



Parkland County

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Parkland County, Alberta
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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, November 24, 2020

9:00 AM

Council Chambers

CALL TO ORDER

Mayor Shaigec called the electronic meeting to order at 9:01 a.m.

Mayor Shaigec gave the chair to Deputy Mayor Melnyk.

Present: 7 - Mayor Rod Shaigec, 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

Administration:

Laura Swain, Interim Chief Administrative Officer/General Manager, Corporate & Shared Services (in part)

Jeff Dyck, Chief Financial Officer (in part)

Dave Cross, General Manager, Agriculture, Community & Protective Services (in part)

Rob McGowan, General Manager, Operations Services (in part)

Tom Watts, Director, Employee Services (in part)

Dawna Woytowich, Municipal Land Specialist (in part)

Barb Williams, Manager, Legislative Services (in part)

Eva Beyer, Returning Officer (in part)

Sheryl Cammidge, Legislative Officer/Recording Secretary (in part)

INSPIRATIONAL REFLECTION

Council Member McNab offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member McNab that the November 24, 2020 agenda be adopted with the following additions:

Agenda Item 9.3 Closed Session - Council Budget Matter

FOIP Section 23 - Local public body confidences

FOIP Section 24 - Advice from officials

Agenda Item 9.4 - Closed Session - Legal Matter
FOIP Section 24 - Advice from officials
FOIP Section 27 - Legal privilege

The motion carried unanimously.

CONSENT AGENDA

A motion was made by Council Member Jensen that Council consent to adopt the following agenda items without debate:

Agenda Item 4.1 - Adoption of November 10, 2020 Council Meeting Minutes

1. That the November 10, 2020 Council meeting minutes be adopted, as presented.
2. That Council approve authorization of electronic signature for the November 10, 2020 Council meeting minutes in accordance with Section 213 of the Municipal Government Act.

Agenda Item 4.2 - Adoption of November 17, 2020 Budget Presentations Meeting Minutes

1. That the November 17, 2020 Budget Presentations meeting minutes be adopted, as presented.
2. That Council approve authorization of electronic signature for the November 17, 2020 Budget Presentations meeting minutes in accordance with Section 213 of the Municipal Government Act.

Agenda Item 4.3 - Adoption of November 18, 2020 Budget Presentations Meeting Minutes

1. That the November 18, 2020 Budget Presentations meeting minutes be adopted, as presented.
2. That Council approve authorization of electronic signature for the November 18, 2020 Budget Presentations meeting minutes in accordance with Section 213 of the Municipal Government Act.

Agenda Item C.2 - Public Member Appointments to Boards and Committees
That the following Public Member appointments to Boards and Committees be approved effective January 1, 2021:

Subdivision and Development Appeal Board

- Jasmine Nuthall (3-year appointment)
- Neil Jamieson (3-year appointment)
- Kyle Dinsmore (3-year appointment)

Parkland County Library Board

- Sarah Leteta (2-year appointment) {incumbent}

Community Sustainability Committee

- Paul Mizzi (3-year appointment)
- Richard Wayken (3-year appointment)

Tri-Municipal Leisure Facility Board of Directors

- Brenda Buchko (3-year appointment)

Agenda Item 8.1 - Rural Municipalities of Alberta Contact Newsletter
That the Rural Municipalities of Alberta Contact Newsletter be received for information, as presented.

Agenda Item 8.2 - Federation of Canadian Municipalities Update
That the Federation of Canadian Municipalities Update be received for information, as presented.

The motion carried unanimously.

NEW BUSINESS

Agriculture, Community and Protective Services Matters

[RFD 20-224](#)

Wabamun Medical Clinic Memorandum of Understanding and Interim Agreement

Proposed Motion

That Council approve the Wabamun Medical Clinic Memorandum of Understanding and Interim Agreement, as presented.

A motion was made by Council Member McCuaig that Council approve the Wabamun Medical Clinic Memorandum of Understanding and Interim Agreement, as presented. The motion carried unanimously.

DELEGATIONS

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

Deputy Mayor Melnyk asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. The following person called into the meeting:

Ken Barry, Parkland County resident, presented concerns regarding snow removal.

CLOSED SESSION

[RFD 20-229](#)

Closed Session

Proposed Motion

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act.

A motion was made by Council Member Kobasiuk that Council convene in closed session at 9:24 a.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.

A public member called in for Public Input and Council allowed for Public Input to continue at this time.

