



Parkland County

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Parkland County, Alberta
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Meeting Minutes Council

Mayor Rod Shaigec
Council Member Jo Szady
Council Member Dianne Allen
Council Member Phyllis Kobasiuk
Council Member Darrell Hollands
Council Member Denise Locher
Council Member Tracey Melnyk

Tuesday, December 4, 2012

9:00 AM

Council Chambers

CALL TO ORDER

Mayor Shaigec called the meeting to order at 9:02 a.m.

Present: 6 - Mayor Rod Shaigec, Council Member Jo Szady, Deputy Mayor Phyllis Kobasiuk, Council Member Darrell Hollands, Council Member Denise Locher and Council Member Tracey Melnyk

Absent: 1 - Council Member Dianne Allen

Administration:

Pat Vincent, Chief Administrative Officer
Rob McGowan, General Manager, Infrastructure Services
Ken Van Buul, Acting General Manager, Community & Protective Services
Al McCully, General Manager, Development Services
Tracy Kibblewhite, General Manager, Corporate Services (in part)
Doug Tymchyshyn, Manager, Legislative & Administrative Services
Jackie Ostashek, Manager Communications & Strategic Planning
Paul Hanlan, Manager, Planning and Development Services (in part)
Tracy McKay, Senior Development Officer, Planning & Development Services (in part)
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)

OPENING PRAYER

Councillor Member Kobasiuk offered a short prayer.

ADOPTION OF AGENDA

Pat Vincent, Chief Administrative Officer introduced Keith Gylander, former Council Member from the Town of Beaumont as a guest at today's Council meeting. Council welcomed Mr. Gylander to Parkland County.

A motion was made by Council Member Jo Szady that the December 4, 2012 Council agenda be adopted with the following amendment:

8.4 Communications - Acknowledgement of delivery to Parkland County from TPLR Honey Farms Ltd.

The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 12-036](#) Adoption of the November 20, 2012 regular Council meeting minutes.

Proposed Motion

That the November 20, 2012 regular Council meeting minutes be adopted, as presented.

A motion was made by Council Member Denise Locher that the November 20, 2012 regular Council meeting minutes be adopted, as presented. The motion carried unanimously.

BUSINESS ARISING

There were no Business Arising items presented at this meeting.

NEW BUSINESS

Legislative Matters

[POL 12-016](#) Policy C-AD 04 Long Service Recognition

Proposed Motion(s)

That Council approve revised Long Service Recognition Policy C-AD04 (previously referred to as Employee Long Service Awards Policy HR-021), as presented.

That Council rescind Policy AD 053 Farewell Procedures for Employees.

A motion was made by Deputy Mayor Phyllis Kobasiuk that revised Long Service Recognition Policy C-AD04 be approved, as presented. The motion carried unanimously.

A motion was made by Council Member Denise Locher that Farewell Procedures for Employees Policy AD 053 be rescinded. The motion carried unanimously.

Corporate Services Matters

There were no Corporate Services Matters presented at this meeting.

Infrastructure Services Matters

[RFD 12-269](#) Transportation Master Plan (TMP) and Capital Plan for Parkland County Road Network

Proposed Motion(s)

That Council authorize Administration to allocate \$40,000 in Alberta Municipal Infrastructure Program (AMIP) funding to conduct a Transportation Capital Financial Plan as a supplement to Transportation Master Plan currently underway.

A motion was made by Council Member Tracey Melnyk that administration be authorized to allocate \$40,000 in Alberta Municipal Infrastructure Program funding to conduct a Transportation Capital Financial Plan as a supplement to the current Transportation Master Plan. The motion carried unanimously.

SCHEDULED MATTERS[App 12-082](#)**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.

Walter Neilson, Parkland County resident, came forward to request Council's consideration when approving the 2013 budget to support an amended Jackfish/Mayatan Lake Area Structure Plan to enhance the future sustainability in the area. Mr. Neilson offered coordination with the Mayatan Resident's Association to undertake the project.

