



## **Regular Council Meeting Minutes**

**June 28, 2022, 9:00 a.m.**

**Council Chambers and Through Electronic Communications**

**Sturgeon County Centre**

**9613-100 Street**

**Morinville, Alberta**

**Members Present:**

Mayor Alanna Hnatiw  
Dan Derouin, Councillor - Division 1  
Kristin Toms, Councillor - Division 2  
Matthew McLennan, Councillor - Division 3  
Neal Comeau, Councillor - Division 4  
Deanna Stang, Councillor - Division 5  
Jason Berry, Councillor - Division 6

**Administration Present:**

Reegan McCullough, County Commissioner - CAO  
Scott MacDougall, Chief Operating Officer - COO  
Jesse Sopko, General Manager, Corporate Services  
Travis Peter, General Manager, Development & Strategic Services  
Andrew Hayes, General Manager, Financial Services & Chief Financial Officer  
Gary Mayhew, Director, Transportation & Engineering Services  
Sabrina Duquette, Manager, Corporate Finance & Treasury  
Bonnie McInnis, Manager, Planning & Development Services  
Jeffrey Yanew, Manager, Utility & Waste Management Services  
Jackie Sargent, Manager, Corporate Communications  
Max Adu-Safo, Program Supervisor, Transportation Services  
Julia Dvornikova, Program Lead, Treasury & Financial Planning  
Tyler McNab, Program Lead, Development & Safety Codes  
Milad Asdaghi, Executive Advisor, Innovation & Strategic Initiatives  
Madisyn Gabriel, Senior Program Lead, Financial Operations & Reporting  
Martyn Bell, Program Lead, Current Planning  
Jonathan Heemskerk, Planning & Subdivision Officer  
Charlene Cyr, Access & Privacy Officer  
Lisa Schovanek, Legislative Officer

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### **1. CALL TO ORDER AND RELATED BUSINESS**

**1.1 CALL TO ORDER**

Mayor Hnatiw called the June 28, 2022 Regular Council Meeting to order at 9:04 a.m. and acknowledged that Council meets on Treaty 6 Territory, a traditional meeting ground for many Indigenous Peoples, and in particular the Michel Band and Alexander First Nation, and also recognized the Métis and Inuit, whose footsteps have marked these lands and share a deep-rooted history.

**1.2 ADOPTION OF AGENDA**

**Motion 249/22**

**Moved by** K. Toms

That Council adopt the June 28, 2022 Regular Council Meeting Agenda as presented.

**Carried Unanimously**

**2. CONSENT AGENDA**

**2.1 June 28, 2022 Consent Agenda Report**

**Motion 250/22**

**Moved by** D. Derouin

That Council adopt the June 14, 2022 Regular Council Meeting Minutes as presented;  
and

That Council cancel 2022 property taxes in the amount of \$659.53 for Tax Roll 2485001.

**Carried Unanimously**

**3. ADOPTION OF MINUTES**

**3.1 June 14, 2022 Regular Council Meeting Minutes**

Approved on Consent Agenda.

**4. PUBLIC PRESENTATIONS**

There were no Public Presentations.

**5. PUBLIC HEARINGS**

There were no Public Hearings.

**6. BUSINESS**

**6.1 Request for Property Tax Refund Due to Fire Loss – Tax Roll 2485001**

Approved on Consent Agenda.

**6.2 Deputy Mayor Appointment and Swearing In**

Presented by Jesse Sopko, General Manager, Corporate Services.

**Motion 251/22**

**Moved by** N. Comeau

That Council appoint Councillor Kristin Toms as Deputy Mayor for the period of July 1, 2022 to February 28, 2023.

**Carried Unanimously**

**Motion 252/22**

**Moved by** N. Comeau

That Council appoint Councillor Dan Derouin as a voting member of the Governance and Council Services Committee.

**Carried Unanimously**

CAO McCullough administered the Oath of Office for Deputy Mayor to Councillor Toms.

