



Parkland County

53109A Highway 779
Parkland County, Alberta
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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

Tuesday, October 2, 2018

9:00 AM

Council Chambers

CALL TO ORDER

Committee Chair John McNab called the meeting to order at 9:00 a.m.

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

Absent: 1 - Council Member Tracey Melnyk

Administration:

Michael Heck, Chief Administrative Officer
Arlan Delisle, County Solicitor/Director, Legal Services (in-part)
Tracy Kibblewhite, General Manager, Chief Financial Office
Dave Cross, General Manager, Community Services
Ken Van Buul, General Manager, Corporate Services
Rob McGowan, General Manager, Infrastructure Services (in-part)
Sarah Mate, Director, Communications
Laura Swain, Director, Strategic Planning and Intergovernmental Affairs
James Leskiw, Agricultural Services Agronomics, Agricultural Services (in-part)
Jeff Dyck, Director, Financial Planning & Treasury, Financial Services (in-part)
Teri Stewart, Director, Budget & Financial Reporting, Finance Planning & Reporting (in-part)
Mark Edwards, Director, Economic Diversification (in-part)
Robynn Holstein, Commercial and Industrial Business Development Officer (in-part)
Carol Bergum, Director, Planning and Development Services (in-part)
Karen Kormos, Supervisor, Development Planning (in-part)
Nick Bronetto, Manager, Land Development Engineering (in-part)
Barb Williams, Acting Manager, Legislative Services
Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary)

ADOPTION OF AGENDA

A motion was made by Committee Member AnnLisa Jensen that the October 2, 2018 Committee of the Whole meeting agenda be adopted, with the following:

Additions:

Item number C.1 - August 31, 2018 Financial Statements

Item number 4.1 - Public Input Session

Item number 8.3 - In-Camera Land/Legal Matter - Land Development (FOIP Section 24 and 27)

Item number 8.4 - In-Camera Land/Legal Matter - Land Development (FOIP Section 24 and 27)

Item number 8.5 - In-Camera Land/Legal Matter - Land Development (FOIP Section 24 and 27)

Amendment:

Renumber agenda item number 8.3 to item number 8.6

The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 18-023](#)

Unadopted Committee of the Whole September 4, 2018 Meeting Minutes

Proposed Motion

That the Committee of the Whole meeting minutes of September 4, 2018 be adopted, as presented.

A motion was made by Committee Member Jackie McCuaig that the September 4, 2018 meeting minutes be adopted, as amended:

- Under Delegations, Public Input, change spelling of "Committe Chair" to "Committee Chair"

- Under Adoption of Agenda, add "The motion carried unanimously."

The motion carried unanimously.

NEW BUSINESS

Chief Administrative Officer

[RFD 18-205](#)

Council Committee Review

Proposed Motion

That the Council Committee Review be received for information.

The Committee of the Whole discussed the Council Committee Review. The item was deferred to later in the meeting to allow for scheduled delegations.

DELEGATIONS

[App 18-069](#)

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

Committee Chair John McNab asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. No one came forward.

RECESS

Committee Chair John McNab recessed the meeting at 9:25 a.m. and reconvened the meeting at 9:33 a.m.

DELEGATIONS

[App 18-057](#)

Appointment - 9:30 a.m.

Integrated Watershed Management Plan

(Marie Bay Breiner, Outreach Coordinator, Athabasca Watershed Council, Janet Pomeroy, Executive Director, Athabasca Watershed Council, Brian Deheer, Board Chair, Athabasca Watershed Council)

Proposed Motion

That the Athabasca Watershed Council's Integrated Watershed Management Plan be received for information.

Marie Bay Breiner, Outreach Coordinator, Athabasca Watershed Council and Janet Pomeroy, Executive Director, Athabasca Watershed Council presented the Integrated Watershed Management Plan.

A motion was made by Committee Member AnnLisa Jensen that the Athabasca Watershed Council's Integrated Watershed Management Plan be received for information, as presented. The motion carried unanimously.

[App 18-064](#)

Appointment - 10:00 a.m.

Agricultural Programs and Services Review

John Knapp - Consultant

Proposed Motion

That Committee of the Whole accept the Agricultural Programs and Services Review for information and direct Administration to develop an implementation plan to be brought forward to Council for their consideration.

John Knapp - Consultant, presented the Agricultural Programs and Services Review.

A motion was made by Committee Member Darrell Hollands that the Committee of the Whole accept the Agricultural Programs and Services Review for information and direct Administration to develop an implementation plan to be brought forward to Council for their consideration. The motion carried unanimously.

NEW BUSINESS**Chief Administrative Officer**[RFD 18-205](#)

Council Committee Review

Proposed Motion

That the Council Committee Review be received for information.

The Committee of the Whole further discussed the Council Committee Review.
The item was further deferred to later in the meeting.

