

**AGENDA FOR THE REGULAR MEETING OF  
THE COUNCIL OF THE TOWN OF ONOWAY  
HELD ON THURSDAY, JUNE 4, 2020 IN THE COUNCIL CHAMBERS  
OF THE ONOWAY CIVIC OFFICE AT 2:00 P.M.**

**1. CALL TO ORDER**

**2. ADOPTION OF AGENDA**

- as is, or with additions or deletions

**Pg 1-4 3. ADOPTION OF MINUTES – May 21, 2020 Regular Council Meeting**

**4. APPOINTMENTS/PUBLIC HEARINGS**

- 2:15 p.m. – Mr. Brian Bourke re drainage and signage idea

**Pg 5-6 5. FINANCIAL REPORTS – May 31, 2020 Revenue and Expenses Report**

**6. POLICIES & BYLAWS – n/a**

**7. ACTION ITEMS**

- a) Coronavirus Preparation/Update – Standing item – Verbal update at meeting time  
(for discussion and direction of Council at meeting time)

b) FCSS Allocations for 2020 – Shelley Vaughan, FCSS Coordinator will be joining the meeting for this conversation. *(for discussion and direction of Council at meeting time)*

c)

d)

e)

## 8. COUNCIL, COMMITTEE & STAFF REPORTS

- a) Mayor's Report
- b) Deputy Mayor's Report
- c) Councillor's Reports (x 3)
- d) CAO Report
  - hazardous waste
  - murals
- e) Public Works Report

## 9. INFORMATION ITEMS

Pg 7-8 a) Alberta Municipal Affairs – May 19, 2020 letter from Honourable Kaycee Madu, Minister advising of the Municipal Sustainability Initiative (MSI) funding for 2020- Capital allocation is \$301,921.00 and Operating allocation is \$45,209.00

Pg 9-11 b) Community Futures Yellowhead East Regional Relief and Recovery Fund – May 25, 2020 email from Ellen Maccormac providing information about small business loan applications

Pg 12-15 c) CN -Rail – May 19, 2020 email from Sean Finn, Executive Vice President, advising of the appointment of Fiona Murray, first female Chair of the Board of Directors of the Railway Association of Canada

Pg 16 d) Alberta Municipal Affairs – June 1, 2020 letter from Paul Wynnyk, Deputy Minister advising that the Town has received an extension to complete gaps identified in the 2019 Municipal Accountability Program (MAP) report until May 31, 2021 to address: one minimum tax is established in the property tax bylaw; and ensuring that the operating budget is passed prior to January 1, 2021

e)

f)

g)

**10. CLOSED SESSION – n/a**

**11. ADJOURNMENT**

**12. UPCOMING EVENTS:**

- June 18, 2020 – Regular Council Meeting 9:30 a.m.
- July 2, 2020 – Regular Council Meeting 9:30 a.m.
- July 16, 2020 – Regular Council Meeting 9:30 a.m.
- August 6, 2020 – Regular Council Meeting 9:30 a.m.
- August 20, 2020 – Regular Council Meeting 9:30 a.m.
- September 23-25, 2020 – AUMA Convention Calgary

TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MAY 21, 2020  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

	<b>PRESENT</b>	Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson Councillor: Pat St. Hilaire Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Public Works Manager Debbie Giroux, Recording Secretary
	<b>ABSENT</b>	Councillor: Jeff Mickle
<b>1.</b>	<b>CALL TO ORDER</b>	Mayor Judy Tracy called the meeting to order at 9:30 a.m.
<b>2.</b>	<b>AGENDA</b> <b>Motion #141/20</b>	<b>MOVED</b> by Councillor Pat St. Hilaire that Council adopt the agenda of the regular Council meeting of Thursday, May 21, 2020 with the following additions:  7f) Flowers for Containers 10) Closed Session  <b>CARRIED</b>
<b>3.</b>	<b>MINUTES</b> <b>Motion #142/20</b>	<b>MOVED</b> by Councillor Lisa Johnson that the minutes of the Thursday, May 7, 2020 regular Council meeting be adopted as presented.  <b>CARRIED</b>
<b>4.</b>	<b>APPOINTMENTS/PUBLIC HEARINGS</b>	n/a
<b>5.</b>	<b>FINANCIAL REPORTS</b>	n/a
<b>6.</b>	<b>POLICIES &amp; BYLAWS</b> <b>Motion #143/20</b>	<b>MOVED</b> by Deputy Mayor Lynne Tonita that Bylaw 774-20, the Emergency Management Bylaw for the Town of Onoway (which amends existing Bylaw 768-10 to bring it into compliance with the Emergency Management Act Local Authority Emergency Management Regulation (LEMR)), be given first reading.  <b>CARRIED</b>
	<b>Motion #144/20</b>	<b>MOVED</b> by Councillor Lisa Johnson that Bylaw 774-20 be given second reading.  <b>CARRIED</b>
	<b>Motion #145/20</b>	<b>MOVED</b> by Councillor Pat St. Hilaire that Bylaw 774-20 be considered for third reading.  <b>CARRIED UNANIMOUSLY</b>



TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MAY 21, 2020  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

	<b>Motion #146/20</b>	<b>MOVED</b> by Deputy Mayor Lynne Tonita that Bylaw 774-20 be given third and final reading.  <b>CARRIED</b>
<b>7.</b>	<b>ACTION ITEMS</b> <b>Motion #147/20</b>	<b>MOVED</b> by Deputy Mayor Lynne Tonita that Council accept the discussion and updates on Covid-19 preparation for information, and that the Town continue to share information with Council and residents as necessary.  <b>CARRIED</b>
	<b>Motion #148/20</b>	<b>MOVED</b> by Deputy Mayor Lynne Tonita that the Town send a letter to Lac Ste. Anne County to respectfully decline their request to have County residents drop off hazardous waste in the bins at the Onoway Public Works office.  <b>CARRIED</b>  Council recessed from 9:55 a.m. to 10:00 a.m.
	<b>Motion #149/20</b>	<b>MOVED</b> by Deputy Mayor Lynne Tonita that Council be authorized to purchase flowers for the large outside containers around the Town and for Centennial Park.  <b>CARRIED</b>  Council recessed from 9:55 to 10:00 a.m.
<b>8.</b>	<b>COUNCIL, COMMITTEE &amp; STAFF REPORTS</b>	Jason Madge presented the Public Works report from 10:05 to 10:55 a.m. and then departed the meeting.
<b>7.</b>	<b>ACTION ITEMS</b> <b>Motion #150/20</b>	<b>MOVED</b> by Mayor Judy Tracy that the week of June 1-7, 2020 be declared Senior's Week in the Town of Onoway.  <b>CARRIED</b>
	<b>Motion #151/20</b>	<b>MOVED</b> by Councillor Lisa Johnson that Mayor Judy Tracy be authorized to participate in the 840 CFCW Radio Happy Camper summer promotion being held on Tuesday, May 26, 2020.  <b>CARRIED</b>
	<b>Motion #152/20</b>	<b>MOVED</b> by Councillor Pat St. Hilaire that, as per Section 72(1)(a) of the Municipal Government Act, the Town provide a letter of support for the purchase by Lac Ste. Anne County of the medical clinic building at 4927 Lac Ste. Anne Trail (Lot 3, Plan 8421249).  <b>CARRIED</b>

TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MAY 21, 2020  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

		Council recessed from 11:10 a.m. to 11:15 a.m.
8.	<b>COUNCIL, COMMITTEE &amp; STAFF REPORTS</b> Motion #153/20	<b>MOVED</b> by Deputy Mayor Lynne Tonita that the verbal Council reports and the written and verbal reports from the Chief Administrative Officer and Public Works Manager be accepted for information as presented.  <b>CARRIED</b>
9.	<b>INFORMATION ITEMS</b> Motion #154/20	<b>MOVED</b> by Councillor Pat St. Hilaire that Council accept the following items for information as presented:  a) Undated letter from Onoway Grad Parents Association – correspondence advising of the return of funding that the Town of Onoway provided to the Grad Parents Association for advertising costs for their cancelled June 26, 2020 graduation banquet  b) May 6, 2020 email from the Alberta Urban Municipalities Association (AUMA) – Barry Morishita, President advising of appointments to the Alberta Police Interim Advisory Board (note that one of the members is Deputy Mayor Angela Duncan, Alberta Beach)  c) AUMA/Alberta Municipal Services Corporation (AMSC) April 16, 2020 letter – various brochures attached for shielded insurance premiums, best doctors, HISA (high interest savings account program)  <b>CARRIED</b>
10.	<b>CLOSED SESSION</b> Motion #155/20	<b>MOVED</b> by Councillor Lisa Johnson that, pursuant to Section 197(2) of the Municipal Government Act and Section 17 of the Freedom of Information and Protection of Privacy Act (FOIP), Council move into a Closed Session at 12:10 p.m. to discuss the following item:  1. “Disclosure Harmful to Personal Privacy”  <b>CARRIED</b>  Council recessed from 12:10 p.m. to 12:15 p.m.

TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MAY 21, 2020  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

		<p>CLOSED SESSION:</p> <p>The following individuals were present for the Closed Session:          Mayor Judy Tracy          Deputy Mayor Lynne Tonita          Councillor Lisa Johnson          Councillor Pat St. Hilaire</p> <p>Chief Administrative Officer Wendy Wildman          Recording Secretary Debbie Giroux</p> <p><b>Motion #156/20</b> <b>MOVED</b> by Deputy Mayor Lynne Tonita that Council move out of Closed Session at 12:35 p.m.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Council recessed from 12:35 p.m. to 12:40 p.m.          The meeting reconvened at 12:40 p.m.</p>																					
<b>11.</b>	<b>ADJOURNMENT</b>	As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 12:40 p.m.																					
<b>12.</b>	<b>UPCOMING EVENTS</b>	<table> <tr> <td>June 4, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>June 18, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>July 2, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>July 16, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>August 6, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>August 20, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>September 23-25, 2020</td> <td>AUMA Convention</td> <td>Calgary</td> </tr> </table>	June 4, 2020	Regular Council Meeting	9:30 a.m.	June 18, 2020	Regular Council Meeting	9:30 a.m.	July 2, 2020	Regular Council Meeting	9:30 a.m.	July 16, 2020	Regular Council Meeting	9:30 a.m.	August 6, 2020	Regular Council Meeting	9:30 a.m.	August 20, 2020	Regular Council Meeting	9:30 a.m.	September 23-25, 2020	AUMA Convention	Calgary
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\_\_\_\_\_  
 Mayor Judy Tracy

\_\_\_\_\_  
 Debbie Giroux  
 Recording Secretary



# TOWN OF ONOWAY

For the Period Ending May 31, 2020

Description	2020 Actual	2020 Budget
TOTAL TAXATION REVENUE	(1,585,212.81)	(1,585,879.21)
TOTAL REQUISITIONS	88,684.12	343,102.21
<b>TAX REVENUE AVAILABLE FOR MUNI</b>	<b>(1,496,528.69)</b>	<b>(1,242,777.00)</b>
TOTAL GENERAL REVENUE	(52,359.08)	(104,700.00)
TOTAL LEGISLATIVE EXPENSE	44,243.40	118,931.00
<b>SURPLUS/DEFICIT LEGISLATIVE</b>	<b>44,243.40</b>	<b>118,931.00</b>
TOTAL ADMIN REVENUE	(9,037.60)	(189,059.00)
TOTAL ADMIN EXPENSE	369,677.53	715,040.00
<b>SURPLUS/DEFICIT ADMIN</b>	<b>360,639.93</b>	<b>525,981.00</b>
TOTAL FIRE REVENUE	(149,088.45)	(344,887.00)
TOTAL FIRE EXPENSE	136,720.41	370,119.00
<b>FIRE SURPLUS/DEFICIT</b>	<b>(12,368.04)</b>	<b>25,232.00</b>
TOTAL DISASTER SERVICES REV.	0.00	0.00
TOTAL DISASTER SERVICES EXPENS	14,819.67	28,600.00
<b>DISASTER SURPLUS/DEFICIT</b>	<b>14,819.67</b>	<b>28,600.00</b>
TOTAL AMBULANCE REVENUE	(2,400.00)	(2,400.00)
TOTAL AMBULANCE EXPENSE	0.00	0.00
<b>SURPLUS/DEFICIT AMBULANCE</b>	<b>(2,400.00)</b>	<b>(2,400.00)</b>
TOTAL BYLAW REVENUE	0.00	(2,500.00)
TOTAL BYLAW EXPENSE	0.00	1,000.00
<b>BYLAW SURPLUS/DEFICIT</b>	<b>0.00</b>	<b>(1,500.00)</b>
TOTAL POLICING REVENUE	(83,140.00)	(176,000.00)
TOTAL POLICIING EXPENSE	97,900.00	211,450.00
<b>POLICING SURPLUS/DEFICIT</b>	<b>14,760.00</b>	<b>35,450.00</b>
TOTAL PW REVENUE	0.00	0.00
TOTAL PW EXPENSE	80,154.64	189,599.00
<b>PW SURPLUS/DEFICIT</b>	<b>80,154.64</b>	<b>189,599.00</b>
TOTAL ROADS REVENUE	(14,302.42)	(115,776.00)
TOTAL ROAD EXPENSE	115,391.32	434,351.00



