



# Parkland County

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

9:00 AM

Council Chambers

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### Organizational Meeting

#### CALL TO ORDER

Deputy Mayor McNab called the electronic meeting to order at 9:01 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/General Manager, Corporate & Shared Services

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

Rob McGowan, General Manager, Operations Services

Barb Williams, Manager, Legislative Services

Sheryl Cammidge, Legislative Officer/Recording Secretary

#### ADOPTION OF AGENDA

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

#### COUNCIL CONDUCT

##### [RFD 20-138](#)

Norms and Values for Members of Council

##### **Proposed Motion**

That Council acknowledge the Norms and Values for Members of Council, as presented, to guide Council members during the ensuing year of office.

A motion was made by Council Member McCuaig that Council acknowledge the Norms and Values for Members of Council, as presented, to guide Council

members during the ensuing year of office. The motion carried unanimously.

## OATH OF OFFICE - DEPUTY MAYOR

### [RFD 20-139](#)

Deputy Mayor Appointments

#### **Proposed Motion**

That the following members of Council be appointed as Deputy Mayor pursuant to Section 152(1) of the Municipal Government Act:

Council Member Tracey Melnyk - Organizational Meeting 2020 to February 28, 2021;

Council Member Phyllis Kobasiuk - March 1, 2021 to June 30, 2021; and  
Council Member Darrell Hollands - July 1, 2021 to Organizational Meeting 2021.

**A motion was made by Council Member Kobasiuk that the following members of Council be appointed as Deputy Mayor pursuant to Section 152(1) of the Municipal Government Act:**

**Council Member Tracey Melnyk - Organizational Meeting 2020 to February 28, 2021;**

**Council Member Phyllis Kobasiuk - March 1, 2021 to June 30, 2021; and  
Council Member Darrell Hollands - July 1, 2021 to Organizational Meeting 2021.**

The motion carried unanimously.

## ESTABLISH DATES FOR REGULAR MEETINGS OF COUNCIL

### [RFD 20-140](#)

Establish Dates for Regular Meetings of Council

#### **Proposed Motion**

For 2020 - 2021, regular meetings of Council will be held the second and fourth Tuesday of each month, commencing at 9:00 a.m. in Council Chambers, with no meetings of Council scheduled for:

- December 22, 2020 (Seasonal Break);
- July 27 and August 10, 2021 (Summer Break); and
- October 12, 2021 (Election Break).

**A motion was made by Council Member Hollands that for 2020 - 2021, regular meetings of Council will be held the second and fourth Tuesday of each month, commencing at 9:00 a.m. in Council Chambers, with no meetings of Council scheduled for:**

- December 22, 2020 (Seasonal Break);**
- July 27 and August 10, 2021 (Summer Break); and**
- October 12, 2021 (Election Break).**

The motion carried unanimously.

### [RFD 20-141](#)

Establish Council Budget Presentations Meetings

**Proposed Motion**

That the 2021 Budget Presentations be scheduled in Council Chambers on November 17, 2020 (all day) and November 18, 2020 (half day).

**A motion was made by Council Member Melnyk that the 2021 Budget Presentations be scheduled in Council Chambers on November 17, 2020 (all day) and November 18, 2020 (half day). The motion carried unanimously.**

[RFD 20-142](#)

Establish 2021 Council Organizational Meeting

**Proposed Motion**

That the 2021 Organizational meeting be scheduled on Tuesday, October 26, 2021 commencing at 9:00 a.m. in Council Chambers.

**A motion was made by Council Member Jensen that the 2021 Organizational meeting be scheduled on Tuesday, October 26, 2021 commencing at 9:00 a.m. in Council Chambers. The motion carried unanimously.**

[RFD 20-143](#)

Establish Committee of the Whole Meeting Dates

**Proposed Motion**

For 2020 - 2021, regular meetings of the Committee of the Whole will be held the first Tuesday of every month, and the third Tuesday of every second month of the ensuing year, commencing at 9:00 a.m. in Council Chambers, with no meetings scheduled for:

- November 3, 2020 (RMA Fall Convention);
- January 5, 2021 (Seasonal Break);
- August 3, 2021 (Summer Break); and
- October 5 and 19, 2021 (Election Break).

