



# Parkland County

53109A Highway 779  
Parkland County, Alberta  
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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*

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Tuesday, February 28, 2017

9:00 AM

Council Chambers

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### CALL TO ORDER

**Present:** 6 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member John McNab, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands and Council Member Tracey Melnyk

**Absent:** 1 - Rod Shaigec

#### Administration:

Michael Heck, Chief Administrative Officer  
Arlan Delisle, County Solicitor/Director, Legal & Legislative Services (in-part)  
Tracy Kibblewhite, General Manager, Chief Financial Officer (in-part)  
Dave Cross, General Manager, Community Services (in-part)  
Ken Van Buul, General Manager, Corporate Services (in-part)  
Peter Vana, General Manager, Development Services  
Rob McGowan, General Manager, Infrastructure Services  
Mark Edwards Director, Economic Diversification (in-part)  
Doug Tymchyshyn, Manager, Legislative Services/Chief Legislative Officer  
Jody Hancock, Director, Engineering Services (in-part)  
Leo Girard, Director, Public Works (in-part)  
Linda Murtha, Land Agent Officer, Engineering Services (in-part)  
Carol Bergum, Director, Planning and Development Services (in part)  
Stephen Fegyverneki, Manager, Current Planning, Planning and Development Services (in-part)  
Craig Thomas, Manager, Development Planning, Planning and Development Services (in part)  
Rachelle Trovato, Planner, Planning and Development Services (in part)  
Feinan Long, Development Planner, Planning and Development Services (in part)  
Lois Tyerman, Legislative Services (Recording Secretary)

### INSPIRATIONAL REFLECTION

Council Member AnnLisa Jensen offered a short inspirational reflection.

[PRE 17-007](#)

## Staff Introduction

*Rob McGowan, General Manager, Infrastructure Services introduced Leo Girard, Director, Public Works. Council welcomed Mr. Girard to Parkland County.*

**ADOPTION OF AGENDA**

**A motion was made by Council Member Darrell Hollands that the February 28, 2017 Council Meeting agenda be adopted, as presented. The motion carried unanimously.**

**ADOPTION OF MINUTES**[MIN 17-006](#)

## Adoption of the February 14, 2017 Council Meeting Minutes

**Proposed Motion**

That the February 14, 2017 Council meeting minutes be adopted, as presented.

**A motion was made by Council Member Phyllis Kobasiuk that the February 14, 2017 Council Meeting minutes be adopted, as presented. The motion carried unanimously.**

**NEW BUSINESS****Legislative Matters**[BL 17-013](#)

## Election Bylaw 2017-06

**Proposed Motions**

1. That Bylaw 2017-06 receive first reading.
2. That Bylaw 2017-06 receive second reading.
3. That Bylaw 2017-06 be presented at this meeting for third reading.
4. That Bylaw 2017-06 receive third and final reading.

**A motion was made by Council Member Jackie McCuaig that Bylaw 2017-06 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member AnnLisa Jensen that Bylaw 2017-06 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member John McNab that Bylaw 2017-06 be presented at this meeting for third reading. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2017-06 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

**Chief Financial Officer**[RFD 17-002](#)

## 2016 Draft Year End Financial Report and Final Restricted Surplus and Allowance Transfers

**Proposed Motions**

1. That Council accept the Draft 2016 Year End Financial Reports as information.
2. That Council approve the transfer of \$3,277,137 to Restricted Surplus and the decrease to the Allowance for Uncollectible Accounts in the amount of \$37,732 as per Attachment 1.

A motion was made by Council Member Jackie McCuaig that the Draft 2016 Year End Financial Reports be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member John McNab that Council approve the transfer of \$3,277,137 to Restricted Surplus and the decrease to the Allowance for Uncollectible Accounts in the amount of \$37,732, as presented. The motion carried unanimously.

**DELEGATIONS**[App 17-010](#)

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

*Deputy Mayor Tracey Melnyk asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. Floyd Young, Parkland County resident, came forward to commend administration for their recent concern for his lack of attendance at Council meetings, and asked when further information about the Wabamun Boat launch would be available.*

**BUSINESS ARISING****Mayor and Council Member Matters**[RFD 17-050](#)

Presentation by John Knapp

**Proposed Motion**

That administration be directed to organize and host a public information session with a presentation by John Knapp. The event would be open to individuals and organizations to inform attendees of the current and future state of agriculture.

