



Parkland County

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Parkland County, Alberta
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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

Tuesday, December 9, 2014

9:00 AM

Council Chambers

CALL TO ORDER

Mayor Shaigec called the meeting to order at 8:59 a.m.

Present: 7 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member John McNab, Mayor Rod Shaigec, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands and Council Member Tracey Melnyk

Administration:

Pat Vincent, Chief Administrative Officer
Rob McGowan, General Manager, Infrastructure Services (in part)
Dave Cross, Manager, Community & Protective Services (in part)
Peter Vana, General Manager, Development Services
Tracy Kibblewhite, General Manager, Corporate Services
Doug Tymchyshyn, Manager, Legislative & Administrative Services
Paul Hanlan, Manager, Planning & Development Services (in part)
Darlene Bezeau, Municipal Intern
Jackie Ostashek, Manager Communications & Strategic Planning
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary) (in part)
Amy Mitchell, Administrative Assistant, Legislative & Administrative Services (in part)

OPENING PRAYER

Council Member John McNab offered a short prayer.

ADOPTION OF AGENDA

A motion was made by Council Member Jackie McCuaig that the December 9, 2014 regular Council meeting agenda be adopted with the following addition:

Item A. Legislative Matters - A.5 - Appointment of public member to the Tri-Municipal Leisure Board of Directors.

The motion carried unanimously.

ADOPTION OF MINUTES[MIN 14-030](#)

Adoption of the November 25, 2014 regular Council meeting minutes

Proposed Motion

That the regular Council meeting minutes of November 25, 2014 be adopted, as presented.

A motion was made by Council Member Tracey Melnyk that the November 25, 2014 regular Council meeting minutes be adopted, as presented. The motion carried unanimously.

BUSINESS ARISING[BL 14-049](#)

Bylaw 2014-24

Proposed amendment to Map 2 of Municipal Development Plan Bylaw No. 37-2007 to redesignate approximately 120 ha (297 ac) of land within W5-04-52-10-NW & SW from Agriculture to Industrial/Commercial

Proposed Motion(s)

1. That Bylaw No. 2014-24 receive third and final reading.

Keith Yasinski and Cheryl McNeil, TransAlta representatives presented support regarding proposed Bylaws No. 2014-24 and 2014-25 and the TransAlta Power Plant Development Permit Number 14-D-090.

A motion was made by Council Member John McNab that Bylaw No. 2014-24 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.

[BL 14-050](#)

Bylaw 2014-25

An amendment to Figure 1, of the Highvale End Land Use Plan Bylaw No. 28-97 to redesignate approximately 120 ha (297 ac) of land within W5-04-52-10-NW & SW from Agriculture/Nature Conservation District to Direct Control District

Proposed Motion(s)

1. That Bylaw No. 2014-25 receive third and final reading.

A motion was made by Council Member Tracey Melnyk that Bylaw No. 2014-25 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.

[RFD 14-210](#)

TransAlta Power Plant Development Permit

Proposed Motion(s)

That Council approve Development Permit 14-D-040 in accordance with Administration's recommended eighteen (18) conditions as outlined in attached Schedule "A".

A motion was made by Council Member Darrell Hollands that TransAlta Power Plant Development Permit No. 14-D-040 be approved in accordance with conditions presented in Schedule "A" of Development Permit Number 14-D-040, as follows:

1. The applicant shall be responsible to obtain all required Federal and Provincial permits, approvals and/or licenses which may be required. Copies of which shall be forwarded to Parkland County.
2. The proposed development shall be sited, oriented and conform to all building setbacks as shown on the submitted site plan and shall not be moved or enlarged except where authorized or directed through this permit approval.
3. Prior to construction or commencement of any development access to the lands shall be in a location and to the satisfaction of Parkland County Development Engineering Services. The owner/applicant shall submit security as per Parkland County Fees and Charges Schedule in the form of a certified cheque or irrevocable letter of credit to be held by Parkland County until such time as the access construction and upgrades have been completed to the satisfaction of Parkland County Development Engineering Services.
4. There shall be no clearing of trees between April 15th and July 31st as required by the Alberta Wildlife Act and the Migratory Birds Convention Act.
5. Weed control measures are to be in place during the construction period which should include the use of weed-free seed mixes. The applicant should consult with Parkland County's Agricultural Services to develop and implement an active weed control program for the project.
6. Prior to construction or commencement of any development, the applicant or contractor is responsible to obtain building, electric, plumbing and gas permits required. Permits must be obtained from Parkland County.
7. During the construction period the applicant shall:
 - a) prevent noise from becoming an annoyance to neighbouring landowners at the request of and to the satisfaction of the development authority. Noise that exceeds the level as specified in the Community Standards Bylaw is an indication that noise may be an annoyance; and
 - b) ensure compliance with the Environmental Protection & Enhancement Act regarding dust and air quality.
8. Prior to building permit submission the applicant shall provide the following:
 - a. Storm Water Management Plan acceptable to Parkland County,
 - b. Site Grading and Drainage Plan acceptable to Parkland County,
 - c. Emergency Response Plan acceptable to Parkland County,
 - d. Traffic Management Plan acceptable to Parkland County.
9. The applicant shall comply with the requirements of the above plans accepted by Parkland County.
10. The applicant shall post adequate signage to alert the public to the possible dangers from open pits, construction areas etc. This sign shall also include company name and emergency contact phone numbers. It shall be the

sole responsibility of the applicant to ensure that such signs and fences and boarding are put in place as the applicant shall consider necessary to protect the public generally and the residents of the area in particular from any danger arising as a result of the development.

11. The applicant shall be responsible for the repairing of any portion of the County road allowances disturbed during the development of the lands.

12. The applicant shall ensure construction equipment entering the site is clean, free of mud, vegetation and seeds

13. The applicant shall prevent excess soil or debris from being spilled onto any adjacent municipal roadway during construction.

14. The applicant shall comply with all applicable bylaws of Parkland County and without limiting the generality of the foregoing, the Business License Bylaw (Business License required). At the time of occupancy of the building the applicant/landowner and or tenant shall obtain a Business License

15. The applicant shall remove all garbage and waste at his/her own expense and keep the site in a neat and orderly manner.

16. Signage shall be to the satisfaction of Alberta Transportation and Parkland County.

17. No further development or change in use is permitted unless approved by Parkland County.

18. The applicant shall obtain the necessary Alberta Fire Code approvals from Parkland County's Fire Chief.

The motion carried unanimously.

SCHEDULED MATTERS

[App 14-126](#)

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

Floyd Young, Star Lake resident, presented concern regarding a new Animal Control Bylaw and explained the continued issues regarding animal control in his area. Administration provided Mr. Young with the status of the Animal Control Bylaw.

NEW BUSINESS

Legislative Matters

[POL 14-028](#)

Rescinding Enforcement Services Policies.

Proposed Motion(s)

That Council rescind Enforcement Services policies: PE 001 Access to Emergency Communications Centre Information, PE 002 Use and Handling Shotguns, and PE-005 Code of Conduct.

A motion was made by Council Member Phyllis Kobasiuk that Enforcement Services policies: PE 001 Access to Emergency Communications Centre Information, PE 002 Use and Handling Shotguns, and PE-005 Code of Conduct be rescinded, as presented. The motion carried unanimously.

[POL 14-029](#)

Dog Spay/Neuter Adoption Program Policy C-PE09.

Proposed Motion(s)

That Council approve the revised Dog Spay/Neuter Adoption Program Policy C-PE09.

A motion was made by Council Member AnnLisa Jensen that Policy C-PE09 be renamed by removing the word "Dog" and that it now be named, "Spay/Neuter Adoption Program Policy C-PE09; and, that revised Spay/Neuter Adoption Program Policy C-PE09 be approved. The motion carried unanimously.

[POL 14-030](#)

Council Compensation Policy C-AD22

Proposed Motion(s)

1. That Council approve revisions to Council Compensation Policy C-AD22 (previously named Council Remuneration Policy C-AD22), as presented.
2. That Council rescind Council Benefits Policy HR-027.

