



# Parkland County

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

## 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, November 1, 2016

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:** 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)  
Dave Cross, General Manager, Community Services  
Lenny Richer, Manager, Community & Protective Services (in part)  
Karilyn Bjarnason, Community Development Coordinator-Funding (in part)  
Brian Cornforth, Fire Chief (in part)  
Karen Clark, Supervisor, Emergency Communications Services (in part)  
Peter Vana, General Manager, Development Services (in part)  
Tracy Kibblewhite, Chief Financial Officer (in part)  
Rob McGowan, General Manager, Infrastructure Services  
Arlan Delisle, County Solicitor/Manager, Legal & Legislative Services  
Doug Tymchyshyn, Supervisor, Legislative & Administrative Services  
Sheryl Cammidge, Recording Secretary

### ADOPTION OF AGENDA

A motion was made by Committee Member Phyllis Kobasiuk that the agenda be adopted with the addition of Agenda Item 6 A.1 and the deletion of Agenda Items 8.1, 8.2 and 8.3. The motion carried unanimously.

### ADOPTION OF MINUTES

[MIN 16-038](#)

Unadopted Committee of the Whole October 18, 2016 Minutes

#### Proposed Motion

The Committee of the Whole meeting minutes of October 18, 2016 be

adopted, as presented.

A motion was made by Committee Member Jackie McCuaig that the Committee of the Whole meeting minutes of October 18, 2016 be adopted as presented. The motion carried unanimously.

### **Chief Financial Officer**

#### **RFD 16-400**

September 30, 2016 Financial Statements

#### **Proposed Motion**

That the Committee of the Whole receive the September 30, 2016 Financial Statements as information, as presented.

Tracy Kibblewhite, Chief Financial Officer presented the September 30, 2016 Financial Statements.

A motion was made by Committee Member Jackie McCuaig that the September 30, 2016 Financial Statements be received for information, as presented. The motion carried unanimously.

### **DELEGATIONS**

#### **App 16-070**

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

Committee Chair 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**

### **Chief Financial Officer**

#### **RFD 16-235**

Division Update - Chief Financial Office

#### **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 AnnLisa Jensen that the Chief Financial Office Division Update be received for information, as presented. The motion carried unanimously.

### **DELEGATIONS**

#### **App 16-066**

Appointment: 9:30 a.m.

Acheson Business Association (Roger Ward, President and Tim Schultz)

**Proposed Motion**

The Acheson Business Association presentation be received for information, as presented.

**Directors, Bas Kirby and Terry Jenzen, of the Acheson Business Association presented "Strategy Shapes the Future".**

**A motion was made by Committee Member Jackie McCuaig that the Acheson Business Association presentation be received for information, as presented. The motion carried unanimously.**

## **NEW BUSINESS**

### **General Manager, Community Services**

[RFD 16-220](#)

2017 Not for Profit Organization Grant Funding Allocation

**Proposed Motion(s)**

That the 2017 Not for Profit Organization Grant Funding Allocation be approved for inclusion the 2017 Budget process, as presented.

**Lenny Richer, Manager, Community & Protective Services and Carilyn Bjarnason, Community Development Coordinator-Funding presented the 2017 Not for Profit Organization Grant Funding Allocation.**

**A motion was made by Mayor Rod Shaigec that the 2017 Not for Profit Organization Grant Funding Allocation be approved for inclusion in the 2017 Budget process, as presented. The motion carried unanimously.**

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

**Committee Member Phyllis Kobasiuk advised the Committee of the Whole that a petition was received opposing a proposed extensive livestock operation in Division 3.**

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

## **COMMUNICATIONS**

[COM 16-071](#)

AAMDC Member Bulletin

**Proposed Motion**

The AAMDC Member Bulletin be received for information, as presented.

[COM 16-072](#)

Federation of Canadian Municipalities Update

**Proposed Motion**

The Federation of Canadian Municipalities Update be received for information, as presented.

**Recess**

Chairperson Tracey Melnyk recessed the meeting at 10:00 a.m. and reconvened the meeting at 10:32 a.m.

**DELEGATIONS**[App 16-068](#)

Appointment: 10:30 a.m.

Wabamun Lake Subwatershed Land Use Plan (Winston Childs, Resident)

**Winston Childs provided a presentation regarding the Wabamun Lake Subwatershed Land Use Plan.**

[App 16-067](#)

Appointment: 11:00 a.m.

Emergency Communications Centre Master Plan

(Pomax Consulting - Glenn Miller, BSc. MSc. M.B.A.)

**Proposed Motions**

1. That Council receive the Emergency Communications Centre Master Plan, in principle, as presented.
2. That Administration be directed to develop Emergency Communications Centre Master Plan Implementation Strategies for consideration and decision through the Strategic Planning and Budget processes.

**Brian Cornforth, Fire Chief and Karen Clark, Supervisor, Emergency Communications Services together with Glenn Miller of Pomax Consulting presented the Emergency Communications Centre Master Plan.**

**A motion was made by Committee Member John McNab that the Emergency Communications Centre Master Plan be received in principle, as presented. The motion carried unanimously.**

**A motion was made by Committee Member Phyllis Kobasiuk that Administration be directed to develop the Emergency Communications Centre Master Plan Implementation Strategies for consideration and decision through the Strategic Planning and Budget processes. The motion carried unanimously.**

**NEXT MEETING**

The next meeting is scheduled for December 6, 2016 at 9:00 a.m.

**CLOSE OF MEETING**

Committee Chair Tracey Melnyk adjourned the meeting at 11:24 a.m.

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Committee Chair

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Recording Secretary