



Parkland County

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

Meeting Agenda

Council

Mayor Allan Gamble
Deputy Mayor Natalie Birnie
Council Member Kristina Kowalski
Council Member Sally Kucher-Johnson
Council Member Allan Hoefsloot
Council Member Phyllis Kobasiuk
Council Member Rob Wiedeman

Tuesday, April 23, 2024

9:00 AM

Council Chambers

VISION

**Parkland County: gifted by nature, inspired by innovation, powerfully connected,
and home to opportunity.**

1. CALL TO ORDER/TERRITORIAL LAND ACKNOWLEDGEMENT (Mayor)

. CELEBRATING SUCCESSES

. INSPIRATIONAL REFLECTION (Hoefsloot)

2. ADOPTION OF AGENDA (Mayor)

3. ADOPTION OF MINUTES (Mayor)

3.1 [MIN 24-015](#) Adoption of the April 9, 2024 Council Meeting Minutes

Proposed Motion

That the April 9, 2024 Council Meeting Minutes be adopted, as presented.

Sponsors: Birnie

Attachments: [1. April 9, 2024-Unadopted-Council Meeting Minutes](#)

4. DELEGATIONS

4.1 [App 24-022](#) 9:05 a.m. - Public Input (15 minutes)

Sponsors: Gamble

5. BUSINESS ARISING

6. NEW BUSINESS

A. Mayor and Council Member Matters

- 6.A.1** [RFD 24-085](#) Meeting Procedures Bylaw and Bylaw Development Process Review

Proposed Motion

That administration be directed to present the Meeting Procedures Bylaw 2015-06 and the bylaw development process for review and amendment to ensure transparency, accountability, and procedural fairness.

Sponsors: Kowalski

- 6.A.2** [RFD 24-088](#) County Website Search Engine Revamp

Proposed Motion

That administration be directed to improve the search engine on the County website.

Sponsors: Birnie

- 6.A.3** [RFD 24-089](#) Tax Impact on Properties Affected by Wildfire

Proposed Motion

That administration be directed to present the tax impact on affected properties due to wildfire.

Sponsors: Wiedeman

- 6.A.4** [RFD 24-093](#) Request for Elected Official Remuneration Policy C-AD22 Revision

Proposed Motion

That administration be directed to revise Elected Official Remuneration Policy C-AD 22 to add a new section: Memberships/Professional Fees/Dues to define allowable expenses and establish budget parameters.

Sponsors: Birnie

B. Chief Administrative Officer**C. Legislative Matters**

- 6.C.1** [BL 24-020](#) Tax Rate Bylaw 2024-14

Proposed Motions

1. That Bylaw 2024-14 receive first reading.
2. That Bylaw 2024-14 receive second reading.
3. That Bylaw 2024-14 be presented at this meeting for third reading.
4. That Bylaw 2024-14 receive third and final reading.

Sponsors: Dyck

Attachments: [1. Bylaw 2024-14 - Tax Rate](#)

[2. 2023 to 2024 Tax Comparison for Tax Rate Bylaw](#)

6.C.2 [BL 24-019](#) Acheson Water Special Tax Bylaw 2024-11**Proposed Motions**

1. That Bylaw 2024-11 receive first reading.
2. That Bylaw 2024-11 receive second reading.
3. That Bylaw 2024-11 be presented at this meeting for third reading.
4. That Bylaw 2024-11 receive third and final reading.

Sponsors: Dyck

Attachments: [1. Bylaw 2024-11 - Acheson Water Special Tax-First Reading](#)

6.C.3 [RFD 24-086](#) Municipal 2024 Tax Cancellation on Leased Land Minimum Taxes**Proposed Motion**

1. That Council cancel the 2024 minimum taxes on the lands leased from the Crown to the landowners on Roll Numbers 2195001, 2196001, 2198001, and 2197001 in the amount of \$161.10.
2. That Council cancel the 2023 minimum taxes on Roll Number 275001 in the amount of \$33.46.

Sponsors: Dyck

Attachments: [1. 2024 Cancel Leased Land Minimum Taxes-Attachment 1](#)

[2. 2024 Cancel Leased Land Minimum Taxes Roll# 275001-Attachment 2](#)

6.C.4 [BL 24-013](#) Off-Site Levy Report and Schedules (Bylaw 2015-07)**Proposed Motions**

1. That the Off-Site Levy Annual Report for the year ending December 31, 2023 be received for information, as presented.
2. That the 2024 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.

Sponsors: Domijan

Attachments: [1. Bylaw 2015-07 with Updated Schedules C-F \(2024\)](#)

[2. PC Offsite Levy Report 2023](#)

[3. Administrative Report APRIL 2024](#)

[4. Council Presentation April 2024](#)

- 6.C.5 [BL 24-021](#) Bylaw 2024-13 Land Use Bylaw 2017-18 Amendment to BRR - Bareland Recreational Resort District

Proposed Motions

1. That Bylaw 2024-13 receive first reading.
2. That a public hearing be scheduled on May 14, 2024 at 9:30 a.m. at Parkland County Center, Council Chambers to hear public comment on Bylaw 2024-13.