Infrastructure Services Matters[RFD 12-251](#)

West Inter-Lake District (WILD) Water Commission - request for funding to cover engineering costs

Proposed Motion(s)

That Council approve \$35,000 from Contingency Restricted Surplus to fund the engineering costs required to complete the West Inter-Lake District (WILD) Water Commission transmission pipeline route options to serve the Alexis Nakota Sioux Nation.

A motion was made by Deputy Mayor Phyllis Kobasiuk that an additional \$35,000 from Contingency Restricted Surplus be approved to fund the engineering costs required to complete the West Inter-Lake District (WILD) Water Commission transmission pipeline route options to serve the Alexis Nakota Sioux Nation. The motion carried unanimously.

Community Services Matters[RFD 12-271](#)

Funding Approval for the TransAlta Tri-Leisure Centre Governance Review

Proposed Motions

1. That Council endorse Russ Farmer & Associates as the consultant to complete the TransAlta Tri-Leisure Centre Governance Review
2. That Council approve funding in the amount of \$8,000 from 2012 contingency

A motion was made by Council Member Denise Locher that Council endorse Russ Farmer & Associates as the consultant to complete the TransAlta Tri-Leisure Centre Governance Review. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that funding be approved in the amount of \$8,000.00 from 2012 Contingency as Parkland County's contribution to retain services from Russ Farmer and Associates to complete the Governance Review, as presented. The motion carried unanimously.

SCHEDULED MATTERS

[App 12-120](#)

Appointment - 9:30 a.m. (30 mins.)

Edmonton Airports Authority
(Tom Redl, Vice Chair, Reg Milley, CEO, and Gail Stepanik-Keber, Parkland County Representative)

Proposed Motion

That the Edmonton Airports Authority presentation be received for information.

Gordon Clanachan, Board Chair, Gail Stepanik-Keber, Parkland County Representative, and Reg Milley, President and CEO presented an annual review and projects of the Edmonton Airports Authority. Council thanked members of the Edmonton Airports Authority for their presentation.

Recess

Mayor Shaigec recessed the meeting at 10:10 a.m. and reconvened the meeting at 10:24 a.m.

Development Services Matters

[RFD 12-265](#)

Municipal Regional Collaboration Program Resolution

Proposed Motion

That Council execute, and forward, the attached resolution to the Province of Alberta Municipal Affairs Department.

A motion was made by Council Member Darrell Hollands that Council execute and forward the Regional Collaboration Grant (Province of Alberta) resolution to the Province of Alberta Municipal Affairs Department, as presented. The motion carried unanimously.

[RFD 12-270](#)

Fiber Acquisition

Proposed Motion

That administration be directed to investigate and acquire two strands of existing dark fiber extending from Edmonton to the intersection at Hwys 16 and 779, using up to \$50,000 capital infrastructure funding from the 2012 Capital Budget.

A motion was made by Deputy Mayor Phyllis Kobasiuk that administration be directed to investigate and acquire two strands of existing dark fiber extending from Edmonton to the intersection at Highways 16 and 779, using up to \$50,000.00 capital infrastructure funding from the 2012 capital budget, as presented. The motion carried unanimously.

SCHEDULED MATTERS

[RFD 12-264](#)

Public Meeting - 10:30 a.m. (60 mins.)

Request to amend Development Permit 09-D-370B to allow wood recycling activity to continue on the SE-02-53-26-W4M.

Recommendation

That Council approve a time extension to Development Permit 09-D-370B for a period of six (6) months, so that wood recycling may continue during the time a new application is processed and brought forward to Council for a decision at a future date.

Mayor Shaigec called the public meeting to order at 10:31 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment on the proposed Development Permit Number 09-D-370B extension, for the period of six (6) months, so that wood recycling may continue during the time a new application is processed and brought forward to Council for a decision at a future date.

Administration presented the request for an extension of Development Permit No. 09-D-370B.

Verbal Submissions

Jason Cormier, Northlands Recycling Inc. presented support to extend Development Permit Number 09-D-370B for a period of six-months.

Janice Agrios, representing area landowners, Mr. Bassani and Mr. Walton, who oppose the extension of Development Permit Number 09-D-370B and referred to her written submission that was distributed at this meeting.

Jason Cormier advised that neighboring landowners have been invited to communicate concerns to Northlands Recycling Inc. and no one came forward.

