



Parkland County

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Parkland County, Alberta
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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, October 25, 2016

9:00 AM

Council Chambers

Organizational Meeting

CALL TO ORDER

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

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

Absent: 1 - Council Member Darrell Hollands

Administration:

Michael Heck, Chief Administrative Officer
Dave Cross, General Manager, Community Services
Ken Van Buul, General Manager, Corporate Services
Arlan Delisle, Manager, Legal & Legislative Services/County Solicitor
Doug Tymchyshyn, Supervisor, Legislative & Administrative Services
Barb Williams, Legislative & Administrative Services Administrator (Recording Secretary)

ADOPTION OF AGENDA

A motion was made by Council Member Phyllis Kobasiuk that the October 25, 2016 Organizational meeting agenda be adopted, as presented. The motion carried unanimously.

COUNCIL CONDUCT

[RFD 16-153](#)

Norms and Values for members of Council

Proposed Motion

That Council adopt the Norms and Values for Members of Council, as presented, to guide Council members during their upcoming term of office.

A motion was made by Council Member Tracey Melnyk that the Norms and Values for members of Council be adopted, as presented to guide Council members during their upcoming term of office. The motion carried unanimously.

[RFD 16-154](#)

Council Code of Conduct

Proposed Motion

That Council adopt the Council Code of Conduct for Members of Council, as presented, to govern the conduct of Council members during their upcoming term of office.

A motion was made by Council Member AnnLisa Jensen that Council adopt the Council Code of Conduct for members of Council, as presented to govern the conduct of Council members during their upcoming term of office. The motion carried unanimously.

OATH OF OFFICE - DEPUTY MAYOR

[RFD 16-155](#)

Appointment of Deputy Mayor

At the October 29, 2013 Organizational Meeting of Council, Deputy Mayor appointments were made for the 2013 - 2017 term of office.

At this time, Supervisor of Legislative and Administrative Services, Doug Tymchyshyn will administer the Official Affirmation to the three Council Members who will serve as Deputy Mayor for the ensuing year, as follows:

Council Member Tracey Melnyk - October 25, 2016 to February 28, 2017
Council Member Phyllis Kobasiuk - March 1, 2017 to June 30, 2017
Council Member Darrell Hollands - July 1, 2017 to October 24, 2017

At this time, Supervisor of Legislative and Administrative Services, Doug Tymchyshyn administered the Official Affirmation to Council Members Tracey Melnyk and Phyllis Kobasiuk who will serve as Deputy Mayor for the ensuing year, as follows:

**Council Member Tracey Melnyk - October 25, 2016 to February 28, 2017
Council Member Phyllis Kobasiuk - March 1, 2017 to June 30, 2017**

TO ESTABLISH DATES FOR REGULAR MEETINGS OF COUNCIL

[RFD 16-148](#)

To Establish Dates for Regular Meetings of Council

Proposed Motion

For 2016-17, regular meetings of Council will be held the second and fourth Tuesday of each month, commencing at 9:00 a.m., and Council Budget meetings be scheduled November 8 (afternoon), November 9 (all day), and November 10 (all day), 2016; and, no meetings of Council scheduled for:

- December 27, 2016 (Seasonal Break)
- January 24, 2017 (Provincial Agricultural Service Board Conference)

- February 14, 2017 (Growing Rural Tourism Conference)
- July 25 and August 8, 2017 (Summer Break)

A motion was made by Council Member John McNab that for 2016-17, regular meetings of Council will be held the second and fourth Tuesday of each month, commencing at 9:00 a.m., and Council Budget meetings be scheduled November 8 (afternoon), November 9 (all day), and November 10 (all day), 2016; and, no meetings of Council scheduled for:

- December 27, 2016 (Seasonal Break)
- January 24, 2017 (Provincial Agricultural Service Board Conference)
- February 14, 2017 (Growing Rural Tourism Conference)
- July 25 and August 8, 2017 (Summer Break).

The motion carried unanimously.

[RFD 16-149](#)

To Establish 2017 Council Organization Meeting

Proposed Motion

That the 2017 Organizational Meeting be scheduled on Tuesday, October 24, 2017, in Council Chambers, commencing at 9:00 a.m.

A motion was made by Council Member Phyllis Kobasiuk that the 2017 Organizational Meeting be scheduled on Tuesday, October 24, 2017, in Council Chambers, commencing at 9:00 a.m. The motion carried unanimously.

