



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, October 6, 2020

9:00 AM

Council Chambers

CALL TO ORDER

Committee Chair McCuaig called the virtual meeting to order at 9:00 a.m.

Present: 6 - 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

Absent: 1 - Mayor Rod Shaigec

Administration:

Laura Swain, Acting Chief Administrative Officer
Rob McGowan, General Manager, Operations Services
Sarah Mate, Director, Community Services
Lauren Aebig, Director, Strategic Services
Marc Ficht, Director, Strategic Initiatives
Robert Brassard, IT Project Manager
Stefan vandenBerg, Construction Management Contractor
Suzanne Merrills, Community Development Coordinator
Barb Williams, Manager, Legislative Services
Lois Tyerman, Legislative Officer, Legislative Services (Recording Secretary)

ADOPTION OF AGENDA

A motion was made by Committee Member Kobasiuk that the October 6, 2020 Committee of the Whole meeting agenda be adopted, as presented. The motion carried unanimously.

CONSENT AGENDA

A motion was made by Committee Member Hollands that the Committee consent to approve the following agenda items, without debate:

Item 4.1

Adoption of September 1, 2020 Committee of the Whole Meeting Minutes
That the September 1, 2020 Committee of the Whole meeting minutes be

adopted, as presented.

That the Committee of the Whole approve authorization of electronic signature for the September 1, 2020 Committee of the Whole meeting minutes in accordance with Section 213 of the Municipal Government Act.

Item 8.1

Rural Municipalities of Alberta Contact Newsletter

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

The motion carried unanimously.

NEW BUSINESS

Chief Administrative Officer

[RFD 20-182](#)

Project UNITE Update

Proposed Motion

That the Project UNITE update be received for information, as presented.

Administration presented the Project UNITE update presentation. The presentation was deferred to later in the meeting to allow for the scheduled 9:15 a.m. Public Input session.

DELEGATIONS

[App 20-045](#)

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

Committee Chair McCuaig asked the virtual meeting gallery if there were any issues that the public wishes to bring to the attention of Parkland County.

Area resident Rietta Nikish came forward in the virtual meeting and advised that she would support the addition of a wedding venue or rural event centre use class in Parkland County's Land Use Bylaw.

NEW BUSINESS

Chief Administrative Officer

[RFD 20-182](#)

Project UNITE Update

Proposed Motion

That the Project UNITE update be received for information, as presented.

Administration concluded the Project UNITE update presentation.

A motion was made by Committee Member McNab that the Project UNITE update be received for information, as presented. The motion was carried unanimously.

[RFD 20-185](#)

Project Management Office (PMO) Update

Proposed Motion

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

A motion was made by Committee Member Melnyk that the PMO Update be received for information, as presented. The motion carried unanimously.

General Manager, Corporate & Shared Services[RFD 20-169](#)

Council Norms and Values Policy C-AD20

Council Orientation Policy C-AD18

Code of Conduct for Council and Public Committee Members Policy C-AD21

Proposed Motion

That administration be directed to present Council Norms and Values Policy C-AD20, Council Orientation Policy C-AD18, and Code of Conduct for Council and Public Committee Members Policy C-AD21 to Council to be rescinded.

A motion was made by Committee Member Jensen that administration be directed to present Council Norms and Values Policy C-AD20, Council Orientation Policy C-AD18, and Code of Conduct for Council and Public Committee Members Policy C-AD21 to Council to be rescinded.

The motion carried unanimously.

[RFD 20-178](#)

Edmonton Metropolitan Region Board (EMRB) Update

Proposed Motion

That the Edmonton Metropolitan Region Board Update be received for information, as presented.

A motion was made by Committee Member Kobasiuk that the Edmonton Metropolitan Region Board Update be received for information, as presented. The motion was carried unanimously.

[RFD 20-180](#)

Strategic Plan Update

Proposed Motion

That the Strategic Plan Update be received for information, as presented.

A motion was made by Committee Member Hollands that the Strategic Plan Update be received for information, as presented. The motion carried unanimously.

General Manager, Operations Services**COMMUNICATIONS**[COM 20-064](#)

Federation of Canadian Municipalities Update

Proposed Motion

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

Committee Member Jensen provided an update on the Federation of Canadian Municipalities.

A motion was made by Committee Member McNab that the Federation of Canadian Municipalities Update be received for information, as presented. The motion carried unanimously.

RECESS

Committee Chair McCuaig recessed the meeting at 10:21 a.m., and reconvened the meeting at 11:47 a.m.

CLOSED SESSION

[RFD 20-186](#)

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

A motion was made by Committee Member Melnyk that the Committee of the Whole convene in closed session at 11:48 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.

[PRE 20-036](#)

Legal Matter

FOIP Section 17 - Harmful to personal privacy
FOIP Section 27 - Legal privilege

In addition to members of Committee of the Whole who were present at the regular session of this meeting, the following were present for Closed Session - Legal Matter:

Legal Counsel:

**Alifeyah Gulamhusein, Brownlee LLP.
Michael Solowan, Brownlee LLP.**

Administration:

Laura Swain, Acting CAO - Administrative Liaison

[RFD 20-187](#)

Regular Committee of the Whole Meeting Session

Proposed Motion

That the Committee revert to regular Committee of the Whole meeting

session.

A motion was made by Committee Member Jensen that the Committee revert to regular Committee of the Whole meeting session at 12:51 p.m. The motion carried unanimously.

NEXT MEETING

The next Committee of the Whole meeting is scheduled for 9:00 a.m., October 20, 2020.

CLOSE OF MEETING

Committee Chair McCuaig closed the meeting at 12:52 p.m.