



# Parkland County

53109A Highway 779  
Parkland County, Alberta  
T7Z 1R1  
Parklandcounty.com

## Meeting Minutes

### Council

*Mayor Rod Shaigec*  
*Council Member AnnLisa Jensen*  
*Council Member Phyllis Kobasiuk*  
*Council Member Darrell Hollands*  
*Council Member John McNab*  
*Council Member Tracey Melnyk*

---

Tuesday, April 27, 2021

9:00 AM

Council Chambers

---

### CALL TO ORDER

Mayor Shaigec called the virtual meeting to order at 9:01 a.m.

**Present:** 6 - Mayor Rod Shaigec, Council Member AnnLisa Jensen, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands, Council Member John McNab and Council Member Tracey Melnyk

#### Administration:

Laura Swain, Interim Chief Administrative Officer/General Manager, Corporate & Shared Services (in part)  
Dave Cross, General Manager, Agriculture, Community & Protective Services (in part)  
Rob McGowan, General Manager, Operations Services (in part)  
Jeff Dyck, Chief Financial Officer (in part)  
Joshua Culling, Business Development Officer (in part)  
Avery Dawes, Municipal Projects Co-Op Student (in part)  
Marc Ficht, Director, Strategic Initiatives (in part)  
Jody Hancock, Director, Engineering Services (in part)  
Nancy Domijan, Director, Planning & Development Services (in part)  
Stephen Fegyverneki, Manager, Current Planning (in part)  
Karen Oxley, Current Planner (in part)  
Barb Williams, Manager, Legislative Services (in part)  
Lois Tyerman, Legislative Officer/Moderator (in part)  
Sheryl Cammidge, Legislative Officer/Recording Secretary (in part)

### INSPIRATIONAL REFLECTION

Council Member Hollands offered a short inspirational reflection.

### ADOPTION OF AGENDA

A motion was made by Council Member McNab that the April 27, 2021 agenda be adopted with the following amendments: addition of Item 9.3 being a 1:30 p.m. Appointment - Meridian Housing Foundation - Property Purchase and to renumber Agenda Item 9.3 KPMG - 2020 Audited Financial Statements as Agenda Item 9.4. The motion carried unanimously.

## CONSENT AGENDA

A motion was made by Council Member Melnyk that Council consent to adopt the following agenda items without debate:

**Agenda Item 4.1 - April 13, 2021 Council Meeting Minutes**

1. That the April 13, 2021 Council meeting minutes be adopted, as presented.
2. That Council approve authorization of electronic signature of the April 13, 2021 Council meeting minutes in accordance with Section 213 of the Municipal Government Act.

**Agenda Item A.1 - Notice of Motion – Acceptance of Potentially Contaminated Soils Policy**

Take notice that at a regular meeting of Council on May 11, 2021, Mayor Shaigec will move that Council direct administration to prepare a policy for Council's review and approval to establish procedures to ensure soils brought into the County, for both public and private lands, are free from contamination and/or deleterious materials by July, 2021.

**Agenda Item A.2 - Notice of Motion – Service Connection Requirement for Water and Wastewater Servicing Policy**

Take notice that at a regular meeting of Council on May 11, 2021, Mayor Shaigec will move that Council direct administration to prepare a policy for Council review and approval to establish guidelines for new development to connect to municipal water and/or municipal wastewater systems by July, 2021.

**Agenda Item A.3 - Notice of Motion - Multi Parcel Country Residential Subdivision Approval Policy**

Take notice that at a regular meeting of Council on May 11, 2021, Mayor Shaigec will move that Council direct administration to prepare a policy for Council review and approval to establish guidelines requiring a threshold whereby existing multi parcel country residential lots must be developed before any new multi parcel country subdivisions will be permitted. The policy shall be presented to Council by July, 2021.

**Agenda Item A.4 Notice of Motion - Capital and Operating Cost Sharing Policy**

Take notice that at a regular meeting of Council on May 11, 2021, Mayor Shaigec will move that Council direct administration to prepare a policy for Council review and approval to establish thresholds for capital and operating cost sharing contributions to municipal partners. The contributions will be determined as a percentage of capital and operating budgets respectively. The policy shall be presented to Council by July, 2021.

