



# 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, November 24, 2015

9:00 AM

Council Chambers

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### CALL TO ORDER

Mayor Shaigec called the meeting to order at 9:01 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:

Beth James, Chief Administrative Officer  
Rob McGowan, General Manager, Infrastructure Services  
Ken Van Buul, General Manager, Community Services  
Peter Vana, General Manager, Development Services  
Tracy Kibblewhite, General Manager, Corporate Services  
Sarah Mate, Communications Coordinator  
Jeff Dyck, Supervisor, Financial Planning & Treasury Management (in part)  
Jody Hancock, Manager, Engineering Services (in part)  
Doug Tymchyshyn, Manager, Legislative & Administrative Services  
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)

At this time Council paused for a minute of silence in respect for the passing of Alberta's MLA, Manmeet Bhullar.

### INSPIRATIONAL REFLECTION

Council Member Tracey Melnyk offered a short inspirational reflection.

### ADOPTION OF AGENDA

A motion was made by Council Member John McNab that the November 24, 2015 Council agenda be adopted, as presented. The motion carried unanimously.

**ADOPTION OF MINUTES**[MIN 15-039](#)

Adoption of the November 9, 2015 Special Council Meeting Minutes

**Proposed Motion**

That the November 9, 2015 special Council meeting minutes be adopted, as presented.

**A motion was made by Council Member Darrell Hollands that the November 9, 2015 Special Council meeting minutes be adopted, as presented. The motion carried unanimously.**

[MIN 15-038](#)

Adoption of the November 10, 2015 Council meeting minutes

**Proposed Motion**

That the November 10, 2015 Council meeting minutes be adopted, as presented.

**A motion was made by Council Member Jackie McCuaig that the November 10, 2015 Council meeting minutes be adopted, as presented. The motion carried unanimously.**

**NEW BUSINESS****B. Legislative Matters**[BL 15-069](#)

Well Drilling Equipment Tax Bylaw No. 2015-35

**Proposed Motion(s)**

That Bylaw No. 2015-35 receive first reading.

That Bylaw No. 2015-35 receive second reading.

That Bylaw No. 2015-35 be presented at this meeting for third reading.

That Bylaw No. 2015-35 receive third and final reading.

**A motion was made by Council Member Tracey Melnyk that Bylaw No. 2015-35 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw No. 2015-35 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member John McNab that Bylaw No. 2015-35 be presented at this meeting for third reading. The motion carried unanimously.**

**A motion was made by Council Member Jackie McCuaig that Bylaw No. 2015-35 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

[POL 15-026](#)

Updated Financial Services Policies

**Proposed Motion(s)**

That the revisions to policies C-FI01 Investments and C-FI09 Debt Management be approved as presented.

A motion was made by Council Member AnnLisa Jensen that revised policies C-FI01 Investments, and C-FI09 Debt Management be approved, as presented. The motion carried unanimously.

[POL 15-025](#)

Rescinding of Financial Services Policies

**Proposed Motion(s)**

That Policies FI-002 Revolving Infrastructure Fund, FI 003 Replacement of Equipment, FI 006 Mobile Tax Billing and Collections, FI-007 Building Parkland Fund, FI 010 Accounts Receivable Collection, FI 013 Extending Credit to Customers, and FI-011 Capital Policy be rescinded.

A motion was made by Council Member Darrell Hollands that the following Financial Services policies be rescinded:

- FI-002 Revolving Infrastructure Fund
- FI 003 Replacement of Equipment
- FI 006 Mobile Tax Billing and Collections
- FI-007 Building Parkland Fund
- FI 010 Accounts Receivable Collection
- FI 013 Extending Credit to Customers
- FI-011 Capital Policy

The motion carried unanimously.

[POL 15-019](#)

Dedication and Use of Municipal Reserve, Environmental Reserve, and Environmental Reserve Easement Policy C-PD15

**Proposed Motion**

That the revised Dedication and Use of Municipal Reserve, Environmental Reserve, and Environment Reserve Easement Policy C-PD15 be approved as presented.

A motion was made by Council Member AnnLisa Jensen that revised Dedication and Use of Municipal Reserve, Environmental Reserve, and Environment Reserve Easement Policy C-PD15 be approved, as presented. The motion carried unanimously.

**DELEGATIONS**

[App 15-064](#)

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.

**NEW BUSINESS**

**Legislative Matters**

[POL 15-030](#)

Infrastructure Services Policy Review

**Proposed Motions**

1. That the following revised policies be approved, as presented:
  - C-EN02 Four Year Road Program,
  - C-EN10 Property Access Approaches,
  - C-EN14 Overland Drainage,
  - C-EN16 Street Lighting,
  - C-PW11 Dust Control on Range Roads and Township Roads,
  - C-PW20 Dust Control on Multi-parcel Subdivision Roads,
  - C-PW24 Staging Bikeathons, and
  - C-PW26 Salt Management.
2. That the following policies be rescinded:
  - EN 007 Construction of Bikeways,
  - PW-001 Gravel Truck Hiring,
  - PW 002 Public Works Stand-by,
  - PW 004 Guardrail Installation,
  - PW 017 Traffic Control Devices,
  - PW 019 Fleet and Equipment Management, and
  - PW 025 Traffic Lines on Municipal Roadways.

