



# 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*

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Tuesday, March 12, 2019

9:00 AM

Council Chambers

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### CALL TO ORDER

Mayor Rod Shaigec called the meeting to order at 9:00 a.m.

- Present:** 4 - Mayor Rod Shaigec, Council Member Phyllis Kobasiuk, Council Member John McNab and Council Member Tracey Melnyk
- Absent:** 3 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig and Council Member Darrell Hollands

#### Administration:

Michael Heck, Chief Administrative Officer  
Arlan Delisle, County Solicitor, Legal Services  
Dave Cross, General Manager, Agriculture, Community & Protective Services - in-part  
Laura Swain, General Manager, Corporate Services  
Rob McGowan, General Manager, Operations Services  
Sarah Mate, Director, Community Services  
Trina Lamanes, Long Range Planner, Planning & Development Services - in-part  
Karen Kormos, Supervisor, Development Planning - in-part  
Martin Frigo, Manager, Long Range Policy Planning - in-part  
Rachelle Trovato, Planner, Planning & Development Services - in-part  
Joshua Culling, Planning Intern, Development Planning - in-part  
Marc Ficht, Director, Assessment & Revenue Services - in-part  
Barb Williams, Manager, Legislative Services  
Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary)

### INSPIRATIONAL REFLECTION

Council Member Phyllis Kobasiuk offered a short inspirational reflection.

## ADOPTION OF AGENDA

A motion was made by Council Member Tracey Melnyk that the March 12, 2019 Council meeting agenda be adopted, as presented. The motion carried unanimously.

## CONSENT AGENDA

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

Item Number: 4.1

Adoption of the February 26, 2019 Council Meeting Minutes.

That the February 26, 2019 Council meeting minutes be adopted as presented.

Item Number: 8.1

Rural Municipalities of Alberta Contact Newsletter

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

Item Number: 8.2

Federation of Canadian Municipalities Update

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

The motion carried unanimously.

## NEW BUSINESS

### Legislative Matters

#### [BL 19-010](#)

Proposed Bylaw 2019-01 (Cannabis Related Regulations) Amending Land Use Bylaw 2017-18.

#### **Proposed Motions**

1. That Bylaw 2019-01 receive first reading.
2. That a public hearing be scheduled on April 9, 2019, at 9:30 a.m. in Council Chambers to hear public comment on Bylaw 2019-01.

A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2019-01 receive first reading. The motion carried unanimously.

A motion was made by Council Member John McNab that a public hearing be scheduled on April 9, 2019, at 9:30 a.m. in Council Chambers to hear public comment on Bylaw 2019-01. The motion carried unanimously.

## DELEGATIONS

#### [App 19-011](#)

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

Norm Klassen, Parkland County resident, presented continuing whistle cessation concerns at CN Rail crossings in Parkland County.

[BL 19-006](#)

PUBLIC HEARING 9:30 a.m.  
Parkland County and Summer Village of Betula Beach Intermunicipal  
Development Plan Bylaw 2018-29

**Proposed Motions**

1. That Bylaw 2018-29 receive first reading.
2. That Bylaw 2018-29 receive second reading.
3. That Bylaw 2018-29 be presented at this meeting for third reading.
4. That Bylaw 2018-29 receive third and final reading.

*Mayor Shaigec called the public hearing to order at 9:28 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw 2018-29, and explained the process of the hearing.*

*Administration presented Bylaw 2018-29.*

*Verbal Submissions: There were no verbal submissions.*

*Written Submissions: TransAlta Corporation - supports Bylaw 2018-29.*

*Mayor Rod Shaigec closed the public hearing at 9:42 a.m.*

**A motion was made by Council Member Tracey Melnyk that Bylaw 2018-29 receive first reading. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2018-29 receive second reading. The motion carried unanimously.**

**A motion was made by Council Member John McNab that Bylaw 2018-29 be presented at this meeting for third reading. The motion carried unanimously.**

**A motion was made by Council Member Tracey Melnyk that Bylaw 2018-29 receive third and final reading. The motion carried unanimously.**

**BUSINESS ARISING**[BL 19-005](#)

Parkland County and Summer Village of Betula Beach Intermunicipal  
Collaboration Framework Bylaw 2018-27

**Proposed Motion**

That Bylaw 2018-27 receive third and final reading.

**A motion was made by Council Member Phyllis Kobasiuk that Bylaw 2018-27 receive third and final reading. The motion carried unanimously.**

## NEW BUSINESS

### Legislative Matters

#### [POL 19-001](#)

Major Capital Cost Share Funding Policy C-AD52

##### **Proposed Motion**

That Major Capital Cost Share Funding Policy C-AD52 be approved, as presented.

