



Parkland County

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

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, February 12, 2019

9:00 AM

Council Chambers

CALL TO ORDER

Mayor Shaigec called the meeting to order at 9:00 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
Laura Swain, General Manager, Corporate Services (in part)
Arlan Delisle, County Solicitor, Legal Services (in part)
Tracy Kibblewhite, General Manager, Chief Financial Officer (in part)
Dave Cross, General Manager, Agriculture, Community & Protective Services (in part)
Rob McGowan, General Manager, Operations Services (in part)
Sarah Mate, Director, Community Services (in part)
Krista Quesnel, Manager, Community Sustainability (in part)
Jennifer Caudron, ALUS Coordinator (in part)
Jeff Dyck, Director, Financial Planning & Treasury (in part)
Jerome Shiu, Senior Financial Planning & Treasury Analyst (in part)
Teri Stewart, Director, Budget & Financial Reporting (in part)
Marc Ficht, Director, Assessment & Revenue Services (in part)
Jody Hancock, Director, Engineering Services (in part)
Lauren Aebig, Manager, Strategic Planning & Intergovernmental Affairs (in part)
Martin Frigo, Manager, Long Range Policy Planning (in part)
Carol Bergum, Director, Planning & Development Services (in part)
Barb Williams, Manager, Legislative Services (Recording Secretary)
Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary) (in part)

INSPIRATIONAL REFLECTION

Council Member Darrell Hollands offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member Phyllis Kobasiuk that the February 12, 2019 Council agenda be adopted with the following addition:

Item B.2 - ACP Grant Application

The motion carried unanimously.

CONSENT AGENDA

A motion was made by Council Member Tracey Melnyk that Council consent to approve the following agenda items without debate:

4.1 Adoption of the January 22, 2019 Council Meeting Minutes

That the January 22, 2019 Council meeting minutes be adopted, as presented.

8.1 Rural Municipalities of Alberta Contact Newsletter

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

8.2 Federation of Canadian Municipalities Update

That the Federation of Canadian Municipalities update be received for information as presented.

The motion carried unanimously.

Laura Swain, General Manager, Corporate Services introduced members of the Customer Service team and Emily Strach, Corporate Planning and Intergovernmental Advisor who has returned from a leave.

BUSINESS ARISING

[RFD 19-017](#)

Appointments to Edmonton Metropolitan Region Board Shared Investment for Shared Benefit Task Force

Proposed Motion

That Mayor Rod Shaigec be appointed as a member of the Edmonton Metropolitan Region Board Shared Investment for Shared Benefit Task Force, effective December 13, 2018, and that Councillor John McNab be appointed as alternate member.

A motion was made by Council Member Tracey Melnyk that Mayor Rod Shaigec be appointed as a member of the Edmonton Metropolitan Regional Board Shared Investment for Shared Benefit Task Force effective December 13, 2018, and that Councillor John McNab be appointed as alternate member.

The motion carried unanimously.

NEW BUSINESS

Operations Services Matters

[RFD 19-027](#)

Regional Transit Services Commission Transition Team Appointments

Proposed Motions

1. That the Regional Transit Services Commission Transition Team Terms of Reference be approved, as presented.
2. That Council appoint one member of Council, one member of Council as an alternate, and the Mayor as ex officio to the Regional Transit Services Commission Transition Team.

A motion was made by Council Member Jackie McCuaig that the Regional Transit Services Commission Transition Team Terms of Reference be approved, as presented. The motion carried unanimously.

A motion was made by Council Member John McNab that Council appoint Council Member Tracey Melnyk, Council Member Jackie McCuaig as an alternate member, and Mayor Rod Shaigec as ex officio to the Regional Transit Services Commission Transition Team. The motion carried unanimously.

DELEGATIONS

[App 19-004](#)

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

Mayor Shaigec asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. No one came forward.

Chief Administrative Officer

[RFD 19-007](#)

Truth and Reconciliation Calls to Action Sub-Committee Terms of Reference and Committee Appointments

A motion was made by Council Member Tracey Melnyk that the Truth and Reconciliation Calls to Action Internal Sub-Committee Terms of Reference be approved. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that Council Members AnnLisa Jensen, Phyllis Kobasiuk, and Darrell Hollands be appointed to the Truth and Reconciliation Calls to Action Internal Sub-Committee. The motion carried unanimously.

[RFD 19-032](#)

ACP Grant Support

Proposed Motion

That Council support the ACP Grant as submitted.

A motion was made by Council Member John McNab that Council support the submitted ACP Grant as presented. The motion carried unanimously.

Agriculture, Community and Protective Services Matters**RFD 19-008**

Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC)
Terms of Reference

Proposed Motion

That Council approve the revised Partnership Advisory Committee (PAC)
Terms of Reference, as presented.

A motion was made by Council Member Phyllis Kobasiuk that the revised Alternate Land Use Services (ALUS) Partnership Advisory Committee (PAC) Terms of Reference be approved, as presented. The motion carried unanimously.