Grant Noll, Verdant Energy, in affiliation with Dapp Power LP and Bio-Fuels Inc. referred to his written submission to support the time extension to Development Permit No. 09-D-370B.

Janice Agrios presented concern regarding communication between the applicant and her clients, Mr. Bassani and Mr. Walton, and notice to all landowners of the proposed extension of Development Permit Number 09-D-370B, requesting administration to clarify the provision for a waiver for resubmission interval, outlined in the Acheson Area Structure Plan; and, requested Council's consideration of the Northlands landfill appeal that is currently in litigation on the same land as SE 02-53-26-W4M.

Mayor Shaigec recessed the public meeting at 11:30 a.m. and reconvened the public meeting at 11:51 a.m.

Administration reviewed clarification from legal counsel the resubmission of an application within a twelve-month period, the rights to extend the development permit application, the acceptance of previous information pertaining to the specific development permit application prior to this public meeting, and the complexity of

approving the application to extend the development permit, as presented.
Janice Agrios presented concerns of the proposed extension of Development Permit 09-D-370B as being that it had been previously approved along with the landfill operation and not considered independently, and that determining a decision as presented before Council, may conflict the appeal that is in litigation regarding the landfill operation.

Mr. Noll and Mr. Cormier restated support for to extend Development Permit Number 09-D-370B to operate a wood recycling facility at SE 02-53-26-W4M and not as a landfill operation.

Written Submissions

City of Edmonton, not opposed to the extension of Development Permit No. 09-D-370B.

Grant Noll, Verdant Energy in support to the extension of Development Permit Number 09-D-370B.

Janice Agrios, opposed to Development Permit No. 09-D-370B.

Mayor Shaigec closed the public meeting at 12:09 p.m.

A motion was made by Council Member Tracey Melnyk that Parkland County waive the twelve-month application interval to consider a six-month extension for Development Permit Number 09-D-370B to allow wood recycling activity to continue on the SE 02-53-26-W4M. The motion failed by the following vote:

For: 2 - Mayor Shaigec and Council Member Melnyk

Against: 4 - Council Member Szady, Deputy Mayor Kobasiuk, Council Member Hollands and Council Member Locher

COMMUNICATIONS

[COM 12-071](#) AAMDC Newsletter

Proposed Motion

That the AAMDC Newsletter be received for information.

A motion was made by Council Member Denise Locher that the November 28, 2012 AAMDC Newsletter be received for information. The motion carried unanimously.

[COM 12-072](#) Federation of Canadian Municipalities (FCM)

Proposed Motion

That the Federation of Canadian Municipalities correspondence regarding the Caribbean Local Economic Development Program (CARILED) be received for information.

A motion was made by Deputy Mayor Phyllis Kobasiuk that correspondence received from Federation of Canadian Municipalities dated November 26, 2012 regarding the selection of Parkland County's participation in the Caribbean Local Economic Development Program (CARILED) be received for information. The motion carried unanimously.

[COM 12-070](#) Committee Reports

Proposed Motion

That the Committee Reports be received for information.

A motion was made by Council Member Jo Szady that the following Committee Reports be received for information:

Council Member Phyllis Kobasiuk reported on her attendance at the Parkland School Division's Child and Family Youth event.

Council Member Tracey Melnyk reported on Pembina Agricultural and Recreational Society and presented a certificate of acknowledgement for Parkland County's contribution to the Society.

Council Member Denise Locher reported on her attendance at the Stony Plain and District Crime Prevention Association Annual General Meeting, and the children's Christmas event held at the Heritage Pavilion.

The motion carried unanimously.

[COM 12-073](#)

TPLR Honey Farms Ltd.

Council Member Darrell Hollands acknowledged receipt and Council gratitude for the honey from TPLR Honey Farms Ltd being as one of Parkland County's international agricultural industry. Council thanked TPLR Honey Farms Ltd. for their gift of kindness.

Recess

Mayor Shaigec recessed the meeting at 12:20 p.m. and reconvened the meeting at 1:43 p.m.

[App 12-120](#)

Appointment - 9:30 a.m. (30 mins.)