<b>ROADS SURPLUS/DEFICIT</b>	<b>101,088.90</b>	<b>318,575.00</b>
TOTAL STORM SEWER REVENUE	0.00	0.00
TOTAL STORM SEWER EXPENSE	2,617.50	0.00
<b>STORM SEWER SURPLUS/DEFICIT</b>	<b>2,617.50</b>	<b>0.00</b>
TOTAL WATER REVENUE	(183,050.63)	(566,500.00)
TOTAL WATER EXPENSE	167,946.18	517,803.00
<b>WATER SURPLUS/DEFICIT</b>	<b>(15,104.45)</b>	<b>(48,697.00)</b>
TOTAL SEWER REVENUE	(82,671.06)	(219,966.00)
TOTAL SEWER EXPENSE	77,047.91	197,002.00
<b>SEWER SURPLUS/DEFICIT</b>	<b>(5,623.15)</b>	<b>(22,964.00)</b>
TOTAL WASTE COLLECTION REV	(38,368.76)	(129,500.00)
TOTAL WASTE COLLECT EXP	27,516.03	113,124.00
<b>WASTE COLLECT SURPLUS/DEF</b>	<b>(10,852.73)</b>	<b>(16,376.00)</b>
TOTAL FCSS REVENUE	(93,948.00)	(114,312.00)
TOTAL FCSS EXPENSE	0.00	103,798.00
<b>FCSS SURPLUS/DEFICIT</b>	<b>(93,948.00)</b>	<b>(10,514.00)</b>
TOTAL PLAN REVENUE	(1,291.12)	(3,500.00)
TOTAL PLANNING EXPENSE	4,747.62	18,500.00
<b>PLANNING SURPLUS/DEFICIT</b>	<b>3,456.50</b>	<b>15,000.00</b>
TOTAL LAND REVENUE	0.00	0.00
TOTAL LAND EXPENSE	3,522.00	20,000.00
<b>LAND SURPLUS/DEFICIT</b>	<b>3,522.00</b>	<b>20,000.00</b>
TOTAL EDC REVENUE	(2,400.00)	(102,500.00)
TOTAL EDC EXPENSE	53,688.83	100,821.00
<b>EDC SURPLUS/DEFICIT</b>	<b>51,288.83</b>	<b>(1,679.00)</b>
TOTAL REC PROGRAM REVENUE	0.00	0.00
TOTAL REC PROGRAM EXPENSE	0.00	12,212.00
<b>REC PROGRAM SURPLUS/DEFICIT</b>	<b>0.00</b>	<b>12,212.00</b>
TOTAL PARKS REVENUE	(110.00)	(5,000.00)
TOTAL PARKS EXPENSE	41,127.84	135,676.00
<b>PARKS SURPLUS/DEFICIT</b>	<b>41,017.84</b>	<b>130,676.00</b>
TOTAL CULTURE EXPENSE	2,638.99	18,925.00
<b>CULTURE SURPLUS/DEFICIT</b>	<b>2,638.99</b>	<b>18,925.00</b>
TOTAL MISC EXPENSE	35.00	12,426.00
<b>MISC SURPLUS/DEFICIT</b>	<b>35.00</b>	<b>12,426.00</b>
<b>TOTAL SURPLUS/DEFICIT</b>	<b>(968,900.94)</b>	<b>0.00</b>

\*\*\* End of Report \*\*\*

(6)



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Edmonton-South West*

AR100068

May 19, 2020

Her Worship Judith Tracy  
Mayor  
Town of Onoway  
PO Box 540  
Onoway AB T0E 1V0

Dear Mayor Tracy,

Over the past few months, our government has taken strong measures to protect Albertans and to support our communities through these extraordinarily difficult times. This includes passing Budget 2020, which builds on our government's commitment to support Alberta municipalities and Metis Settlements. It also includes numerous other measures to support Albertans and respond to the impacts of the COVID-19 pandemic.

As part of the commitment to our local government partners, I am pleased to confirm that \$993 million will be allocated to local governments in 2020 under the Municipal Sustainability Initiative (MSI).

