times and present at a future Council meeting
or
some other direction as given by Council at meeting time*

- b) MAD House Daycare – A Request for Information is attached

Pg 29-30

Recommendation:

*THAT Council confirm the Town of Onoway is assisting MAD House Daycare
by working with a professional engineer to ensure that the Matters Relating to
Subdivision and Development Regulations regarding the distance from a non-
operating landfill are confirmed by a professional engineer
or
some other direction as given by Council at meeting time*

- c) Town Office Closure for Christmas Season – Monday December 25, 2023 to Monday January 1, 2024 inclusive

Recommendation:

THAT Council approve the closure of the Administration office and Public Works (if there is no emergency) using banked time or vacation days, from the end of the day on Friday, December 22 and returning to the office on Tuesday, January 2, 2024

or

some other direction as given by Council at meeting time

- d) Cancellation of Regular Council Meeting of December 28, 2023

Recommendation:

THAT Council cancel the Regular Council meeting of December 28, 2023

or

some other direction as given by Council at meeting time

Pg 31-35

- e) FCSS – A Request for Decision is attached

Recommendation:

THAT Council approve the 2023 FCSS Funding Round 3 (Final Round) in the amount of \$ towards the FCSS grant applicants in the attached 2023 FCSS Tracking Spreadsheet Round 3 (Final Round)

or

some other direction as given by Council at meeting time

f)

g)

8. COUNCIL, COMMITTEE & STAFF REPORTS

- a) Mayor's Report
- b) Deputy Mayor's Report

c) Councillor's Reports (x 3)

Pg 36-37 d) Chief Administrative Officer Report – written report attached

Pg 38 e) Corporate and Community Services Director's Report – written report attached

Pg 39 f) Public Works Report – written report attached

Recommendation:

THAT the Council written and verbal reports be accepted for information as presented

or

some other direction as given by Council at meeting time

9. INFORMATION ITEMS

Pg 40 a) Town of Onoway Development Officer Tony Sonnleitner Report to Council November 9, 2023

Pg 44-46 b) Town of Onoway Development Permit Application 23DP14-24 – 4708 Lac Ste. Anne Trail, N - Renovation of an existing building and operation of a day care facility

Pg 47 c) Alberta Municipal Affairs – October 30, 2023 email from Gary Sandberg, Assistant Deputy Minister regarding 2022 Municipal Indicator Results (Administration has report available)

Pg 48 d) Fortis Alberta – October 26, 2023 letter from Dave Hunka, Senior Manager regarding Maximum Investment Levels (Administration has report available)

Pg 49-52 e) Community Futures Yellowhead East – Minutes of June 15, 2023 meeting

Pg 53-55 f) Lac Ste. Anne Foundation – Minutes of September 20, 2023 Board meeting

Pg 56 g) Lac Ste. Anne Foundation – Thank you card for help at Chateau incident

Pg 57-59 h) Government of Alberta news release from Jobs, Economy and Trade regarding investment in new projects to help promote regional economic growth

i)

Recommendation:

THAT Council accept the above noted items for information

10. CLOSED SESSION – Pursuant to Section 197(2) of the Municipal Government Act and Section 16(1)(c) FOIP

“Disclosure harmful to business interests of a third party (Labour)”

11. ADJOURNMENT

12. UPCOMING EVENTS:

- | | |
|---|-----------|
| - November 9, 2023 – Regular Council Meeting | 9:30 a.m. |
| - November 23, 2023 – Regular Council Meeting | 9:30 a.m. |
| - December 14, 2023 – Regular Council Meeting | 9:30 a.m. |
| - January 11, 2024 – Regular Council Meeting | 9:30 a.m. |
| - January 25, 2024 – Regular Council Meeting | 9:30 a.m. |

TOWN OF ONOWAY
ORGANIZATIONAL MEETING MINUTES
THURSDAY, OCTOBER 26, 2023
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

	PRESENT	<p>Councillor: Bridgitte Coninx Councillor: Lisa Johnson Councillor: Lenard Kwasny Councillor: Robin Murray Councillor: Sheila Pockett</p> <p>Administration: Jennifer Thompson, Chief Administrative Officer Gino Damo, Director of Corporate and Community Services Debbie Giroux, Recording Secretary</p> <p>5 members of the public were in-person attendance and 2 members of the public joined the meeting via Zoom.</p>
1.	CALL TO ORDER	Chief Administrative Officer Jennifer Thompson called the meeting to order at 9:30 a.m. and advised that the meeting will be recorded and acknowledged that the meeting was being held on Treaty 6 Land.
2.	COUNCILS LEGISLATIVE RESPONSIBILITIES Motion #287/23	<p>MOVED by Councillor Lisa Johnson that pursuant to Section 208(1)(d) of the Municipal Government Act that the following information outlining Council's legislative responsibilities be acknowledged as received and reviewed in 2023: What Every Councillor Needs to Know (updated 2021 Sept); Pecuniary Interest for Municipal Councillors (Jan 2021); Roles and Responsibilities of Municipal Officials; Commissioner for Oaths Regulation; Council Code of Conduct Bylaw 791-21; Council and Committee Procedural Bylaw 792-21 (updated Dec 2021); Public Participation Policy C-COU-PAR-1; and the Municipal Government Act.</p> <p style="text-align: right;">CARRIED</p>
3.	AGENDA Motion #288/23	<p>MOVED by Councillor Lenard Kwasny that Council adopt the agenda of the Organizational Meeting of Thursday, October 26, 2023 as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	METHOD OF VOTING Motion #289/23	<p>MOVED by Councillor Robin Murray that all voting during the Organizational Meeting be done by secret ballot, and in the case of a tie vote, the lowest vote count will be eliminated from the next round of voting and all ballots be destroyed after the count is completed.</p> <p style="text-align: right;">CARRIED</p>

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5.	NOMINATIONS FOR MAYOR	<p>Chief Administrative Officer Jennifer Thompson called for nominations for the position of Mayor.</p> <p>Councillor Lisa Johnson nominated Councillor Lenard Kwasny for the position of Mayor.</p> <p>Councillor Lenard Kwasny accepted the nomination.</p> <p>Chief Administrative Officer Jennifer Thompson called for nominations for the position of Mayor for the second time.</p> <p>Chief Administrative Officer Jennifer Thompson called for nominations for the position of Mayor for the third time.</p> <p>Motion #290/23 MOVED by Councillor Bridgite Coninx that nominations for Mayor cease.</p> <p style="text-align: right;">CARRIED</p> <p>Chief Administrative Officer Jennifer Thompson declared Councillor Lenard Kwasny elected as Mayor for the Town of Onoway.</p> <p>Edward Gallagher, Lawyer, Patriot Law administered the Oath of Office for Mayor.</p> <p>Mayor Lenard Kwasny assumed the Chair.</p>
6.	NOMINATIONS FOR DEPUTY MAYOR	<p>Mayor Lenard Kwasny called for nominations for the position of Deputy Mayor.</p> <p>Councillor Robin Murray nominated Councillor Lisa Johnson for the position of Deputy Mayor.</p> <p>Councillor Lisa Johnson accepted the nomination.</p> <p>Mayor Lenard Kwasny called for nominations for the position of Deputy Mayor for the second time.</p> <p>Mayor Lenard Kwasny called for nominations for the position of Deputy Mayor for the third time.</p> <p>Motion #291/23 MOVED by Councillor Robin Murray that nominations for Deputy Mayor cease.</p> <p style="text-align: right;">CARRIED</p> <p>Mayor Lenard Kwasny declared Councillor Lisa Johnson elected as Deputy Mayor for the Town of Onoway.</p>

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		<p>Edward Gallagher, Lawyer, Patriot Law administered the Oath of Office for the position of Deputy Mayor.</p> <p>Council recessed from 9:40 a.m. until 9:45 a.m.</p>
<p>7.</p>	<p>COUNCILLOR COMMITTEE APPOINTMENTS Motion #292/23</p> <p>Motion #293/23</p> <p>Motion #294/23</p> <p>Motion #295/23</p> <p>Motion #296/23</p>	<p>Appointments to Quasi-Judicial Boards</p> <p>MOVED by Councillor Robin Murray that Council approve the appointments to the Assessment Review Board (ARB) as follows: as per contract with Capital Region Assessment Services Commission, appoint Board members ARB Chairman Raymond Ralph; Certified ARB Clerk Gerry Ambrin; Certified Panelists: Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles and Raymond Ralph.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Sheila Pockett that Council approve the appointments to the Subdivision and Development Appeal Board (SDAB) as follows: as per agreement with Milestone Municipal Services, appoint Board Members Jason Shewchuk, Rainbow Williams, John Roznicki, Denis Meier, Jamie Kralej, John McIvor, Gerald Stark, Chris Zaplotinsky, Kerry McElroy; Charles Clow and. appoint Designated Officers (Clerks) Emily House and Janet Zaplotinsky.</p> <p style="text-align: right;">CARRIED</p> <p>Appointments to Statutory Committees</p> <p>MOVED by Deputy Mayor Lisa Johnson that Council approve the appointments to the Statutory Committees as follows:</p> <ul style="list-style-type: none"> - Municipal Planning Commission (Council as a Whole) - Subdivision Authority (Council as a Whole) <p style="text-align: right;">CARRIED</p> <p>Appointments to Regional Service Commissions</p> <p>MOVED by Deputy Mayor Lisa Johnson that the appointments to the Capital Region Assessment Services Commission be Councillor Robin Murray as Council's representative and Deputy Mayor Lisa Johnson as alternate.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lisa Johnson that the appointments to the Highway 43 East Waste Commission be Mayor Lenard Kwasny as Council's representative and Deputy Mayor Lisa Johnson as alternate.</p> <p style="text-align: right;">CARRIED</p>

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		<p>Councillor Robin Murray and Councillor Bridgitte Coninx both let their names stand for appointment as Council's representative to the West Inter Lake District (WILD) Regional Water Services Commission. One secret ballot vote was conducted and Councillor Robin Murray was elected.</p> <p>Motion #297/23 MOVED by Deputy Mayor Lisa Johnson that the appointments to the West Inter Lake District (WILD) Regional Water Services Commission be Councillor Robin Murray as representative and Councillor Bridgitte Coninx as alternate.</p> <p style="text-align: right;">CARRIED</p>
		<p>At 9:50 a.m. Edward Gallagher, President, Royal Canadian Legion Onoway Branch presented the first poppies to members of Council.</p> <p>Edward Gallagher left the meeting at 9:55 a.m.</p>
7.	<p>COUNCILLOR COMMITTEE APPOINTMENTS Motion #298/23</p> <p>Motion #299/23</p> <p>Motion #300/23</p> <p>Motion #301/23</p> <p>Motion #302/23</p>	<p>Appointments to Regional Boards</p> <p>MOVED by Deputy Mayor Lisa Johnson that the appointments to the Lac Ste. Anne East End Bus Society be Councillor Robin Murray as Council's representative and Deputy Mayor Lisa Johnson as alternate.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lisa Johnson that the appointments to Yellowhead East Community Futures be Councillor Robin Murray as representative and Councillor Bridgitte Coninx as alternate.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lisa Johnson that Mayor Lenard Kwasny be appointed as Council's representative to the Lac Ste. Anne Foundation.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lisa Johnson that Councillor Bridgitte Coninx be appointed as Council's representative to the Yellowhead Regional Library Board.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lisa Johnson that Council's appointments to the Economic Development/Partnership Committee be Councillor Bridgitte Coninx and Councillor Robin Murray as representatives and the alternate be Councillor Sheila Pockett.</p> <p style="text-align: right;">CARRIED</p>

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	Motion #303/23	<p>MOVED by Councillor Robin Murray that Council's appointments to the Community Policing Advisory Committee (CPAC) be Deputy Mayor Lisa Johnson as representative and Councillor Sheila Pockett as the alternate.</p> <p style="text-align: right;">CARRIED</p>
	Motion #304/23	<p>MOVED by Councillor Bridgitte Coninx that Council's appointments to the Onoway Regional Medical Clinic/Physician Recruitment Retention Committee be Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as the alternate.</p> <p style="text-align: right;">CARRIED</p>
	Motion #305/23	<p>MOVED by Deputy Mayor Lisa Johnson that Council's appointments to the North Saskatchewan Watershed Alliance be Councillor Bridgitte Coninx as representative and the Public Works Manager be appointed to the Technical Committee.</p> <p style="text-align: right;">CARRIED</p>
		<p>Deputy Mayor Lisa Johnson, Councillor Bridgitte Coninx and Councillor Sheila Pockett let their names stand for appointment as Council's representative to the Onoway Regional Fire Services Committee. One secret ballot vote was conducted and Deputy Mayor Lisa Johnson was elected.</p>
	Motion #306/23	<p>MOVED by Councillor Robin Murray that Deputy Mayor Lisa Johnson be appointed as the representative on the Onoway Regional Fire Services Committee and Councillor Sheila Pockett be the alternate. (Chief Administrative Officer or designate to attend.)</p> <p style="text-align: right;">CARRIED</p>
	Motion #307/23	<p>MOVED by Councillor Robin Murray that Council's appointments to the Emergency Management/ Disaster Services Committee be Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives.</p> <p style="text-align: right;">CARRIED</p>
	Motion #308/23	<p>MOVED by Councillor Bridgitte Coninx that the Revenue and Cost Sharing Study Committee be struck from the list of Committees requiring Council appointments as Alberta Beach has advised the Town that the grant is complete and this Committee is no longer active.</p> <p style="text-align: right;">CARRIED</p>

