



# Parkland County

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## 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, July 8, 2014

9:00 AM

Council Chambers

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### CALL TO ORDER

Mayor Shaigec called the meeting to order at 9:00 a.m.

**Present:** 7 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member John McNab, Mayor Rod Shaigec, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands and Council Member Tracey Melnyk

#### Administration:

Ken Van Buul, Acting Chief Administrative Officer  
Rob McGowan, General Manager, Infrastructure Services (in part)  
Paul Hanlan, Acting General Manager, Development Services  
Jackie Ostashek-Sargent, Acting General Manager, Corporate Services  
Darlene Bezeau, Municipal Intern  
Peter Morris, Supervisor, Enforcement Services (in part)  
Randy Shermack, Supervisor, Bylaw Enforcement (in part)  
Carson Mills, Communications Assistant (in part)  
Glen Johnson, Acting Manager, Engineering Services (in part)  
Dawna Woytowich, Administrative Assistant, Engineering Services (in part)  
Gabriel Clarke, Environmental Management & Community Sustainability Coordinator (in part)  
Krista Quesnel, Environmental Management & Community Sustainability (in part)  
Brad Backstrom, Community Peace Officer (in part)  
Jennifer McAdam, Acting Manager, Legislative & Administrative Services  
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)

### OPENING PRAYER

Council Member Phyllis Kobasiuk offered a short prayer.

### ADOPTION OF AGENDA

A motion was made by Council Member Jackie McCuaig that the July 8, 2014 Council agenda be adopted with the following addition:

**B.1 - Corporate Services Matters - Economic Development and Tourism  
Advisory Committee Recommendation.**

The motion carried unanimously.

## **ADOPTION OF MINUTES**

[MIN 14-018](#)

Adoption of the June 24, 2014 regular Council meeting minutes

**Proposed Motion**

That the regular Council meeting minutes of June 24, 2014 be adopted, as presented.

**A motion was made by Council Member Tracey Melnyk that the regular Council meeting minutes of June 24, 2014 be adopted, as presented. The motion carried unanimously.**

## **SCHEDULED MATTERS**

[App 14-056](#)

**PRESENTATION** - 9:05 a.m. (5 mins.)

2014 International Association of Business Communicators Capital Awards (IABC)- Award of Merit

**Proposed Motion(s)**

That Council receive as information the presentation regarding the IABC Capital Awards - Award of Merit.

**A motion was made by Council Member Phyllis Kobasiuk that Parkland County's Jackie Ostashek-Sargent, Carson Mills, Peter Morris, and Randy Shermack be recognized for their achievement of receiving the 2014 International Association of Business Communicators Capital Awards (IABC) Award of Merit, and that it be received as information. The motion carried unanimously.**

[App 14-057](#)

**Appointment** - 9:10 a.m. (5 mins.)

Staff Recognition

**Proposed Motion(s)**

That Council recognize Dawna Woytowich for completion of the Land Administration Certificate.

**A motion was made by Council Member John McNab that Dawna Woytowich, Administrative Assistant, Engineering Services be recognized for achieving the Land Administration Certificate. The motion carried unanimously.**

## **BUSINESS ARISING**

*There were no Business Arising items presented at this meeting.*

## **NEW BUSINESS**

**Corporate Services Matters****RFD 14-138**

Economic Development and Tourism Advisory Committee  
Recommendation

**Proposed Motion**

That administration be directed to engage in conversation with the Manager of Economic Development and Tourism Services and Economic Development and Tourism Advisory Committee to ensure that an appropriate Economic Development and Tourism website presence is developed for Parkland County.

**A motion was made by Council Member Tracey Melnyk that administration be directed to engage in conversation with the Manager of Economic Development and Tourism Services and Economic Development and Tourism Advisory Committee to ensure that an appropriate Economic Development and Tourism website presence is developed for Parkland County. The motion carried unanimously.**

**SCHEDULED MATTERS****App 14-055**

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.**

**Pat Anderson, representing the Stony Plain Cowboy Gathering Society came forward to present information regarding the upcoming Annual Stony Plain Cowboy Poetry Festival scheduled to be held in Stony Plain on August 9 and 10, 2014 at the Heritage Pavilion. Mr. Anderson invited Parkland County to attend.**

**BL 14-033**

**Public Hearing- 9:30 (30 min)**

Bylaw 2014-20

Proposed amendment to Land Use Bylaw No. 20-2009 to redistrict Plan 872TR, Lot B (Linc Number 0015 979 941) from IRD - Industrial Reserve District to MI - Medium Industrial District on Land Use District Maps 9 and 9A.

**Proposed Motion(s)**

1. That Bylaw No. 2014-20 receive second reading; and
2. That Bylaw No. 2014-20 receive third and final reading.

*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 for proposed Bylaw No. 2014-20, and explained the process of the public hearing.*

*Administration presented Bylaw No. 2014-20.*

*Verbal Submissions*

*There were no verbal submissions.*

*Written Submissions**There were no written submissions.**Mayor Shaigec closed the public hearing at 9:34 a.m.*

**A motion was made by Council Member Jackie McCuaig that Bylaw No. 2014-20 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw No. 2014-20 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

## **NEW BUSINESS**

### **Legislative Matters**

#### **BL 14-032**

Bylaw No. 2014-23

Proposed amendment to Land Use Bylaw No. 20-2009 to amend Section 10.3 - Atim Creek / Big Lake Floodplain Overlay, Schedule 6 - Atim Creek / Big Lake Floodplain Map and Section 16.4 - Application for a Development Permit.

