



# Parkland County

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## Meeting Minutes Governance and Priorities Committee

*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, April 1, 2014

9:00 AM

Council Chambers

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### CALL TO ORDER

Committee Chair Kobasiuk 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:

Pat Vincent, Chief Administrative Officer  
Peter Vana, General Manager, Development Services  
Ken Van Buul, General Manager, Community Services  
Doug Tymchyshyn, Manager, Legislative & Administrative Services  
Jackie Ostashek, Manager, Communications & Strategic Planning Services  
Gabriel Clark, Environmental Management Coordinator (in-part)  
Amy Mitchell, Administrative Assistant, Legislative & Administrative Services  
(Recording Secretary)

### ADOPTION OF AGENDA

A motion was made by Council Member Darrell Hollands that the agenda be adopted with the addition of item A.1 Committee Terms of Reference. The motion carried unanimously.

### ADOPTION OF MINUTES

#### MIN 14-009

Adoption of the March 4th, 2014 Governance and Priorities Committee Meeting Minutes

#### Proposed Motion

That the Governance and Priorities Committee meeting minutes of March 4th, 2014 be adopted, as presented.

A motion was made by Council Member Tracey Melnyk that the Governance and Priorities Committee meeting minutes of March 4, 2014 be adopted, as presented. The motion carried unanimously.

## **SCHEDULED MATTERS**

**App 14-008**      **Public Input: 9:15 a.m. - 10 mins**

Chair Kobasiuk asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. No one came forward.

## **OLD BUSINESS**

**RFD 14-053**      Preparing Parkland County's Organization for the Future (Organizational Review)

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

That the Committee refer the "Preparing Parkland County's Organization for the Future" report (Organizational Review) to Council for adoption and implementation.

A motion was made by Mayor Rod Shaigec that the Governance and Priorities Committee refer the "Preparing Parkland County's Organization for the Future" report to Council for adoption and implementation and to direct administration to prepare a Terms of Reference in preparation for a Request for Proposal on a study of the Information Systems, Information Management and Geographic Information Systems for review and approval at the April 22, 2014 regular Council meeting. The motion carried unanimously.

## **NEW BUSINESS**

### **Legislative Matters**

**RFD 14-058**      Committee Terms of Reference

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

A motion was made by Mayor Rod Shaigec that administration review and revise the Terms of References for all the Advisory Committees to ensure consistency and alignment with Council's strategic plan and bring forward to regular Council meeting for approval. The motion carried unanimously.

### **Corporate Services Matters**

There were no Corporate Services matters presented at this meeting.

### **Infrastructure Services Matters**

There were no Infrastructure Services matters presented at this meeting.

### **Community Services Matters**

There were no Community Services matters presented at this meeting.

### **Development Services Matters**

**RFD 14-016** Integrated Community Sustainability Planning - Proposed Framework

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

That the Governance and Priorities Committee approve the proposed framework for updating Parkland County's Integrated Community Sustainability Plan in conjunction with the Municipal Development Plan in 2014-15.

**A motion was made by Council Member John McNab that the Governance and Priorities Committee approve the proposed framework for updating Parkland County's Integrated Community Sustainability Plan in conjunction with the Municipal Development Plan in 2014-2015, as presented. The motion carried unanimously.**

### **SCHEDULED MATTERS**

**App 14-025** Appointment: 9:30 a.m.- 30 minutes  
River Valley Alliance - Presentation  
Barry Anderson, Executive Director and Chris Sheard, Chair

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

That the Governance and Priorities Committee accept the presentation by River Valley Alliance for information, as presented.

**A motion was made by Council Member AnnLisa Jensen that the River Valley Alliance presentation be received as information, as presented. The motion carried unanimously.**

### **Recess**

**Committee Chair Kobasiuk recessed the meeting at 9:50 a.m. and reconvened the meeting at 10:02 a.m.**

### **SCHEDULED MATTERS**

**App 14-014** Appointment (10 a.m - 15 minutes.) Acheson Business Association  
Roger Ward - Chair  
Jim Wooley - Executive Director  
Cathy Dool - Treasurer

**Proposed Motion(s)**

That the Committee accept the presentation by the Acheson Business Association for information, as presented..

**A motion was made by Council Member Jackie McCuaig that the Acheson Business Association presentation be received as information, as presented and recommend the information be referred to the Economic Development Tourism Advisory Committee for review. The motion carried unanimously.**

**COMMUNICATIONS**

**COM 14-029**      AAMDC Contact Newsletter

**Proposed Motion**

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

**A motion was made by Council Member Jackie McCuaig that there were no AAMDC Contact Newsletter to be received as information. The motion carried unanimously.**

**COM 14-027**      Committee Reports

**Proposed Motion**

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

**A motion was made by Mayor Rod Shaigec that the following Committee Reports be received for information, as presented:**

1. Councillor Jensen attended the Sturgeon River Water Shed Partnership,
2. Councillor McCuaig attended the Alberta Senior Housing Association conference,
3. Mayor Shaigec reported on Community Stakeholder Engagement session,
4. Councillor Melnyk reported on Seniors Conference for Evergreen Foundation,
5. Councillor Kobasiuk attended Neighbourlink Parkland, Friends of Library Fundraiser, RCMP Anti-Bullying Program, Water Commission

**The motion carried unanimously.**

**IN-CAMERA SESSION**

**A motion was made by Council Member Darrell Hollands that Council go into In-Camera session at 10:32 a.m.. The motion carried unanimously.**

**App 14-023**      Appointment: 11:00 a.m.- 15 minutes  
Athabasca Transmission Presentation  
Ed Toupin, Municipal Relations Manager  
AltaLink Management

**Proposed Motion(s)**

That the Governance & Priorities Committee move to In-Camera session.

A motion was made by Mayor Rod Shaigec that Council go into regular Council meeting session at 10:59 a.m.. The motion carried unanimously.

### **BUSINESS ARISING FROM IN-CAMERA SESSION**

A motion was made by Council Member Darrell Hollands that the Committee received the information, as presented. The motion carried unanimously.

### **NEXT MEETING**

The next Governance and Priorities Committee meeting is scheduled for Tuesday, May 6th, 2014 at 9:00 a.m.

### **ADJOURNMENT**

Committee Chair Kobasiuk adjourned the meeting at 11:00 a.m.

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Committee Chair

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Recording Secretary