



# Parkland County

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## 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, March 3, 2015

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:** 6 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member John McNab, Mayor Rod Shaigec, Council Member Darrell Hollands and Council Member Tracey Melnyk

**Absent:** 1 - Council Member Phyllis Kobasiuk

#### Administration:

Rob McGowan, Interim Chief Administrative Officer  
Ken Van Buul, General Manager, Community Services (in part)  
Paul Hanlan, Acting General Manager, Development Services (in part)  
Doug Tymchyshyn, Acting General Manager, Corporate Services  
Deanna Cambridge, Planner, Current Planning, Development Services (in part)  
Stephen Fegyverneki, Senior Planner, Current Planning, Development Services (in part)  
Jeff Dyck, Manager, Financial Services (in part)  
Jody Hancock, Manager, Engineering Services (in part)  
Carson Mills, Communications Assistant  
Darlene Bezeau, Municipal Intern  
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)  
Helene Sommer, Legislative & Administrative Services Assistant (Recording Secretary)

### OPENING PRAYER

Council Member AnnLisa Jensen offered a short prayer.

### ADOPTION OF AGENDA

A motion was made by Council Member Tracey Melnyk that the March 3, 2015 Council agenda be adopted, as presented. The motion carried unanimously.

### 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.

**A motion was made by Council Member Jackie McCuaig that the February 10, 2015 regular Council meeting minutes be adopted, as presented. The motion carried unanimously.**

**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

*Council presented the Business of the Month for March 2015 to Useful Things located in Division 5 to owners Laurie and Jacqueline Bisanz.*

**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.   |

**A motion was made by Council Member Tracey Melnyk that the Human Resources policies be tabled; and, that administration be directed to schedule a meeting with Municipal Affairs and Council to provide guidance and direction regarding policies. The motion carried unanimously.**

## 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.

**A motion was made by Council Member Tracey Melnyk that Bylaw No. 2015-10 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member AnnLisa Jensen that a public hearing be scheduled to hear public comment regarding proposed Bylaw No. 2015-10 on April 28, 2015 at 9:30 a.m. at Parkland County, Council Chambers. The motion carried unanimously.**

## SCHEDULED MATTERS

#### [App 15-016](#)

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. Eldon Greanya came forward to speak in opposition regarding proposed road closure Bylaw No. 2015-11.**

### Legislative Matters

#### [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.

**A motion was made by Council Member Darrell Hollands that Bylaw No. 2015-06 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member John McNab that Bylaw No. 2015-06 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member AnnLisa Jensen that Bylaw No. 2015-06 be presented at this meeting for third reading. The motion carried unanimously.**

**A motion was made by Council Member Jackie McCuaig that Bylaw No. 2015-06 receive third and final reading, and that it be declared finally passed.**

**The motion carried unanimously.**

[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.

**A motion was made by Council Member Tracey Melnyk that Legal Action Commenced by the County Policy AD 007 be repealed, as presented. The motion carried unanimously.**

[RFD 15-057](#)

Public Committee Member Appointment - Agricultural and Rural Life Advisory Committee, Division 3 Representative

**Proposed Motion**

That Ms. Shelley Spangler be appointed as Division 3 Representative on the Agricultural and Rural Life Advisory Committee for a three-year term, ending December 31, 2017.

**A motion was made by Council Member Jackie McCuaig that public committee member, John Gilchrist be appointed to the Economic Development and Tourism Advisory Committee for a three-year term ending December 31, 2017. The motion carried unanimously.**

## **SCHEDULED MATTERS**

[App 15-017](#)

**APPOINTMENT - 9:30 a.m. (30 mins.)**

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

**Council welcomed Natacha Schubert, Teacher from Ecole Meridian Heights School, Parkland School Division No. 70 and grade six students who presented questions to Council as part of the grade six government studies curriculum.**

## **Recess**

*Mayor Shaigec recessed the meeting at 9:47a.m. and reconvened the meeting at 9:59 a.m.*

[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.

