



# 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*

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Tuesday, November 27, 2018

9:00 AM

Council Chambers

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### CALL TO ORDER

Mayor Shaigec called the 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  
Arlan Delisle, County Solicitor, Legal Services  
Tracy Kibblewhite, General Manager, Chief Financial Officer  
Laura Swain, General Manager, Corporate Services  
Dave Cross, General Manager, Agriculture, Community & Protective Services  
Ken Van Buul, General Manager, Strategic Initiatives  
Rob McGowan, General Manager, Operations Services  
Sarah Mate, Director, Community Services  
Stephen Fegyverneki, Manager, Current Planning (in part)  
Jasmine Hall, Municipal Planning Intern (in part)  
Nancy Domijan, Manager, Development Planning & Safety Codes (in part)  
Karen Kormos, Supervisor, Development Planning (in part)  
Barb Williams, Interim Manager, Legislative Services (Recording Secretary)  
Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary)

### INSPIRATIONAL REFLECTION

Council Member Jackie McCuaig offered a short inspirational reflection.

### ADOPTION OF AGENDA

A motion was made by Council Member Phyllis Kobasiuk that the November 27, 2018 Council agenda be adopted with the following additions:

Item A.1 - Mayor and Council Member Matters - Code of Conduct/Board Roles.

- Item 9 - Closed Session:
- 9.1 - Linear Appeal - Land Matter
- 9.2 - Jurisdiction - Land Matter
- 9.3 - River Valley Alliance
- 9.4 - Legal Update - Legal Matters
- 9.5 - Council Compensation

The motion carried unanimously.

## **CONSENT AGENDA**

A motion was made by Council Member AnnLisa Jensen that Council consent to approve the following agenda items without debate:

**Item Number 4.1**

**Adoption of the November 6, 2018 Budget Presentations Minutes**  
That the November 6, 2018 Budget Presentation meeting minutes be adopted, as presented.

**Item Number 4.2**

**Adoption of the November 7, 2018 Budget Presentations Minutes**  
That the November 7, 2018 Budget Presentations meeting minutes be adopted, as presented.

**Item Number 4.3**

**Adoption of the November 13, 2018 Council Meeting Minutes**  
That the November 13, 2018 Council meeting minutes be adopted, as presented.

**Item Number C.1**

**Council Committee Appointment - Alberta Capital Region Wastewater Commission**  
That Council Member Jackie McCuaig be appointed to the Alberta Capital Region Wastewater Commission as an Alternate member.

**Item Number F.1**

**Alberta Community Partnership - Intermunicipal Collaboration Grant Application for Regional Agriculture Collaboration Study**  
That Council support the Alberta Community Partnership - Intermunicipal Collaboration grant application for \$200,000 for the purpose of completing a Regional Agriculture Collaboration Study with several regional municipalities.

**Item Number 8.1**

**Rural Municipalities of Alberta Contact Newsletter**  
That the Rural Municipalities of Alberta Contact Newsletter be received for information.

The motion carried unanimously.

## NEW BUSINESS

### Legislative Matters

#### [BL 18-052](#)

PUBLIC HEARING - 10:00 a.m.  
Proposed Amendment to the Land Use Bylaw Section 18 Enforcement (Bylaw 2018-21)

#### **Proposed Motions**

1. That Bylaw 2018-21 receive first reading.
2. That Bylaw 2018-21 receive second reading.
3. That Bylaw 2018-21 be presented at this meeting for third reading.
4. That Bylaw 2018-21 receive third and final reading.

**A motion was made by Council Member John McNab that Bylaw 2018-21 receive first reading. The motion carried unanimously.**

### Mayor and Council Member Matters

#### [RFD 18-295](#)

Code of Conduct/Board Roles

**A motion was made by Council Member Tracey Melnyk that the Code of Conduct/Board Roles be reviewed at a future Committee of the Whole meeting. The motion carried unanimously.**

### Chief Administrative Officer

#### [RFD 18-279](#)

Evergreens Foundation/Pembina Housing Authority Consolidation

#### **Proposed Motion**

That Council accept the notice that the Evergreens Foundation Board of Directors approved a motion to consolidate with the Pembina Housing Authority, which will incorporate an additional 51 housing units into their operations.

