



MEETING MINUTES - UNADOPTED

Monday, June 1, 2020

2:00 PM

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
T. Dallimore, Legislative Officer

2. Adoption of Agenda

2.1 AR-20-187 Adoption of Agenda

Moved by Councillor Mackay
That the June 1, 2020 Agenda be adopted as amended
with the addition of items 10.1 Patios & Pop Up's Traffic
Bylaw Amendment and 11.2 Operation Review.
CARRIED UNANIMOUSLY

3. Proclamation

Mayor Heron read out the Recreation and Parks Month Proclamation.

4. Presentations, Delegations, and Announcements

Ken Crutchfield, resident, spoke regarding the Special Public Hearing Process.

6. Consent Agenda

6.1 CA-20-011 Consent Agenda

Presented by: Kevin Scoble, Chief Administrative Officer

Moved by Councillor Brodhead

That the recommendations in the following agenda reports be approved:

7.1 Regular Council Minutes of May 19, 2020

8.1 Lateral Launch Equipment for Utilities

CARRIED UNANIMOUSLY

7. Adoption of Minutes

7.1 MIN-20-019 Regular Council Meeting Minutes of May 19, 2020

The following motion was approved on Consent Agenda:

That the Regular Council Minutes of May 19, 2020 be adopted as presented.

8. Business Items

8.1 AR-20-167 Lateral Launch Equipment for Utilities

Presented by: Brian Brost, Manager of Utilities, Utilities & Environment Department

The following motion was approved on Consent Agenda:

That Council authorize the Chief Administrative Officer to award to Donison and Associates, a contract for provisions of an IBAK Lateral Launch CCTV Pipe Inspection Systems for a value of up to \$130,000 as per approved project

419742 WASWT CCTV Equipment Replacement Plan.

- 8.2** AR-20-183 Appointment to Policing Committee
Presented by: Mayor Heron
- Moved by Councillor Watkins
That Todd Walsh be appointed as a public member of the City of St. Albert Policing Committee for a term ending December 31, 2021.
CARRIED UNANIMOUSLY

- 8.3** AR-20-194 Special Public Hearing Process
Presented by: David Leflar, Director, Legal & Legislative Services
- Moved by Councillor Joly
That for so long as the Council Chamber remains closed to public access due to restrictions for the purpose of reducing the risk of COVID-19 transmission, Public Hearings will be conducted in compliance with Alberta Regulation 50/2020 (Meeting Procedures (COVID-19 Suppression) Regulation) and in accordance with the following:

The Zoom Platform will be used to conduct Public Hearings, and the proceedings will also be live streamed on YouTube which will be accessible through the City website.

When a Public Hearing is scheduled to commence on a Monday at 5 PM, individuals wishing to speak at the Public Hearing must register to speak by email sent to the email address set out in the Notice of Public Hearing, not later than 10 AM on the day of the Public Hearing.

When a Public Hearing is scheduled to commence on a Monday at a time earlier than 5 PM, individuals wishing to speak at the Public Hearing must register to speak by

email sent to the email address set out in the Notice of Public Hearing, not later than 12:00 o'clock noon on the preceding Friday.

Individuals who are properly registered to speak at a public hearing will receive an email from Legislative Services on or before the day of the Public Hearing including a link at which they may join the Zoom platform when the Public Hearing begins. Upon joining Zoom, an individual registered to speak will be placed into the Zoom "waiting room" and will be moved from that waiting room to the main Zoom platform when the Chair calls on them to make their submission to Council.

Individuals who register to speak at a Public Hearing will be placed on a list of speakers provided to the Chair, in order corresponding to the time their registering email was received. After any submissions from Administration and from the Applicant (if any) have been heard, the Chair will call upon registered speakers in the order their names appear on the list.

If more than 10 individuals are registered to speak at a Public Hearing, Administration will endeavor to send them an alert email as their time to speak approaches, but all registered speakers shall be responsible to monitor the progress of the Public Hearing on its electronic platform and be ready to make their submission when called upon by the Chair, regardless of whether they receive an alert email.

Written submissions to Council for all Public Hearings regardless of start time must be received at the email address specified in the Notice of Public Hearing by 12 noon on the Wednesday prior to the Public Hearing for inclusion in the Agenda Package; submissions received

after that time will be summarized by Administration and Administration will provide a high-level written summary to Council of the content of any late submissions including at a minimum the number of such submissions and the number of submissions expressing support or opposition for the matter under consideration.

The provisions of the Procedure Bylaw with respect to Public Hearings will continue to apply to the extent possible, consistent with these special provisions for Public Hearings on the Zoom platform and consistent with the requirements of Alberta Regulation 50/2020.

