



Parkland County

53109A Highway 779
Parkland County, Alberta
T7Z 1R1
Parklandcounty.com

Meeting Minutes

Council

Mayor Rod Shaigec
Council Member AnnLisa Jensen
Council Member Jackie McCuaig
Council Member Phyllis Kobasiuk
Council Member Darrell Hollands
Council Member John McNab
Council Member Tracey Melnyk

Tuesday, February 9, 2016

9:00 AM

Council Chambers

CALL TO ORDER

Mayor Shaigec called the meeting to order at 9:01 a.m.

Administration:

Rob McGowan, Acting Chief Administrative Officer
Ken Van Buul, General Manager, Community Services
Peter Vana, General Manager, Development Services
Tracy Kibblewhite, General Manager, Corporate Services
Sarah Mate, Communications Coordinator
Carol Bergum, Manager, Planning and Development Services (in part)
Karen Kormos, Development Planner (in part)
Doug Tymchyshyn, Manager, Legislative & Administrative Services
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)

CELEBRATING SUCCESSES

- Parkland County is the recipient of the Canadian Award for Financial Reporting for 2014. Council thanked Parkland County staff for their contribution to obtain the award.
- Parkland County has been named as one of Alberta's Top 70 employers for 2016. Council extended gratitude to all Parkland County staff.
- Parkland County held a successful Winter Warm Up Event at Chickakoo Lake. Council thanked Parkland County staff and represented businesses for their dedication.

ADOPTION OF AGENDA

A motion was made by Council Member Jackie McCuaig that the February 9, 2016 Council meeting agenda be adopted with the following addition:

B.7 - Notice of Motion - Parkland County Road Allowances.

The motion carried unanimously.

INSPIRATIONAL REFLECTION

Council Member Phyllis Kobasiuk offered a short inspirational reflection.

ADOPTION OF MINUTES

Adoption of the January 12, 2016 Regular Council Meeting Minutes

Proposed Motion

That the January 12, 2016 regular Council meeting minutes be adopted, as presented.

Attachments: [Minutes - January 12, 2016 - Unadopted](#)

A motion was made by Council Member John McNab that the January 12, 2016 regular Council meeting minutes be adopted, as presented. The motion carried unanimously.

Adoption of the January 21 and January 22, 2016 Special Council Meeting Minutes

Proposed Motion

That the January 21 and January 22, 2016 special Council meeting minutes be adopted, as presented.

Attachments: [Minutes - January 21-22, 2016 - Special Council Meeting - Unadopted](#)

A motion was made by Council Member Tracey Melnyk that the January 21 and January 22, 2016 special Council meeting minutes be adopted, as presented. The motion carried unanimously.

NEW BUSINESS**Legislative Matters**

Policy Revision - Policy Development C-AD01

Proposed Motion(s)

That revised Policy Development Policy C-AD01 be approved as presented.

Attachments: [Policy Development Policy C-AD01](#)
 [Policy Development Policy C-AD01 with changes](#)
 [Council Policy Report](#)

A motion was made by Council Member Phyllis Kobasiuk that revised Policy Development Policy C-AD01 be approved, as presented. The motion carried

unanimously.

Purchasing and Public Response Standards Policies Approval and Repeal

Proposed Motion(s)

1. That Procurement Policy C-PT01 be approved as presented.
2. That the following purchasing policies be rescinded:
 - a. Purchasing and Tendering PT-001
 - b. Authorization to Purchase Policy PT-002
 - c. Purchase Card Program Policy PT-003
 - d. Cell Phone Procurement and Reimbursement Policy PT 004
 - e. Green Purchasing Policy C-PT06
 - f. Purchases at Auction or from Private Owners Policy AD 006
3. That Public Response Standards Policy C-AD05 be rescinded.