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	Appointments to Local Boards
Motion #309/23	MOVED by Deputy Mayor Lisa Johnson that Council's appointments to the Town of Onoway Library Board be Councillor Bridgitte Coninx and Councillor Sheila Pockett as representatives. <p style="text-align:right">DRAFT CARRIED</p>
Motion #310/23	MOVED by Councillor Bridgitte Coninx that the Region 1 Recreation and FCSS Board be Council as a Whole. <p style="text-align:right">CARRIED</p>
Motion #311/23	MOVED by Councillor Robin Murray that Council's appointments to the Onoway and District Chamber of Commerce be Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate. <p style="text-align:right">CARRIED</p>
Motion #312/23	MOVED by Councillor Bridgitte Coninx that Council's appointments to the Onoway Beautification Committee be Councillor Sheila Pockett as representative and Councillor Bridgitte Coninx as alternate. <p style="text-align:right">CARRIED</p>
Motion #313/23	MOVED by Councillor Bridgitte Coninx that Council's appointments to the Onoway and District Agricultural Society (ODAS) (Arena) be Councillor Bridgitte Coninx as representative and Deputy Mayor Lisa Johnson as alternate. <p style="text-align:right">CARRIED</p>
Motion #314/23	MOVED by Councillor Sheila Pockett that Council's appointments to the Onoway Facility Enhancement Association (OFEA) (Community Hall) be Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate. <p style="text-align:right">CARRIED</p>
Motion #315/23	MOVED by Deputy Mayor Lisa Johnson that Council's appointments to the Onoway and District Historical Guild be Deputy Mayor Lisa Johnson as representative and Councillor Robin Murray as alternate. <p style="text-align:right">CARRIED</p>
Motion #316/23	MOVED by Councillor Robin Murray that Council's appointments to the Regional Wastewater Line Committee be Mayor Lenard Kwasny as representative, Deputy Mayor Lisa Johnson as alternate and CAO Jennifer Thompson be appointed to the Technical Committee. <p style="text-align:right">CARRIED</p>

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	<p>Motion #317/23</p> <p>Motion #318/23</p> <p>Motion #319/23</p> <p>Motion #320/23</p> <p>Motion #321/23</p> <p>Motion #322/23</p>	<p>MOVED by Councillor Bridgitte Coninx that the Onoway Ball Diamonds Committee be struck from the list of Committees requiring Council appointments as a Town representative is not required.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Sheila Pockett that Council's appointments to the Regional Trail Committee be Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Robin Murray that Council's appointments to the Onoway Economic Development and Tourism Committee be Mayor Lenard Kwasny and Deputy Mayor Lisa Johnson as representatives.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Bridgitte Coninx that the Onoway Interagency Committee be moved as a sub-Committee of the Onoway Economic Development and Tourism Committee and Council representatives be Mayor Lenard Kwasny and Deputy Mayor Lisa Johnson.</p> <p style="text-align: right;">CARRIED</p> <p>Miscellaneous Council Appointments</p> <p>MOVED by Councillor Robin Murray that Council's appointments to the Inter Municipal Development Plan Negotiating Committee be Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Sheila Pockett that Council's appointments on the Highway 43 Functional Planning Study – Technical Review Committee be Councillor Bridgitte Coninx and Deputy Mayor Lisa Johnson as alternate.</p> <p style="text-align: right;">CARRIED</p>
8. FINANCIAL CONFIRMATION Motion #323/23		
8.	<p>FINANCIAL CONFIRMATION Motion #323/23</p>	<p>MOVED by Deputy Mayor Lisa Johnson that the Financial Confirmation be as follows, as presented:</p> <p>Signing Authority</p> <ul style="list-style-type: none"> - all of Council and Chief Administrative Officer, Director of Corporate and Community Services and Municipal Clerk - 2 signatures required - 1 signature to be any member of Council

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		<ul style="list-style-type: none"> - 1 signature to be one of either Chief Administrative Officer Jennifer Thompson, Director of Corporate and Community Services Gino Damo or Municipal Clerk Penny Frizzell <p>Banking Authority ATB Financial</p> <p style="text-align: right;">CARRIED</p>
9.	APPOINTMENT OF AUDITOR Motion #324/23	<p>MOVED by Councillor Bridgitte Coninx that the Auditor appointment be confirmed as Metrix Group for the Town of Onoway for the 2023 Audit year.</p> <p style="text-align: right;">CARRIED</p>
10.	APPOINTMENT OF ASSESSOR Motion #325/23	<p>MOVED by Councillor Robin Murray that the Town's Assessment Firm appointment be confirmed as Capital Region Assessment Services Commission, and the Assessor appointment for the Town of Onoway be confirmed as Grant Clark of KCL Consulting Inc.</p> <p style="text-align: right;">CARRIED</p>
11.	APPOINTMENT OF WEED INSPECTOR Motion #326/23	<p>MOVED by Deputy Mayor Lisa Johnson that the Weed Inspector appointment be confirmed as Jackie Gamblin.</p> <p style="text-align: right;">CARRIED</p>
12.	CHIEF ADMINISTRATIVE OFFICER Motion #327/23	<p>MOVED by Deputy Mayor Lisa Johnson that the Chief Administrative Officer appointment be confirmed as Jennifer Thompson.</p> <p style="text-align: right;">CARRIED</p>
13.	DEVELOPMENT OFFICER Motion #328/23	<p>MOVED by Councillor Bridgitte Coninx that the Development Officer appointment be confirmed as Tony Sonnleitner.</p> <p style="text-align: right;">CARRIED</p>
14.	INVESTIGATOR Motion #329/23	<p>MOVED by Deputy Mayor Lisa Johnson that, as per Council Code of Conduct Bylaw 791-21, a third party investigator may be appointed (Section 2.1(e)). Section 2.1(e) "Investigator" means Council or the individual or body established by Council to investigate and report on complaints.</p> <p style="text-align: right;">CARRIED</p>

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15.	SOLICITOR CONFIRMATION Motion #330/23	MOVED by Deputy Mayor Lisa Johnson that Patriot Law Group Onoway and Brownlee LLP, Edmonton be confirmed as Solicitors for the Town of Onoway. CARRIED
16.	MUNICIPAL PLANNING COMMISSION Motion #331/23	MOVED by Councillor Bridgitte Coninx that the Municipal Planning Commission be confirmed as All of Council. CARRIED
17.	FOIP COORDINATOR CONFIRMATION Motion #332/23	MOVED by Councillor Robin Murray that the Freedom of Information and Protection of Privacy (FOIP) Coordinator be confirmed as the Director of Corporate and Community Services. CARRIED
18.	COMMUNITY PEACE OFFICER Motion #333/23	MOVED by Councillor Bridgitte Coninx that, as per the Community Policing Agreement with Lac Ste. Anne County, Community Policing services to be provided by: Sgt. Dallas CHOMA (CPO), Officer Craig DOW (CPO), Officer Jendrick (CPO), Officer Martin (CPO), Officer Town (Bylaw Officer), Officer Harder (Bylaw Officer), Officer Sroka (Bylaw Officer). CARRIED
19.	FIRE CHIEF Motion #334/23	MOVED by Councillor Sheila Pockett that the Fire Chief appointment be confirmed as Chief David Ives. CARRIED
20.	MEETING DATES / TIMES/ LOCATIONS Motion #335/23	MOVED by Councillor Robin Murray that Council meetings be scheduled as follows: 2 nd and 4 th Thursday of the Month at 9:30 a.m. at the Town of Onoway Civic Centre, Council Chambers. CARRIED
21.	MUNICIPAL OFFICE LOCATION Motion #336/23	MOVED by Deputy Mayor Lisa Johnson that the Municipal Office location for the Town of Onoway be confirmed as:

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		Onoway Civic Centre, 4812 – 51 Street, within the Town of Onoway. CARRIED
22.	REQUIREMENT FOR ADVERTISING OF MEETINGS Motion #337/23	MOVED by Councillor Robin Murray that Council meetings continue to be advertised in Onowaves, the Town of Onoway website and the Civic Centre bulletin board. CARRIED
23.	COUNCIL EXPENSE CLAIMS Motion #338/23	MOVED by Councillor Robin Murray that Council confirms their reimbursement to be as per the following policies: Policy C-COU-REM-1 – Councillor, Committee and Board Member Remuneration Policy Policy C-FIN-REI-1 – Reimbursement and Expense Claims Policy CARRIED
24.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the meeting adjourned at 10:44 a.m.

Mayor Lenard Kwasny

Debbie Giroux
Recording Secretary

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COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

	PRESENT	<p>Mayor: Lenard Kwasny Deputy Mayor: Lisa Johnson Councillor: Bridgitte Coninx Councillor: Robin Murray Councillor: Sheila Pockett</p> <p>Administration: Jennifer Thompson, Chief Administrative Officer Gino Damo, Director of Corporate and Community Services Debbie Giroux, Recording Secretary</p> <p>2 members of the public joined the meeting in person 2 members of the public joined the meeting via Zoom</p>
1.	CALL TO ORDER	Mayor Lenard Kwasny called the meeting to order at 10:59 a.m. and advised that the meeting will be recorded and acknowledged that the meeting was being held on Treaty 6 Land.
2.	AGENDA Motion #/339/23	<p>MOVED by Councillor Bridgitte Coninx that Council adopt the agenda of the Regular Council meeting of Thursday, October 26, 2023 with the following deletion and additions:</p> <p>4. Appointment - Chief Enforcement Officer Sgt. Dallas Choma - to be rescheduled</p> <p>7c) Council Donations (requested by Mayor Kwasny)</p> <p>7d) Code of Conduct Review (requested by Councillor Coninx)</p> <p>7e) Procedure Bylaw Review (requested by Councillor Coninx)</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES Motion #340/23	<p>MOVED by Councillor Robin Murray that the October 12, 2023 Regular Council Meeting minutes be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS/PUBLIC HEARINGS	n/a
5.	FINANCIAL REPORTS	n/a
6.	POLICIES AND BYLAWS	n/a

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7.	<p>ACTION ITEMS Motion #341/23</p> <p>Motion #342/23</p> <p>Motion #343/23</p> <p>Motion #344/23</p> <p>Motion #345/23</p>	<p>MOVED by Deputy Mayor Lisa Johnson that Council authorize Mayor Kwasny to attend the Remembrance Day Ceremony on November 11, 2023 and lay a wreath.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lisa Johnson that Council notify MPE Engineering Ltd and the Darwell Lagoon Commission that further information is required in regard to the protection of the Town of Onoway forcemain during crossing as well as completion of a negotiated agreement for access prior to granting permission to access Town of Onoway infrastructure.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Bridgitte Coninx that Council approve the donation of \$100.00 per Council member to a local charity of choice.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Bridgitte Coninx that Council direct Administration to review the Code of Conduct and engage the assistance of legal counsel in the review.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Bridgitte Coninx that Council direct Administration to review the Procedure Bylaw and engage the assistance of legal counsel in the review.</p> <p style="text-align: right;">CARRIED</p>
8.	<p>COUNCIL, COMMITTEE AND STAFF REPORTS Motion #346/23</p>	<p>MOVED by Councillor Robin Murray that the Council, Chief Administrative Officer, Corporate and Community Services and Public Works written and verbal reports be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
9.	<p>INFORMATION ITEMS Motion #347/23</p>	<p>MOVED by Deputy Mayor Lisa Johnson that Council accept the following items for information:</p> <ul style="list-style-type: none"> a) Town of Onoway Development Permit Application 23DP12-24 – 4708–47A Avenue – Construction of a detached garage b) Town of Onoway Development Permit Application 23DP11-24 – 4917–50 Street – Renovation of an existing commercial building, operation of a minor eating establishment “The Weiner Canoe”

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, OCTOBER 26, 2023
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

		<p>c) Town of Onoway Development Permit Application 23DP13-24 –5108–49 Avenue – Renovation of an existing commercial building and operation of a fitness centre complete with a retail sales component and installation of a sign (Creature Comforts and Fitness Centre)</p> <p>d) Alberta Beach – October 19, 2023 correspondence with results of their Organizational Meeting of October 17, 2023</p> <p style="text-align: right;">CARRIED</p>
<p>10.</p>	<p>CLOSED SESSION Motion #348/23</p> <p>Motion #349/23</p> <p>Motion #350/23</p>	<p>MOVED by Councillor Robin Murray that, pursuant to Section 197(2) of the Municipal Government Act, and Section 17(4)(d) FOIP, Council move into a Closed Session at 11:30 a.m. to discuss the following item:</p> <p>Personnel</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 11:30 a.m. to 11:32 a.m. to allow the Director of CCS, Recording Secretary and members of the public to leave the meeting.</p> <p>CLOSED SESSION: The following individuals were present for the Closed Session: Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Bridgitte Coninx Councillor Robin Murray Councillor Sheila Pockett Jennifer Thompson, CAO</p> <p>Council recessed from 12:09 p.m. to 12:10 p.m. to allow the Director, Recording Secretary and members of the public to return to the meeting.</p> <p>MOVED by Deputy Mayor Lisa Johnson that Council move out of Closed Session at 12:10 p.m.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councilor Bridgitte Coninx that Administration proceed as discussed in Closed Session.</p> <p style="text-align: right;">CARRIED</p>

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THURSDAY, OCTOBER 26, 2023
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

11.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the Regular Council Meeting adjourned at 12:12 p.m.		
12.	UPCOMING EVENTS	November 9, 2023	Regular Council Meeting	9:30 a.m.
		November 23, 2023	Regular Council Meeting	9:30 a.m.
		December 14, 2023	Regular Council Meeting	9:30 a.m.
		January 11, 2024	Regular Council Meeting	9:30 a.m.
		January 25, 2024	Regular Council Meeting	9:30 a.m.

