



# Parkland County

53109A Highway 779  
Parkland County, Alberta  
T7Z 1R1  
Parklandcounty.com

## Meeting Minutes

### Council

*Mayor Allan Gamble*  
*Deputy Mayor Allan Hoefsloot*  
*Council Member Kristina Kowalski*  
*Council Member Sally Kucher-Johnson*  
*Council Member Phyllis Kobasiuk*  
*Council Member Natalie Birnie*  
*Council Member Rob Wiedeman*

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Tuesday, October 24, 2023

9:00 AM

Council Chambers

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### Organizational Meeting

#### VISION

**Parkland County: gifted by nature, inspired by innovation, powerfully connected, and home to opportunity.**

#### CALL TO ORDER

**Mayor Gamble called the meeting to order at 9:00 a.m.**

**Present:** 7 - Mayor Allan Gamble, Council Member Kristina Kowalski, Council Member Sally Kucher-Johnson, Council Member Phyllis Kobasiuk, Council Member Natalie Birnie, Council Member Rob Wiedeman and Council Member Allan Hoefsloot

#### Administration:

Laura Swain, Chief Administrative Officer  
Dave Cross, General Manager, Agriculture, Community & Protective Services  
Rob McGowan, General Manager, Operations Services  
Jeff Dyck, Chief Financial Officer/General Manager, Corporate & Shared Services  
Tasha Blumenthal, General Manager, Development Services  
Barb Williams, Manager, Legislative Services  
Rachel Coupal, Legislative Officer, Legislative Services (Recording Secretary)  
Odessa Bartel, Legislative Officer, Legislative Services

#### ADOPTION OF AGENDA

A motion was made by Council Member Birnie that the Organization Meeting Agenda be adopted, as presented.

The motion carried unanimously.

#### DEPUTY MAYOR APPOINTMENT

[RFD 23-237](#)

Revised Deputy Mayor Appointments

**Proposed Motion**

That members of Council be appointed as Deputy Mayor pursuant to Section 152(1) of the Municipal Government Act, as follows:

Council Member Kobasiuk - October 24, 2023 to February 29, 2024  
Council Member Kowalski - March 1, 2024 to June 30, 2024  
Council Member Kucher-Johnson - July 1, 2024 to October 21, 2024  
Council Member Birnie - October 22, 2024 to February 28, 2025  
Council Member Wiedeman - March 1, 2025 to June 30, 2025  
Council Member Hoefsloot - July 1, 2025 - October 28, 2025

**A motion was made by Council Member Hoefsloot that members of Council be appointed as Deputy Mayor pursuant to Section 152(1) of the Municipal Government Act, as follows:**

**Council Member Kobasiuk - October 24, 2023 to February 29, 2024  
Council Member Kowalski - March 1, 2024 to June 30, 2024  
Council Member Kucher-Johnson - July 1, 2024 to October 21, 2024  
Council Member Birnie - October 22, 2024 to February 28, 2025  
Council Member Wiedeman - March 1, 2025 to June 30, 2025  
Council Member Hoefsloot - July 1, 2025 - October 28, 2025**

The motion carried unanimously.

**COUNCIL CONDUCT**[RFD 23-226](#)

Council Code of Conduct Bylaw 2018-05

**Proposed Motion**

That Council acknowledge Council Code of Conduct Bylaw 2018-05, as presented to guide Council members during the ensuing year of office.

**A motion was made by Council Member Kobasiuk that Council acknowledge Council Code of Conduct Bylaw 2018-05, as presented to guide Council members during the ensuing year of office.**

The motion carried unanimously.

