



Parkland County

53109A Highway 779
Parkland County, Alberta
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Parklandcounty.com

Meeting Agenda 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 3, 2015

9:00 AM

Council Chambers

VISION & MISSION:

Our VISION:

The land is the tie that binds us. As innovative and responsible land stewards, we are progressive enablers of economic prosperity. We respect the distinctiveness of rural and rural populations. We are, at our core, a reflection of strong rural values.

And our MISSION:

Parkland County will be the rural community of choice for its progressive and strategic governance efforts to create one of the most competitive business environments in Alberta, and enhance the lives of our residents in pursuit of quality of life.

CALL TO ORDER

OPENING PRAYER

ADOPTION OF AGENDA

ADOPTION OF MINUTES

[MIN 15-005](#) Adoption of the February 10, 2015 regular Council meeting minutes

Proposed Motion

That the February 10, 2015 regular Council meeting minutes be adopted, as presented.

Attachments: [Minutes - February 10, 2015 - Unadopted](#)

SCHEDULED MATTERS

[App 15-003](#)**APPOINTMENT - 9:05 a.m. (5 mins)**

March 2015 Featured Business of the Month Presentation
Useful Things in Parkland County

Sponsors: Hanlan

Attachments: [March 2015 Featured Business of the Month](#)

[App 15-016](#)

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

Sponsors: McGowan

[App 15-017](#)**APPOINTMENT - 9:30 a.m. (30 mins.)**

Grade Six School Tour
Ecole Meridian Heights School
(Natacha Schubert, Teacher)

Sponsors: McGowan

[BL 15-012](#)**PUBLIC HEARING 10:00 a.m. (30 mins)**

Bylaw No. 2015-02

Proposed Amendment to Land Use Bylaw No. 20-2009 to redistrict Pt. N.E.
31-51-07-W5M (Linc. No. 0022432397) from the ANC - Agricultural / Nature
Conservation District to the AGG - Agricultural General District on Land Use
District Map 3.

Proposed Motion(s)

Upon closing the Public Hearing:

1. That Bylaw No. 2015-02 receive second reading; and
2. That Bylaw No. 2015-02 receive third and final reading.

Sponsors: Hanlan

Attachments: [Chair's Notes](#)

[Bylaw 2015-02 \(ANC to AGG\)](#)

[Schedule A to Bylaw 2015-02](#)

[Administrative Report](#)

[Key Plan](#)

[ECMP Comparison 2014 vs 2004](#)

[Applicants Letter](#)

[Bylaw No. 2015-02 - Handout for PH - March 3, 2015](#)

[BL 15-013](#)**PUBLIC HEARING 10:30 a.m. (30 mins)**

Proposed Bylaw 2015-08, being an Amendment to the Land Use Bylaw to redistrict Plan 5389RS, Lot A, from CR - Country Residential District to RIC - Rural Industrial Commercial District.

Proposed Motion(s)

Upon closing the Public Hearing:

1. That Bylaw No. 2015-08 receive second reading; and
2. That Bylaw No. 2015-08 receive third and final reading.

Sponsors: Hanlan

Attachments: [Chair's Notes](#)

[Bylaw 2015-08 \(CR to RIC\)](#)

[Schedule A to Bylaw 2015-08](#)

[Administrative Report](#)

[Applicant Cover Letter](#)

[Adjacent Landowner Comments \(1\)](#)

[Adjacent Landowner Comments \(2\)](#)

[Adjacent Landowner Comments \(3\)](#)

[Adjacent Landowner Comments \(4\)](#)

[Adjacent Landowner Comments \(5\)](#)

[Adjacent Landowner Comments \(6\)](#)

[Adjacent Landowner Comments \(7\)](#)

[Adjacent Landowner Comments \(8\)](#)

[Key Plan \(Aerial\)](#)

[Site Plan - Steel Fabrication Plant](#)

[BL 15-010](#)**PUBLIC HEARING - 11:00 a.m. (15 mins.)**

Proposed Road Closure Bylaw No. 2015-11

Proposed Motion

That Bylaw No. 2015-11 receive first reading.

