



Parkland County

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

Meeting Agenda

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, March 8, 2016

9:00 AM

Council Chambers

VISION & MISSION:

Our VISION:

*Parkland County, home to...
Creative Communities
Dynamic Connections
Cherished Ecosystems
Resilient Economies*

And our MISSION:

*Parkland County represents the interests and aspirations of its citizens,
providing quality municipal services through strategic governance, and
delivering the best outcomes for Parkland County as a whole.*

1. CALL TO ORDER (Mayor)

CELEBRATING SUCCESSES

INSPIRATIONAL REFLECTION (McCuaig)

2. ADOPTION OF AGENDA (Mayor)

3. ADOPTION OF MINUTES (Mayor)

3.1 [MIN 16-005](#) Adoption of the February 8, 2016 Special Council Meeting Minutes

Proposed Motion

That the special Council meeting minutes of February 8, 2016 be adopted,
as presented.

Attachments: [Unadopted - Special Council Meeting Minutes - February 8, 2016](#)

- 3.2 [MIN 16-006](#) Adoption of the February 9, 2016 Regular Council Meeting Minutes

Proposed Motion

That the February 9, 2016 regular Council meeting minutes be adopted, as presented.

Attachments: [Minutes - February 9, 2016 - Council Meeting - Unadopted](#)

- 3.3 [MIN 16-007](#) Adoption of the February 16, 2016 10:40 a.m. Special Council Meeting Minutes

Proposed Motion

That the February 16, 2016, 10:40 a.m. special Council meeting minutes be adopted, as presented.

Attachments: [Minutes - February 16, 2016 - Special Council Meeting - Unadopted](#)

- 3.4 [MIN 16-008](#) Adoption of the February 16, 2016, 1:00 p.m. Special Council Meeting Minutes

Proposed Motion

That the February 16, 2016, 1:00 p.m. special Council meeting minutes be adopted, as presented.

Attachments: [Minutes - February 16, 2016 - Special Council Meeting - Unadopted](#)

4. DELEGATIONS

- 4.1 [App 16-007](#) PRESENTATION - 9:05 a.m.
Cheque Presentation - ATCO Gas to the Spruce Grove and District
Agricultural Heritage Society (SGDAHS)
(Darren Repka, Manager ATCO Gas; Moira Juleff, President SGDAHS,
George Sewell, Building Committee Chair, SGDAHS)

Sponsors: Van Buul

- 4.2 [App 16-003](#) Public Input - 9:15 a.m. (10 mins.)

Sponsors: Shaigec

- 4.3 [BL 16-009](#) PUBLIC HEARING - 9:30 a.m.
Bylaw No. 2016-06 (Amendment Schedule 1 of the Land Use Bylaw - Entwistle Urban Village Sub-District Map)

Proposed Motion(s)

1. That Bylaw No. 2016-06 receive second reading; and
2. That Bylaw No. 2016-06 receive third and final reading.

Sponsors: Vana

Attachments: [Chair Notes](#)

[Administrative Report](#)

[Bylaw 2016-06 Amending Land Use Bylaw 20-2009](#)

[Schedule 1-Map](#)

- 4.4 [App 16-009](#) PRESENTATION - 10:00 a.m.
Lakemere 4-H Beef Club
(Deanna Beniuk, General Leader, Lakemere 4-H Beef Club)

Sponsors: McGowan

- 4.5 [BL 16-008](#) RECONVENE PUBLIC HEARING - 10:30 a.m.
Proposed Road Closure Bylaw No. 2016-04

Proposed Motion

That Bylaw No. 2016-04 receive first reading.

Sponsors: McGowan

Attachments: [Chair Procedural Notes - Reconvene Public Hearing - Bylaw 2016-04](#)

[Bylaw 2016-04 Road Closure Twp Rd 522](#)

[Twp Rd 522 Garden Grove Aerial](#)

[Road Closure Request Township Road 522](#)

[Policy EN 009 Road Allowance and Diversions Sale, Lease Permitting](#)

- 4.6 [App 16-010](#) PRESENTATION - 11:00 a.m.
Non-Union Market Salary and Non-Market Position Evaluation and Salary
Administration Policies
(Russ Heppell, Consultant - RSH Group Inc.)

