



Parkland County

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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

Tuesday, December 13, 2016

9:00 AM

Council Chambers

CALL TO ORDER

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:

Michael Heck, Chief Administrative Officer
Arlan Delisle, County Solicitor/Manager, Legal & Legislative Services
Dave Cross, General Manager, Community Services (in part)
Ken Van Buul, General Manager, Corporate Services (in part)
Peter Vana, General Manager, Development Services
Tracy Kibblewhite, Chief Financial Officer (in part)
Rob McGowan, General Manager, Infrastructure Services
Sarah Mate, Communications Coordinator (in part)
Brian Cornforth, Fire Chief, Fire Services (in part)
Carol Bergum, Manager, Planning & Development Services (in part)
Jody Hancock, Manager, Engineering Services (in part)
Fienan Long, Development Officer, Planning & Development Services (in part)
Craig Thomas, Supervisor, Development Planning, Planning & Development Services (in part)
Michelle Kirchmayer, Supervisor, Accounting Services (in part)
Erin Felker, Transit Coordinator (in part)
Doug Tymchyshyn, Supervisor, Legislative & Administrative Services
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)

CELEBRATING SUCCESSES

Council Member Jackie McCuaig gave recognition to Parkland Village School for their commitment to create the Parkland Village School Micro Society with a focus and vision to uphold the law, good citizenship, respect, cooperation, kindness, compliments, and anti-fighting and bullying.

INSPIRATIONAL REFLECTION

Council Member Phyllis Kobasiuk offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member John McNab that the December 13, 2016 Council meeting agenda be adopted, as presented. The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 16-043](#)

Adoption of the November 22, 2016 Council Meeting Minutes

Proposed Motion

That the November 22, 2016 Council meeting minutes be adopted, as presented.

A motion was made by Council Member Jackie McCuaig that the November 22, 2016 Council meeting minutes be adopted, as presented. The motion carried unanimously.

NEW BUSINESS

Mayor and Council Member Matters

[RFD 16-303](#)

Declaration in Support of the 2017 World Indigenous Nations Games

Proposed Motion

That Parkland County support the World Indigenous Games Declaration, as presented.

A motion was made by Council Member Tracey Melnyk that Parkland County support the World Indigenous Games Declaration, as presented. The motion carried unanimously.

Legislative Matters

[BL 16-051](#)

Fees and Charges Bylaw 2016-28

Proposed Motions

1. That Bylaw 2016-28 receive first reading.
2. That Bylaw 2016-28 receive second reading.
3. That Bylaw 2016-28 be presented at this meeting for third reading.
4. That Bylaw 2016-28 receive third and final reading.

A motion was made by Council Member Tracey Melnyk that Bylaw 2016-28 be amended by deleting from Schedule E.1, New Construction, Manufactured Home - CSA Z240, "In a manufactured home community" and "Outside manufactured home community"; and that it now read "Manufactured Home - CSA Z240, 2016 Year Fee/Charge - \$175.00; 2017 Year Fee/Charge - \$175.00; Refundable Deposit - N/A; and GST - Exempt". The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Bylaw 2016-28 receive first reading. The motion carried unanimously.

A motion was made by Council Member Darrell Hollands that Bylaw 2016-28 receive second reading. The motion carried unanimously.

A motion was made by Council Member John McNab that Bylaw 2016-28 be presented at this meeting for third reading. The motion carried unanimously.

A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2016-28 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.

DELEGATIONS

[App 16-105](#)

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. No one came forward.

Chief Financial Officer

[RFD 16-285](#)

Parkland County 2017 Interim Operating and Capital Budget

Proposed Motions

1. That Council approves the Parkland County 2017 Interim Budget containing \$44,546,200 in revenues (other than taxation); \$114,912,700 in expenditures (including amortization and other levies); a municipal tax requirement of \$54,232,700; a TransAlta Tri Leisure Centre (TLC) tax requirement of \$1,129,300; a Capital Region Board (CRB) tax requirement of \$100,000, and;
2. That Council hold a Spring Budget Review session to finalize the 2017 Budget on April 11, 2017, prior to the approval of the Tax Rate Bylaw, and;
3. That Council finalize the 2017 Tax Rate Bylaw for approval on April 25, 2017.
4. That Council approve the total cost of \$56,600 for a contract for the provision of assessment services relative to industrial/oilfield assessments to commence in the fall of 2017 with expected completion early 2018.
5. That Council approve the total cost of \$73,000 for the new public sector accounting standard on Asset Retirement Obligation that will continue and be completed in 2018.
6. That Council approve the total cost of \$1,650,000 for the Wabamun New Boat Launch that will continue and be completed in 2019.

