



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

September 11, 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

3 members of the public attended the meeting in person.  
3 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 9:30 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 # 215-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT the September 11, 2025 Regular Council Meeting agenda be approved as presented.

**CARRIED UNANIMOUSLY**

**3. PUBLIC INPUT SESSION**

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

**Motion # 216-25**

MOVED by: Councillor Robin Murray

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

**CARRIED UNANIMOUSLY**

- a. Regular Council Meeting August 14, 2025 Minutes
- b. Special Council Meeting August 21, 2025 Minutes
- c. 11. Information Items
  - a. Onoway and District Agricultural Society - August 15, 2025 letter regarding Town Council representative
  - b. Alberta Municipal Affairs - Bill 20/50 Resources LAEA Amendments - Nominations and Forms Factsheets - July 22, 2025 letter
  - c. CCBF Allocation for 2025-26 - August 8, 2025 letter from Minister Dan Williams
  - d. CCBF Online Portal Update - August 18 email from Alberta Municipal Affairs
  - e. Summer Village of South View August 2025 Organizational Meeting Results
  - f. Summer Village of Castle Island 2025 Organizational Meeting Results
  - g. Summer Village of Val Quentin 2025 Organizational Meeting Results
  - h. Community Futures Yellowhead East Regional Investment and Attraction Marketing Strategy Newsletter (RIAMS) (August)

**5. PUBLIC HEARINGS - n/a**

**6. APPOINTMENTS/PRESENTATIONS/DELEGATIONS**

Ben Proulx (Catalyst Communications) attended the meeting from 9:45 a.m. until 10:15 a.m. to present the 2025 Citizen Engagement Survey Results.

**Motion # 217-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT the presentation by Ben Proulx (Catalyst Communications) regarding the 2025 Citizen Engagement Survey Results be accepted for information.

**CARRIED UNANIMOUSLY**

**7. FINANCIAL REPORTS**

- a. Monthly Cheque Listing August 1-31, 2025

**Motion # 218-25**

MOVED by: Councillor Robin Murray

THAT Council approve the monthly cheque listing from August 1 – August 31, 2025, as presented.

**CARRIED UNANIMOUSLY**

**8. POLICIES & BYLAWS**

- a. Bylaw 834-25 - Repeal Bylaw for Code of Conduct

**Motion # 219-25**

MOVED by: Councillor Sheila Pockett

THAT Bylaw # 834-25 the Repeal Bylaw be given First reading.

**CARRIED UNANIMOUSLY**

**Motion # 220-25**

MOVED by: Councillor Robin Murray

THAT Bylaw # 834-25 the Repeal Bylaw be given Second reading.

**CARRIED UNANIMOUSLY**

**Motion # 221-25**

MOVED by: Councillor Bridgitte Coninx

THAT Bylaw #834-25 the Repeal Bylaw be considered for third reading at this meeting.

**CARRIED UNANIMOUSLY**

**Motion # 222-25**

MOVED by: Councillor Bridgitte Coninx

THAT Bylaw #834-25 the Repeal Bylaw be given third and final reading and be adopted.

**CARRIED UNANIMOUSLY**

## 9. ACTION ITEMS

- a. Alberta Munis Convention - Meeting with Honourable Dan Williams, Minister of Municipal Affairs

### **Motion # 223-25**

MOVED by: Councillor Bridgitte Coninx

THAT Council request a meeting with Minister Williams, Minister of Municipal Affairs to discuss: a) Downloading of services to municipalities; b) Advocate for response of an ambulance stationed in Onoway and c) Distribution of Casino funds.

**CARRIED UNANIMOUSLY**

- b. Sanitary Sewer Main Spot Replacement 47 Street

### **Motion # 224-25**

MOVED by: Councillor Sheila Pockett

THAT Council approve the sanitary sewer main replacement in two areas on 47 Street as discussed.

**CARRIED UNANIMOUSLY**

### **Motion # 225-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Council authorize Administration to submit the sanitary sewer main replacement in two areas on 47 Street as a Canada Community-Building Fund Project.

