



Parkland County

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

Meeting Minutes

Council

Mayor Allan Gamble
Deputy Mayor Phyllis Kobasiuk
Council Member Sally Kucher-Johnson
Council Member Kristina Kowalski
Council Member Natalie Birnie
Council Member Rob Wiedeman

Tuesday, June 24, 2025

9:00 AM

Council Chambers

CALL TO ORDER/TERRITORIAL LAND ACKNOWLEDGEMENT

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

On behalf of Council, Mayor Gamble offered the following Treaty 6 lands acknowledgement:

We acknowledge that our meeting today convenes on the lands of Treaty 6 which is the traditional home of the Cree, Dene, Saulteaux, Blackfoot, Nakota Sioux Nations and members of the Metis Nation of Alberta, Inuit and all first Nations sharing in this land for generations.

We recognize the long history and contributions of Indigenous peoples who have cared for this land from time immemorial to the present. We acknowledge that we are all Treaty people, bound to one another by the spirit and intent of Treaty "as long as the sun shines, the grass grows and the river flows."

Council Member Wiedeman attended the meeting virtually.

Administration:

Laura Swain, Chief Administrative Officer

Jeff Dyck, Chief Operating Officer

Rob McGowan, General Manager, Operations Services (In-part)

Brian Cornforth, Interim General Manager, Community & Development Services

Brandon Sidhu, Director, Community Services (In-part)

Katelyn Palmer, Acting Manager Financial Reporting & Operations (In-part)

Jody Hancock, Director, Engineering Services (In-part)

Trent Tompkins, Director, Road Maintenance & Drainage (In-part)

Krista Quesnel, Director, Agriculture & Environment Services (In-part)

Neil Jamieson, Director Public Works Services Department (In-part)

Jessica Harnden, Senior Planner, Subdivision (In-part)

Prithom Talukder, Levies & Agreement Specialist (In-part)

Derek MacDonald, Planner II, Planning Coordination (In-part)

Natasha De Sandi, Senior Planner, Planning Coordination (In-part)

Geoff Heritage, Director, Enforcement Services (In-part)

Joel Wilson, Manager, Economic Growth (In-part)
Clarence Wong, Director, Growth & Strategy (In-part)
April Gallays, Manager, Subdivision & Planning Coordination (In-part)
Brady Bailey, Senior Advisor, Economic Growth (In-part)
Kaylee Haynes, Economic Growth Specialist (In-part)
Odessa Bartel, Manager, Legislative & Legal Services
Rachel Coupal, Legislative Officer, Legislative & Legal Services (Recording Secretary)

CELEBRATING SUCCESSES

1. Trent Tompkins, Director, Road Maintenance & Drainage wanted to thank Craig Yost, Supervisor, Road Maintenance for 48 years of service with Parkland County. Mayor Gamble and Council also thanked Mr. Yost and wished him all the best as he enters into his retirement.
2. Mayor Gamble congratulated Council Member Kobasiuk for completing the International Corporate Directors Course and obtaining her Certificate.
3. Mayor Gamble thanked all the organizers, sponsors, volunteers and golfers for making the 2025 Tri-Region Mayor's Golf Classic Tournament a success.
4. Council Member Kobasiuk congratulated the Muir Lake School Foundation for opening up a wonderful new playground at the Muir Lake School.

INSPIRATIONAL REFLECTION

Council Member Birnie offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member Kowalski that the June 24, 2025 Council meeting agenda be adopted, as presented.

The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 25-024](#)

Adoption of the June 10, 2025 Council Meeting Minutes

Proposed Motion

That the June 10, 2025 Council Meeting Minutes be adopted, as presented.

A motion was made by Council Member Birnie that the June 10, 2025 Council meeting minutes be adopted, as presented.

The motion carried unanimously.

DELEGATIONS

[App 25-044](#)

9:05 a.m. - Public Input (15 minutes)

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

NEW BUSINESS

Legislative Matters

[BL 25-029](#)

Bylaw 2025-13 - Chief Administrative Officer (CAO)

Proposed Motions

1. That Bylaw 2025-13 receive first reading.
2. That Bylaw 2025-13 receive second reading.
3. That Bylaw 2025-13 be presented at this meeting for third reading.
4. That Bylaw 2025-13 receive third and final reading.

A motion was made by Council Member Wiedeman that Bylaw 2025-13 receive first reading.

The motion carried unanimously.

A motion was made by Council Member Kobasiuk that Bylaw 2025-13 receive second reading.

The motion carried unanimously.

A motion was made by Council Member Kucher-Johnson that Bylaw 2025-13 be presented at this meeting for third reading.

The motion carried unanimously.

A motion was made by Mayor Gamble that Bylaw 2025-13 receive third and final reading.

The motion carried unanimously.

