



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

Tuesday, April 28, 2020

9:00 AM

Council Chambers

CALL TO ORDER

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

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

Administration:

Michael Heck, Chief Administrative Officer (in part)
Laura Swain, General Manager, Corporate & Shared Services (in part)
Dave Cross, General Manager, Agriculture, Community & Protective Services (in part)
Brian Cornforth, Fire Chief (in part)
Rob McGowan, General Manager, Operations Services (in part)
Stephen Fegyverneki, Manager, Current Planning (in part)
Sharif Ibrahim, Planning & Off-Site Levy Coordinator (in part)
Jeff Dyck, Interim Chief Financial Officer (in part)
Marc Ficht, Director, Strategic Services (in part)
Robert Fernandez, Director, Economic Diversification (in part)
Barb Williams, Manager, Legislative Services (in part)
Kevin Yanch, Application Support Analyst (in part)
Sheryl Cammidge, Legislative Officer/Recording Secretary (in part)

ADOPTION OF AGENDA

A motion was made by Council Member McCuaig that the agenda be adopted, as presented. The motion carried unanimously.

INSPIRATIONAL REFLECTION

Council Member McCuaig offered a short inspirational reflection.

CONSENT AGENDA

A motion was made by Council Member McNab that Council consent to adopt the following agenda items without debate:

Agenda Item 4.1 - Adoption of April 14, 2020 Council Meeting Minutes

1. That the April 14, 2020 Council meeting minutes be adopted, as presented.
2. That Council approve authorization of electronic signature for the April 14, 2020 Council meeting minutes in accordance with Section 213 of the Municipal Government Act.

Agenda Item 8.1 - Rural Municipalities of Alberta Contact Newsletter

That the Rural Municipalities of Alberta Contact Newsletter be received for information, as presented.

Mayor asked Council members if there were any additions or deletions to the Consent Agenda.

A motion was made by Council Member McCuaig that the April 14, 2020 Council meeting minutes be amended to remove Item BL 20-006 (Bylaw 2019-16) at the top of page 3 as it appears to be a duplication. The motion carried unanimously.

Mayor Shaigec called on the original motion, as amended, made by Council Member McNab that Agenda Items 4.1 and 8.1 be approved, as amended. The motion carried unanimously

NEW BUSINESS

Legislative Matters

[BL 20-013](#)

Bylaw 2020-06 - 2020 Tax Rate

Proposed Motions

1. That Bylaw 2020-06 receive first reading.
2. That Bylaw 2020-06 receive second reading.
3. That Bylaw 2020-06 be presented at this meeting for third reading.
4. That Bylaw 2020-06 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2020-06 in accordance with Section 213 of the Municipal Government Act.

A motion was made by Council Member Kobasiuk that Bylaw 2020-06 receive first reading. The motion carried unanimously.

A motion was made by Council Member Hollands that Bylaw 2020-06 receive second reading. The motion carried unanimously.

Mayor Shaigec deferred this matter to later in the meeting to allow for the 9:15 a.m. Public Input delegation.

DELEGATIONS

[App 20-013](#)

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

Mayor Shaigec asked if there were any issues that the public wishes to bring to the attention of Parkland County. No one called into the meeting.

NEW BUSINESS

Legislative Matters

[BL 20-013](#)

Bylaw 2020-06 - 2020 Tax Rate

Proposed Motions

1. That Bylaw 2020-06 receive first reading.
2. That Bylaw 2020-06 receive second reading.
3. That Bylaw 2020-06 be presented at this meeting for third reading.
4. That Bylaw 2020-06 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2020-06 in accordance with Section 213 of the Municipal Government Act.

Mayor Shaigec reconvened the discussion of Bylaw 2020-06.

A motion as made by Council Member McCuaig that Bylaw 2020-06 be presented at this meeting for third reading. The motion carried unanimously.

A motion was made by Council Member McNab that Bylaw 2020-06 receive third and final reading and that it be declared finally passed. The motion carried unanimously.

A motion was made by Council Member Jensen that Council approve authorization of electronic signature for Bylaw 2020-06 in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.

DELEGATIONS

[App 20-015](#)

9:25 a.m. Appointment - COVID-19 Update
(Brian Cornforth, Fire Chief)

Proposed Motion

That Council receive the COVID-19 Update for information, as presented.

A motion was made by Council Member Melnyk that Council receive the COVID-19 Update for information, as presented. The motion carried unanimously.

NEW BUSINESS

Legislative Matters

[BL 20-014](#)

Bylaw 2020-07 - Acheson Water Special Tax

Proposed Motions

1. That Bylaw 2020-07 receive first reading.

2. That Bylaw 2020-07 receive second reading.
3. That Bylaw 2020-07 be presented at this meeting for third reading.
4. That Bylaw 2020-07 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2020-07 in accordance with Section 213 of the Municipal Government Act.