A motion was made by Council Member Darrell Hollands that administration be directed to organize and host a public information session with a presentation by John Knapp. The event would be open to individuals and organizations to inform attendees of the current and future state of agriculture. The motion carried unanimously.

**NEW BUSINESS****DELEGATIONS**[BL 17-008](#)

PUBLIC HEARING - 9:30 a.m.

Bylaw 2016-26 - Proposed Amendment to Land Use Bylaw 20-2009 -

### Cottage Industry Use

**Proposed Motions**

1. That Bylaw 2016-26 receive second reading.
2. That Bylaw 2016-26 receive third reading.

*Deputy Mayor Tracey Melnyk called the public hearing to order at 9:32 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw 2016-26, and explained the process of the hearing.*

*Administration presented Bylaw 2016-26.*

*Verbal submissions:*

1. Steven Souto, a local businessman came forward to support Bylaw 2016-26.
2. Marilyn Trautman, a Parkland County resident, came forward to support Bylaw 2016-26.

*Written submissions:*

*No written submissions.*

*Deputy Mayor Tracey Melnyk closed the public hearing at 9:57 a.m.*

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2016-26 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member AnnLisa Jensen that Bylaw 2016-26 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

### Recess

**Deputy Mayor Tracey Melnyk recessed the meeting at 10:00 a.m. and reconvened the meeting at 10:05 a.m.**

### [BL 17-014](#)

Adoption of Section 28-52-26-W4M Outline Plan &  
PUBLIC HEARING - 10:15 a.m.

Proposed Amendment to Land Use Bylaw 20-2009 Re: Highlands Business  
Park Redistricting Bylaw (Bylaw 2017-02)

**Proposed Motions**

1. That Council adopt the Section 28-52-26-W4M Outline Plan.

Upon closure of the Public Hearing for Bylaw 2017-02:

2. That Bylaw 2017-02 receive second reading.
3. That Bylaw 2017-02 receive third reading.

**A motion was made by Council Member John McNab that Council adopt the Section 28-52-26-W4M Outline Plan, as presented. The motion carried unanimously.**

### [BL 17-009](#)

PUBLIC HEARING - 10:00 a.m.

Bylaw 2017-01 - Land Use Bylaw 20-2009 Amendment to Add New Regional  
Business Industrial (BIR) District

**Proposed Motions**

1. That Bylaw 2017-01 receive second reading.
2. That Bylaw 2017-01 receive third reading.

*Deputy Mayor Tracey Melnyk called the public hearing to order at 10:06 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw 2017-01, and explained the process of the hearing.*

*Administration presented Bylaw 2017-01.*

*Verbal submissions:*

1. *Brad Hoffman, Vice President, Panattoni, Western Canada came forward in support of Bylaw 2017-01.*

*Written submissions:*

*No written submissions.*

*Deputy Mayor Tracey Melnyk closed the public hearing at 10:15 a.m.*

**A motion was made by Council Member Jackie McCuaig that Bylaw 2017-01 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member Darrell Hollands that Bylaw 2017-01 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

**BUSINESS ARISING****Mayor and Council Member Matters****[RFD 17-051](#)**

Off-Highway Vehicle Fees

**Proposed Motion**

That administration be directed to prepare a resolution that will be brought forward to the Pembina Zone meeting on April 10, 2017, advocating for the provincial government to implement an annual off-highway vehicle (OHV) permitting process. The fund will be used to establish dedicated OHV parks and trail networks as well as directing funds for maintenance and enforcement. The resolution will identify non-recreational OHVs that would be exempt from the fee.

**A motion was made by Council Member John McNab that the Off Highway Vehicles Fees be tabled to the March 14, 2017 Regular Council Meeting. The motion carried unanimously.**

**[RFD 17-052](#)**

Motorized Watercraft Fees

**Proposed Motion**

That administration be directed to prepare a resolution that will be brought forward to the Pembina Zone meeting on April 10, 2017, advocating for the provincial government to implement an annual motorized watercraft permitting process. The funds will be directed to develop and implement programs and other measures to eliminate new introduction of aquatic

invasive species into provincial water bodies. The resolution will identify watercraft that would be exempt from the fee.