**6.3 2022 Tax Recovery Reserve Bid (Public Tax Sale)**

Presented by Sabrina Duquette, Manager, Corporate Finance & Treasury; and Julia Dvornikova, Program Lead, Treasury & Financial Planning.

**Motion 253/22**

**Moved by** D. Stang

That Council approve the conditions of sale and the reserve bid identified in the 2022 Public Sale of Land Report at market value as prepared by Sturgeon County's Assessment Department for the Public Tax Recovery Property Auction to be held on November 2, 2022.

**Carried Unanimously**

**6.4 Contract Award: Summerbrook Pumphouse Improvement Project**

Presented by Jeffrey Yanew, Manager, Utility & Waste Management Services.

**Motion 254/22**

**Moved by** K. Toms

That Council award the contract for the Summerbrook Pumphouse Improvement Project to Nova Mechanical Systems Ltd., at a contract price of \$763,024 (excluding GST) and authorize the Chief Administrative Officer to execute the contract.

**Carried Unanimously**

**6.5 Contract Award: Coal Mine Road and Range Road 252 Reconstruction and Surfacing**

Presented by Gary Mayhew, Director, Transportation & Engineering Services.

**Motion 255/22**

**Moved by** K. Toms

That Council award the contract for the Coal Mine Road and Range Road 252 Reconstruction and Surfacing project to PME Inc. at a contract price of \$4,726,244.50 (excluding GST) and authorize the Chief Administrative Officer to execute the contract.

**Carried Unanimously**

**6.6 Closure and Consolidation of a Portion of Road Plan 7880Y (Portion of Range Road 261A)**

Presented by Bonnie McInnis, Manager, Planning & Development Services.

**Motion 256/22**

**Moved by** N. Comeau

That Council support the resolution provided in Attachment 1 of item 6.6 of the June 28, 2022 Regular Council Meeting Agenda to facilitate the closure and consolidation of a portion of Road Plan 7880Y (portion of Range Road 261A).

**Carried Unanimously**

**6.7 Off-site Levy Exemption Request – Development Permit 305305-22-D0051, Lot 8, Block 1, Plan 1821502**

Presented by Bonnie McInnis, Manager, and Tyler McNab, Program Lead, Development & Safety Codes, Planning & Development Services.

**Motion 257/22**

**Moved by** K. Toms

That Council exempt off-site levies in the amount of \$29,571.20 for Development Permit 305305-22-D0051 on Lot 8, Block 1, Plan 1821502.

For (3): D. Derouin, K. Toms, and N. Comeau

Against (4): A. Hnatiw, M. McLennan, D. Stang, and J. Berry

**Defeated**

**Motion 258/22**

**Moved by** K. Toms

That Council postpone consideration of the request for an off-site levy exemption for Development Permit 305305-22-D0051 on Lot 8, Block 1, Plan 1821502, pending the result of a full review of the Sturgeon Valley Off-site Levy Bylaw and the Off-site Levy Policy, and apply no more than the current March 2022 off-site levy of \$29,571.20 attributable to the property if the review results in a general rate increase.

For (5): A. Hnatiw, D. Derouin, K. Toms, D. Stang, and J. Berry

Against (2): M. McLennan, and N. Comeau

**Carried**

**Motion 259/22**

**Moved by** K. Toms

That Council approve the amended Off-Site Levy Policy as presented.

**Carried Unanimously**

**Motion 260/22**

**Moved by** K. Toms

That Council suspend collection of levies for lands within the benefitting areas that are no longer within the Sturgeon Valley Core and Sturgeon Valley South Area Structure Plan boundaries, as identified within Attachment 4 of the June 28, 2022 Request for Decision, pending the result of a full review of the Sturgeon Valley Off-site Levy Bylaw and Off-site Levy Policy.

For (6): A. Hnatiw, D. Derouin, K. Toms, N. Comeau, D. Stang, and J. Berry

Against (1): M. McLennan

**Carried**

The meeting was recessed at 10:46 a.m.

