



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, March 13, 2018

9:00 AM

Council Chambers

CALL TO ORDER

Deputy Mayor Jackie McCuaig called the meeting to order at 9:03 a.m.

Present: 6 - 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

Absent: 1 - Mayor Rod Shaigec

Administration:

Michael Heck, Chief Administrative Officer (in part)
Arlan Delisle, County Solicitor/Director, Legal Services (in part)
Tracy Kibblewhite, General Manager, Chief Financial Officer (in part)
Dave Cross, General Manager, Community Services (in part)
Ken Van Buul, General Manager, Corporate Services (in part)
Peter Vana, General Manager, Development Services
Rob McGowan, General Manager, Infrastructure Services (in part)
Laura Swain, Director, Strategic Planning & Intergovernmental Affairs (in part)
Sarah Mate, Manager, Communications (in part)
Michelle Kirchmayer, Manager, Strategic Financial Services (in part)
Geoff Heritage, Manager, Enforcement Services (in part)
Stephen Fegyverneki, Manager, Current Planning (in part)
Martin Frigo, Manager, Long Range Policy Planner (in part)
Krista Quesnel, Manager, Community Sustainability (in part)
Duncan Martin, Planner, Planning and Development Services (in part)
Lenny Richer, Director, Parks, Recreation and Culture (in part)
Marc Ficht, Director, Assessment & Strategic Financial Services (in part)
Sheryl Cammidge, Administrative Assistant, Legal Services (in part)
Barb Williams, Legislative Officer, Legislative Services (Recording Secretary) (in part)

CELEBRATING SUCCESSES

Council gave recognition to Parkland County's Pat Price for her forty-seven years of service, and wished her well on her retirement.

INSPIRATIONAL REFLECTION

Council Member Phyllis Kobasiuk offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member Darrell Hollands that the March 13, 2018 Council agenda be adopted with the following addition:

Item A.1: Five Council motions as direction to administration.

The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 18-006](#)

Adoption of the February 27, 2018 Council Meeting Minutes

Proposed Motion

That the February 27, 2018 Council meeting minutes be adopted, as presented.

A motion was made by Council Member Phyllis Kobasiuk that the Council meeting minutes of February 27, 2018 be adopted, as presented. The motion carried unanimously.

Administration presented the 2018 State of the County.

DELEGATIONS

[App 18-022](#)

Public Input - 9:15 a.m. (10 mins.)

Norm Klassen presented an update to Council regarding train whistle cessation and asks for Council's consideration to further support work on this matter in Parkland County.

NEW BUSINESS

Community Services Matters

[RFD 18-034](#)

Agricultural Services Board Terms of Reference and Work Plan - Proposed Revisions

Proposed Motion

That the proposed revisions to the Agricultural Services Board terms of reference and work plan be received for information, as presented.

A motion was made by Council Member John McNab that the proposed revisions to the Agricultural Services Board terms of reference and work plan

be received for information, as presented. The motion carried unanimously.

Chief Administrative Officer

[RFD 18-039](#) Municipal Government Act Schedule of Events

Proposed Motion

That Municipal Government Act Schedule of Events be received for information, as presented.

A motion was made by Council Member Phyllis Kobasiuk that the Municipal Government Act Schedule of Events be received for information, as presented. The motion carried unanimously.

Chief Financial Officer

[RFD 18-033](#) Cancellation of 2017 Municipal Property Taxes Due to Burn Down (Roll Numbers 1140001 and 2067000)

Proposed Motions

1. That Council cancel a portion of the 2017 taxes on Roll No. 1140001 in the amount of \$254.05 due to burn down of a residence and garage on 52416 Range Road 13 as per Attachment 2.
2. That Council cancel a portion of the 2017 taxes on Roll No. 2067000 in the amount of \$100.49 due to burn down of a residence on 4327 Burtonsville Road as per Attachment 3.

A motion was made by Council Member John McNab that cancellation of a portion of the 2017 taxes on Roll Number 1140001 be approved in the amount of \$254.05 due to burn down of a residence and garage on 52416 Range Road 13, as presented. The motion carried unanimously.

A motion was made by Council Member John McNab that cancellation of a portion of the 2017 taxes on Roll Number 2067000 be approved in the amount of \$100.49 due to burn down of a residence on 4327 Burtonsville Road, as presented. The motion carried unanimously.

Community Services Matters

[RFD 18-031](#) Addressing Crime in Parkland County

Proposed Motion

That the Addressing Crime in Parkland County presentation be received for information, as presented.

