



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, March 14, 2017

9:00 AM

Council Chambers

CALL TO ORDER

Mayor Shaigec called the meeting to order at 9:00 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:

Michael Heck, Chief Administrative Officer (in part)
Arlan Delisle, County Solicitor/Director, Legal & Legislative Services (in part)
Tracy Kibblewhite, General Manager, Chief Financial Officer (in part)
Dave Cross, General Manager, Community Services (in part)
Ken Van Buul, General Manager, Corporate Services (in part)
Peter Vana, General Manager, Development Services (in part)
Rob McGowan, General Manager, Infrastructure Services (in part)
Jeff Dyck, Financial Planning & Treasury Officer, Financial Services (in part)
Mark Edwards, Director, Economic Diversification Department (in part)
Lenny Richer, Director, Parks, Recreation & Culture Services (in part)
Laura Swain, Corporate Business Planner (in part)
Doug Tymchyshyn, Manager, Legislative Services/Chief Legislative Officer (in part)
Barb Williams, Legislative Officer, Legislative Services (Recording Secretary) (in part)

INSPIRATIONAL REFLECTION

Council Member Tracey Melnyk offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member Phyllis Kobasiuk that the March 14, 2017 Council meeting agenda be adopted with the following addition:

A.1 Notice of Motion - Control of Activities on Property.

The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 17-009](#)

Adoption of the February 28, 2017 Council Meeting Minutes

Proposed Motion

That the February 28, 2017 Council meeting minutes be adopted, as presented.

A motion was made by Council Member Tracey Melnyk that the February 28, 2017 Council meeting minutes be adopted, as presented. The motion carried unanimously.

NEW BUSINESS

Development Services Matters

[RFD 17-065](#)

Economic Diversification Major Business Attraction Program

Proposed Motion

That Council approve the Economic Diversification Major Business Attraction Program, as presented.

Mark Edwards, Director, Economic Diversification presented the Major Business Attraction Program brochure.

A motion was made by Council Member Jackie McCuaig that the Economic Diversification Major Business Attraction Program be approved, as presented. The motion carried unanimously.

Legislative Matters

[BL 17-006](#)

Bylaw 2017-07 Infrastructure Borrowing (Acheson)

Proposed Motion

That Bylaw 2017-07 receive first reading.

A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2017-07 receive first reading. The motion carried unanimously.

DELEGATIONS

[App 17-017](#)

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

Mayor Shaigec asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. No one came forward.

BUSINESS ARISING

[BL 17-010](#)

Road Closure Bylaw 2016-18

Proposed Motions

1. That Bylaw 2016-18 receive second reading.
2. That Bylaw 2016-18 receive third reading.

A motion was made by Council Member Tracey Melnyk that Bylaw 2016-18 receive second reading. The motion carried unanimously.

A motion was made by Council Member Tracey Melnyk that Bylaw 2016-18 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.

[RFD 17-053](#)

Council Compensation Committee Recommendations

Proposed Motion

That Council approve the recommendations of the Council Compensation Committee as follows:

1. Mayors Honorarium

That no change be made to the Mayors honorarium as the amount is appropriate to fulfil the expectation of fulltime availability for the position. In addition the Mayors honorarium continue to be adjusted yearly for the cost of living adjustment provided to Parkland County non-union employees.

2. Deputy Mayors Supplemental Honorarium

That the Deputy Mayors supplemental honorarium be changed to an amount equal to 15% of a Councillor's current honorarium.

3. Councillors' Honorarium

That no change be made to Councillors' honorarium as the amount is appropriate to fulfil the position obligations. In addition Councillors' honorarium continue to be adjusted yearly for the cost of living adjustment provided to Parkland County non-union employees.

4. Travel Distance Allowance

That Travel Allowance be renamed Travel Distance Allowance. That no change be made for Councillors who live over 40KM from the Parkland County office, and the Mayor, continue to receive an optional Travel Distance Allowance. In addition Travel Distance Allowance continue to be adjusted yearly for the cost of living adjustment provided to Parkland County non-union employees.

5. Committee Meeting Per Diem Rate

The Per Diem Rate be renamed to the Committee Meeting Per Diem Rate and the Committee Meeting Per Diem Rate currently being used, stay the same. Further, the Committee felt that the Committee Meeting Per Diem Rate continue to be adjusted yearly for the cost of living adjustment provided to Parkland County non-union employees.

6. Conferences and Conventions

The Mayor and Councillors attendance at conferences and conventions be considered part of Basic Honorarium Duties, consequently eliminating Committee Meeting Per Diem eligibility for attendance at conferences and conventions. In addition, the Committee felt the current budget amounts for conferences and conventions should stay the same while recognizing that the budget

is presented and approved annually.

