



# Parkland County

53109A Highway 779  
Parkland County, Alberta  
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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*

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Tuesday, April 24, 2018

9:00 AM

Council Chambers

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### CALL TO ORDER

Mayor Shaigec called the meeting to order at 9:02 a.m.

**Present:** 7 - Mayor Rod Shaigec, Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands, Council Member John McNab and Council Member Tracey Melnyk

#### Administration:

Michael Heck, Chief Administrative Officer  
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)  
Sarah Mate, Director, Communications (in part)  
Marc Ficht, Director, Assessment & Strategic Financial Services (in part)  
Lenny Richer, Director, Parks, Recreation & Culture Services (in part)  
Keith Bobey, Manager, Engineering Projects, Engineering Services (in part)  
Martin Frigo, Manager, Long Range Policy Planner (in part)  
Duncan Martin, Planner, Planning & Development Services (in part)  
Krista Quesnel, Manager, Community Sustainability (in part)  
James Leskiw, Supervisor, Agricultural Services Agronomics (in part)  
Craig Thomas, Manager, Development Planning (in part)  
Stephen Fegyverneki, Manager, Current Planning (in part)  
Sharif Ibrahim, Planning & Off-Site Levy Coordinator (in part)  
Christine Beveridge, Manager, Legislative Services  
Barb Williams, Legislative Officer, Legislative Services (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 24, 2018 Council agenda be adopted with the following additions:

Item B.1 - 2018 TransAlta Linear Property Assessment Complaints  
Item A.1 - Notice of Motion for Municipal Reserve Potential Disposition

The motion carried unanimously.

## ADOPTION OF MINUTES

### [MIN 18-010](#)

Adoption of the April 10, 2018 Council Meeting Minutes

#### **Proposed Motion**

That the April 10, 2018 Council meeting minutes be adopted, as presented.

A motion was made by Council Member Jackie McCuaig that the April 10, 2018 Council meeting minutes be adopted, as presented. The motion carried unanimously.

## NEW BUSINESS

### **Legislative Matters**

### [BL 18-017](#)

2018 Tax Rate Bylaw 2018-08

#### **Proposed Motions**

1. That Bylaw 2018-08 receive first reading.
2. That Bylaw 2018-08 receive second reading.
3. That Bylaw 2018-08 be presented at this meeting for third reading.
4. That Bylaw 2018-08 receive third and final reading.

A motion was made by Council Member Tracey Melnyk that Bylaw 2018-08 receive first reading. The motion carried unanimously.

A motion was made by Council Member John McNab that Bylaw 2018-08 receive second reading. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Bylaw 2018-08 be presented at this meeting for third reading. The motion carried unanimously.

A motion was made by Council Member AnnLisa Jensen that Bylaw 2018-08 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.

### [BL 18-016](#)

2018 Special Tax for the Repair, Maintenance and Upgrading of the Water Supply and Distribution System in the Acheson Industrial Area (Bylaw 2018-07)

#### **Proposed Motions**

1. That Bylaw 2018-07 receive first reading.
2. That Bylaw 2018-07 receive second reading.

3. That Bylaw 2018-07 be presented at this meeting for third reading.
4. That Bylaw 2018-07 receive third and final reading.

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2018-07 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member Darrell Hollands that Bylaw 2018-07 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member Tracey Melnyk that Bylaw 2018-07 be presented at this meeting for third reading. The motion carried unanimously.**

**A motion was made by Council Member John McNab that Bylaw 2018-07 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

#### [POL 18-005](#)

Council Expense Policy C-AD24  
Council Compensation Policy C-AD22

#### **Proposed Motions**

1. That Council approve the Council Expense Policy C-AD24.
2. That Council direct administration to budget Council compensation in 2019 as indicated within table 5 of the attached Administration Report, as presented.