Proposed Motion

That Council accept the consultant report on compensation as information.

Sponsors: Kibblewhite

Attachments: [Presentation: Review of Market Salary, Position Evaluation and Salary Administ](#)

5. BUSINESS ARISING

6. NEW BUSINESS

A. Mayor and Council Member Matters

- A.1** [NM 16-001](#) Notice of Motion - Parkland County Road Allowance

Sponsors: Melnyk

Attachments: [Notice of Motion - Parkland County Road Allowance](#)

B. Legislative Matters

- B.1** [POL 16-008](#) Cemeteries Policy

Proposed Motion

1. That Cemeteries Policy C-RP02 is approved as presented; and
2. That Cemetery Operation and Maintenance Policy RP 002 be rescinded.

Sponsors: Van Buul

Attachments: [Policy C-RP02 Cemeteries](#)

[Policy C-RP02 Cemeteries with changes](#)

[Policy RP002 Cemetery Operation & Maintenance](#)

- B.2** [POL 16-010](#) Parks, Recreation and Culture Policies - Repeal

Proposed Motion

That Policy RP 008 - County Use of Community Halls and Policy RP 009 - Contributions to Operational Costs of Public Libraries, be rescinded.

Sponsors: Van Buul

Attachments: [Policy RP008 County Use of Community Halls \(Attachment 1\)](#)

[Directive A-RP05 Community Hall Bookings for County Use \(Attachment 2\)](#)

[Procedure A-RP05-P1 Community Hall Bookings for County Use \(Attachment 3\)](#)

[Policy RP 009 Contribution to Operational Costs of Public Libraries \(Attachment 4\)](#)

[Bylaw 2014-08 Municipal Library Board \(Attachment 5\)](#)

- B.3** [POL 16-009](#) Private Driveway Snow Removal Subsidy Program Policy C-RP15

Proposed Motion(s)

1. That Private Driveway Snow Removal Subsidy Program Policy C-RP15 is approved as presented; and
2. That Private Driveway Snow Removal for Physically Disabled Persons Policy RP015 be rescinded.

Sponsors: Van Buul

Attachments: [Policy C-RP15 Private Driveway Snow Removal](#)

[Policy C-RP15 Private Driveway Snow Removal with changes](#)

[Policy RP 015 Private Driveway Snow Removal](#)

B.4 [POL 16-011](#) Policy Revision - Safety Policy C-AD46**Proposed Motion**

That Council approve revised Safety Policy C-AD46 as presented.

Sponsors: Van Buul

Attachments: [Policy C-AD46 Safety](#)

[Policy C-AD46 Safety with changes](#)

B.5 [POL 16-012](#) Compensation Policy C-HR04**Proposed Motion(s)**

1. That Council approve Compensation Policy C-HR04 as presented.
2. That Council rescind Policy HR 005 Non-Union Market Salary and Non-Market Position Evaluation and Policy HR 004 Salary Administration.

Sponsors: Kibblewhite

Attachments: [Policy C-HR04 Compensation](#)

[HR 004 Salary Administration](#)

[HR 005 Non-Union Market Salary & Non-Market Position Evaluation](#)

C. **Corporate Services Matters**

- C.1** [RFD 16-001](#) 2015 Draft Year End Financial Report, Final Restricted Surplus and Allowance Transfers, and Restricted Surplus Authorization Form Changes

Proposed Motions

1. That Council accept the Draft 2015 Year End Financial Reports as information.
2. That Council rescind the Early Retirement Incentive Restricted Surplus with the balance of the reserve (\$235,886) transferred to Contingency Restricted Surplus.
3. That Council approve the creation of the Hamlet Sustainability Restricted Surplus.
4. That Council approve the transfer of \$3,480,903 to Restricted Surplus and the decrease to the Allowance for Uncollectible Accounts in the amount of \$9,700 as per Attachment 1.