Edmonton Airports Authority
(Tom Redl, Vice Chair, Reg Milley, CEO, and Gail Stepanik-Keber, Parkland County Representative)

Proposed Motion

That the Edmonton Airports Authority presentation be received for information.

A motion was made by Council Member Darrell Hollands that the Edmonton Airports Authority presentation earlier at this meeting be received for information. The motion carried unanimously.

SCHEDULED MATTERS[RFD 12-249](#)

Appointment - 1:30 p.m. (60 mins.)

Parkland County 2013 to 2015 Operating and Capital Budget

Proposed Motions

That Council approves the Parkland County 2013 Budget and Business Plans containing \$42,886,600 in revenues (other than taxation), \$95,126,500 in expenditures (including amortization and other levies) a municipal tax requirement of \$38,395,152, a TLC tax requirement of \$635,800 and a CRB

tax requirement of \$100,000;

That Council accepts the 2014 and 2015 Operating and Capital Budgets as information;

That Council holds a Spring Budget Review session on April 9, 2013 just prior to the approval of the Tax Rate Bylaw and;

That Council direct Administration to move the split tax rate from 54% to 53% when the 2013 Tax Rate Bylaw is brought forward for approval.

A motion was made by Deputy Mayor Phyllis Kobasiuk that the Parkland County 2013 to 2015 Operating and Capital Budget be approved with the following amendments, item number 5, "... not place additional burden on" be replaced with "... will be manageable by staff;" and that item number 7 be added, and the motion be as follows:

The Parkland County 2013 budget and business plans containing \$42,886,600 in revenues (other than taxation), \$95,126,500 in expenditures (including amortization and other levies) with a municipal tax requirement of \$38,395,152; a TLC tax requirement of \$635,800; and a CRB tax requirement of \$100,000;

including Council approval for the following staff positions:

- General Manager, Community Services**
- Accounting Technician**
- Emergency Communications Centre Operator**
- Road Maintenance Supervisor**
- Pound Keeper**
- Maintenance Services Worker I 0.2 fte increase at the Seba Beach Transfer Station; and,**

subject to the following adjustments:

- 1. The following staff positions be approved as contracted positions:**
 - i) Environmental Sustainability Coordinator (-\$7,000)**
 - ii) Junior Building Inspector (-\$5,000)**
 - iii) Geographic Information Systems Analyst (-\$6,000)**
 - iv) Information Technology Services Help Desk Support Technician (-\$6,500); and,**
- 2. The following staff positions be deleted from the budget:**
 - i) Emergency Communications Centre Team Lead (-\$6,000)**
 - ii) Solid Waste Clerk (-\$29,000)**
 - iii) Solid Waste Scale Operator (-\$27,900); and,**
- 3. Deletion of the Weather Station from the Fire Services budget (-\$125,000); and,**
- 4. The addition of \$50,000 for Operations Internal Reviews in the Executive Administration budget; and,**
- 5. Council strongly endorses advancing the road programs that are shovel-ready and will be manageable by staff; and,**
- 6. Council is provided with Information and financial impacts on the reduction**

of development and user fees with the expressed purpose of maximizing market opportunities for Parkland County to enable greater attraction of commercial/industrial businesses which would increase tax revenues; and,

7. Consider land acquisitions in Parkland County; and,

8. The adjustments of \$162,400 in expenditures as noted above will reduce the transfer from Contingency Restricted Surplus in the General Municipal budget.

The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that administration be directed to move the split tax rate from 54% to 53% for residential, and 46% to 47% for non residential when the 2013 Tax Rate Bylaw is brought forward for approval, as presented. The motion carried unanimously.

A motion was made by Council Member Jo Szady that Council accept the 2014 and 2015 Operating and Capital budgets for information. The motion carried unanimously.

A motion was made by Council Member Denise Locher that Council schedule a Spring Budget Review session on April 9, 2013 just prior to approval of the Tax Rate Bylaw. The motion carried unanimously.

IN-CAMERA SESSION

There were no In-Camera items presented at this meeting.

ADJOURNMENT

Mayor Shaigec closed the meeting at 2:24 p.m.

Mayor

Manager, Legislative & Administrative Services