



CITY OF ST. ALBERT  
CITY COUNCIL  
MEETING MINUTES - UNADOPTED

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Monday, April 20, 2020

12:00 PM Council Chambers

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**1. Attendance (at start of meeting)**

**The meeting was conducted electronically via ZOOM**

**PRESENT:**

Mayor Heron  
Councillor Brodhead  
Councillor Hansen  
Councillor Hughes  
Councillor Joly  
Councillor MacKay  
Councillor Watkins

**STAFF:**

K. Scoble, Chief Administrative Officer  
K. Hilts, Deputy Chief Administrative Officer  
D. Leflar, Director, Legal and Legislative Services/Chief Legislative Officer  
C. Wong, Deputy City Clerk  
J. Pelechytik, FOIP & Legislative Coordinator  
T. Dallimore, Legislative Officer

**2. Adoption of Agenda**

**2.1 AR-20-116 Adoption of Agenda**

Moved by Councillor MacKay

That the April 20, 2020 Agenda be adopted as amended, with the deletion of item 12.2 - Standing Committee Review.

CARRIED UNANIMOUSLY

### 3. Presentations, Delegations, and Announcements

The Mayor stated that National Volunteer week is April 19-25, 2020.

### 5. Consent Agenda

#### 5.1 CA-20-005 Consent Agenda

Presented by: Kevin Scoble, Chief Administrative Officer

Moved by Councillor Brodhead

That the recommendations in the following agenda reports be approved:

6.1 - That the Regular Council Minutes of March 2, 2020, Special Council Minutes of March 13, 2020, Regular Council Minutes of March 16, 2020 and Special Council Minutes of March 23, 2020 be adopted as presented.

7.2 - Community Growth & Infrastructure Standing Committee (CGISC) Draft (unadopted) Minutes and Agenda Items from April 14, 2020

7.3 - CGISC Rec - Policy C-CAO-19 Flag Display Policy Amendments

7.4 - CGISC Rec - Allocation of Additional Off-Site Levy Receipts Collected Under 2019 Off-Site Levy Rates

8.4 - Time Extension Request - Erin Ridge North ASP/LUB Redesignation / Redistricting

8.6 - Poundmaker Letter

9.5 - Transportation System Bylaw Update

CARRIED UNANIMOUSLY

### 6. Adoption of Minutes

#### 6.1 MIN-20-012 Regular Council Minutes of March 2, 2020, Special Council

Minutes of March 13, 2020, Regular Council Minutes of March 16, 2020 and Special Council Minutes of March 23, 2020

The following motion was approved on Consent Agenda:

That the Special Council Minutes of March 13 and March 23, 2020 and the Regular Council Meeting Minutes of March 2 and March 16, 2020 be adopted as presented.

## 7. Committee Business

7.1 CB-20-026 CLSC Rec - Capital Project Scope Change - Pickleball Court Development  
Presented by: Councillor MacKay  
Moved by Councillor Brodhead  
That the budget for Project #418308, Pickleball Court Developments, be increased by \$98,000, funded from the Community Facility Enhancement Program grant, to install noise abatement screening.  
DEFEATED UNANIMOUSLY

7.2 CB-20-038 Community Growth & Infrastructure Standing Committee (CGISC) Draft (unadopted) Minutes and Agenda Items from April 14, 2020  
Presented by: Councillor Watkins

The following motion was approved on Consent Agenda:

That the Draft (unadopted) Minutes of the April 14, 2020 Community Growth & Infrastructure Standing Committee meeting be received as information.

7.3 CB-20-039 CGISC Rec - Policy C-CAO-19 Flag Display Policy Amendments  
Presented by: Councillor Watkins

The following motion was approved on Consent Agenda:

That the changes to C-CAO-19 Flag Display Policy, as outlined in the April 14, 2020 report to the Community Growth and Infrastructure Standing Committee, entitled Flag Display Policy Amendments, be approved.

**7.4** CB-20-040 CGISC Rec - Allocation of Additional Off-Site Levy Receipts Collected Under 2019 Off-Site Levy Rates  
Presented by: Councillor Watkins

The following motion was approved on Consent Agenda:

That \$5.13M in current off-site levy receipts held by the City be allocated and administered as indicated in the table entitled "Allocation of Additional Off-Site Levy Receipts Collected Under 2019 Off-Site Levy Rates Consistent with Approved Council Policy C-P&E-08", attached at the end of the April 14, 2020 report to the Community Growth and Infrastructure Standing Committee entitled "Allocation of Additional Off-Site Levy Receipts Collected Under 2019 Off-Site Levy Rates".

## 8. Business Items

**8.3** AR-19-489 Update and Suggestions for BLESS Platform Enhancements  
Presented by: Donna Hinchey, Acting Manager, Community Recreation, Recreation and Parks Department

Tony Druett, BLESS Board Member, spoke to Council regarding "Update and Suggestions for BLESS Platform Enhancements".

