



# Parkland County

53109A Highway 779  
Parkland County, Alberta  
T7Z 1R1  
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 12, 2016

9:00 AM

Council Chambers

---

### CALL TO ORDER

Mayor Shaigec called the meeting to order at 9:00 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:

Rob McGowan, Interim Chief Administrative Officer  
Ken Van Buul, General Manager, Community Services  
Peter Vana, General Manager, Development Services  
Michelle Bonnici, General Manager, Corporate Services  
Tracy Kibblewhite, Chief Financial Officer  
Jody Hancock, Manager, Engineering Services (in part)  
Dave Cross, Manager, Community & Protective Services (in part)  
Lenny Richer, Supervisor, Parks, Recreation & Culture Services (in part)  
Sarah Mate, Communications Coordinator  
Doug Tymchyshyn, Supervisor, Legislative & Administrative Services  
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)

### INSPIRATIONAL REFLECTION

Council Member Tracey Melnyk offered a short inspirational reflection.

### ADOPTION OF AGENDA

A motion was made by Council Member Darrell Hollands that the April 12, 2016 Council agenda be adopted with the following deletion:

Item 4.3 - Appointment - Request for Cancellation of Tax Penalties.

The motion carried unanimously.

## ADOPTION OF MINUTES

### [MIN 16-013](#)

Adoption of the March 22, 2016 Council Meeting Minutes

#### **Proposed Motion**

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

**A motion was made by Council Member AnnLisa Jensen that the March 22, 2016 Council meeting minutes be adopted, as presented. The motion carried unanimously.**

## BUSINESS ARISING

### [POL 16-022](#)

Moving Allowance Policy C-HR10

#### **Proposed Motions**

1. That Council approve Moving Allowance Policy C-HR10 as presented; and
2. That Council rescind Moving Allowance Policy HR 010.

**A motion was made by Council Member Phyllis Kobasiuk that Moving Allowance Policy C-HR10 be approved. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that Moving Allowance Policy HR 010 be rescinded. The motion carried unanimously.**

## NEW BUSINESS

### [POL 16-021](#)

Public Engagement Policy C-AD51

#### **Proposed Motion(s)**

1. That Public Engagement Policy C-AD51 be approved as presented.
2. That Public Consultation Policy C-AD17 be rescinded.

**A motion was made by Council Member Jackie McCuaig that Public Engagement Policy C-AD51 be approved. The motion carried unanimously.**

**A motion was made by Council Member John McNab that Public Consultation Policy C-AD17 be rescinded. The motion carried unanimously.**

## DELEGATIONS

### [App 16-017](#)

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. The following came forward:**

1. Steve Zelych, Jackfish Lake area resident, came forward requesting that his neighbor who has a building encroaching onto his property be dealt with by Parkland County in a shorter timeframe than would be allowed so that he may obtain a compliant Real Property Report.

2. Richard Whenham, Fallis area resident referred to the Informal Boat Launch at Fallis to be closed as it is a safety matter with lake users launching their boats and parking on the road at this location. Mr. Whenham further requested to restrict access to the area to reduce the traffic.

3. Sandy Redmond, Fallis area resident expressed concern that the boat launch was never meant to be used as a public boat launch stated safety concern with the increased traffic and vehicle parking and illegal camping. Ms. Redmond stated that people are using large vehicles to launch and remove their boats, creating an unsightly area and damage to both the road and lake. Ms. Redmond asked that Parkland County immediately close the boat launch access and initiate an environmental review of the lake and for a formal boat launch.

4. Manuel Leithoff, Fallis area resident came forward with concern that the boat launch and lake are over used and that Parkland County should take into consideration the feedback of all lake residents and the environmental impact of the damages.

5. Sandy Gunderson, Fallis area resident came forward presenting photographs of the boat launch area and the common usage at the site that has created disturbance to the road and lake. Ms. Gunderson requested that an environmental assessment be conducted before moving forward with an informal boat launch to protect the area.

#### [App 16-016](#)

APPOINTMENT - 9:30 a.m.  
Ecole Meridian Heights School  
(Natacha LeNorgant, Teacher)

Council welcomed Natacha LeNorgant, Teacher from Ecole Meridian Heights School, Parkland School Division No. 70 and grade six students who presented questions to Council as part of the grade six government studies curriculum.