A motion was made by Council Member Jackie McCuaig that revised Council Compensation Policy C-AD22 (previously named Council Remuneration Policy C-AD22) be approved, as presented. The motion carried unanimously.

A motion was made by Council Member John McNab that Council Benefits Policy HR-027 be rescinded, as presented. The motion carried unanimously.

[POL 14-031](#)

Recognition of Council Members Policy C-AD50

Proposed Motion(s)

1. That Council approve revisions to Recognition of Council Members Policy C-AD50 (previously named Farewell Gifts for Council Members Policy C-AD50), as presented.
2. That Council rescind Long Service Recognition Policy C-AD04 to allow for administrative approval of Long Service Recognition Directive A-HR21.

A motion was made by Council Member Tracey Melnyk that revised Recognition of Council Members Policy C-AD50 (previously named Farewell Gifts for Council Members Policy C-AD50) be approved, as presented.

A motion was made by Mayor Rod Shaigec that revised Recognition of Council Members Policy C-AD50 be amended by removing Item 3 from the Standards, "Item 3. Council members are also eligible to receive gifts and recognition for years of service as provided in Long Service Recognition Directive A-HR21." The motion carried by the following vote:

For: 4 - Council Member McNab, Mayor Shaigec, Council Member Hollands and Council Member Melnyk

Against: 3 - Council Member Jensen, Council Member McCuaig and Council Member Kobasiuk

Mayor Shaigec called on the original motion made by Council Member Tracey Melnyk that amended revised Recognition of Council Members Policy C-AD50 (previously named Farewell Gifts for Council Members Policy C-AD50) be approved. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that Long Service Recognition Policy C-AD04 to allow for administrative approval of Long Service Recognition Directive A-HR21 be rescinded, as presented. The motion carried unanimously.

[RFD 14-227](#)

Tri-Municipal Leisure Board of Directors Public Committee Member Appointment

Proposed Motion

That Yvan Boutin be appointed as public member to the Tri-Municipal Leisure Board of Directors effective January 1, 2015 for a three-year term.

A motion was made by Council Member Phyllis Kobasiuk that Yvan Boutin be appointed as public member to the Tri-Municipal Leisure Board of Directors effective January 1, 2015 for a three-year term. The motion carried unanimously.

Recess

Mayor Shaigec recessed the meeting at 9:53 a.m. and reconvened the meeting at 10:02 a.m.

Corporate Services Matters

[RFD 14-215](#)

Parkland County 2015 to 2018 Operating and Capital Budget

Proposed Motion(s)

That Council approves the Parkland County 2015 Interim Budget and Business Plans containing \$92,713,800 in revenues (other than taxation), \$156,578,600 in expenditures (including amortization and other levies) a municipal tax requirement of \$47,045,700, a Family Leisure Centre (TLC) tax requirement of \$987,600 a Capital Region Board (CRB) tax requirement of \$100,000, and Fees & Charges as per Attachment 1;

That Council accepts the 2016, 2017 and 2018 Budgets as information;

That Council holds a Spring Budget Review session to finalize the 2015 Budget on April 28, 2015, prior to the approval of the Tax Rate Bylaw and; That Council direct Administration to move the split tax rate from 52% to 51% when the 2015 Tax Rate Bylaw is brought forward for approval.

A motion was made by Council Member Darrell Hollands that Council approve the Parkland County 2015 Interim Budget and Business Plans containing \$92,713,800 in revenues (other than taxation), \$156,578,600 in expenditures

(including amortization and other levies) a municipal tax requirement of \$47,045,700, a Family Leisure Centre (TLC) tax requirement of \$987,600 a Capital Region Board (CRB) tax requirement of \$100,000, and Fees & Charges as presented in Attachment 1.

