



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

February 13, 2025  
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

4 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 9:31 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 # 034-25**

MOVED by: Councillor Sheila Pockett

THAT the February 13, 2025 Regular Council Meeting agenda be approved with the following additions (as noted at meeting time):

6. Delegation a) Sgt. Bryan Brooks - Parkland RCMP - Body Worn Cameras Presentation - requested by CAO Thompson

9f) 2024 Town of Onoway Library Board Financial Review Appointment - requested by DCCS Damo

**CARRIED UNANIMOUSLY**

**3. PUBLIC INPUT SESSION**

**4. PROPOSED CONSENT AGENDA, INCLUDING APPROVAL OF MINUTES FROM PRIOR MEETINGS**

**Motion # 035-25**

MOVED by: Councillor Robin Murray

THAT all items on the proposed consent agenda and respective recommendations be approved.

**CARRIED UNANIMOUSLY**

- a. January 23, 2025 Regular Council Meeting Minutes
- b. January 28, 2025 Special Council Meeting Minutes
- c. 11. Information Items
  - a. Town of Onoway Development Permit 25DP-01-24 - Renovation of an existing Commercial Building - 4917 - 50 Street
  - b. CUPW - January 16, 2025 letter re Industrial Inquiry Commission Reviewing Canada Post
  - c. Upcoming Events

**5. PUBLIC HEARINGS**

**6. APPOINTMENTS/PRESENTATIONS/DELEGATIONS**

- a. 9:30 a.m. - Sgt. Bryan Brooks - Parkland RCMP - Body Worn Cameras Presentation

Sgt. Bryan Brooks attended the meeting from 9:32 a.m. until 9:55 a.m.

**Motion # 036-25**

MOVED by: Councillor Bridgitte Coninx

THAT Council's discussion with Sgt. Brooks be accepted for information.

**CARRIED UNANIMOUSLY**

**7. FINANCIAL REPORTS**

**8. POLICIES & BYLAWS**

- a. Bylaw 821-25 - A Bylaw to Establish the Committees of Council

**Motion # 037-25**

MOVED by: Councillor Robin Murray

THAT a Bylaw to Establish the Committees of Council Bylaw # 821-25 be amended by adding the Family & Community Support Services (FCSS) Committee Terms of Reference.

**CARRIED UNANIMOUSLY**

**Motion # 038-25**

MOVED by: Councillor Sheila Pockett

THAT Bylaw # 821-25, A Bylaw to Establish the Committees of Council be given third and final reading and be adopted.

**CARRIED UNANIMOUSLY**

- b. Bylaw 823-25 - Non Residential Development Tax Incentive Bylaw

**Motion # 039-25**

MOVED by: Councillor Robin Murray

THAT Bylaw 823-25, the Non Residential Development Tax Incentive Bylaw be given first reading.

**CARRIED UNANIMOUSLY**

**Motion # 040-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Bylaw 823-25, the Non Residential Development Tax Incentive Bylaw be given second reading.

**CARRIED UNANIMOUSLY**

**Motion # 041-25**

MOVED by: Councillor Bridgitte Coninx

THAT Bylaw 823-25, the Non Residential Development Tax Incentive Bylaw be considered for third reading at this meeting.

**CARRIED UNANIMOUSLY**

**Motion # 042-25**

MOVED by: Councillor Robin Murray

THAT Bylaw 823-25 the Non Residential Development Tax Incentive Bylaw be given third reading and be adopted.

**CARRIED UNANIMOUSLY**

- c. Bylaw 824-25 - Repeal Bylaw

**Motion # 043-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Bylaw 824-25, the Repeal Bylaw, be given first reading.

**CARRIED UNANIMOUSLY**

**Motion # 044-25**

MOVED by: Councillor Robin Murray

THAT Bylaw 824-25, the Repeal Bylaw, be given second reading.

**CARRIED UNANIMOUSLY**

**Motion # 045-25**

MOVED by: Councillor Bridgitte Coninx

THAT Bylaw 824-25, the Repeal Bylaw, be considered for third reading at this meeting.