Mayor Lenard Kwasny

Debbie Giroux
Recording Secretary

UNAPPROVED

(14)



TOWN OF ONOWAY

Revenue & Expense

0% 0%

General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
GENERAL REVENUE											
1-01-00-510	PENALTIES & COSTS ON TAXES										
	Admin fees/other	(23,718.01)	(28,498.41)	(26,116.62)	(24,240.00)	0.00	0.00			(24,240.00)	
1-01-00-540	FRANCHISE REVENUE - ATCO										
	Franchise fees	(31,496.61)	(41,536.47)	(30,923.90)	(30,300.00)	0.00	0.00		(4,932.00)	(35,232.00)	ATCO Gas 2024 forecast is \$39,984 or \$9,684 increase from 2023. Considering the large discrepancy between 21 & 22 actual budget 50% of increase.
1-01-00-541	FRANCHISE REVENUE - FORTIS										
	Franchise fees	(84,458.68)	(92,153.15)	(63,227.71)	(83,830.00)	0.00	0.00		(4,980.25)	(88,810.25)	Fortis Alberta 2024 forecast is \$103,751 or \$9,684 increase from 2023. Be consertative by budgeting 25% of increase.
1-01-00-550	RETURN ON INVESTMENT (BANK INTEREST)										
	Interest	(7,304.58)	(18,704.70)	(24,400.05)	(8,080.00)	0.00	0.00			(8,080.00)	
1-01-00-740	PROVINCIAL UNCONDITIONAL GRANTS										
	Grants	(62,195.00)	0.00		0.00	0.00	0.00			0.00	
1-01-00-840	CONDITIONAL OPERATIONAL GRANTS										
	Grants	(56,700.00)	(7,040.00)	(60,000.00)	(15,000.00)	0.00	0.00		0.00	(15,000.00)	
1-03-12-920	RESERVE TRANSFER - ADMIN.										
	Reserve transfer	0.00	0.00	(21,295.00)	(54,780.42)	0.00	0.00		13,695.11	(41,085.32)	Mill Rate Stabilization from Operating Reserve. Decreasing by 25% annually starting in 2024 until 2027.
TOTAL GENERAL REVENUE		(265,872.88)	(185,932.73)	(225,963.28)	(216,230.42)	0.00	0.00	0.00	(9,912.25)	(212,447.57)	



TOWN OF ONOWAY

Revenue & Expense

0% 0%

General Ledger

Description

2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
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LEGISLATIVE EXPENSE

2-11-00-130	COUNCIL - CPP	Wages & Cont	1,572.06	1,661.70	1,214.01	2,101.20	0.00	0.00	2,101.20		
2-11-00-131	COUNCIL - EI	Wages & Cont	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
2-11-00-132	COUNCIL-EMP. BENEFIT ER-AMS	Wages & Cont	22,714.52	27,588.58	17,274.22	28,016.00	0.00	0.00	28,016.00		
2-11-00-137	COUNCIL-WCB	Insurance	624.04	697.70	622.11	727.58	0.00	0.00	727.58		
2-11-00-141	COUNCIL DEVELOPMENT	Training & Other	7,857.75	7,215.00	8,800.75	8,080.00	0.00	0.00	8,080.00		
2-11-00-150	COUNCIL FEES	Wages & Cont	45,900.00	46,000.00	30,700.00	55,620.00	0.00	0.00	55,620.00	Based on policy, no inflation	
2-11-00-211	COUNCIL MILEAGE & SUBSISTANCE	Training & Other	4,777.22	9,883.76	4,552.14	6,060.00	0.00	0.00	9,860.00	Increase to reflect AB Munis conference expenses in Red Deer for 2024. Reflective of 2022 Expense.	
2-11-00-216	COUNCIL-TELEPHONE/INTERNET/MEETING PREP	Utilities	19,288.84	18,160.01	11,385.02	18,200.00	0.00	0.00	18,200.00	Council Monthly expenses as per policy plus \$20 data per ipad (5 total).	
2-11-00-242	COUNCIL LEGAL FEES	Professional fees	0.00	0.00	18,583.00	20,050.00	0.00	0.00	20,050.00		
2-11-00-252	COUNCIL DONATION	Goods & Supplies	900.00	1,450.00	0.00	1,000.00	0.00	0.00	1,000.00		
2-11-00-270	COUNCIL MEMBERSHIPS	Training & Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
2-11-00-274	COUNCIL INSURANCE	Insurance	314.00	314.00	290.00	351.00	0.00	0.00	351.00		
2-11-00-513	COUNCIL SUPPLIES	Goods & Supplies	3,313.05	1,314.02	2,367.43	8,434.00	0.00	0.00	3,434.00	Decrease of \$5K based on one-time amount used for Council problematic ipads and accessories in 2023.	
2-11-00-514	PUBLIC RELATIONS/PROMOTIONS	Goods & Supplies	4,514.79	1,567.79	1,196.81	4,000.00	0.00	0.00	1,500.00	Approximately \$1,500 for Public Relations and promotions. Based on 2022 actuals & 2023 forecasted.	
2-11-00-770	COUNCIL -LEADERSHIP BURSARY	Goods & Supplies	900.00	600.00	0.00	1,750.00	0.00	0.00	1,750.00		
TOTAL LEGISLATIVE EXPENSE			112,676.27	116,452.56	96,985.49	154,389.78	0.00	0.00	0.00	(3,700.00)	150,689.78



TOWN OF ONOWAY
Revenue & Expense

0% 3%

General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
EMERG. MGT/DISASTER SERV. REV.											
1-24-00-840	DIS. SERV - REGIONAL COLL. GRANT Grants	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-24-00-841	EMERG. MGT- REG. RADIO NETWORK GRANT Grants	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-24-00-990	EMERG. MNGMNT. - RADIO SALES (BINS) Admin fees/other	0.00	0.00	0.00	0.00	0.00	0.00			0	
TOTAL DISASTER SERVICES REV.		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
EMERGENCY MGT./DISASTER SERVI											
2-24-00-141	DIS.SERV. - STAFF DEVELOPMENT Training & Other	0.00	0.00	0.00	1,515.00	0.00	45.45			1,560	
2-24-00-211	DIS.SERV. - TRAVEL & SUBSISTENCE Training & Other	119.68	0.00	0.00	505.00	0.00	15.15			520	
2-24-00-245	DIS. SERV. - CONTRACTED WORK Contracted Services	6,310.04	3,291.41	545.30	0.00	0.00	0.00			0	
2-24-00-246	DIS. SERV. - REGIONAL EMERG. SERV. STUDY Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-24-00-247	EMRG. MGT.-REG. RADIO Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-24-00-510	DIS.SERV. - GENERAL SUPPLIES Goods & Supplies	1,300.00	0.00	112.69	2,020.00	0.00	60.60			2,081	
TOTAL DISASTER SERVICES EXPENS		7,729.72	3,291.41	657.99	4,040.00	0.00	121.20	0.00	0.00	4,161.20	
DISASTER SERVICES RESERVE TRANSFER											
DIS.SERV. - TRANSFER TO RESERVE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	
TOTAL DISATSER SERVICES RESERVE TRANSFER		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
DISASTER SURPLUS/DEFICIT		7,729.72	3,291.41	657.99	4,040.00	0.00	121.20	0.00	0.00	4,161.20	



TOWN OF ONOWAY
Revenue & Expense

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General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
AMBULANCE REVENUE											
1-25-00-351	CONTRIBUTION - OTHER ORGANIZATIONS Admin fees/other	(600.00)	0.00	0.00	0.00	0.00	0.00			0	
1-25-00-840	CONDITIONAL GRANT-AMBULANCE Grants	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-25-00-990	AMBULANCE-OTHER REVENUE Admin fees/other	0.00	0.00	0.00	0.00	0.00	0.00			0	
TOTAL AMBULANCE REVENUE		(600.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AMBULANCE EXPENSE											
2-25-00-240	AMBULANCE - TRANSFER PAYMENTS Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-25-00-262	AMBULANCE - STAFF ACCOMODATION RENT Training & Other	0.00	0.00	0.00	0.00	0.00	0.00			0	
TOTAL AMBULANCE EXPENSE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AMBULANCE RESERVE TRANSFER											
	AMBULANCE - TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	
TOTAL AMBULANCE RESERVE TRANSFER		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
SURPLUS/DEFICIT AMBULANCE		(600.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	



TOWN OF ONOWAY
Revenue & Expense

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General Ledger Description

		2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
BYLAW REVENUE											
1-26-00-420	DOG POUND CHARGES, DOG SALES User fees	0.00	(440.69)	0.00	(450.00)	0.00	0.00			(450)	Don't inflate, based on bylaw rates and actuals
1-26-00-513	WEED&SNOW REMOVAL COST RECOVERY Admin fees/other	0.00	(420.00)	(2,475.00)	(500.00)	0.00	0.00			(500)	Don't inflate, based on bylaw rates and actuals
1-26-00-520	ANIMAL LICENSES User fees	(310.00)	(130.00)	(310.00)	(300.00)	0.00	0.00			(300)	Don't inflate, based on bylaw rates and actuals
1-26-00-530	MUNICIPAL FINES (DOGS, WEEDS) Admin fees/other	0.00	(261.00)	0.00	(400.00)	0.00	0.00			(400)	Don't inflate, based on bylaw rates and actuals
TOTAL BYLAW REVENUE		(310.00)	(1,251.69)	(2,785.00)	(1,650.00)	0.00	0.00	0.00	0.00	(1,650.00)	
BYLAW EXPENSE											
2-26-00-242	BYLAW-LEGAL FEES Professional Fees	0.00	0.00	0.00	505.00	0.00	15.15			520	
2-26-00-245	BYLAW - CONTRACT Contracted Services	4,000.00	0.00	0.00	0.00	0.00	0.00			0	Do not need budget, one off expense
2-26-00-271	BYLAW - POUND/VET FEES Goods & Supplies	0.00	760.69	0.00	1,010.00	0.00	30.30			1,040	
2-26-00-513	BYLAW - CONTRACTED WEED&SNOW REMOVAL Contracted Services	0.00	389.57	2,585.00	400.00	0.00	0.00			400	Should be flow through plus mark up to revenue to property owner.
TOTAL BYLAW EXPENSE		4,000.00	1,150.26	2,585.00	1,915.00	0.00	45.45	0.00	0.00	1,960.45	
BYLAW RESERVE TRANSFER											
BYLAW - TRANSFER TO RESERVE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	
TOTAL BYLAW RESERVE TRANSFER		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
BYLAW SURPLUS/DEFICIT		3,690.00	(101.43)	(200.00)	265.00	0.00	45.45	0.00	0.00	310.45	



TOWN OF ONOWAY

Revenue & Expense

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General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
POLICING REVENUE											
1-27-00-530	RCMP & CPO FINE REVENUE	(9,895.34)	(2,219.11)	(6,286.94)	(10,100.00)	0.00	0.00		3,000.00	(7,100)	Decrease \$3K to align 2022-2023 Actuals.
1-27-00-531	SCHOOL RESOURCE OFFICER	(132,175.00)	0.00	0.00	0.00	0.00	0.00		0.00	0	
TOTAL POLICING REVENUE		(141,870.34)	(2,219.11)	(5,286.94)	(10,100.00)	0.00	0.00	0.00	3,000.00	(7,100.00)	
POLICING EXPENSE											
								1.82%			
2-27-00-240	COMMUNITY PEACE OFFICER CONTRACT	45,000.00	63,720.00	34,110.00	57,600.00	0.00	0.00	31,392.00	0.00	88,992	2023-Contract fee update from \$88.50/hr to \$120/hr for 7 months @ 60 hrs/month. 2024- As per agreement based on 3% increase in hourly rate from \$120 to \$123.60. \$123.60/hr x 60 hrs/month x 12 months = \$88,992.
2-27-00-241	POLICE COSTING MODEL	19,338.00	29,024.00	32,599.00	32,599.00	0.00	0.00	0.00	16,299.50	48,899	As per letter from the Province for 2023/2024, use 2022/23 invoice amount of \$32,599 and add an additional 50% (\$16,299.50)
2-27-00-245	POLICING - SCHOOL RESOURCE OFFICER	132,175.00	0.00	0.00	0.00	0.00	0.00			0	
TOTAL POLICING EXPENSE		196,513.00	92,744.00	66,709.00	90,199.00	0.00	0.00	31,392.00	16,299.50	137,890.50	
POLICE RESERVE TRANSFER											
POLICE - TRANSFER TO RESERVE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	
TOTAL POLICE RESERVE TRANSFER		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
POLICING SURPLUS/DEFICIT		54,642.66	90,524.89	61,422.06	80,099.00	0.00	0.00	31,392.00	19,299.50	130,790.50	

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TOWN OF ONOWAY
Revenue & Expense