**A motion was made by Council Member Jackie McCuaig that revised Council Expense Policy C-AD24 be approved, as presented. The motion carried unanimously.**

**A motion was made by Council Member AnnLisa Jensen that administration be directed to budget Council compensation in 2019 as indicated within table 5 of the Administration Report, as presented. The motion carried unanimously.**

### **DELEGATIONS**

#### [App 18-032](#)

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.**

**Jim McKay, Parkland County resident located at Range Road 20 presented concern regarding the CN Railway track extension, and asked if Council would ask CN Rail on his behalf the following questions:**

**How far are the present tracks going related to twinning?**

**Behind Mr. McKay's property, there were a huge amount of trees knocked down, will and when will CN install a sound barrier or replant trees?**

**Why were property owners not consulted?**

**Will the fences that were destroyed - busted be repaired, they are a hazard?**

**Why are they still blowing the whistles?**

**Did they have to get a permit to do this?**

**What is the timeline to get the cut trees off from his property?**

### **NEW BUSINESS**

**Chief Financial Officer****RFD 18-057**

Municipal 2018 Tax Cancellation on Church Manses and Leased Land Minimum Taxes

**Proposed Motion**

1. That Council cancel the 2018 municipal tax levy against church manses in the amount of \$2,902.92 as per Attachment 1.
2. That Council cancel the 2018 minimum taxes on the lands leased from the Crown to the landowners on roll numbers 2195001, 2196001, 2198001, and 2197001 in the amount of \$165.66 as per Attachment 2.
3. That Council cancel the 2018 minimum taxes on roll number 275001 in the amount of \$35.39 as per Attachment 3.

**A motion was made by Council Member Phyllis Kobasiuk that the cancellation of the 2018 municipal tax levy against church manses referred to in attachment 1 be approved in an amount of \$2,902.92, as follows:**

- Roll Number 565002 – Parkland Congregation of Jehovah’s Witnesses, NW 21-52-27-W4M, \$630.29.
- Roll Number 3053003 – Immanuel Lutheran Church, NE 11-51-06-W5M, \$1,256.05.
- Roll Number 1153000 – Stony Plain Congregation of Jehovah’s Witnesses, SW 32-52-01-W5M, \$752.46.
- Roll Number 1853002 – Free Methodist Church, SE 03-52-03-W5M, \$264.12.

The motion carried unanimously.

**A motion was made by Council Member Darrell Hollands that the cancellation of the 2018 minimum taxes on the lands leased from the Crown to the landowners referred to in attachment 2 in the amount of \$165.66, as follows:**

- Roll Number 2195001 - SE 19-51-04-W5M - \$49.34
- Roll Number 2196001 - SW 19-51-04-W5M - \$36.52
- Roll Number 2198001 - NE 19-51-04-W4M - \$40.56
- Roll Number 2197001 - NW 19-51-04-W5M - \$39.24

The motion carried unanimously.

**A motion was made by Council Member Tracey Melnyk that the cancellation of the 2018 minimum taxes on Roll Number 275001 be approved in the amount of \$35.39, as presented. The motion carried unanimously.**

**DELEGATIONS****App 18-018**

APPOINTMENT - 9:30 a.m.  
Ecole Meridian Heights School - Grade Six School Tour  
(Teachers Mme Natacha Le Norgant and Mme Sarah Currie)

**Council welcomed Natacha LeNorgant, Teacher and Sarah Currie, 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 9:49 a.m. and reconvened the meeting at 10:00 a.m.**

### [App 18-028](#)

APPOINTMENT - 10:00 a.m.  
2017 Audited Financial Statements  
(KPMG - John Stelter, Partner, Audit and Taylor Rolheiser, Senior Manager, Audit)

#### **Proposed Motion**

That the 2017 Audited Consolidated Financial Statements be approved, as presented.

*John Stelter and Taylor Rolheiser, KPMG presented the Parkland 2017 Audited Financial Statements.*

**A motion was made by Council Member Phyllis Kobasiuk that the 2017 Audited Consolidated Financial Statements be approved, as presented. The motion carried unanimously.**

## NEW BUSINESS

### **Community Services Matters**

#### [RFD 18-059](#)

Appointment of 2018 Weed and Crop Inspectors

#### **Proposed Motion**

That the appointment of Thomas Cole Christie, Lisa Chomyn, John Evjen, Karissa Fald, Kendra Kozdrocki, Jo-Anne Maw, Alana Regier, Madison Rehm, Chad Ritter, Anders Schoepp, and Kirsten Wasylenchuk 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 2018 be approved.

**A motion was made by Council Member Darrell Hollands that the appointment of Thomas Cole Christie, Lisa Chomyn, John Evjen, Karissa Fald, Kendra Kozdrocki, Jo-Anne Maw, Alana Regier, Madison Rehm, Chad Ritter, Anders Schoepp, and Kirsten Wasylenchuk 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 2018 be approved, as presented. The motion carried unanimously.**

### **Mayor and Council Member Matters**

#### [RFD 18-082](#)

Notice of Motion

#### **Proposed Motion**

That Council direct administration to present a report to Council not later than Q4 which provides a process to identify Municipal Reserve parcels which may be considered for public disposition.