Sponsors: Hancock

Attachments: [Chair Notes - Bylaws No. 2015-11 and 2015-12](#)

[Bylaw 2015-11 Road Closure.pdf](#)

[location RANGE ROAD 43 proposed road closure.pdf](#)

[EN 009 Road Allowances - Sale, Lease.pdf](#)

[Feb 18 Public response.pdf](#)

[BL 15-011](#)

PUBLIC HEARING - 11:00 a.m. (15 mins.)
Proposed Road Closure Bylaw No. 2015-12

Proposed Motion

That Bylaw No. 2015-12 receive first reading.

Sponsors: Hancock

Attachments: [Chair Notes - Bylaws No. 2015-11 and 2015-12](#)

[Bylaw 2015-12 Road Closure.pdf](#)

[location RANGE ROAD 32 and TOWNSHIP ROAD 534 aerial.pdf](#)

[EN 009 Road Allowances - Sale, Lease.pdf](#)

[App 15-015](#)

APPOINTMENT - 11:30 a.m. (15 mins.)
Request for Cancellation of Penalties on Arrears (Roll No. 2009)

Proposed Motion

That Council deny the request to cancel the penalties of \$148.81 on Roll No. 2009.

Sponsors: Tymchyshyn

Attachments: [Tax Penalty Bylaw 19-2005](#)

[Parkland County Letter to Councilor_Redacted](#)

BUSINESS ARISING

[POL 15-003](#) Human Resources Policies**Proposed Motion(s)**

That Council rescind the following Human Resources policies, to allow them to be reclassified as Administrative Directives:

- HR 003 Conflict of Interest
- HR 004 Salary Administration
- HR 005 Non-Union Market Salary and Non-Market Position Evaluation
- HR 006 Position Classification (Union)
- HR 008 Employee Complement, Recruitment, and Selection
- HR 009 Recruitment Guidelines
- HR 010 Moving Allowance
- HR 011 Employee Vacation
- HR 012 Hours of Work and Overtime
- HR 013 Employee Benefits
- HR 014 Leaves of Absence
- HR-016 Disability Management
- HR 020 Employee Performance Planning and Appraisal Process
- HR 022 Discipline, Suspension and Dismissal of Staff
- HR 023 Staff Training and Development
- HR-024 Succession Planning
- HR 025 Employee Health and Wellness Allowance
- HR 026 Job Sharing.

Sponsors: Tymchyshyn

Attachments: [C-AD01 Policy Development \(2014-10-14\)](#)[HR 003 Conflict of Interest](#)[HR 004 Salary Administration](#)[HR 005 Non-Union Market Salary Evaluation 2007](#)[HR 006 Position Classification \(Union\)](#)[HR 008 Employee Complement, Recruitment, and Selection](#)[HR 009 Recruitment Guidelines](#)[HR 010 Moving Allowance](#)[HR 011 Employee Vacation](#)[HR 012 Hours of Work and Overtime](#)[HR 013 Employee Benefits](#)[HR 014 Leaves of Absence](#)[HR-016 Disability Management](#)[HR 020 Employee Performance Planning and Appraisal Process](#)[HR 022 Discipline, Suspension, and Dismissal of Staff](#)[HR 023 Staff Training and Development](#)[HR-024 Succession Planning](#)[HR 025 Employee Health and Wellness Allowance](#)[HR 026 Job Sharing](#)**NEW BUSINESS****Legislative Matters**

[BL 15-008](#)

Bylaw No. 2015-10
Proposed amendments to Section 4.1.2 within the AGG - Agricultural General District of Land Use Bylaw No. 20-2009
Site-specific industrial/commercial uses requested as discretionary uses on S.E. 35-52-06-W5M only

Proposed Motion(s)

1. That Bylaw No. 2015-10 receive first reading; and
2. That a Public Hearing be scheduled for April 28, 2015 at 9:30 a.m. in Council Chambers to hear public comment on proposed Bylaw No. 2015-10.