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General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
PLAN REVENUE											
1-61-00-521	PLANNING - DEVELOPMENT PERMITS User fees	(7,282.62)	(1,650.00)	(2,278.71)	(1,500.00)	0.00	0.00			(1,500)	\$1900 lowest in 2020, any rate changes forecasted?
1-61-00-522	SAFETY CODES PERMITS User fees	(2,891.56)	(3,030.30)	(1,680.23)	(2,500.00)	0.00	0.00			(2,500)	Increased in line with actuals
1-61-00-523	COMPLIANCE CERTIFICATES User fees	(285.00)	(5,810.12)	(2,318.91)	(300.00)	0.00	0.00			(300)	Reduced in line with actuals
1-61-00-524	PERMITS - SAFETY CODES COUNCIL LEVY User fees	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-61-00-525	PLANNING - APPEALS User fees	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-61-00-840	CONDITIONAL GRANTS-PLANNING Grants	0.00	0.00	0.00	0.00	0.00	0.00			0	
TOTAL PLAN REVENUE		(10,459.18)	(10,490.42)	(6,277.85)	(4,300.00)	0.00	0.00	0.00	0.00	(4,300.00)	
PLANNING EXPENSE											
2-61-00-110	PLAN - DEVELOPMENT OFFICER WAGE Wages & Cont	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-61-00-221	PLAN - ADVERTISING Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-61-00-230	PLAN-ENGINEERING SERVICES Contracted Services	0.00	10,860.24	23,323.60	0.00	0.00	0.00			0	
2-61-00-242	PLAN - LEGAL Professional Fees	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-61-00-245	PLAN-CONTRACT SERVICES (SDAB) Contracted Services	812.50	8,497.50	300.00	1,515.00	0.00	0.00			1,515	Higher spend in 2022, lower in previous years
2-61-00-270	PLAN - DEV. OFFICER CONTRACT Contracted Services	13,822.50	2,590.00	6,235.00	14,140.00	0.00	0.00			14,140	Need to review the contract. Yes with Council.
2-61-00-271	PLAN - SAFETY CODES Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-61-00-513	PLAN - SUPPLIES Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0	
TOTAL PLANNING EXPENSE		14,435.00	21,947.74	29,858.60	15,655.00	0.00	0.00	0.00	0.00	15,655.00	
PLAN RESERVE TRANSFER											
PLAN - TRANSFER TO RESERVE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	
TOTAL PLAN RESERVE TRANSFER		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
PLANNING SURPLUS/DEFICIT		3,975.82	11,457.32	23,580.75	11,355.00	0.00	0.00	0.00	0.00	11,355.00	

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TOWN OF ONOWAY

Revenue & Expense

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General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
FCSS REVENUE											
1-51-00-587	FCSS-INTERAGENCY GROUP Admin fees/other	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-51-00-588	FCSS - YOUTH GROUP Admin fees/other	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-51-00-589	FCSS-BEAUTIFICATION PROJECT Admin fees/other	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-51-00-591	FCSS - GRANT FOR OUTSIDE PROJECTS Grants	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-51-00-840	F.C.S.S. PROV. CONDITIONAL GRANT Grants	(25,256.00)	(27,562.00)	(24,229.50)	(27,582.00)	0.00	0.00		(1,240.29)	(28,802)	4.5% funding increase in 2024 & 2025 based on agreement amendment.
1-51-00-850	FCSS - Municipalities CONTRIBUTION Grants	(84,145.98)	(69,344.70)	(48,205.10)	(44,205.10)	0.00	0.00			(44,205)	4.5% funding increase in 2024 & 2025 based on agreement amendment.
1-51-00-851	FCSS - ADMIN. FEE RE: MUNICIPALITIES Admin fees/other	(12,363.30)	(12,237.30)	(7,800.90)	(7,800.90)	0.00	0.00			(7,801)	
1-51-00-852	FCSS - ONOWAY ADMIN FEE Admin fees/other	(5,168.00)	0.00	0.00	(5,167.95)	0.00	0.00		5,167.95	0	
1-51-00-592	FCSS - OUTSIDE PROJECTS CONTRIBUTIONS Admin fees/other	0.00	0.00	0.00	0.00	0.00	0.00			0	
1-51-00-990	FCSS - OTHER REVENUE Admin fees/other	0.00	0.00	0.00	0.00	0.00	0.00			0	
TOTAL FCSS REVENUE		(126,933.28)	(109,144.00)	(80,235.50)	(84,735.95)	0.00	0.00	0.00	3,927.66	(80,808.29)	
FCSS EXPENSE											
2-51-00-110	FCSS OUTSIDEPROJECT CONTRACTOR & COSTS Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-51-00-111	FCSS-YOUTH GROUP Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-51-00-112	F.C.S.S. - ANNUAL COMMUNITY CHRISTMAS Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-51-00-113	FCSS - BEAUTIFICATION PROJECT	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-51-00-201	FCSS - VOLUNTEER RECOGNITION EVENT	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-51-00-750	CONTRIBUTION TO JOINT F.C.S.S. PROG Contracted Services	32,445.00	32,817.05	17,597.75	29,285.05	0.00	0.00		1,523.95	30,809	4.5% funding increase in 2024 & 2025 based on agreement amendment.
2-51-00-751	FCSS-MUNICIPALITIES CONTR. TO PROGRAMS Contracted Services	84,146.00	75,442.80	24,332.30	34,205.10	0.00	0.00			34,205	4.5% funding increase in 2024 & 2025 based on agreement amendment.
2-51-00-752	FCSS - ADMIN. FEES MUNICIPALITIES Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-51-00-753	FCSS-ADMIN. FEE ONOWAY Contracted Services	5,168.00	200.00	0.00	5,167.95	0.00	0.00		(5,167.95)	0	Admin fee to Onoway is no longer required.
TOTAL FCSS EXPENSE		121,759.00	108,459.85	41,930.05	68,658.10	0.00	0.00	0.00	(3,644.00)	65,014.10	
FCSS RESERVE TRANSFER											
	FCSS - TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	
TOTAL FCSS RESERVE TRANSFER		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
FCSS SURPLUS/DEFICIT		(5,174.28)	(684.15)	(38,305.45)	(16,077.85)	0.00	0.00	0.00	283.66	(15,794.19)	



TOWN OF ONWAY
Revenue & Expense

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General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
LAND REVENUE											
1-66-00-400	SALE OF LAND INVENTORY Admin fees/other	(33,147.50)	(28,993.35)	0.00	0.00	0.00	0.00			0	
1-66-00-401	SALE OF LAND-COST RECOVERY Admin fees/other	(3,662.50)	0.00	0.00	0.00	0.00	0.00			0	
1-66-00-592	OFF-SITE LEVIES Reserve transfers	0.00	0.00	0.00	0.00	0.00	0.00			0	
TOTAL LAND REVENUE		(36,810.00)	(28,993.35)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
LAND EXPENSE											
2-66-00-221	LAND-ADVERTISING Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-66-00-230	LAND - ENGINEERING/CONTRACT SERVICES Contracted Services	800.00	0.00	0.00	0.00	0.00	0.00			0	
2-66-00-242	LAND - LEGAL COSTS Professional Fees	6,904.50	3,538.44	411.00	3,000.00	0.00	0.00			3,000	
2-66-00-270	LAND - CONTRACTED SERVICES Contracted Services	600.00	0.00	0.00	3,000.00	0.00	0.00		(2,500.00)	500	Decreased based on historical expenses.
2-66-00-570	LAND - COST OF LAND SALES	0.00	2,100.00	0.00	0.00	0.00	0.00			0	
TOTAL LAND EXPENSE		8,304.50	5,636.44	411.00	6,000.00	0.00	0.00	0.00	(2,500.00)	3,500.00	
LAND RESERVE TRANSFER											
	LAND - TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	
TOTAL LAND RESERVE TRANSFER		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
LAND SURPLUS/DEFICIT		(28,505.50)	(23,356.91)	411.00	6,000.00	0.00	0.00	0.00	(2,500.00)	3,500.00	



TOWN OF ONOWAY
Revenue & Expense

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General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
CULTURE REVENUE											
1-74-00-541	CULTURE - HALL POWER	Admin fees/other	0.00	(4,333.39)	(4,129.25)	(7,150.00)	0.00	(214.50)	2,000.00	(5,365)	Reflective of 2022-2023 Actuals.
1-74-00-542	CULTURE - HALL GAS	Admin fees/other	0.00	(3,175.55)	(2,931.02)	(3,410.00)	0.00	(102.30)		(3,512)	
TOTAL CULTURE REVENUE			0.00	(7,508.94)	(7,060.27)	(10,560.00)	0.00	(316.80)	0.00	2,000.00	(8,876.80)
CULTURE EXPENSE											
2-74-00-250	CULTURE - BUILDING REPAIR AND MAINTENANC	Repairs & Maint	0.00	17,175.55	0.00	0.00	0.00	0.00		0	
2-74-00-510	CULTURE - GENERAL SUPPLIES	Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00		0	
2-74-00-541	CULTURE - HALL POWER/UTILITY (MOST)	Utilities	6,356.42	5,134.13	3,459.94	7,150.00	0.00	214.50		7,365	
2-74-00-542	CULTURE - HALL GAS (MOST)	Utilities	2,976.63	3,821.26	2,285.31	3,410.00	0.00	102.30		3,512	
2-74-00-543	CULTURE - HALL INSURANCE	Insurance	5,571.18	0.00	0.00	6,048.00	0.00	181.44		6,229	
2-74-00-771	CULTURE - GRANTS TO LIBRARYS	Contracted Services	14,589.34	14,592.90	3,872.62	14,746.00	0.00	442.38		15,188	
2-74-00-772	CULTURE - GRANT TO COMMUNITYGROUPS	Other - Municipal Grants	2,000.00	2,500.00	0.00	0.00	0.00	2,500.00		2,500	Based on Canada Day fireworks in 2022.
TOTAL CULTURE EXPENSE			31,493.57	43,223.84	9,617.87	31,354.00	0.00	948.62	0.00	2,500.00	34,794.62
CULTURE RESERVE TRANSFER											
2-71-00-764	CULTURE - TRANSFER TO RESERVES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	
TOTAL CULTURE RESERVE TRANSFER			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CULTURE SURPLUS/DEFICIT			31,493.57	35,714.90	2,557.60	20,794.00	0.00	623.82	0.00	4,500.00	25,917.82
CULTURE AMORTIZATION											
2-74-99-625	CULTURE-BUILDINGS AMORTIZATION		598.53	598.53	0.00	1,020.00			0.00	1,020	Based on amort schedule
TOTAL CULTURE AMORTIZATION			598.53	598.53	0.00	1,020.00	0.00	0.00	0.00	0.00	1,020.00

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TOWN OF ONOWAY
Revenue & Expense

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General Ledger	Description	2021 Actual	2022 Actual	2023 Q3 Actuals (Jan-Sep)	2023 Approved Budget	Growth	Inflation	Service Changes	Other	2024 Proposed Budget	Notes
MISC EXPENSE											
2-97-00-912	MISC - ALLOW. FOR UNCOLLECT. TAXES Finance Charges/Deber	30.00	0.00	0.00	0.00	0.00	0.00			0	
2-97-00-913	MISC - ALLOW FOR ASSESS. APPEAL TAX Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-97-00-990	MISC - ALLOW. FOR EXCESS COLLECTION Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0	
2-97-00-991	MISC - TAX DISCOUNTS Goods & Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0	Tax Discount bylaw repealed in the 1990's. No longer required.
2-97-00-992	MISC - TAX COLLECTION COSTS Goods & Supplies	124.56	2,416.80	2,250.00	3,000.00	0.00	0.00			3,000	Contractor collection recovery fee Off set as a revenue on tax roll.
2-97-00-993	MISC - CANCEL UNCOLLECTABLE ACCTS. Finance Charges/Deber	0.00	0.00	0.00	200.00	0.00	0.00			200	
TOTAL MISC EXPENSE		154.56	2,416.90	2,250.00	3,200.00	0.00	0.00	0.00	0.00	3,200.00	
MISC RESERVE TRANSFER											
2-97-00-994	MISC-RESERVE TRSFR LEGAL, INFLATION, MSI	10,000.00	10,000.00	0.00	10,000.00					10,000	
TOTAL MISC RESERVE TRANSFER		10,000.00	10,000.00	0.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	
MISC SURPLUS/DEFICIT		10,154.56	12,416.90	2,250.00	13,200.00	0.00	0.00	0.00	0.00	13,200.00	



Town of Onway Request for Decision

Meeting:	Council Meeting
Meeting Date:	October 26, 2023
Presented By:	Jennifer Thompson, Chief Administrative Officer
Title:	Request For Change of Council Meeting Times

BACKGROUND / PROPOSAL

During the October 12 Council meeting, Council discussed exploring options in changing current Council meeting times. Some options discussed were changing both monthly meetings from daytime to evening or changing one daytime meeting to an evening meeting every quarter.

In 2018 Council passed Motion 281/18:

MOVED by Councillor Lynne Tonita that the second Council meeting in the months of July, August and September (Thursday, July 19, Thursday, August 16 and Thursday, September 20) commence at 7:00 pm and adjourn prior to 10:00 p.m. in Council Chambers. Council will revisit meeting times at the Thursday, October 18, 2018 Organizational meeting.

CARRIED

Council moved at the October 18, 2018 Organizational meeting continue with the second Council meeting of the month to be held in the evening (Motion 407/18).

MOVED by Deputy Mayor Lynne Tonita that Council meetings be scheduled as follows:
1st Thursday of the Month – 9:30 a.m. at the Civic Centre
3rd Thursday of the Month – 7:00 p.m. at the Civic Centre

CARRIED

From July 19, 2018 until October 24, 2019, Council held their second meeting in the evening and during this time attendance was recorded as follows:

2018

July 19 – 7 public
Aug 16 – Public Hearing re Cannabis – 6 public
Aug 16 – Regular Meeting – 4 public
Sept 20 – 3 public
Oct 18 – ORG MEETING HELD DURING DAY – 0 public
Nov 15 – 3 public
Dec 20 – 0 public

2019

Jan 24 – 1 public
Feb 7 – MEETING HELD DURING DAY (Muni Affairs attended mtg.) – 1 public
Mar 21 – 0 public

April 18 – 0 public
May 16 – 0 public
Jun 20 – 0 public
July 18 – 0 public
Aug 15 – 0 public
Sept 19 – 1 public
Oct 24 – ORG MEETING HELD IN EVENING – 1 public

A Councillor resigned on Oct 28, 2019 and as a result, both monthly Thursday meetings schedule reverted to daytime.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

If Council meeting times were changed from daytime to evening the amount of public attending evening meetings would not differ considerably from 2018/19.