DELEGATIONS

[RFD 25-147](#)

9:30 a.m. Appointment - TransAlta Tri Leisure Centre - Active Communities Initiative (ACI) Grant

Proposed Motion

That the TransAlta Tri Leisure Centre presentation be received for information as presented and direct that administration prepare a letter of support.

A motion was made by Council Member Kucher-Johnson that the TransAlta Tri Leisure Centre presentation be received for information as presented and direct that administration prepare a letter of support.

The motion carried unanimously.

Chief Operating Officer

[RFD 25-110](#) 2024 Annual Financial Report

Proposed Motion

That the 2024 Annual Financial Report be received for information, as presented.

A motion was made by Council Member Kowalski that the 2024 Annual Financial Report be received for information, as presented.

The motion carried unanimously.

Operation Services

[RFD 25-139](#) Operations Service Division Report - Update and Overview June 2025

Proposed Motion

That the Operations Service Division Report update be received for information as presented.

RECESS

Mayor Gamble recessed the meeting at 10:15 a.m., and reconvened the meeting at 10:30 a.m.

[RFD 25-139](#) Operations Service Division Report - Update and Overview June 2025

Proposed Motion

That the Operations Service Division Report update be received for information as presented.

A motion was made by Council Member Birnie that the Operations Service Division Report update be received for information, as presented.

The motion carried unanimously.

Community & Development Services

[RFD 25-143](#) 2025 Off-Site Levy Rates and Annual Report - Approval of Updated Schedules "C" through "G" under Bylaw 2015-07

Proposed Motions

1. That the Off-Site Levy Annual Report for the year ending December 31, 2024 be received for information, as presented.
2. That the 2025 Water, Sanitary, Storm and Transportation Off-Site Levy Projects & Estimated Costs (Schedules "C", "D", "E" and "F") and Off-Site Levy Rates (Schedule "G") for Bylaw 2015-07 be approved, as presented.

Present: 5 - Council Member Sally Kucher-Johnson, Council Member Phyllis Kobasiuk, Council Member Natalie Birnie, Mayor Allan Gamble and Council Member Kristina Kowalski

Absent: 1 - Council Member Rob Wiedeman

Present: 6 - Council Member Sally Kucher-Johnson, Council Member Phyllis Kobasiuk, Council Member Natalie Birnie, Council Member Rob Wiedeman, Mayor Allan Gamble and Council Member Kristina Kowalski

[RFD 25-143](#)

2025 Off-Site Levy Rates and Annual Report - Approval of Updated Schedules "C" through "G" under Bylaw 2015-07

Proposed Motions

1. That the Off-Site Levy Annual Report for the year ending December 31, 2024 be received for information, as presented.
2. That the 2025 Water, Sanitary, Storm and Transportation Off-Site Levy Projects & Estimated Costs (Schedules "C", "D", "E" and "F") and Off-Site Levy Rates (Schedule "G") for Bylaw 2015-07 be approved, as presented.

A motion was made by Council Member Wiedeman that the Off-Site Levy Annual Report for the year ending December 31, 2024 be received for information, as presented.

The motion carried unanimously.

A motion was made by Council Member Kobasiuk that the 2025 Water, Sanitary, Storm and Transportation Off-Site Levy Projects & Estimated Costs (Schedules "C", "D", "E" and "F") and Off-Site Levy Rates (Schedule "G") for Bylaw 2015-07 be approved, as presented.

The motion carried unanimously.

[RFD 25-135](#)

Area Structure Plan (ASP) Prioritization Project: Update and Proposed Approach

Proposed Motion

That the Area Structure Plan Prioritization Project Presentation be received for information, as presented.

Present: 5 - Council Member Sally Kucher-Johnson, Council Member Phyllis Kobasiuk, Council Member Rob Wiedeman, Mayor Allan Gamble and Council Member Kristina Kowalski

Absent: 1 - Council Member Natalie Birnie

Present: 6 - Council Member Sally Kucher-Johnson, Council Member Phyllis Kobasiuk, Council Member Natalie Birnie, Council Member Rob Wiedeman, Mayor Allan Gamble and Council Member Kristina Kowalski

[RFD 25-135](#)

Area Structure Plan (ASP) Prioritization Project: Update and Proposed Approach

Proposed Motion

That the Area Structure Plan Prioritization Project Presentation be received for information, as presented.

A motion was made by Council Member Kucher-Johnson that the Area Structure Plan Prioritization Project Presentation be received for information, as presented.

The motion carried unanimously.

RECESS

Mayor Gamble recessed the meeting at 12:03 p.m., and reconvened the meeting at 12:46 p.m.

COMMUNICATIONS

[COM 25-065](#)

Rural Municipalities of Alberta Newsletter Update

Proposed Motion

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

A motion was made by Council Member Kowalski that the Rural Municipalities of Alberta newsletter be received for information, as presented.

The motion carried unanimously.