#### **Proposed Motions**

1. That Bylaw No. 2014-23 receive first reading; and
2. That a Public Hearing be scheduled for September 23, 2014 at 9:30 a.m. in Council Chambers to hear public comment on proposed Bylaw No. 2014-23.

**A motion was made by Council Member AnnLisa Jensen that Bylaw No. 2014-23 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member Darrell Hollands that a public hearing be scheduled on September 23, 2014 at 9:30 a.m. in Council Chambers to hear public comment for proposed Bylaw No. 2014-23. The motion carried unanimously.**

### **Community Services Matters**

#### **RFD 14-131**

Aerial Apparatus Funding

#### **Proposed Motion(s)**

That Council approve an additional \$57,780 for the purchase of the Aerial Apparatus for the Acheson Fire Station, and that funding for the project be funded through MSI Capital funding.

**A motion was made by Council Member John McNab that an additional \$57,780 from Municipal Sustainability Initiative (MSI) Capital funding be approved for the purchase of the Aerial Apparatus for the Acheson Fire Station, as presented. The motion carried unanimously.**

### **Development Services Matters**

[RFD 14-132](#)

Partners for Climate Protection Program - Milestone 2: Setting a Green House Gas Reduction Goal

**Proposed Motion(s)**

That Council adopt the following Green House Gas reduction targets, as reviewed and recommended by the Environmental Advisory Committee:

Community Green House Gas Reduction: 6% reduction below the 2010 baseline by 2020, and 10% by 2025.

Corporate Green House Gas Reduction: 25% reduction below the 2010 baseline by 2020, 40% by 2025.

**A motion was made by Council Member AnnLisa Jensen that the following Green House Gas reduction targets be approved, as reviewed and recommended by the Environmental Advisory Committee:**

**1. Community Green House Gas Reduction: 6% reduction below the 2010 baseline by 2020, and 10% by 2025.**

**2. Corporate Green House Gas Reduction: 25% reduction below the 2010 baseline by 2020, 40% by 2025.**

The motion carried unanimously.

**Recess**

*Mayor Shaigec recessed the meeting at 10:25 a.m. and reconvened the meeting at 10:33 a.m.*

**SCHEDULED MATTERS**[BL 14-035](#)**PUBLIC HEARING - 10:30 a.m. (30 mins.)**

Bylaw No. 2014-21 to amend certain regulations within Land Use Bylaw No. 20-2009. Regulating Accessory Structures in the BRR - Bareland Recreational Resort District. Removal of the Direct Control District from two areas within the Hamlet of Entwistle. Addition of a definition for "Temporary Structures" and add in the Deemed Approved Section of the Land Use Bylaw "Temporary Structures" that are 600 sq. ft. or less in total area. This will not materially affect the Bylaw in principal or substance.

**Proposed Motion(s)**

1. That Bylaw No. 2014-21 receive second reading.
2. That Bylaw No. 2014-21 receive third and final reading.

*Mayor Shaigec called the public hearing to order at 10:33 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment for proposed Bylaw No. 2014-21, and explained the procedure of the public hearing.*

*Administration presented Bylaw No. 2014-21 with amendments for consideration.*

*Verbal Submissions*

*There were no verbal submissions.*

*Written Submissions*

*There were no written submissions.*

*Mayor Shaigec closed the public hearing at 10:56 a.m.*

**A motion was made by Council Member Tracey Melnyk that Bylaw No. 2014-21 receive second reading, as amended. The motion carried unanimously.**

**A motion was made by Council Member Tracey Melnyk that Bylaw No. 2014-21 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

[App 14-054](#)

**APPOINTMENT - 11:00 a.m. (15 mins.)**

Request for Cancellation of Penalties on Arrears (Roll No. 1189045)

**Proposed Motion(s)**

That Council deny the request to cancel or reduce the penalties and tax recovery charges, up to \$3,182.06, on Lot 56, Block 4, Plan 0423060 in NE 8-53-1-W5M (Roll No. 1189045).

*Mr. Spencer Maxwell presented his request to cancel or reduce the penalties and tax recovery charges on tax roll number 1189045 advising that he had not received a tax notice from Parkland County.*

**A motion was made by Council Member Tracey Melnyk that the request to cancel or reduce the penalties and tax recovery charges, of up to \$3,182.06 on Lot 56, Block 4, Plan 0423060 in NE 08-53-01-W5M (Roll Number 1189045) be denied. The motion carried unanimously.**

**A motion was made by Council Member Tracey Melnyk that administration be directed to investigate current procedures when we receive unopened and undelivered mail. The motion carried unanimously.**

**Infrastructure Services Matters**

*There were no Infrastructure Services items presented at this meeting.*

**COMMUNICATIONS**

[COM 14-055](#)

Alberta Capital Region Wastewater Commission  
June 20, 2014 Board Meeting Minutes and Highlights

**Proposed Motion**

That the June 20, 2014 Alberta Capital Region Wastewater Commission Board meeting minutes and highlights be received for information, as presented.