CARRIED UNANIMOUSLY

8.4 AR-20-198 Range Road 260 - Funding for OSL Sanitary Project 8 Easements

Presented by: Dawny George, Director, Engineering Services

Moved by Councillor MacKay

That the CAO be authorized to enter into temporary working easements and utility rights of way intended to remain on title in perpetuity, in support of Off-Site Levy Sanitary Project 8 described as North Interceptor Trunk Phase 2B.

That up to \$50,000.00 be authorized to be drawn from the City's Off-Site Levy Recovery Fund reserve to obtain the working easements and utility rights of ways.

CARRIED UNANIMOUSLY

8.5 AR-20-199 Increased Costs for Styrofoam Recycling

Presented by: Kate Polkovsky, Director, Utilities & Environment

Moved by Councillor Hughes

That the City of St. Albert continue with Styrofoam recycling program and adjust the 2021 utility rates to reflect any cost increases.

CARRIED UNANIMOUSLY

- 8.6 AR-20-201 Reinstatement of Transit Fares
Presented by: Anthony Lake, Director, Public Works & Transit

Moved by Councillor Brodhead
That the reinstatement of transit fares (which were suspended until May 31st, 2020 as part of the City's response to dealing with the impact of Covid-19) be implemented as of July 1st, 2020 to align with the City of Edmonton transit system.
CARRIED UNANIMOUSLY

10. Emergent Items

- 10.1 AR-20-205 Patios & Pop Up's Traffic Bylaw Amendment
Presented by: Dawny George, Director, Engineering
Dean Schick, Manager, Transportation

Moved by Councillor Hansen
That Bylaw 30/2020, being amendment 15 to Traffic Bylaw 18/2005, be read a first time.
CARRIED UNANIMOUSLY

Moved by Councillor Hansen
That Bylaw 30/2020 be read a second time.
CARRIED UNANIMOUSLY

Moved by Councillor Brodhead
That unanimous consent be given for consideration of third reading of Bylaw 30/2020.
CARRIED UNANIMOUSLY

Moved by Councillor Hansen
That Bylaw 30/2020 be read a third and final time.

CARRIED UNANIMOUSLY

11. Council Motions

- 11.1 CM-20-017 Flag Policy
Notice given by: Mayor Heron
- Mayor Heron relinquished the Chair to Deputy Mayor Joly
- Moved by Mayor Heron
That the Flag Display Policy be amended to add the following under section 7:
- h) National Day Of Remembrance of the Battle of Vimy Ridge
 - i) National Day of Remembrance for Victims of Terrorism
 - j) National Day of Remembrance and Action on Violence Against Women
- And renumber the current section 7.h) as section 7. k).
- CARRIED UNANIMOUSLY

- 11.2 CM-20-019 Operation Review
Notice given by: Mayor Heron
- The Mayor provided Notice that she will be bringing forward the following motion:
- That an independent third party Operational and Fiscal Review be undertaken with the objectives of:
- (a) Identifying long-term, sustainable expense management solutions to ongoing budget challenges; and
 - (b) recommending measures to provide quality, affordable municipal programs and services in the most efficient and effective manner while maintaining responsible taxation.

That the review be carried out in two phases,

- (a) Phase One, focusing on the following services to the public and corporate functions: Community Services, Economic Development, CAO Office, Recreation & Parks,

Transit, Strategic Services & Information Technology Services and Environment to be completed by October 31, 2020 so that any recommendations arising from it may be considered by Council in establishing the 2021 operating and capital budgets; and

(b) Phase Two, focusing on the following services to the public and corporate functions: Planning & Development, Legal & Legislative Services, Utilities, Financial Services, Engineering Services, Public Works, emergency Services and Human Resources & Safety to be completed by June 30, 2021 so that any recommendations arising from it may be considered by Council in establishing the 2022 operating and capital budgets.

That the review will, at a minimum:

- (a) consider “what” services the City provides and “how” the services are provided, emphasizing "what" services and programs the City should deliver or can afford to deliver and at "what" level or standard of service; and
- (b) identify alternative service delivery methods and opportunities that have the potential to result in expenditure reductions.

That the Internal Audit Steering Committee (IASC) be tasked with selecting the party to conduct the review after a competitive procurement process, and thereafter providing governance oversight to that party including vetting their findings and recommendations and providing those findings and recommendations to Council from both Phase One and Phase Two together with the IASC’s own comments as deemed appropriate by the IASC.

That the CAO present to Council for approval the proposed scope of review and deliverables to be included in the request for proposals, prior to initiating a competitive procurement of external management consulting services

to conduct the review.