Analysis of staff overtime costs for evening meetings is not available at this time. Also, there is consideration that other administration staff will not be available for information retrieval or answering questions during an evening meeting.

One of the reasons for the change in meeting times is to increase public transparency. Some members of the public are unable to attend daytime meetings due to work commitments. It important to note that currently Administration accommodates to members of the public that request to present or attend a daytime Council meeting.

Additionally, members of the public can attend or present virtually as daytime Council meetings are live streamed and recorded. These recordings are posted on the Town website and available to the members of the public to view at their convenience.

Council members work commitment to a change in meeting times should be a consideration as well.

STRATEGIC ALIGNMENT

Good Governance

COSTS / SOURCE OF FUNDING

Financial impact to 2023 & 2024 Operating Budget depends on Council decision.

RECOMMENDED ACTION

- That Council direct Administration to explore options in changing current meeting times and present at a future Council meeting.
- (direction as given by Council at meeting time).

ATTACHMENTS

- None



Town of Onoway Request for Information

Meeting:	Council Meeting
Meeting Date:	November 9, 2023
Presented By:	Jennifer Thompson, Chief Administrative Officer
Title:	MAD House Daycare Development Permit Update

BACKGROUND / PROPOSAL

Administration presented information to Council regarding the proximity to development and the non-operating landfill on September 14, 2023. The setbacks are a requirement of provincial legislation under *Matters Relating to Subdivision and Development Regulations*. Council resolved to provide a letter of support to the MAD House Daycare and committed to a Phase 1 Environmental Assessment, at that meeting.

Further investigation did find that the non-operating landfill was closed however in order to meet the setbacks the property must be greater than 300 meters from the landfill. Information was provided by the applicant however as there is a vested interest in the outcome of the distance greater than 300 m. A professional engineer is to confirm the measurements and ensure that environmental impacts and possible health and safety concerns indicated in the *Matters Relating to Subdivision and Development Regulations* are met.

Administration requested Council consider installing monitoring wells, which is proposed in budget 2024 to ensure that environmental concerns are alleviated.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

MAD House Daycare has provided information to be considered regarding the distance of the development to the non-operating landfill. This information is being confirmed with Associated Engineering. A meeting was held with MAD House Daycare, MLA Getson, Mayor Kwasny, Development Officer Tony Sonneleitner and CAO Jennifer Thompson on September 26th, 2023 where all present agreed that having a professional engineer confirm the information required under the *Matters Relating to Subdivision and Development Regulations* was required. Administration is working with MAD House Daycare, Associated Engineering and Development Officer Tony Sonneleitner to ensure that a professional engineering opinion is on record regarding this development.

At this time, additional aerial photos are required to ensure that the landfill area was not larger than shown in the aerial photos from 1985 & 1986. It is expected this information will be available next week, as aerial photos from 1975, 1980 and 1990 have been requested by the professional engineer to confirm the footprint of the landfill.

There are time constraints for the expansion to be completed prior to winter freeze up and the parties involved are working diligently to confirm compliance.

STRATEGIC ALIGNMENT

Good Governance
Sustainable Infrastructure

COSTS / SOURCE OF FUNDING

Professional Fees are within 2023 operating budget.

RECOMMENDED ACTION

1. THAT Council confirm the Town of Onoway is assisting MAD House Daycare by working with a professional engineer to ensure that the *Matters Relating to Subdivision and Development Regulations* regarding the distance from a non-operating landfill are confirmed by a professional engineer.
2. (Or some other direction as given by Council at meeting time).

ATTACHMENTS

None.



Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	November 9, 2023
Presented By:	Gino Damo, Director of Corporate and Community Services
Title:	2023 Family & Community Support Services (FCSS) Applications Round 3 (Final Round)

BACKGROUND / PROPOSAL

During the May 24, 2023 Council meeting, Council made the following Motion #171/23 regarding 2023 Round 1 FCSS funding.

MOVED by Councillor Robin Murray that FCSS funding totaling \$24,830.00 be allocated as follows:

- Onoway United Church Thrift Store Volunteer Appreciation Dinner - \$1,380.00
- Northern Gateway Public Schools National Indigenous Peoples Day Celebration for Onoway Schools - \$500.00
- Onoway and District Quilt Guild Onoway Quilts 2023 Show - \$500.00
- Onoway and District Historical Guild Fall Harvest Festival - \$750.00
- Onoway Public Library Storytime and Craft Takeaway Kits - \$1,500.00
- Cherished Memories Parents and Tots Annual Program - \$1,000.00
- Lac Ste. Anne East End Bus Society Seniors In Motion 2023 - \$1,000.00
- Onoway Community Care Meals On Wheels - \$1,000.00
- Onoway Golden Club 2023 Seniors Christmas Dinner - \$500.00
- Onoway Facility Enhancement Association Annual Seniors Tea, Halloween Event and Kids Christmas Party - \$2,200.00
- Town of Onoway Centennial Event - \$12,500.00
- LSAC Home Support and Preventative Counselling - \$2,000.00

CARRIED

During the June 8, 2023 Council meeting, Council made the following Motion #190/23 regarding the 2023 FCSS Application from Chateau Lac Ste. Anne Residence Council:

Motion #190/23 – June 8, 2023 meeting

MOVED by Councillor Robin Murray that Council approve Chateau Lac Ste. Anne Residence Council 2023 FCSS Grant amount request of \$1,000.00 for Bloomin' Seniors.

CARRIED

During the September 14, 2023 Council meeting, Council made the following Motion #254/23 regarding 2023 Round 1 FCSS funding.

Motion #254/23

MOVED by Councillor Bridgitte Coninx that Council approve the 2023 FCSS Funding Round 2 in the amount of \$5,400.00 towards the FCSS grant applicants as listed below:

- Northern Gateway Schools National Indigenous Peoples Day Celebration for Onoway Schools - \$500.00
- Alberta Beach & District Senior Citizens Club Life Members Lunch - \$200.00
- Alberta Beach & District Museum & Archives Society Senior's Tea - \$100.00
- Alberta Beach & District Senior Citizens Club Christmas Design Workshop - \$267.00
- Alberta Beach & District Senior Citizen Club Annual Christmas Dinner and Dance - \$333.00
- Onoway & District Agricultural Society Free Community Ice Use Programming and Volunteer Drive Program - \$2,000.00
- Lac Ste. Anne East End Bus Seniors in Motion 2023 - \$1,500.00
- Onoway Golden Club 2023 Seniors Christmas Dinner - \$500.00

CARRIED

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

Administration is bringing forward the Round 3 (Final Round) of Family & Community Support Services (FCSS) Applications for 2023. It is important to note that Administration is only bringing forward requests made by application.

Tri-Village Committee Round 1, 2 & 3 approved funding amounts is provided along with Lac Ste Anne County request and approved amounts.

2023 Home Support and Preventative Counselling Financials are as follows:

Quarter	Home Support	Preventative Counselling	Total
Q1 Actuals	\$ 221.00	\$ 240.00	\$ 461.00
Q2 Actuals	\$ 156.00	\$ 120.00	\$ 276.00
Q3 Actuals	\$ 406.25	\$ -	\$ 406.25
Q4 Forecasted	\$ 261.08	\$ 120.00	\$ 381.08
		Total	\$1,524.33
		Budgeted Amount	\$2,000.00
		Forecasted Surplus/(Deficit)	\$ 475.67

The remaining 2023 FCSS funding amount for the final round is \$6,408.17. This amount includes the forecasted 2023 Home Support and Preventative Counselling surplus amount of \$475.67 mentioned above.

STRATEGIC ALIGNMENT

Service Excellence
Good Governance

COSTS / SOURCE OF FUNDING

2023 operating budget.

RECOMMENDED ACTION

That Council approve the 2023 FCSS Funding Round 3 (Final Round) amount of \$.... towards the FCSS grant applicants in the attached 2023 FCCS Tracking Spreadsheet Round 3 (Final Round).

ATTACHMENTS

- 2023 FCSS Tracking Spreadsheet Round 3 (Final Round).
- 2019-2022 Town of Onoway FCSS Funding.

