



CITY OF ST. ALBERT  
**CITY COUNCIL**  
**MEETING MINUTES - FINAL**

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Monday, July 6, 2020

2:00 PM conducted electronically via ZOOM

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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  
T. Dallimore, Legislative Officer

**2. Adoption of Agenda**

**2.1 AR-20-230 Adoption of Agenda**

Moved by Councillor MacKay  
That the July 6, 2020 Agenda be adopted as presented.  
CARRIED UNANIMOUSLY

**3. Presentations, Delegations, and Announcements**

The Mayor proclaimed July 4, 2020 the first ever Good Neighbour Day/ Block Party Season.

## 5. Consent Agenda

### 5.1 CA-20-012 Consent Agenda

Presented by: Kevin Scoble, Chief Administrative Officer

Moved by Councillor Joly

That the recommendations in the following agenda reports be approved:

6.1 Regular Council Meeting Minutes of June 15, 2020 and Special Council Meeting Minutes of June 22, 2020

7.2 MAMP Application Resolution of Support

7.3 Time Extension Request - Bylaw re Opt-Out Flyers

7.5 10 Year Utility RMR Capital Plan

7.6 10 Year Municipal RMR Capital Plan

CARRIED UNANIMOUSLY

## 6. Adoption of Minutes

### 6.1 MIN-20-021

**Regular Council Meeting Minutes of June 15, 2020 and Special Council Meeting Minutes of June 22, 2020**

The following motion was approved on Consent Agenda:

That the Regular Council Minutes of June 15, 2020 and Special Council Meeting Minutes of June 22, 2020 be adopted as presented

CARRIED UNANIMOUSLY

## 7. Business Items

### 7.1 AR-20-156 Review of Handibus Services Hours

Presented by: Anthony Lake, Director, Public Works & Transit

Moved by Councillor Brodhead

That Council further delay the implementation of extended Handibus hours associated with the approved motion - PM-20-056 moved by Councillor Brodhead. "That the Public Works & Transit Weekday Evening Local Handibus Service business case be funded for \$57,500 within the 2020 operating budget.", and further that transit administration be authorized to implement the extended hours service when demand increases and is sustained at pre-Covid levels.

CARRIED UNANIMOUSLY

**7.2**     AR-20-211

**MAMP Application Resolution of Support**

Presented by: Dawny George, Director, Engineering Services Department

The following item was approved on Consent Agenda:

That Council adopt the following resolutions in support of Administration's application for a grant from the Federation of Canadian Municipalities' Municipal Asset Management Program:

A) Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for GIS Inventory Acquisition and Validation.

B) Be it therefore resolved that the City of St. Albert commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

Data collection, validation, and reporting of outdoor City assets including:

Public Art

Recreation Facilities and Amenities

Park Amenities

C) Be it further resolved that the City of St. Albert commits up to \$100,000 from already approved Public Works Building Lifecycle Assessment projects toward the costs of this initiative.

**7.3     AR-20-213     Time Extension Request - Bylaw re Opt-Out Flyers**

Presented by: Sean McRitchie, Director, Economic Development

The following motion was approved on Consent Agenda:  
That a deadline extension for the following item be approved:

Time Extension Request - Bylaw re Opt-Out Flyers be extended to Q1 2021.

**7.4     AR-20-233     Re-opening of Cultural and Recreational Facilities**

Presented by: Percy Janke - Director of Emergency Management, Diane Enger - Director of Recreation and Parks, and Kelly Jerrott - Director of Community Services

Moved by Councillor MacKay

That the following recreational facilities/programs/services are approved for re-opening to the public, during the indicated time periods:

- Servus Place remaining facilities, programs and services that had not previously been re-opened, as early as August 29 - September 5, 2020
- Community Clubhouses as early as August 29 - September 5, 2020

That the following cultural facilities/programs/services are approved for re-opening to the public, during the indicated time periods:

- Arden Theatre professional programming (including family programming) as early as October 1, 2020
- Arden Theatre rental events as early as October 15,

2020

That the CAO is directed to take into account at a minimum the following factors that Council considers to be important policy and governance considerations, when instructing Administration on preparation of plans for re-opening the full range of municipal facilities, programs and services that were closed during the initial stages of the COVID-19 pandemic:

- Public desire for a return to service levels as close as possible to pre-pandemic, as soon as can reasonably be achieved.
- Public desire to avoid increasing property taxes in 2021 and following years while the economic impact of the pandemic continues to put the livelihoods of many of our residents, and the viability of many of our businesses, at risk.
- The City's current financial situation, including the probability that the City will face a significant budget deficit in 2020 due to unanticipated costs and diminished revenues associated with pandemic response, and the need to ensure that the amount of that deficit carried forward to 2021 is minimized.
- The need to ensure that both the public and City staff are kept reasonably safe from the risk of COVID-19 transmission, when accessing re-opened City facilities, programs and services.
- The need to ensure that reasonable steps are taken to inform all persons who access or are considering accessing re-opened City facilities, programs and services of the risks of contracting the COVID-19 virus and of steps each person individually can take to minimize that risk.
- Applying a reasonable and achievable standard of "high levels of sanitation and personal hygiene" in complying with section 4(c) of Chief Medical Officer of Health Order

25/2020, when formulating and implementing plans for re-opening City facilities, programs and services.