**A motion was made by Council Member Darrell Hollands that the June 20, 2014 Alberta Capital Region Wastewater Commission Board meeting minutes and highlights be received for information, as presented. The motion carried unanimously.**

[COM 14-053](#)

## 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 June 25, 2014 AAMDC Contact Newsletter be received for information, as presented. The motion carried unanimously.**

[COM 14-054](#)

## Committee Reports

**Proposed Motion**

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

**A motion was made by Council Member John McNab that the following Committee Reports be received for information:**

1. Council Member Tracey Melnyk reported on the Economic Development and Tourism Advisory Committee meeting held at Devonian Gardens, Infrastructure Services tours of Parkland County, July 1st parade events held at Tomahawk and Entwistle, and the Municipal Library's Art in the Park event.
2. Council Member Phyllis Kobasiuk reported on the Horizon Stage Theatre Advisory Board, and an international scholars event.
3. Council Member Jackie McCuaig reported on the Economic Development Advisory Committee meeting.
4. Council Member AnnLisa Jensen reported on the Infrastructure Services tours of Parkland County and Economic Development Tourism and Advisory Committee meeting.

The motion carried unanimously.

**Recess**

*Mayor Shaigec recessed the meeting at 11:23 a.m. and reconvened the meeting at 11:32 a.m.*

**SCHEDULED MATTERS**[AH 14-001](#)**APPEAL HEARING - 11:30 a.m. (30 mins.)**

Scorpion Construction is appealing the One Week Suspension of their Haul Agreement 2013-H-34.

**Proposed Motion(s)**

Council uphold the suspension issued under the authority of Parkland County Haul Agreement 2013-H-34:

- June 18, 2014 about 1019 hours a gravel truck traveling off of the authorized route
- June 18, 2014 about 1103 hours a second gravel truck traveling off of the authorized route

Due to the closeness in times, less than one hour, Enforcement Services treated this as one violation, not two - a one week suspension.

*Mayor Shaigec called the appeal hearing to order at 11:33 a.m., and explained the procedure of the appeal hearing.*

*Verbal Submissions*

- 1. Peter Morris and Brad Backstrom, Parkland County Patrol Services, presented Haul Agreement 2013-H-34 infractions.*
- 2. Andrea Simmons, Legal Counsel for Scorpion Construction Ltd. referred to her written submission advising that both trucks referenced for the infractions were empty at the time of the noted infractions. Ms. Simmons challenged the term "hauling" in the Haul Agreement noting that both trucks were not hauling materials at the time of the infractions. Neither of the drivers are employed by Scorpion Construction Ltd. Mr. Rose is an independent driver who received the infraction enroute to the pit and had not attended the pit prior.*
- 3. Michelle Mol, Scorpion Construction Ltd., confirmed that one (1) of the two (2) drivers had attended the pit prior to the infraction date. Additional signage has been erected to mitigate future infractions. Ms. Mol explained the daily routine performed by her staff to comply with regulations.*
- 4. Mr. Mallroy, independent driver, advised that his understanding of the haul route was to be utilized when hauling with a load and not empty. Mr. Mallroy confirmed that he had been to the pit prior to this incident and reviewed the agreement regulations last year.*
- 5. Peter Morris and Brad Backstrom summarized the appeal, as presented.*

*Written Submission*

- 1. Dentons Canada LLP presented an appeal regarding Haul Agreement 2013-H-34 infractions on behalf of Scorpion Construction Ltd.*

*Mayor Shaigec closed the appeal hearing at 12:22 p.m.*

**A motion was made by Council Member Jackie McCuaig that Haul Agreement Number 2013-H-34 receive a one (1) day suspension for the following infractions:**

**June 18, 2014 about 1019 hours a gravel truck traveling off of the authorized route.**

**June 18, 2014 about 1103 hours a second gravel truck traveling off of the authorized route.**

**The motion carried by the following vote:**

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

**Against:** 3 - Council Member McNab, Mayor Shaigec and Council Member Melnyk

## **IN-CAMERA SESSION**

[RFD 14-134](#)

Land Matter

**Proposed Motion(s)**

1. That Council go into in-camera session.
2. That Council go into regular meeting session.

A motion was made by Council Member Phyllis Kobasiuk that Council go into in-camera session at 12:27 p.m. The motion carried unanimously.

## **BUSINESS ARISING FROM IN-CAMERA SESSION**

### [RFD 14-135](#)

Land Matter

#### **Proposed Motion**

That Council authorize Administration to enter into an Agreement with Fath & associated companies as outlined in the submitted report.

A motion was made by Council Member Tracey Melnyk that Council return to regular meeting session at 12:40 p.m. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that Council authorize administration to enter into an agreement with Fath and associated companies, as presented. The motion carried unanimously.

## **ADJOURNMENT**

*Mayor Shaigec closed the meeting at 12:41 p.m.*

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Mayor

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Manager, Legislative & Administrative Services