



# 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*

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Tuesday, December 4, 2018

9:00 AM

Council Chambers

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### CALL TO ORDER

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

**Present:** 5 - Mayor Rod Shaigec, Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member Phyllis Kobasiuk and Council Member John McNab

**Absent:** 2 - Council Member Darrell Hollands and Council Member Tracey Melnyk

#### Administration:

Ken Van Buul, General Manager, Strategic Initiatives  
Arlan Delisle, County Solicitor, Legal Services - (in-part)  
Laura Swain, General Manager, Corporate Services  
Tracy Kibblewhite, General Manager, Chief Financial Officer  
Dave Cross, General Manager, Agriculture, Community & Protective Services  
Rob McGowan, General Manager, Operations Services  
Sarah Mate, Director, Community Services - (in-part)  
Barb Scully, Connected Communities Project Manager, Smart Parkland - (in-part)  
Martin Frigo, Manager, Long Range Policy Planning, Planning & Development Services - (in-part)  
Jeff Dyck, Director, Financial Planning & Treasury, Financial Planning & Treasury - (in-part)  
Leo Girard, Director, Public Works - (in-part)  
Rachelle Trovato, Planner, Planning & Development Services - (in-part)  
Carol Bergum, Director, Planning & Development Services, Planning & Development Services - (in-part)  
Barb Williams, Interim 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 December 4, 2018 Committee of the Whole meeting agenda be adopted, as presented.

The motion carried unanimously.

## CONSENT AGENDA

A motion was made by Committee Member Phyllis Kobasiuk that the Committee of the Whole consent to approve the following agenda items without debate:

Item Number: 4.1

Adoption of the November 6, 2018 Committee of the Whole Meeting Minutes

Item Number: 8.1

Communications - Federation of Canadian Municipalities Update

Item Number: 8.2

Communications - Rural Municipalities of Alberta Contact Newsletter

The motion carried unanimously.

## NEW BUSINESS

### Chief Administrative Officer

[PRE 18-036](#)

Truth and Reconciliation Calls to Action Terms of Reference

Administration presented the Truth and Reconciliation Calls to Action Terms of Reference.

## DELEGATIONS

[App 18-107](#)

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.

## NEW BUSINESS

### Chief Administrative Officer

[PRE 18-033](#)

Parkland Airport Update

Administration gave a brief verbal update regarding the Parkland Airport.

## DELEGATIONS

### [App 18-105](#)

Appointment - 9:30 a.m.  
KPMG Auditors Presentation  
Taylor Rolheiser, CPA, CA  
Senior Manager, KPMG

**Taylor Rolheiser, Senior Manager, KPMG presented the Financial Audit Planning Report.**

## NEW BUSINESS

### Chief Financial Officer

### [RFD 18-288](#)

October 2018 Financial Statements

**Administration presented the October 2018 Financial Statements.**

## RECESS

**Committee Chair John McNab recessed the meeting at 9:57 a.m. and reconvened the meeting at 10:05 a.m.**

### General Manager, Corporate Services

### [PRE 18-035](#)

Smart Cities Challenge Update

**Administration presented the Smart Cities Challenge update.**

### General Manager, Development Services

### [RFD 18-287](#)

Draft Parkland County and Summer Village of Betula Beach Intermunicipal Development Plan

**Administration presented the draft Parkland County and Summer Village of Betula Beach Intermunicipal Development Plan.**

### General Manager, Infrastructure Services

### [RFD 18-249](#)

Duffield Lagoon Wastewater Evaporator Report

**Administration presented the Duffield Lagoon Wastewater Evaporator Report.**

## NEXT MEETING

**The next Committee of the Whole meeting is scheduled for February 5, 2019 at 9:00 a.m.**

## **CLOSE OF MEETING**

Committee Chair John McNab adjourned the meeting at 10:47 a.m.

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Committee Chair

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Recording Secretary