Attachments:

[Procurement C-PT01](#)

[Purchasing and Tendering PT-001](#)

[Authorization to Purchase PT-002](#)

[Purchase Card Program PT-003](#)

[Cell Phone Procurement and Reimbursement PT-004](#)

[Green Purchasing C-PT06](#)

[Purchases at Auction or from Private Owners AD 006](#)

[Public Response Standards C-AD05](#)

A motion was made by Council Member Darrell Hollands that Procurement Policy C-PT01 be approved, as presented. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that the following purchasing policies be rescinded:

- Purchasing and Tendering PT-001
- Authorization to Purchase Policy PT-002
- Purchase Card Program Policy PT-003
- Cell Phone Procurement and Reimbursement Policy PT 004
- Green Purchasing Policy C-PT06
- Purchases at Auction or from Private Owners Policy AD 006

The motion carried unanimously.

A motion was made by Council Member John McNab that Public Response Standards Policy C-AD05 be rescinded. The motion carried unanimously.

DELEGATIONS

Public Input - 9:15 a.m. (10 mins.)

Mayor Shaigec asked the gallery if there were any issues that the public wishes

to bring to the attention of Parkland County.

Norman Klassen, a Carvel area resident of Parkland County came forward to speak of the petition he presented to Council on January 12, 2016 regarding Train Whistle Cessation. Mr. Klassen stated his awareness that the petition had been deemed invalid as the signatures on the petition had not been witnessed or dated. Mr. Klassen explained that he had been advised by a legal source that the signatures could be witnessed and dated at a later date. Mr. Klassen restated his position that the train whistle is of great concern that interrupts a quality of life for residents of Parkland County and that his petition was to demonstrate how serious of a problem this matter is. Mr. Klassen asked that Parkland County move forward in preparation to allow CN to cease whistle blowing.

Administration advised that the Train Whistle Cessation petition matter is scheduled to be discussed at this meeting.

NEW BUSINESS

Legislative Matters

Council Code of Conduct and Meeting with Developers Policies Revision and Repeal

Proposed Motion(s)

1. That Council and Public Member Code of Conduct Policy C-AD21 be approved as presented.
2. That Meeting with Developers Policy C-AD14 stands repealed.

Attachments: [Council and Public Member Code of Conduct C-AD21](#)
 [Council Code of Conduct C-AD21 with changes](#)
 [Meeting with Developers C-AD14](#)

A motion was made by Council Member Phyllis Kobasiuk that Council and Public Member Code of Conduct Policy C-AD21 be approved, as presented. The motion carried unanimously.

A motion was made by Council Member John McNab that Meeting with Developers Policy C-AD14 stands repealed. The motion carried unanimously.

DELEGATIONS

PUBLIC HEARING - 9:30 a.m.

Proposed Road Closure Bylaw No. 2016-04

Proposed Motion

That Bylaw No. 2016-04 receive first reading.

Attachments: [Chair's Procedural Notes](#)
[BYLAW 2016-04](#)
[Twp Rd 522 Garden Grove Aerial](#)
[Twp Rd 522 Garden Grove Road Closure](#)
[Policy EN 009](#)

Mayor Shaigec called the public hearing to order at 9:29 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw No. 2016-04, and explained the process of the hearing.

Administration presented Bylaw No. 2016-04.

Verbal Submissions

1. Rob Simpson, Lot 1 owner came forward and informed that his intent is to purchase all lands described as part of the proposed road closure.
2. Matt Strickland, Lot 9 owner came forward advising that he inquired to purchase the proposed land in October 2015 that initiated the road closure application. Mr. Strickland advised that he intends to purchase all of the proposed land.

Written Submissions

No written submissions.

Mayor Shaigec adjourned the public hearing regarding proposed Bylaw No. 2016-04 and scheduled the public hearing to reconvene on March 8, 2016 at 10:30 a.m. at Parkland County Centre, Council Chambers.