A motion was made by Council Member Phyllis Kobasiuk that Council approve the Parkland County 2017 Interim Budget containing \$44,546,200 in revenues (other than taxation); \$114,912,700 in expenditures (including amortization and

other levies); a municipal tax requirement of \$54,232,700; a TransAlta Tri Leisure Centre (TLC) tax requirement of \$1,129,300; a Capital Region Board (CRB) tax requirement of \$100,000.

A motion was made by Council Member Darrell Hollands that the not for profit grant funding allocation be deferred to the Spring Budget session scheduled on April 11, 2017. The motion failed by the following vote:

For: 3 - Council Member McNab, Mayor Shaigec and Council Member Hollands

Against: 4 - Council Member Jensen, Council Member McCuaig, Council Member Kobasiuk and Council Member Melnyk

A motion was made by Council Member Hollands that the funding allocation to STARS Ambulance Service be deferred until the results of the Parkland County resident survey is complete; and, that the STARS Ambulance Service funding allocation be presented at the April 11, 2017 Spring Budget session for consideration. The motion carried by the following vote:

For: 5 - Council Member McNab, Mayor Shaigec, Council Member Kobasiuk, Council Member Hollands and Council Member Melnyk

Against: 2 - Council Member Jensen and Council Member McCuaig

A motion was made by Mayor Rod Shaigec that the Facilities Management paving project at the Parkland County Services Building be deleted from the 2017 interim budget. The motion carried unanimously.

Mayor Shaigec called on the original motion.

A motion was made by Council Member Phyllis Kobasiuk that Council approve the Parkland County 2017 Interim Budget containing \$44,546,200 in revenues (other than taxation); \$114,912,700 in expenditures (including amortization and other levies); a municipal tax requirement of \$54,232,700; a TransAlta Tri Leisure Centre (TLC) tax requirement of \$1,129,300; a Capital Region Board (CRB) tax requirement of \$100,000 with amendments. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Council hold a Spring Budget Review session to finalize the 2017 Budget on April 11, 2017, prior to the approval of the Tax Rate Bylaw. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that Council finalize the 2017 Tax Rate Bylaw for approval on April 25, 2017. The motion carried unanimously.

A motion was made by Council Member John McNab that Council approve the total cost of \$56,600 for a contract for the provision of assessment services relative to industrial/oilfield assessments to commence in the fall of 2017 with expected completion early 2018. The motion carried unanimously.

A motion was made by Council Member Phyllis Kobasiuk that Council approve the total cost of \$73,000 for the new public sector accounting standard on Asset Retirement Obligation that will continue and be completed in 2018. The motion carried unanimously.

A motion was made by Council Member AnnLisa Jensen that Council approve the total cost of \$1,650,000 for the Wabamun New Boat Launch that will continue and be completed in 2019. The motion carried unanimously.

DELEGATIONS

[App 16-107](#)

APPOINTMENT - 9:30 a.m.

Lake Wabamun Ad Hoc Committee Update and Recommendations

Proposed Motions

1. That the Lake Wabamun Ad Hoc Committee update be received for information, as presented.
2. That Council approve the following recommendations from the update:
 - a) That Administration continue with its plan to develop a permanent boat launch on the South side of Lake Wabamun;
 - b) That all Parkland County undeveloped access points remain open until the South side boat launch is operational; following which they will be closed off with limited access;
 - c) That a Cosmetic Fertilizer Bylaw be developed for Council's consideration and approval; and,
 - d) That Parkland County Administration develop a comprehensive Public Engagement Plan for Council's consideration and approval that ensures the public are involved in an appropriate way at the appropriate time concerning the Committee recommendations.

Lake Wabamun Ad Hoc Committee members Dave Cross, General Manager Community Services and Craig Merrills, Parkland County resident, presented the Lake Wabamun Ad Hoc Committee update.

A motion was made by Council Member John McNab that the Lake Wabamun Ad Hoc Committee update be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that the following recommendations from the update be approved:

- a) That Administration continue with its plan to develop a permanent boat launch on the South side of Lake Wabamun;
- b) That all Parkland County undeveloped access points remain open until the South side boat launch is operational; following which they may be closed off with limited access;
- c) That a Cosmetic Fertilizer Bylaw be developed for Council's consideration and approval; and,
- d) That Parkland County Administration develop a comprehensive Public Engagement Plan for Council's consideration and approval that ensures the public are involved in an appropriate way at the appropriate time concerning the Committee recommendations.

The motion carried unanimously.

Mayor Shaigec recessed the meeting at 10:42 a.m. and reconvened the meeting at 10:50 a.m.

[BL 16-049](#)**PUBLIC HEARING - 10:30 a.m.**

Proposed Road Closure Bylaw 2016-23

Proposed Motion

That Bylaw 2016-23 receive first reading.