Mayor Shaigec presented a Notice of Motion that Council direct administration to present a report to Council not later than Q4 which provides a process to identify Municipal Reserve parcels that may be considered for public disposition. The motion will be presented at the May 8, 2018 Council meeting.

### **Chief Administrative Officer**

#### **RFD 18-080**

2018 TransAlta Linear Property Assessment Complaints

#### **Proposed Motion**

That Council authorize Parkland County to become an intervenor before the Municipal Government Board in relation to the TransAlta Linear Property Assessment Complaints numbered WILS-TRAN-01 and WILS-TRAN-02.

A motion was made by Council Member John McNab that Council authorize Parkland County to become an intervenor before the Municipal Government Board in relation to the TransAlta Linear Property Assessment Complaints numbered WILS-TRAN-01 and WILS-TRAN-02. The motion carried unanimously.

### **DELEGATIONS**

#### **App 18-033**

APPOINTMENT - 10:30 a.m.  
CN 2018 Track Construction Project  
(Tom Smith, Manager, Alberta Public Affairs)

#### **Proposed Motion**

That the CN 2018 Track Construction Project presentation be received for information, as presented.

*Tom Smith and Benoit Tessier, CN Rail, presented the CN 2018 Track Construction Project.*

A motion was made by Council Member Jackie McCuaig that the CN 2018 Track Construction Project presentation be received for information, as presented. The motion carried unanimously.

### **Recess**

Mayor Shaigec recessed the meeting at 11:38 a.m. and reconvened the meeting at 11:52 a.m.

### **Infrastructure Services Matters**

#### **RFD 18-049**

Administrative Review of Street Lighting Policy EN-016

#### **Proposed Motion**

That Council direct Administration to update Street Lighting Policy EN-016 and to bring the updated policy forward to a future Council meeting for consideration.

A motion was made by Council Member John McNab that administration be

directed to update Street Lighting Policy EN-016 and to bring the updated policy with options to a future Council meeting. The motion carried unanimously.

## **BUSINESS ARISING**

### **RFD 18-070**

Wabamun Lake Sub-Watershed Land Use Plan

#### **Proposed Motions**

1. That the Wabamun Lake Sub-Watershed Land Use Plan be approved as presented.
2. That the Wabamun Lake Sub-Watershed Land Use Plan revised Action Plan be approved as presented.

**A motion was made by Council Member AnnLisa Jensen that the Wabamun Lake Sub-Watershed Land Use Plan be approved, as presented.**

**A motion was made by Council Member Melnyk that the Wabamun Lake Sub-Watershed Advisory Report be received for information. The motion carried by the following vote:**

**For:** 5 - Mayor Shaigec, Council Member McCuaig, Council Member Hollands, Council Member McNab and Council Member Melnyk

**Against:** 2 - Council Member Jensen and Council Member Kobasiuk

**A motion was made by Council Member Phyllis Kobasiuk that the Wabamun Lake Sub-Water Advisory Report and revised Action Plan be brought forward to the June 26, 2018 Council meeting. The motion carried unanimously.**

## **Recess**

Mayor Shaigec recessed the meeting at 12:59 p.m. and reconvened the meeting at 1:45 p.m.

## **NEW BUSINESS**

### **Development Services Matters**

### **RFD 18-073**

New Testament Baptist Church request to refund development permit fee and waive subsequent building and gas/electrical fees.

#### **Proposed Motions**

1. That Council approve the New Testament Baptist Church request to refund the development permit fees paid in the amount of \$510.
2. That Council approve the New Testament Baptist Church request to waive all subsequent building, gas and electrical fees.

**A motion was made by Council Member AnnLisa Jensen that the New Testament Baptist Church request to refund the development permit fees paid in the amount of \$510 be approved. The motion failed by the following vote:**

**Against:** 7 - Mayor Shaigec, Council Member Jensen, Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

**A motion was made by Council Member John McNab that the New Testament Baptist Church request to waive all subsequent building, gas, and electrical fees be approved. The motion failed by the following vote:**

**Against:** 7 - Mayor Shaigec, Council Member Jensen, Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands, Council Member McNab and Council Member Melnyk

### **Community Services Matters**

#### **RFD 18-071**

Parkland Alive 2025 - Parks, Recreation, and Culture Master Plan

##### **Proposed Motions**

1. That that Parkland Alive 2025 - Parks, Recreation and Culture Master Plan be received for information as presented; and,
2. That the Parkland Alive 2025 - Parks, Recreation and Culture Master Plan Implementation Plan be presented to Committee of the Whole on September 4, 2018.