BUSINESS ARISING

Bylaw No. 2015-29 (Amendment to Land Use Bylaw 20-2009 and Redistricting - Natural Resource Extraction/Processing)

Proposed Motion

1. That Bylaw No. 2015-29 be amended by removing the seven (7) properties outlined in the Administrative Report;
2. That Bylaw No. 2015-29 receive second reading, as amended; and
3. That Bylaw No. 2015-29 receive third and final reading.

Attachments: [Administrative Report](#)
[Bylaw 2015-29](#)
[Proposed LUB changes - Red-lined](#)
[Proposed LUB changes - Final version](#)
[Att 5 - Original proposed redistricting](#)
[Att 6 - proposed excluded sites](#)
[Bylaw 2015-29 Public Engagement summary](#)

A motion was made by Council Member Jackie McCuaig that Bylaw No. 2015-29 be amended by removing the seven (7) properties outlined in the Administrative Reported, as presented.

A motion was made by Council Member Darrell Hollands that Bylaw No. 2015-29 be tabled to the March 22, 2016 Council meeting; and, that administration be directed to present the number of Development Permits that do not have an expiration date related to natural resource extraction/processing and a scope of the development permits. The motion carried unanimously.

Recess

Mayor Shaigec recessed the meeting at 10:07 a.m. and reconvened the meeting at 10:18 a.m.

NEW BUSINESS

Legislative Matters

Policy Revision - Council Expenses C-AD24

Proposed Motion(s)

That Council Expenses Policy C-AD24 be approved as presented.

Attachments: [C-AD24 Council Expenses](#)
 [C-AD24 Council Expenses with changes](#)

A motion was made by Council Member Jackie McCuaig that Council Expenses Policy C-AD24 be approved, as presented. The motion carried unanimously.

Bylaw No. 2015-29 (Repeal of Business Licensing Bylaw No. 2014-09)

Proposed Motions

1. That Bylaw No. 2016-01 receive first reading.
2. That Bylaw No. 2016-01 receive second reading.
3. That Bylaw No. 2016-01 be presented at this meeting for third reading.
4. That Bylaw No. 2016-01 receive third and final reading.

Attachments: [Admin Report - Business Licenses](#)
 [Repeal Bylaw 2016-01](#)
 [Bylaw 2014-09 to be repealed](#)
 [Bylaw 2015-25 Amendment to 2014-09](#)

A motion was made by Council Member Tracey Melnyk that Bylaw No. 2016-01 receive first reading. The motion carried unanimously.

A motion was made by Council Member Phyllis Kobasiuk that Bylaw No. 2016-01 receive second reading. The motion carried unanimously.

A motion was made by Council Member John McNab that Bylaw No. 2016-01 be presented at this meeting for third reading. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Bylaw No.

2016-01 receive third and final reading and that it be declared finally passed. The motion carried unanimously.

Bylaw No. 2016-06 (Amendment to Schedule 1 of the Land Use Bylaw - Entwistle Urban Village Sub-District Map)

Proposed Motion(s)

1. That Bylaw No. 2016-06 receive first reading; and
2. That a Public Hearing be scheduled for March 8, 2016 at 9:30 a.m. in Council Chambers to hear public comment on Bylaw No. 2016-06.

Attachments: [Administrative Report](#)
[Bylaw 2016-06, LUB](#)
[Schedule 1 - proposed redesignation](#)

A motion was made by Council Member Tracey Melnyk that Bylaw No. 2016-06 receive first reading. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that a public hearing be scheduled on March 8, 2016 at 9:30 a.m. at Parkland County, Council Chambers to hear public comment on Bylaw No. 2016-06. The motion carried unanimously.

Notice of Motion

Council Member Tracey Melnyk advised that a Notice of Motion will be presented to Council at the March 22, 2016 Council meeting regarding Parkland County Road Allowances.