**Agenda Item A.5 - Notice of Motion - Agricultural Impact Assessment Policy**

Take notice that at a regular meeting of Council on May 11, 2021, Mayor Shaigec will move that Council direct administration to prepare a policy for Council review and approval requiring an agricultural impact assessment be undertaken when a non agricultural development, or a development which does not directly support agricultural operations, is proposed on lands zoned agricultural. The policy shall be presented to Council by July, 2021.

**Agenda Item D.1 - Appointment of 2021 Weed and Crop Inspectors**

That Council appoint inspectors for the year 2021 pursuant to Section 7(1) of the Weed Control Act and Section 10(1) of the Agricultural Pests Act.

**Agenda Item E.1 - 2021 Cancellation of Leased Minimum Taxes**

1. That Council cancel the 2021 minimum taxes on the lands leased from the Crown to the landowners on Roll Numbers 2195001, 2196001, 2198001, and 2197001 in the amount of \$164.07.
2. That Council cancel the 2021 minimum taxes on Roll Number 275001 in the amount of \$34.72.

**Agenda Item 8.1 - Rural Municipalities of Alberta Contact Newsletter**

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

**Agenda Item 8.2 - Federation of Canadian Municipalities Update**

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

The motion carried unanimously.

## **NEW BUSINESS**

### **Chief Administrative Officer**

[RFD 21-067](#)

2020 and 2021 TransAlta Linear Property Assessment Complaint

**Proposed Motions**

1. That Council authorize Parkland County to become an intervenor before the Municipal Government Board in relation to the TransAlta Linear Property Assessment Complaint numbers L20/WILS/TRAN-01, L20/WILS/TRAN-02, L21/WILS/TRAN-01 and L21/WILS/TRAN-02.
2. That Council approve funding of up to \$200,000 from the Long Term Sustainability Restricted Surplus for expenditures associated with the intervenor status.

**A motion was made by Council Member Jensen that Council authorize Parkland County to become an intervenor before the Municipal Government Board in relation to the TransAlta Linear Property Assessment Complaint numbers L20/WILS/TRAN-01, L20/WILS/TRAN-02, L21/WILS/TRAN-01 and L21/WILS/TRAN-02. The motion carried unanimously.**

**A motion was made by Council Member Kobasiuk that Council approve funding of up to \$200,000 from the Long Term Sustainability Restricted Surplus for expenditures associated with the intervenor status. The motion carried unanimously.**

## **DELEGATIONS**

[App 21-020](#)

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

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

1. Iain Cameron indicated he will speak at the Public Hearing for Bylaw 2021-03.
2. Shelley Gordon expressed concern with the Canadian Carmelite Charitable Society development.

## **NEW BUSINESS**

### **Legislative Matters**

#### **BL 21-016**

Bylaw 2021-11 Public Transportation Utility

#### **Proposed Motions**

1. That Bylaw 2021-11 receive first reading.
2. That Bylaw 2021-11 receive second reading.
3. That Bylaw 2021-11 be presented for third reading at this meeting.
4. That Bylaw 2021-11 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2021-11 in accordance with Section 213 of the Municipal Government Act.

**A motion was made by Council Member Hollands that Bylaw 2021-11 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member McNab that Bylaw 2021-11 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member Melnyk that Bylaw 2021-11 be presented for third reading at this meeting. The motion carried unanimously.**

**A motion was made by Council Member Jensen that Bylaw 2021-11 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

**A motion was made by Council Member Kobasiuk that Council approve authorization of electronic signature for Bylaw 2021-11 in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.**

## **DELEGATIONS**

#### **BL 21-023**

9:30 a.m. Public Hearing - Bylaw 2021-07 Redistricting NE & Pt. SW 34-52-26-W4M Amendment to Land Use Bylaw 2017-18 and Proposed Conceptual Scheme for Section 34-52-26-W4M within Acheson Zone 6

#### **Proposed Motions**

1. That Council approve the Section 34-52-26-W4M Conceptual Scheme, as presented.
2. That Bylaw 2021-07 receive second reading.
3. That Bylaw 2021-07 receive third and final reading.
4. That Council approve authorization of electronic signature for Bylaw 2021-07 in accordance with Section 213 of the Municipal Government Act.