For the Town of Onoway:

- The **2020 MSI capital allocation is \$301,921**. This includes \$240,181 in MSI capital funding and \$61,740 in Basic Municipal Transportation Grant funding.
- The **2020 MSI operating allocation \$45,209**. This includes \$23,964 in Sustainable Investment funding.

In light of the current public health and economic crisis, communities are facing unprecedented financial pressures and our government understands this. To help you in addressing these pressures, we are allowing local governments to use MSI operating for any local government expenditure in the 2020 program year and expediting payment of 2020 MSI operating allocations to qualifying local governments.

.../2

We are also making an administrative change to the MSI Capital program to ensure you will receive your payment when you truly need it. Capital funding will be available for those projects that are ready to proceed, which will support economic activity and increase employment across Alberta. You will have received information on these changes recently via email.

To help municipalities and Metis Settlements with capital planning, we have updated the 2021 MSI allocation estimates. Like the estimates provided in November 2019, these amounts are based on the 2021 MSI funding target of \$927.2 million; however, they incorporate more current formula data. In 2022 and beyond, grant funding amounts will be determined by the *Local Government Fiscal Framework Act*.

Links to the 2020 MSI funding amounts for all municipalities and Metis Settlements, the 2021 MSI capital allocation estimates, and the program guidelines are available on the program website. Funding amounts under the federal Gas Tax Fund (GTF) will be confirmed after Infrastructure Canada confirms the total GTF funding amount allocated to the Province in 2020.

I am proud of the work you and your staff are doing to protect our communities in these challenging times, and Municipal Affairs will continue working with you to ensure Alberta's recovery.

Yours very truly,



Kaycee Madu, QC  
Minister

cc: Wendy Wildman, Chief Administrative Officer, Town of Onoway

**From:** Ellen Maccormac <emaccormac@albertacf.com>  
**Sent:** May 25, 2020 11:40 AM  
**To:** Michelle Jones  
**Subject:** RRRF Loan Application Portal  
**Attachments:** RRRF 05.14.20.jpg

Good day,

Today Community Futures Yellowhead East (CFYE) is pleased to provide the online loan application portal for the newly announced **Regional Relief & Recovery Fund (RRRF)**.

\*\*\*\*

### **Community Futures Boosts Financial Relief for Local Businesses**

Small businesses in Community Futures Yellowhead East service region impacted by COVID-19 pandemic can now access additional financial relief and recovery support. Community Futures Yellowhead East (CFYE) will begin offering tailored small business loans as part of the Government of Canada's Regional Relief and Recovery Fund (RRRF). These partially forgivable loans ensure that rural businesses, that do not qualify for other federal business support programs, receive help and support as a result of this crisis.

"As the impacts of COVID-19 continue to mount, more and more local businesses are falling through the cracks," said Michelle Jones, Executive Director of Community Futures Yellowhead East. "These urgent calls for support have reached across the province and our Western network, and we are pleased that the voices of local businesses have been heard."

The funding is part of an announced \$95.7 million for the Community Futures Pan West Network, for rural and remote businesses in Western Canada that do not qualify for other federal business support programs such as the Canada Emergency Business Account (CEBA) or Business Credit Availability Program (BCAP).

Small- and medium-sized businesses can apply for loans of up to \$40,000 with terms that include:

- No interest accrual or principal payments through December 31, 2022.
- If 75% of the loan is repaid by December 31, 2022, the remainder of the loan is forgiven.
- Blended principal and interest payments beginning January 1, 2023 and loans must be repaid by December 31, 2025.
- No prepayment penalties.

\*\*\*\*

This highly secure website will offer a step-by-step online application process.

After an initial sign up and email verification, your account will be activated.

From the applications page, you'll select the RRRF button, and proceed to the forms. There will be a navigation column on the left hand side, where you will view the stages of the application process. You will be

able to access all of these pages throughout the process, should you need to go back for editing. Information such as Business Project, Business Ownership, Business Structure, Business Registrations, and Primary Contact will be requested.

You will state your Funding Request. The Regional Relief & Recovery Fund allows up to \$40,000 loan application. You will be asked to break-down your request by expense category, and dollars allotted.

Be prepared to attach business documents such as a photo ID, bank statements, void cheque, cashflow statement, aged accounts receivable, aged accounts payable.