[COM 25-066](#)

Federation of Canadian Municipalities Update

Proposed Motion

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

A motion was made by Council Member Birnie that the Federation of Canadian Municipalities update be received for information, as presented.

The motion carried unanimously.

[COM 25-067](#)

Mayor's Report

Proposed Motion

That the Mayor's Report be received for information, as presented.

A motion was made by Council Member Wiedeman that the Mayor's Report be received for information, as follows:

- Tri Mayor and CAO Breakfast Spruce Grove
- Can West Solar
- Matt Huber MADD
- Regional Collaboration Meeting – Edmonton
- Acheson Business Association Charity Golf Tournament
- Beacon AI Update
- Blackhawk Golf Club Meeting
- Trans Alta Open House – Seba Beach
- Greater Parkland Regional Chamber of Commerce on Tap – Sawmill
- Tri-Mayor Golf Classic Charity Tournament – Cougar Creek
- Trans Alta Open House – Keephills
- MLA Getson Town Hall Meeting
- National Indigenous People's Day – Rotary Park
- Philippine Heritage Celebration – Central Park Spruce Grove
- CPA Charity Golf Tournament – The Ranch

The motion carried unanimously.

[COM 25-068](#)

Committee Reports

Proposed Motion

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

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

1. Council Member Birnie
 - Agricultural Services Board Meeting
 - Parkland County Library Board Meeting
 - Stony Plain Seed Cleaning Plant Meeting
 - Shane Getson Town Hall Meeting
2. Council Member Kowalski
 - Solar Projects - Agrivoltaics
 - Parklane Estates Kids Block Party
 - Yellowhead Regional Library Board of Trustees Meeting
 - 2025 Tri-Region Mayor's Golf Classic Tournament lunch
 - TransAlta Open House - Keephills
 - Parkland Village garage sale
3. Council Member Wiedeman
 - ARROW Utilities Meeting
4. Council Member Kobasiuk
 - Capital Region Parkland Water Services Commission Meeting
 - 40h Anniversary - ARROW Utilities
 - TransAlta Land Use Open House
 - 2025 Tri-Region Mayor's Golf Classic Tournament supporting Neighborlink
 - Sturgeon County Mayor's Golf Tournament supporting Little Warriors

- MLA Getson Town Hall Meeting
- Evergreens Foundation Board Meeting

5. Council Member Kucher-Johnson

- Federation of Canadian Municipalities Conference in Ottawa
- Parkland County Library Board Meeting
- Pioneer Museum Board Meeting
- Tri Leisure Centre Board Meeting

The motion carried unanimously.

CLOSED SESSION

[RFD 25-150](#)

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 Sections 20 and 29 of the Access to Information Act.

A motion was made by Council Member Kucher-Johnson that Council convene in closed session at 1:01 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 20 and 29 of the Access to Information Act.

The motion carried unanimously.

[PRE 25-060](#)

Enforcement Matter

ATIA Section 20 - Disclosure harmful to personal privacy
ATIA Section 29 - Advice from officials

[RFD 25-151](#)

Regular Session

Proposed Motion

That Council revert to the regular meeting session.

A motion was made by Council Member Kowalski that Council revert to regular meeting session at 1:12 p.m.

The motion carried unanimously.

BUSINESS ARISING FROM CLOSED SESSION

[PRE 25-060](#)

Enforcement Matter

ATIA Section 20 - Disclosure harmful to personal privacy
ATIA Section 29 - Advice from officials

A motion was made by Council Member Birnie that the costs incurred for the municipality to remedy the contraventions of the property identified by Tax Roll # 1191009 be applied to the same Tax Roll number.

The motion carried unanimously.

CLOSED SESSION[RFD 25-145](#)

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 Sections 19 and 29 of the Access to Information Act.

A motion was made by Council Member Wiedeman that Council convene in closed session at 1:14 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 19 and 29 of the Access to Information Act.

The motion carried unanimously.

[PRE 25-057](#)

Economic Growth Update

ATIA Section 19 - Disclosure harmful to business interests of a third party

ATIA Section 29 - Advice from officials

Mayor Gamble recessed the meeting at 1:26 p.m., and reconvened the meeting at 1:28 p.m.

[PRE 25-057](#)

Economic Growth Update

ATIA Section 19 - Disclosure harmful to business interests of a third party

ATIA Section 29 - Advice from officials

[PRE 25-059](#)

Planning and Development Update

ATIA Section 19 - Disclosure harmful to business interests of a third party

ATIA Section 29 - Advice from officials

[RFD 25-153](#)

Regular Session

Proposed Motion

That Council revert to the regular meeting session.

A motion was made by Council Member Kobasiuk that Council revert to regular meeting session at 2:27 p.m.

The motion carried unanimously.

CLOSE OF MEETING

Mayor Gamble closed the meeting at 2:28 p.m.

Mayor

Manager, Legislative Services