2023 FCSS Applications

Organization Name	Project/Program Name	Expected Project/Program Completion Date	Town of Onoway						Lac St Anne County		Tri-Village		Total Funding Approved	Notes			
			Round 1 - May 24 & June 8		Round 2 - September 14		Round 3 - November 9		Lac St Anne County Funding Amount Requested	Lac St Anne County Funding Amount Approved	Tri-Village Funding Amount Requested	Tri-Village Funding Amount Approved					
			Council Meeting Date Presented	Application Funding Amount Requested	Council Funding Amount Approved (May 24, 2023)	Council Meeting Date Presented	Application Funding Amount Requested (After Round 1 Approval)	Council Funding Amount Approved (September 14, 2023)	Council Meeting Date Presented	Application Funding Amount Requested (After Round 1 & 2 Approval)	Council Funding Amount Approved (November 9, 2023)						
Onoway United Church Thrift Store	Volunteer Appreciation Dinner	May 26, 2023	May 24, 2023	\$ 1,380.00	\$ 1,380.00							\$ -	\$ -	\$ -	\$ -	\$ 1,380.00	
Grasmere School Programs	Volunteer Lunches	June 5, 2023	May 24, 2023	\$ 600.00	\$ -							\$ -	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	Tri-Village Committee has given \$600 or 100% of requested amount.
Northern Gateway Public School	National Indigenous Peoples Day Celebration for Onoway Schools	June 21, 2023	May 24, 2023	\$ 2,000.00	\$ 500.00	September 14, 2023	\$ 500.00	\$ 500.00				\$ 2,000.00	\$ -	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	Tri-Village Committee has given \$1000 or 50% of requested amount. LSAC provided no funding.
Onoway & District Quilt Guild	Onoway Quilts 2023	June 24, 2023	May 24, 2023	\$ 1,000.00	\$ 500.00	September 14, 2023	\$ 250.00	\$ -	November 9, 2023	\$ 250.00		\$ -	\$ -	\$ 1,000.00	\$ 250.00	\$ 750.00	As per letter, last year applied for \$2,050 and was approved by Council however declined \$1050 as this portion was applicable in 2023 and accepted \$1,000.
Alberta Beach & District Seniors Citizen's Club	Life Members Lunch	August 13, 2023				September 14, 2023	\$ 600.00	\$ 200.00						\$ 600.00	\$ 600.00	\$ 800.00	Tri-Village has given \$600 or 100% of requested amount in Round 3.
Alberta Beach & District Seniors Citizen's Club	Alberta Beach Show & Shine	August 19, 2023							November 9, 2023	\$ 500.00				\$ -	\$ -	\$ -	Requesting \$500-Onoway/\$500 Tri-Village/\$500 LSAC
Onoway & District Historical Guild	Fall Harvest Festival	September 16, 2023	May 24, 2023	\$ 1,000.00	\$ 750.00							\$ 500.00	\$ -	\$ 1,000.00	\$ 250.00	\$ 1,000.00	Tri-Village Committee has given \$250 or 25% requested amount. LSAC providing up to \$2,000 in donation/sponsorship, pending submission of final report.
Alberta Beach and District Museum and Archives Society	Penny Carnival	September 31, 2023	May 24, 2023	\$ 500.00	\$ -							\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	Tri-Village Committee has given \$500 or 100% of requested amount.
Alberta Beach and District Museum and Archives Society	Seniors Tea	September 31, 2023				September 14, 2023	\$ 300.00	\$ 100.00	November 9, 2023	\$ 200.00						\$ 100.00	
Lac Ste Anne Foundation	Natural Gas Barbeque	October 16, 2023				September 14, 2023	\$ 1,099.99	\$ -								\$ -	Ineligible project.
Emergency Services Appreciation Evening	Summer Village of Silver Sands	October or November 2023							November 9, 2023	\$ 1,500.00				\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	Requesting \$1500-Onoway/\$1500 Tri-Village/\$500 S.V. of Yellowstone. Awaiting LSAC confirmation of funding amount unknown.
Remembrance Day Recognition of Veterans	Onoway Legion Branch 132	November 13, 2023							November 9, 2023	\$ 1,500.00						\$ -	
Alberta Beach & District Seniors Citizen's Club	Christmas Design Workshop	December 2, 2023				September 14, 2023	\$ 800.00	\$ 267.00						\$ 800.00	\$ 733.00	\$ 1,000.00	Tri-Village has given \$733 or 92% of requested amount in Round 3.
Onoway Junior/Senior High School Parent Council/DEPA	Anchor Club/Breakfast Nook	December 15, 2023				September 14, 2023	\$ 2,550.00	\$ -								\$ -	Not eligible. Spoke to Organization and there are no alternative programs to submit.
Alberta Beach & District Seniors Citizen's Club	Annual Christmas Dinner & Dance	December 16, 2023				September 14, 2023	\$ 1,000.00	\$ 333.00						\$ 1,000.00	\$ 867.00	\$ 1,200.00	Tri-Village has given \$733 or 87% of requested amount in Round 3.
Alberta Beach & District Lions Club	Lion's Christmas Hampers	December 16, 2023				September 14, 2023	\$ 1,200.00	\$ -						\$ 1,200.00	\$ 2,000.00	\$ 2,000.00	Town of Onoway gave \$2500 in 2022. more info req. Requesting from \$1200 total from Town of Onoway & Tri-Village. Tri-Village has provided \$2K or 167% of requested amount in 2023.
Onoway & District Agricultural Society	Free Community Ice Use Programming/ Volunteer Drive Program	December 20, 2023				September 14, 2023	\$ 6,200.00	\$ 2,000.00	November 9, 2023	\$ 3,200.00				\$ 6,200.00	\$ 1,000.00	\$ 3,000.00	Tri-Village Committee has allocated \$1000 or 16% of requested amount. Town of Onoway provided \$4k in 2022.
Onoway Public Library	Storytime & Craft Takeaway Kits	December 31, 2023	May 24, 2023	\$ 2,500.00	\$ 1,500.00							\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 5,000.00	Tri-Village Committee has allocated \$1000 or 40% of requested amount.
Cherished Memories Parents and Tots	Annual program	December 31, 2023	May 24, 2023	\$ 2,000.00	\$ 1,000.00							\$ 2,000.00	\$ 2,500.00	\$ 2,000.00	\$ 1,000.00	\$ 4,500.00	Tri-Village Committee has given \$2000 or 50% requested amount. Requesting \$2000 from Town of Onoway. LSAC provided \$2000 for direct payment of facility rent.
Lac St. Anne East End Bus Society	Seniors In Motion 2023	December 31, 2023	May 24, 2023	\$ 6,500.00	\$ 1,000.00	September 14, 2023	\$ 2,413.00	\$ 1,500.00	November 9, 2023	\$ 4,000.00		\$ 12,500.00	\$ -	\$ 6,500.00	\$ 3,087.00	\$ 5,587.00	Tri-Village Committee has given \$2500 or 38% requested amount. LSAC has not released funds but anticipate full allocation of \$12,500 will be provided, pending submission of final report.
Family and Community Twinning Society	FACTS Tri-Smart Summer Program (Onoway)	December 31, 2023	May 24, 2023	\$ 26,500.00	\$ -							\$ -	\$ -	\$ 26,500.00	\$ -	\$ -	
Onoway Community Care	Meals On Wheels	December 31, 2023	May 24, 2023	\$ 1,500.00	\$ 1,000.00	September 14, 2023	\$ 360.00	\$ -				\$ 500.00	\$ 1,000.00	\$ 1,500.00	\$ 150.00	\$ 2,150.00	Review Round 3. Tri-Village Committee has given \$150 or 10% requested amount.
Chateau Lac Ste Anne	Blooming Seniors	December 31, 2023	May 24 & June 8, 2023	\$ 1,000.00	\$ 1,000.00							\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	Table for more information. Funding approved on June 8, 2023.
Onoway Golden Club	2023 Seniors Christmas Dinner	December 31, 2023	May 24, 2023	\$ 1,000.00	\$ 500.00	September 14, 2023	\$ 500.00	\$ 500.00				\$ 500.00	\$ 500.00	\$ -	\$ -	\$ 1,500.00	LSAC provided \$500 pending submission of final report. LSAC also provided \$3000 in Recreation Funding.
Onoway Facility Enhancement Association	Annual Seniors Tea, Halloween Event & Kids Christmas Party	December 31, 2023	May 24, 2023	\$ 2,200.00	\$ 2,200.00							\$ -	\$ -	\$ -	\$ -	\$ 2,200.00	
Town of Onoway	Centennial Event	December 31, 2023	May 24, 2023	\$ 12,500.00	\$ 12,500.00	September 14, 2023	\$ (1,547)	\$ -				\$ -	\$ -	\$ -	\$ -	\$ 12,500.00	\$10,000 2023 Allocation. \$2,500 for promotional material.
Grasmere School Programs	Leadership Lunches	December 31, 2023	May 24, 2023	\$ 640.00	\$ -							\$ -	\$ -	\$ 640.00	\$ 640.00	\$ 640.00	Tri-Village Committee has allocated \$640 or 100% of requested amount.
Lac St. Anne County	Home Support & Preventative Counselling	December 31, 2023		\$ 2,000.00	\$ 2,000.00							\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	The invoice for the first quarter for Town of Onoway residents was \$390, all of which was Home Support Subsidy. Home Support Subsidy for April was \$130, which will be invoiced to the Town at the end of the 2nd quarter along with May & June subsidies. Currently have no new Town of Onoway Home Support application nor any requests for the Preventative Counselling Subsidy from Town residents. LSAC recommends estimating \$500 per quarter or \$2000 for the year. Last year \$4000 was for Home Support only. 2023 Actuals (\$1,143.25)- Q1- \$461 Q2-\$276 Q3-\$406.25. Forecasted 2023 amount is anticipated to be \$1,524.33 (\$1,143.25 Actual+\$381.08 Q4 Forecasted)
Onoway Moms and Tots c/o Tracy Alden	Annual program	December 31, 2023										\$ -	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	LSAC provided \$2000 for direct payment of facility rent. Currently no submission of FCSS Application to the Town of Onoway.
Onoway Health & Wellness	2023 Children's Fair Event	December 31, 2023										\$ -	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	No submission of FCSS Application to the Town of Onoway.
St. John the Divine Anglican Church	Onoway Elementary Lunch and Snack Program	December 31, 2023	September 14, 2023	\$ 1,680.00	\$ -											\$ -	Not eligible. Spoke to Organization and there are no alternative programs to submit.
Celebrate Kids: Onoway Children's Health and Wellness Fair	Celebrate Kids: Onoway Children's Health and Wellness Fair	March 8, 2024							November 9, 2023	\$ 1,000.00						\$ -	Present for consideration.

2023 Allocation	\$ 34,453	Surplus/(Shortfall)	Total for Round 1	\$ 64,820	\$ 25,830	Total for Round 2	\$ 17,896	\$ 5,400	Total for Round 3	\$ 11,150	\$ -	\$ 20,000.00	\$ 9,500.00	\$ 56,040.00	\$ 15,177.00	\$ 55,907.00
\$				\$ 8,623			\$ 5,933									

2023 Allocation	\$ 34,453
Less: Round 1 approved on May 24 & June 8	\$ 25,830
Subtotal	\$ 8,623
Plus: Centennial Surplus	\$ 1,547
Less: Round 2 approved on September 14	\$ 5,400
Plus: 2023 Increase 3.5% increase (\$930.22 Province Portion & \$232.06 Municipal Portion)	\$ 1,162
Plus: 2023 Home Support & Preventative Counselling Forecasted Surplus	\$ 476
Total allocation remaining before November 9 Council Meeting (Round 3)	\$ 6,408

New Round 3 Applications	\$ 3,500.00
Round 1 & 2 Carry forward	\$ 7,650.00
Total	\$ 11,150.00

TOWN OF ONOWAY	Paid (Y/N)	Pay Date	2022 Amount Paid	2021 Allocation	2020 Allocation	2019 Allocation
EAST END BUS	Y	May 10, 2022	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 800.00
MEALS ON WHEELS (HAZEL BOURKE)	Y	May 10, 2022	\$ 800.00	\$ 800.00	\$ 800.00	\$ 260.00
ONOWAY & DISTRICT HISTORICAL GUILD	Y	May 10, 2022	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
CHRISTMAS PARTY (SHELIA DOKA)	Y	May 10, 2022	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 500.00
HERITAGE DAYS - HERITAGE SOCIETY	Y	May 10, 2022	\$ 4,000.00			
LSAC HOME SUPPORT PROGRAM	Y	May 10, 2022	\$ 468.00			
RIDE FOR MOM	Y	May 10, 2022	\$ 500.00			
CHATEAU (SENIORS) - LSAC?	Y	June 8, 2022	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 500.00
QUILT CLUB	Y	June 8, 2022	\$ 800.00			
Alberta Beach & District Lions Club	Y	November 2, 2022	\$ 750.00			
Alberta Beach & District Lions Club	Y	November 2, 2022	\$ 3,000.00			
Alberta Beach Seniors Club	Y	November 2, 2022	\$ 600.00			
Onoway Facility Enhancement Association (OFEA)	Y	November 2, 2022	\$ 2,200.00			
Onoway Library	Y	November 2, 2022	\$ 2,900.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
ODAS	Y	November 2, 2022	\$ 4,000.00	\$ 2,500.00	\$ 5,000.00	\$ 4,500.00
ONOWAY MOM AND TOTS	Y	November 2, 2022	\$ 1,000.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00
ONOWAY GOLDEN CLUB	Y	November 2, 2022	\$ 350.00	\$ 200.00	\$ 200.00	\$ 200.00
ONOWAY FACILITY (ONOWAY HALL)	Y	December 20, 2022		\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
Onoway Parents Educational Fundraising Association (OPEFA)	Y	December 21, 2022	\$ 675.00			
ODAS	Y	December 21, 2022	\$ 1,900.00			
FOOD BANK	Y	December 21, 2022	\$ 807.00	\$ 1,000.00	\$ 500.00	\$ 500.00
ONOWAY GOLDEN CLUB	Y	December 21, 2022	\$ 150.00			
Onoway Santa's Helpers	Y	December 7, 2022	\$ 1,085.05			
BEAUTIFICATION	N			\$ 1,145.06	\$ -	\$ 500.00
CADETS	N			\$ 500.00	\$ -	\$ 500.00
CURLING CLUB LITTLE ROCKS	N			\$ 500.00	\$ 1,000.00	\$ 1,000.00
DARTS	N				\$ -	\$ 450.00
ODAS FARMERS MARKET - LSAC?	N			\$ 275.00	\$ -	\$ 500.00
FISH N' GAME	N			\$ 500.00	\$ -	\$ 850.00
GIRL GUIDES	N			\$ 500.00	\$ 500.00	\$ 500.00
LEGION	N			\$ 1,000.00	\$ 100.00	\$ 100.00
ONOWAY HERITAGE TRAIL COMMITTEE	N				\$ -	\$ 500.00
ONOWAY HIGH SCHOOL	N			\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
ONOWAY PARENTS ELEMENTARY	N			\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
SCOUTS	N			\$ 500.00	\$ -	\$ 500.00
PLAYSCHOOL	N				\$ -	\$ 2,900.00
ADULT VOLLEY BALL	N			\$ -	\$ 225.05	\$ 225.05
SUMMER PROGRAMS	N			\$ -	\$ -	\$ 2,500.00
YOUTH GROUP THE FOUNDRY	N			\$ 4,000.00	\$ 4,500.00	\$ 1,500.00
ONOWAY SKATING CLUB	N			\$ 750.00	\$ 1,500.00	\$ -
TOWN OF ONOWAY SOUND SYSTEM	N			\$ 199.99		
LIBRARY CHRISTMAS PARTY	N			\$ 900.00	\$ 900.00	\$ 900.00
SENIOR WISH LIST	N			\$ 425.00		
PLAYSCHOOL AND OUT OF SCHOOL CARE	N			\$ 1,000.00		
TOWN OF ONOWAY LIGHT UP	N			\$ 1,100.00		
CHRISTMAS DINNER SHELIA DOKA - #2	N			\$ 500.00		
HERITAGE TREE BURNING	N			\$ 500.00		
VOLUNTEER FIRE DEPARTMENT APPRECIATE MEAL	N			\$ 3,000.00		
CENTENNIAL (100 YEARS)	N					
TOTAL				\$ 32,445.05	\$ 26,125.05	\$ 29,285.05
CARRY OVER			\$ -	\$ 3,160.00	\$ -	
Total FCSS Money Left to spend			#VALUE!	\$ -	\$ 3,160.00	\$ -
TOTAL FCSS MONEY AVAILABLE:			\$ 29,285.05	\$ 32,445.05	\$ 29,285.05	\$ 29,285.05



ADMINISTRATION MONTHLY REPORT- OCTOBER 2023

COMPLETED BY: Jennifer Thompson, CAO

TASKS

- **UPDATE ON SUBDIVISION**

Administration spoke with the developer on October 30th, 2023. The Developer has confirmed that they are waiting for a decision from Alberta Environment following an identified ephemeral wetland located on the property where the church development is proposed. This is a provincial responsibility and outside of the Town of Onoway's jurisdiction. The Town of Onoway will need to authorize the development through the Development approval process acknowledging the wetland will not be maintained. The dry pond area will be the holding area of any wetland for this development.

Administration has offered to the Developer that should they require a letter of support from the Town of Onoway, it would be presented to Council.

- **Regional Wastewater line**

On November 1st, 2023 an informal meeting with Mike Primeau, CAO LSAC occurred as an update to the Regional Wastewater Line Phase A that the Town of Onoway was in negotiations to provide the regional service utilizing the Town of Onoway lagoon. At this time, Phase A is being rerouted to the LSAC lagoon and will not be utilizing the Town of Onoway lagoon. Future expansion of the regional wastewater line may include the Town of Onoway.

- **ORFS Executive Meeting & ORFS Regional Meeting**

Administration is gathering information in regard to concerns raised at the ORFS member municipalities meeting regarding cost of administration services and options of the service provision.

- **East End Bus meeting**

East End Bus board met to discuss the funding model and budget. The final budget meeting will be held on December 12th, 2023. The budget function is a part of the Town of Onoway administration services provided to East End Bus.