A motion was made by Council Member Melnyk that Bylaw 2020-07 receive first reading. The motion carried unanimously.

A motion was made by Council Member Kobasiuk that Bylaw 2020-07 receive second reading. The motion carried unanimously.

A motion was made by Council Member Hollands that Bylaw 2020-07 be presented at this meeting for third reading. The motion carried unanimously.

A motion was made by Council Member McCuaig that Bylaw 2020-07 receive third and final reading and that it be declared finally passed. The motion carried unanimously.

A motion was made by Council Member McNab that Council approve authorization of electronic signature for Bylaw 2020-07 in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.

Chief Financial Officer

[RFD 20-056](#)

Municipal 2020 Tax Cancellation on Leased Land Minimum Taxes

Proposed Motion

1. That Council cancel the 2020 minimum taxes on the lands leased from the Crown to the landowners on Roll Numbers 2195001, 2196001, 2198001, and 2197001 in the amount of \$164.07.
2. That Council cancel the 2020 minimum taxes on Roll Number 275001 in the amount of \$34.72.

A motion was made by Council Member Kobasiuk that Council cancel the 2020 minimum taxes on the lands leased from the Crown to the landowners on Roll Numbers 2195001, 2196001, 2198001, and 2197001 in the amount of \$164.07. The motion carried unanimously.

A motion was made by Council Member Hollands that Council cancel the 2020 minimum taxes on Roll Number 275001 in the amount of \$34.72. The motion carried unanimously.

Legislative Matters

[BL 20-011](#)

2020 Off-Site Levy Rates and Annual Report
Approval of Updated Schedules "C" through "G" under Bylaw 2015-07

Proposed Motions

1. That the Off-Site Levy Report for the year ending December 31, 2019 be received for information, as presented.
2. That the 2020 Water, Sanitary, Storm and Transportation Off-Site Levy Projects & Estimated Costs (Schedules "C", "D", "E" and "F") and Off-Site Levy Rates (Schedule "G") for Bylaw 2015-07 be approved, as presented.

A motion was made by Council Member Jensen that the Off-Site Levy Report for the year ending December 31, 2019 be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member Melnyk that the 2020 Water, Sanitary, Storm and Transportation Off-Site Levy Projects & Estimated Costs (Schedules "C", "D", "E" and "F") and Off-Site Levy Rates (Schedule "G") for Bylaw 2015-07 be approved, as presented. The motion carried unanimously.

DELEGATIONS

[App 20-012](#)

10:00 a.m. Appointment - KPMG
2019 Audited Financial Statements
(John Stelter, Partner, Audit and Tasha Olivieri, Senior Accountant, Audit)

Proposed Motion

That the 2019 Audited Consolidated Financial Statements be approved, as presented.

A motion was made by Council Member Kobasiuk that the 2019 Audited Consolidated Financial Statements be approved, as presented. The motion carried unanimously.

COMMUNICATIONS

[COM 20-025](#)

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 Jensen that the Federation of Canadian Municipalities Update be received for information, as presented. The motion carried unanimously.

[COM 20-026](#)

Committee Reports

Proposed Motion

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

A motion was made by Council Member McCuaig that the Committee Reports be received for information, as presented:

1. Council Member Kobasiuk participated in the RMA Virtual Resolution Session.
2. Council Member Melnyk commented on the Regional Transit Service Commission.

The motion carried unanimously.

Mayor Shaigec extended condolences to family and friends on the passing of former MLA Erin Babcock.

CLOSED SESSION

[RFD 20-061](#)

Closed Session

Proposed Motion

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act.

A motion was made by Council Member McNab that Council convene in closed session pursuant to Section 197 of the Municipal Government Act at 10:26 a.m. to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.

In addition to members of Council, the following persons were in attendance for the Closed Session - KPMG 2019 Consolidated Financial Statements: John Stelter, Partner, Audit and Tasha Oliveri, Senior Accountant, Audit. There were no members of Administration present for the Closed Session.

[PRE 20-016](#)

KPMG - 2019 Audited Financial Statements
(John Stelter, Partner, Audit and Tasha Oliveri, Senior Accountant, Audit)

FOIP Section 24 - Advice from officials
FOIP Section 26 - Testing procedures, tests and audits

[RFD 20-062](#)

Regular Council Meeting Session

Proposed Motion

That Council revert to regular Council meeting session.

A motion was made by Council Member McNab that Council revert to regular Council meeting session at 10:38 a.m.

CLOSE OF MEETING

Mayor Shaigec closed the electronic meeting at 10:39 a.m.

Mayor

Manager, Legislative Services