#### **Recess**

Mayor Shaigec recessed the meeting at 10:17 a.m. and reconvened the meeting at 10:30 a.m.

#### **BUSINESS ARISING**

#### [BL 16-020](#)

Assessed Person for a Designated Manufactured Home in a Manufactured Home Community Bylaw 2016-03

#### **Proposed Motion(s)**

1. That Bylaw 2016-03 receive second reading.
2. That Bylaw 2016-03 receive third and final reading.

**A motion was made by Council Member McCuaig that Bylaw 2016-03 receive second reading. The motion carried by the following vote:**

**For:** 4 - Council Member McNab, Mayor Shaigec, Council Member Hollands and Council Member Melnyk

**Against:** 3 - Council Member Jensen, Council Member McCuaig and Council Member Kobasiuk

**A motion was made by Council Member McCuaig that third reading of Bylaw 2016-03 be tabled to the November 22, 2016 Council meeting. The motion carried by the following vote:**

**For:** 4 - Council Member Jensen, Council Member McCuaig, Council Member Kobasiuk and Council Member Melnyk

**Against:** 3 - Council Member McNab, Mayor Shaigec and Council Member Hollands

## **NEW BUSINESS**

### **Legislative Matters**

#### **POL 16-023**

Staff Training and Development Policy C-HR23

##### **Proposed Motion**

That revised Staff Training and Development Policy C-HR23 be approved, as presented.

**A motion was made by Council Member Darrell Hollands that revised Staff Training and Development Policy C-HR23 be approved. The motion carried unanimously.**

#### **BL 16-014**

Bylaw 2016-10 Amending Public Transportation Utility Bylaw 2015-36

##### **Proposed Motions**

1. That Bylaw 2016-10 receive first reading,
2. That Bylaw 2016-10 receive second reading,
3. That Bylaw 2016-10 be presented for third reading at this meeting, and
4. That Bylaw 2016-10 receive third and final reading

**A motion was made by Council Member Tracey Melnyk that Bylaw 2016-10 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2016-10 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member Jackie McCuaig that Bylaw 2016-10 be presented at this meeting for third meeting. The motion carried unanimously.**

**A motion was made by Council Member AnnLisa Jensen that Bylaw 2016-10 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

### **Corporate Services Matters**

#### **RFD 16-045**

Strategic Plan 2016 - 2020

##### **Proposed Motion**

That Council adopt the Parkland County Strategic Plan 2016 - 2020, as presented.

A motion was made by Council Member John McNab that the Parkland County Strategic Plan 2016-2020 be adopted, as presented. The motion carried unanimously.

### **Infrastructure Services Matters**

#### **RFD 16-064**

Parkland County Road Allowance - Twp Road 524

##### **Proposed Motion(s)**

That Administration be directed to pursue Option 1 to remove the gate and leave the road right-of-way open for public use.

A motion was made by Council Member Tracey Melnyk that administration be directed to pursue Option 1, to remove the gate and leave the road right-of-way open for public use located at Pt. NE 19 and Pt. NW 20-52-07-W5M (Township Road 524), as presented. The motion carried unanimously.

### **Community Services Matters**

#### **RFD 16-058**

Informal Boat Access - Fallis

##### **Proposed Motion**

That administration be directed to restore the informal Fallis boat access located at corner of Beach Road and Township Road 532 to the condition prior to 2015; and, that up to \$6,000 from Restricted Surplus - Municipal Park be approved for the restoration project, as presented.

A motion was made by Council Member Darrell Hollands that administration be directed to restore the informal Fallis boat access located at the corner of Beach Road and Township Road 532 to the condition prior to 2015; and, that up to \$6,000 from Restricted Surplus - Municipal Park be approved for the restoration project.

A motion was made by Council Member Tracey Melnyk that the Informal Boat Access located at the corner of Beach Road and Township Road 532 be tabled to the April 26, 2016 Council meeting; and, that administration present a work scope assessment for each option presented with projected timelines. The motion carried unanimously.