Mayor Shaigec called the public hearing to order at 10:50 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw 2016-23, and explained the process of the hearing.

Administration presented Bylaw 2016-23.

Verbal Submissions

1. *Jim Hole Jr., applicant supports Bylaw 2016-23.*
2. *Julie Berger, adjacent landowner supports Bylaw 2016-23.*

Written Submissions

There are no written submissions.

Mayor Shaigec closed the public hearing at 11:00 a.m.

A motion was made by Council Member Darrell Hollands that Bylaw 2016-23 receive first reading. The motion carried unanimously.

[App 16-108](#)**APPOINTMENT - 11:00 a.m.**

Capital Region Parkland Water Services Commission Budget Overview
(Darlene Christie, Controller)

Proposed Motion

That the Capital Region Parkland Water Services Commission presentation be received for information, as presented.

Darlene Christie, Controller, Capital Region Parkland Water Services Commission presented the budget overview.

A motion was made by Council Member Phyllis Kobasiuk that the Capital Region Parkland Water Services Commission budget overview be received for information, as presented. The motion carried unanimously.

Mayor and Council Member Matters[RFD 16-301](#)

AAMDC Resolution - Water Quantity and Quality Management

Proposed Motion

That a resolution be submitted to the January 16, 2017 Pembina Zone meeting for the Alberta Association of Municipal Districts and Counties to advocate that the Government of Alberta complete water management planning, monitor and provide reports regarding water flow and quality, develop aquifer management plans, and support and fund municipal watershed partnerships and Watershed Planning and Advisory Councils, as presented.

A motion was made by Council Member AnnLisa Jensen that a resolution be submitted to the January 16, 2017 Pembina Zone meeting for the Alberta Association of Municipal Districts and Counties to advocate that the Government of Alberta complete water management planning, monitor and provide reports regarding water flow and quality, develop aquifer management plans, and support and fund municipal watershed partnerships and Watershed Planning and Advisory Councils, as presented.

The motion carried unanimously.

[RFD 16-302](#)

AAMDC Resolution - National Broadband Strategy

Proposed Motion

That a resolution be submitted to the January 16, 2017 Pembina Zone meeting for the Alberta Association of Municipal Districts and Counties to request broadband be declared an essential service both Provincially and Federally, direct funding and support to rural, remote and northern communities to ensure affordable access to, or the development of, high speed community network infrastructure, develop a National Broadband Strategy, and involve rural municipalities, internet service providers, education and health professionals, public safety organizations, and research and economic development authorities in the preparation of the Strategic Plan, as presented.

A motion was made by Mayor Rod Shaigec that a resolution be submitted to the January 16, 2017 Pembina Zone meeting for the Alberta Association of Municipal Districts and Counties to request broadband be declared an essential service both Provincially and Federally, direct funding and support to rural, remote and northern communities to ensure affordable access to, or the development of, high speed community network infrastructure, develop a National Broadband Strategy, and involve rural municipalities, internet service providers, education and health professionals, public safety organizations, and research and economic development authorities in the preparation of the Strategic Plan, as presented.

The motion carried unanimously.

Legislative Matters

[BL 16-047](#)

Train Whistle Cessation Bylaw 2016-27

Proposed Motion

That Bylaw 2016-27 receive first reading.

A motion was made by Council Member Tracey Melnyk that Bylaw 2016-27 be tabled to the January 10, 2017 Council meeting. The motion carried unanimously.

[BL 16-048](#)

Proposed Bylaw 2016-26 (Cottage Industry Use) Amending Land Use Bylaw No. 20-2009

Proposed Motions

1. That Bylaw 2016-26 receive first reading.

2. That a public hearing be scheduled for February 28, 2017 at 9:30 a.m. in Council Chambers to hear public comment on Bylaw 2016-26.

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

A motion was made by Council Member Jackie McCuaig that a public hearing be scheduled on February 28, 2017 at 9:30 a.m. in Council Chambers to hear public comment on Bylaw 2016-26. The motion carried unanimously.

[BL 16-052](#)

Bylaw 2016-29 rescinding Compulsory Tax Installment Payments For Designated Manufactured Homes In A Manufactured Home Community Bylaw 2015-03.

Proposed Motions

1. That Bylaw 2016-29 receive first reading.
2. That Bylaw 2016-29 receive second reading.
3. That Bylaw 2016-29 be presented at this meeting for third reading.
4. That Bylaw 2016-29 receive third and final reading.

A motion was made by Council Member Tracey Melnyk that Bylaw 2016-29 receive first reading. The motion carried unanimously.

A motion was made by Council Member AnnLisa Jensen that Bylaw 2016-29 receive second reading. The motion carried unanimously.

A motion was made by Council Member Darrell Hollands that Bylaw 2016-29 be presented at this meeting for third and final reading. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Bylaw 2016-29 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.