Sponsors: Domijan

Attachments: [1. Bylaw 2024-13 - Bareland Recreational Resort District](#)

[2. Administrative Report](#)

[3. Bareland Recreational Resort District Report, April 2024](#)

[4. What We Heard Report - Bareland Recreational Resort District](#)

[5. Administration Presentation](#)

- 6.C.6 [RFD 24-057](#) Request for Cancellation of May 7, 2024 Governance and Priorities Committee Meeting

Proposed Motion

That the May 7, 2024 Governance and Priorities Committee meeting be cancelled, as presented.

Sponsors: Dyck

D. Agriculture, Community and Protective Services Matters

- 6.D.1 [RFD 24-083](#) Appointment of 2024 Weed and Pest Inspectors

Proposed Motion

That Council appoint inspectors for the year 2024 pursuant to Section 7(1) of the Weed Control Act and Section 10(1) of the Agricultural Pests Act.

Sponsors: Cross

Attachments: [1. Appointment of 2024 Weed and Pest Inspectors - RFD 24-083](#)

E. Chief Financial Officer

- 6.E.1 [RFD 24-099](#) 2023 Audited Financial Statements
Noel Chin, Audit Partner, Metrix Group LLP
Richard Zhao, Senior Manager, Metrix Group LLP

Proposed Motions

1. That the 2023 Audited Consolidated Financial Statements presented by Metrix Group LLP be received for information, as presented.
2. That the 2023 Audited Consolidated Financial Statements be approved, as presented.

Sponsors: Dyck

Attachments: [1. Parkland County Consolidated Financial Statements 2023 Final DRAFT](#)
[2. Parkland County Audit Findings Letter 2023](#)

- 6.E.2 [RFD 24-090](#) 2025 Budget Philosophy, Tax Increase Target and Five-Year Financial Plan

Proposed Motions

1. That the 2025 Budget Philosophy be approved, as presented.
2. That the Five-Year Financial Plan be received as information, as presented.

Sponsors: Froehlich

Attachments: [1. 2025 Budget Philosophy and Five-Year Financial Plan](#)

F. Corporate & Shared Services Matters

G. Operations Services Matters

H. Development Services

- 6.H.1 [RFD 24-079](#) Revised Parkland County Strategic Plan 2022-2025

Proposed Motion

That the revised 2022-2025 Strategic Plan be approved, as presented.

Sponsors: Dyck

Attachments: [1. Draft Strategic Plan 2022-2025 - April 2024](#)
[2. Strategic Plan Text Revision Summary](#)

7. COMMUNICATIONS

7.1 [COM 24-041](#) Proclamations - May 2024

Proposed Motion

That the following proclamations for May 2024 be received for information:

Emergency Preparedness Week
National Hospice Palliative Care Week
Goodwill Week
National Nursing Week
National Public Works Week
World Bee Day
Paramedic Services Week

Sponsors: Dyck

Attachments: [1. May 2024 Proclamations](#)

7.2 [RFD 24-084](#) Proclamations - Murdered and Missing Indigenous Peoples

Proposed Motions

1. That Council approve the proclamation to declare May 5th as Murdered and Missing Indigenous Peoples Day.

Sponsors: Cross

Attachments: [1. Administrative Report - MMIP](#)

[2. Proclamation- MMIP](#)

7.3 [RFD 24-087](#) Proclamations - Hydrogen Week

Proposed Motion

That Council approve the proclamation to declare April 22 - 26, 2024 as Hydrogen Week.

Sponsors: Dyck

Attachments: [1. Hydrogen Week Proclamation](#)

7.4 [COM 24-037](#) Mayor's Report

Proposed Motion

That the Mayor's Report be received for information, as presented.

Sponsors: Gamble

7.5 [COM 24-038](#) Committee Reports

Proposed Motion

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

Sponsors: Gamble

7.6 [COM 24-039](#) Rural Municipalities of Alberta Newsletter Update

Proposed Motion

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

Sponsors: Gamble

Attachments: [1. Rural Municipalities of Alberta](#)

7.7 [COM 24-040](#) Federation of Canadian Municipalities Update

Proposed Motion

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

Sponsors: Gamble

Attachments: [1. Federation of Canadian Municipalities](#)

8. **CLOSED SESSION**

8.1 [RFD 24-011](#) 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 Sections 21 and 24 of the Freedom of Information and Protection of Privacy Act.

Sponsors: Gamble

8.2 [RFD 24-100](#) 10:30 a.m. Appointment - 2023 Audited Financial Statements
Noel Chin, Audit Partner, Metrix Group LLP
Richard Zhao, Senior Manager, Metrix Group LLP
FOIP Section 21 - Harmful to intergovernmental relations
FOIP Section 24 - Advice from officials

8.3 [RFD 24-012](#) Regular Session

Proposed Motion

That Council revert to regular meeting session.

Sponsors: Gamble

9. **BUSINESS ARISING FROM CLOSED SESSION**

10. **CLOSE OF MEETING**