**Mayor Shaigec called the Public Hearing to order at 9:30 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity**

for public input and comment regarding proposed Bylaw 2021-07, and explained the process of the Public Hearing.

Administration presented proposed Bylaw 2021-07.

**Verbal Submissions**

There were no verbal submissions.

**Written Submissions**

There were no written submissions.

Mayor Shaigec closed the Public Hearing at 9:43 a.m.

A motion was made by Council Member Hollands that Council approve the Section 34-52-26-W4M Conceptual Scheme, as presented. The motion carried unanimously.

A motion was made by Council Member McNab that Bylaw 2021-07 receive second reading. The motion carried unanimously.

A motion was made by Council Member Melnyk that Bylaw 2021-07 receive third and final reading and, that it be declared finally passed. The motion carried unanimously.

A motion was made by Council Member Jensen that Council approve authorization of electronic signature for Bylaw 2021-07 in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.

## **NEW BUSINESS**

### **Legislative Matters**

**C.2**    [BL 21-018](#)

Bylaw 2021-12 Acheson Water Special Tax

**Proposed Motions**

1. That Bylaw 2021-12 receive first reading.
2. That Bylaw 2021-12 receive second reading.
3. That Bylaw 2021-12 be presented at this meeting for third reading.
4. That Bylaw 2021-12 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2021-12 in accordance with Section 213 of the Municipal Government Act.

A motion was made by Council Member Kobasiuk that Bylaw 2021-07 receive first reading.

Mayor Shaigec deferred discussion on this item.

Recess

Mayor Shaigec recessed the meeting at 9:49 a.m. and reconvened the meeting at 9:55 a.m.

[BL 21-018](#)

Bylaw 2021-12 Acheson Water Special Tax

**Proposed Motions**

1. That Bylaw 2021-12 receive first reading.
2. That Bylaw 2021-12 receive second reading.
3. That Bylaw 2021-12 be presented at this meeting for third reading.
4. That Bylaw 2021-12 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2021-12 in accordance with Section 213 of the Municipal Government Act.

**Mayor Shaigec reconvened discussion on this item.**

**Mayor Shaigec called on the motion made by Council Member Kobasiuk that Bylaw 2021-07 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member Hollands that Bylaw 2021-12 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member McNab that Bylaw 2021-12 be presented for third reading at this meeting. The motion carried unanimously.**

**A motion was made by Council Member Melnyk that Bylaw 2021-12 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

**A motion was made by Council Member Jensen that Council approve authorization of electronic signature for Bylaw 2021-12 in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.**

[BL 21-020](#)

Bylaw 2021-14 - 2021 Tax Rate

**Proposed Motions**

1. That Bylaw 2021-14 receive first reading.
2. That Bylaw 2021-14 receive second reading.
3. That Bylaw 2021-14 be presented at this meeting for third reading.
4. That Bylaw 2021-14 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2021-14 in accordance with Section 213 of the Municipal Government Act.

**Mayor Shaigec deferred discussion on this item to allow for the scheduled 10:00 a.m. Public Hearing.**

**DELEGATIONS**[BL 21-025](#)

10:00 a.m. Reconvene Public Hearing - Bylaw 2021-03 Road Closure for Purpose of Lease, Plan 1143MC, N.W. 32-53-5-W5M

**Proposed Motion**

That Bylaw 2021-03 receive first reading.

**Mayor Shaigec reconvened the Public Hearing at 10:00 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw 2021-03, and explained the process of the Public Hearing.**

**Council Member Jensen advised she was absent and did not participate in the Public Hearing at the March 9, 2021 Council meeting and will abstain from**

voting on proposed Bylaw 2021-03.

Council Member Jensen left the meeting at 10:01 a.m.

Administration presented two options for the location of the turnaround area prior to the existing gate. Option #1 would require the construction of a "hammerhead" turnaround approximately 100 metres prior to the existing gate on Range Road 55. This would facilitate vehicle turnaround prior to reaching the closed portion of Range Road 55. Option #2 would require use of an existing approach to allow vehicles to pull off of Range Road 55 into a cleared area outside of the Range Road 55 right-of-way onto privately owned land. Administration does not believe Option #2 is a viable option and does not support Option #2.

