



**Council - Corporate Priorities Committee Meeting Minutes**

**Tuesday, November 19, 2024**

**6:00 p.m.**

**City Hall - Council Chambers**

Council Present: Deputy Mayor Chris Vining  
Councillor Ryan Bailey  
Councillor Vicky Lefebvre  
Councillor Bob Mattice  
Councillor Bill Parker  
Councillor Adele Richardson

Council Absent: Mayor Craig Copeland

Staff Present: Chief Administrative Officer Kevin Nagoya  
General Manager of Infrastructure Services Azam Khan  
Communications, Strategy, and Economic Development  
Manager/Acting General Manager of Community Services  
Andrew Serba  
Intermediate/Recording Assistant Denise Pollard  
Marketing Coordinator Dan Noseworthy

Staff Absent: General Manager of Corporate Services Kristy Isert  
Land Use Planning, Development, and Regulatory Services  
Manager Andrew Jabs

**CALL TO ORDER**

The meeting was called to order at this time being 6:02 p.m. by Deputy Mayor Vining.

**CITY OF COLD LAKE INDIGENOUS LAND ACKNOWLEDGEMENT**

Deputy Mayor Vining recited aloud the following City of Cold Lake Indigenous Land Acknowledgement:

*"In the spirit of respect and reciprocity, we acknowledge that the City of Cold Lake is located on lands and by water in Treaty 6 Territory and the homeland of the Metis Nation that has been, and continues to be, a sacred place for many. We pay respect to the indigenous peoples of this place past and present: the Cree, Denesuline and Metis peoples. We acknowledge that this place is impacted by the ongoing process of colonialism. We strive to understand and reframe our responsibilities to land and community as we journey towards reconciliation."*

**ADOPTION OF AGENDA**

**Resolution # CPC20241119.1001**

Moved by Councillor Bailey

That the agenda be adopted as presented.

**Carried Unanimously**

**DISCLOSURE OF INTEREST**

None.

**PUBLIC QUESTION PERIOD**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**Bylaw No. 850-BD-24 - Council Election Forum Selection Committee Bylaw**

Chief Administrative Officer K. Nagoya presented Bylaw No. 850-BD-24, being the Council Election Forum Selection Committee Bylaw, for the purpose of soliciting feedback from the Committee. He noted that Bylaw No. 850-BD-24 establishes the Council Election Forum Selection Committee for the purposes of Policy No. 239-AD-24, being the Municipal Election Forum Grant Policy.

No discussion or questions ensued.

**Resolution # CPC20241119.1002**

Moved by Councillor Richardson

That the Corporate Priorities Committee of Council direct Administration to bring Bylaw No. 850-BD-24, being the Council Election Forum Selection Committee Bylaw, to the November 26, 2024 regular meeting of Council for first reading, as presented.

**Carried Unanimously**

### **Bylaw No. 851-AD-24 - Chief Administrative Officer Bylaw**

Chief Administrative Officer K. Nagoya presented Bylaw No. 851-AD-24, being the Chief Administrative Officer Bylaw, for the purpose of soliciting feedback from the Committee. He noted that Bylaw No. 851-AD-24 is presented to replace Bylaw No. 169-AD-04, which has not been updated since its inception in 2004. Bylaw No. 851-AD-24 includes an update to the responsibilities, powers, and functions of the City of Cold Lake's Chief Administrative Officer.

No discussion or questions ensued.

### **Resolution # CPC20241119.1003**

Moved by Councillor Mattice

That the Corporate Priorities Committee of Council direct Administration to bring Bylaw No. 851-AD-24, being the Chief Administrative Officer Bylaw, to a future regular meeting of Council for first reading, as presented.

**Carried Unanimously**

### **Policy No. 240-AD-24 - Residential Demolition Grant Policy**

Chief Administrative Officer K. Nagoya presented Policy No. 240-AD-24, being the Residential Demolition Grant Policy, for the purpose of soliciting feedback and direction from the Committee on the framework of the grant program. He noted that the purpose of the proposed program is to incentivize property owners to demolish derelict residential properties by providing a grant to offset some of the costs that can make demolition of unkept properties prohibitive.

Discussion and questions ensued, and the Corporate Priorities Committee of Council provided feedback with respect to the Residential Demolition Grant Policy.

### **Resolution # CPC20241119.1004**

Moved by Councillor Lefebvre

That the Corporate Priorities Committee of Council direct Administration to bring Policy No. 240-AD-34, being the Residential Demolition Grant Policy, to the November 26, 2024 regular meeting of Council for Council's consideration.

**Carried Unanimously**

## **2024 Transportation Master Plan**

General Manager of Infrastructure Services A. Khan provided a briefing on the 2024 Transportation Plan noting that the original Transportation Master Plan was completed in 2012 and needed an update. He then introduced and welcomed Dan Zeggelaar, Sustainable Transportation Lead, with ISL Engineering and Land Services Ltd. to the meeting at this time being 6:17 p.m.

Mr. Zeggelaar provided the Committee with an update on the 2024 Transportation Master Plan via PowerPoint presentation. The presentation included:

- Project Overview
- Land Use Projections
- Population and Employment Growth Projections
- Total Population and Employment Projections
- Transportation Servicing Requirement - Existing Conditions
- Transportation Servicing Requirement - 10 -15 Year
- Transportation Servicing Requirement - 20 - 25 Year
- Highway 28 Functional Study Review
- Transit Service Review
- Trucks and Dangerous Goods Routes
- Urban Design
- Traffic Calming Measures
- Safety Review

Mr. Zeggelaar also noted that a public open house is scheduled for December 5, 2024, to share findings with residents and gather their input.