**CARRIED UNANIMOUSLY**

- c. FCSS Round 2

### **Motion # 226-25**

MOVED by: Councillor Bridgitte Coninx

THAT Council approve the following Committee funding amounts for the 2025 FCSS Funding Round 2 to a total amount of \$2,350:

Organization Name	Project/Program Name	Committee Funding Amount Recommendation
Lac Ste Anne Foundation (Chateau)	Flowers for Residences	\$ 750.00
Lac St. Anne East End Bus Society	Seniors In Motion 2025	\$1,000.00
Town of Onoway Public Library	Harvest Festival Entertainment Hula Hoop Circus	\$ 600.00

**CARRIED UNANIMOUSLY**

**Motion # 227-25**

MOVED by: Councillor Sheila Pockett

THAT Council approve the minutes from the May 23, 2025 FCSS Committee Meeting as presented.

**CARRIED UNANIMOUSLY**

- d. 2025 Recreation Services Tax

**Motion # 228-25**

MOVED by: Councillor Bridgitte Coninx

THAT Administration conduct an advertising campaign within the community for public participation in the 2025 Recreation Tax distribution.

**CARRIED UNANIMOUSLY**

- e. ATCO Franchise Fees

**Motion # 229-25**

MOVED by: Councillor Robin Murray

THAT Council approve the 2026 ATCO Gas Franchise fee remain at the current rate of 10.50% for 2026.

**CARRIED UNANIMOUSLY**

- f. FortisAlberta Franchise Fee

**Motion # 230-25**

MOVED by: Councillor Sheila Pockett

THAT Council approve the 2026 FortisAlberta Franchise fee remain at 10.50% for the year 2026.

**CARRIED UNANIMOUSLY**

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

**Motion # 231-25**

MOVED by: Councillor Sheila Pockett

THAT the Council and staff reports be accepted as presented.

**CARRIED UNANIMOUSLY**

**11. INFORMATION ITEMS**

Approved under the Consent Agenda Motion #216-25

- a. Onoway and District Agricultural Society - August 15, 2025 letter regarding Town Council representative
- b. Alberta Municipal Affairs - Bill 20/50 Resources LAEA Amendments - Nominations and Forms Factsheets - July 22, 2025 letter
- c. CCBF Allocation for 2025-26 - August 8, 2025 letter from Minister Dan Williams
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- h. Community Futures Yellowhead East Regional Investment and Attraction Marketing Strategy Newsletter (RIAMS) (August)

## **12. CLOSED MEETING**

### **Motion # 232-25**

MOVED by: Councillor Bridgitte Coninx

THAT pursuant to Section 197(2) of the Municipal Government Act and Division 2 of the Access to Information Act (AITA); Section 19 - Disclosure harmful to business interests of a third party, Council move into Closed Meeting at 10:46 a.m.

**CARRIED UNANIMOUSLY**

Council recessed from 10:45 a.m. until 10:47 a.m. to allow the in-person attendees, Recording Secretary and zoom attendees to leave the meeting.

The following individuals attended the Closed meeting:

Mayor Lenard Kwasny

Deputy Mayor Lisa Johnson

Councillor Bridgitte Coninx

Councillor Robin Murray

Councillor Sheila Pockett

Jennifer Thompson, Chief Administrative Officer

Gino Damo, Director of Corporate and Community Services

### **Motion #233-25**

MOVED by: Councillor Robin Murray

That Council move out of Closed Meeting at 12:32 p.m.

**CARRIED UNANIMOUSLY**

### **Motion # 234-25**

MOVED by: Councillor Bridgitte Coninx

THAT Administration request legal counsel draft correspondence as discussed in Closed meeting.

**CARRIED UNANIMOUSLY**

## **13. ADJOURNMENT**

As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the Regular Council Meeting adjourned at 12:36 p.m.

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Signed by Lenard Kwasny, Mayor

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Signed by Jennifer Thompson  
Chief Administrative Officer