DELEGATIONS

[App 20-083](#) 9:15 a.m. - Public Input (10 minutes)

Deputy Mayor Melnyk asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. The following person called into the meeting:

Jackie Kohut, Parkland County resident, expressed support for the Public Engagement Plan - Proposed Amendment to Bylaw 20105-09 Animal Control - Chickens on Parcels Less Than Two Acres.

Council proceeded into Closed Session at 9:30 a.m.

CLOSED SESSION

Council Budget Matter

FOIP Section 24 - Advice from officials

FOIP Section 27 - Legal privilege

In addition to members of Council, the following persons were present for Closed Session - Council Budget Matter: Laura Swain, Interim Chief Administrative Officer/General Manager, Corporate & Shared Services; Jeff Dyck, Chief Financial Officer; and Tom Watts, Director, Employee Services.

[RFD 20-231](#) Regular Council Meeting Session

Proposed Motion

That Council revert to regular Council meeting session.

A motion was made by Council Member Hollands that Council revert to regular Council meeting session at 10:06 a.m.

DELEGATIONS

[RFD 20-230](#) 10:00 a.m. Appointment - Alberta Conservation Association (Roy Schmelzeisen, Senior Biologist)
Habitat Retention Agreements

Proposed Motion

That Council direct Administration to enter into Habitat Retention Agreements with the Alberta Conservation Association, as presented.

A motion was made by Mayor Shaigec that Council direct Administration to enter into Habitat Retention Agreements with the Alberta Conservation Association, as presented. The motion carried unanimously.

CLOSED SESSION[RFD 20-229](#)

Closed Session

Proposed Motion

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act.

A motion was made by Council Member McNab that Council convene in closed session at 10:20 a.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.

[PRE 20-047](#)

Council Budget Matter

FOIP Section 23 - Local public body confidences

FOIP Section 24 - Advice from officials

In addition to members of Council, the following were present for Closed Session - Council Budget Matter: Laura Swain, Interim Chief Administrative Officer/General Manager, Corporate & Shared Services; Jeff Dyck, Chief Financial Officer; and Tom Watts, Director, Employee Services.

[RFD 20-231](#)

Regular Council Meeting Session

Proposed Motion

That Council revert to regular Council meeting session.

A motion was made by Council Member Jensen that Council revert to regular Council meeting session at 11:20 a.m.

DELEGATIONS[RFD 20-233](#)

10:30 a.m. Appointment - Parkland County 2021 Operating and Capital Budget

Proposed Motions

1. That Council approve the 2021 Operating Budget containing \$20,036,600 in revenues; \$82,280,900 in expenditures; a municipal tax requirement of \$62,244,300 (Attachment 1).

2. That Council approve the 2021 Capital Budget containing \$37,799,200 in revenues; \$38,524,200 in expenditures, a municipal tax requirement of \$725,000 (Attachment 2).

3. That Council direct administration to seek approval to add carry forward projects, not completed in 2020, to the 2021 budget.

4. That Council finalize the 2021 Tax Rate Bylaw for approval in April 2021.

5. That Council accept the 2022-2026 Capital and Operating Plans as information (Attachment 3).

A motion was made by Council Member McCuaig that Council approve the 2021 Operating Budget containing \$20,036,600 in revenues; \$82,280,900 in expenditures; and a municipal tax requirement of \$62,244,300. The motion carried unanimously.

A motion was made by Council Member Kobasiuk that Council approve the 2021 Capital Budget containing \$37,799,200 in revenues; \$38,524,200 in expenditures; and a municipal tax requirement of \$725,000. The motion carried unanimously.

A motion was made by Council Member Hollands that Council direct administration to seek approval to add carry forward projects, not completed in 2020, to the 2021 budget. The motion carried unanimously.

A motion was made by Mayor Shaigec that Council finalize the 2021 Tax Rate Bylaw for approval in April, 2021. The motion carried unanimously.

A motion was made by Council Member McNab Council accept the 2022-2026 Capital and Operating Plans for information, as presented. The motion carried unanimously.

NEW BUSINESS

Legislative Matters

[BL 20-030](#)

Bylaw 2020-15 Election

Proposed Motions

1. That Bylaw 2020-15 receive first reading.
2. That Bylaw 2020-15 receive second reading.
3. That Bylaw 2020-15 be presented at this meeting for third reading.
4. That Bylaw 2020-15 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2020-15 in accordance with Section 213 of the Municipal Government Act.