**Proceed to the Regional Relief & Recovery Fund (RRRF) application website here:**

<http://yellowheadeast.albertacf.com/rrrf-yellowhead-east>

Scroll down the page and **click Apply Now to begin the process.**

You will receive email notifications regarding the status of your submission, whether it be Under Review, Assigned to Staff Member, Approved or Declined.

Thank you in advance,

**Ellen**

**Community Economic Development (CED) Coordinator**

Community Futures Yellowhead East

[www.yellowheadeast.albertacf.com](http://www.yellowheadeast.albertacf.com)

~~W 780.706.3500~~ C 780.779.8722

# Small Business Personal Relief & Recovery Fund (RRRF)

Has your small business been ineligible for other federal government relief funds?  
RRRF loans of up to \$40,000 may be a fit for you

No interest accrual or principal payments through DEC 31, 2022

Low 4% interest rate

If 75% of loan is repaid by DEC 31, 2022, the remainder of the loan is forgiven

Blended principal and interest payments beginning JAN 1, 2023.

Loans must be repaid by DEC 31, 2025

No prepayment penalties

*CFYE has other options for loans over \$40,000. Businesses are asked to inquire further.*



## FOR MORE INFO

**T** 780 706 3500

**W** [yellowheadeast.albertacf.com/latest-news](http://yellowheadeast.albertacf.com/latest-news)

**E** [mjones@albertacf.com](mailto:mjones@albertacf.com)



## Debbie Giroux

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**From:** Wendy Wildman <cao@onoway.ca>  
**Sent:** May 19, 2020 3:44 PM  
**To:** 'Debbie Giroux'  
**Subject:** FW: Congratulations to CN's Fiona Murray, the First Female Chair of the Board of Directors of the Railway Association of Canada  
**Attachments:** RAC Appoints Fiona Murray.pdf  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Info for next agenda

**Wendy Wildman**  
CAO  
Town of Onoway  
Box 540  
Onoway, AB. T0E 1V0  
780-967-5338 Fax: 780-967-3226  
cao@onoway.ca

**NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO: [cao@onoway.ca](mailto:cao@onoway.ca)**

This email is intended only for the use of the party to which it is addressed and for the intended purpose. This email contains information that is privileged, confidential, and/or protected by law and is to be held in the strictest confidence. If you are not the intended recipient you are hereby notified that any dissemination, copying, or distribution of this email or its contents is strictly prohibited. If you have received this message in error, please notify us immediately by replying to the message and deleting it from your computer.

**From:** Sean Finn <sean.finn@cn.ca>  
**Sent:** May 19, 2020 11:40 AM  
**To:** Wendy Wildman <cao@onoway.ca>  
**Subject:** Congratulations to CN's Fiona Murray, the First Female Chair of the Board of Directors of the Railway Association of Canada

Dear Wendy:

I hope this email finds you and your loved ones safe and healthy during these challenging times.

We are very pleased and proud to inform you that Fiona Murray, CN's Vice-President of Public and Government Affairs, was appointed as the new Chairperson of the Board of Directors of the Railway Association of Canada (RAC), the very first female to hold the position in the RAC's 103-year history.

Fiona is most deserving of this role. Not only is she an extremely talented communicator, she is a strong and influential leader with a renowned efficient approach to challenges and a proven ability to rally people for the advancement of common causes. There is no doubt that she will put those valuable assets to good use, together with her leadership, vision and keen understanding of the business, not only for the benefit of the RAC, its Board of Directors and for that of the entire railway industry in Canada.

Please join me in congratulating Fiona and in wishing all the best for her tenure as the Chairperson of the RAC. Thanks to her, CN will have contributed in shattering another glass ceiling.

I invite you to read the attached Press Release.

Sincerely,

Sean



**Sean Finn**

VP exécutif, Services corporatifs et chef de la direction des Affaires juridiques  
Executive VP Corporate Services and Chief Legal Officer  
T: 514-399-8100





Celebrating 100 years

**NEWS RELEASE**

**Railway Association of Canada Appoints CN's Fiona Murray as Board Chair**

***Historical nomination of the first female chair of 103-year old organization***

**Montreal, May 14, 2020** – CN (TSX: CNR) (NYSE: CNI) is pleased to announce that the Board of Directors of the Railway Association of Canada (RAC) elected CN's Fiona Murray, vice-president of Public and Government Affairs at CN, as Chairperson. She is the first female Board Chair in the RAC's 103-year history.