*Mayor Shaigec called the public hearing to order at 10:00 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public*

*input and comment on proposed Bylaw No. 2015-02, and explained the procedure of the public hearing.*

*Administration presented Bylaw No. 2015-02. Administration distributed a letter in opposition to Bylaw No. 2015-02 from Wayne and Kathy Kulak.*

*Verbal Submission:*

*Applicant, Travis Tourneur presented support for Bylaw No. 2015-02 to pursue additional subdividing on the quarter section of land.*

*Written Submission:*

*Wayne and Kathy Kulak opposed to Bylaw No. 2015-02 being that there are currently enough subdivisions and road accesses in the area.*

*Mayor Shaigec closed the public hearing at 10:07 a.m.*

**A motion was made by Council Member Tracey Melnyk that Bylaw No. 2015-02 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member Tracey Melnyk that Bylaw No. 2015-02 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

### **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.

**A motion was made by Council Member AnnLisa Jensen the the transfer of \$194,770 from the Information Technology Restricted Surplus and \$172,000 from the Office Systems Restricted Surplus be approved 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. The motion carried unanimously.**

#### **[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.

**A motion was made by Council Member John McNab that the transfer of \$5,132,710 to Restricted Surplus as per Attachment 1 be approved; and, that the increase to the Allowance for Uncollectible Accounts in the amount of**

\$10,800 as per Attachment 1 be approved, as presented. The motion carried unanimously.

A motion was made by Council Member Darrell Hollands that the 2014 Draft Year End Financial Reports be received for information, as presented. The motion carried unanimously.

### **Infrastructure Services Matters**

*There were no Infrastructure Services items presented at this meeting.*

### **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.

A motion was made by Council Member Jackie McCuaig that the Hycrest Place Community Association's Sustainability Grant - Major Capital application be approved in the amount of \$13,768.98 to be funded from Restricted Surplus - Recreation Facilities, as presented. The motion carried unanimously.

### **Development Services Matters**

*There were no Development Services items presented at this meeting.*

## **COMMUNICATIONS**

#### **COM 15-009**

AAMDC Contact Newsletter

#### **Proposed Motion**

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

A motion was made by Council Member John McNab that the February 11, February 18, and February 25, 2015 AAMDC Contact Newsletters be received for information, as presented. The motion carried unanimously.

#### **COM 15-010**

Committee Reports

#### **Proposed Motion**

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

A motion was made by Council Member Jackie McCuaig that the following Committee Reports be received for information, as following:

1. Council Member Darrell Hollands reported on the TransAlta Leisure Centre Retreat and the Capital Region Parkland Water Services Commission.
2. Council Member John McNab reported on the Keephills Community discussions regarding the proposed Parkland School Division school closure

of Keephills School.

3. Council Member Jackie McCuaig reported on the Growing Rural Tourism Conference held in Camrose, and the Meridian Foundation.

4. Council Member Tracey Melnyk reported on the Growing Rural Tourism Conference and the Economic Development and Tourism Advisory Committee.

5. Mayor Shaigec reported on the Capital Region Board.

The motion carried unanimously.

## SCHEDULED MATTERS

### [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.

*Mayor Shaigec called the public hearing to order at 10:33 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment on proposed Bylaw No. 2015-08, and explained the process of the hearing.*

*Administration presented Bylaw No. 2015-08.*

#### *Verbal Submissions:*

1. *Applicant, Andy Boelee, Empire Ironworks, presented support of Bylaw No. 2015-08 to address issues of lighting, noise, modernization of building and site, and traffic.*
2. *Terry Goldstein, area resident, west of the Empire Ironworks site, opposed to Bylaw No. 2015-08 being a lack of information from the applicant with area residents as to future plans to be compliant and possible sale of land to another commercial industry owner that may affect area resident's property value, as well as current issues related to water contamination into the lake, noise, lighting, traffic, air and ground contamination, employees parking on the road, and "spot-zoning" in Parkland County.*
3. *Applicant, Andy Boelee, encourage residents to visit the site to gain information of their facility and operation.*

#### *Written Submissions:*

1. *Antonette and Kent Fisher, opposed to Bylaw No. 2015-08 with concerns to be addressed related to lighting, road conditions from heavy truck traffic, air control related to fumes from painting, and noise control.*
2. *Tim Bennett, opposed to Bylaw No. 2015-08 with concern of noise, impact to the road due to amount of heavy truck traffic, potential pollution impacting local watershed/lake, significant Occupational Health and Safety concerns, decreased property value with a large industrial complex nearby residential area, and hours of operation, additional structures being placed on property, partial demolition of out-facing building, and roadside parking.*
3. *Valentine and Juliane Lopatka, opposed to Bylaw No. 2015-08 with concern of noise, hours of operation, increased heavy truck traffic resulting in damage to road,*