A motion was made by Council Member Jensen that Bylaw 2020-15 receive first reading. The motion carried unanimously.

A motion was made by Council Member McCuaig that Bylaw 2020-15 receive second reading. The motion carried unanimously.

A motion was made by Council Member Kobasiuk that Bylaw 2020-15 be presented at this meeting for third reading. The motion carried unanimously.

A motion was made by Council Member Hollands that Bylaw 2020-15 receive third and final reading and, that it be declared finally passed. The motion carried unanimously.

A motion was made by Mayor Shaigec that Council approve authorization of electronic signature for Bylaw 2020-15 in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.

Agriculture, Community and Protective Services Matters

[RFD 20-227](#)

Public Engagement Plan - Proposed Amendment to Bylaw 2015-09 Animal Control - Chickens on Parcels Less Than Two Acres

Proposed Motion

That Council approve the Public Engagement Plan regarding a potential amendment to the Animal Control Bylaw 2015-09 allowing chickens on parcels of land less than two acres in size.

A motion was made by Council Member McNab that Council approve the Public Engagement Plan regarding a potential amendment to the Animal Control Bylaw 2015-09 allowing chickens on parcels of land less than two acres in size. The motion carried by the following vote:

For: 4 - Mayor Shaigec, Council Member Jensen, Council Member Kobasiuk and Council Member Melnyk

Against: 3 - Council Member McCuaig, Council Member Hollands and Council Member McNab

CLOSED SESSION[RFD 20-229](#)

Closed Session

Proposed Motion

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act.

A motion was made by Council Member Jensen that Council convene in closed session at 12:27 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act. The carried unanimously.

Council Member McNab left the meeting at 12:30 p.m.

[PRE 20-048](#)

Legal Matter

FOIP Section 24 - Advice from officials

FOIP Section 27 - Legal privilege

The following members of Council were present for Closed Session - Legal Matter: Mayor Shaigec; Deputy Mayor Melnyk; Council Member Jensen; Council Member McCuaig; Council Member Kobasiuk; and Council Member Hollands.

Laura Swain, Interim Chief Administrative Officer/General Manager, Corporate & Shared Services joined the Closed Session - Legal Matter at 1:15 p.m.

[PRE 20-044](#)

Appointment of Third Party Administrator - Whistleblower Policy C-HR30

FOIP Section 16 - Harmful to business interests of third party

FOIP Section 24 - Advice from officials

The following members of Council were present for Closed Session - Appointment of Third Party Administrator - Whistleblower Policy C-HR30: Mayor Shaigec; Deputy Mayor Melnyk; Council Member Jensen; Council Member McCuaig; Council Member Kobasiuk; and Council Member Hollands.

The following members of Administration were present: Laura Swain, Interim Chief Administrative Officer/General Manager, Corporate & Shared Services and Tom Watts, Director, Employee Services.

Mayor Shaigec left the meeting at 1:20 p.m.

[RFD 20-231](#)

Regular Council Meeting Session

Proposed Motion

That Council revert to regular Council meeting session.

A motion was made by Council Member McCuaig that Council revert to regular Council meeting session at 1:25 p.m. The motion carried unanimously.

BUSINESS ARISING FROM CLOSED SESSION**Legal Matter**

A motion was made by Council Member Kobasiuk that Council proceed with a Contract with Laura Swain as Interim Chief Administrative Officer, as discussed. The motion carried unanimously.

Appointment of Third Party Administrator - Whistleblower Policy C-HR20

A motion was made by Council Member Hollands that the appointment of a third party administrator for the management of Whistleblower Policy C-HR30 be tabled to the December 8, 2020 Council meeting. The motion carried unanimously.

COMMUNICATIONS[COM 20-080](#)

Committee Reports

Proposed Motion

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

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

1. Council Member Kobasiuk attended a Remembrance Day ceremony at the Stony Plain Legion and participated in an EMRB Strategic Planning session.
2. Council Member Hollands commented on the TransAlta Tri-Leisure Centre and its management of COVID-19 restrictions.
3. Deputy Mayor Melnyk participated in a Global Edmonton mid-term report session.

The motion carried unanimously.

CLOSE OF MEETING

Deputy Mayor Melnyk closed the electronic meeting at 1:32 p.m.

Deputy Mayor

Manager, Legislative Services