



Parkland County

53109A Highway 779
Parkland County, Alberta
T7Z 1R1
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, April 12, 2016

9:00 AM

Council Chambers

CALL TO ORDER

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

Administration:

Rob McGowan, Interim Chief Administrative Officer
Ken Van Buul, General Manager, Community Services
Peter Vana, General Manager, Development Services
Michelle Bonnici, General Manager, Corporate Services
Tracy Kibblewhite, Chief Financial Officer
Jody Hancock, Manager, Engineering Services (in part)
Dave Cross, Manager, Community & Protective Services (in part)
Lenny Richer, Supervisor, Parks, Recreation & Culture Services (in part)
Sarah Mate, Communications Coordinator
Doug Tymchyshyn, Supervisor, Legislative & Administrative Services
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)

INSPIRATIONAL REFLECTION

Council Member Tracey Melnyk offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member Darrell Hollands that the April 12, 2016 Council agenda be adopted with the following deletion:

Item 4.3 - Appointment - Request for Cancellation of Tax Penalties.

The motion carried unanimously.

ADOPTION OF MINUTES

Adoption of the March 22, 2016 Council Meeting Minutes

Proposed Motion

That the March 22, 2016 Council meeting minutes be adopted, as presented.

Attachments: [Minutes - March 22, 2016 - Unadopted](#)

A motion was made by Council Member AnnLisa Jensen that the March 22, 2016 Council meeting minutes be adopted, as presented. The motion carried unanimously.

BUSINESS ARISING

Moving Allowance Policy C-HR10

Proposed Motions

1. That Council approve Moving Allowance Policy C-HR10 as presented; and
2. That Council rescind Moving Allowance Policy HR 010.

Attachments: [1. C-HR10 Moving Allowance](#)
 [2. HR 010 Moving Allowance](#)

A motion was made by Council Member Phyllis Kobasiuk that Moving Allowance Policy C-HR10 be approved. The motion carried unanimously.

A motion was made by Council Member Phyllis Kobasiuk that Moving Allowance Policy HR 010 be rescinded. The motion carried unanimously.

NEW BUSINESS

Public Engagement Policy C-AD51

Proposed Motion(s)

1. That Public Engagement Policy C-AD51 be approved as presented.
2. That Public Consultation Policy C-AD17 be rescinded.

Attachments: [1. C-AD51 Public Engagement](#)
 [2. Public Engagement Continuum](#)
 [3. C-AD17 Public Consultation](#)
 [4. Presentation](#)

A motion was made by Council Member Jackie McCuaig that Public Engagement Policy C-AD51 be approved. The motion carried unanimously.

A motion was made by Council Member John McNab that Public Consultation Policy C-AD17 be rescinded. The motion carried unanimously.

DELEGATIONS

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

Attachments: [Council presentation April 2016](#)
[Public Input - Dave Fraser - Fallis Boat Launch - Handout](#)
[Public Input - Mark Gunderson - Fallis Boat Launch - Handout](#)

Mayor Shaigec asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. The following came forward:

1. Steve Zelych, Jackfish Lake area resident, came forward requesting that his neighbor who has a building encroaching onto his property be dealt with by Parkland County in a shorter timeframe than would be allowed so that he may obtain a compliant Real Property Report.
2. Richard Whenham, Fallis area resident referred to the Informal Boat Launch at Fallis to be closed as it is a safety matter with lake users launching their boats and parking on the road at this location. Mr. Whenham further requested to restrict access to the area to reduce the traffic.
3. Sandy Redmond, Fallis area resident expressed concern that the boat launch was never meant to be used as a public boat launch stated safety concern with the increased traffic and vehicle parking and illegal camping. Ms. Redmond stated that people are using large vehicles to launch and remove their boats, creating an unsightly area and damage to both the road and lake. Ms. Redmond asked that Parkland County immediately close the boat launch access and initiate an environmental review of the lake and for a formal boat launch.
4. Manuel Leithoff, Fallis area resident came forward with concern that the boat launch and lake are over used and that Parkland County should take into consideration the feedback of all lake residents and the environmental impact of the damages.
5. Sandy Gunderson, Fallis area resident came forward presenting photographs of the boat launch area and the common usage at the site that has created disturbance to the road and lake. Ms. Gunderson requested that an environmental assessment be conducted before moving forward with an informal boat launch to protect the area.

