



CITY OF ST. ALBERT
CITY COUNCIL
MEETING MINUTES - FINAL

Tuesday, November 19, 2024

1:00 PM Council Chambers/Hybrid

1. Attendance (at start of meeting)

PRESENT:

Mayor Heron
Councillor Biermanski
Councillor Brodhead
Councillor Hughes
Councillor Killick
Councillor MacKay

VIA ZOOM:

Councillor Joly

STAFF PRESENT:

W. Fletcher, Chief Administrative Officer
D. Enger, Managing Director, Operations
A. Slaght, Managing Director, Infrastructure & Planning
M. Caufield, Director, Legal, Legislative & Records
Services/Chief Legislative Officer
C. Wong, Deputy City Clerk
K. Droogers, Legislative Officer

2. Adoption of Agenda

2.1 AR-24-467 Adoption of Agenda

Moved by Councillor Killick

That the November 19, 2024 Agenda be adopted as presented.

CARRIED UNANIMOUSLY

3. Presentations, Delegations, and Announcements

Trustee Rouse, St. Albert Public School Board, presented to Council regarding the NE St. Albert School Site Servicing Plan.

Mike Yochim, Vice-President of Operations, Landrex, presented to Council regarding the NE St. Albert School Site Servicing Plan.

5. Consent Agenda

5.1 CA-24-023 Consent Agenda

Moved by Councillor Hughes

That the recommendations in the following agenda reports be approved:

6.1 Regular Council Meeting Minutes of November 5, 2024.

7.1 Standing Committee of the Whole Item: Special Events Policy.

10.1 Bylaw 29/2024 Electronic Transmission of Combined Assessment and Tax Notices.

CARRIED UNANIMOUSLY

6. Adoption of Minutes

6.1 MIN-24-077 Regular Council Meeting Minutes of November 5, 2024

The following motion was approved on Consent Agenda:

That the Regular Council Meeting Minutes of November 5, 2024 be approved.

7. Committee Business - Requests for Decision

- 7.1 CB-24-034 Standing Committee of the Whole Item: Special Events Policy
Presented by: Anna Royer, Manager, Funding & Special Events, Recreation & Parks
- The following motion was approved on Consent Agenda:
That Council rescind Council Policy C-CS-19 Special Event Permits.
That Council approve Council Policy C-CS-26 Event Policy.

8. Business Items - For Information Only

- 8.1 AR-24-558 Corporate Quarterly Report - Quarter 3, 2024
Presented by: William Fletcher, Chief Administrative Officer
- The City of St. Albert Corporate Quarterly Report - Quarter 3, 2024, was received by Council for information.

Council recessed at 2:26 p.m.
Council reconvened at 2:35 p.m.

9. Business Items - Requests for Decision

- 9.1 AR-24-519 EPR Agreements - CAO Authority
Presented by: Tim Saunders, Director, Public Operations
- Moved by Councillor Biermanski
That the Chief Administrative Officer be authorized to execute compensation agreements with Producer Responsibility Organizations on terms acceptable to the Chief Administrative Officer.
CARRIED UNANIMOUSLY
- 9.2 AR-24-525 Property Tax Relief Requests

Presented by: Stephen Bannerman, City Assessor,
Financial and Strategic Services

ATTENDANCE:

W. Fletcher, Chief Administrative Officer (Advice and
Information)

S. Bannerman, City Assessor, Financial and Strategic
Services (Advice and Information)

Moved by Councillor MacKay

That Council move in camera pursuant to section 17(1) of
the Freedom of Information and Protection of Privacy Act to
consider outstanding 2024 requests for property tax relief.

CARRIED UNANIMOUSLY

Council went in camera at 3:11 p.m.

Moved by Councillor MacKay

That Council reconvene in Public.

CARRIED UNANIMOUSLY

Council reconvened in public at 3:34 p.m.

Moved by Councillor Killick

That Administration provides tax cancellation, refund, or
deferral in the amount of \$313.57 for property tax roll
#101087 per section 10 of policy C-FS-15 for “assessment
errors” and as outlined in Confidential Attachment 3 of the
November 19, 2024 agenda report entitled “Property Tax
Relief Requests”, with funding to come from the
Stabilization Reserve.

That Administration provides tax cancellation, refund, or
deferral in the amount of \$20,972.08 for property tax roll
#101141 per section 9 of policy C-FS-15 for “tax
exemptions” and as outlined in Confidential Attachment 3
of the November 19, 2024 agenda report entitled “Property
Tax Relief Requests”, with funding to come from the

Stabilization Reserve.
CARRIED UNANIMOUSLY

10. Bylaws

- 10.1 BL-24-039 Bylaw 29/2024 Electronic Transmission of Combined Assessment and Tax Notices
Presented by: Stephen Bannerman, Senior Manager/City Assessor, Financial and Strategic Services

The following motion was approved on Consent Agenda:
That Bylaw 29/2024, being a bylaw to establish a process for accessing assessment and taxation information by electronic means, be read a first time.

That Bylaw 29/2024 be read a second time.

That unanimous consent be given for consideration of third reading of Bylaw 29/2024.

That Bylaw 29/2024 be read a third time.

12. Civic and External Agencies - Councillors' Updates

Councillors provided updates on the work and activities of the civic and external agencies on which they serve as Council's representatives.

13. Council Motions

- 13.1 CM-24-023 NE St. Albert School Site Servicing Plan
Notice given by: Councillor Hughes

Councillor Hughes withdrew the motion to change the notice period of the NE St. Albert School Site Servicing Plan. The Council Motion will be debated at the December 3, 2024 regular meeting of Council.

14. Information Requests / Notices of Motion / Announcements

Notice of Motion - Councillor Killick

That in consideration of current relaxations of parking requirements in the Land Use Bylaw, Administration

review C-TS-03 Residential Permit Parking Policy and provide a recommendation to Council by Q2 2025 regarding whether the Policy should be rescinded or updated, and if so, how, and that no new applications be accepted by Administration pursuant to C-TS-03 until the policy has been updated or rescinded by Council.

Notice of Motion - Councillor Hughes

That the Land Use Bylaw be amended to add drive-through's as a discretionary use for the following property:

Lot C, Plan 942 3702 (815 St. Albert Trail)

Including any future revisions to this legal description based on a subdivision or condominium plan.

15. In Camera

- 15.1** INC-24-060 Council/Chief Administrative Officer Dialogue
Presented by: William Fletcher, Chief Administrative Officer

ATTENDANCE:

W. Fletcher, Chief Administrative Officer (Advice and Information)

Moved by Councillor Killick

That Council move in camera to have a confidential dialogue with the Chief Administrative Officer pursuant to section 24(1)(a) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Council went in camera at 4:17 p.m.

Moved by Councillor Hughes

That Council reconvene in Public.

CARRIED UNANIMOUSLY

Council reconvened in public at 4:50 p.m.

15. Adjournment

The Mayor adjourned the meeting at 4:51 p.m.

MAYOR

CHIEF LEGISLATIVE OFFICER