Sponsors: Hanlan

Attachments: [Bylaw 2015-10 \(AGG Site Specific Discretionary Uses\)](#)

[Administrative Report](#)

[Key Plan](#)

[Reasons in Support of Amendment](#)

[Conceptual Plan](#)

[Open Letter to Area Residents from Tri-Lake Septic Ltd.](#)

[Adjacent Landowner Response to Open Letter](#)

[BL 15-014](#)

Meeting Procedures Bylaw No. 2015-06

Proposed Motion

1. The Bylaw No. 2015-06 receive first reading.
2. That Bylaw No. 2015-06 receive second reading.
3. That Bylaw No. 2015-06 be presented at this meeting for third reading.
4. That Bylaw No. 2015-06 receive third and final reading.

Sponsors: Tymchyshyn

Attachments: [Meeting Procedures Bylaw 2015-06](#)

[Meeting Procedures Bylaw - Summary of Changes](#)

[Bylaw 13-2011](#)

[POL 15-002](#)

Legal Action Commenced by the County Policy AD 007

Proposed Motion

That Legal Action Commenced by the County Policy AD 007 be repealed.

Sponsors: Tymchyshyn

Attachments: [Policy AD 007 October 2001](#)

[Policy AD 007 October 1988](#)

[CAO Bylaw No. 2014-30](#)

[RFD 15-038](#) Public Committee Member Appointment - Economic Development and Tourism Advisory Committee

Proposed Motion

That John Gilchrist be appointed as public committee member to the Economic Development and Tourism Advisory Committee for a three-year term ending December 31, 2017.

Sponsors: Tymchyshyn

Attachments: [Policy C-AD26](#)

Corporate Services Matters

[RFD 15-041](#) Request for transfer of funds to purchase server hardware

Proposed Motion

That Council authorize the transfer of \$194,770 from the Information Technology Restricted Surplus and \$172,000 from the Office Systems Restricted Surplus to fund the purchase of required on-premise server hardware to support ongoing County operations and the implementation of the new Enterprise Resource Planning (ERP) system.

Sponsors: Tymchyshyn

[RFD 15-034](#) 2014 Draft Year End Financial Report and Final Restricted Surplus and Allowance Transfers

Proposed Motions

1. That Council approve the transfer of \$5,132,710 to Restricted Surplus as per Attachment 1 and the increase to the Allowance for Uncollectible Accounts in the amount of \$10,800 as per Attachment 1.
2. That Council accept the 2014 Draft Year End Financial Reports for information.

Sponsors: Tymchyshyn

Attachments: [Attachment 1 - 2014 Final Restricted Surplus & Allowance Transfers](#)

[Attachment 2 - Tax Carry Forward Requirements](#)

[Attachment 3 - Budget Summary Draft](#)

[Attachment 4 - Water & Waste Water Graph](#)

[Attachment 5 - Intelligent Community Tower Analysis](#)

Infrastructure Services Matters

Community Services Matters

[RFD 15-037](#) Hycrest Place Community Association Sustainability Grant - Major Capital

Proposed Motion(s)

That Council approve Hycrest Place Community Association's Sustainability Grant - Major Capital application in the amount of \$13,768.98 to be funded from Restricted Surplus - Recreation Facilities.

Sponsors: Van Buul

Attachments: [Administrative Report - Hycrest Place 2015](#)

[Grant Application - Hycrest Place 2015](#)

Development Services Matters

COMMUNICATIONS

[COM 15-009](#) AAMDC Contact Newsletter

Proposed Motion

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

Sponsors: McGowan

Attachments: [AAMDC Contact Newsletter - February 11, 2015](#)

[AAMDC Contact Newsletter - February 18, 2015](#)

[AAMDC Contact Newsletter - February 25, 2015](#)

[AAMDC Contact Newsletter - Website](#)

[COM 15-010](#) Committee Reports

Proposed Motion

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

Sponsors: McGowan

IN-CAMERA SESSION

10. BUSINESS ARISING FROM IN-CAMERA SESSION

CLOSE OF MEETING