Moved by Councillor Joly  
In light of the challenging economic situation resulting from St. Albert's COVID-19 response, that consideration of a scope change to Capital Project #418459 BLESS Lookout be deferred to the 2021 budget discussions unless the scope change is under 10% then it be deferred to the Chief

Administrative Officer.

CARRIED

For: 6 - Heron, Brodhead, Hansen, Hughes, Joly,  
and MacKay

Against: 1 - Watkins

**8.4 AR-20-113** Time Extension Request - Erin Ridge North ASP/LUB  
Redesignation / Redistricting  
Presented by: Kevin Scoble, Chief Administrative Officer

The following motion was approved on Consent Agenda:

That a deadline extension for the following item be  
approved:

Time Extension Request - Erin Ridge North ASP/LUB  
Redesignation / Redistricting be extended to June 1, 2020.

**8.5 AR-20-108** Capital Projects 2020  
Presented by: Dawny George, Director, Engineering  
Services

Moved by Councillor Joly

That Council approve the continuation of 130 Municipal  
capital projects with a total budget of \$175,702,900 and 45  
Utility capital projects with a total budget of \$71,065,200 as  
noted in the attachment "Continued Capital Projects".

That Council approve the deferral of 21 Municipal capital  
projects with a total budget of \$39,655,700 and 4 Utility  
capital projects with a total budget of \$785,500 to June 30,  
at which time they will be re-assessed for continuance, as  
noted in the attachment "Deferred Capital Projects".

That Council approve the deferral of 8 Municipal capital  
projects with a total budget of \$7,153,500 to September 30,  
at which time they will be re-assessed for continuance, as  
noted in the attachment "Deferred Capital Projects".

That Council approve the deferral of 7 Municipal capital projects with a total budget of \$6,244,900 and 10 Utility capital projects with a total budget of \$11,548,800 to 2021 as noted in the attachment "Deferred Capital Projects"  
CARRIED UNANIMOUSLY

**8.6 AR-20-152** Poundmaker Letter  
Presented by: Kevin Scoble, Chief Administrative Officer  
The following motion was approved on Consent Agenda:

That the Mayor send a letter of support to Poundmaker for its application for Urban Reserve Status.

Council recessed at 1:31 p.m.

Council reconvened at 1:42 p.m.

**8.7 AR-20-144** COVID-19 Financial Scenarios  
Presented by: Diane McMordie, Director, Finance & Assessment/CFO  
Moved by Councillor Broadhead  
That the April 20, 2020 agenda report titled "COVID-19 Financial Scenarios" be received as information.

That Administration provide monthly financial updates as more revenue and expense data becomes available and modeling is refined to inform any further financial management decisions required of Council.

That Council continue to implement the budget approved on December 16, 2019, subject to Administration's recommended amendments being presented on May 4, 2020.

CARRIED UNANIMOUSLY

**8.1 AR-20-034** Auditor's Year End Communication  
Presented by: John Stelter CPA, CA Partner KPMG  
John Stelter and Caitlyn Cox, KPMG, provided an overview of the Auditor's Year End Communication.

Moved by Councillor Hansen  
That the report titled "2019 City of St. Albert - Audit Findings Report", provided as an attachment to the April 20, 2020 agenda report titled "Auditors Year End Communication", be received as information.

That Administration provide a status update on the Audit Recommendation's as outlined in the report entitled "2019 City of St. Albert - Audit Findings Report" at the Community Growth & Infrastructure Standing Committee on October 13, 2020.  
**CARRIED UNANIMOUSLY**

**8.2 AR-20-032** 2019 Audited Financial Statements and Annual Report  
Presented by: Kevin Scoble and Brenda Barclay  
Moved by Councillor Watkins  
That the City's 2019 Annual Report, including the audited Consolidated Financial Statements for the fiscal year ended December 31, 2019, be approved.  
**CARRIED UNANIMOUSLY**

**8.8 AR-20-134** St. Albert COVID-19 Recovery Concept Plan  
Presented by: Kerry Hilts, Deputy Chief Administrative Officer  
Moved by Councillor MacKay  
That Council approve the COVID-19 Recovery Concept Plan set out in the report dated April 20, 2020 entitled "St. Albert COVID-19 Recovery Concept Plan" with the yellow highlighted amendments as proposed by Administration.  
**CARRIED UNANIMOUSLY**

## 9. Bylaws

### 9.1 BL-20-024 St. Albert COVID-19 Recovery Task Force Bylaw

Presented by: David Leflar, Director of Legal and Legislative Services

Moved by Councillor Joly

That Bylaw 24/2020, the St. Albert COVID-19 Recovery Task Force Bylaw, be read a first time.