**A motion was made by Council Member Jackie McCuaig that the Motorized Watercraft Fees be tabled to the March 14, 2017 Regular Council Meeting. The motion carried unanimously.**

#### [RFD 17-049](#)

Capital Region Ladies Forum

##### **Proposed Motion**

That Council approve the Capital Region Ladies Forum which will potentially be hosted by the Tri-Region Councils (Parkland County, City of Spruce Grove and Town of Stony Plain). This is a one day event with an estimated cost of approximately \$3,000.00. The expense would be divided among the three municipalities. Funds would be supported through the Chief Administrative Officer's contingency budget.

**A motion was made by Council Member Kobasiuk that the Capital Region Ladies Forum which will potentially be hosted by the Tri-Region Councils (Parkland County, City of Spruce Grove and Town of Stony Plain) be approved. This is a one day event with an estimated cost of approximately \$3,000.00. The expense would be divided among the three municipalities. Funds would be supported through the Chief Administrative Officer's contingency budget. The motion carried by the following vote:**

**For:** 4 - Council Member Jensen, Council Member McCuaig, Council Member Kobasiuk and Council Member Hollands

**Against:** 2 - Council Member McNab and Council Member Melnyk

## **NEW BUSINESS**

### **Infrastructure Services Matters**

#### [RFD 17-044](#)

Entwistle - Slope Stability Assessment Along Pembina River

##### **Proposed Motion**

That administration be directed to undertake a Slope Stability Assessment, in the Hamlet of Entwistle along the east side of the Pembina River from Township Road 532 to Township Road 534.

**A motion was made by Council Member John McNab that administration be directed to undertake a Slope Stability Assessment, in the Hamlet of Entwistle along the east side of the Pembina River from Township Road 532 to Township Road 534. The motion carried unanimously.**

## **COMMUNICATIONS**

#### [COM 17-009](#)

AAMDC Contact Newsletter

##### **Proposed Motion**

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

A motion was made by Council Member Jackie McCuaig that the AAMDC Contact Newsletter be received for information, as presented. The motion carried unanimously.

[COM 17-010](#)

Federation of Canadian Municipalities Update

**Proposed Motion**

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

A motion was made by Council Member Phyllis Kobasiuk that the Federation of Canadian Municipalities Update be received for information, as presented. The motion carried unanimously.

[COM 17-011](#)

Committee Reports

**Proposed Motion**

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

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

1. Council Member AnnLisa Jensen reported on the River Valley Alliance, the Heritage Agricultural Society, and the Clymont Playschool/Community League Canada 150 event.
2. Council Member Phyllis Kobasiuk reported on the Capital Region Board Governance, Priorities & Finance Committee.
3. Council Member John McNab reported on the Stony Plain & Parkland Pioneer Museum Society Board of Directors, and a visit to the Stony Plain Seed Cleaning Plant.
4. Deputy Mayor Tracey Melnyk reported on The Evergreens Foundation.

The motion carried unanimously.

## IN-CAMERA SESSION

[RFD 17-038](#)

In-Camera Session

**Proposed Motion**

That Council convene In-Camera pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Sections 16, 24, and 27 of the *Freedom of Information and Protection of Privacy Act*.

A motion was made by Deputy Mayor Tracey Melnyk that Council convene In-Camera at 11:24 a.m. pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Sections 16, 24, and 27 of the *Freedom of Information and Protection of Privacy Act*. The motion carried unanimously.

[PRE 17-004](#)

Land Matter  
FOIP Sections 16, 24, and 27

[RFD 17-039](#)

Regular Council Meeting Session

**Proposed Motion**

That Council revert to regular session.

A motion was made by Council Member Darrell Hollands that Council revert to regular session at 12:08 p.m. The motion carried unanimously.

**BUSINESS ARISING FROM IN-CAMERA SESSION**

A motion was made by Council Member John McNab that Administration be directed to proceed with the acquisition of land purchase in the amount of \$326,820.00 from Long Term Sustainability Restricted Surplus. The motion carried unanimously.

**CLOSE OF MEETING**

Deputy Mayor Tracey Melnyk closed the meeting at 12:09 p.m.

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Mayor

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Manager, Legislative Services/Chief Legislative Officer