



**TOWN OF ONOWAY**  
**REGULAR COUNCIL MEETING MINUTES**

September 12, 2024  
9:30 a.m.  
Council Chambers  
Onoway Civic Centre (and Virtually Via Zoom)

Council Present: Mayor Lenard Kwasny  
Deputy Mayor Lisa Johnson  
Councillor Bridgitte Coninx  
Councillor Robin Murray  
Councillor Sheila Pockett

Administration: Jennifer Thompson, Chief Administrative Officer  
Gino Damo, Director of Corporate and Community Services  
Debbie Giroux, Recording Secretary

Others: 3 members of the public attended the meeting via zoom

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**1. CALL TO ORDER**

Mayor Lenard Kwasny 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. ADOPTION OF THE AGENDA**

**Motion # 256-24**

MOVED by: Councillor Sheila Pockett

THAT the September 12, 2024 Regular Council Meeting agenda be approved with the following amendments/addition:

7l) LDS Infrastructure Plan approval (requested by CAO Thompson)

**CARRIED**

**3. ADOPTION OF MINUTES**

**Motion # 257-24**

MOVED by: Councillor Robin Murray

THAT the August 8, 2024 Regular Council Meeting minutes be approved as presented.

**CARRIED**

**4. APPOINTMENTS/PUBLIC HEARINGS**

- a. 9:30 a.m. - RCMP Cpl. Justin Auld, Parkland Detachment

Cpl. Justin Auld, Parkland RCMP detachment attended the meeting from 9:30 a.m. until 9:50 a.m.

**Motion # 258-24**

MOVED by: Councillor Sheila Pockett

THAT Council accept the discussion with Cpl. Auld for information.

**CARRIED**

- b. Dallas Choma, Chief Enforcement Officer, Lac Ste. Anne County - Enforcement Review Committee and demolition costs

Officer Dallas Choma attended the meeting from 9:30 a.m. until 9:55 a.m.

**Motion # 259-24**

MOVED by: Councillor Bridgitte Coninx

THAT Pursuant to Section 197(2) of the Municipal Government Act and Section 17 Freedom of Information and Privacy Act (FOIP) (disclosure harmful to personal privacy) Council move into Closed Session at 9:55 a.m.

**CARRIED**

Council recessed from 9:55 a.m. to 9:57 a.m. to allow the members of the public to leave the meeting.

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, Chief Administrative Officer

Gino Damo, Director of Corporate and Community Services  
Dallas Choma, Chief Enforcement Officer, Lac Ste. Anne County  
Protective Services  
Debbie Giroux, Recording Secretary

**Motion # 260-24**

MOVED by: Councillor Bridgitte Coninx

THAT Council move out of closed session at 10:38 a.m.

**CARRIED**

**Motion # 261-24**

MOVED by: Councillor Robin Murray

THAT Council authorizes enforcement be taken for the property located at 5112 - 49 Avenue under section 546 MGA (dangerous properties), and that the existing structure be removed.

**CARRIED**

Officer Choma left the meeting at 10:40 a.m.

**5. FINANCIAL REPORTS – n/a**

**6. POLICIES & BYLAWS**

- a. Bylaw 817-24 - Borrowing Bylaw – first reading

**Motion # 262-24**

MOVED by: Councillor Bridgitte Coninx

That Bylaw # 817-24 the Borrowing Bylaw, a Bylaw to borrow the construction of fibre optic network infrastructure in the industrial area, be given first reading.

**CARRIED**

- b. Bylaw 816-24 - Code of Conduct Bylaw - third reading

**Motion # 263-24**

MOVED by: Councillor Robin Murray

THAT third reading of Bylaw 816-24, A Bylaw to Establish a Code of Conduct for Members of Council be deferred until a future meeting in order that Administration provide further information from legal counsel.

**CARRIED**

**7. ACTION ITEMS**

- a. Bylaw 759-19 - Enforcement Review Committee

**Motion # 264-24**

MOVED by: Councillor Bridgitte Coninx

THAT the Town of Onoway appoint the following three members of Council as the Enforcement Review Committee: Mayor Len Kwasny; Councillor Bridgitte Coninx and Councillor Sheila Pockett and that the Committee composition be reviewed annually during the Organizational Meeting.

**CARRIED**

- b. Audit Engagement

**Motion # 265-24**

MOVED by: Councillor Sheila Pockett

That Council authorize Mayor Kwasny and Jennifer Thompson, CAO to authorize the engagement letter with Metrix Group LLP to be the 2024 named auditor.

**CARRIED**

- c. Branding

**Motion # 266-24**

MOVED by: Councillor Bridgitte Coninx

THAT Administration create a poll on the Town of Onoway website to gain resident and business input regarding the proposed logo that is open for comment for two (2) weeks AND Administration report to Council the results of the poll at the next regular Council meeting.

**CARRIED**

- d. Royal Canadian Legion Onoway - Town Sponsorship of Veterans Table

**Motion # 267-24**

MOVED by: Councillor Robin Murray

THAT Council rescind Motion #152/24 in the May 9, 2024 minutes.