**ESTABLISH DATES - REGULAR MEETINGS OF COUNCIL**[RFD 23-227](#)

Establish Dates for Regular Meetings of Council

**Proposed Motion**

For 2023-2024, regular meetings of Council will be held the second and fourth Tuesday of each month, commencing at 9:00 a.m. in Council Chambers, with no meetings of Council scheduled for:

- November 14, 2023 (Council Budget Presentations)
- December 26, 2023 (Seasonal Break)

- July 23 and August 13, 2024 (Summer Break)

**A motion was made by Council Member Kowalski for 2023-2024, regular meetings of Council will be held the second and fourth Tuesday of each month, commencing at 9:00 a.m. in Council Chambers, with no meetings of Council scheduled for:**

- November 14, 2023 (Council Budget Presentations)
- December 26, 2023 (Seasonal Break)
- July 23 and August 13, 2024 (Summer Break)

The motion carried unanimously.

## RECESS

Mayor Gamble recessed the meeting at 9:06 a.m., and reconvened the meeting at 9:07 a.m.

### [RFD 23-228](#)

Establish Council Budget Meetings

#### **Proposed Motion**

That the 2024 Budget Presentations be scheduled to commence at 9:00 a.m. at Parkland County Centre, Council Chambers on November 14, 15, and 16, 2023.

**A motion was made by Council Member Kucher-Johnson that the 2024 Budget Presentations be scheduled to commence at 9:00 a.m. at Parkland County Centre, Council Chambers on November 14, 15, and 16, 2023.**

The motion carried unanimously.

### [RFD 23-229](#)

Establish 2024 Council Organizational Meeting

#### **Proposed Motion**

That the 2024 Council Organizational Meeting be scheduled on Tuesday, October 22, 2024 at 9:00 a.m. at Parkland County Centre, Council Chambers.

**A motion was made by Council Member Wiedeman that the 2024 Council Organizational Meeting be scheduled on Tuesday, October 22, 2024 at 9:00 a.m. at Parkland County Centre, Council Chambers.**

The motion carried unanimously.

### [RFD 23-230](#)

Establish Governance and Priorities Committee Meeting Dates

#### **Proposed Motion**

For 2023-2024, regular meetings of the Governance and Priorities Committee will be held the first and third Tuesday of each month, commencing at 9:00 a.m. at Parkland County Centre, Council Chambers, with no meetings of the Governance and Priorities Committee scheduled for:

- November 7, 2023 (RMA Fall Convention)
- December 19, 2023 (Seasonal Break)
- January 2, 2024 (Seasonal Break)

- March 19, 2024 (RMA Spring Convention)
- July 16, August 6, and 20, 2024 (Summer Break)

**A motion was made by Council Member Birnie for 2023-2024, regular meetings of the Governance and Priorities Committee will be held the first and third Tuesday of each month, commencing at 9:00 a.m. at Parkland County Centre, Council Chambers, with no meetings of the Governance and Priorities Committee scheduled for:**

- November 7, 2023 (RMA Fall Convention)
- December 19, 2023 (Seasonal Break)
- January 2, 2024 (Seasonal Break)
- March 19, 2024 (RMA Spring Convention)
- July 16, August 6, and 20, 2024 (Summer Break)

The motion carried unanimously.

## COMMITTEE APPOINTMENTS

### [RFD 23-231](#)

Appointment of Weed Inspectors

#### **Proposed Motion**

That Agricultural and Environment Services Director, Manager Agronomics, Supervisor Agronomics, Manager Environment Services, Alternate Land Use Services Coordinator, Environmental Coordinator, Agriculture and Environment Technician, and the Horticulture Team Lead be appointed as Weed Inspectors for the ensuing year pursuant to Section 7 of the Weed Control Act.

**A motion was made by Council Member Hoefsloot that Agricultural and Environment Services Director, Manager Agronomics, Supervisor Agronomics, Manager Environment Services, Alternate Land Use Services Coordinator, Environmental Coordinator, Agriculture and Environment Technician, and the Horticulture Team Lead be appointed as Weed Inspectors for the ensuing year pursuant to Section 7 of the Weed Control Act.**

The motion carried unanimously.