Corporate Services Matters

Alberta Community Partnership (Intermunicipal Collaboration) Grant Application for Oblique Imagery Collaboration

Proposed Motion(s)

1. That Parkland County submit an Alberta Community Partnership (Intermunicipal Collaboration) grant application for Oblique Imagery Collaboration.
2. That Parkland County partner with Sturgeon County, the City of St. Albert, the City of Fort Saskatchewan, and the Town of Beaumont for an Intermunicipal Collaboration grant through the Alberta Community Partnership.
3. That Parkland County be designated as the Project Lead and Sponsor for the Alberta Community Partnership Conditional Grant Agreement.

Attachments: [Oblique Imagery Project Partner Map](#)

A motion was made by Council Member Darrell Hollands that Parkland County submit an Alberta Community Partnership (Intermunicipal Collaboration) grant application for Oblique Imagery Collaboration, as presented. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Parkland County

partner with Sturgeon County, City of St. Albert, City of Fort Saskatchewan, and Town of Beaumont for an Intermunicipal Collaboration grant through the Alberta Community Partnership, as presented. The motion carried unanimously.

A motion was made by Council Member John McNab that Parkland County be designated as the Project Lead and Sponsor for the Alberta Community Partnership Conditional Grant Agreement. The motion carried unanimously.

Request for Cancellation of Penalties on 2015 Tax Levy

Proposed Motion

That the request to cancel tax penalties in the amount of \$1,126.28 be denied.

Attachments: [Attachment 1 - Tax Penalties Cancellation Request](#)
 [Attachment 2 - Bylaw No. 2015-16](#)

A motion was made by Council Member Phyllis Kobasiuk that the request to cancel tax penalties in the amount of \$1,126.28 be denied. The motion carried unanimously.

Community Services Matters

Parkland County Historical Resource Photo Project

Proposed Motion

That Council approve the Parkland County Historical Resource Photo Project.

Attachments: [Historical Photo Resource Project](#)

A motion was made by Council Member John McNab that the Parkland County Historical Resource Photo Project be approved, as presented. The motion carried unanimously.

Beautification Grant - Duffield Parents Advisory Committee

Proposed Motion

That Council approve the Duffield Parents Advisory Committee's Beautification Grant in the amount of \$10,000 to be funded from the 2016 operating budget.

Attachments: [Administrative Report - Duffield Beautification Redacted](#)
 [C-RP20](#)

A motion was made by Council Member John McNab that the Duffield Parents Advisory Committee's Beautification Grant in the amount of \$10,000 from the 2016 operating budget be approved, as presented. The motion carried unanimously.

Clymont Community League Sustainability Grant - Major Capital

Proposed Motion(s)

That Council approve Clymont Community League's Sustainability Grant - Major Capital application in the amount of \$54,844 to be funded from Restricted Surplus - Recreation Facilities.

Attachments: [Council Package - Clymont Sustainability Major C-RP03](#)

A motion was made by Council Member Darrell Hollands that the Clymont Community League's Sustainability Grant - Major Capital application in the amount of \$54,844 from Restricted Surplus - Recreation Facilities be approved, as presented. The motion carried unanimously.

Alberta Community Partnership (Intermunicipal Collaboration) Grant application support for the Village of Wabamun Boat Launch Upgrade

Proposed Motions

1. That Parkland County support the Village of Wabamun Boat Launch Project Phase 1 (Expansion) and the Village of Wabamun Boat Launch Project Phase 2 (Parking) grant application for the Alberta Community Partnership (Intermunicipal Collaboration) grant and designate the Village of Wabamun as the managing partner.

And

2. That Parkland County's support of these grant applications is in no way to be construed as future funding support from Parkland County.

A motion was made by Council Member John McNab that Parkland County support the Village of Wabamun Boat Launch Project Phase 1 (Expansion) and the Village of Wabamun Boat Launch Project Phase 2 (Parking) grant application for the Alberta Community Partnership (Intermunicipal Collaboration) grant; and, designate the Village of Wabamun as the managing partner. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Parkland County's support for the Village of Wabamun Boat Launch Project Phase 1 (Expansion) and the Village of Wabamun Boat Launch Project Phase 2 (Parking) grant applications is in no way to be construed as future funding support from Parkland County. The motion carried unanimously.