7. Training and Development

The current general and professional development training program be changed to include attendance at training and development events as part of Basic Honorarium Duties. However any training required to be a member of a quasi-judicial board retains Committee Meeting Per Diem eligibility. In addition that preference be given to elected official education (e.g. Appendix L - Elected Officials Education Program) over other training and development events and that EOEP be considered eligible for Committee Meeting Per Diem. Further, that a new provision for preapproval of other training and development events be created along with a formal reporting back to Council with respect to learnings from any training and development taken. Lastly that the existing Mayor and Councillor training budgets remain the same and continue providing Council members with their four year allotment in the first year and any remaining budget carried forward to future years until the budget is spent or their term ends.

8. Benefits

That the Council members be provided with the same benefits they are currently receiving.

9. Internet Allowance

That the internet allowance stay the same.

10. Mileage Reimbursement Rate

That Council members be provided with the same mileage reimbursement rate they are currently receiving consistent with the maximum allowable under Canada Revenue Agency.

Mayor Shaigec postponed the Council Compensation Committee Recommendations item to later at this meeting.

DELEGATIONS

[App 17-018](#)

APPOINTMENT - 9:30 a.m.

Nature Conservancy of Canada - Bunchberry Meadows Update
(Bob Demulder, Regional Vice President, and
Katelyn Ceh, Natural Area Manager, Northwest Alberta
Nature Conservancy of Canada)

Proposed Motion

That the Nature Conservancy of Canada - Bunchberry Meadows update be received for information, as presented.

Bob Demulder, Regional Vice President and Katelyn Ceh, Natural Area Manager, Northwest Alberta Nature Conservancy of Canada presented the Bunchberry Meadows update.

A motion was made by Council Member AnnLisa Jensen that the Nature Conservancy of Canada Bunchberry Meadows update be received for information, as presented. The motion carried unanimously.

BUSINESS ARISING

[RFD 17-053](#)

Council Compensation Committee Recommendations

Proposed Motion

That Council approve the recommendations of the Council Compensation Committee as follows:

1. Mayors Honorarium

That no change be made to the Mayors honorarium as the amount is appropriate to fulfil the expectation of fulltime availability for the position. In addition the Mayors honorarium continue to be adjusted yearly for the cost of living adjustment provided to Parkland County non-union employees.

2. Deputy Mayors Supplemental Honorarium

That the Deputy Mayors supplemental honorarium be changed to an amount equal to 15% of a Councillor's current honorarium.

3. Councillors' Honorarium

That no change be made to Councillors' honorarium as the amount is appropriate to fulfil the position obligations. In addition Councillors' honorarium continue to be adjusted yearly for the cost of living adjustment provided to Parkland County non-union employees.

4. Travel Distance Allowance

That Travel Allowance be renamed Travel Distance Allowance. That no change be made for Councillors who live over 40KM from the Parkland County office, and the Mayor, continue to receive an optional Travel Distance Allowance. In addition Travel Distance Allowance continue to be adjusted yearly for the cost of living adjustment provided to Parkland County non-union employees.

5. Committee Meeting Per Diem Rate

The Per Diem Rate be renamed to the Committee Meeting Per Diem Rate and the Committee Meeting Per Diem Rate currently being used, stay the same. Further, the Committee felt that the Committee Meeting Per Diem Rate continue to be adjusted yearly for the cost of living adjustment provided to Parkland County non-union employees.

6. Conferences and Conventions

The Mayor and Councillors attendance at conferences and conventions be considered part of Basic Honorarium Duties, consequently eliminating Committee Meeting Per Diem eligibility for attendance at conferences and conventions. In addition, the Committee felt the current budget amounts for conferences and conventions should stay the same while recognizing that the budget is presented and approved annually.

7. Training and Development

The current general and professional development training program be changed to include attendance at training and development events as part of Basic Honorarium Duties. However any training required to be a member of a quasi-judicial board retains Committee Meeting Per Diem eligibility. In addition that preference be given to elected official education (e.g. Appendix L - Elected Officials Education Program) over other training and development events and that EOEP be considered eligible for Committee Meeting Per Diem.

Further, that a new provision for preapproval of other training and development events be created along with a formal reporting back to Council with respect to learnings from any training and development taken. Lastly that the existing Mayor and Councillor training budgets remain the same and continue providing Council members with their four year allotment in the first year and any remaining budget carried forward to future years until the budget is spent or their term ends.

8. Benefits

That the Council members be provided with the same benefits they are currently receiving.

9. Internet Allowance

That the internet allowance stay the same.

10. Mileage Reimbursement Rate

That Council members be provided with the same mileage reimbursement rate they are currently receiving consistent with the maximum allowable under Canada Revenue Agency.

A motion was made by Council Member Tracey Melnyk that the current Council compensation remain as status quo.

