



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, February 5, 2019

9:00 AM

Council Chambers

CALL TO ORDER

Committee Chair Tracey Melnyk called the meeting to order at 9:01 a.m.

Present: 7 - Mayor Rod Shaigec, Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands, Council Member John McNab and Council Member Tracey Melnyk

Administration:

Michael Heck, Chief Administrative Officer
Arlan Delisle, County Solicitor, Legal Services
Laura Swain, General Manager, Corporate Services
Tracy Kibblewhite, General Manager, Chief Financial Officer
Rob McGowan, General Manager, Operations Services
Sarah Mate, Director, Community Services
Jody Hancock, Director, Engineering Services (in-part)
Jeff Dyck, Director, Financial Planning & Treasury, Financial Planning & Treasury (in-part)
Jerome Shui, Senior Financial Planning & Treasury Analyst, Financial Planning & Treasury (in-part)
Nancy Domijan, Manager, Development Planning and Safety Codes (in-part)
Karen Kormos, Supervisor, Development Planning (in-part)
Barb Williams, Manager, Legislative Services
Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary) (in-part)

ADOPTION OF AGENDA

A motion was made by Committee Member John McNab that the February 5, 2019 Committee of the Whole meeting agenda be adopted with the following additions:

Item 5.1: Public Input
Item 9.3: Closed Session: Land Matter - Legal Matter
Item 9.4: Closed Session: Jurisdiction Matter

The motion carried unanimously.

CONSENT AGENDA

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

Item Number 4.1
Adoption of the December 4, 2018 Committee of the Whole Meeting Minutes
That the December 4, 2018 Committee of the Whole meeting minutes be adopted, as presented.

Item Number 8.2
Federation of Canadian Municipalities Update

The motion carried unanimously.

NEW BUSINESS

General Manager, Corporate Services

[RFD 19-016](#) Key County Documents

Administration presented the Key County Documents Rulebook.

DELEGATIONS

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

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

General Manager, Operations Services

[RFD 19-015](#)

Mallard Park Subdivision Drainage

Proposed Motions

1. That the Committee of the Whole receive the Mallard Park Drainage Assessment report from Sameng Inc. as information,
2. That the Committee of the Whole direct Administration to engage with land owners in Mallard Park, specifically north of Teal Drive, to coordinate the construction of a drainage channel, as presented.

A motion was made by Committee Member AnnLisa Jensen that the Committee of the Whole receive the Mallard Park Drainage Assessment report from Sameng Inc. as information. The motion carried unanimously.

A motion was made by Committee Member AnnLisa Jensen that the Committee of the Whole direct Administration to engage with land owners in Mallard Park, specifically north of Teal Drive and coordinate with Alberta Environment to coordinate the accountability of construction of a drainage channel and to return to Council for funding. The motion carried unanimously.

[App 19-002](#)

Appointment - 9:30 a.m.

Hamlet Strategy Input

Community Sustainability Committee

John Buchko, Chair & Barb Shakel-Hardman, Committee Member

John Buchko, Chair & Barb Shakel-Hardman, Committee Member of the Community Sustainability Committee, presented the Hamlet Strategy Input.

RECESS

Committee Chair Tracey Melnyk recessed the meeting at 10:24 a.m. and reconvened the meeting at 10:34 a.m.

NEW BUSINESS

Mayor and Council Member Matters

A motion was made by Committee Member Phyllis Kobasiuk that Parkland County provide a letter of support to MP Dane Lloyd (by February 8, 2019) in support of Sturgeon County's efforts to acquire water/wastewater service at Villeneuve Airport. The motion carried by the following vote:

For: 6 - Mayor Shaigec, Council Member Jensen, Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands and Council Member Melnyk

Against: 1 - Council Member McNab

General Manager, Corporate Services

[RFD 19-020](#)

Elected Official Remuneration Policy C-AD22 (Council Compensation Committee Policy C-AD22)

Proposed Motion

That the Committee of the Whole direct administration to present the Elected Official Remuneration Policy C-AD22 (Council Compensation Committee Policy C-AD22) at the February 22, 2019 Council meeting.

A motion was made by Committee Member AnnLisa Jensen that the Committee of the Whole direct administration to present the Elected Official Remuneration Policy C-AD22 (Council Compensation Committee Policy C-AD22) at the February 26, 2019 Council meeting. The motion carried by the following vote:

For: 6 - Mayor Shaigec, Council Member Jensen, Council Member McCuaig, Council Member Kobasiuk, Council Member Hollands and Council Member McNab

Against: 1 - Council Member Melnyk

COMMUNICATIONS

[COM 19-005](#)

Rural Municipalities of Alberta Contact Newsletter

Mayor Rod Shaigec highlighted two matters related to the Rural Municipalities Contact Newsletter:

- 1. The Changes to Municipal Involvement in Energy Hearings**
- 2. The Highlights of the Alberta Biodiversity Monitoring Institute (ABMI)**

RECESS

Committee Chair Tracey Melnyk recessed the meeting at 12:28 p.m. and reconvened the meeting at 12:35 p.m.

CLOSED SESSION

[RFD 19-014](#)

Closed Session

Proposed Motion

That the Committee of the Whole convene in closed session pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Sections 24 and 27 of the *Freedom of Information and Protection of Privacy Act*.

A motion was made by Committee Member Phyllis Kobasiuk that the Committee of the Whole convene in closed session at 12:38 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 21, 24, and 27 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.

Present: 7 - Mayor Rod Shaigec, Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands, Council Member John McNab and Council Member Tracey Melnyk

Administration:

Michael Heck, Chief Administrative Officer - Administrative Liaison

Arlan Delisle, County Solicitor, Legal Services - Legal Advice (in-part)

Laura Swain, General Manager, Corporate Services - Administrative Advisor

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

Rob McGowan, General Manager, Operations Services - Operations Advisor

Sarah Mate, Director, Community Services - Community Services Advisor

Jeff Dyck, Director, Financial Planning & Treasury, Financial Planning & Treasury - Financial Advisor (in-part)

Jerome Shui, Senior Financial Planning & Treasury Analyst, Financial Planning & Treasury - Financial Advisor (in-part)

Nancy Domijan, Manager, Development Planning and Safety Codes - Jurisdiction Advisor (in-part)

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

Jody Hancock, Director, Engineering Services - Infrastructure Advisor (in-part)

Barb Williams, Manager, Legislative Services - Parliamentarian

Lois Tyerman, Legislative Officer, Legislative Services (in-part)

[PRE 19-011](#) Jurisdiction Matter
FOIP Section 21 - Harmful to Intergovernmental Relations
FOIP Section 24 - Advice from Officials

[PRE 19-010](#) Jurisdiction Matter
FOIP Section 21 - Harmful to Intergovernmental Relations
FOIP Section 24 - Advice from Officials

[PRE 19-009](#) Land Matter - Legend Estates
FOIP Section 24 - Advice from Officials
FOIP Section 27 - Legal Privilege

[PRE 19-012](#) Land Matter - Legal Matter
FOIP Section 24 - Advice from Officials
FOIP Section 27 - Legal Privilege

[RFD 19-021](#) Regular Committee of the Whole Meeting Session

Proposed Motion

That the Committee of the Whole revert to regular meeting session.

A motion was made by Committee Member Jackie McCuaig that the Committee go into regular meeting session at 1:35 p.m.

NEXT MEETING

The next Committee of the Whole meeting is scheduled for February 19, 2019 at 9:00 a.m.

CLOSE OF MEETING

Committee Chair Tracey Melnyk closed the meeting at 1:36 p.m.

Committee Chair

Recording Secretary