



TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES

March 27, 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 – Via Zoom
Councillor Robin Murray
Councillor Sheila Pockett

Administration: Jennifer Thompson, Chief Administrative Officer
Gino Damo, Director of Corporate and Community Services
Debbie Giroux, Recording Secretary
2 members of the public attended the meeting via Zoom.

1. CALL TO ORDER

Mayor Lenard Kwasny called the meeting to order at 9:33 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 # 086-25

MOVED by: Councillor Sheila Pockett

THAT the March 27, 2025 Regular Council Meeting agenda be approved with the following amendments(s) (as noted at meeting time):

12. Closed Meeting - Add FOIP Section 18 - Disclosure harmful to individual or public safety - requested by CAO Thompson

10. Committee of the Whole – Add Heritage Days Parade Float - requested by Mayor Kwasny

CARRIED UNANIMOUSLY

3. PUBLIC INPUT SESSION

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

Motion # 087-25

MOVED by: Councillor Robin Murray

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

CARRIED UNANIMOUSLY

- a. March 13, 2025 Regular Council Meeting Minutes
- b. 11. Information Items
 - a. Education Property Tax Requisitions - March 14, 2025 letter from Minister McIver
 - b. Alberta Policing Legislation Information Sessions - Summary of Questions - March 17, 2025 email from Alberta Police Governance GOA
 - c. Towns West Zone Meeting - April 2, 2025 - March 18, 2025 email from Krista Gardner, Calmar, AB Municipalities Director

5. PUBLIC HEARINGS

6. APPOINTMENTS/PRESENTATIONS/DELEGATIONS – n/a

7. FINANCIAL REPORTS – n/a

8. POLICIES & BYLAWS

- a. Bylaw 827-25 Classification of Assessment and Establishment of Assessment Sub-Classes

Motion # 088-25

MOVED by: Deputy Mayor Lisa Johnson

THAT Bylaw # 827-25 the Assessment Classification and Sub-Classes Bylaw be given First reading.

CARRIED UNANIMOUSLY

Motion # 089-25

MOVED by: Councillor Sheila Pockett

THAT Bylaw # 827-25 the Assessment Classification and Sub-Classes Bylaw be given Second reading.

CARRIED UNANIMOUSLY

Motion # 090-25

MOVED by: Councillor Robin Murray

THAT Bylaw # 827-25 the Assessment Classification and Sub-Classes Bylaw be considered for third reading at this meeting.

CARRIED UNANIMOUSLY

Motion # 091-25

MOVED by: Deputy Mayor Lisa Johnson

THAT Bylaw # 827-25 the Assessment Classification and Sub-Classes Bylaw be given third and final reading and be adopted.

CARRIED UNANIMOUSLY

9. ACTION ITEMS

- a. Town of Onoway Library Manager's Report to Government of Alberta

Motion # 092-25

MOVED by: Councillor Robin Murray

THAT Council acknowledge and accept for information the Library Manager's Annual Report 2024.

CARRIED UNANIMOUSLY

- b. Town of Onoway Library Board Appointment of New Member

Motion # 093-25

MOVED by: Councillor Robin Murray

THAT the Town of Onoway appoint Lorinda McCool as a member at large to the Town of Onoway Library Board for a 3 year term (from April 1, 2025 to March 30, 2028).

CARRIED UNANIMOUSLY

- c. Northwest of 16 Regional Tourism Association - Recommendation from Committee of the Whole Meeting on March 13, 2025

Motion # 094-25

MOVED by: Deputy Mayor Lisa Johnson

THAT Council accept the recommendation from the Committee of the Whole and 1) approve a one-year municipal membership with the Northwest of 16 Regional Tourism Association at a cost of \$500.00; 2) Collaborative Promotion and Resource Allocation – sharing marketing materials on our digital assets, brochures or other promotional materials; and 3) Economic Development Support – backing their tourism efforts as a key driver of local growth.

CARRIED UNANIMOUSLY

- d. Circular Materials Agreement

Motion # 095-25

MOVED by: Councillor Robin Murray

THAT Council approves the signing of the Circular Materials Master Services Agreement and Schedule A - Statement of Work for Community Curbside Collection.