Development Services Matters

Alberta Community Partnership (Intermunicipal Collaboration) Grant Application for the Municipal Alternative Land Use Services (ALUS) Delivery Model and Network

Proposed Motion(s)

1. That Parkland County participate and submit an Alberta Community Partnership (Intermunicipal Collaboration) Grant to establish a Municipal Alternative Land Use Services (ALUS) Delivery Model and Network.
2. That Parkland County partner with Red Deer County and Vermilion River County to establish a Municipal ALUS Delivery Model and Network.

3. That Parkland County be the designated Project Lead and Sponsor for the Alberta Community Partnership Grant Application.

A motion was made by Council Member Phyllis Kobasiuk that Parkland County participate and submit an Alberta Community Partnership (Intermunicipal Collaboration) Grant to establish a Municipal Alternative Land Use Services (ALUS) Delivery Model and Network. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that Parkland County participate and submit an Alberta Community Partnership (Intermunicipal Collaboration) Grant to establish a Municipal Alternative Land Use Services (ALUS) Delivery Model and Network. The motion carried unanimously.

A motion was made by Council Member John McNab that Parkland County be the designated Project Lead and Sponsor for the Alberta Community Partnership Grant Application. The motion carried unanimously.

COMMUNICATIONS

Train Whistle Cessation Petition Report

Proposed Motion

That the Train Whistle Cessation Petition report be received for information, as presented.

Attachments: [Train Whistle Cessation - Petition Report](#)

A motion was made by Council Member Jackie McCuaig that Train Whistle Cessation Petition report be received for information, as presented. The motion carried unanimously.

A motion was made by Mayor Shaigec that administration be directed to review and present a report highlighting the process required to have CN cease the whistle blowing at level crossings and the potential legal and liability implications to Parkland County for such action; and, to present a total number of level crossings with a cost to install stop signs at level crossings at the April 5, 2016 Committee of the Whole meeting. The motion carried by the following vote:

AAMDC Contact Newsletter

Proposed Motion

That the AAMDC Contact Newsletters be received for information, as presented.

Attachments: [AAMDC Contact Newsletter - February 3, 2016](#)
 [AAMDC Contact Newsletter - January 27, 2016](#)
 [AAMDC Contact Newsletter - January 20, 2016](#)
 [AAMDC Contact Newsletter - January 14, 2016](#)
 [AAMDC Contact Newsletter - Website](#)

A motion was made by Council Member Phyllis Kobasiuk that the January 14, 20, 27, and February 3, 2016 AAMDC Contact Newsletters be received for information, as presented. The motion carried unanimously.

Federation of Canadian Municipalities (FCM)

Proposed Motion

That the FCM updates be received for information, as presented.

Attachments: [2016 Federation of Canadian Municipalities Conference](#)
[Federation of Canadian Municipalities - Website](#)

A motion was made by Council Member Darrell Hollands that the 2016 Federation of Canadian Municipalities Conference be received for information, as presented. The motion carried unanimously.

Committee Reports

Proposed Motion

That the Committee Reports be received for information, as presented.

A motion was made by Council Member Jackie McCuaig that the following Committee Reports be received for information:

1. Council Member Jackie McCuaig reported on the recognition along with the City of Spruce Grove to Allan Schenfield for 50 years service to maintain the operation of the Pioneer Cemetery, Farm Teck, Rural Womens Conference, Meridian Foundation, and a presentation to Parkland County residents who celebrated a 60th and 65th wedding anniversary.
2. Council Member Phyllis Kobasiuk reported on the Rural Womens Conference.
3. Mayor Shaigec reported on the West Inter Lake District Regional Water Services Commission.

The motion carried unanimously.

CLOSE OF MEETING

Mayor Shaigec closed the meeting at 11:5 a.m.

Mayor

Supervisor, Legislative & Administrative Services