



Parkland County

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Meeting Minutes Governance and Priorities Committee

Mayor Rod Shaigec
Council Member Jo Szady
Council Member Dianne Allen
Council Member Phyllis Kobasiuk
Council Member Darrell Hollands
Council Member Denise Locher
Council Member Tracey Melnyk

Tuesday, May 15, 2012

9:00 AM

Council Chambers

1. CALL TO ORDER (Tracey Melnyk)

Committee Chair Melnyk called the meeting to order at 9:12 a.m.

Present: 7 - Mayor Rod Shaigec, Council Member Jo Szady, Council Member Dianne Allen, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands, Council Member Denise Locher and Deputy Mayor Tracey Melnyk

Administration

Pat Vincent, Chief Administrative Officer

Al McCully, General Manager, Sustainable Development Services

Ken Van Buul, Acting General Manager, Sustainable Community & Protective Services

Tracy Kibblewhite, General Manager, Corporate Services

Jennifer McAdam, Supervisor, Legislative & Administrative Services

Jackie Ostashek, Manager, Communications & Strategic Planning Services

Sara Jensen, Municipal Intern

Diane Bozek, Administrative Assistant to the General Managers (Recording Secretary)

2. ADOPTION OF AGENDA (Tracey Melnyk)

A motion was made by Council Member Denise Locher that the agenda be adopted with one addition under Communications - Provincial Fire Ban (Ken Van Buul). The motion carried unanimously.

3. ADOPTION OF MINUTES (Tracey Melnyk)

3.1 MIN 12-012 May 1, 2012 Governance & Priorities Committee Meeting minutes

Proposed Motion(s)

That the Governance & Priorities Committee adopt the May 1, 2012 meeting minutes as presented.

A motion was made by Council Member Jo Szady that the minutes of the May 1, 2012 be adopted with corrections to the wording of the motions for items C.1

(Veteran's Highway Route markers) and E.1 (AAMDC Newsletter).

4. SCHEDULED MATTERS

- 4.1 App 12-034 Staff Recognition:
Sherry Lynn Carey - Certified Payroll Manager certification
Patt Rimmer advised the Committee that Sherry Carey, Payroll Administrator, recently received her Certified Payroll Manager certification. The Committee congratulated Sherry on her achievement.
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- 4.2 App 12-037 Staff Introduction
Justin Voogd and Jennifer Courtis, Transfer Station Attendants - Public Works

Ian Doige
Payroll & Benefits Administrator - Finance
Jason Doucette, Solid Waste Coordinator, came forward and introduced new Transfer Station Attendants Justin Voogd & Jennifer Courtis to the Committee. Patt Rimmer, Supervisor, Payroll Services, introduced the new Payroll & Benefits Administrator Ian Doige to the Committee. The Committee welcomed all three new staff members to the County.
- 4.3 App 12-044 Summer Staff Introductions
Katelyn McGillis, Finance Clerk - Finance
Madison Blackburn, Administrative Clerk - Legislative & Administrative Services
Kristen Evers, Sustainability Summer Student - Sustainable Development Services
Brittany Russell, GIS Technician - Geographic Information Systems Services
The following summer staff who will be working at Parkland County Centre were introduced to the Committee: Katelyn McGillis - Finance Clerk (introduced by Michelle Kirchmayer, Supervisor Accounting Services); Madison Blackburn - Administrative Clerk in Legislative & Administrative Services (introduced by Jennifer McAdam, Supervisor, Legislative & Administrative Services); Kristen Evers - Sustainability Summer Student (introduced by Gabriel Clarke, Sustainability Services Coordinator); Brittany Russell - GIS Technician, Geographic Information Systems (introduced by Barry Howald, GIS Technologist). The Committee welcomed the summer staff to the County.
- 4.4 App 12-023 Public Input

Committee Chair Melnyk noted for the minutes that no one from the gallery came forward at this time.

B. Corporate Services Matters

- B.1 RFD 12-101 April 30, 2012 Financial Statements

Proposed Motion(s)

That Council accept the April 30, 2012 Financial Statements as information.