CARRIED UNANIMOUSLY

- e. Economic Development and Tourism Committee

Motion # 096-25

MOVED by: Councillor Sheila Pockett

THAT Hazel Bourke be appointed to serve on the Economic Development and Tourism Committee of the Town of Onoway for a one year term, ending March 31, 2026.

CARRIED UNANIMOUSLY

Motion # 097-25

MOVED by: Councillor Robin Murray

THAT the Economic Development & Tourism Committee recommendation regarding the Business Networking Breakfast be approved to:

- expand to regional participation
- guest speakers, early morning – mid week
- valid Onoway business license or \$10 charge to attend

CARRIED UNANIMOUSLY

Motion # 098-25

MOVED by: Deputy Mayor Lisa Johnson

THAT Council approve the minutes from the March 12, 2025 Economic Development & Tourism Committee meeting as presented.

CARRIED UNANIMOUSLY

- f. 2024 Assessment Summary

Motion # 099-25

MOVED by: Councillor Sheila Pockett

THAT Council accept the 2024 & 2023 Assessment Summary comparison for information.

CARRIED UNANIMOUSLY

- g. Council Volunteer Opportunity

Motion # 100-25

MOVED by: Councillor Sheila Pockett

THAT Council volunteer time, if available, for the Onoway Farmer's Market Mother's Day Spring Fling Market and pancake breakfast held on May 10th, 2025.

CARRIED UNANIMOUSLY

10. COUNCIL, COMMITTEE & STAFF REPORTS

Motion # 101-25

MOVED by: Councillor Sheila Pockett

THAT the Council and staff reports be accepted as presented.

CARRIED UNANIMOUSLY

- a. Committee of the Whole
1. Financial Reporting Process
Discussed
 2. Heritage Days Parade Float
Discussed

11. INFORMATION ITEMS

Approved under the Consent Agenda Motion 087-25

- a. Education Property Tax Requisitions - March 14, 2025 letter from Minister McIver
- b. Alberta Policing Legislation Information Sessions - Summary of Questions - March 17, 2025 email from Alberta Police Governance GOA
- c. Towns West Zone Meeting - April 2, 2025 - March 18, 2025 email from Krista Gardner, Calmar, AB Municipalities Director

12. CLOSED MEETING

Motion # 102-25

MOVED by: Deputy Mayor Lisa Johnson

THAT Council move into Closed Meeting at 10:20 a.m. pursuant to Section 197(2) of the Municipal Government Act and Section 16 FOIP: Disclosure harmful to business interests of a third party-Contracts and Section 18 FOIP - Disclosure harmful to individual or public safety.

Councillor Coninx left Zoom at 10:22 a.m. and did not return to the meeting.

The following individuals were present for the Closed Meeting:

Mayor Lenard Kwasny
Deputy Mayor Lisa Johnson
Councillor Robin Murray
Councillor Sheila Pockett
CAO Jennifer Thompson
Director of Corporate and Community Services Gino Damo
Dallas Choma, Chief Enforcement Officer, Lac Ste. Anne County (for Section 18 only)

CARRIED UNANIMOUSLY

Motion # 103-25

MOVED by: Deputy Mayor Lisa Johnson

THAT Council move out of Closed Meeting at 12:00 p.m.

CARRIED

Council recessed from 12:00 p.m. until 12:09 p.m.

Motion # 104-25

MOVED by: Councillor Sheila Pockett

THAT Lac Ste. Anne County Peace Officers proceed on the Enforcement Order as discussed in Closed meeting.

CARRIED

Motion # 105-25

MOVED by: Deputy Mayor Lisa Johnson

THAT Council authorize the Chief Administrative Officer to enter into an agreement with Northern Gateway School Division pursuant to the Local Authorities Election Act revised, S.A. 2000, L-21, to hold a joint election within the physical boundaries of the Town of Onoway.

CARRIED

13. ADJOURNMENT

As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the Regular Council Meeting adjourned at 12:11 p.m.

Signed by Lenard Kwasny
Mayor

Signed by Jennifer Thompson
Chief Administrative Officer