

TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, NOVEMBER 25<sup>TH</sup>, 2021  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM  
COMMENCING AT 1:15 P.M.

THE MEETING WAS SCHEDULED FOR 9:30 A.M. BUT DUE TO FREEZING RAIN,  
 DID NOT COMMENCE UNTIL 1:20 P.M.

	<b>PRESENT</b>	Mayor: Lenard Kwasny Deputy Mayor: Lisa Johnson Councillor: Bridgitte Coninx Councillor: Robin Murray Councillor: Robert Winterford  Administration: Wendy Wildman, Chief Administrative Officer Debbie Giroux, Recording Secretary  Absent: Jason Madge, Assistant Chief Administrative Officer/Public Works Manager  3 members of the public were in-person attendance and 3 members of the public joined the meeting via Zoom.
1.	<b>CALL TO ORDER</b>	Mayor Lenard Kwasny called the meeting to order at 1:20 p.m. and advised that the meeting will be recorded.
2.	<b>AGENDA Motion #471/21</b>	<b>MOVED</b> by Councillor Robin Murray that Council adopt the agenda of the regular Council meeting of Thursday, November 25th, 2021, with the following additions:  7j) Municipal contracts; meeting Town staff; Policies and Procedures Manual and Bylaws  <p style="text-align:right"><b>CARRIED</b></p>
3.	<b>MINUTES Motion #472/21</b>	<b>MOVED</b> by Robert Winterford that the minutes of the November 10 <sup>th</sup> , 2021 Regular Council meeting be adopted with a correction to Motion #458/21 as follows: Substitute the word "reconciliation" for "requisition".  <p style="text-align:right"><b>CARRIED</b></p>
4.	<b>APPOINTMENTS/PUBLIC HEARINGS</b>	At 1:25 p.m., Community Peace Officer (CPO) Dallas Choma attended the meeting to discuss Traffic Bylaw 747-18 being a bylaw to regulate vehicle, animal and pedestrian traffic within the Town of Onoway. Complaints have been received with respect to school buses and large trucks parking in residential areas and also along Lac Ste. Anne Trail South.

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	<p><b>Motion #473/21</b></p>	<p><b>MOVED</b> by Councillor Bridgitte Coninx that CPO Choma bring forth recommendations for revisions to Traffic Bylaw 747-18 for Council to consider at a future Council meeting.</p> <p style="text-align:right"><b>CARRIED</b></p> <p>Mayor Lenard Kwasny asked Council, and Council agreed, to revise the agenda to discuss item 7h) Animal Control Bylaw 782-21 regarding cats while CPO Choma was present.</p> <p>Council moved to Action items at 1:45 p.m.</p>
7.	<p><b>ACTION ITEMS</b> <b>Motion #474/21</b></p>	<p><b>MOVED</b> by Councillor Bridgitte Coninx that the CPOs use their discretion to educate Town residents and business owners with respect to the Animal Control bylaw and specifically cats, in hopes of achieving a cooperative strategy and resolution going forward, and that information be shared with the community on this matter through the various media platforms (Onowaves, website, FaceBook).</p> <p style="text-align:right"><b>CARRIED</b></p> <p>CPO Choma left the meeting at 2:10 p.m. Council returned to Appointments/Public Hearings on the agenda.</p>
4.	<p><b>APPOINTMENTS/PUBLIC HEARINGS</b></p> <p><b>Motion #475/21</b></p>	<p>Denise Ertman, owner of The Water Lilly Boutique, attended the meeting at 2:10 p.m. to introduce herself to Council and to discuss parking concerns on Lac Ste. Anne Trail South.</p> <p><b>MOVED</b> by Councillor Bridgitte Coninx that Council accept the discussion with Ms. Ertman for information; that Administration proceed to arrange a meeting with the Onoway business community to discuss matters of interest, including parking in the downtown area; and Onowaves to be broadened to feature local businesses every month.</p> <p style="text-align:right"><b>CARRIED</b></p> <p>Ms. Ertman left the meeting at 2:30 p.m.</p>
5.	<p><b>FINANCIAL REPORTS</b> <b>Motion #476/21</b></p>	<p><b>MOVED</b> by Mayor Lenard Kwasny that the following financial reports:</p> <ul style="list-style-type: none"> <li>-year to date operating and capital budgets (with % variance)</li> <li>-balance sheet</li> <li>-accounts payable list</li> </ul> <p>be deferred to the December 2 Council meeting allowing Council additional time to review same.</p> <p style="text-align:right"><b>CARRIED</b></p>

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<b>6.</b>	<b>POLICIES &amp; BYLAWS</b> <b>Motion #477/21</b>	<p><b>MOVED</b> by Councillor Bridgitte Coninx that the previously resolved proposed amendment to Bylaw 792-21, Council and Council Committee Procedural Bylaw, not be incorporated into this bylaw at this time: so the latest revision includes:</p> <ol style="list-style-type: none"> <li>1) remove the requirement for written Council and Administration reports to be included by 9:00 a.m. on the Monday of the week of the Council meeting;</li> <li>2) change the deadline for submissions to be provided for inclusion on the agenda be moved up to noon (12:00 p.m.) on the Monday of the week prior to the meeting (agenda and order of business clause 1)</li> <li>3) change the deadline for agenda packages to be completed and forwarded to Council to 4:30 p.m. the Friday of the week prior to the meeting (agenda and order of business clause 2) and</li> <li>4) that the bylaw be revisited by Council at a future Council meeting.</li> </ol> <p style="text-align: right;"><b>CARRIED</b></p>
<b>7.</b>	<b>ACTION ITEMS</b>  <b>Motion #478/21</b>          <b>Motion #479/21</b>	<p>Council recessed from 3:00 p.m. until 3:05 p.m.</p> <p><b>MOVED</b> by Councillor Robin Murray that the Town of Onoway proceed with the preparation of a COVID-19 vaccination policy, with policy considerations being: applies to staff and council only to provide proof of vaccination or a negative test and not include exemption letters; all Council and staff to follow mandates of Alberta Health Services (AHS); Council to revisit this policy when AHS restrictions are lifted; and that legal counsel Michelle Gallagher be engaged to draft this policy.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Deputy Mayor Lisa Johnson that the proposed revisions to the Community Hall lease agreement be accepted as presented, and that this new draft agreement be forwarded to the Onoway Facility Enhancement Association for their consideration.</p> <p style="text-align: right;"><b>CARRIED</b></p>

