



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 Phyllis Kobasiuk
Council Member Darrell Hollands
Council Member John McNab
Council Member Tracey Melnyk

Tuesday, February 23, 2021

9:00 AM

Council Chambers

CALL TO ORDER

Mayor Shaigec called the teleconference meeting to order at 9:00 a.m.

Present: 6 - Mayor Rod Shaigec, Council Member AnnLisa Jensen, 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

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

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

Jeff Dyck, Chief Financial Officer (in part)

Francine Pitcher, Manager, Budget & Reporting (in part)

Ebenezer Adjei, Manager, Finance Capital (in part)

Carolyn Zenko, Senior Accountant, Finance Reporting (in part)

Sarah Mate, Director, Community Services (in part)

Larissa Lindmark, Corporate Planning & Intergovernmental Advisor (in part)

Marc Ficht, Director, Strategic Initiatives (in part)

Nancy Domijan, Director, Planning & Development Services (in part)

Rachelle Trovato, Development Planner II (in part)

Barb Williams, Manager, Legislative Services

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 Melnyk that the February 23, 2021 agenda be adopted, as presented. 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 - February 9, 2021 Council Meeting Minutes

1. That the February 9, 2021 Council meeting minutes be adopted, as presented.
2. That Council approve authorization of electronic signature of the February 9, 2021 Council meeting minutes in accordance with Section 213 of the Municipal Government Act.

Agenda Item D.1 - Annual Appointment of Fire Guardians

That Council appoint Fire Guardians for the year 2021 pursuant to the provisions of Section 4(2) of the Forest and Prairie Protection Act, R.S.A. 2000, c.F-19.

Agenda Item 8.1 - Rural Municipalities of Alberta Contact Newsletter

That the Rural Municipalities of Alberta Contact Newsletter be accepted 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.

BUSINESS ARISING

[POL 21-007](#)

Communications Policy C-CO01

Proposed Motions

1. That Communications Policy C-CO01 be approved, as presented.
2. That Media Response Policy C-AD08 be rescinded.

Mayor Shaigec gave the chair to Deputy Mayor Melnyk.

Mayor Shaigec commented on amendments to be proposed to Communications Policy C-CO01.

Deputy Mayor Melnyk gave the chair back to Mayor Shaigec.

Mayor Shaigec deferred discussion on this item to allow for the scheduled 9:15 a.m. Public Input delegation.

DELEGATIONS

[App 21-009](#)

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

Mayor Shaigec asked if there were any issues that the public wishes to bring to the attention of Parkland County. No one called into the meeting.

BUSINESS ARISING[POL 21-007](#)

Communications Policy C-CO01

Proposed Motions

1. That Communications Policy C-CO01 be approved, as presented.
2. That Media Response Policy C-AD08 be rescinded.

Mayor Shaigec reconvened discussion on this item.

Mayor Shaigec gave the chair to Deputy Mayor Melnyk.

A motion was made by Mayor Shaigec that Clause 1a. under the heading "Authority & Responsibility" be amended to read "Council will identify and prioritize matters related external communication and direct administration to implement actions that effectively manage and respond to the information needs of external parties.". The motion failed by the following vote:

For: 2 - Mayor Shaigec and Council Member Jensen

Against: 4 - Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

A motion was made by Mayor Shaigec that Section 3 under the heading "Authority & Responsibility" be amended to read "The Executive Committee will provide leadership to the Director of Communications in establishing internal communications priorities and themes and approves corporate communications priorities.". The motion failed by the following vote:

For: 1 - Mayor Shaigec

Against: 5 - Council Member Jensen, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

A motion was made by Mayor Shaigec that Section 4a. under the heading "Authority & Responsibility" be amended to read "Advance the integrity of the organization to its public through timely, accurate and integrated communications of Parkland County policies, programs, services and initiatives.". The motion failed by the following vote:

For: 2 - Mayor Shaigec and Council Member Jensen

Against: 4 - Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

A motion was made by Mayor Shaigec that Section 4e. under the heading "Authority & Responsibility" be amended to read "Collaborate with department managers and/or staff to facilitate effective integration of individual department activities (public engagement) with the overall corporate objectives.". The motion failed by the following vote:

For: 1 - Mayor Shaigec

Against: 5 - Council Member Jensen, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

A motion was made by Mayor Shaigec that Section 1c. under the heading

"Standards" be amended to read "Promote coherent, consistent communications within and between County departments – one organization, speaking with one voice.". The motion failed by the following vote:

For: 1 - Mayor Shaigec

Against: 5 - Council Member Jensen, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

A motion was made by Mayor Shaigec that Clause 1f. be added under the heading "Standards" to read "With matters that are regional, provincial or federal in scope, the County shall, where possible, coordinate communications activities with other governments, agencies, industry and/or other partners to enable more effective, efficient and consistent communication with the public.". The motion failed by the following vote:

For: 1 - Mayor Shaigec

Against: 5 - Council Member Jensen, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

Deputy Mayor Melnyk gave the chair back to Mayor Shaigec.

A motion was made by Council Member Kobasiuk that Communications Policy C-CO01 be approved, as presented. The motion carried unanimously.

A motion was made by Council Member Hollands that Media Response Policy C-AD08 be rescinded. The motion carried unanimously.

NEW BUSINESS

Mayor and Council Member Matters

[RFD 21-030](#)

Land Use Bylaw Review

Proposed Motion

That Administration commence a review of the Land Use Bylaw to explore amendments that will support business on smaller agricultural parcels and present recommendations to Council.

A motion was made by Council Member McNab that Administration commence a review of the Land Use Bylaw to explore amendments that will support business on smaller agricultural parcels and present recommendations to Council. The motion carried unanimously.

DELEGATIONS

[RFD 21-029](#)

10:00 a.m. - TransAlta Tri Leisure Centre
2020 Operational Deficit Presentation
Lenny Richer, General Manager and Kathy Sadek, Finance Supervisor
Daniel Beaton, Board Chair and Jerry George, Vice Chair

Proposed Motion

That the TransAlta Tri Leisure Centre 2020 Operational Deficit presentation be received for information, as presented.

A motion was made by Council Member Melnyk that the TransAlta Tri Leisure Centre 2020 Operational Deficit presentation be received for information, as presented. The motion carried unanimously.

NEW BUSINESS

Agriculture, Community and Protective Services Matters

[RFD 21-024](#) TransAlta Tri Leisure Centre 2020 Budget Deficit

Proposed Motion

That Council approve the Tri Municipal Leisure Facility Corporation request to utilize \$531,774 from their Operations Reserve to fund their 2020 Operating Deficit.

A motion was made by Council Member Jensen that Council approve the Tri Municipal Leisure Facility Corporation request to utilize \$503,037 from their Operations Reserve to fund their 2020 Operating Deficit. The motion carried unanimously.

Legislative Matters

[BL 21-004](#) Bylaw 2021-04 Mini Storage Amendment to Land Use Bylaw 2017-18

Proposed Motions

1. That Bylaw 2021-04 receive first reading.
2. That a public hearing be scheduled for April 13, 2021 at 9:30 a.m. in Council Chambers to hear public comment on Bylaw 2021-04.

A motion was made by Council Member Kobasiuk that Bylaw 2021-04 receive first reading. The motion carried unanimously.

A motion was made by Council Member Hollands that a public hearing be scheduled for April 13, 2021 at 9:30 a.m. in Council Chambers to hear public comment on Bylaw 2021-04. The motion carried unanimously.

[BL 21-006](#) Bylaw 2021-05 Infrastructure Borrowing - Walker Lake Water Loop

Proposed Motion

That Bylaw 2021-05 receive first reading.

A motion was made by Council Member McNab that Bylaw 2021-05 receive first reading. The motion carried unanimously.