**A motion was made by Council Member John McNab that the following revised policies be approved, as follows:**

- C-EN02 Four Year Road Program
- C-EN10 Property Access Approaches
- C-EN14 Overland Drainage
- C-EN16 Street Lighting
- C-PW11 Dust Control on Range Roads and Township Roads
- C-PW20 Dust Control on Multi-parcel Subdivision Roads
- C-PW24 Staging Bikeathons
- C-PW26 Salt Management

**A motion was made by Mayor Rod Shaigec that administration be directed to present revised Policy C-EN16 Street Lighting at a Committee of the Whole meeting for further discussion. The motion carried unanimously.**

**Mayor Shaigec called on the original motion with the amendment to delete Policy C-EN16 Street Lighting for approval at this meeting. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that the following Infrastructure Services policies be rescinded:**

- EN 007 Construction of Bikeways
- PW-001 Gravel Truck Hiring
- PW 002 Public Works Stand-by
- PW 004 Guardrail Installation
- PW 017 Traffic Control Devices
- PW 019 Fleet and Equipment Management
- PW 025 Traffic Lines on Municipal Roadways

**The motion carried unanimously.**

### **Corporate Services Matters**

[RFD 15-200](#)

Request to Cancel December 15, 2015 Committee of the Whole Meeting

**Proposed Motion**

That the December 15, 2015 Committee of the Whole meeting be cancelled.

**A motion was made by Council Member Jackie McCuaig that the December 15, 2015 Committee of the Whole meeting be cancelled. The motion carried unanimously.**

**Infrastructure Services Matters**[RFD 15-085](#)

West Inter Lake District (WILD) Water Line Servicing Study

**Proposed Motion**

That the West Inter Lake District (WILD) Water Line Servicing Study be received as information.

**A motion was made by Council Member John McNab that the West Inter Lake District (WILD) Water Line Servicing Study be received for information as presented; and, that administration be directed to present the WILD Water Line Servicing Study at a Committee of the Whole meeting for discussion. The motion carried unanimously.**

**Community Services Matters**[RFD 15-206](#)

Fire Permit Bylaw No. 22-2012

**Proposed Motions**

That Administration be directed to bring forward a Bylaw authorizing the prevention and control of fires and a second Bylaw to authorize and control the use of fireworks in Parkland County.

**A motion was made by Council Member Jackie McCuaig that administration be directed to bring forward a bylaw authorizing the prevention and control of fires, and a second bylaw to authorize and control the use of fireworks in Parkland County. The motion carried unanimously.**

**Development Services Matters****COMMUNICATIONS**[COM 15-058](#)

AAMDC Contact Newsletter

**Proposed Motion**

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

**A motion was made by Council Member Tracey Melnyk that the November 12, 2015 AAMDC Contact Newsletter be received for information, as presented. The motion carried unanimously.**

[COM 15-056](#)

Federation of Canadian Municipalities (FCM)

**Proposed Motion**

That the FCM updates be received for information, as presented.

**A motion was made by Council Member Phyllis Kobasiuk that the Federation of Canadian Municipalities News Releases and Sustainable Communities Conference be received for information, as presented. The motion carried unanimously.**

[COM 15-057](#)

Committee Reports

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

- 1. Council Member Darrell Hollands reported on the Alberta Capital Region Wastewater Commission meeting, and thanked members of Council for attending the recent wastewater facility tour.**
- 2. Council Member AnnLisa Jensen reported on the River Valley Alliance meeting, the Heritage Agricultural Society Board of Directors meeting, and the Aboriginal Role Model Awards event.**
- 3. Council Member Jackie McCuaig reported on the AAMDC Fall Conference.**
- 4. Council Member John McNab reported on the Stony Plain & Parkland Pioneer Museum Society Board of Directors meeting, and the Muir Lake 4H Awards Banquet event.**
- 5. Council Member Phyllis Kobasiuk reported on the AAMDC Fall Conference.**
- 6. Council Member Tracey Melnyk reported on the AAMDC Fall Conference, and the Pembina Agricultural and Recreational Society meeting.**
- 7. Mayor Rod Shaigec reported on the AAMDC Fall Conference and the Aboriginal Role Model Awards event.**

The motion carried unanimously.

**CLOSE OF MEETING**

Mayor Shaigec closed the meeting at 10:14 a.m.

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Mayor

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Manager, Legislative & Administrative Services