

DRAFT



**THE CITY OF SPRUCE GROVE**

**Minutes of the Regular Meeting of Council**

**November 18, 2024, 6 p.m.**

**3rd Floor - Council Chambers**

**315 Jespersen Ave**

**Spruce Grove, AB T7X 3E8**

**Members Present:**

Mayor Acker  
Councillor Carter  
Councillor Gillett  
Councillor Houston  
Councillor MacDonald  
Councillor Oldham  
Councillor Stevenson

**Also in Attendance:**

Dean Screpnek, City Manager  
David Wolanski, General Manager of Community and Protective Services  
Jamie Doyle, General Manager of Sustainable Growth and Development Services  
Zeeshan Hasan, General Manager of Corporate Services  
Dave Walker, Director of Economic and Business Development  
Francine Pitcher, Director of Finance  
Jennifer Hetherington, Director of Corporate Communications  
Mark Hussey, Director of Engineering  
Tania Shepherd, Director of Business Advisory Services  
Darren Flynn, Manager of Municipal Infrastructure  
Jodi Fulford, Economic Development Specialist, Commercial  
Kathy Van Wyk, Planning and Development Coordinator

Lindsay O'Mara, City Clerk  
Karie Nothof, Recording Secretary

**1. CALL TO ORDER**

Mayor Acker called the meeting to order at 6 p.m. and acknowledged that City Council meets on the traditional land of Treaty 6 territory.

**2. AGENDA**

The following deletion was made to the agenda:

Deletion: Item 13.3 - Motion - Development Related Fines Report

**Resolution:** RCM-286-24

**Moved by:** Councillor Houston

THAT the agenda be adopted as amended.

**Unanimously Carried**

**3. CONSENT AGENDA**

3.1 Consent Agenda - November 18, 2024

**Resolution:** RCM-287-24

**Moved by:** Councillor Houston

THAT the recommendations contained in the following reports be approved:

Item 4.1 Minutes - October 28, 2024 Organization Meeting of Council and Regular Council Meeting and November 4 - 6, 2024 Governance and Priorities Committee - Corporate Planning Meeting

Item 12.1 C-1365-24 - City Centre Business Improvement Area Bylaw Amendment - First Reading

Item 12.4 C-1362-24 - Land Use Bylaw Amendment - Redistricting - Spruce Ridge Road Affordable Housing - First Reading

Item 12.5 C-1363-24 - West Area Structure Plan Bylaw Amendment - Spruce Ridge Road - First Reading

**Unanimously Carried**

**4. MINUTES**

4.1 Minutes - October 28, 2024 Organizational and Regular Council Meeting and November 4 - 6, 2024 GPC-CP Meeting

The following motion was approved on the Consent Agenda:

THAT the October 28, 2024 Organizational Meeting of Council and Regular Council Meeting and November 4 - 6, 2024 Governance and Priorities Committee - Corporate Planning Meeting minutes be approved as presented.

**5. PUBLIC HEARINGS**

There were no Public Hearings on the agenda.

**6. PUBLIC INPUT SESSION**

There were no statements made or questions asked of Council.

**7. COUNCIL PRESENTATIONS**

There were no Council Presentation on the agenda.

**8. DELEGATIONS**

8.1 Council Delegation - City Centre Business Association - Budget, Audit, and Annual Report

Jason Lohr, President - City Centre Business Association, provided a presentation on the City Centre Business Association - Budget, Audit, and Annual Report.

Council thanked Jason Lohr for the presentation.

**Resolution:** RCM-288-24

**Moved by:** Councillor Gillett

THAT the proposed 2025 budget submitted by the Spruce Grove City Centre Business Association be approved as presented.

**Unanimously Carried**

**Resolution:** RCM-289-24

**Moved by:** Councillor Houston

THAT the audited 2023 financial statements for the Spruce Grove City Centre Business Association prepared by Tober Hembling and Associates LLP be approved as presented.

**Unanimously Carried**

**9. CLOSED SESSION**

**Resolution:** RCM-290-24

**Moved by:** Councillor Oldham

THAT Council go into Closed Session at 6:23 p.m. under the following section of the *Freedom of Information and Protection of Privacy Act*:

Item 9.1 Brand Framework Update 2

Section 24; Advice from officials

**Unanimously Carried**

9.1 Brand Framework Update 2

The following persons were also in Closed Session to provide information or administrative support for item 9.1 Brand Framework Update 2:

Dean Screpnek, David Wolanski, Jamie Doyle, Zeeshan Hasan, Jennifer Hetherington, Lindsay O'Mara, and Cinnamon Toast Consultants, Rachel Kamstra and Andrea Dyer.