APPOINTMENT - 9:30 a.m.
Ecole Meridian Heights School
(Natacha LeNorgant, Teacher)

Attachments: [PSD Student Questions - MH School - April 12, 2016](#)

Council welcomed Natacha LeNorgant, 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 10:17 a.m. and reconvened the meeting at 10:30 a.m.

BUSINESS ARISING

Assessed Person for a Designated Manufactured Home in a Manufactured Home Community Bylaw 2016-03

Proposed Motion(s)

1. That Bylaw 2016-03 receive second reading.
2. That Bylaw 2016-03 receive third and final reading.

Attachments: [1. Bylaw 2016-03 Assessed Person of Designated Manufactured Homes in Manufactured Home Communities](#)

A motion was made by Council Member McCuaig that Bylaw 2016-03 receive second reading. The motion carried by the following vote:

A motion was made by Council Member McCuaig that third reading of Bylaw 2016-03 be tabled to the November 22, 2016 Council meeting. The motion carried by the following vote:

NEW BUSINESS

Legislative Matters

Staff Training and Development Policy C-HR23

Proposed Motion

That revised Staff Training and Development Policy C-HR23 be approved, as presented.

Attachments: [1. C-HR23 Staff Training and Development](#)
 [2. C-HR23 Staff Training and Development with tracked changes](#)

A motion was made by Council Member Darrell Hollands that revised Staff Training and Development Policy C-HR23 be approved. The motion carried unanimously.

Bylaw 2016-10 Amending Public Transportation Utility Bylaw 2015-36

Proposed Motions

1. That Bylaw 2016-10 receive first reading,
2. That Bylaw 2016-10 receive second reading,
3. That Bylaw 2016-10 be presented for third reading at this meeting, and
4. That Bylaw 2016-10 receive third and final reading

Attachments: [1. Bylaw 2016-10 Public Transportation Utility Amending Bylaw 2015-36](#)
 [2. Bylaw 2015-36](#)

A motion was made by Council Member Tracey Melnyk that Bylaw 2016-10 receive first reading. The motion carried unanimously.

A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2016-10 receive second reading. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Bylaw 2016-10 be

presented at this meeting for third meeting. The motion carried unanimously.

A motion was made by Council Member AnnLisa Jensen that Bylaw 2016-10 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.

Corporate Services Matters

Strategic Plan 2016 - 2020

Proposed Motion

That Council adopt the Parkland County Strategic Plan 2016 - 2020, as presented.

Attachments: [1. Strategic Plan 2016-2020](#)

A motion was made by Council Member John McNab that the Parkland County Strategic Plan 2016-2020 be adopted, as presented. The motion carried unanimously.

Infrastructure Services Matters

Parkland County Road Allowance - Twp Road 524

Proposed Motion(s)

That Administration be directed to pursue Option 1 to remove the gate and leave the road right-of-way open for public use.

Attachments: [1. Gate Location](#)
 [2. Approval Letter from 1977](#)

A motion was made by Council Member Tracey Melnyk that administration be directed to pursue Option 1, to remove the gate and leave the road right-of-way open for public use located at Pt. NE 19 and Pt. NW 20-52-07-W5M (Township Road 524), as presented. The motion carried unanimously.

Community Services Matters

Informal Boat Access - Fallis

Proposed Motion

That administration be directed to restore the informal Fallis boat access located at corner of Beach Road and Township Road 532 to the condition prior to 2015; and, that up to \$6,000 from Restricted Surplus - Municipal Park be approved for the restoration project, as presented.

Attachments: [1. Administrative Report - Fallis Informal Boat Access](#)
 [2. Fallis Informal Boat Access - Mail-out Distribution Map](#)
 [3. Fallis 2015 Community Meeting - Notes](#)
 [4. Fallis 2015 Community Meeting - Option Ranking Data](#)
 [5. Fallis Community Residents Survey Results](#)

A motion was made by Council Member Darrell Hollands that administration be directed to restore the informal Fallis boat access located at the corner of Beach Road and Township Road 532 to the condition prior to 2015; and, that up to \$6,000 from Restricted Surplus - Municipal Park be approved for the restoration project.

A motion was made by Council Member Tracey Melnyk that the Informal Boat Access located at the corner of Beach Road and Township Road 532 be tabled to the April 26, 2016 Council meeting; and, that administration present a work scope assessment for each option presented with projected timelines. The motion carried unanimously.