**CARRIED**

**Motion # 268-24**

MOVED by: Councillor Robin Murray

THAT Council request Administration to arrange sponsorship in the amount of \$150.00 for the Veterans Table for the Legion in early 2025.

**CARRIED**

- e. 13 Ways Inc. Mini Session

**Motion # 269-24**

MOVED by: Deputy Mayor Lisa Johnson

THAT the 13 Ways Inc. Mini Session be held over for members of the next elected Town of Onoway Council to attend.

**CARRIED**

- f. FCSS and Recreation Tax Allocations

**Motion # 270-24**

MOVED by: Councillor Bridgitte Coninx

THAT Council approve the 2024 FCSS Funding Round 2 amount of \$2,800.00 towards the following FCSS grant applicants Round 2: Onoway Moms and Tots - \$800.00; Town of Onoway Public Library - \$500.00; Remembrance Day Recognition of Veterans - \$1,500.00 and THAT Council approve the 2024 Recreation Programming Round 2 amount of \$1,000.00 for the Alberta Beach Snowmobile Club.

**CARRIED**

- g. Economic Development Strategy

Kenneth Brunton, Onoway Economic Development Officer, attended the meeting from 11:40 a.m. until 12:05 p.m.

**Motion # 271-24**

MOVED by: Deputy Mayor Lisa Johnson

THAT Council approve an Economic Development Strategy with the following focus: light commercial development; residential development; membership on the ED&T Committee and a Buy Local campaign.

**CARRIED**

- h. Recall Petition Information  
**Motion # 272-24**  
MOVED by: Mayor Lenard Kwasny  
THAT Council direct Administration to post the costs associated with the Recall Petition on the Town of Onoway's website.  
**CARRIED**
- i. Canada Community-Building Fund  
**Motion # 273-24**  
MOVED by: Councillor Robin Murray  
THAT Council approve the Canada Community-Building Fund Memorandum of Agreement.  
**CARRIED**
- j. 2025 ATCO Gas Franchise Fee  
**Motion # 274-24**  
MOVED by: Councillor Bridgitte Coninx  
That Council approve that the 2025 ATCO Gas Franchise fee remain at the current rate of 10.50% for 2025.  
**CARRIED**
- k. Organizational Meeting  
**Motion # 275-24**  
MOVED by: Councillor Sheila Pockett  
THAT Council hold the annual Organizational Meeting on Thursday, October 24, 2024, prior to the Regular Council Meeting.  
**CARRIED**
- l. LDS Infrastructure Plan  
**Motion # 276-24**  
MOVED by: Councillor Sheila Pockett  
THAT Council approves the design drawings for the development of Block A Plan 4114TR.  
**CARRIED**

**8. COUNCIL, COMMITTEE & STAFF REPORTS**

**Motion # 277-24**

MOVED by: Deputy Mayor Lisa Johnson

THAT Council accept the written and verbal Council and Staff reports for information.

**CARRIED**

**Motion # 278-24**

MOVED by: Deputy Mayor Lisa Johnson

THAT the Christmas Light Up festivities be scheduled for Friday, November 22, 2024.

**CARRIED**

**9. INFORMATION ITEMS**

**Motion # 279-24**

MOVED by: Councillor Sheila Pockett

THAT Council accept the items for information:

- a. Town of Onoway Development Permit 24DP07-24 - Construction of a Place of Worship
- b. Town of Onoway Development Permit 24DP05-24 - Construction of a Commercial Building - 5201 Lac Ste. Anne Trail North
- c. Polling Results on Policing in Alberta - National Police Federation - August 27, 2024 email

**CARRIED**

**10. CLOSED SESSION**

**Motion # 280-24**

MOVED by: Councillor Robin Murray

THAT Pursuant to Section 197(2) of the Municipal Government Act and Section 24 Freedom of Information and Privacy Act (FOIP) (advice to officials – proposals) Council move into Closed Session at 1:45 p.m.

**CARRIED**

Council recessed from 1:45 p.m. to 1:47 p.m. to allow the members of the public and the Recording Secretary to leave the meeting.

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, Chief Administrative Officer
- Gino Damo, Director of Corporate and Community Services

**Motion # 281-24**

MOVED by: Councillor Bridgitte Coninx

THAT Council move out of Closed Session at 2:35 p.m.

**CARRIED**

**Motion # 282-24**

MOVED by: Councillor Robin Murray

THAT Council appoint a 3rd Party Integrity Commissioner at the Annual Organizational Meeting.

**CARRIED**

**11. ADJOURNMENT**

As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the Regular Council Meeting adjourned at 2:40 p.m.

**12. UPCOMING EVENTS**

Oct. 10, 2024	Regular Council Meeting	9:30 a.m.
Oct. 24, 2024	Regular Council Meeting	9:30 a.m.
Nov. 14, 2024	Regular Council Meeting	9:30 a.m.
Nov. 28, 2024	Regular Council Meeting	9:30 a.m.
Dec. 12, 2024	Regular Council Meeting	9:30 a.m.

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Signed by Mayor  
Lenard Kwasny

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Signed by Jennifer Thompson  
Chief Administrative Officer