A motion was made by Council Member AnnLisa Jensen that the Executive Administration - Strategic Planner position be a contract/consulting position for 2015. The motion carried by the following vote:

For: 6 - Council Member Jensen, Council Member McCuaig, Council Member McNab, Mayor Shaigec, Council Member Kobasiuk and Council Member Melnyk

Against: 1 - Council Member Hollands

A motion was made by Council Member Tracey Melnyk that from Human Resources, \$20,000 be deleted for consulting fees for professional labor negotiations; and, that if professional consulting for negotiations be required, that fees be funded from Contingency. The motion carried unanimously.

A motion was made by Mayor Shaigec that the Fire Services - Auto Ejection Plugs item in the amount of \$13,600 be removed from the 2015 Budget. The motion failed by the following vote:

For: 1 - Mayor Shaigec

Against: 6 - Council Member Jensen, Council Member McCuaig, Council Member McNab, Council Member Kobasiuk, Council Member Hollands and Council Member Melnyk

A motion was made by Mayor Shaigec that the Fire Services - Tower Camera System item in the amount of \$40,000 be removed from the 2015 Budget. The motion failed by the following vote:

For: 1 - Mayor Shaigec

Against: 6 - Council Member Jensen, Council Member McCuaig, Council Member McNab, Council Member Kobasiuk, Council Member Hollands and Council Member Melnyk

A motion was made by Council Member Jackie McCuaig that the Legislative and Administrative Services High Definition Video Upgrade for Council Chambers in the amount of \$26,000 be deleted from the 2015 budget. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that Facility Services renovation funds for the heavy duty shop remain in the 2015 budget, but that it is subject to further review and approval by Council before the project proceed. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that Enforcement Services - CPO II positions be totally funded from Restricted Surplus. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Communications Services - Website Administrator position remain in the 2015 budget, but is subject to further review and direction to administration to proceed with the position. The motion carried unanimously.

A motion was made by Mayor Shaigec that Council direct administration to delay the citizen satisfaction survey to be undertaken in 2016, and to be funded from Restricted Surplus. The motion carried unanimously.

Mayor Shaigec called on the original motion made by Council Member Darrell Hollands that Council approve the amended Parkland County 2015 Interim Budget and Business Plans containing \$92,813,500 in revenues (other than taxation), \$156,513,300 in expenditures (including amortization and other levies) a municipal tax requirement of \$46,880,700, a Family Leisure Centre (TLC) tax requirement of \$987,600, a Capital Region Board (CRB) tax requirement of \$100,000, and Fees & Charges as presented in Attachment 1.

The motion carried unanimously.

A motion was made by Council Member Phyllis Kobasiuk that Council accept the 2016, 2017 and 2018 Budgets for information, as presented. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Council hold a Spring Budget Review session to finalize the 2015 Budget on April 28, 2015, prior to the approval of the Tax Rate Bylaw. The motion carried unanimously.

A motion was made by Council Member John McNab that administration be directed to move the split tax rate from 52% to 51% when the 2015 Tax Rate Bylaw is brought forward for approval. The motion carried unanimously.

Recess

Mayor Shaigec recessed the meeting at 11:56 a.m. and reconvened the meeting at 12:02 p.m.

Infrastructure Services Matters

There were no Infrastructure Services items presented at this meeting.

Community Services Matters

[RFD 14-218](#)

Support for the 2015 Tour of Alberta

Proposed Motion(s)

That Council approve \$30,000 towards support of the 2015 Tour of Alberta Stage which ends in the City of Spruce Grove.

A motion was made by Council Member Jackie McCuaig that \$30,000 from the 2015 municipal budget be approved to support the 2015 Tour of Alberta stage that ends in the City of Spruce Grove, as presented. The motion was carried by the following vote:

For: 5 - Council Member Jensen, Council Member McCuaig, Mayor Shaigec, Council Member Kobasiuk and Council Member Hollands

Against: 2 - Council Member McNab and Council Member Melnyk

Development Services Matters

[RFD 14-212](#)

2014-2018 Economic Development & Tourism Strategic Plan and Employment and Industrial Land Strategy

Proposed Motion(s)

1. That Council receive the Employment and Industrial Land Strategy as information
2. That Council receive the 2014 -2018 Economic Development & Tourism Strategic Plan as information
3. That Council direct administration to implement the recommendations in the 2014 - 2018 Economic Development and Tourism Strategic Plan, and the Employment and Industrial Land Strategy, through the annual Business Planning and Budget approval process.