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	<b>Motion #480/21</b>	<p><b>MOVED</b> by Councillor Robin Murray that the Town of Onoway provide a donation of an item valued at \$200.00 to EQUS for their online silent auction supporting their adopt-a-family program for communities, with some funds raised going back to the Lac Ste. Anne East Food Bank and the Onoway Santa's helpers.</p> <p style="text-align:right"><b>CARRIED</b></p>
	<b>Motion #481/21</b>	<p><b>MOVED</b> by Mayor Lenard Kwasny that the Town of Onoway advertise for community members interested in sitting on the Town's Centennial Celebration Committee, advertising to take place one time in both The Bulletin and the Community Voice before Christmas and one time after Christmas, along with the Town's media platforms (Onowaves, website and FaceBook), with a deadline to submit expressions of interest being January 13, 2022.</p> <p style="text-align:right"><b>CARRIED</b></p>
	<b>Motion #482/21</b>	<p><b>MOVED</b> by Mayor Lenard Kwasny that the agreement with Capital Region Assessment Services Commission (CRASC) for the provision of Assessment Review Board Services for the period 2022 to 2024 be approved and execution authorized.</p> <p style="text-align:right"><b>CARRIED</b></p>
	<b>Motion #483/21</b>	<p><b>MOVED</b> by Mayor Lenard Kwasny that Council and Administration be authorized to attend a virtual session with the Government of Alberta regarding the Alberta Provincial Police Service Transition Study that are being held on the dates of March 14, 15, 16, 17 and 18, 2022.</p> <p style="text-align:right"><b>CARRIED</b></p>
	<b>Motion #484/21</b>	<p><b>MOVED</b> by Mayor Lenard Kwasny that the discussion on remaining 2021 Family and Community Support Services (FCSS) funding for the Town of Onoway be accepted for information and that administration bring this item back to the next Council meeting for decision-making.</p> <p style="text-align:right"><b>CARRIED</b></p>
	<b>Motion #485/21</b>	<p><b>MOVED</b> by Councillor Robin Murray that the Town of Onoway utilize its social media and website platforms to assist with advertising for the Yellowhead East Local/Regional Youth Digital Service Squad Team.</p> <p style="text-align:right"><b>CARRIED</b></p>

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	<b>Motion #486/21</b>	<b>MOVED</b> by Councillor Robin Murray that Council accept Mayor Len Kwasny's additions to the agenda (item 7j) being: Municipal contracts; meeting Town staff; Policies and Procedures Manual and Bylaws, for information.  <p style="text-align:right"><b>CARRIED</b></p>
<b>8.</b>	<b>COUNCIL, COMMITTEE &amp; STAFF REPORTS</b> <b>Motion #487/21</b>	<b>MOVED</b> by Councillor Robin Murray that the verbal and written Council and Committee Reports, along with the verbal and written Staff Reports, be accepted for information.  <p style="text-align:right"><b>CARRIED</b></p>
<b>9.</b>	<b>INFORMATION ITEMS</b> <b>Motion #488/21</b>	<b>MOVED</b> by Mayor Lenard Kwasny that the following items be accepted for information: <ul style="list-style-type: none"> <li>a) Tamarack Health Advisory Council Chair Donna Kristiansen – November 16, 2021 email recruiting volunteer members</li> <li>b) Statistics Canada – November 18, 2021 email advising of the dissemination plan for the 2021 Census</li> <li>c) November 4, 2021 congratulations letter from Richard W. Smith, Archbishop of Edmonton to Mayor Kwasny regarding his election</li> <li>d) November 9, 2021 congratulatory letter to Mayor Kwasny from Premier Kenny</li> <li>e) November 10, 2021 congratulatory letter to Mayor Kwasny from Minister McIver</li> <li>f) November 19, 2021 email from Tech Masters Inc. advising of price increases for their services</li> <li>g) November 19, 2021 email from Alberta Counsel "At A Glance"</li> </ul> <p style="text-align:right"><b>CARRIED</b></p>
<b>10.</b>	<b>CLOSED SESSION</b>	n/a

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<b>11.</b>	<b>ADJOURNMENT</b>	As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the regular council meeting adjourned at 4:55 p.m.		
<b>12.</b>	<b>UPCOMING EVENTS</b>	December 2, 2021	Regular Council Meeting	9:30 a.m.
		December 16, 2021	Regular Council Meeting	9:30 a.m.
		January 20, 2022	Regular Council Meeting	9:30 a.m.
		January 27, 2022	Strategic Planning Workshop	9:30 a.m.

Signed by Mayor Lenard Kwasny

Signed by Debbie Giroux  
Recording Secretary