- Making optimum use of available human and financial resources when determining “the extent possible” in complying with section 4(d) of Order 25/2020.
- Building in alternatives and contingencies to allow for flexible and rapid response to changes in circumstances, including without limitation any material changes to reported rates of COVID-19 infections, particularly in Alberta and in the Edmonton area specifically.
- Respecting the guiding principles for re-opening recreational and cultural facilities, presented to the Emergency Advisory Committee at its meeting on June 11, 2020.
- The City of St. Albert’s commitment to universal accessibility and enabling persons with varying abilities and ages to access programming.

CARRIED UNANIMOUSLY

**7.5     AR-20-237     10 Year Utility RMR Capital Plan**

Presented by: Diane McMordie, Director, Finance & Assessment/CFO

The following motion was approved on Consent Agenda:  
That the 10 Year Utility RMR Capital plan provided as an attachment to the July 6, 2020 agenda report titled “10 Year Utility RMR Capital Plan” be approved.

That the following postponed motion be approved:  
(PM-21-002)

“That the 2021 Utility Municipal Capital Budget of 11 capital RMR projects be funded in the amount of \$19,127,000.”

**7.6     AR-20-238     10 Year Municipal RMR Capital Plan**

Presented by: Diane McMordie, Director, Finance & Assessment/CFO

The following motion was approved on Consent Agenda:

That the 10 Year Municipal RMR Capital plan provided as an attachment to the July 6, 2020 agenda report titled "CGISC Rec:10 Year Municipal RMR Capital Plan" be approved.

That the following postponed motion be approved:  
(PM-21-001)

"That the 2021 Municipal RMR Capital Budget of 30 capital RMR projects be funded in the amount of \$23,362,600."

## 8. Public Hearing - 5:00 P.M

### 8.1 PH-20-010 Bylaw 22/2020 House Keeping Amending Bylaw - 2nd & 3rd Reading

Presented by: Lyndsay Francis, Planner, Planning & Development

The Mayor declared the Public Hearing opened.

Moved by Councillor Hughes

That the Public Hearing on Bylaw 22/2020, be closed.

CARRIED UNANIMOUSLY

Moved by Councillor Hughes

That Bylaw 22/2020 be read a second time.

CARRIED UNANIMOUSLY

Moved by Councillor Hughes

That Bylaw 22/2020 be read a third and final time.

CARRIED UNANIMOUSLY

## 10. Council Motions

### 10.1 CM-20-026 2020 Temporary Development Fees

Notice given by: Councillor Hughes

Moved by Councillor Hughes

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 Councillor Hughes  
That for 2020 the city waive temporary development fees  
for patio licensing on private property using a  
self-certification system.  
CARRIED UNANIMOUSLY

## 12. In Camera

### 12.1 INC-20-038 City Owned Building - 13 Mission Avenue

Presented by: Kevin Scoble, Chief Administrative Officer

#### **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 Brodhead  
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.  
CARRIED UNANIMOUSLY

Council went in camera at 3:29 p.m.

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



Council reconvened in public at 4:22 p.m.

Moved by Councillor MacKay

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

CARRIED UNANIMOUSLY

**12.2**    **INC-20-041**    **RR 260 Updates**

Presented by: Dawny George, Director, Engineering Services

**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)

D. George, Director, Engineering Services (Advice and Information)

D. Enger, Director, Planning and Development (Advice and Information)

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

A. Slaght, Director, Planning and Development (Advice and Information)

J. Casault, Manager, Infrastructure Planning & Asset Management (Advice and Information)

Moved by Councillor Watkins

That Council move in camera to discuss a matter pursuant to subsections 24(1)(a) and 24(1)(c) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Council went in camera at 4:23 p.m.

Moved by Councillor Joly

That Council reconvene in Public.

CARRIED UNANIMOUSLY

Council reconvened in public at 5:00 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

**12.3**    **INC-20-042**    **Facility Planning**

Presented by: Mayor Heron

**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)

Moved by Councillor Brodhead

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.

CARRIED UNANIMOUSLY

Council went in camera at 5:00 p.m.

Moved by Councillor Joly

That Council reconvene in Public.

CARRIED UNANIMOUSLY

Council reconvened in public at 6:04 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

**12.4 INC-20-037 Council/Chief Administrative Officer Dialogue**

Presented by: Kevin Scoble, Chief Administrative Officer

**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.

CARRIED UNANIMOUSLY

Council went in camera at 6:05 p.m.

Moved by Councillor MacKay

That Council reconvene in Public.

CARRIED UNANIMOUSLY

Council reconvened in public at 6:17 p.m.

Moved by Councillor MacKay

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

Government Act.  
CARRIED UNANIMOUSLY

### 13. Adjournment

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

The Mayor adjourned the meeting at 6:17 p.m.

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MAYOR

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CHIEF LEGISLATIVE OFFICER