Appointment of 2016 Weed Inspectors

Proposed Motion(s)

That the appointment of Jo-Anne Maw, Alana Regier, Alexandra Rondeau, Sarah Johnson, Melanie Baldwin, Corbyn Pankonin, Danielle Mattson and Lisa Chomyn as Inspectors under the Weed Control Act as per Part 2, 7(1) and the Agricultural Pests Act as per Section 10 (1), of Alberta for 2016 be approved.

A motion was made by Council Member Darrell Hollands that the appointment of Jo-Anne Maw, Alana Regier, Alexandra Rondeau, Sarah Johnson, Melanie Baldwin, Corbyn Pankonin, Danielle Mattson and Lisa Chomyn as Inspectors under the Weed Control Act as per Part 2, 7(1) and the Agricultural Pests Act as per Section 10 (1), of Alberta for 2016 be approved. The motion carried unanimously.

Appointment of 2016 Crop Inspector

Proposed Motion(s)

That the appointment of Mandy Kessler as Inspector under the Weed Control Act as per Part 2 7(1) and the Agricultural Pests Act as per Section 10(1), of Alberta for 2016 be approved.

A motion was made by Council Member John McNab that the appointment of Mandy Kessler as Inspector under the Weed Control Act as per Part 2 7(1) and the Agricultural Pests Act as per Section 10(1), of Alberta for 2016 be approved. The motion carried unanimously.

COMMUNICATIONS

AAMDC Contact Newsletter

Proposed Motion

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

- Attachments:**
- [1. AAMDC Contact Newsletter - April 7, 2016](#)
 - [2. AAMDC Contact Newsletter - March 30, 2016](#)
 - [3. AAMDC Contact Newsletter - March 24, 2016](#)
 - [4. AAMDC Contact Newsletter - Website](#)

A motion was made by Council Member AnnLisa Jensen that the March 24, March 30, and April 7, 2016 AAMDC Contact Newsletters be received for information, as presented. The motion carried unanimously.

Federation of Canadian Municipalities (FCM) Updates

Proposed Motion

That the Federation of Canadian Municipalities update be received for information, as presented.

- Attachments:**
- [1. Federation of Canadian Municipalities - Website](#)

A motion was made by Council Member Jackie McCuaig that the Federation of Canadian Municipalities update be received for information, as presented. The motion carried unanimously.

Committee Reports

Proposed Motion

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

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

1. Council Member Darrell Hollands reported on the Tri-Municipal Leisure Facility Board.
2. Council Member AnnLisa Jensen reported on the Sturgeon River Watershed Alliance Steering Committee, the Economic Development Association Conference, and the Tri-Municipal Trade Show event.
3. Council Member Jackie McCuaig reported on the Lac Ste. Anne Natural Gas Co-op Grande Opening, and Tri-Municipal Trade Show event.
4. Council Member Phyllis Kobasiuk reported on the Economic Development Association Conference.

The motion carried unanimously.

Recess

Mayor Shaigec recessed the meeting at 11:53 a.m. and reconvened the meeting at 12:03 p.m.

IN-CAMERA SESSION

In-Camera Session

Proposed Motion

That Council convene In-Camera pursuant to Section 197 of the Municipal

Government Act to meet in private to discuss matters protected from disclosure by Sections 21, 24, and 27 of the Freedom of Information and Protection of Privacy Act.

A motion was made by Council Member AnnLisa Jensen that Council convene in-camera at 12:03 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 21, 24, and 27 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.

Land and Legal Matters, and Governance and Future Planning
FOIP Section 21
FOIP Section 24
FOIP Section 27

Regular Council Meeting Session

Proposed Motion

That Council revert to regular session.

A motion was made by Council Member Jackie McCuaig that Council revert to regular session at 1:01 p.m. The motion carried unanimously.

BUSINESS ARISING FROM IN-CAMERA SESSION

Regular Council Meeting Session

Proposed Motion

That Council revert to regular session.

A motion was made by Council Member AnnLisa Jensen that administration be directed to proceed with the River Valley Alliance mandate as discussed. The motion carried unanimously.

A motion was made by Council Member McCuaig that the Range Road 23 pit park be named the Cst. Chelsey Robinson Park, as discussed. The motion carried by the following vote:

CLOSE OF MEETING

Mayor Shaigec closed the meeting at 1:02 p.m.

Mayor

Supervisor, Legislative & Administrative Services