- **Internet Service Provider**

Chair Dale Johnson and administration have and continue to meet with internet service providers to gather information on high speed internet option and opportunities for the Town of Onoway.

- **Asset Management**

Started asset management discovery to ascertain what records are available and if anything is in GIS (electronic format) that is available in data gathering.

- **Budget**

Preliminary budget meetings and meetings with service providers to obtain quotes for enhanced services.

- **Climate Resiliency Workshops**

Staff continue to meet with Associated Engineering to complete the Climate Resiliency Capacity Building Program. This project will be complete in Q1 2024.

- **Council Roles and Responsibilities Workshop by Municipal Affairs**

There were 5 by elections in the region and Administration of these municipalities have been working together to coordinate training. It is scheduled for January 24, 2024 in Onoway. This Administration is coordinating the venue and meals. This cost will be shared amongst the municipalities.

UPCOMING

- Procedure Bylaw update
- Council Code of Conduct Bylaw update
- Joint Use Planning Agreement with Northern Gateway School Division
- Municipal Affairs online administration training modules. These modules are 1 to 3 hours long held throughout November & December.
- Interim Audit Scheduled for November 16 & 17.



DIRECTOR OF CORPORATE AND COMMUNITY SERVICES

MONTHLY REPORT- October 2023

COMPLETED BY: Gino Damo, Director of Corporate and Community Services

TASKS

- WBM Support meeting on October 3.
- Prepared and presented FCSS Final Round Tri-Village on October 12.
- Drafted and presented 2024 ORFS Budget to Executive during October 10 meeting and to the Regional Municipalities during October 24 meeting.
- Asset Management Roadmap kick-off meeting on October 13.
- Resilience Builders Information Session Government of Alberta meeting on October 19.
- Updated FCSS 2022 Year End Report.
- Drafted and submitted ACP Partners in Progress Grant Extension Request on October 26.
- Prepared and presenting FCSS Final Round Town of Onoway at November 9 Council meeting.
- Drafted 2024 Preliminary Budget to present at November 9, 2023 Council meeting.
- Sent FCSS Final Round Town of Onoway email reminders directly to 2022 FCSS recipients.

CONTINUING TASKS

- Drafting and Submitting 2024 Canada Summer Jobs Grant.
- Drafting and Submitting 2024 Northern and Regional Economic Development Program Grant.
- Attending Risk Aware Webinar - Be Prepared - Creating a Culture of Preparedness in Alberta virtually on November 14.
- Attending 2023 FCSSA Conference from November 22-24.
- Attending Municipal Affairs Administrators Training Initiative- Library Board Appointments virtually on November 29.
- Drafting Personal Days and Vacation Day Policy to present at a future Council meeting.
- Drafting Consolidation of fees and charges into one fee bylaws/schedule to present to Council during December 14 meeting.



PUBLIC WORKS MONTHLY REPORT- OCT. 2023

COMPLETED BY: Gary Mickalyk

UPDATE

- Normal operation for the PW department W.O received from rate payers were completed in a timely manner. We continue to address the issues as they come up.
- Work completed at both the water treatment and the lift station. Valve and Hydrant exercise complete and winterized.

PROJECTS:

- Asphalt pot hole filling
- Lagoon berm and cattail removal complete
- Dripline inspection and repairs complete
- Dead trees at elks removed; still a few left that will need to be removed

ITEMS COMING UP IN NOV.

- Prep for winter related items
- Inventory lights and pole hangers for light up on Nov 24
- hanging of banners for Remembrance Day as some started to fail; Legion will get repaired and will re hang before Nov 11

Town of Onoway

Report to Council

Meeting: November 9, 2023 - Regular Council Meeting

Originated By: Tony Sonnleitner, Development Officer, Town of Onoway

Development Permits:

- 23DP09-24 Plan 6288 BZ; Block 2, Lot 20 : 4915 Lac Ste. Anne Trail S.
Renovation of an Existing Commercial Building (Construction of a Peaked Roof) and Construction of an Addition (Cover Patio = 28.2 sq. m.).
- 23DP10-24 Plan 4401 HW; Block 6, Lot 11 : 5113B Lac Ste. Anne Trail S.
Renovation of an Existing Commercial Building and Operation of a Day Care Facility.
- 23DP11-24 Plan 6288 BZ; Block 2, Lot 1,2,3 : 4917 – 50 Street
Renovation of an Existing Commercial Building and Operation of a Minor Eating Establishment ("The Weiner Canoe").
- 23DP12-24 Plan 3176 HW; Block 3, Lot 1 : 4708 – 47A Avenue
Construction of a Detached Garage (28.6 sq. m.).
- 23DP13-24 Plan 4401 HW; Block 6, Lot 4 : 5108 – 49 Avenue
Renovation of an Existing Commercial Building and Operation of a Fitness Centre c/w a Retail Sales Component and Installation of a Sign (Creature Comforts and Fitness Centre).
- 23DP14-24 Rooms 5 and 6 within Plan 122 1674, Block 1, Lot 5 : 4708 Lac Ste. Anne Trl. N..
Renovation of an Existing Building and Operation of a Day Care Facility.

Letter of Compliance: None

Regards,

Tony Sonnleitner, Development Officer



Development Services
for
Town of Onoway

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

October 20, 2023

**Re: Development Permit Application No. 23DP14-24
Rooms 5 and 6 within Plan 122 1674, Block 1, Lot 5 : 4708 Lac Ste. Anne Trl.
N. (the "Lands") - US – Urban Services District : Town of Onoway**

Preamble: The approval authorizes the renovation of Rooms 5 and 6 within the existing Onoway Museum & Heritage Centre for the purposes of the Operation of a Day Care Facility.

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

RENOVATION OF AN EXISTING BUILDING AND OPERATION OF A DAY CARE FACILITY

has been **APPROVED** subject to the following conditions:

- 1- This permit is issued on the basis that the registered landowner grants authorization to the applicant for the use of the Lands prior to, or commensurate with, the occupation of the building and the start of operations.
- 2- All municipal taxes must be paid.
- 3- The applicants provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel.
- 4- The applicants shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to building, plumbing, gas, electricity and drainage, and all other permits required in connection with the proposed development, including the renovation of the building. Copies of all permits shall be submitted to the Town of Onoway for review.
- 5- All permits and approvals required from Provincial regulatory bodies, including those as specified under the Early Learning and Child Care Regulation AR 143/2008, as amended, in conjunction with the operation of the Day Care Facility.
- 6- Arrangements, satisfactory to the Development Authority, must be in place to provide sanitary facilities for the contractors working on the site.



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- 7- The applicants shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 8- That all improvements shall be completed within twelve (12) months of the effective date of the permit.
- 9- The improvements take place in accordance with the plans and sketches submitted as part of the permit application.
- 10- Existing parking spaces are deemed to satisfy the requirements of Section 259 Off-Street Parking of the Town of Onoway Land Use Bylaw 712-13.
- 11- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 12- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.



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Email: pcm1@telusplanet.net

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed Complete **October 20, 2023**

Date of Decision **October 20, 2023**

Effective Date of Permit **November 18, 2023**

Signature of Development Officer 

Tony Sonleitner, Development Officer for the Town of Onoway

- cc Jennifer Thompson, CAO, Town of Onoway
- cc Inspections Group Inc.
- cc Deidre Martineau, Licensing Officer, Children and Family Services
- cc Jennifer Fearnough, BSc, BEH(AD), CPHI(C), Environmental Public Health

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

**Town of Onoway
Box 540
Onoway, AB T0E 1V0**

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$150.00.



Development Services
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Town of Onoway

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

NOTE:

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board within twenty-one (21) days after notice of the decision is given.*
3. *A permit issued in accordance with the notice of the decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.*

IMPORTANT NOTES

1. *Any development proceeded with prior to the expiry of the appeal period is done solely at the risk of the Applicant even though an application for Development has been approved and a Development Permit has been issued. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit is issued.*
2. *Any person claiming to be affected by a decision regarding an application for a development permit may appeal by serving written notice to the Clerk of the Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.*
3. *This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.*
4. *The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.*
5. *A development permit is an authorization for development under the Land Use Bylaw; but is not an approval under any other regulations that may be applicable.*
6. *In the interest of public safety and as required by the Safety Codes Act construction projects must be covered by the appropriate permits prior to commencement of construction (Demolition, Building, Electrical, Gas, Plumbing, Private Sewage, and Water). The issuance of these permits is under the jurisdiction of Agencies Authorized by Alberta Municipal Affairs to Issue Permits and Provide Compliance Monitoring.*

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Development Services
for
Town of Onoway

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

Within the municipal limits of the Town of Onoway, the authorized agency is Inspections Group Inc., and may be contacted at

Edmonton:

12010 - 111 Ave.
Edmonton, Alberta T5G 0E6

Phone: (780) 454-5048

Fax: (780) 454-5222

Toll-Free: (866) 554-5048

Toll-Free Fax: (866) 454-5222

Email: questions@inspectionsgroup.com

7. *Development in proximity to gaslines, other pipelines, powerlines, or telephone lines require approvals from: The Gas Protection Branch - Alberta Labour, Alberta Energy Resources Conservation Board, Alberta Utilities and Telecommunications.*
8. *All plans submitted for the construction, or alteration, of a commercial or industrial building as specified under the Alberta Architects Act, shall be authorized by a registered architect or a professional engineer.*

Other contacts:

ALBERTA HEALTH

Jennifer Fearnough, BSc, BEH(AD), CPHI(C)

Public Health Inspector/Executive Officer

Environmental Public Health, Onoway

Phone: 780-967-6221

Fax: 780-967-2060

Jennifer.Fearnough@albertahealthservices.ca>



Development Services
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Email: pcm1@telusplanet.net

Public Notice

DEVELOPMENT APPLICATION NUMBER: 23DP14-24

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 122 1674, Block 1, Lot 5 : 4708 Lac Ste. Anne Trl. N., with regard to the following:

RENOVATION OF AN EXISTING BUILDING AND OPERATION OF A DAY CARE FACILITY

Has been **CONDITIONALLY APPROVED** by the Development Officer.

Any person who objects to the proposed use of the parcel may deliver to the Development Officer a written statement of his objection to such use indicating the following:


1. His/ her full name and mailing address, for the delivery of any notices to be given with respect of the objection; and
2. The reasons for his/her objection to the proposed use.

The statement must be received by the Development Officer **no later than November 10, 2023.**

Statements of concern with regard to this development permit should be addressed to:

Town of Onoway
Box 540
Onoway, Alberta T0E 1V0 Attention: Tony Sonnleitner, Development Officer

Should you have any questions please contact this office at (780) 718-5479

Date Application Deemed Complete	October 20, 2023
Date of Decision	October 20, 2023
Effective Date of Permit	November 18, 2023
Signature of Development Officer	

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office (780) 718-5479 and should include a statement of the grounds for the appeal.

Note: This permit does not come into effect until twenty-nine (29) days after the date of issuance.

Note: Any development undertaken prior to the expiry of the appeal period is done solely at the risk of the applicant. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit has been issued.

Note: This permit is valid for a period of twelve (12) months from the date of issue. If at the expiry date of this period the development has not been commenced and carried out with reasonable diligence, this permit shall be null and void.

THIS IS NOT A BUILDING PERMIT

From: Municipal Information Services <ma.updates@gov.ab.ca>
Sent: October 30, 2023 3:17 PM
To: cao@onoway.ca
Cc: gino@onoway.ca; Municipal Information Services <ma.updates@gov.ab.ca>
Subject: 2022 Municipal Indicator Results: Town of Onoway (0240)

Jennifer Thompson
Chief Administrative Officer
Town of Onoway

Dear Jennifer,

Alberta Municipal Affairs annually reports a performance measure that identifies the percentage of municipalities deemed to 'not face potential long term viability challenges based on their financial and governance indicators'. This performance measure is used as a benchmark for measuring the ministry's efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

The performance measure is based on analysis of 13 municipal indicators. Each of the 13 municipal indicators has a defined benchmark. A municipality is 'not deemed to face potential long term viability challenges' as long as it does not flag a critical indicator or three or more non-critical indicators.

The ministry compiled and verified the data collected from Alberta's municipalities for the 2022 financial year and is pleased to inform you that your municipality did not flag any indicators for this year's municipal indicator results reporting.

Municipal indicator results are available on the online Municipal Indicator Dashboard (www.alberta.ca/municipal-indicators).

If you would like to discuss your results or the future release of these results on the Municipal Affairs website, please contact the Municipal Services Division at toll-free 310-0000, then 780-427-2225, or via email at ma.advisory@gov.ab.ca.

Thank you,

Gary Sandberg
Assistant Deputy Minister

cc: Gino Damo,

Classification: Protected A

47



October 26, 2023

RE: Maximum Investment Levels (MILs)

The Alberta Utilities Commission issued its findings on MILs in Decision 27658-D02-2023, on October 18, 2023, concluding that MILs remain just and reasonable. The Commission approved a MIL of \$3,016, for new residential customer connections in 2024. This amount will be increased on an annual basis between 2025 and 2028 by inflation less a productivity factor (I-X) as set out in Decision 27388-D01-2023.

In addition, the Commission directed that MILs associated with new streetlights be paid to the municipality. The Commission did not rule on design standards, but rather indicated it may explore this issue in future proceedings, to ensure MILs associated with new customer connections are not imposing costs on other customers.

FortisAlberta will be updating its Terms & Conditions of Service to reflect the Commission's directions regarding MILs.

Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in blue ink that reads "Dave Hunka".

