



Parkland County

53109A Highway 779
Parkland County, Alberta
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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, October 27, 2020

9:30 AM

Council Chambers

Regular Meeting

CALL TO ORDER

Deputy Mayor Melnyk called the electronic meeting to order at 9:43 a.m.

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

Absent: 1 - Mayor Rod Shaigec

Administration:

Laura Swain, Acting Chief Administrative Officer/General Manager, Corporate & Shared Services (in part)

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

Rob McGowan, General Manager, Operations Services (in part)

Jeff Dyck, Interim Chief Financial Officer (in part)

Brian Cornforth, Fire Chief (in part)

Jody Hancock, Director, Engineering Services (in part)

Barb Williams, Manager, Legislative Services (in part)

Sheryl Cammidge, Legislative Officer/Recording Secretary (in part)

ADOPTION OF AGENDA

A motion was made by Council Member Jensen that the October 27, 2020 agenda be adopted, as presented. The motion carried unanimously.

CONSENT AGENDA

A motion was made by Council Member McCuaig that Council consent to adopt the following agenda items without debate:

Agenda Item 8.1 - Rural Municipalities of Alberta Contact Newsletter

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

Agenda Item 8.2 - Federation of Canadian Municipalities Update

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

The motion carried unanimously.

INSPIRATIONAL REFLECTION

Council Member Jensen offered a short inspirational reflection.

ADOPTION OF MINUTES

[MIN 20-033](#)

Adoption of October 13, 2020 Council Meeting Minutes

Proposed Motions

1. That the October 13, 2020 Council meeting minutes be adopted, as presented.
2. That Council approve authorization of electronic signature for the October 13, 2020 Council meeting minutes in accordance with Section 213 of the Municipal Government Act.

A motion was made by Council Member McCuaig that the October 13, 2020 Council meeting minutes be amended on page 4, Committee Reports to read that Council Members Melnyk and McCuaig participated in the "Alberta Seniors & Community Housing Association" meeting. The motion carried unanimously.

A motion was made by Council Member Kobasiuk that Council approve authorization of electronic signature for the October 13, 2020 Council meeting minutes in accordance with Section 213 of the Municipal Government Act. The motion carried unanimously.

DELEGATIONS

[App 20-051](#)

9:45 a.m. - Public Input (10 minutes)

Deputy Mayor Melnyk asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County. No one called into the meeting.

NEW BUSINESS

Mayor and Council Member Matters

[RFD 20-175](#)

Request for Authorized Absence for Mayor Rod Shaigec - Section 174(2) Municipal Government Act

Proposed Motion

That in accordance with the Municipal Government Act, Section 174(2),

Council authorize that Mayor Rod Shaigec to be absent effective September 12, 2020, as presented.

A motion was made by Council Member Kobasiuk that in accordance with the Municipal Government Act, Section 174(2), Council authorize that Mayor Rod Shaigec to be absent effective September 12, 2020, as presented. The motion carried unanimously.

[RFD 20-214](#)

Parkland County COVID-19 Update

Proposed Motion

That the Parkland County COVID-19 update be received for information, as presented.

A motion was made by Council Member Hollands that the Parkland County COVID-19 update be received for information, as presented. The motion carried unanimously.

COMMUNICATIONS

[COM 20-074](#)

Committee Reports

Proposed Motion

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

A motion was made by Council Member McNab that the Committee Reports be received for information, as presented:

1. Council Member Jensen commented that on the River Valley Alliance.
2. Council Member McCuaig attended the Spruce Grove Protective Services grand opening.
3. Council Member Kobasiuk participated in the Greater Parkland Regional Chamber of Commerce virtual conference for Small Business Week and annual general meeting.
4. Council Member Hollands participated in an EMRB Regional Agriculture Master Plan Task Force meeting.
5. Council Member Melnyk participated in the annual shareholders meeting of Edmonton Global.

The motion carried unanimously.

DELEGATIONS

[RFD 20-217](#)

10:30 a.m. Appointment - CIBC Wood Gundy
(James Hobson and Charet Chahal)

Proposed Motion

That the Economic Update and Investment Portfolio Update be received for information, as presented.

A motion was made by Council Member Jensen that the Economic Update and Investment Portfolio Update be received for information, as presented. The motion carried unanimously.

NEW BUSINESS

Operations Services Matters

RFD 20-210

Engineering Services Update - 2020 Programs and Initiatives

Proposed Motion

That the Engineering Services Update - 2020 Programs and Initiatives be received for information, as presented.

A motion was made by Council Member McCuaig that the Engineering Services Update - 2020 Programs and Initiatives be received for information, as presented. The motion carried unanimously.

Recess

Deputy Mayor Melnyk recessed the meeting at 11:22 a.m. and reconvened the meeting at 11:27 a.m.

DELEGATIONS

RFD 20-218

11:30 a.m. Appointment - KPMG - Audit Planning Report
(Tasha Olivieri, Audit Manager and John Stelter, Audit Partner)

Proposed Motion

That the KPMG Audit Planning Report be received for information, as presented.

A motion was made by Council Member Kobasiuk that the KPMG Audit Planning Report be received for information, as presented. The motion carried unanimously.

NEW BUSINESS

CLOSED SESSION

RFD 20-212

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 McNab that Council convene in closed session pursuant to Section 197 of the Municipal Government Act at 11:37 a.m. 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.

[PRE 20-040](#)

12:30 p.m. Appointment - Personnel Matter

FOIP Section 17 - Harmful to personal privacy

FOIP Section 27 - Legal privilege

In addition to members of Council, the following persons were present for Closed Session - 12:30 p.m. Appointment Personnel Matter - Michael McCormack and Lisa Majeau-Gordon of MNP LLP. No members of Administration were present.

Council Member McNab left the meeting at 12:05 p.m.

[RFD 20-213](#)

Regular Council Meeting Session

Proposed Motion

That Council revert to regular Council meeting session.

A motion was made by Council Member Hollands that Council revert to regular Council meeting session at 1:54 p.m. The motion carried unanimously.

BUSINESS ARISING FROM CLOSED SESSION

Present: 6 - Council Member AnnLisa Jensen, Council Member Jackie McCuaig, Council Member Jackie McCuaig, Council Member Phyllis Kobasiuk, Council Member Darrell Hollands and Council Member Tracey Melnyk

Absent: 2 - Mayor Rod Shaigec and Council Member John McNab

Administration:

Barb Williams, Manager, Legislative Services

Sheryl Cammidge, Legislative Officer/Recording Secretary

Personnel Matter

A motion was made by Council Member Jensen that Laura Swain be appointed Interim Chief Administrative Officer effective September 30, 2020. The motion carried unanimously.

CLOSE OF MEETING

Deputy Mayor Melnyk closed the electronic meeting at 1:57 p.m.

Deputy Mayor

Manager, Legislative Services