CARRIED UNANIMOUSLY

Moved by Councillor Joly

That Bylaw 24/2020 be read a second time.

CARRIED UNANIMOUSLY

Moved by Councillor MacKay

That unanimous consent be given for third reading of Bylaw 24/2020.

CARRIED UNANIMOUSLY

Moved by Councillor Joly

That Bylaw 24/2020 be read a third time.

CARRIED UNANIMOUSLY

Council recessed at 3:46 p.m.

Council Reconvened at 3:55 p.m.

### 9.2 BL-20-020 Assessment Review Board Bylaw 15/2020 (1st, 2nd and

3rd reading)

Presented by: Councillor Watkins

Moved by Councillor Watkins

That Bylaw 15/2020 be read a first time.

CARRIED UNANIMOUSLY

Moved by Councillor Watkins

That Bylaw 15/2020 be read a second time.

CARRIED UNANIMOUSLY

Moved by Councillor MacKay  
That unanimous consent be given for third reading of  
Bylaw 15/2020.  
CARRIED UNANIMOUSLY

Moved by Councillor Watkins  
That Bylaw 15/2020 be read a third time.  
CARRIED UNANIMOUSLY

**9.3 BL-20-016** Bylaw 18/2020 South Riel Land Use Bylaw Schedule A  
Amendment (1st Reading)  
Presented by: Eric Schultz, Planner, Planning &  
Development Department

Moved by Councillor Watkins  
That Bylaw 18/2020, being amendment 178 to the Land  
Use Bylaw Schedule A,  
be read a first time.

That the Public Hearing on Bylaw 18/2020 be scheduled  
for May 19, 2020.  
CARRIED

For: 6 - Heron, Brodhead, Hansen, Joly, MacKay,  
and Watkins

Against: 1 - Hughes

**9.4 BL-20-015** Supplementary Assessment Bylaw (1st, 2nd and 3rd  
reading)  
Presented by: Greg Dahlen, Senior Manager, Finance &  
Assessment

Moved by Councillor Hansen  
That Bylaw 14/2020, being the Supplementary Assessment  
Bylaw, be read a first time.  
CARRIED UNANIMOUSLY

Moved by Councillor Hansen  
That Bylaw 14/2020 be read a second time.

CARRIED UNANIMOUSLY

Moved by Councillor Brodhead

That unanimous consent be given for consideration of third and final reading of Bylaw 14/2020.

CARRIED UNANIMOUSLY

Moved by Councillor Hansen

That Bylaw 14/2020 be read a third and final time.

CARRIED UNANIMOUSLY

**9.5** BL-20-013 Transportation System Bylaw Update  
Presented by: Faizal Kanji, Acting Manager, Transportation Branch

The following motions were approved on Consent Agenda:

That Bylaw 19/2020, being Amendment 5 to Transportation System Bylaw 10/2008, be read a first time.

That a Public Hearing date for Bylaw 19/2020 be scheduled for May 19, 2020.

**9.6** BL-20-014 Library Board Bylaw Amendment (1st, 2nd and 3rd reading)  
Presented by: David Leflar, Director, Legal & Legislative Services

Moved by Councillor MacKay

That Bylaw 23/2020, being amendment 2 to the Library Board Bylaw 8/2016, be read a first time.

CARRIED UNANIMOUSLY

Moved by Councillor MacKay

That Bylaw 23/2020 be read a second time.

CARRIED UNANIMOUSLY

Moved by Councillor Hansen

THAT Section 2 be amended by striking out the number 16 in the proposed new clause 2(a)(iii) in Bylaw 8/2016 and

substituting in its place the number 18.

CARRIED

For: 4 - Brodhead, Hansen, Hughes, and MacKay

Against: 3 - Heron, Joly, and Watkins

Moved by Councillor MacKay

That Bylaw 23/2020 be read a second time, as amended.

CARRIED UNANIMOUSLY

Moved by Councillor Joly

That unanimous consent be given for consideration of third reading of Bylaw 23/2020.

CARRIED UNANIMOUSLY

Moved by Councillor MacKay

That Bylaw 23/2020 be read a third and final time.

CARRIED UNANIMOUSLY

## 11. Civic and External Agencies - Councillors' Updates

### 11.1 AR-20-105 Civic and External Agency - Councillors' Updates

The following item was approved on Consent Agenda.

## 12. Council Motions

### 12.1 CM-20-011 Standing Committee Bylaw - Bylaw 39 & 40

Notice given by: Councillor Brodhead

Moved by Councillor Brodhead

That on or before May 19, 2020, the Standing Committee Bylaws, being bylaws 39/2019 and 40/2019 are amended to list the Mayor as a voting member of a committee if or when they choose to attend a committee in their ex officio capacity.

