



TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES

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

Council Present: Mayor Lenard Kwasny
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

Council Absent: Deputy Mayor Lisa Johnson

4 members of the public attended the meeting via Zoom.

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. Mr. Gordon Vaughan was recognized for his contributions to the community and condolences were expressed to his family.

2. ADOPTION OF THE AGENDA

Motion # 417-24

MOVED by: Councillor Sheila Pockett

THAT the December 12, 2024 Regular Council Meeting agenda be approved as presented.

CARRIED

3. ADOPTION OF MINUTES

Motion # 418-24

MOVED by: Councillor Bridgitte Coninx

THAT the November 28, 2024 Regular Council Meeting minutes be approved as presented.

CARRIED

4. APPOINTMENTS/PUBLIC HEARINGS

a. 9:30 a.m. - Sergeant Bryan Brooks - Parkland RCMP Detachment

Motion # 419-24

MOVED by: Councillor Robin Murray

THAT Council accept the discussion with Sergeant Brooks for information.

CARRIED

b. 9:45 a.m. - Chief Enforcement Officer Dallas Choma - Lac Ste. Anne County CPO

Motion # 420-24

MOVED by: Councillor Bridgitte Coninx

THAT Council accept the discussion with Chief Enforcement Officer Choma for information.

CARRIED

Sergeant Brooks and Chief Enforcement Officer Choma left the meeting at 9:58 a.m.

5. FINANCIAL REPORTS

a. 2025-2028 Interim Operating Budget and 2025-2030 Capital Budget

Motion # 421-24

MOVED by: Councillor Bridgitte Coninx

THAT Council approve the 2025-2028 Interim Operating Budget as presented.

CARRIED

Motion # 422-24

MOVED by: Councillor Bridgitte Coninx

THAT Council approve the 2025-2030 Capital Budget as presented.

CARRIED

6. POLICIES & BYLAWS

- a. 820-24 - Fees & Charges Bylaw

Motion # 423-24

MOVED by: Councillor Sheila Pockett

THAT Bylaw # 820-24 the Fees and Charges Bylaw be given First reading.

CARRIED

Motion # 424-24

MOVED by: Councillor Robin Murray

THAT Bylaw # 820-24 the Fees and Charges Bylaw be given Second reading.

CARRIED

Motion # 425-24

MOVED by: Councillor Bridgitte Coninx

THAT Bylaw # 820-24 the Fees and Charges Bylaw be considered for Third reading at this meeting.

CARRIED UNANIMOUSLY

Motion # 426-24

MOVED by: Councillor Robin Murray

THAT Bylaw # 820-24 the Fees and Charges Bylaw be given Third and final reading and adopted.

CARRIED

7. ACTION ITEMS

- a. 2025 Onoway Public Library Board Draft Budget

Motion # 427-24

MOVED by: Councillor Robin Murray

THAT Council approves the 2025 Onoway Public Library Board Budget as presented.

CARRIED

b. Town of Onoway Library Board Reappointments

Motion # 428-24

MOVED by: Councillor Bridgitte Coninx

THAT the Town of Onoway approve the recommendations from the Town of Onoway Library Board to: reappoint Jean Moses as a board member at large to the Town of Onoway Library Board for a second term of 3 years (from January 1, 2025 to January 1, 2028); and reappoint George Vaughan as a board member at large to the Town of Onoway Library Board for a third term of 3 years (from January 1, 2025 to January 1, 2028).

CARRIED

c. Economic Development and Tourism Committee

Motion # 429-24

MOVED by: Councillor Robin Murray

THAT Julianna Merritt and Robb Parrott be appointed to serve on the Economic Development & Tourism Committee of the Town of Onoway.

CARRIED

Motion # 430-24

MOVED by: Councillor Sheila Pockett

THAT Council approve the annual economic development work plan for 2025:

- Accessory Dwelling Development Incentive Program. (Priority)
- Pre-Approved Accessory Dwelling Designs. (Priority)
- Build Relationship with LSAC Council and administration.
- Formal Regional Economic Development Working Group.
- Membership Drive for EDTC.

CARRIED

Motion # 431-24

MOVED by: Councillor Robin Murray

THAT Council approve the minutes from the November 27, 2024 Economic Development and Tourism Committee meeting as presented.

CARRIED

- d. Northern and Regional Economic Development Grant Program - Community Futures Yellowhead East (CFYE)

Motion # 432-24

MOVED by: Councillor Robin Murray

THAT Council ratify the letter of support that Administration has provided to CFYE for the Northern and Regional Economic Development Grant.

CARRIED

- e. Lagoon Desludging Assessment

Motion # 433-24

MOVED by: Councillor Bridgitte Coninx

THAT Council approves a hydrasurvey of the lagoon in 2025 operating expenses.

CARRIED

- f. Scheduling of Special Council Meeting - CAO Performance Appraisal

Motion # 434-24

MOVED by: Councillor Sheila Pockett

THAT Council schedule a Special Council Meeting (pursuant to Section 194 of the Municipal Government Act) (MGA) for Friday, December 20, 2024 at 2:30 p.m. for the purpose of discussing the CAO Performance Appraisal.

CARRIED

8. COUNCIL, COMMITTEE & STAFF REPORTS

Motion # 435-24

MOVED by: Councillor Sheila Pockett

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

CARRIED

- a. Mayor's Report
- b. Deputy Mayor's Report - n/a
- c. Councillor's Report

- d. Chief Administrative Officer Report
- e. Corporate and Community Services Director's Report
- f. Public Works Report - n/a

9. INFORMATION ITEMS

Motion # 436-24

MOVED by: Councillor Bridgitte Coninx

THAT the Information Items be accepted as presented.

CARRIED

- a. Town of Onoway Development Permit 24DP09-24 - 5112 Sturgeon Place - Operation of a Distillery
- b. Joint Municipal Policing Committees - November 20, 2024 letter from Minister Mike Ellis, Public Safety and Emergency Services
- c. Designation of Affordable Housing Accommodations - November 22, 2024 email from S Burak-Bernard, Alberta Housing
- d. Lac Ste. Anne Foundation 2025 Municipal Requisition - December 4, 2024 letter from Dena Krysik, CAO
- e. Alberta Municipal Affairs 2023-24 Municipal Accountability Program (MAP) Report - November 18, 2024 letter from ADM Gary Sandberg
- f. Assessment Year Modifiers - December 5, 2024 letter from Alberta Municipal Affairs ADM Ethan Bayne

10. CLOSED MEETING

Motion # 437-24

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 Meeting at 11:30 a.m. to discuss "Personnel"

CARRIED

Motion # 438-24

MOVED by: Councillor Bridgitte Coninx

THAT Council move out of Closed Meeting at 11:58 a.m.

CARRIED

Motion # 439-24

MOVED by: Councillor Robin Murray

THAT Council approve a 2% Cost of Living Adjustment (COLA) increase for applicable wages at the discretion of the CAO effective January 1, 2025.

CARRIED

11. ADJOURNMENT

As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the Regular Council Meeting adjourned at 12:00 p.m.

12. UPCOMING EVENTS

Signed by Mayor
Lenard Kwasny

Signed by Jennifer Thompson
Chief Administrative Officer