No discussion or questions ensued.

Deputy Mayor Vining thanked Mr. Zeggelaar for his presentation.

Mr. Zeggelaar left the meeting at this time being 6:41 p.m.

## **2025 Municipal Election Procedures**

Chief Administrative Officer K. Nagoya provided a briefing on the 2025 Municipal Election Procedures for the purpose of soliciting feedback from the Committee on specific election decisions that must be passed by bylaw.

Discussion and questions ensued, and the Corporate Priorities Committee of Council provided feedback with respect to the 2025 Municipal Election Procedures.

## **MCC - Cold Lake Medical Clinic Expansion**

Chief Administrative Officer K. Nagoya provided a briefing on the Municipal Controlled Corporation (MCC) - Cold Lake Medical Clinic Expansion for the purpose of soliciting feedback from the Committee regarding the MCC's vision moving forward, subject to funding. He noted that the Clinic has been a tremendous success since opening. Due to the significant growth in physicians, and the continued interest of further doctors and other practices transitioning to the clinic, the need for expansion has become a priority for the Board of Directors. A copy of the design report was provided for reference purposes.

Discussion and questions ensued, and the Corporate Priorities Committee of Council provided feedback with regards to the Municipal Controlled Corporation (MCC) - Cold Lake Medical Clinic Expansion.

## **North Arena Naming and Signage**

Communications, Strategy, and Economic Development Manager/Acting General Manager of Community Services A. Serba provided a briefing on the North Arena Naming and Signage. He then advised that the North Arena exterior renovations are complete. The final step in the facility's exterior overhaul is to install new signage on the arena's north-facing wall. He noted that the facility has never received an official name, rather is referred to by conventionally accepted names which have developed over time (North Arena or Blue Arena). Given the need for new signage, and the lack of a definitive or official name for the facility, Administration felt that it would be warranted to solicit feedback from Council surrounding the facility's name for the purpose of permanent signage.

Discussion and questions ensued. The Corporate Priorities Committee of Council provided feedback with respect to the North Arena Naming and Signage and directed Administration maintain the name "North Arena" while naming opportunities are explored.

## **Wildfire Exposure Assessment**

Chief Administrative Officer K. Nagoya provided a briefing on the Wildfire Exposure Assessment for the Committee's information. A copy of the assessment was provided for reference purposes.

Brief discussion and questions ensued.

## **QUESTIONS**

Deputy Mayor Vining queried about the recommendation (in the Transportation Master Plan presentation) for signalization on Highway 55 at English Bay Road (by Creekside Estates) as he thought that road will eventually be decommissioned, as per the area structure plan.

Chief Administrative Officer K. Nagoya advised that yes, it is identified to be decommissioned and moved approximately 400 feet to the west.

## **Resolution # CPC20241119.1005**

Moved by Councillor Bailey

That the meeting be recessed at this time being 7:35 p.m. and reconvened at the call of the Chair.

**Carried Unanimously**

Marketing Coordinator D. Noseworthy left the meeting at this time being 7:44 p.m.

Deputy Mayor Vining reconvened the meeting at this time being 7:45 p.m.

## **IN CAMERA**

### **Agreement - Implementation of Financial Software**

Present: Deputy Mayor Vining, Councillors Bailey, Lefebvre, Mattice, Parker, and Richardson, Chief Administrative Officer K. Nagoya, General Manager of Infrastructure Services A. Khan, Communications, Strategy, and Economic Development Manager/Acting General Manager of Community Services A. Serba, and Intermediate/Recording Assistant D. Pollard.

The following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 23, Local public body confidences
- FOIP Section 25, Disclosure harmful to economic and other interests of a public body
- FOIP Section 27, Privileged information

**Resolution # CPC20241119.1006**

Moved by Councillor Lefebvre

That the meeting go "In-Camera" at this time being 7:45 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to an Agreement - Implementation of Financial Software.

**Carried Unanimously**

**Resolution # CPC20241119.1007**

Moved by Councillor Bailey

That the meeting come "Out-of-Camera" at this time being 7:54 p.m.

**Carried Unanimously**

**Agreement - Live Barn**

Present: Deputy Mayor Vining, Councillors Bailey, Lefebvre, Mattice, Parker, and Richardson, Chief Administrative Officer K. Nagoya, General Manager of Infrastructure Services A. Khan, Communications, Strategy, and Economic Development Manager/Acting General Manager of Community Services A. Serba, and Intermediate/Recording Assistant D. Pollard.

The following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 16, Disclosure harmful to business interests of a third party
- FOIP Section 24, Advice from officials
- FOIP Section 27, Privileged information

**Resolution # CPC20241119.1008**

Moved by Councillor Bailey

That the meeting go "In-Camera" at this time being 7:54 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to an Agreement - Live Barn.

**Carried Unanimously**

**Resolution # CPC20241119.1009**

Moved by Councillor Lefebvre

That the meeting come "Out-of-Camera" at this time being 8:12 p.m.

**Carried Unanimously**

**ADJOURNMENT**

**Resolution # CPC20241119.1010**

Moved by Councillor Parker

That the meeting be adjourned at this time being 8:12 p.m.

**Carried Unanimously**

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Deputy Mayor

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Chief Administrative Officer