**A motion was made by Council Member Phyllis Kobasiuk that Major Capital Cost Share Funding Policy C-AD52 be approved, as presented.**

**A motion was made by Council Member Tracey Melnyk that Major Capital Cost Share Funding Policy C-AD52 be amended by deleting "for municipalities" from the first sentence of the Purpose section, and that it now read:**

**"The purpose of this policy is to establish the protocols and methodology to request funds from Parkland County for Major Capital investments."**

**The motion carried unanimously.**

**Mayor Rod Shaigec called on the original motion made by Council Member Phyllis Kobasiuk, that Major Capital Cost Share Funding Policy C-AD52 be approved, as amended. The motion carried unanimously.**

### Agriculture, Community and Protective Services Matters

#### [RFD 18-185](#)

2019 Recreation and Culture Capital Cost Share Request

##### **Proposed Motions**

1. That Council approve up to \$91,007.71 for the Town of Devon's 2019 Capital Cost Share Request, as presented; and,
2. That Council approve up to \$17,821.50 for the Town of Drayton Valley's 2019 Capital Cost Share Request, as presented; and,
3. That Council approve up to \$182,224.75 for Yellowhead County's 2019 Capital Cost Share Request, as presented.

**A motion was made by Council Member John McNab that Council approve up to \$91,007.71 for the Town of Devon's 2019 Capital Cost Share Request, as presented. The motion carried unanimously.**

**A motion was made by Council Member Phyllis Kobasiuk that Council approve up to \$17,821.50 for the Town of Drayton Valley's 2019 Capital Cost Share Request, as presented. The motion carried unanimously.**

**A motion was made by Council Member Tracey Melnyk that Council approve up to \$182,224.75 for Yellowhead County's 2019 Capital Cost Share Request, as presented. The motion carried unanimously.**

**Corporate Services Matters****RFD 19-046**

VMware Enterprise Licensing Upgrade and Server for Dynamics 365 and Office 365

**Proposed Motion**

That administration be directed to purchase VMware enterprise licensing upgrade and server in the amount of up to \$130,000 from the Office Lifecycle Plan Restricted Surplus.

A motion was made by Council Member John McNab that administration be directed to purchase VMware enterprise licensing upgrade and server in the amount of up to \$130,000 from the Office Lifecycle Plan Restricted Surplus. The motion carried unanimously.

**COMMUNICATIONS****COM 19-014**

Committee Reports

**Proposed Motion**

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

A motion was made by Council Member Tracey Melnyk that the Committee Reports be received for information, as follows:

1. Council Member Phyllis Kobasiuk reported on the 2019 State of the Region Address, Alberta Wrestling Championship at Memorial Composite High School, and the President's Forum.
2. Council Member John McNab reported on the Pioneer Museum Committee Meeting.
3. Mayor Rod Shaigec reported on the West Interlake Water Commission Meeting.

The motion carried unanimously.

**CLOSED SESSION**[RFD 19-053](#)

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 23 of the *Freedom of Information and Protection of Privacy Act*.

**A motion was made by Council Member Tracey Melnyk that Council convene in closed session at 10:23 a.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 23 of the Freedom of Information and Protection of Privacy Act .**

**The motion carried unanimously.**

**Present:** 4 - Mayor Rod Shaigec, Council Member Phyllis Kobasiuk, Council Member John McNab and Council Member Tracey Melnyk

**Absent:** 3 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig and Council Member Darrell Hollands

**Administration:**

**Michael Heck, Chief Administrative Officer - (Administrative Liaison)**

**Laura Swain, General Manager, Corporate Services - (Corporate Advisor)**

**Arlan Delisle, County Solicitor, Legal Services - (Legal Advisor)**

**Marc Ficht, Director, Assessment & Revenue Services - (Financial Advisor)**

**Dave Cross, General Manager, Agriculture, Community & Protective Services - (Community Advisor) - in-part**

**Rob McGowan, General Manager, Operations Services - (Infrastructure Advisor)**

**Sarah Mate, Director, Community Services - (Community Advisor)**

**Barb Williams, Manager, Legislative Services - (Parliamentarian)**

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

[PRE 19-019](#)

Land Matter - Jurisdiction

FOIP Section 21 - Harmful to intergovernmental relations

FOIP Section 24 - Advice from officials

[PRE 19-020](#)

Legal Matter - Third Party

FOIP Section 16 - Harmful to business interests of third party

FOIP Section 24 - Advice from officials

[RFD 19-056](#)

Regular Council Meeting Session

**Proposed Motion**

That Council revert to regular meeting session.

A motion was made by Council member Tracey Melnyk that Council revert to regular meeting session at 11:41 a.m. The motion carried unanimously.

## **BUSINESS ARISING FROM CLOSED SESSION**

A motion was made by Council Member Tracey Melnyk that Council approve the request of \$100,000 to fund regional chambers of commerce unification; and, that the funding be approved in the amount of \$50,000 from the branding project, and \$50,000 from the major business attraction fund. The motion carried unanimously.

## **CLOSE OF MEETING**

Mayor Rod Shaigec closed the meeting at 11:42 a.m.

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Mayor

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Manager, Legislative Services