The meeting was reconvened at 10:53 a.m. with all those members of Council previously listed in attendance.

**6.8 Villeneuve Landing Network Business Development and Jobs Creation Centre – Request for Funding Approval**

Presented by Scott MacDougall, Chief Operating Officer - COO.

**Motion 261/22**

**Moved by** N. Comeau

That Council approve \$131,090 from the General Operating Reserve for construction and furnishing, and \$36,500 annually for 2023-2027 from tax revenue for leasing costs of the Villeneuve Landing Network Business Development and Jobs Creation Centre at the Villeneuve Airport.

**Carried Unanimously**

**6.9 Villeneuve Landing Network – Founders Agreement and Partners Memorandum of Understanding**

Presented by Milad Asdaghi, Executive Advisor, Innovation & Strategic Initiatives.

**Motion 262/22**

**Moved by** N. Comeau

That Council authorize the Mayor to enter into the Villeneuve Landing Network Founders Agreement with Edmonton Regional Airports Authority.

**Carried Unanimously**

**Motion 263/22**

**Moved by** N. Comeau

That Council authorize the Mayor to enter into the Villeneuve Landing Network Partners Memorandum of Understanding with interested regional partners.

**Carried Unanimously**

**7. CLOSED SESSION**

**7.1 Closed Session - Financial Audit Services Auditor Appointment**

**Motion 264/22**

**Moved by** K. Toms

That Council move to a closed session at 11:08 a.m. pursuant to section 197(2) of the *Municipal Government Act* and in accordance with section 16 (disclosure harmful to business interests of a third party), section 24 (advice from officials), and section 25 (disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

**Carried Unanimously**

Presented by Sabrina Duquette, Manager, Corporate Finance & Treasury.

The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Reegan McCullough, County Commissioner - CAO; Scott MacDougall, Chief Operating Officer – COO; Jesse Sopko, General Manager, Corporate Services; Travis Peter, General Manager, Development & Strategic Services; Andrew Hayes, General Manager, Financial Services & Chief Financial Officer; Jackie Sargent, Manager, Corporate Communications; Madisyn Gabriel, Senior Program Lead, Financial Operations & Reporting; Charlene Cyr, Access & Privacy Officer; and Lisa Schovanek, Legislative Officer.

**Motion 265/22**

**Moved by** N. Comeau

That Council move out of the closed session at 11:25 a.m.

**Carried Unanimously**

**Motion 266/22**

**Moved by** N. Comeau

That Council appoint MNP LLP to conduct Sturgeon County's financial audit for the financial years 2022-2025.

**Carried Unanimously**

**Motion 267/22**

**Moved by** N. Comeau

That the Request for Decision and attachment of item 7.1 of the June 28, 2022 Council Meeting Agenda remain confidential in accordance with section 16 (disclosure harmful to business interests of a third party), section 24 (advice from officials), and section 25 (disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

**Carried Unanimously**

**7.2 Closed Session - Contractual Matter**

**Motion 268/22**

**Moved by** K. Toms

That Council move to a closed session at 11:27 a.m. pursuant to section 197(2) of the *Municipal Government Act* and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

**Carried Unanimously**

Presented by Gary Mayhew, Director, Transportation & Engineering Services.

The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Reegan McCullough, County Commissioner - CAO; Scott MacDougall, Chief Operating Officer – COO; Jesse Sopko, General Manager, Corporate Services; Travis Peter, General Manager, Development & Strategic Services; Andrew Hayes, General Manager, Financial Services & Chief Financial Officer; Bonnie McInnis, Manager, Planning & Development Services; Jackie Sargent, Manager, Corporate Communications; Max Adu-Safo, Program Supervisor, Transportation & Engineering Services; Martyn Bell, Program Lead, Current Planning; Jonathan Heemskerk, Planning & Subdivision Officer; Charlene Cyr, Access & Privacy Officer; and Lisa Schovanek, Legislative Officer.