Chief Financial Officer

[RFD 16-279](#)

Cancellation of 2016 Property Taxes Due to Burn Down (Roll 4270046)

Proposed Motion

That Council cancel a portion of the 2016 taxes on Roll No. 4270046 in the amount of \$22.12 due to burn down of a residence on 4919-48 Ave, Entwistle Alberta.

A motion was made by Council Member Tracey Melnyk that cancellation of a portion of the 2016 taxes on Roll Number 4270046 in the amount of \$22.12 be approved due to burn down of a residence located on 4919-48 Avenue, Entwistle, Alberta. The motion carried unanimously.

Development Services Matters

[RFD 16-300](#)

Tri-Municipal Organics Processing Facility Feasibility Study

Proposed Motion

That Administration work with Tri-Regional partners to determine better cost

estimates for the Tri-Municipal Organics Processing Facility through grant seeking, location identification and detailed engineering design.

A motion was made by Council Member Jackie McCuaig that administration be directed to work with Tri-Regional partners to determine better cost estimates for the Tri-Municipal Organics Processing Facility through grant seeking, location identification, and detailed engineering design, as presented. The motion carried unanimously.

Infrastructure Services Matters

RFD 16-281

Acheson Transit Phase Two Agreements

Proposed Motions

1. That Council authorize Administration to execute the Transit Bus Service Agreement between City of Edmonton, City of Spruce Grove, and Parkland County for the period of November 1, 2016 to December 31, 2017.

2. That Council authorize Administration to revise Schedules A and B of the Regional Transit Service Cost and Revenue Sharing Agreement between City of Spruce Grove and Parkland County.

A motion was made by Council Member AnnLisa Jensen that administration be directed to execute the Transit Bus Service Agreement between City of Edmonton, City of Spruce Grove, and Parkland County for a period of November 1, 2016 to December 31, 2017. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that administration be directed to revise Schedules A and B of the Regional Transit Service Cost and Revenue Sharing Agreement between City of Spruce Grove and Parkland County, as presented. The motion carried unanimously.

RFD 16-282

Acheson Transit Shuttle Contract

Proposed Motion

That Council authorize administration to enter into a Contract Agreement for Transit Shuttle Service in Acheson

A motion was made by Council Member Jackie McCuaig that administration be directed to enter into a Contract Agreement for Transit Shuttle Service in Acheson, as presented. The motion carried unanimously.

COMMUNICATIONS

COM 16-084

AAMDC Contact Newsletter

Proposed Motion

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

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

[COM 16-085](#)

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 16-086](#)

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 Committee Reports be received for information, as follows:

1. Council Member AnnLisa Jensen reported on the Sturgeon River Watershed Alliance Steering Committee, the Heritage Agricultural Society Board of Directors, and the Erin Babcock, MLA Christmas event.
2. Council Member Phyllis Kobasiuk reported on the Muir Lake School Parent Advisory meeting, the Parkland Social Club Christmas event, the Erin Babcock, MLA Christmas event, and a Parkland County resident's 50th wedding anniversary event.
3. Council Member Tracey Melnyk reported on the Pinnacle Renewable Energy Inc. Open House event, the Tipple Park fundraiser event for the food bank, the Municipal Library Board meeting, and the Evergreens Foundation meeting.
4. Council Member Jackie McCuaig reported on the Municipal Library Board, attendance at several Christmas events in Parkland County, and the public committee member interviews.
5. Mayor Shaigec reported on the West Inter Lake District (WILD) Regional Water Services Commission, and the Capital Region Board.

The motion carried unanimously.

IN-CAMERA SESSION[RFD 16-293](#)

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, 23, and 24 of the *Freedom of Information and Protection of Privacy Act*.

A motion was made by Council Member Darrell Hollands that Council convene In-Camera at 12:15 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 16, 23, and 24 of the Freedom of information and Protection of Privacy Act. The motion carried unanimously.

[PRE 16-079](#)Land Matter
FOIP Section 16

FOIP Section 23
FOIP Section 24

[RFD 16-294](#)

Regular Council Meeting Session

Proposed Motion

That Council revert to regular session.

A motion was made by Council Member Phyllis Kobasiuk that Council revert to regular session at 12:43 p.m. The motion carried unanimously.

BUSINESS ARISING FROM IN-CAMERA SESSION

A motion was made by Council Member Tracey Melnyk that Council approve the land acquisition offer to purchase. The motion carried unanimously.

A motion was made by Council Member John McNab that administration be directed to execute an agreement. The motion carried unanimously.

CLOSE OF MEETING

Mayor Shaigec closed the meeting at 12:44 p.m.

Mayor

Supervisor, Legislative & Administrative Services