Sponsors: Kibblewhite

Attachments: [1. Restricted Surplus Transfers Year End](#)
[2. Tax Carryforward Requirements](#)
[3. Budget Summary Draft](#)
[4. Water & Waste Water Graphs](#)
[5. Smart Parkland Tower Analysis](#)
[6. Early Retirement Incentive Restricted Surplus Authorization Form](#)
[7. Statement of Restricted Surplus](#)
[8. Hamlet Sustainability Restricted Surplus Authorization Form](#)

- C.2** [RFD 16-044](#) Staffing Request for Financial Services

Proposed Motion

That Council approve the following Financial Services staff changes to the 2016 Final Budget:

- addition of 2.0 full time equivalent permanent Accounting Technicians
- addition of 0.2 full time equivalent Data Entry Clerk; changing the position to permanent status
- changing the 0 .6 temporary full time equivalent, Supervisor, Budget and Grants position to permanent status

Sponsors: Kibblewhite

D. Infrastructure Services Matters

E. Community Services Matters

E.1 [RFD 16-042](#) Yellowhead County Fire Services Agreement**Proposed Motion**

That Council direct Administration to begin discussions with Yellowhead County on defining a service level and operating model for fire services in the Entwistle/Evansburg area.

Sponsors: Van Buul

Attachments: [Yellowhead County Fire Services Agreement Letter](#)

F. Development Services Matters**F.1** [RFD 16-008](#) Municipal Development Plan Bylaw No. 37-2007 Update**Proposed Motion(s)**

1. That the Municipal Development Plan project workplan be approved.
2. That the vision statement for the Municipal Development Plan be approved.

Sponsors: Vana

Attachments: [1. Municipal Development Plan Administrative Report](#)

[2. Municipal Development Plan Project Plan](#)

[3. Municipal Development Plan Vision Statement](#)

[4. Municipal Development Plan 2016 Content Outline](#)

[5. Municipal Development Plan Presentation](#)

F.2 [RFD 16-036](#) Integrated Community Sustainability Plan (ICSP) Update 2016**Proposed Motion(s)**

1. That Council approve the Integrated Community Sustainability Plan project plan
2. That Council approve the Integrated Community Sustainability Plan Vision Statement

Sponsors: Vana

Attachments: [2016 ICSP Project Plan](#)

[2016 ICSP Content Outline Table of Contents](#)

[2016 ICSP Presentation](#)

- F.3** [RFD 16-033](#) Participation in an Alberta Community Partnership Grant - Sturgeon River Watershed

Proposed Motions:

- 1) That Council authorizes Administration to participate in an Alberta Community Partnership Grant application to assist in the completion of background reports for the Sturgeon River Watershed Management Plan.
- 2) That Council supports the designation of the Summer Village of Silver Sands as the project lead for the Alberta Community Partnership Grant.
- 3) That Council supports the Summer Village of Silver Sands to enter into a conditional grant agreement with the Government of Alberta governing the purpose and use of the grant funds.

Sponsors: Vana

Attachments: [Administrative Report](#)

[Alberta Community Partnership Grant Application - Sturgeon Watershed](#)

7. COMMUNICATIONS

- 7.1** [COM 16-012](#) AAMDC Contact Newsletter

Proposed Motion

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

Sponsors: Shaigec

Attachments: [AAMDC Contact Newsletter - March 2, 2016](#)

[AAMDC Contact Newsletter - February 24, 2016](#)

[AAMDC Contact Newsletter - February 18, 2016](#)

[AAMDC Contact Newsletter - February 10, 2016](#)

[AAMDC Contact Newsletter - Website](#)

- 7.2** [COM 16-013](#) Federation of Canadian Municipalities (FCM) Update

Proposed Motion

That the Federation of Canadian Municipalities update be received for information, as presented.

Sponsors: Shaigec

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

- 7.3** [COM 16-014](#) Committee Reports

Proposed Motion

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

Sponsors: Shaigec

8. IN-CAMERA SESSION

9. BUSINESS ARISING FROM IN-CAMERA SESSION

10. CLOSE OF MEETING