**Motion 269/22**

**Moved by** N. Comeau

That Council move out of the closed session at 11:34 a.m.

**Carried Unanimously**

**Motion 270/22**

**Moved by** N. Comeau

That Council authorize the release of \$45,000 from the General Operating Reserve to fund rights-of-way correction on Range Road 261.

**Carried Unanimously**

**Motion 271/22**

**Moved by** N. Comeau

That the Request for Decision and attachments of item 7.2 of the June 28, 2022 Council Meeting Agenda remain confidential in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

**Carried Unanimously**

**7.3 Closed Session - Contractual Matter**

**Motion 272/22**

**Moved by** D. Stang

That Council move to a closed session at 11:36 a.m. pursuant to section 197(2) of the *Municipal Government Act* and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

**Carried Unanimously**

Presented by Scott MacDougall, Chief Operating Officer, and Gary Mayhew, Director, Transportation & Engineering Services.



The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Reegan McCullough, County Commissioner - CAO; Jesse Sopko, General Manager, Corporate Services; Travis Peter, General Manager, Development & Strategic Services; Andrew Hayes, General Manager, Financial Services & Chief Financial Officer; Sabrina Duquette, Manager, Corporate Finance & Treasury; Jackie Sargent, Manager, Corporate Communications; Max Adu-Safo, Program Supervisor, Transportation & Engineering Services; Charlene Cyr, Access & Privacy Officer; and Lisa Schovaneck, Legislative Officer.

**Motion 273/22**

**Moved by** K. Toms

That Council move out of the closed session at 12:08 p.m.

**Carried Unanimously**

**Motion 274/22**

**Moved by** K. Toms

That Council direct Administration to take action as provided in the confidential Request for Decision of item 7.3 of the June 28, 2022 Council Meeting Agenda.

**Carried Unanimously**

**Motion 275/22**

**Moved by** K. Toms

That the Request for Decision and attachments of item 7.3 of the June 28, 2022 Council Meeting Agenda remain confidential in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

**Carried Unanimously**

**7.4 Closed Session – Land Matter**

**Motion 276/22**

**Moved by** K. Toms

That Council move to a closed session at 12:09 p.m. pursuant to section 197(2) of the *Municipal Government Act* and in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

**Carried Unanimously**

Presented by Scott MacDougall, Chief Operating Officer - COO.

The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Reegan McCullough, County Commissioner - CAO; Jesse Sopko, General Manager, Corporate Services; Travis Peter, General Manager, Development & Strategic Services; Andrew Hayes, General Manager, Financial Services & Chief Financial Officer; Jackie Sargent, Manager, Corporate Communications; Charlene Cyr, Access & Privacy Officer; and Lisa Schovanek, Legislative Officer.

**Motion 277/22**

**Moved by** D. Stang

That Council move out of the closed session at 12:15 p.m.

**Carried Unanimously**

**Motion 278/22**

**Moved by** D. Stang

That Council direct Administration to take action as indicated in the confidential Request for Decision of item 7.4 of the June 28, 2022 Council Meeting Agenda.

For (6): A. Hnatiw, D. Derouin, K. Toms, M. McLennan, N. Comeau, and D. Stang

Against (1): J. Berry

**Carried**

**Motion 279/22**

**Moved by** D. Stang

That the Request for Decision of item 7.4 of the June 28, 2022 Council Meeting Agenda remain confidential in accordance with section 24 (advice from officials) and section 25 (disclosure harmful to economic or other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

**Carried Unanimously**

**8. MAYOR AND COUNCIL**

There were no Mayor and Council items.

**9. NOTICES OF MOTION**

There were no Notices of Motion.

**10. ADJOURNMENT**

**Motion 280/22**

**Moved by** N. Comeau

That Council adjourn the June 28, 2022 Regular Council Meeting at 12:17 p.m.

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Mayor

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County Commissioner (CAO)