**Verbal Submissions**

1. Greg Nielsen, Executive Director of Camp He-Ho-Ha supports Bylaw 2021-03.
2. Iain Cameron, Parkland County resident, supports Option #1 as it will mitigate unauthorized use of his driveway as a turnaround and has no objection to Bylaw 2021-03.

**Written Submissions**

1. Henk and Arendina (Dineke) van Gelder expressed concern with the visibility of the gate but support Option #1 and have no objection to Bylaw 2021-03.
2. Greg Nielsen, Executive Director of Camp He-Ho-Ha supports Bylaw 2021-03.

Mayor Shaigec closed the Public Hearing at 10:40 a.m.

A motion was made by Council Member Kobasiuk that Bylaw 2021-03 receive first reading. The motion carried as follows:

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

**Abstain:** 1 - Council Member Jensen

Council Member Jensen joined the meeting at 10:43 a.m.

[RFD 21-066](#)

10:30 a.m. Appointment - Metrix Group LLP  
Village of Wabamun 2020 Audited Financial Statements  
(Philip Dirks, Partner and Stephen Webber, Manager)

**Proposed Motion**

That the Village of Wabamun 2020 Financial Statements be approved, as presented.

A motion was made by Council Member Hollands that the Village of Wabamun 2020 Financial Statements be approved, as presented. The motion carried unanimously.

[RFD 21-065](#)

11:00 a.m. Appointment - KPMG  
2020 Audited Financial Statements  
(John Stelter, Partner, Audit and Tasha Olivieri, Senior Accountant, Audit)

**Proposed Motion**

That the 2020 Audited Consolidated Financial Statements be approved, as presented.

**A motion was made by Council Member McNab that the 2020 Audited Consolidated Financial Statements be approved, as presented. The motion carried unanimously.**

**CLOSED SESSION**

[RFD 21-070](#)

Closed Session

**Proposed Motion**

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act.

**A motion was made by Council Member Melnyk that Council convene in closed session at 11:25 a.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.**

[PRE 21-012](#)

KPMG - 2020 Audited Financial Statements  
(John Stelter, Partner, Audit and Tasha Olivieri, Senior Accountant, Audit)

FOIP Section 24 - Advice from officials  
FOIP Section 26 - Testing procedures, tests and audits

**In addition to members of the Council, the following were present for Closed Session - KPMG - 2020 Audited Financial Statements: John Stelter, Partner, Audit and Tasha Olivieri, Senior Accountant, Audit both of KPMG. No members of Administration were present.**

[RFD 21-071](#)

Regular Session

**Proposed Motion**

That Council revert to regular meeting session.

**A motion was made by Council Member Jensen that Council revert to regular meeting session at 11:34 a.m.**

**NEW BUSINESS**

**Legislative Matters**



[BL 21-020](#)

## Bylaw 2021-14 - 2021 Tax Rate

**Proposed Motions**

1. That Bylaw 2021-14 receive first reading.
2. That Bylaw 2021-14 receive second reading.
3. That Bylaw 2021-14 be presented at this meeting for third reading.
4. That Bylaw 2021-14 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2021-14 in accordance with Section 213 of the Municipal Government Act.

**Mayor Shaigec reconvened discussion on this item.**

**A motion was made by Council Member Kobasiuk that Bylaw 2021-14 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member Hollands that Bylaw 2021-14 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member McNab that Bylaw 2021-14 be presented at this meeting for third reading. The motion carried unanimously.**

**A motion was made by Council Member Melnyk that Bylaw 2021-14 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

**A motion was made by Council Member Jensen that Council approve authorization of electronic signature for Bylaw 2021-14 in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.**

[BL 21-022](#)

## Bylaw 2021-13 Repeal of Wabamun Bylaws

**Proposed Motions**

1. That Bylaw 2021-13 receive first reading.
2. That Bylaw 2021-13 receive second reading.
3. That Bylaw 2021-13 be presented at this meeting for third reading.
4. That Bylaw 2021-13 receive third and final reading.
5. That Council approve authorization of electronic signature for Bylaw 2021-13 in accordance with Section 213 of the Municipal Government Act.