**A motion was made by Council Member Jackie McCuaig that the Parkland Alive 2025 - Parks, Recreation and Culture Master Plan be received for information, as presented. The motion carried unanimously.**

**A motion was made by Council Member AnnLisa Jensen that the Parkland Alive 2025 Parks, Recreation and Culture Master Plan Implementation Plan be presented to the Committee of the Whole on September 4, 2018. The motion carried unanimously.**

### **Development Services Matters**

#### **RFD 18-068**

Off-Site Levy Annual Report (as per Bylaw 2015-07)

##### **Proposed Motion**

That Council postpone the presentation of the Off-Site Levy Annual Report and Updated Schedules, for Bylaw 2015-07, to the June 12, 2018 Council Meeting.

**A motion was made by Council Member Phyllis Kobasiuk that the presentation of the Off-Site Levy Annual Report and updated schedules for Bylaw 2015-07 be postponed to the June 12, 2018 Council meeting. The motion carried unanimously.**

### **COMMUNICATIONS**

#### **COM 18-025**

Rural Municipalities of Alberta Contact Newsletter

##### **Proposed Motion**

That the Rural Municipalities of Alberta Contact Newsletter be received for information, as presented.



A motion was made by Council Member Jackie McCuaig that the April 12 and 18, 2018 Rural Municipalities of Alberta Contact Newsletter be received for information, as presented. The motion carried unanimously.

[COM 18-026](#)

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 Tracey Melnyk that the Federation of Canadian Municipalities update be received for information. The motion carried unanimously.

[COM 18-027](#)

Committee Reports

**Proposed Motion**

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

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

1. Council Member Phyllis Kobasiuk reported on the Parkland County Volunteer of the Year event.
2. Council Member AnnLisa Jensen reported on the Volunteer of the Year event, the Acheson Business Association Breakfast event, the Leduc State of the Region Address, the River Valley Alliance Annual General Meeting.
3. Council Member Jackie McCuaig reported on the Pembina Zone meeting and the Horizon Stage Theatre Advisory Board.
4. Council Member John McNab reported on the Stony Plain and Parkland Pioneer Museum, the North Saskatchewan Watershed Alliance, the Stony Plain Seed Cleaning Association, and the Volunteer of the Year event.
5. Council Member Tracey Melnyk reported on the Alberta Seniors Community Housing Conference and the Chamber Evansburg/Entwistle Annual General Meeting.
6. Mayor Rod Shaigec reported on the Edmonton Metropolitan Regional Board Agricultural Master Plan Task Force.

The motion carried unanimously.

**IN-CAMERA SESSION**

[RFD 18-077](#)

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 Section 24 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 2:39 p.m. pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Section 24 of the *Freedom of Information and Protection of Privacy Act*. The motion

carried unanimously.

**Attendance:**

**Present:** 7 - Mayor Rod Shaigec, Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands, Council Member John McNab and Council Member Tracey Melnyk

**Attendance:**

**Administration:**

**Michael Heck, Chief Administrative Officer**

**Arlan Delisle, County Solicitor/Director, Legal Services - Legal Advisor**

**Christine Beveridge, Manager, Legislative Services - Legislative Advisor**

**Barb Williams, Legislative Officer, Legislative Services (Recording Secretary)**

[PRE 18-009](#)

Code of Conduct

FOIP Section 24 (Advice from officials)

[RFD 18-078](#)

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 meeting session at 2:55 p.m. The motion carried unanimously.**

**Attendance:**

**Present:** 7 - Mayor Rod Shaigec, Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands, Council Member John McNab and Council Member Tracey Melnyk

**Attendance:**

**Administration:**

**Michael Heck, Chief Administrative Officer**

**Arlan Delisle, County Solicitor/Director, Legal Services - Legal Advisor**

**Christine Beveridge, Manager, Legislative Services - Legislative Advisor**

**Barb Williams, Legislative Officer, Legislative Services (Recording Secretary)**

## **CLOSE OF MEETING**

Mayor Shaigec closed the meeting at 2:55 p.m.

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**Mayor**

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**Manager, Legislative Services**