A motion was made by Council Member Tracey Melnyk that the Employment and Industrial Land Strategy be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that the 2014-2018 Economic Development & Tourism Strategic Plan be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member Darrell Hollands that administration be directed to implement the recommendations in the 2014-2018 Economic Development and Tourism Strategic Plan, and the Employment and Industrial Land Strategy through the annual Business Planning and Budget approval process, as presented. The motion carried unanimously.

COMMUNICATIONS[COM 14-076](#)

Greenfield Acres (NW 16-53-01-W5M) Road Surfacing Petition for Country Residential Subdivision

Proposed Motion

That Council receive the valid Road Surfacing Petition for Greenfield Acres country residential subdivision located at NW 16-53-01-W5M for information, as presented.

A motion was made by Council Member AnnLisa Jensen that the valid Road Surfacing Petition for Greenfield Acres country residential subdivision located at NW-16-53-01-W5M be received for information, as presented. The motion carried unanimously.

[COM 14-077](#)

Highland Acres (NW 16-53-03-W5M) Road Surfacing Petition for Country Residential Subdivision

Proposed Motion

That Council receive the valid Road Surfacing Petition for Highland Acres country residential subdivision located at NW 16-53-03-W5M for information, as presented.

A motion was made by Council Member Phyllis Kobasiuk that the valid Road Surfacing Petition for Highland Acres country residential subdivision located at NW 16-53-03-W5M be received for information, as presented. The motion carried unanimously.

[COM 14-083](#)

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 November 26, 2014 AAMDC Newsletter be received for information, as presented. The motion carried unanimously.

[COM 14-084](#)

Committee Reports

Proposed Motion

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

A motion was made by Council Member Darrell Hollands that the following Committee Reports be received for information:

1. Councillor Melnyk reported on the Gravel Advisory Committee.
2. Councillor Kobasiuk reported on the Christmas Social and the Active Shooter and Sovereign Citizen training session.

The motion carried unanimously.

IN-CAMERA SESSION[RFD 14-201](#)

In-Camera

Proposed Motion

That Council go into In-Camera Session

A motion was made by Council Member John McNab that Council go into in-camera session at 12:35 p.m. The motion carried unanimously.

[RFD 14-202](#)

Land Matter - Land Acquisition

[RFD 14-203](#)

Land Matter - Land Acquisition

[RFD 14-219](#)

Land Matter - Land Acquisition

[RFD 14-204](#)

Reconvene to regular Council meeting

Proposed Motion

That Council go into regular Council meeting session.

A motion was made by Council Member Phyllis Kobasiuk that Council reconvene to regular Council meeting session at 1:10 p.m. The motion carried unanimously.

BUSINESS ARISING FROM IN-CAMERA SESSION[RFD 14-202](#)

Land Matter - Land Acquisition

A motion was made by Council Member Darrell Hollands that the purchase of land for the purpose of siting a telecommunication tower be approved, as presented. The motion carried unanimously.

[RFD 14-203](#)

Land Matter - Land Acquisition

A motion was made by Council Member Tracey Melnyk that Council not support the purchase of land in the Summer Village of Seba Beach, as presented. The motion carried unanimously.

[RFD 14-219](#)

Land Matter - Land Acquisition

A motion was made by Council Member Jackie McCuaig that administration be directed to enter into a Memorandum of Agreement with the Province of Alberta to pursue the acquisition of land for future road widening of Highway 60 between Highways 16 and 16A; and, that funding be approved to complete the acquisition as identified in the Financial Implications, as presented. The motion carried unanimously.

ADJOURNMENT

Mayor Shaigec closed the meeting at 1:13 p.m.

Mayor

Manager, Legislative & Administrative Services