[RFD 16-150](#)

To Establish Committee of the Whole Meeting Dates

Proposed Motion

For 2016-17, regular meetings of the Committee of the Whole meetings will be held the first and third Tuesday of every month in Council Chambers, commencing at 9:00 a.m., with no meetings scheduled for:

- November 15, 2016 (AAMDC Fall Conference)
- December 20, 2016 (Seasonal Break)
- January 3, 2017 (Seasonal Break)
- March 21, 2017 (AAMDC Spring Conference)
- May 2, 2017 (CPAA Planning Conference)
- July 18, August 1, and August 15, 2017 (Summer Break)
- October 17, 2017 (Election Break)

A motion was made by Council Member Jackie McCuaig that regular meetings of the Committee of the Whole be held the first and third Tuesday of every month in Council Chambers, commencing at 9:00 a.m. with no meetings scheduled for:

- November 15, 2016 (AAMDC Fall Conference)
- December 20, 2016 (Seasonal Break)
- January 3, 2017 (Seasonal Break)
- March 21, 2017 (AAMDC Spring Conference)
- May 2, 2017 (CPAA Planning Conference)
- July 18, August 1, and August 15, 2017 (Summer Break)
- October 17, 2017 (Election Break)

The motion carried unanimously.

COMMITTEE APPOINTMENTS

[RFD 16-231](#)

External Committee Appointments - Committees/Boards

Proposed Motion

That appointments to external committees and boards under the authority of the Municipal Government Act and other Acts be approved, effective October 25, 2016 at the 2016 Organizational Meeting, as presented in Attachment 1.

A motion was made by Council Member Tracey Melnyk that the following appointments to external committees and boards under the authority of the Municipal Government Act and other Acts be amended as follows:

- 1. Subdivision and Development Appeal Board: Delete Council Member Melnyk and add Council Member McCuaig.**
- 2. Yellowhead Regional Library Board: Delete appointed Council Member for 2016-17 - McCuaig, and add Melnyk; and delete alternate appointed Council Member for 2016-17 - Melnyk, and add McCuaig.**
- 3. Capital Region Board: amend the recommendation "... be appointed as alternate member to the Capital Region Board..." to "... be authorized to attend the Capital Region Board..."; and, that it now read, "Recommendation: That Deputy Mayor Tracey Melnyk be authorized to attend the Capital Region Board from October 25, 2016 until February 28, 2017; that Councillor Phyllis Kobasiuk as Deputy Mayor be authorized to attend the Capital Region Board from March 1, 2017 to June 30, 2017; and, that Councillor Darrell Hollands as Deputy Mayor be authorized to attend the Capital Region Board from July 1, 2017 to Organizational Meeting 2017."**
- 4. Capital Region Parkland Water Services Commission: Delete Council Member McNab and add Council Member McCuaig.**

The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Council approve appointments to committees and boards, effective October 25, 2016 until further notice from Council, as follows:

Committee of the Whole

That all Council members be appointed to the Committee of the Whole for the ensuing one-year period.

Subdivision and Development Appeal Board

3 Council members appointed for 2016-17: Hollands, Kobasiuk, McCuaig

Municipal Library Board

2 Council members appointed for 2016-17: McCuaig, Melnyk

Yellowhead Regional Library Board

1 Council member appointed for 2016-17: Melnyk

1 Council member (Alternate) for 2016-17: McCuaig

Alberta Capital Region Wastewater Commission**1 Council member for 2016-17: Hollands****1 Council member (Alternate) for 2016-17: Jensen****Alternate Land Use Services (ALUS)****1 Council member for 2016-17: McNab****1 Council member (Alternate) for 2016-17: Hollands****Capital Region Board****That Mayor Shaigec be appointed to the Capital Region Board for the ensuing one-year period.****That Deputy Mayor Tracey Melnyk be authorized to attend the Capital Region Board October 25, 2016 to February 28, 2017; that Council Member Phyllis Kobasiuk as Deputy Mayor be authorized to attend the Capital Region Board March 1, 2017 to June 30, 2017; and, that Council Member Darrell Hollands as Deputy Mayor be authorized to attend the Capital Region Board July 1, 2017 to October 24, 2017.****Capital Region Board - Land Use Planning Committee****1 Council member for 2016-17: Mayor Shaigec****1 Council member (Alternate) for 2016-17:**

