



# Parkland County

53109A Highway 779  
Parkland County, Alberta  
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## Meeting Minutes

### Committee of the Whole

*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*

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Tuesday, March 7, 2017

9:00 AM

Council Chambers

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### CALL TO ORDER

Committee Chair Tracey Melnyk called the meeting to order at 9:00 a.m.

**Present:** 6 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member John McNab, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands and Council Member Tracey Melnyk

**Absent:** 1 - Mayor Rod Shaigec

#### Administration:

Ken Van Buul, Acting Chief Administrative Officer and General Manager, Corporate Services  
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  
Lenny Richer, Director, Community Services (in part)  
Laura Swain, Corporate Business Planner  
Sarah Mate, Manager, Communications (in part)  
Doug Tymchyshyn, Manager, Legislative Services/Chief Legislative Officer  
Sheryl Cammidge, Recording Secretary

### ADOPTION OF AGENDA

A motion was made by Committee Member AnnLisa Jensen that the agenda be adopted as presented. The motion carried unanimously.

### ADOPTION OF MINUTES

[MIN 17-008](#)

Unadopted Committee of the Whole February 21, 2017 Meeting Minutes

#### Proposed Motion

The Committee of the Whole meeting minutes of February 21, 2017 be adopted, as presented.

A motion was made by Committee Member Jackie McCuaig that the minutes of

the February 21, 2017 meeting be adopted, as presented. The motion carried unanimously.

## NEW BUSINESS

### Chief Financial Officer

#### RFD 17-037

Chief Financial Office Division Update

#### **Proposed Motion**

That the Chief Financial Office Division update be received for information, as presented.

**Tracy Kibblewhite, Chief Financial Officer, presented the Chief Financial Office Division Update.**

**A motion was made by Committee Member Phyllis Kobasiuk that the Chief Financial Office Division Update be received for information, as presented. The motion carried unanimously.**

## DELEGATIONS

#### App 17-014

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

**Chairperson Tracey Melnyk asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. No one came forward.**

## NEW BUSINESS

### General Manager, Community Services

#### RFD 17-054

Lake Wabamun Ad Hoc Committee Public Engagement

#### **Proposed Motion**

That the Committee of the Whole receive the Lake Wabamun Ad Hoc Committee Public Engagement Plan for information, as presented.

**Dave Cross, General Manager Community Services, presented the Lake Wabamun Ad Hoc Committee Public Engagement Plan.**

**A motion was made by Committee Member John McNab that the Lake Wabamun Ad Hoc Committee Public Engagement Plan be received for information, as presented. The motion carried unanimously.**

## COMMUNICATIONS

#### COM 17-015

AAMDC Member Bulletin

#### **Proposed Motion**

That the AAMDC Member Bulletin be received for information, as presented.

**A motion was made by Committee Member AnnLisa Jensen that the AAMDC Member Bulletin be received for information, as presented. The motion carried unanimously.**

[COM 17-014](#)

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 Committee Member Jackie McCuaig that the Federation of Canadian Municipalities update be received for information, as presented. The motion carried unanimously.**

**General Manager, Corporate Services**

[RFD 17-034](#)

Meeting Procedures Review

**Proposed Motion**

That the Meeting Procedures Review presentation be received as information, as presented.

**Doug Tymchyshyn, Chief Legislative Officer presented the Meeting Procedures Review.**

**A motion was made by Committee Member Phyllis Kobasiuk that the Meeting Procedures Review be received for information, as presented. The motion carried unanimously.**

**DELEGATIONS**

[App 17-009](#)

**Appointment: 9:30 a.m.**

Multicultural Heritage Centre

(Melissa Hartley, Managing Director and Debi Mills, Board Chair & President)

**Proposed Motion**

That the Multicultural Heritage Centre Annual Report be received for information, as presented.

**Melissa Hartley, Managing Director and Debi Mills, Board Chair & President of the Multicultural Heritage Centre presented the Multicultural Heritage Centre Annual Report.**

**A motion was made by Committee Member AnnLisa Jensen that the Multicultural Heritage Centre Annual Report be received for information, as presented. The motion carried unanimously.**

**Recess**

Committee Chairperson Tracey Melnyk recessed the meeting at 9:51 a.m. and reconvened the meeting at 9:58 a.m.

### **General Manager, Corporate Services**

#### **RFD 17-058**

Residents Survey Results

#### **Proposed Motion**

That Committee of the Whole accept the report as information.

**Sarah Mate, Manager Communications, and Laura Swain, Corporate Business Planner, presented the Resident Survey Results.**

**A motion was made by Committee Member Darrell Hollands that the Resident Survey Results be received for information, as presented. The motion carried unanimously.**

### **DELEGATIONS**

#### **App 17-011**

**Appointment: 10:15 a.m.**

Pioneer Museum

(Duncan Schoepp, President, Clifford Goerz, Vice-President, David Fielhaber, Executive Director and Roger Pederson, Director)

#### **Proposed Motion**

That the Pioneer Museum presentation be received for information, as presented.

**Duncan Schoepp, President, Clifford Goerz, Vice-President, David Fielhaber, Executive Director and Roger Pederson, Director of the Pioneer Museum presented the Pioneer Museum presentation.**

**A motion was made by Committee Member John McNab that the Pioneer Museum presentation be received for information, as presented. The motion carried unanimously.**

### **Recess**

**Chairperson Tracey Melnyk recessed the meeting at 11:02 a.m. and reconvened the meeting at 11:08 a.m.**

#### **App 17-016**

**Appointment - 11:00 a.m.**

Parks, Recreation and Culture Master Plan - Update

(Justin Ellis - McElhanney Consulting Services, Glynis Middleton and Michele Perret - Stantec)

#### **Proposed Motion**

That the Parks, Recreation and Culture Master Plan update be received for information, as presented.

**Glynis Middleton of Stantec and Justin Ellis of McElhanney Consulting Services presented the Parks, Recreation and Culture Master Plan Update.**

A motion was made by Committee Member Jackie McCuaig that the Parks, Recreation and Culture Master Plan Update be received for information, as presented. The motion carried unanimously.

## **NEXT MEETING**

The next Committee of the Whole meeting is scheduled for April 4, 2017 at 9:00 a.m.

## **CLOSE OF MEETING**

Committee Chair Tracey Melnyk adjourned the meeting at 12:14 p.m.

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Committee Chair

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Recording Secretary