RECESS

Committee Chair John McNab recessed the meeting at 12:21 p.m. and
reconvened the meeting at 12:54 p.m.

NEW BUSINESS**Chief Administrative Officer**[RFD 18-205](#)

Council Committee Review

Proposed Motion

That the Council Committee Review be received for information.

A motion was made by Mayor Rod Shaigec that the Council Committee Review
be received for information. The motion carried unanimously.

[RFD 18-191](#)

Corporate Update

Proposed Motion

That the Corporate Update be received for information, as presented.

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

[RFD 18-210](#)

Community Energy Generation and Energy Efficiency Alberta Update (Verbal)

Proposed Motion

That the Energy Efficiency Alberta update be received for information.

A motion was made by Committee Member AnnLisa Jensen that the
Community Energy Generation and Energy Efficiency Alberta Update be
received for information. The motion carried unanimously.

Chief Financial Officer[RFD 18-188](#)

August 31, 2018 Financial Statements

Proposed Motion

That the August 31, 2018 Financial Statements be received as information, as presented.

A motion was made by Committee Member Phyllis Kobasiuk that the August 31, 2018 Financial Statements be accepted for information, as presented. The motion carried unanimously.

COMMUNICATIONS[COM 18-057](#)

Rural Municipalities of Alberta Contact Newsletter

Proposed Motion

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

A motion was made by Committee Member AnnLisa Jenson that the Rural Municipalities of Alberta newsletter be received for information, as presented. The motion carried unanimously.

[COM 18-058](#)

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 Phyllis Kobasiuk that the Federation of Canadian Municipalities update be received for information, as presented. The motion carried unanimously.

IN-CAMERA SESSION[RFD 18-209](#)

In-Camera Session

Proposed Motion

That the Committee of the Whole convene In-Camera pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Sections 16 and 24 of the *Freedom of Information and Protection of Privacy Act*.

A motion was made by Committee Member Jackie McCuaig that the Committee of the Whole convene In-Camera at 2:07 p.m., pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 16, 24 and 27 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.

Attendance:

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

Absent: 1 - Council Member Tracey Melnyk

External Attendees:

Alifeyah Gulamhusein, Brownlee LLP - Legal Advisor

Administration:

Michael Heck, Chief Administrative Officer - Administrative Advsor

Arlan Delisle, County Solicitor/Director, Legal Services - Legal Advisor (in-part)

Tracy Kibblewhite, General Manager, Chief Financial Officer - Financial Advisor

Dave Cross, General Manager, Community Services - Community Services Liason

Ken Van Buul, General Manager, Corporate Services - Corporate Advisor

Rob McGowan, General Manager, Infrastructure Services - Infrastructure Advisor

Sarah Mate, Director, Communications - Commnications Advisor

Laura Swain, Director, Strategic Planning and Intergovernmental Affairs - Administrative Liason

Mark Edwards, Director, Economic Diversification - Business Advisor (in-part)

Robynn Holstein, Commercial and Industrial Business Development Officer - Business Advisor

Carol Bergum, Director, Planning and Development Services - Planning Advisor (in-part)

Karen Kormos, Supervisor, Development Planning - Planning Advisor (in-part)

Nick Bronetto, Manager, Land Development Engineering - Development Advisor (in-part)

Barb Williams, Acting Manager, Legislative Services - Parliamentarian

Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary)

[PRE 18-020](#)

Business Update (Verbal)

FOIP - Section 16 - Harmful to business interests of third party

FOIP - Section 24 - Advice from officials

[PRE 18-021](#)

Land/Legal Matter - Land Development

FOIP - Section 24 - Advice from officials

FOIP - Section 27 - Legal privilege

[PRE 18-022](#)

Land/Legal Matter - Land Development

FOIP - Section 24 - Advice from officials

FOIP - Section 27 - Legal privilege

[PRE 18-023](#)

Land/Legal Matter - Land Development

FOIP - Section 24 - Advice from officials

FOIP - Section 27 - Legal privilege

[RFD 18-208](#)

Regular Committee of the Whole Meeting Session

Proposed Motion

That the Committee of the Whole revert to regular session.

A motion was made by Committee Member Jackie McCuaig that the Committee of the Whole go into regular meeting session at this time 3:26 p.m.

The motion carried unanimously.

BUSINESS ARISING FROM IN-CAMERA SESSION

A motion was made by Mayor Rod Shaigec that the Committee of the Whole direct administration to send the letter on Regional Planning to the City of Spruce Grove. The motion carried unanimously.

NEXT MEETING

The next Commttee of the Whole meeting is scheduled for October 16, 2018 at 9:00 a.m.

CLOSE OF MEETING

Committee Chair John McNab adjourned the meeting at 3:27 p.m..

Committee Chair

Recording Secretary