Moved by Councillor Hughes

That the main motion be amended to add, "and any councillor" after the words "the Mayor" and delete the words "in their ex-officio capacity" after the words "the

Mayor".

DEFEATED

For: 2 - Brodhead, and Hughes

Against: 5 - Heron, Hansen, Joly, MacKay, and Watkins

Moved by Councillor Brodhead

That on or before May 19, 2020, the Standing Committee Bylaws, being bylaws 39/2019 and 40/2019 are amended to list the Mayor as a voting member of a committee if or when they choose to attend a committee in their ex officio capacity.

CARRIED

For: 6 - Heron, Brodhead, Hansen, Hughes, Joly, and Watkins

Against: 1 - MacKay

## 14. In Camera

### 14.1 INC-20-029 Villeneuve Landing Network

Discussion with Administration

Also in attendance:

K. Scoble, Chief Administrative Officer (Advice and Information)

K. Hilts, Deputy Chief Administrative Officer (Advice and Information)

D. Leflar, Director, Legal and Legislative Services/ Chief Legislative Officer (Advice and Information)

S. McRitchie, Director, Economic Development (Advice and Information)

Moved by Councillor MacKay

That Council move in camera to discuss a matter pursuant to Sections 16(1), 21(1)(b), 23(1)(a) and 25(1)(c)(iii) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Council moved in camera at 5:09 p.m.

Moved by Councillor MacKay  
That Council reconvene in public  
CARRIED UNANIMOUSLY

Council reconvened in public at 6:19 p.m.

Moved by Councillor Watkins  
That the City of St. Albert execute a non-binding  
Memorandum of Understanding with Sturgeon County and  
contribute a maximum of \$10,000 to be allocated from the  
Stabilization Reserve to commission a consultant's report  
to identify investment opportunities for the Villeneuve  
Airport.

CARRIED UNANIMOUSLY

**14.2 INC-20-016** Process Re Facility Naming  
Presented by: Anthony Lake, Director, Public Works and  
Transit  
  
Also in attendance:  
K. Scoble, Chief Administrative Officer (Advice and  
Information)  
K. Hilts, Deputy Chief Administrative Officer (Advice and  
Information)  
A. Lake, Director, Public Works and Transit (Advice and  
Information)  
S. Patrick, Transit Marketing & Customer Service  
Supervisor (Advice and Information)

Moved by Councillor MacKay  
That Council move in camera to discuss a matter pursuant  
to Section 24(1)(a) of the Freedom of Information and  
Protection of Privacy Act (Advice, proposals,  
recommendations, analyses or policy options developed by  
or for a public body)  
CARRIED UNANIMOUSLY

Council went in camera at 6:22 p.m.

Moved by Councillor Watkins  
That Council reconvene in Public  
CARRIED UNANIMOUSLY

Council reconvened in public at 6:35 p.m.

Moved by Councillor Joly  
That the details of the in camera discussion remain  
confidential pursuant to s.153(e) of the Municipal  
Government Act.  
CARRIED UNANIMOUSLY

**14.3 INC-20-023**

Council / Chief Administrative Officer Dialogue

Presented by: Kevin Scoble, Chief Administrative Officer

Also in attendance:

K. Scoble, Chief Administrative Officer (Advice and  
Information)

Moved by Councillor Brodhead  
That Council move in camera to have a confidential  
dialogue with the Chief Administrative Officer pursuant to s.  
24(1)(a) of the Freedom of Information and Privacy Act  
(advice, proposals, recommendations, analyses or policy  
options developed by or for Council).  
CARRIED UNANIMOUSLY

Council went in camera at 6:36 p.m.

Moved by Councillor Watkins  
That Council reconvene in Public  
CARRIED UNANIMOUSLY

Council reconvened in public at 7:14 p.m.

Moved by Councillor Hansen  
That the details of the in camera discussion remain  
confidential pursuant to s. 153(e) of the Municipal  
Government Act.  
CARRIED UNANIMOUSLY

**14.4 INC-20-024 Council Dialogue**

Presented by: Mayor Heron

Moved by Councillor Joly

That Council move in camera to have a confidential dialogue in accordance with the provisions of s. 19 - Confidential Evaluations of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Council went in camera at 7:15 p.m.

Moved by Councillor Watkins

That Council reconvene in public.

CARRIED UNANIMOUSLY

Council reconvened in public at 7:20 p.m.

Moved by Council MacKay

That the details of the in camera discussion remain confidential pursuant to s. 153(e) of the Municipal Government Act.

CARRIED UNANIMOUSLY

**15. Adjournment**

The Mayor adjourned the meeting at 7:21 p.m.

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MAYOR

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CHIEF LEGISLATIVE OFFICER