**A motion was made by Council Member Tracey Melnyk that Council accept the notice that the Evergreens Foundation Board of Directors approved a motion to consolidate with the Pembina Housing Authority which will incorporate an additional 51 housing units into their operations. The motion carried unanimously.**

## DELEGATIONS

#### [App 18-106](#)

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.**

**Norm Klassen came forward with concern regarding CN Railway's crossing improvements, compliance concerns, and enforcement.**

**A motion was made by Council Member John McNab that Administration be directed to present at a future Council meeting information regarding the CN crossing arms and timing issues, and possibility of legal action regarding the CN Rail crossings in Parkland County. The motion carried unanimously.**

[BL 18-057](#)

PUBLIC HEARING - 9:30 a.m.

Proposed Amendment to Land Use Bylaw 2017-18 re Lands Adjacent to the former Whitewood Mine Site (Bylaw 2018-25)

**Proposed Motions**

1. That Bylaw 2018-25 receive second reading.
2. That Bylaw 2018-25 receive third and final reading.

*Mayor Shaigec called the public hearing to order at 9:31 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw 2018-25, and explained the process of the hearing.*

*Administration presented Bylaw 2018-25.*

*Verbal Submissions*

*There were no verbal submissions presented.*

*Written Submissions*

1. *Alberta Health Services Bylaw 2018-25 on lands that were never used in mining activities. Alberta Health Services has concerns allowing sensitive land uses on reclaimed land without verification that fill used is free of contaminants and suitable for development.*

*Mayor Shaigec recessed the public hearing at 9:50 a.m. and scheduled the public hearing to reconvene on January 22, 2019 at 9:30 a.m. at Parkland County Centre, Council Chambers.*

**Recess**

**Mayor Shaigec recessed the meeting at 9:50 a.m. and reconvened the meeting at 10:01 a.m.**

[BL 18-052](#)

PUBLIC HEARING - 10:00 a.m.

Proposed Amendment to the Land Use Bylaw Section 18 Enforcement (Bylaw 2018-21)

**Proposed Motions**

1. That Bylaw 2018-21 receive first reading.
2. That Bylaw 2018-21 receive second reading.
3. That Bylaw 2018-21 be presented at this meeting for third reading.
4. That Bylaw 2018-21 receive third and final reading.

*Mayor Shaigec called the public hearing to order at 10:01 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input*

and comment regarding proposed Bylaw 2018-21, and explained the process of the hearing.

Administration presented Bylaw 2018-21.

Verbal Submissions:

There were no verbal submissions presented.

Written Submissions:

There were no written submissions presented.

Mayor Shaigec closed the public hearing at 10:20 a.m.

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2018-21 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member Jackie McCuaig that Bylaw 2018-21 be presented at this meeting for third reading. The motion carried unanimously.**

**A motion was made by Council Member Darrell Hollands that Bylaw 2018-21 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

## **Chief Financial Officer**

### **[RFD 18-275](#)**

Parkland County 2019 Interim Operating and Capital Budget

#### **Proposed Motions**

1. That Council approve the 2019 Interim Operating Budget containing \$23,188,900 in revenues; \$99,984,700 in expenditures; a municipal tax requirement of \$59,616,000;
2. That Council approve the 2019 Interim Capital Budget containing \$38,992,700 in revenues; \$39,773,700 in expenditures, a municipal tax requirement of \$781,000;
3. That Council hold a Spring Budget Review session to finalize the 2019 Budget on April 9, 2019, prior to the approval of the Tax Rate Bylaw;
4. That Council finalize the 2019 Tax Rate Bylaw for approval on April 23, 2019 and;
5. That Council approve the projects spanning more than one year in duration in the amount of \$2,766,000.

**A motion was made by Council Member Jackie McCuaig that Council approve the 2019 Interim Operating Budget containing \$23,188,900 in revenues; \$99,984,700 in expenditures; a municipal tax requirement of \$59,616,000, as presented. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that Council approve the 2019 Interim Capital Budget containing \$38,992,700 in revenues; \$39,773,700 in expenditures, a municipal tax requirement of \$781,000. The motion carried unanimously.**

A motion was made by Council Member Darrell Hollands that Council hold a Spring Budget Review session to finalize the 2019 Budget on April 9, 2019, prior to the approval of the Tax Rate Bylaw. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that Council finalize the 2019 Tax Rate Bylaw for approval on April 23, 2019. The motion carried unanimously.

A motion was made by Council Member John McNab that Council approve the projects spanning more than one-year in duration in the amount of \$2,766,000. The motion carried unanimously.