Dave Hunka
Senior Manager, Emerging Customer Solutions
P: (780) 464-8311
C: (780) 868-7040
E: Dave.Hunka@FortisAlberta.com

Community FUTURES YELLOWHEAD EAST
CFYE AMENDED Regular Board Meeting Minutes
Location: Community Futures Yellowhead East Office
Thursday June 15,2023 – 1:00pm – 4:00 pm

In Attendance	Nick Gelych, Daryl Weber, Serena Lapointe, Liz Krawiec, Anna Greenwood, Robin Murray, Marvin Schatz, Jim Hailes, Michelle Jones
REGRETS:	Ty Assaf
1) CALL TO ORDER:	Meeting Called to Order at 2:50
2) ADOPTION OF AGENDA:	<u>Motion# 9 Moved by Daryl Weber</u> <i>That the Agenda be accepted as amended to include 9.6 Building Policy and 9.7 Phone Allowance RFD.</i> <p style="text-align: right;">CARRIED</p>
3) MINUTES OF PREVIOUS MEETING:	<u>Motion # 10 Moved by Robin Murray</u> <i>That the amended minutes of the March 23, , 2023, regular board meeting be accepted as amended.</i> <u>Motion # 11 Moved by Robin Murray</u> <i>That the minutes of the April 20th, regular board meeting be accepted as attached.</i> <u>Motion# 12 Moved by Daryl Weber</u> <i>Due to Local Wildfires May regular board meeting postponed until June, 2023</i> <p style="text-align: right;">CARRIED</p>
4) CHAIR REPORT	As Presented
5) TREASURER’S REPORT	<u>Motion # 13 Moved by Liz Krawiec</u> <i>Motion to accept financial report(s) as attached.</i> <u>Motion # 14 Moved by Marvin Schatz</u> <i>Motion to accept attached Sunlife Financial Statement as information.</i> <p style="text-align: right;">CARRIED</p>
6) STAFF REPORTS:	Executive Director Report – As Attached B/A Loan Report – As Attached Loan Client Update – As Attached CED Report – As Attached DSS – As Attached <u>Motion # 15 Moved by Liz Krawiec</u> <i>To accept the staff updates for information</i>

CARRIED

7) IRC COMMITTEE

7.1 Election of IRC Vice Chair:

Chair, to call for nominations for position of Chair of the IRC committee.

Call Three times for further nominations from the floor.

Call for nominations to cease:

IRC Vice Chair: Daryl Weber, nominated by Robin Murray, in by affirmation.

Motion # 16 Moved by: Jim Hailes

Motion to accept Daryl Weber as IRC Vice Chair as elected.

7.2 IRC Meeting Results: Review with Board IRC meeting Outcomes

Tabled until next IRC meeting has been conducted.

7.3 IRC Loan Client Request: Item added on after approval of agenda, will need to be acknowledged in next meeting minute approval. IRC quorum met, IRC Chair Marvin Schatz residing.

Tourism Operator Regular Loan Client, requesting interest only payments from June – October 2023. Client advised prior to meeting that June would have to be paid as usual, since meeting would not take place until after payment deadline.

Motion # 17 Moved by Liz Krawiec

to provide approval for tourism regular loan client to make interest only loan payments for July, August, and September 2023. The month of October may be considered after review of summer financials.

8) OLD BUSINESS:

8.1 Update on Annual Council Presentations: Feedback provided from directors, regarding annual council presentation process. Board members indicated value coming from the presentations, however, recommend they be in person as often as possible.

8.2 Policy Review: Board will receive 1-2 policies for review at a time over the summer months. ED and staff will provide first review, highlighting recommended changes, then policy's will be forwarded to committee members for review, with recommendations required back to staff for final draft approval at the September board meeting.

Motion # 18 Moved by: Daryl Weber

To accept the Old Business Items as presented.

CARRIED

9) NEW BUSINESS:

9.1: Business Arising from Audit: None

9.2 RFD –\$5000 dollar request for Approval of funding from the Board Investment Fund. Funds requested to be used toward offsetting the cost of 2 meals to the Fox Creek Fire Evacuees. Ratification of Motion required. Additional previously missing background information and back up documentation included in report provided to board.

Motion # 19 Moved by Serena Lapointe

To make a motion to ratify the results of the email vote approval received from the RFD circulated, May 9, 2023.

9.3 Condo Strata Update – Board discussed the email received regarding changes to the ownership of the condo strata that CFYE belongs to.

Motion # 20 Moved by Marvin Schatz

To accept the newly increased annual condo association fees of \$3904.11 and the suggested capital reserve fee schedule of \$ 2,082.19 as indicated in the email received from the new owners, with the understanding that the amount over and above the previously approved annual budgeted amount would come from the Board Investment fund.

9.4 Partnership Project Request – CF Online Learning Solution: Board reviewed and discussed the project request.

Motion # 21 Moved by: Serena Lapointe

To approve the request for CFYE to partner on the CF Online Learning Solution, by providing a maximum partnership contribution of \$10,000, from the Board Investment Fund, to be used toward the project and grant application.

9.5 Partnership Project Request – CFWY – Emergency Preparedness. Discussion occurred between board members. ED indicated she would provide further detailed information to the board defining how the project aligns with the core mandate of the CFYE organization.

Motion # 22 Moved by: Robin Murray

to approve the partnership project with the other cf offices on the Emergency Preparedness project, allowing for a maximum financial contribution of \$5,000 from the Board Investment Fund, to be used toward the project, pending grant approval of the project.

9.6 Prairies Can Building Policy – for information and inclusion in CFYE policies. (does not currently apply to CFYE, as purchase of our building was done without Prairies can funds and within the grace grandfathered period)

9.7 Phone Allowance RFD – RFD provided to board requesting approval of an increase in telephone allowance allotted to staff.

To approve the increase in telephone allowance as per the requested amounts contained within the RFD.

**** Clarify with board from what date this was to be approved. Recommending that increase be retroactive from April 1, 2023.**

10) ROUND TABLE
11) CORRESPONDENCE

- Visioning Towards the Future-
- CFYE Tax Assessment
- Changes in Prairies Can CF Officer Update
- Letters of Advocacy Support for Funding
- CFNW Board Chair/Manager Banff Conference Report
- CFIB – Ceba Loan Client Report
- CF – Gender and Age Report

ADJOURNMENT:

Attached for Information Only – unless questions arising

Motion # 24 Moved by Liz Krawiec

Moved to adjourn at 4:45

NEXT MEETING:

*Board Investment fund Per Diems will be paid at twice the normal rate of in person per diems due to the added length of the meetings.
September 21, 2023*

CFYE Board Chair, Mick Gelych



CFYE Secretary, Serena Lapointe

Oct 19, 2023

DATE

**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
September 20, 2023
Spruce View Lodge – Legacy Room
1:00 p.m.**

1. Call to Order- 1:03 p.m. by Ross Bohnet

Present: Ross Bohnet, Sandy Morton, Paul Chauvet, Marge Hanssen, Jeremy Wilhelm, Bernie Poulin & Len Kwasny

Absent: Daryl Weber

Guest:

Staff: Dena Krysik – CAO, Kristine Klause – Recording Secretary, Robin Strome – Finance Officer

2. Approval of Agenda

Board Member Jeremy Wilhelm moves:

Motion #23-039: The Board approves the agenda for September 20, 2023 as presented.

Carried

3. Board Meeting Minutes

Board Member Len Kwasny moves:

Motion #23-040: The Board approves the June 28, 2023 Board meeting minutes as presented.

Carried

4. Financial

Board Member Len Kwasny moves:

Motion #23-041: The Board approves the Quarterly Financial Reports at June 30, 2023 as presented.

Carried

5. New/Other Business

Board Member Paul Chauvet moves:

Motion #23-042: The Board ratifies the decision to deny the Chateau Lac Ste. Anne family request to install a scooter shelter made via email on July 24th and further directs administration to ensure policy is created to address temporary shelters in our lodge sites to ensure expectations are clear moving forward for both residents and families

Carried

Board Member Paul Chauvet moves:

Motion #23-043: The Board declines the tenant request to install a wood shop at the Beaupre Court Manor and directs the Chief Administrative Officer to send a letter informing the tenant of this decision.

Carried

Board Member Len Kwasny moves:

Motion #23-044: The Board approves to proceed with the replacement of the convection oven in the Spruce View Lodge and funds are to be allocated from the 2023 Municipal Requisition Surplus not to exceed \$11,000.

Carried

6. Policy Review

7. Information Items

Board Member Sandy Morton moves:

Motion #23-045: The Board accepts items 7a, 7b, 7c, 7d & 7e for the September 20, 2023 meeting as information.

Carried

8. In Camera

Board Member Len Kwasny moves:

Motion #23-046: The Board Moves to go into Camera at 2:14 pm.

Carried

Board Member Bernie Poulin moves:

Motion #23-047: The Board Moves to come out of Camera at 2:32 pm.

Carried

Board Member Sandy Morton moves:

Motion #23-048: That the Board has reviewed the information provided regarding the grievance letter submitted by a previous LSAF employee and directs the Board chair to respond as per board discussion.

Carried

9. Date Place & Time of Next Meeting

All Board members move:

Motion #23-049: The next Board Meeting is October 25, 2023 at Chateau Lac Ste Anne Lodge.

Carried

10. Adjournment


The Chair declares that as all matters have been attended to the meeting is now adjourned at 2:33 pm.

Carried



Chairperson

Oct 25/23
Date



Chief Administrator Officer

Oct 26/23
Date

Thank you for
all your help with
the Chateau incident.
Kristine

To Town of Onoway,

Thank you
for your
time & caring
Robin

Thank you for
ensuring there was
support if required
We appreciate your
quick response.

Dana GAO

Thank You

It is easy to see how
much you care for those
in your community.
Thank-you! Sylvia

Thank you
Betty

Thank you
Marta

Lac Ste. Anne Foundation
Board of Directors +
Administration

(56)

From: Alberta News <pab.albertanews@gov.ab.ca>
Sent: October 25, 2023 10:00 AM
To: Brad Hestbak
Subject: News Release: Promoting regional economic growth

Promoting regional economic growth

October 25, 2023 [Media inquiries](#)

Alberta's government is investing an additional \$9 million over the next three years in new projects that will help promote regional economic growth across the province.

The Northern and Regional Economic Development (NRED) program was created in 2022 to help attract job-creating investment and support economic growth and diversification across Alberta. Eligible projects can receive funding of up to \$200,000 to help deliver business supports, increase labour force attraction and retention, enhance tourism and build capacity for economic growth. A new intake is now open for the NRED program and applications will be accepted until Dec. 20.

"Alberta's government is committed to economic growth and diversification in every part of Alberta. This is exemplified by the NRED program. We look forward to working closely with the next cohort of successful NRED applicants from across the province to help them achieve their goals."

Matt Jones, Minister of Jobs, Economy and Trade

"I am pleased to witness the NRED program's continued investment in our province. This funding will empower local organizations to foster tourism and enhance community development, ultimately driving economic growth in northern Alberta and across the province."

Tany Yao, parliamentary secretary for small business and northern development

The \$9 million in funding is available through Budget 2023 over the next three years and is part of a four-year \$14-million investment. Since the budget passed in March, \$5 million has been allocated for projects in communities around the province, including \$200,000 to transform the Arts Council Wood Buffalo property in downtown Fort McMurray into a creative hub to drive economic opportunities, \$40,000 to the Trails Tourism Initiative to enhance the outdoor adventure tourist experience in Hinton and more than

\$72,000 for the Cold Lake First Nations Fire Training Centre to deliver programming that supports training and labour skill development.

"The NRED grant has enabled Arts Council Wood Buffalo to complete the design phase of the Arts INCubator Project. This has provided numerous local contractors with opportunities and will continue to bolster our community's economic well-being as the project progresses. Upon completion, the Arts INC Campus will empower local creatives and businesses to harness their creativity and drive regional economic growth in Fort McMurray and the Wood Buffalo region."

Liana Wheeldon, executive director, Arts Council Wood Buffalo

The NRED program is one of several programs to support northern and regional economic development across the province. Other economic programs and supports include \$500,000 annually in bursary funding to help grow the number of students and skilled workers in Alberta's north and providing \$1.25 million to the nine regional economic development alliances, which will help each of them support economic and job growth in their regions.

Quick facts

- The NRED program provides up to 50 per cent of total eligible project costs. Projects led by Indigenous communities will receive up to 75 per cent of total eligible project costs.
- Approved applicants are eligible to receive between \$20,000 and \$200,000 per project.
- The NRED program supports projects that focus on five key areas:
 - investment in economic development infrastructure
 - business supports
 - labour force attraction and retention
 - tourism planning, capacity building and infrastructure
 - economic development capacity building
- There are two funding streams under the program.
 - Northern Development and Indigenous Stream: Open to eligible projects based in northern Alberta and to Indigenous applicants, including First Nations and Metis Settlements.
 - Regional Development Stream: Open to eligible projects based outside of northern Alberta and to non-Indigenous applicants.
- In 2022-23, the NRED program invested a total of \$5.1 million in 70 projects that supported regional economic growth and diversification. This includes:
 - \$1.95 million to 26 projects based in northern Alberta and Indigenous communities.
 - \$3.15 million to 44 projects based outside of northern Alberta and Indigenous communities.

Related information

- [Northern and Regional Economic Development Program](#)

Related news

- [Investing in strong regional economies \(July 6, 2023\)](#)
- [Fuelling northern and regional economic prosperity \(Dec. 19, 2022\)](#)

Media inquiries

Andrea Smith

780-405-0775

Press Secretary, Jobs, Economy and Trade

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