



# Parkland County

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Parkland County, Alberta  
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## Meeting Minutes

### Committee of the Whole

*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*

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Tuesday, October 4, 2016

9:00 AM

Council Chambers

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#### CALL TO ORDER

Committee Chair AnnLisa Jensen called the meeting to order at 9:07 a.m.

**Present:** 6 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member John McNab, Mayor Rod Shaigec, Council Member Darrell Hollands and Council Member Tracey Melnyk

**Absent:** 1 - Council Member Phyllis Kobasiuk

#### Administration:

Michael Heck, Chief Administrative Officer  
Laura Swain, Corporate Business Planner (in part)  
Dave Cross, Interim General Manager, Community Services  
Brian Cornforth, Fire Chief (in part)  
Shawn McKerry, Deputy Fire Chief-Life Safety (in part)  
Ken Van Buul, Interim General Manager, Corporate Services  
Arlan Delisle, County Solicitor (in part)  
Peter Vana, General Manager, Development Services (in part)  
Tracy Kibblewhite, Chief Financial Officer  
Rob McGowan, General Manager, Infrastructure Services  
Jody Hancock, Manager, Engineering Services (in part)  
Sarah Mate, Communications Coordinator (in part)  
Doug Tymchyshyn, Supervisor, Legislative & Administrative Services (in part)  
Sheryl Cammidge, Recording Secretary (in part)

#### ADOPTION OF AGENDA

A motion was made by Committee Member Jackie McCuaig that the agenda be adopted with the addition of a staff member introduction. The motion carried unanimously.

#### ADOPTION OF MINUTES

[MIN 16-033](#)

Unadopted Committee of the Whole September 20, 2016 Minutes

**Proposed Motion**

The Committee of the Whole meeting minutes of September 20, 2016 be adopted, as presented.

**A motion was made by Committee Member Darrell Hollands that the meeting minutes of September 20, 2016 be adopted, as presented. The motion carried unanimously.**

[App 16-057](#)

**Staff Introduction**

Ken Van Buul, Interim General Manager of Corporate Services introduced Don Ross, Manager, Information Services. The Committee of the Whole welcomed Don Ross to Parkland County.

**NEW BUSINESS****General Manager, Community Services**

[RFD 16-172](#)

Nuisance Fire Alarm Prevention

**Proposed Motions**

1. The Nuisance Fire Alarm Prevention presentation be received for information, as presented.
2. Administration be directed to undertake the required public engagement process for a new bylaw as defined by Public Engagement Policy C-AD51.
3. Administration be directed to present to Council a Fire Alarm Prevention Bylaw after the public engagement process has been completed.

**Brian Cornforth, Fire Chief and Shawn McKerry, Deputy Fire Chief-Life Safety presented the Nuisance Fire Alarm Prevention presentation.**

**1. A motion was made by Committee Member Jackie McCuaig that the Nuisance Fire Alarm Prevention presentation be received for information, as presented. The motion carried unanimously.**

**2. A motion was made by Mayor Rod Shaigec that Administration be directed to undertake the required public engagement process for a new bylaw as defined by Public Engagement Policy C-AD51. The motion carried unanimously.**

**3. A motion was made by Committee Member John McNab that Administration be directed to present to Council a False Alarm Prevention Bylaw after the public engagement process has been completed. The motion carried unanimously.**

**DELEGATIONS**

[App 16-051](#)

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

**Committee Chair AnnLisa Jensen asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. No one came forward.**

[App 16-049](#)

**Appointment: 9:45 a.m.**  
CIBC Wood Gundy (Todd Poland)

**Proposed Motion**

The CIBC Wood Gundy Economic Outlook be received for information, as presented.

**Todd Poland and James Hobson of CIBC Wood Gundy presented the CIBC Wood Gundy Economic Outlook presentation.**

**A motion was made by Committee Member Jackie McCuaig that the CIBC Wood Gundy Economic Outlook presentation be received for information, as presented. The motion carried unanimously.**

**General Manager, Corporate Services**[RFD 16-211](#)

Parkland County Resident Priorities Survey - Request for Proposal Deliverables

**Proposed Motion(s)**

The Parkland County Resident Priorities Survey Request for Proposal Deliverables be received for information, as presented.

**Sarah Mate, Communications Coordinator and Laura Swain, Corporate Business Planner presented the Parkland County Resident Priorities Survey - Request for Proposal Deliverables.**

**A motion was made by Committee Member John McNab that the Parkland County Resident Priorities Survey - Request for Proposal Deliverables be received for information, as presented. The motion carried unanimously.**

**Committee Chair AnnLisa Jensen recessed the meeting at 10:20 a.m. and reconvened the meeting at 10:32 a.m.**

**General Manager, Infrastructure Services**[RFD 16-213](#)

Capital Road Program Update

**Proposed Motion**

The Capital Road Program Update be received for information, as presented.

**Jody Hancock, Manager, Engineering Services presented the Capital Road Program Update.**

**A motion was made by Committee Member Darrell Hollands that the Capital Road Program Update be received for information, as presented. The motion carried unanimously.**

**COMMUNICATIONS**

[COM 16-061](#) AAMDC Member Bulletin**Proposed Motion**

The AAMDC Member Bulletin be received for information, as presented.

**A motion was made by Committee Member Tracey Melnyk that the AAMDC Member Bulletin be received for information, as presented. The motion carried unanimously.**

[COM 16-062](#) Federation of Canadian Municipalities Update**Proposed Motion**

The Federation of Canadian Municipalities Update be received for information, as presented.

**A motion was made by Committee Member Jackie McCuaig that the Federation of Canadian Municipalities update be received for information, as presented. The motion carried unanimously.**

**IN-CAMERA SESSION**[RFD 16-208](#) In-Camera Session**Proposed Motion**

To meet In-Camera under the provision of Section 197 of the Municipal Government Act to discuss matters protected from disclosure by Section 24 and Section 27 of the Freedom of Information and Protection of Privacy Act.

**A motion was made by Mayor Rod Shaigec that the Committee of the Whole meet in-camera at 10:40 a.m. The motion carried unanimously.**

[PRE 16-070](#) In-Camera Appointment - 10:30 am

FOIP Section 24

[PRE 16-071](#) Legal Matter  
FOIP Section 27[RFD 16-209](#) Regular Committee of the Whole Session**Proposed Motion**

Revert to regular session.

**A motion was made by Committee Member Jackie McCuaig that the Committee of the Whole go into regular meeting session at 12:10 p.m. The motion carried unanimously.**

**NEXT MEETING**

The next Committee of the Whole meeting is scheduled for October 18, 2016 at 9:00 a.m.

## CLOSE OF MEETING

Committee Chair AnnLisa Jensen adjourned the meeting at 12:10 p.m.

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Committee Chair

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Recording Secretary