A motion was made by Council Member Tracey Melnyk that the Addressing Crime in Parkland County presentation be received for information. The motion carried unanimously.

Recess

Deputy Mayor Jackie McCuaig recessed the meeting at 10:00 a.m. and reconvened the meeting at 10:06 a.m.

DELEGATIONS

[BL 18-007](#)

RECONVENE PUBLIC HEARING - 10:00 a.m.
Bylaw 2017-22: Proposed Amendment to Land Use Bylaw 2017-18 - West Point Estates (North) Redistricting
From Agricultural Restricted (AGR) District to Country Residential Restricted (CRR) District
- and -
Adoption of the West Point Estates (North) Outline Plan

Proposed Motion

Upon closure of the Public Hearing:

1. That Council amend the West Point Estates (North) Outline Plan as identified in *Attachment 2*, including **Option A** (no paving deferral) in Section 6.1.
2. That Council adopt the amended West Point Estates (North) Outline Plan.
3. That Bylaw 2017-22 receive second reading.
4. That Bylaw 2017-22 receive third and final reading.

Deputy Mayor Jackie McCuaig reconvened the February 13, 2018 public hearing to hear public comment on Bylaw 2017-22 at 10:06 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw 2017-22, and explained the process of the hearing.

Administration presented Bylaw 2017-22 to the reconvened public hearing.

Verbal Submissions:

1. *Mike Evans, area resident, opposed to Bylaw 2017-22 and referred to the presentation by the applicant explaining the historical information related to lands with permits.*
2. *Theresa Plante, area resident, opposed to Bylaw 2017-22 being concerned with maintaining restrictions on the land, contamination of the lake, and the number of lots proposed in the development.*
3. *Jonathan Thompson, representing the residents who signed the petition opposing Bylaw 2017-22 with concern of the quality of the lake, increased use of the lake and responsible lake users, and that the proposed development does not support the environmentally sensitive areas.*
5. *Ken Horn, applicant, Greg McKenzie and Ray Makowecki, consultants for the applicant, presented support for Bylaw 2017-22 for lake preservation and that County standards will be complied with related to shoreline setbacks, drainage, and lot ratio, as well as with environment laws.*

Additional Written Submissions:

1. *Elaine Boughen, area landowner, opposed to Bylaw 2017-22 that will allow for a road development to create a south access road connecting the development to Township Road 521 that will infringe on privacy, affect wildlife, and the impact on Jackfish Lake.*

2. Family owned cottage resident of Jackfish Lake opposed to Bylaw 2017-22 that will increase population affecting the environment and state of the lake.

Deputy Mayor Jackie McCuaig closed the public hearing at 11:13 a.m.

A motion was made by Council Member Tracey Melnyk that Council amend the West Point Estates (North) Outline Plan as identified in attachment 2, including Option A (no paving deferral) in Section 6.1 be approved. The motion carried by the following vote:

For: 5 - Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

Against: 1 - Council Member Jensen

A motion was made by Council Member Phyllis Kobasiuk that the amended West Point Estates (North) Outline Plan be adopted. The motion carried by the following vote:

For: 5 - Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

Against: 1 - Council Member Jensen

A motion was made by Council Member Darrell Hollands that Bylaw 2017-22 receive second reading. The motion carried by the following vote:

For: 5 - Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

Against: 1 - Council Member Jensen

A motion was made by Council Member John McNab that Bylaw 2017-22 receive third and final reading, and that it be declared finally passed. The motion carried by the following vote:

For: 5 - Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

Against: 1 - Council Member Jensen

Recess

Deputy Mayor Jackie McCuaig recessed the meeting at 11:24 a.m. and reconvened the meeting at 11:35 a.m.

BUSINESS ARISING

[RFD 18-026](#)

Environmental Conservation Master Plan and Implementation Plan

Proposed Motion

1. That the Environmental Conservation Master Plan be approved as presented.
2. That the Environmental Conservation Master Plan Implementation Plan be approved as presented.

A motion was made by Council Member McNab that the Environmental Conservation Master Plan and Environmental Conservation Master Plan Implementation Plan be tabled. The motion carried by the following vote:

For: 5 - Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

Against: 1 - Council Member Jensen

NEW BUSINESS

Development Services Matters

[RFD 18-025](#)

Wabamun Lake Sub-Watershed Land Use Plan

Proposed Motion

1. That the Wabamun Lake Sub-Watershed Land Use Plan and revised Action Plan be received for information, as presented.
2. That the Wabamun Lake Sub-Watershed Land Use Plan and revised Action Plan be tabled to the April 10, 2018 Council meeting.