9.2 Return to Open Session - November 18, 2024

**Resolution:** RCM-291-24

**Moved by:** Councillor MacDonald

THAT Council move out of Closed Session at 7:11 p.m.

**Unanimously Carried**

**10. BUSINESS ARISING FROM CLOSED SESSION**

There was no Business Arising from Closed Session.

**11. ADMINISTRATIVE UPDATES**

11.1 2024 Third Quarter Report

Tania Shepherd, Director of Business Advisory Services, and Francine Pitcher, Director of Finance, provided an update on the 2024 Third Quarter Report.

Council thanked Tania Shepherd and Francine Pitcher for the presentation.

**12. BYLAWS**

12.1 C-1365-24 - City Centre Business Improvement Area Bylaw Amendment - All Three Readings

Dave Walker, Director of Economic and Business Development, presented on C-1365-24 - City Centre Business Improvement Area Bylaw Amendment.

Council thanked Dave Walker for the presentation.

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1365-24 City Centre Business Improvement Area Bylaw Amendment.

**Resolution:** RCM-292-24

**Moved by:** Councillor Carter

THAT second reading be given to C-1365-24 City Centre Business Improvement Area Bylaw Amendment.

**Unanimously Carried**

**Resolution:** RCM-293-24

**Moved by:** Councillor MacDonald

THAT unanimous consent be given for consideration of third reading to C-1365-24 City Centre Business Improvement Area Bylaw Amendment.

**Unanimously Carried**

**Resolution:** RCM-294-24

**Moved by:** Councillor Houston

THAT third reading be given to C-1365-24 City Centre Business Improvement Area Bylaw Amendment.

**Unanimously Carried**

12.2 C-1350-24 - 2025 Fees and Charges Bylaw - Second and Third Reading

Francine Pitcher, Director of Finance, presented on C-1350-24 - 2025 Fees and Charges Bylaw.

Council thanked Francine Pitcher for the presentation.

**Resolution:** RCM-295-24

**Moved by:** Councillor Oldham

THAT second reading be given to C-1350-24 - 2025 Fees and Charges Bylaw.

**Unanimously Carried**

**Resolution:** RCM-296-24

**Moved by:** Councillor Gillett

THAT third reading be given to C-1350-24 - 2025 Fees and Charges Bylaw.

**Unanimously Carried**

12.3 C-1360-24 - Development Fees and Fines Bylaw - Third Reading

Kathy Van Wyk, Planning and Development Coordinator, presented on C-1360-24 - Development Fees and Fines Bylaw.

Council thanked Kathy Van Wyk for the presentation.

**Resolution:** RCM-297-24

**Moved by:** Councillor Stevenson

THAT third reading be given to C-1360-24 - Development Fees and Fines Bylaw.

**Unanimously Carried**

12.4 C-1362-24 - Land Use Bylaw Amendment - Redistricting - Spruce Ridge Road Affordable Housing - First Reading

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1362-24 - Land Use Bylaw Amendment - Redistricting - Spruce Ridge Road Affordable Housing.

12.5 C-1363-24 - West Area Structure Plan Bylaw Amendment - Spruce Ridge Road - First Reading

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1363-24 - West Area Structure Plan Bylaw Amendment - Spruce Ridge Road.

**13. BUSINESS ITEMS**

13.1 Integrated Transportation Master Plan Presentation

Mark Hussey, Director of Engineering, Darren Flynn, Manager of Municipal Infrastructure, Ryan Betker and Jarrett Zilinski, of McElhanney, presented on the Integrated Transportation Master Plan.

Council thanked Mark Hussey, Darren Flynn, Ryan Betker, and Jarrett Zilinski for the presentation.

13.2 Aquatics Facility Feasibility

David Wolanski, General Manager of Community and Protective Services, presented on Aquatics Facility Feasibility.

Council thanked David Wolanski for the presentation.

Mayor Acker called a recess at 9:24 p.m.

Mayor Acker reconvened the meeting at 9:34 p.m.

**Resolution:** RCM-298-24

**Moved by:** Councillor Gillett

THAT Council approve up to \$50,000 to be funded from year-end surplus to engage a consultant to prepare options for both an indoor or outdoor pool and that the report come back to Council for consideration prior to Spring Budget Adjustment.

**Unanimously Carried**

**14. COUNCILLOR REPORTS**

There were no Councillor Reports on the agenda.

**15. INFORMATION ITEMS**

There were no Information Items on the agenda.

**16. NOTICES OF MOTION**

There were no Notices of Motion provided.

**17. ADJOURNMENT**

**Resolution:** RCM-299-24

**Moved by:** Councillor Gillett

THAT the Regular Council meeting adjourn at 9:40 p.m.

**Unanimously Carried**

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Jeff Acker, Mayor

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Karie Nothof, Recording Secretary

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Date Signed