A motion was made by Council Member John McNab that Council direct Administration to reduce the transfer to the Long Term Sustainability Restricted Surplus (contingency for linear tax) to offset expenses. The motion carried unanimously.

A motion was made by Council Member Phyllis Kobasiuk that Council direct Administration to maintain operations at the Cholla and Keepphills waste transfer sites and add back expenses associated in the amount of \$119,000. The motion carried unanimously.

A motion was made by Council Member Darrell Hollands that Council direct Administration to re-establish program levels in Agricultural Services to pre-linear tax cut levels by adding back budget in the amount of \$85,000. The motion carried unanimously.

## COMMUNICATIONS

### [COM 18-072](#)

Federation of Canadian Municipalities Update

#### **Proposed Motion**

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

*Council Member AnnLisa Jensen reported on the Federation of Canadian Municipalities Advocacy Days.*

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

### [COM 18-073](#)

Committee Reports

#### **Proposed Motion**

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

**A motion was made by Council Member John McNab that the Committee Reports be received for information, as follows:**

1. Council Member Phyllis Kobasiuk reported on the ALUS Committee, the Beavers on the Waters Workshop offered by ALUS, the TransAlta Harvest Lunch, the County Christmas Social, the Multicultural Centre meeting, the River Valley Alliance meeting, the Rural Municipalities of Alberta Conference, the passing and condolence of a past Parkland County volunteer and committee member, Dr. Bill Forbes, and complemented the Agricultural Services Department for their public campaign regarding Pine Beetles in

Parkland County.

2. Council Member John McNab reported on the Rural Municipalities of Alberta Conference and the Christmas in the Country event at the Pioneer Museum.

3. Council Member Tracey Melnyk reported on the Library Board meeting, and further reported on the MADD Campaign Ceremony.

4. Council Member Jackie McCuaig reported on the County Christmas Social event, the Library Board meeting, and the Rural Municipalities of Alberta Conference.

5. Council Member AnnLisa Jensen reported on the passing of Jane Gilchrist, an active tri-region volunteer.

6. Council Member Darrell Hollands reported on the passing of Russell Hawkes, Town of Stony Plain public member representative on the Tri-Leisure Centre Board and a past public advisory committee member for Parkland County, and the Rural Municipalities of Alberta speaker, Angela Lindhout.

7. Mayor Shaigec reported on the Edmonton Metropolitan Region Board Agricultural Master Plan Task Force meeting, and collaboration with Edmonton Metropolitan Region Board and Edmonton Global.

The motion carried unanimously.

Mayor Shaigec acknowledged and thanked Ms. Pasko for her attendance at the Council meeting.

## CLOSED SESSION

**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

Attendance

### Administration:

Michael Heck, Chief Administrative Officer - Administrative Liaison

Arlan Delisle, County Solicitor, Legal Services - Legal Advisor

Tracy Kibblewhite, General Manager, Chief Financial Officer - Financial Advisor

Laura Swain, General Manager, Corporate Services - Administrative Advisor

Dave Cross, General Manager, Agriculture, Community & Protective Services (in part) - Community Services Advisor

Ken Van Buul, General Manager, Strategic Initiatives - Administrative Advisor

Rob McGowan, General Manager, Operations Services - Infrastructure & Planning Advisor

Sarah Mate, Director, Community Services (in part) - Community Services Advisor

Barb Williams, Interim Manager, Legislative Services - Parliamentarian

Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary)

[RFD 18-302](#)

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

**A motion was made by Council Member Phyllis Kobasiuk that Council convene in closed session at 11:07 a.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 18-037](#)

1. Linear Appeal - Land Matter - FOIP Sections 24 and 27, Advice from officials and Legal privilege
2. Jurisdiction - Land/Legal Matter - FOIP Sections 21, 24, and 27, Harmful to intergovernmental relations, Advice from officials, and Legal privilege
3. River Valley Alliance - Land Matter - FOIP Section 24, Advice from officials
4. Legal Update - Legal Matter - FOIP Section 27, Legal privilege
5. Council Compensation - FOIP Section 24, Advice from officials

[RFD 18-304](#)

Regular Meeting Session

**Proposed Motion**

That Council revert to regular meeting session.

**A motion was made by Council Member John McNab that Council revert to regular meeting session at 12:20 p.m. The motion carried unanimously.**

**CLOSE OF MEETING**

Mayor Shaigec closed the meeting at 12:21 p.m.

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Mayor

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Manager, Legislative Services