*parking of large trailers on roadside, and lighting issues.*

*4. Wabamun Watershed Management Council, opposed to Bylaw No. 2015-08 being that the current land use be considered to protect or enhance the health of water bodies and their watersheds in the area.*

*5. Ron Hageman and Nickela Zais, opposed to Bylaw No. 2015-08 to allow rezoning from Country Residential to Rural Industrial being that the surrounding area is composed of either Country Residential owners or Lakeshore Residential owners that would reduce their property value, increased large heavy truck traffic, roadside parking, drainage of pollutant through wetlands and protection of an environmentally sensitive area, required visual screening of the property, lighting, and noise.*

*6. Lane Ebel, area resident, opposed to Bylaw No. 2015-08, with concern of noise, environmental impact regarding wildlife, lake and local community water supply, increased traffic and road damages.*

*7. Gordon and Marlene Badach, opposed to Bylaw No. 2015-08, with concern of noise, hours of operation, increased traffic, pollution, and environmental impact.*

*8. Len Chambers, opposed to Bylaw No. 2015-08, with concern of noise, over extending land capacity, environmental impact, and safety.*

**A motion was made by Council Member AnnLisa Jensen that the public hearing to hear public comment regarding Bylaw No. 2015-08 be recessed at 11:29 a.m. and to reconvene on April 28, 2015 at 10:30 a.m. at Parkland County, Council Chambers. The motion carried unanimously.**

## **Recess**

*Mayor Shaigec recessed the meeting at 11:30 a.m. and reconvened the meeting at 11:39 a.m.*

## **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.**

*Mayor Shaigec called the public hearing to order at 11:39 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment on proposed Bylaws No. 2015-11 and 2015-12, and explained the procedure of the hearings.*

*Administration presented Bylaw No. 2015-11.*

#### *Verbal Submissions:*

*1. Applicant, Paul Carlson, Karlsson Sand & Gravel supports Bylaw No. 2015-11 for the purpose to incorporate the road allowance into their mining and reclamation plans.*

*2. Eldon Greanya, area resident, opposed to Bylaw No. 2015-11, being that the road closure will no longer allow area residents access to the river, University student studies on an island named Burtonsville Island at the end of the road, and emergency access.*

#### *Written Submissions:*

*Nettie and David Tattersoll, area residents, opposed to Bylaw No. 2015-11, being that they utilize the road to access the river for personal use.*

*Mayor Shaigec closed the public hearing at 12:11 p.m.*

**A motion was made by Council Member Melnyk that Bylaw No. 2015-11, being a**



bylaw to close public access at NW 1/4 22-50-04-W5M, receive first reading.

The motion failed by the following vote:

**Against:** 6 - Council Member Jensen, Council Member McCuaig, Council Member McNab, Mayor Shaigec, Council Member Hollands and Council Member Melnyk

[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.

*Mayor Shaigec called the public hearing to order at 12:15 p.m. to hear Bylaw No. 2015-12, in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment.*

*Administration presented Bylaw No. 2015-12.*

*Verbal Submission:*

*1. Applicant, Ulrich Scheidegger, Burnco Rock Products Ltd., supports Bylaw No. 2015-12 to extend the existing gravel pit into the road allowance and incorporate the same in the reclamation plan.*

*Written Submission:*

*There were no written submissions presented at this hearing.*

*Mayor Shaigec closed the public hearing at 12:19 p.m.*

**A motion was made by Council Member Darrell Hollands that Bylaw No. 2015-12, being a bylaw to close public access south of S 27-53-03-W5M and west of NW 23-53-03-W5M, receive first reading. The motion carried unanimously.**

[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.

*Mat Matthews, landowner requested cancellation of penalties on arrears in the amount of \$148.81.*

**A motion was made by Council Member Jackie McCuaig that the request for cancellation of penalties on arrears in the amount of \$148.81 on Roll Number 2009 be denied. The motion carried unanimously.**

**IN-CAMERA SESSION**

*There were no In-Camera items presented at this meeting.*

## CLOSE OF MEETING

*Mayor Shaigec closed the meeting at 12:29 p.m.*

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**Mayor**

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**Manager, Legislative & Administrative Services**