RFD 19-018

Agricultural Fieldman Appointments

Proposed Motion

That James Leskiw, Program Manager, Agronomics, and Erin McAdam, Program Manager, Operations be appointed as Agricultural Fieldman, effective January 1, 2019 in accordance with Section 8 of the Alberta Agricultural Service Board Act, RSA 2000, Chapter A-10.

A motion was made by Council Member Darrell Hollands that James Leskiw, Program Manager, Agronomics, and Erin McAdam, Program Manager, Operations be appointed as Agricultural Fieldman, effective January 1, 2019 in accordance with Section 8 of the Alberta Agricultural Service Board Act, RSA 2000, Chapter A-10, as presented. The motion carried unanimously.

Chief Financial Officer**RFD 19-025**

2018 Draft Year End Financial Report and Final Restricted Surplus and Allowance Transfers

Proposed Motion

That the 2018 Draft Year End Financial Report and Final Restricted Surplus and Allowance Transfers be received for information, as presented.

A motion was made by Council Member Tracey Melnyk that Council accept the Draft 2018 Year End Financial Reports for information, as presented. The motion carried unanimously.

A motion was made by Council Member Jackie McCuaig that the transfer of \$1,210,450 to Restricted Surplus and the decrease to the Allowance for Uncollectable Accounts in the amount of \$600 be approved, as per Attachment 6, as presented. The motion carried unanimously.

A motion was made by Council Member Darrell Hollands that the remaining surplus transfer to Long Term Sustainability Restricted Surplus be approved, as presented. The motion carried unanimously.

Recess

Mayor Shaigec recessed the meeting at 10:38 a.m. and reconvened the meeting at 10:48 a.m.

Corporate Services Matters

RFD 19-019

Corporate Update

Proposed Motion

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

A motion was made by Council Member Tracey Melnyk that the Corporate update be received for information, as presented. The motion carried unanimously.

CLOSED SESSION

RFD 19-022

Closed Session

Proposed Motion

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

A motion was made by Council Member John McNab that Council convene in closed session at 11:14 a.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 24 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

Laura Swain, General Manager, Corporate Services - Administrative Liaison

Arlan Delisle, County Solicitor, Legal Services - Legal Counsel

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

Dave Cross, General Manager, Agriculture, Community & Protective Services - Community Advisor

Rob McGowan, General Manager, Operations Services - Operations Advisor

Sarah Mate, Director, Community Services - Community Advisor

Jeff Dyck, Director, Financial Planning & Treasury - Financial Advisor
Jerome Shiu, Senior Financial Planning & Treasury Analyst - Financial Advisor
Barb Williams, Manager, Legislative Services (Recording Secretary) -
Parliamentarian
Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary)
(in part)
William Choy, Mayor, Town of Stony Plain
Judy Bennett, Council Member, Town of Stony Plain
Justin Laurie, Council Member, Town of Stony Plain
Bruce Lloy, Council Member, Town of Stony Plain
Eric Meyer, Council Member, Town of Stony Plain
Harold Pawlechko, Council Member, Town of Stony Plain
Karl Hill, General Manager, Community & Protective Services, Town of Stony
Plain
Tom Goulden, Town Manager, Town of Stony Plain

[PRE 19-007](#)

Regional Plan
FOIP Section 21 - Harmful to intergovernmental relations
FOIP Section 24 - Advice from officials

Recess

Mayor Shaigec recessed the meeting during closed session for a lunch break
at 12:34 p.m. and reconvened the meeting at 1:15 p.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
Melnik

Administration:

Michael Heck, Chief Administrative Officer - Administrative Liaison
Laura Swain, General Manager, Corporate Services - Administrative Liaison
Arlan Delisle, County Solicitor, Legal Services - Legal Counsel
Tracy Kibblewhite, General Manager, Chief Financial Officer - Financial
Advisor
Rob McGowan, General Manager, Operations Services - Operations Advisor
Carol Bergum, Director, Planning and Development Services - Planning
Advisor
Barb Williams, Manager, Legislative Services (Recording Secretary) -
Parliamentarian
Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary)

[PRE 19-005](#)

Land Matter - Legend Estates
FOIP Section 24 - Advice from officials
FOIP Section 27 - Legal privilege

[RFD 19-023](#)

Regular Council Meeting Session

Proposed Motion

That Council revert to regular meeting session.

A motion was made by Council Member Phyllis Kobasiuk that Council convene in regular meeting session at 2:02 p.m. The motion carried unanimously.

BUSINESS ARISING FROM CLOSED SESSION**Recess**

Mayor Shaigec recessed the meeting at 2:03 p.m. and reconvened the meeting at 2:09 p.m.

A motion was made by Council Member Jackie McCuaig that administration be directed to proceed with the two mandates presented, approving \$2,626,000 from Long Term Sustainability Restricted Surplus. The motion carried unanimously.

COMMUNICATIONS[COM 19-008](#)

Committee Reports

Proposed Motion

That the Committee Reports be received for information, as presented.

There were no Committee Reports presented at this meeting.

CLOSE OF MEETING

Mayor Shaigec closed the meeting at 2:10 p.m.

Mayor

Manager, Legislative Services