"Fiona is a very effective and strong leader as well as an extremely capable railroader" said JJ Ruest, president and chief executive officer of CN. "I've worked directly with Fiona for over 20 years and her dedication and commitment to anything she gets involved with has been an incredible asset for CN and will be most beneficial to the RAC. She is the right person to help lead the Board of the RAC and the organization to the next level of performance and advocacy for our entire industry. We are all very proud to have Fiona as a colleague and that CN helped produce such a talented leader and railroader for this historic nomination."

Ms. Murray joined CN in 1992, initially working in Public Affairs before moving to positions of increasing responsibility. Having held positions across many different departments at CN she possesses a thorough understanding of railroading and will be a great asset to the Association.

"As a career railroader, I'm honoured and grateful for this opportunity to serve the industry," said Fiona Murray. "Over the last 28 years, I have seen railroads evolve to be more diverse workplaces and I'm proud that my nomination is a testament to that evolution. I will focus my energies on ensuring that exemplary governance continues at the board level of the RAC to support the organization in its effective communications and advocacy across the country. The RAC will continue to occupy center stage in promoting safe and effective regulations as well as the sustainable benefits of using rail transportation for both freight and passengers."

The railway industry continues to attract more and more women to its ranks, and the increasing diversity at the Board level and in the various committees reflects this. "The RAC Board is now comprised of 30% of women, says Marc Brazeau, President and CEO of the RAC, when two short years ago, it was exclusively comprised of men. This represents a major and important milestone in Canada's railway industry."

**About CN:**

CN is a true backbone of the economy, transporting more than C\$250 billion worth of goods annually for a wide range of business sectors, ranging from resource products to manufactured products to consumer goods, across a rail network of approximately 20,000 route miles spanning Canada and mid-America. CN – Canadian National Railway Company, along with its operating railway subsidiaries – serves the cities and ports of Vancouver and Prince Rupert, B.C., Montreal, Halifax, New Orleans, and Mobile, Ala., and the metropolitan areas of Toronto, Edmonton, Winnipeg, Calgary, Chicago, Memphis, Detroit, Duluth, Minn./Superior, Wis., and Jackson, Miss., with connections to all points in North America. For more information about CN, visit the Company's website at [www.cn.ca](http://www.cn.ca).

**About the Railway Association of Canada:**

The Railway Association of Canada (RAC) represents close to 60 freight and passenger railway companies that move close to 88 million passengers and more than \$328 billion worth of goods in Canada each year. The RAC advocates on behalf of its members and associate members to ensure that the rail sector remains globally competitive, sustainable and, most importantly, safe.

**RAC Board of Directors, May 13, 2020:**

Ms. Fiona Murray, CN – Chair  
Mr. Robert Taylor, CP – Vice-Chair  
Ms. Corina Moore, Ontario Northland Transportation Commission  
Ms. Cynthia Garneau, VIA Rail  
Mr. Gerald Linden, SRY Rail Link  
Mr. Gord Peters, Cando Rail Services Ltd.  
Mr. Jeff Ellis, CP  
Mr. Louis Gravel, SFP, Pointe-Noire  
Mr. Phil Verster, Metrolinx  
Mr. Sean Finn, CN

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June 1, 2020

Ms. Wendy Wildman  
Chief Administrative Officer  
Town of Onoway  
Box 540  
Onoway AB T0E 1V0

Dear Ms. Wildman:

Thank you for your letter of May 20, 2020, regarding the completion of all non-compliant items identified in the 2019 Municipal Accountability Program (MAP) report for the Town of Onoway.

I commend the town for the actions it has taken to alleviate some of the financial pressures that Albertans are facing during this unprecedented public health emergency.

On April 16, 2020, the timeline for the town to address the legislative gaps identified in the 2019 MAP review was extended to October 1, 2020. Given the uncertainty of the public health emergency, I am pleased to grant a further extension to May 31, 2021, to allow the town to complete the remaining legislative gaps, including: ensuring only one minimum tax is established in the property tax bylaw; and ensuring the operating budget is passed prior to January 1.

I look forward to receiving an update by May 31, 2021, with confirmation that the outstanding items have been completed.

For further information, please contact Desiree Kuori, Municipal Accountability Advisor, toll-free at 310-0000, then 780-644-8528.

Sincerely,



*per*  
Paul Wynnyk  
Deputy Minister

cc: Desiree Kuori  
Municipal Accountability Advisor, Municipal Affairs