**CARRIED UNANIMOUSLY**

**Motion # 046-25**

MOVED by: Councillor Sheila Pockett

THAT Bylaw 824-25 the Repeal Bylaw be given third reading and be adopted.

**CARRIED UNANIMOUSLY**

- d. Bylaw 825-25 - Fees and Charges Bylaw

**Motion # 047-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Bylaw 825-25, the Fees and Charges Bylaw, be given first reading.

**CARRIED UNANIMOUSLY**

**Motion # 048-25**

MOVED by: Councillor Robin Murray

THAT Bylaw 825-25, the Fees and Charges Bylaw, be given second reading.

**CARRIED UNANIMOUSLY**

**Motion # 049-25**

MOVED by: Councillor Robin Murray

THAT Bylaw 825-25 the Fees and Charges Bylaw be considered for third reading at this meeting.

**CARRIED UNANIMOUSLY**

**Motion # 050-25**

MOVED by: Councillor Bridgitte Coninx

THAT Bylaw 825-25 the Fees and Charges Bylaw be given third reading and be adopted.

**CARRIED UNANIMOUSLY**

- e. Policy C-COU-CHA-1 - Use of Council Chambers

**Motion # 051-25**

MOVED by: Councillor Sheila Pockett

THAT Council approve the Policy C-COU-CHA-1 Use of Council Chambers amendment as presented.

**CARRIED UNANIMOUSLY**

**9. ACTION ITEMS**

- a. Safe Sidewalks Canada Program Update

Public Works Manager Gary Mickalyk attended the meeting at 10:15 a.m.

**Motion # 052-25**

MOVED by: Councillor Robin Murray

THAT Council approve the Sidewalk Trip Hazard Repair Project MOA with SafeSidewalks Canada Inc.

**CARRIED UNANIMOUSLY**

- b. Ratification for Fire Services Partial Payment of Fees

**Motion # 053-25**

MOVED by: Councillor Robin Murray

THAT Council ratify the payment of 50% of member municipalities portion of fire services fees less that portion of the Town of Onoway to Fire Rescue International AND THAT the remaining portion of outstanding fees be remitted only when payment is received from member municipalities of Onoway Regional Fire Services.

**CARRIED UNANIMOUSLY**

- c. Appointment of Development Officer

**Motion # 054-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Paul Hanlan be appointed and confirmed as the Development Officer for the Town of Onoway effective February 1, 2025.

**CARRIED UNANIMOUSLY**

- d. Home Support Memorandum of Agreement

**Motion # 055-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Council approve Home Support Program services MOA with LSAC utilizing FCSS Funds to a maximum of \$1,500.

**CARRIED UNANIMOUSLY**

- e. Appointment of Council to the FCSS Committee

**Motion # 056-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT the appointments to the Family & Community Support Services (FCSS) Committee be Councillor Robin Murray as Council representative and Deputy Mayor Lisa Johnson as Alternate.

**CARRIED UNANIMOUSLY**

- f. 2024 Town of Onoway Library Board Financial Review Appointment

**Motion # 057-25**

MOVED by: Councillor Sheila Pockett

THAT Council appoint Patricia Fish of Onoway to complete the 2024 Financial Review of the Onoway Public Library.

**CARRIED UNANIMOUSLY**

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

Council recessed from 10:40 a.m. until 10:50 a.m.

Councillor Pockett left the meeting at 11:45 a.m.

**Motion # 058-25**

MOVED by: Councillor Bridgitte Coninx

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

**CARRIED UNANIMOUSLY**

**11. INFORMATION ITEMS**

Approved under the Consent Agenda Motion #035-25

- a. Town of Onoway Development Permit 25DP-01-24 - Renovation of an Existing Commercial Building - 4917 - 50 Street
- b. CUPW - January 16, 2025 letter re Industrial Inquiry Commission Reviewing Canada Post
- c. Upcoming Events

**12. CLOSED SESSION - n/a**

**13. ADJOURNMENT**

As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the Regular Council Meeting adjourned at 11:48 a.m.

Signed by Mayor  
Lenard Kwasny

Signed by Jennifer Thompson  
Chief Administrative Officer