Maria Stevens provided a detailed overview of the April 30, 2012 financial statements for the Committee. Discussion followed on the return on investments and FCSS. Councillor Kobasiuk noted that it has been a while since the County has received a report on FCSS and with the County's needs growing she requested a presentation on FCSS in the near future. Administration noted they would prepare a report and arrange for a presentation at a future GPC meeting.

A motion was made by Council Member Phyllis Kobasiuk that this Request For Decision be accepted for information. The motion carried unanimously.

SCHEDULED MATTERS

- 4.5 App 12-021** Persons with Development Disabilities Edmonton Regional Community Board
Blair Lundy, Board Chair; Cathy Palmer, Chair - Communications Committee;
Joel Slomp, PDD Board Advisor; and Doug Fletcher.

Proposed Motion

That the Governance & Priorities Committee accept the presentation by the Persons with Development Disabilities as information.

Cathy Palmer came forward and introduced PDD Board members and showed a PowerPoint presentation outlining the services that Persons with Development Disabilities (PDD) provides to the community. PDD Board Advisor Joel Slomp, a former Parkland County resident summarized his own personal experiences living in the County. Blair Lundy, Board Chair, offered PDD's assistance to Parkland County should the County see the need arise in the future for their services. In response to a question from the Committee regarding the CRB's current process of developing a Communications Strategy for diverse housing needs in the Capital Region, PDD Board member Blair Lundy acknowledged that they are working forward to pursue initiatives on a regional basis. Pat Vincent noted that the County's newly revised Strategic Plan, under Quality of Life, refers to inclusive communities and takes into consideration these elements that must be addressed and included when considering the needs of Parkland County residents. The Committee thanked them for their informative presentation.

A motion was made by Council Member Phyllis Kobasiuk that this presentation be accepted for information. The motion carried unanimously.

5. OLD BUSINESS

There were no Old Business items presented at this meeting.

6. NEW BUSINESS

A. Legislative Matters

There were no Legislative Matters items presented at this meeting.

C. Sustainable Infrastructure Services Matters

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

D. Sustainable Community and Protective Services Matters

There were no Sustainable Community & Protective Services items presented at this meeting.

E. Sustainable Development Services Matters

RFD 12-105 Planning & Development Customer Satisfaction Survey

Proposed Motion(s)

GPC receive the Customer Satisfaction Survey results as information

Paul Hanlan provided an overview of the results of the Customer Satisfaction Survey results for Planning & Development Services as of May 9, 2012. He advised that this survey was available for residents to complete on-line through our website and hard copies were also available to complete at the Planning reception counter. He further noted that overall the results of the survey were quite positive and provided a framework for the department to move forward to improve and streamline the services they provide. Pat Vincent further noted that about 1/3 of the survey respondents indicated it was their first time dealing with the Planning Department. Discussion followed on when the survey ends; following up with survey respondents and staff on survey comments; and confirming with residents who deal with Planning if they have their municipal address signs.

A motion was made by Council Member Dianne Allen that this Request for Decision be accepted for information. The motion carried unanimously.

7. COMMUNICATIONS

Ken Van Buul provided comment on Provincial Fire Ban and how Parkland County Fire Chief Jim Phelan advised all Parkland County Fire Guardians on Sunday evening to suspend the issuing of fire permits. The Community & Protective Services department also notified all recent fire permit holders that their permits are cancelled until further notice. Mr. Van Buul further noted that the following activities do not require a fire permit and are unaffected by the cancellation: fire pits that have a regulation tight-fitting screen; fires contained in fire facilities located in designated provincial camping and recreation area; fires which are contained in cooking and heating appliances and which are fuelled by fluids or gases; fires contained in industrial facilities or on industrial sites approved by the Fire Chief. Mr. Van Buul also noted that the Provincial Government soon followed Parkland County's lead but their Fire Ban is only for areas in their provincial Forest Protected Areas.

8. NEXT MEETING

The next meeting is scheduled for Tuesday, June 5, 2012 at 9:00 a.m.

9. IN-CAMERA SESSION

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

10. BUSINESS ARISING FROM IN-CAMERA SESSION

11. ADJOURNMENT

Councillor Melnyk adjourned the meeting at 10:37 a.m.