**A motion was made by Council Member Kobasiuk that Bylaw 2021-13 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member Hollands that Bylaw 2021-13 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member McNab that Bylaw 2021-13 be presented at this meeting for third reading. The motion carried unanimously.**

**A motion was made by Council Member Jensen that Bylaw 2021-13 receive third and final reading, and that it be declared finally passed. The motion carried unanimously.**

**A motion was made by Council Member Melnyk that Council approve authorization of electronic signature for Bylaw 2021-13 in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.**

## COMMUNICATIONS

### [COM 21-032](#)

#### Committee Reports

##### **Proposed Motion**

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

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

- 1. Council Member Melnyk participated in a Community Sustainability Committee meeting, Economic Diversification Committee meeting and the Pembina Zone meeting.**
- 2. Council Member Jensen participated in a River Valley Alliance meeting as well as the River Valley Alliance annual general meeting.**
- 3. Council Member Kobasiuk participated in a Community Sustainability Committee meeting and an ALUS Parkland Advisory Committee meeting.**

**The motion carried unanimously.**

Recess

**Mayor Shaigec recessed the meeting at 11:52 a.m. and reconvened the meeting at 1:29 p.m.**

## CLOSED SESSION

### [RFD 21-070](#)

#### Closed Session

##### **Proposed Motion**

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act.

**A motion was made by Council Member Jensen that Council convene in closed session at 1:30 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.**

### [PRE 21-013](#)

1:30 p.m. Appointment - Meridian Housing Foundation - Property Purchase (Lori-Anne St. Arnault, Executive Director)

FOIP Section 24 - Advice from officials

FOIP Section 25 - Harmful to economic interests of a public body

**In addition to members of Council, the following were present for Meridian Housing Foundation - Property Purchase: Lori-Anne St. Arnault, Executive Director, Meridian Housing Foundation; Laura Swain, Interim Chief Administrative Officer/General Manager Corporate & Shared Services; Marc**

Ficht, Director, Strategic Initiatives; and Jeff Dyck, Chief Financial Officer.

[RFD 21-071](#)

Regular Session

**Proposed Motion**

That Council revert to regular meeting session.

A motion was made by Council Member Kobasiuk that Council revert to regular meeting session at 3:09 p.m. The motion carried unanimously.

**BUSINESS ARISING FROM CLOSED SESSION**

**Meridian Housing Foundation - Property Purchase**

A motion was made by Council Member McNab that Council approve the borrowing of the purchase price for the office space located in the Town of Stony Plain at 4900-53 Avenue, 4904-53 Avenue and 4908-53 Avenue:

1. Before any additional funds will be considered for any renovations or other costs associated with the office space, Parkland County Policy C-AD52 Major Capital Cost Share Funding must be followed.
2. A specific detailed funding model for the yearly office space costs will be forwarded that each municipality is responsible for, for the next 20 years.
3. The Meridian Housing Foundation must present their 2021 budget for Parkland County Council approval annually and all yearly budgets moving forward.

The motion failed by the following vote:

**For:** 3 - Council Member Jensen, Council Member Kobasiuk and Council Member McNab

**Against:** 3 - Mayor Shaigec, Council Member Hollands and Council Member Melnyk

**Meridian Housing Foundation - Property Purchase**

A motion was made by Council Member McNab that Meridian Housing Foundation meet all the following requirements and bring back to Parkland County Council for decision:

1. Parkland County Major Capital Cost Share Funding Policy C-AD52 must be followed.
2. A specific detailed funding model for the yearly office space costs moving forward that each municipality will be responsible for over the next 20 years.
3. That Meridian Housing Foundation present their 2021 budget to Parkland County Council for approval and annually all yearly budgets moving forward.

The motion carried unanimously.

## **CLOSE OF MEETING**

Mayor Shaigec closed the virtual meeting at 3:21 p.m.

---

**Mayor**

---

**Manager, Legislative Services**