Corporate & Shared Services Matters

[RFD 21-002](#) 2020 Draft Corporate and Year End Update, Final Restricted Surplus and Allowance Transfers

Proposed Motions

1. That the Q4 Corporate and Year End Update be received for information, as presented.

2. That Council approve the utilization of up to \$2,750,000 of the Municipal Operating Support Transfer (MOST) grant in 2020.
3. That the 2020 Draft Year End Program and Project Reports be received for information, as presented.
4. That the transfer of \$9,039,945 to Restricted Surplus and increase to the Allowance for Uncollectible Accounts be approved in the amount of \$10,300, as presented.
5. That the remaining 2020 surplus be transferred to the Recreation Facilities Restricted Surplus.

Council Member Jensen left the meeting at 10:59 a.m. and did not return to the meeting.

A motion was made by Council Member Melnyk that the Q4 Corporate and Year End Update be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member Kobasiuk that Council approve the utilization of up to \$2,750,000 of the Municipal Operating Support Transfer (MOST) grant in 2020. The motion carried unanimously.

A motion was made by Council Member Hollands that the 2020 Draft Year End Program and Project Reports be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member McNab that the transfer of \$9,039,945 to Restricted Surplus and increase to the Allowance for Uncollectible Accounts be approved in the amount of \$10,300, as presented. The motion carried unanimously.

A motion was made by Council Member Melnyk that the remaining 2020 surplus be transferred to the Recreation Facilities Restricted Surplus. The motion carried unanimously.

Operations Services Matters

[RFD 21-022](#)

Request for Waiver to Section 16.14.7(a) Land Use Bylaw 2017-18
Plan 0926137, Block 1, Lot 2

Proposed Motion

That Council waive the twelve month waiting period for Development Permit No. 20-D-070 in accordance with Land Use Bylaw 2017-18, Section 16.14.7, as presented.

A motion was made by Council Member Kobasiuk that Council waive the twelve month waiting period for Development Permit No. 20-D-070 in accordance with Land Use Bylaw 2017-18, Section 16.14.7, as presented. The motion carried unanimously.

COMMUNICATIONS

[COM 21-014](#)

Committee Reports

Proposed Motion

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

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

1. Council Member Melnyk participated in a Regional Planning Steering Committee meeting, Emerging Trends presentation by Brownlee LLP, Community Sustainability Committee meeting and Economic Diversification Committee meeting.
2. Council Member Kobasiuk participated in an ALUS Parkland Advisory Committee meeting, Emerging Trends presentation by Brownlee LLP, Community Sustainability Committee meeting, Blueberry Scouting movement presentation and two Edmonton Metropolitan Region Board meetings.
3. Council Member Hollands participated in an Alberta Capital Region Wastewater Commission meeting.
4. Mayor Shaigec participated in two Edmonton Metropolitan Region Board meetings.

The motion carried unanimously.

CLOSED SESSION

[RFD 21-031](#)

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 11:25 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 21-002](#)

Entwistle Fibre

FOIP Section 16 - Harmful to business interests of third party
FOIP Section 24 - Advice from officials

The following were present for Closed Session - Entwistle Fibre:

Mayor Shaigec and Council Members Kobasiuk, Hollands, McNab and Melnyk; Laura Swain, Interim Chief Administrative Officer/General Manager, Corporate & Shared Services; Marc Ficht, Director, Strategic Services; and Barb Williams, Manager, Legislative Services.

[RFD 21-032](#)

Regular Session

Proposed Motion

That Council revert to regular meeting session.

A motion was made by Council Member Melnyk that Council revert to regular meeting session at 11:45 a.m. The motion carried unanimously.

The following were present:

Mayor Shaigec and Council Members Kobasiuk, Hollands, McNab and Melnyk; Laura Swain, Interim Chief Administrative Officer/General Manager, Corporate & Shared Services; Marc Ficht, Director, Strategic Services; Williams, Manager, Legislative Services and Sheryl Cammidge, Legislative Officer/Recording Secretary.

BUSINESS ARISING FROM CLOSED SESSION

Entwistle Fibre

A motion was made by Council Member Melnyk that Council direct Administration to execute two multi-year contracts to supply fibre services and maintenance services for Entwistle Fibre. The motion carried unanimously.

CLOSE OF MEETING

Mayor Shaigec closed the teleconference meeting at 11:49 a.m.

Mayor

Manager, Legislative Services