A motion was made by Mayor Shaigec that the current Council compensation remain as status quo with the exception of conferences and conventions that are to be part of the basic honorarium duties, as recommended. 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

Mayor Shaigec called on the original motion.

A motion was made by Council Member Tracey Melnyk that the current Council compensation remain as status quo. The motion carried by the following vote:

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

Against: 1 - Mayor Shaigec

DELEGATIONS

[App 17-020](#)

APPOINTMENT - 10:00 a.m.

Entwistle Community Hub and Aquatic Facility Functional Program Plan
(Glynis Middleton - Stantec)

Proposed Motion

That the Entwistle Community Hub and Aquatic Facility Functional Program Plan be received for information, as presented.

Glynis Middleton, Stantec presented the Entwistle Community Hub and Aquatic Facility Functional Program Plan.

Council Member Phyllis Kobasiuk left the meeting at 10:24 a.m. and returned to the

meeting at 10:31 a.m.

A motion was made by Council Member Tracey Melnyk that the Entwistle Community Hub and Aquatic Facility Functional Program Plan be received for information, as presented. The motion carried unanimously.

Recess

Mayor Shaigec recessed the meeting at 10:40 a.m. and reconvened the meeting at 10:53 a.m.

NEW BUSINESS

Corporate Services Matters

[RFD 17-062](#)

Tactical Planning and Strategic Planning

Proposed Motion

1. That the Tactical Planning and Strategic Planning Update be received for information, as presented.
2. That Council approve the Vision and Pillars within Parkland County's Long-Term Strategic Plan.

A motion was made by Council Member AnnLisa Jensen that the Tactical Planning and Strategic Planning update be received for information, as presented. The motion carried unanimously.

A motion was made by Council Member Darrell Hollands that the Vision and Pillars within Parkland County's Long-Term Strategic Plan be approved, as presented. The motion carried unanimously.

BUSINESS ARISING

[RFD 17-063](#)

Off-Highway Vehicle Fees

Proposed Motion

That a resolution be submitted to the April 10, 2017, Pembina Zone Meeting that asks the AAMDC to lobby the Provincial Government to implement off-highway vehicle fees, as presented.

A motion was made by Mayor Rod Shaigec that the Off-Highway Vehicle Fees resolution to be presented at the April 10, 2017 Pembina Zone meeting as amended by adding the following:

"WHEREAS the Government of Alberta undertake stakeholder engagement to develop a framework which includes, but is not limited to input from the Alberta Association of Municipal Districts and Counties, the Alberta Urban Municipalities Association, and Off-Highway Vehicle Associations."

The motion carried unanimously.

IN-CAMERA SESSION

[RFD 17-055](#)

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 25 of the *Freedom of Information and Protection of Privacy Act*.

A motion was made by Council Member John McNab that Council convene In-Camera at 11:36 a.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 25 of the *Freedom of Information and Protection of Privacy Act*. The motion carried unanimously.

[PRE 17-006](#)

Land Matter

FOIP Section 21

FOIP Section 24

FOIP Section 25

[RFD 17-057](#)

Regular Council Meeting Session

Proposed Motion

That Council revert to regular session.

Council Member Phyllis Kobasiuk left the meeting prior to reconvening to regular meeting session.

A motion was made by Council Member AnnLisa Jensen that Council revert to regular meeting session at 12:49 p.m. The motion carried unanimously.

Present: 6 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member John McNab, Mayor Rod Shaigec, Council Member Darrell Hollands and Council Member Tracey Melnyk

Absent: 1 - Council Member Phyllis Kobasiuk

BUSINESS ARISING[RFD 17-064](#)

Motorized Watercraft Permitting and Fees

Proposed Motion

That a resolution be submitted to the April 10, 2017, Pembina Zone Meeting that asks the AAMDC to lobby the Provincial Government to implement motorized watercraft permitting and fees, as presented.

A motion was made by Council Member Tracey Melnyk that the Motorized Watercraft Permitting and Fees matter be tabled to a future Council meeting. The motion carried unanimously.

Mayor and Council Member Matters

NM 17-013

Notice of Motion
Control of Activities on Property

Council Member AnnLisa Jensen advised that a Notice of Motion will be presented at the March 28, 2017 regular Council meeting requesting that Council direct administration to prepare options for Council consideration that control the types of activities that can occur on a property when a building and/or land use is approved in Parkland County.

COMMUNICATIONS[COM 17-016](#)

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 March 2, 2017 AAMDC Contact Newsletter be received for information, as presented. The motion carried unanimously.

[COM 17-017](#)

Federation of Canadian Municipalities Update

Proposed Motion

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

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.

[COM 17-018](#)

Committee Reports

Proposed Motion

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

There were no Committee Reports presented at this meeting.

CLOSE OF MEETING

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

Mayor

Manager, Legislative Services/Chief Legislative Officer