### [RFD 23-232](#)

Appointment of Pest Control Officers

#### **Proposed Motion**

That the Agriculture and Environment Services Director, Manager Agronomics, Supervisor Agronomics, Manager Environmental Services, Alternate Land Use Services Coordinator, Environmental Coordinator, Agriculture and Environment Technician, and Horticulture Team Lead be appointed as Pest Control Officers for the term of January 1, 2024 to December 31, 2024 pursuant to Section 7 of the Agricultural Pests Act.

**A motion was made by Council Member Kobasiuk that the Agriculture and Environment Services Director, Manager Agronomics, Supervisor Agronomics, Manager Environmental Services, Alternate Land Use Services Coordinator, Environmental Coordinator, Agriculture and Environment Technician, and Horticulture Team Lead be appointed as Pest Control Officers for the term of January 1, 2024 to December 31, 2024 pursuant to Section 7 of the Agricultural**

**Pests Act.**

The motion carried unanimously.

[RFD 23-233](#)

Appointment of Soil Conservation Officers

**Proposed Motion**

That the Agriculture and Environment Services Director, Manager Agronomics, Supervisor Agronomics, Manager Environment Services, Alternate Land Use Services Coordinator, Environmental Coordinator, Agriculture and Environment Technician, and Horticulture Team Lead be appointed as Soil Conservation Officers for the ensuing year pursuant to Section 15 of the Soil Conservation Act.

**A motion was made by Council Member Kucher-Johnson that the Agriculture and Environment Services Director, Manager Agronomics, Supervisor Agronomics, Manager Environment Services, Alternate Land Use Services Coordinator, Environmental Coordinator, Agriculture and Environment Technician, and Horticulture Team Lead be appointed as Soil Conservation Officers for the ensuing year pursuant to Section 15 of the Soil Conservation Act.**

The motion carried unanimously.

[RFD 23-234](#)

Appointment of Agricultural Pest, Soil Conservation, and Weed Control Appeal Committee

**Proposed Motion**

That appointed Agricultural Services Board public members be appointed as appeal committee members to the Agricultural Pests, Soil Conservation, and Weed Control appeal committees pursuant to the Agricultural Pests Act, Soil Conservation Act, and the Weed Control Act.

**A motion was made by Council Member Wiedeman that appointed Agricultural Services Board public members be appointed as appeal committee members to the Agricultural Pests, Soil Conservation, and Weed Control appeal committees pursuant to the Agricultural Pests Act, Soil Conservation Act, and the Weed Control Act.**

The motion carried unanimously.

[RFD 23-235](#)

Committee and Board Appointments

**Proposed Motion**

That the appointments to committees and boards under the authority of the Municipal Government Act and other Acts be approved, effective October 24, 2023 at the 2023 Organizational meeting for the ensuing year, as presented.

**A motion was made by Council Member Kowalski that the appointments to committees and boards under the authority of the Municipal Government Act and other Acts be approved, effective October 24, 2023 at the 2023 Organizational meeting for the ensuing year, as presented.**

**An amended motion was made by Council Member Kowalski that Council Member Kowalski be appointed to ARROW Utilities and that Council Member**

Wiedeman be appointed to Capital Region Parkland Water Services Commission.

The motion carried unanimously.

Mayor Gamble called on the original motion to approve the Appointments to Committees and Boards as amended.

**THIRD PARTY ADMINISTRATOR APPOINTMENT**

[RFD 23-236](#)

Appointment of Third Party Administrator - Whistleblower Policy C-HR30

**Proposed Motion**

That Council reappoint Xpera HR Services for the ensuing year as Third Party Administrator for the management of Whistleblower Policy C-HR30, in accordance with Section 1.(d) of Whistleblower Policy C-HR30.

**Council Member Birnie made a motion that Council reappoint Xpera HR Services for the ensuing year as Third Party Administrator for the management of Whistleblower Policy C-HR30, in accordance with Section 1.(d) of Whistleblower Policy C-HR30.**

The motion carried unanimously.

**CLOSE OF MEETING**

Mayor Gamble closed the meeting at 9:16 a.m.

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Mayor

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Manager, Legislative Services