A motion was made by Council Member Phyllis Kobasiuk that the Wabamun Lake Sub-Watershed Land Use Plan and revised Action Plan be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member John McNab that the Wabamun Lake Sub-Watershed Land Use Plan and revised Action Plan be tabled to the April 10, 2018 Council meeting. The motion carried unanimously.

Recess

Deputy Mayor Jackie McCuaig recessed the meeting at 12:02 p.m. and reconvened the meeting at 12:36 p.m.

[RFD 18-040](#)

Socio-Economic Impacts on Parkland County from Phase Out of Coal-Fired Electricity Generation

Proposed Motion

That the Socio-Economic Impacts on Parkland County from Phase Out of Coal-Fired Electricity Generation Study be received for information, as presented.

A motion was made by Council Member AnnLisa Jensen that the Socio-Economic Impacts on Parkland County from Phase Out of Coal-Fired Electricity Generation Study be received for information, as presented. The motion carried unanimously.

Chief Administrative Officer

[RFD 18-041](#) Executive Administration Year End Summary

Proposed Motion

That Council accept the Executive Administration Year End Summary, as information.

A motion was made by Council Member AnnLisa Jensen that the Executive Administration Year-end Summary be received for information, as presented. The motion carried unanimously.

Mayor and Council Member Matters

[RFD 18-047](#)

A motion was made by Council Member Darrell Hollands that administration introduce a hiring freeze for the 2019 budget year. The motion carried unanimously.

A motion was made by Council Member Darrell Hollands that administration cut non-core expenses by 5% for the 2019 budget before the fall of 2018. The motion carried unanimously.

A motion was made by Council Member John McNab that administration bring forward and implement a Priority Based Budget by May 1, 2018. The motion carried unanimously.

A motion was made by Council Member AnnLisa Jensen that administration implement the approved work plan for 2018. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that no new long-term plans be developed unless the plan addresses life and/or property matters. The motion carried unanimously.

Legislative Matters

Corporate Services Matters

Infrastructure Services Matters

COMMUNICATIONS

[COM 18-014](#) 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 AAMDC Contact Newsletter be received for information, as presented. The motion carried unanimously.

[COM 18-015](#)

Federation of Canadian Municipalities Update

Proposed Motion

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

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 18-016](#)

Committee Reports

Proposed Motion

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

A motion was made by Council Member AnnLisa Jensen that the Committee Reports be received for information, as follows:

1. Council Member Phyllis Kobasiuk reported on the Volunteer Recognition event, the Keephills Steering Committee meeting, and the positive responses from the public attending Planning and Development Services for planning matters.
2. Council Member AnnLisa Jensen reported on Federation of Canadian Municipalities, and the positive responses from the public regarding interaction with Parkland County's Planning and Development Services.
3. Council Member Jackie McCuaig reported on the 2018 State of the County event.

The motion carried unanimously.

IN-CAMERA SESSION

[RFD 18-036](#)

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 16 and 24 of the *Freedom of Information and Protection of Privacy Act*.

A motion was made by Council Member John McNab 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 16 and 24 of the *Freedom of Information and Protection of Privacy Act*. The motion carried unanimously.

Present: 6 - 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

Absent: 1 - Mayor Rod Shaigec

Administration:

Michael Heck, Chief Administrative Officer - Administrative Liaison
Peter Vana, General Manager, Development Services - Administrative Support
Mark Edwards, Director, Economic Diversification - Presenter, Economic Diversification Update

[PRE 18-002](#)

Economic Diversification Update
FOIP - Section 16 - Harmful to Business Interests of Third Party
FOIP - Section 24 - Advice from Officials

[RFD 18-038](#)

Regular Council Meeting Session

Proposed Motion

That Council revert to regular session.

A motion was made by Council Member John McNab that Council revert to regular meeting session at 2:42 p.m. The motion carried unanimously.

Present: 6 - 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

Absent: 1 - Mayor Rod Shaigec

Administration:

Michael Heck, Chief Administrative Officer - Administrative Liaison
Peter Vana, General Manager, Development Services - Administrative Support
Mark Edwards, Director, Economic Diversification - Presenter, Economic Diversification Update

CLOSE OF MEETING

Deputy Mayor Jackie McCuaig closed the meeting at 2:42 p.m.

Mayor

Manager, Legislative Services