**A motion was made by Council Member McCuaig that for or 2020 - 2021, regular meetings of the Committee of the Whole will be held the first Tuesday of every month, and the third Tuesday of every second month of the ensuing year, commencing at 9:00 a.m. in Council Chambers, with no meetings scheduled for:**

- November 3, 2020 (RMA Fall Convention);
- January 5, 2021 (Seasonal Break);
- August 3, 2021 (Summer Break); and
- October 5 and 19, 2021 (Election Break).

The motion carried unanimously.

**COMMITTEE APPOINTMENTS**[RFD 20-144](#)

Appointment of Weed Inspectors

**Proposed Motion**

That the Agricultural Services Director, Agricultural Services Operations Program Manager and Agricultural Services Agronomics Program Manager be appointed as Weed Inspectors for the ensuing year pursuant to Section 7 of the Weed Control Act.

**A motion was made by Council Member Kobasiuk that the Agricultural Services Director, Agricultural Services Operations Program Manager and Agricultural Services Agronomics Program Manager be appointed as Weed Inspectors for the ensuing year pursuant to Section 7 of the Weed Control Act. The motion carried unanimously.**

[RFD 20-145](#)

Appointment of Pest Control Officers

**Proposed Motion**

That the Agricultural Services Director, Agricultural Services Operations Program Manager and Agricultural Services Agronomics Program Manager be appointed as Pest Control Officers for the ensuing year pursuant to Sections 9 and 10 of the Agricultural Pests Act.

**A motion was made by Council Member Hollands that the Agricultural Services Director, Agricultural Services Operations Program Manager and Agricultural Services Agronomics Program Manager be appointed as Pest Control Officers for the ensuing year pursuant to Sections 9 and 10 of the Agricultural Pests Act. The motion carried unanimously.**

[RFD 20-146](#)

Appointment of Soil Conservation Officers

**Proposed Motion**

That the Agricultural Services Director, Agricultural Services Operations Program Manager and Agricultural Services Agronomics Program Manager be appointed as Soil Conservation Officers for the ensuing year pursuant to Section 15 of the Soil Conservation Act.

**A motion was made by Council Member Melnyk that the Agricultural Services Director, Agricultural Services Operations Program Manager and Agricultural Services Agronomics Program Manager be appointed as Soil Conservation Officers for the ensuing year pursuant to Section 15 of the Soil Conservation Act. The motion carried unanimously.**

[RFD 20-147](#)

Appointment of Agricultural Pest, Soil Conservation, and Weed Control Appeal Committee

**Proposed Motion**

That appointed Agricultural Service Board members be appointed as appeal committee members to the Agricultural Pest, Soil Conservation, and Weed Control appeal committees pursuant to the Agricultural Pests Act, Soil Conservation Act, and the Weed Control Act.

**A motion was made by Council Member Jensen that appointed Agricultural Service Board members be appointed as appeal committee members to the Agricultural Pest, Soil Conservation, and Weed Control appeal committees pursuant to the Agricultural Pests Act, Soil Conservation Act, and the Weed Control Act. The motion carried unanimously.**

[RFD 20-148](#)

Committee and Board Appointments

**Proposed Motion**

That the appointments to committees and boards under the authority of the Municipal Government Act and other Acts be approved, effective October 27,

2020 at the 2020 Organizational meeting for the ensuing year, as recommended and presented.

**A motion was made by Council Member McCuaig that Council Member McNab be appointed to the Meridian Housing Foundation. The motion carried unanimously.**

**A motion was made by Council Member Kobasiuk that the appointments to committees and boards under the authority of the Municipal Government Act and other Acts be approved, effective October 27, 2020 at the 2020 Organizational meeting for the ensuing year, as amended:**

**Internal:**

**Agricultural Service Board - Council Members Hollands and McNab**

**Committee of the Whole - all members of Council**

**Community Sustainability Committee - Council Members Kobasiuk, Melnyk and McCuaig (alternate - October 27, 2020 to effective date of Annexation Order in Council)**

**Economic Diversification Committee - Council Members Jensen and Melnyk**

**Emergency Advisory Committee - all members of Council**

**Truth & Reconciliation Calls to Action Subcommittee - Council Members Jensen and Kobasiuk**

**External:**

**Alberta Capital Region Wastewater Commission - Council Members Hollands and McCuaig (alternate - October 27, 2020 to effective date of Annexation Order in Council)**