That the remainder of the money allocated for the Internal Audit Committee (approx. \$160,000) be reallocated as well as any money previously approved in the budget for internal service reviews (approx. \$100,000) be used to fund this initiative. The remainder of the funds up to \$700,000 come from the Stabilization Reserve.

Moved by Mayor Heron

That the 21 day advance notice period for a notice of motion be waived in accordance with Section 23.8 of Procedure Bylaw 3/2018.

CARRIED UNANIMOUSLY

Moved by Mayor Heron

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- (b) Phase Two, focusing on the following services to the public and corporate functions: Planning & Development, Legal & Legislative Services, Utilities, Financial Services, Engineering Services, Public Works, emergency Services

and Human Resources & Safety to be completed by June 30, 2021 so that any recommendations arising from it may be considered by Council in establishing the 2022 operating and capital budgets.

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CARRIED UNANIMOUSLY

The Mayor resumed the Chair.

12. Information Requests / Notices of Motion / Announcements

Notice of Motion – Councillor Hansen

That the City of St. Albert second the Town of Drayton Valley's proposed 2020 AUMA resolution and that the collection of Education Property Tax be the responsibility of the Government of Alberta.

Notice of Motion – Councillor Joly

That annual combined Assessment & Tax Notices be offered electronically, commencing for the 2021 tax year, with a cost-recovery fee for mailed notices being waived in 2021, and the physical mail cost-recovery fee charged starting in 2022 with the same exemptions as the Utility bills.

Information Request

- Was there a council motion requiring lane lighting?
- Does this requirement have to be met with serviced Fortis infrastructure or are there other options?
- Is motion sensing lights appropriate?
- I see a problem with maintenance if the lights were on private property. Any comments?
- What do other municipalities do?

Councillor Watkins announced the first week of June as Senior's Week.

Council recessed at 4:30 p.m.

Council reconvened at 5:00 p.m.

9. Public Hearing - 5:00 P.M

9.1 PH-20-005 PH-Bylaw 10/2020 Riverside Stage 27 Redistricting (2nd

and 3rd Reading)

Presented by: Barb Dupuis, Planner, Planning &
Development Department

The Mayor declared the Public Hearing opened.

Shane Leppy, Genstar, available to answer questions in regards to Bylaw 10/2020.

Blaydon Dibben, Select Engineering Consultants, available to answer questions in regards to Bylaw 10/2020.

Moved by Councillor MacKay
That the Public Hearing on Bylaw 10/2020 be closed.
CARRIED UNANIMOUSLY

Moved by Councillor MacKay
That Bylaw 10/2020 be read a second time.
CARRIED UNANIMOUSLY

Moved by Councillor MacKay
That Bylaw 10/2020 be read a third and final time.
CARRIED UNANIMOUSLY

- 9.2** PH-20-006 Public Hearing -- Bylaw 33/2019 MDP Amendment, Bylaw 32/2019 ASP Amendment, Bylaw 34/2019 LUB Schedule A Amendment - Erin Ridge North

Presented by: Suzanne Bennett, Planner, Planning &
Development

Moved by Councillor Watkins
That the Public Hearing on Bylaws 33/2019, 32/2019, and 34/2019 be postponed to a date to be fixed by resolution of Council at a later time.
CARRIED UNANIMOUSLY

13. In Camera

- 13.1** **INC-20-036** Community Amenities
Presented by: Kerry Hilts, Deputy Chief Administrative Officer

In Attendance:

Kevin Scoble, Chief Administrative Officer (Advice and Information)
Kerry Hilts, Deputy Chief Administrative Officer (Advice and Information)

Moved by Councillor Brodhead
That the Committee move in camera to discuss a land matter pursuant to Section 24(1)(a) of the Freedom of Information and Protection of Privacy Act.
CARRIED UNANIMOUSLY

Council went in camera at 5:18 p.m.

Moved by Councillor MacKay
That Council reconvene in Public.
CARRIED UNANIMOUSLY

Council reconvened in public at 6:42 p.m.

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

- 13.2** **INC-20-030** Council/Chief Administrative Officer Dialogue
Presented by: Kevin Scoble, Chief Administrative Officer

In Attendance:

Kevin 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.
CARRIED UNANIMOUSLY

Council went in camera at 6:43 p.m.

Moved by Councillor Brodhead
That Council reconvene in Public.
CARRIED UNANIMOUSLY

Council reconvened in public at 7:09 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. Adjournment

The motion to adjourn occurred on a teams platform that was not accessible to the public.

The Mayor adjourned the meeting at 7:09 p.m.

MAYOR

CHIEF LEGISLATIVE OFFICER