#### **RFD 16-056**

Appointment of 2016 Weed Inspectors

##### **Proposed Motion(s)**

That the appointment of Jo-Anne Maw, Alana Regier, Alexandra Rondeau, Sarah Johnson, Melanie Baldwin, Corbyn Pankonin, Danielle Mattson and Lisa Chomyn as Inspectors under the Weed Control Act as per Part 2, 7(1) and the Agricultural Pests Act as per Section 10 (1), of Alberta for 2016 be approved.

A motion was made by Council Member Darrell Hollands that the appointment of Jo-Anne Maw, Alana Regier, Alexandra Rondeau, Sarah Johnson, Melanie Baldwin, Corbyn Pankonin, Danielle Mattson and Lisa Chomyn as Inspectors under the Weed Control Act as per Part 2, 7(1) and the Agricultural Pests Act as per Section 10 (1), of Alberta for 2016 be approved. The motion carried

unanimously.

[RFD 16-057](#)

Appointment of 2016 Crop Inspector

**Proposed Motion(s)**

That the appointment of Mandy Kessler as Inspector under the Weed Control Act as per Part 2 7(1) and the Agricultural Pests Act as per Section 10(1), of Alberta for 2016 be approved.

A motion was made by Council Member John McNab that the appointment of Mandy Kessler as Inspector under the Weed Control Act as per Part 2 7(1) and the Agricultural Pests Act as per Section 10(1), of Alberta for 2016 be approved. The motion carried unanimously.

## COMMUNICATIONS

[COM 16-018](#)

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 March 24, March 30, and April 7, 2016 AAMDC Contact Newsletters be received for information, as presented. The motion carried unanimously.

[COM 16-019](#)

Federation of Canadian Municipalities (FCM) Updates

**Proposed Motion**

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

A motion was made by Council Member Jackie McCuaig that the Federation of Canadian Municipalities update be received for information, as presented. The motion carried unanimously.

[COM 16-020](#)

Committee Reports

**Proposed Motion**

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

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

1. Council Member Darrell Hollands reported on the Tri-Municipal Leisure Facility Board.
2. Council Member AnnLisa Jensen reported on the Sturgeon River Watershed Alliance Steering Committee, the Economic Development Association Conference, and the Tri-Municipal Trade Show event.
3. Council Member Jackie McCuaig reported on the Lac Ste. Anne Natural Gas Co-op Grande Opening, and Tri-Municipal Trade Show event.
4. Council Member Phyllis Kobasiuk reported on the Economic Development Association Conference.

The motion carried unanimously.

## Recess

Mayor Shaigec recessed the meeting at 11:53 a.m. and reconvened the meeting at 12:03 p.m.

## IN-CAMERA SESSION

### [RFD 16-061](#)

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 21, 24, and 27 of the Freedom of Information and Protection of Privacy Act.

A motion was made by Council Member AnnLisa Jensen that Council convene in-camera at 12:03 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 21, 24, and 27 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.

### [PRE 16-030](#)

Land and Legal Matters, and Governance and Future Planning  
FOIP Section 21  
FOIP Section 24  
FOIP Section 27

### [RFD 16-062](#)

Regular Council Meeting Session

#### **Proposed Motion**

That Council revert to regular session.

A motion was made by Council Member Jackie McCuaig that Council revert to regular session at 1:01 p.m. The motion carried unanimously.

## BUSINESS ARISING FROM IN-CAMERA SESSION

### [RFD 16-062](#)

Regular Council Meeting Session

#### **Proposed Motion**

That Council revert to regular session.

A motion was made by Council Member AnnLisa Jensen that administration be directed to proceed with the River Valley Alliance mandate as discussed. The motion carried unanimously.

A motion was made by Council Member McCuaig that the Range Road 23 pit park be named the Cst. Chelsey Robinson Park, as discussed. The motion carried by the following vote:

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

**Against:** 2 - Council Member Jensen and Council Member McNab

## **CLOSE OF MEETING**

**Mayor Shaigec closed the meeting at 1:02 p.m.**

---

**Mayor**

---

**Supervisor, Legislative & Administrative Services**