**Alternate Land Use Services - Council Members Kobasiuk and McNab (alternate)**

**Capital Region Parkland Water Services Commission - Council Members Kobasiuk and McNab**

**City of Spruce Grove Collaboration Committee - no appointments**

**Edmonton Global - Mayor Shaigec and Deputy Mayor (alternate)**

**Edmonton Metropolitan Region Board - Mayor Shaigec/Council Member Kobasiuk\*, Deputy Mayor (alternate)**

**Edmonton Metropolitan Region Board-Agricultural Master Plan Task Force - Mayor Shaigec and Council Member Hollands (alternate)**

**Edmonton Metropolitan Region Board-Regional Transit Service Commission - Mayor Shaigec/Council Member Hollands\***

**(Edmonton Metropolitan Region Board)-Regional Transit Service Commission Transition Team - no appointments**

**Edmonton Metropolitan Region Board-Shared Investment for Shared Benefit - Mayor Shaigec and Council Member McNab (alternate)**

**Edmonton Regional Airport Appointers Committee - Mayor Shaigec/Deputy Mayor\***

**The Evergreens Foundation - Council Members Melnyk and McNab (alternate)**

**Heritage Agricultural Society Board of Directors - Council Members Kobasiuk and Jensen (alternate)**

**Jurisdictional Collaboration Committee - Mayor Shaigec and Council Members McNab and Melnyk**

**Keephills Power Project Steering Committee - Council Members McNab and Kobasiuk (alternate)**

**Meridian Housing Foundation - Council Members McNab and Kobasiuk (alternate)**

**North Saskatchewan Headwaters Alliance - Council Member Jensen**

**North Saskatchewan Watershed Alliance - Council Member McNab**

**Parkland County Library Board - Council Members Melnyk, McCuaig (October 27, 2020 to effective date of Annexation Order in Council) and McNab (no appointment)**

**Pembina Agricultural and Recreational Society - Council Member Melnyk**

**Regional Planning Steering Committee - Mayor Shaigec/Council Members Melnyk\*, McNab and Jensen (alternate)**

**River Valley Alliance - Council Members Jensen and Kobasiuk (alternate)**

**Spruce Grove/Stony Plain Community Policing Advisory Committee - Council Members Jensen and McCuaig (October 27, 2020 to effective date of Annexation Order in Council)**

**Stony Plain & Parkland Pioneer Museum Society Board of Directors - Council Members McNab and Jensen (alternate)**

**Stony Plain Seed Cleaning Association - Council Members McNab and McCuaig (October 27, 2020 to effective date of Annexation Order in Council)**

**Sturgeon River Watershed Alliance Steering Committee - Council Member Jensen**

**Tri-Municipal Leisure Facility Board - Council Member Hollands and Melnyk (alternate)**

**West Inter Lake District (WILD) Regional Water Services Commission - Mayor Shaigec/Council Members Melnyk\* and Kobasiuk (alternate)**

Villeneuve Landing Network - Council Member Kobasiuk

Yellowhead Regional Library Board - Council Members Melnyk, McCuaig  
(alternate - October 27, 2020 to effective date of Annexation Order in Council)  
and Jensen (no appointment)

\* In the absence of the Mayor, the appointed member of Council or alternate  
will attend.

The motion carried unanimously.

### **THIRD PARTY ADMINISTRATOR APPOINTMENT**

[RFD 20-149](#)

Appointment of Third Party Administrator - Whistleblower Policy C-HR30

**Proposed Motion**

That the appointment of a Third Party Administrator for the management of  
Whistleblower Policy C-HR30 be tabled to the November 24, 2020 Council  
meeting.

A motion was made by Council Member Hollands that the appointment of a  
Third Party Administrator for the management of Whistleblower Policy C-HR30  
for the ensuing year be tabled to the November 24, 2020 Council meeting. The  
motion carried unanimously.

### **CLOSE OF MEETING**

Deputy Mayor McNab closed the electronic meeting at 9:38 a.m.

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Deputy Mayor

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Manager, Legislative Services