- Melnyk (Deputy Mayor October 25, 2016 - February 28, 2017)**
- Kobasiuk (Deputy Mayor March 1, 2017 - June 30, 2017)**
- Hollands (Deputy Mayor July 1, 2017 - October 24, 2017)**

Capital Region Board - Governance, Priorities & Finance Committee**1 Council member for 2016-17: Kobasiuk****1 Council member (Alternate) for 2016-17: Mayor Shaigec****Capital Region Parkland Water Services Commission****2 Council members for 2016-17: McCuaig, Kobasiuk****1 Council member (Alternate) for 2016-17: Mayor Shaigec****Edmonton Regional Airport Appointers Committee****That Mayor Shaigec and CAO, Mike Heck be appointed to the Edmonton Regional Airport Appointers Committee for the ensuing one-year period.****The Evergreens Foundation****1 Council member for 2016-17: Melnyk****1 Council member (Alternate) for 2016-17: McNab****Heritage Agricultural Society (HAS) Board of Directors****1 Council member for 2016-17: Jensen****1 Council member (Alternate) for 2016-17: McNab****Horizon Stage Theatre Advisory Board****1 Council member for 2016-17: McCuaig****1 Council member (Alternate) for 2016-17: Kobasiuk****Inter-Municipal Collaboration Committee****2 Council members for 2016-17: Mayor Shaigec, Jensen****Intensive Agriculture Operations (IAO) Working Group**

1 Council member for 2016-17: Mayor Shaigec
1 Council member (Alternate) for 2016-17: Hollands

Keephills Power Project Steering Committee
1 Council member for 2016-17: Kobasiuk
1 Council member (Alternate) for 2016-17: Melnyk

Meridian Foundation
1 Council member for 2016-17: McCuaig
1 Council member (Alternate) for 2016-17: Jensen

Metro Mayors Alliance
That Mayor Shaigec and CAO, Mike Heck be appointed to the Metro Mayors Alliance for the ensuing one-year period.

North Saskatchewan Watershed Alliance (NSWA)
1 Council member for 2016-17: McNab
1 Council member (Alternate) for 2016-17: McCuaig

North Saskatchewan Headwaters Alliance
1 Council member for 2016-17: Jensen

Parkland/Stony Plain Regional Waste Authority
2 Council members for 2016-17: Kobasiuk, Hollands

Pembina Agricultural and Recreational Society
1 Council member (non-voting) for 2016-17: Melnyk

River Valley Alliance
1 Council member for 2016-17: Jensen
1 Council member (Alternate) for 2016-17: McCuaig

Spruce Grove/Stony Plain Community Policing Advisory Committee
1 Council member for 2016-17: Jensen
1 Council member (Alternate) for 2016-17: Hollands

Stony Plain & Parkland Pioneer Museum Society Board of Directors
1 Council member for 2016-17: McNab
1 Council member (Alternate) for 2016-17: Jensen

Stony Plain Seed Cleaning Association
1 Council member for 2016-17: McNab
1 Council member (Alternate) for 2016-17: Kobasiuk

Sturgeon River Watershed Alliance Steering Committee
1 Council member for 2016-17: Jensen
1 Council member (Alternate) for 2016-17: Kobasiuk

Tri-Municipal Leisure Facility Board
1 Council member for 2016-17: Hollands
1 Council member (Alternate) for 2016-17: Jensen

West Inter Lake District (WILD) Regional Water Services Commission
1 Council member for 2016-17: Mayor Shaigec

1 Council member (Alternate) for 2016-17: Melnyk

Appointment of Weed Inspectors

That the Agricultural Services Manager, Agricultural Agronomics Supervisor, Agricultural Operations Supervisor, and the Rural Extension Coordinator be appointed as Weed Inspectors for the ensuing year.

Appointment of Pest Control Officers

That the Agricultural Services Manager, Agricultural Agronomics Supervisor, Agricultural Operations Supervisor, and the Rural Extension Coordinator be appointed as Pest Control Officers for the ensuing year.

Appointment of Soil Conservation Officers

That the Agricultural Services Manager, Agricultural Agronomics Supervisor, and Agricultural Operations Supervisor, be appointed as Soil Conservation Officers for the ensuing year.

The motion carried unanimously.

CLOSE OF MEETING

Mayor Shaigec closed the meeting at 9:29 a.m.

Mayor

Supervisor, Legislative & Administrative Services