



Parkland County

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

Meeting Minutes

Council

Mayor Rod Shaigec
Deputy Mayor John McNab
Council Member Sally Kucher Johnson
Council Member Jason Doucette
Council Member Ben Jespersen
Council Member Corey Kyle
Council Member Kristine Olson

Tuesday, April 14, 2026

9:00 AM

Council Chambers

CALL TO ORDER

Present: 7 - Mayor Rod Shaigec, Council Member Sally Kucher Johnson, Council Member Jason Doucette, Council Member Ben Jespersen, Council Member Corey Kyle, Council Member Kristine Olson and Council Member John McNab

Administration:

Laura Swain, Chief Administrative Officer

Jeff Dyck, Chief Operating Officer

Trent Tompkins, General Manager, Operations Services

Jeff Chase, General Manager, Community & Development Services

Lois Tyerman, Director, Governance and Engagement (In-part)

Laura Godin, Senior Advisor, Corporate Strategy, Governance and Engagement (In-part)

Matthew Good, Director, Public Works (In-part)

Ryan Enright, Manager Fleet & Facilities, Public Works (In-part)

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

Ashley Pifko, Senior Financial Analyst, Finance (In-part)

Aimy Harris, Financial Analyst III, Budget, Finance (In-part)

Michelle Kirchmayer, Director, Assessment & Tax (In-part)

Odessa Bartel, Manager, Legislative & Legal Services

Deb Crowder, Legislative Officer, Legislative & Legal Services (Recording Secretary)

INSPIRATIONAL REFLECTION

Council Member Jespersen offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member McNab that the April 14, 2026 Council meeting agenda be adopted, as amended, with the following item added:

- Item 2.1 - Consent Agenda

The motion carried unanimously.

[RFD 26-096](#)

Consent Agenda

Proposed Motion

PROPOSED MOTION:

That the recommendations contained in the following reports be approved:

Item 3.1 - Adoption of the March 24, 2026 Council Meeting Minutes

Item 6.B.1 - Request for Cancellation of the April 28, 2026 Council Meeting

Item 6.B.2 - Request to Schedule a Special Council Meeting on April 27, 2026

Item 6.B.5 - Bylaw 2026-16 - Agenda Review Committee

Item 6.B.6 - Bylaw 2026-08 - Infrastructure Borrowing - Entwistle Water Loop West Highway 16 Interchange

Item 6.B.7 - Bylaw 2026-09 - Infrastructure Borrowing - Entwistle Wastewater Rehabilitation Highway 16 Forcemain Replacement

Item 6.B.8 - Bylaw 2026-10 - Infrastructure Borrowing - Acheson Zone 3 Wastewater Rehabilitation

Item 7.1 - Federation of Canadian Municipalities Update

Item 7.2 - Rural Municipalities of Alberta Newsletter Update

Administration presented the Consent Agenda.

A motion was made by Council Member Kucher Johnson that the Consent Agenda be received for information, as presented.

The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 26-016](#)

Adoption of the March 24, 2026 Council Meeting Minutes

Proposed Motion

That the March 24, 2026 Council Meeting Minutes be adopted, as presented.

The following motion was approved on Consent Agenda:

That the March 24, 2026 Council Meeting Minutes be adopted, as presented.

NEW BUSINESS

Legislative Matters

[RFD 26-081](#)

Request for Cancellation of the April 28, 2026 Council Meeting

Proposed Motion

That the April 28, 2026 Council meeting be cancelled, as presented.

The following motion was approved on Consent Agenda:

That the April 28, 2026 Council meeting be cancelled, as presented.

[RFD 26-087](#)

Request to schedule a Special Council meeting on April 27, 2026

Proposed Motion

That a Special Council meeting be scheduled on April 27, 2026 at 9:00 a.m. at Parkland County Council Chambers for the purpose of hearing matters that were scheduled on the April 28, 2026 regular Council meeting date as follows:

1. Budget Philosophy, 5 Year Financial Plan & Tax Increase Target
2. 10:00 a.m. Public Hearing - Bylaw 2026-17 SE-12-53-6-5 Commercial Amendment Bylaw (Amending Bylaw 2019-09 - Parkland County and Seba Beach Intermunicipal Development Plan)
3. Draft Development Agreement Security Policy
4. Off Site Levy Annual Report and Rate Extension Request

The following motion was approved on Consent Agenda:

That a Special Council meeting be scheduled on April 27, 2026 at 9:00 a.m. at Parkland County Council Chambers for the purpose of hearing matters that were scheduled on the April 28, 2026 regular Council meeting date as follows:

1. Budget Philosophy, 5 Year Financial Plan & Tax Increase Target
2. 10:00 a.m. Public Hearing - Bylaw 2026-17 SE-12-53-6-5 Commercial Amendment Bylaw (Amending Bylaw 2019-09 - Parkland County and Seba Beach Intermunicipal Development Plan)
3. Draft Development Agreement Security Policy
4. Off Site Levy Annual Report and Rate Extension Request

[BL 26-017](#)

Bylaw 2026-16 - Agenda Review Committee

Proposed Motions

1. That Bylaw 2026-16 receive first reading.
2. That Bylaw 2026-16 receive second reading.
3. That Bylaw 2026-16 be presented at this meeting for third reading.
4. That Bylaw 2026-16 receive third and final reading.

The following motions were approved on Consent Agenda:

1. That Bylaw 2026-16 receive first reading.
2. That Bylaw 2026-16 receive second reading.
3. That Bylaw 2026-16 be presented at this meeting for third reading.
4. That Bylaw 2026-16 receive third and final reading.

[BL 26-018](#)

Bylaw 2026-08 - Infrastructure Borrowing - Entwistle Water Loop West Highway 16 Interchange

Proposed Motions

1. That Bylaw 2026-08 receive second reading.

2. That Bylaw 2026-08 receive third and final reading.

The following motions were approved on Consent Agenda:

1. That Bylaw 2026-08 receive second reading.
2. That Bylaw 2026-08 receive third and final reading.

[BL 26-019](#)

Bylaw 2026-09 - Infrastructure Borrowing - Entwistle Wastewater Rehabilitation Highway 16 Forcemain Replacement

Proposed Motions

1. That Bylaw 2026-09 receive second reading.
2. That Bylaw 2026-09 receive third and final reading.

The following motions were approved on Consent Agenda:

1. That Bylaw 2026-09 receive second reading.
2. That Bylaw 2026-09 receive third and final reading.

[BL 26-021](#)

Bylaw 2026-10 - Infrastructure Borrowing - Acheson Zone 3 Wastewater Rehabilitation

Proposed Motions

1. That Bylaw 2026-10 receive second reading.
2. That Bylaw 2026-10 receive third and final reading.

The following motions were approved on Consent Agenda:

1. That Bylaw 2026-10 receive second reading.
2. That Bylaw 2026-10 receive third and final reading.

COMMUNICATIONS

[COM 26-010](#)

Federation of Canadian Municipalities Update

Proposed Motion

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

The following motion was approved on Consent Agenda:

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

[COM 26-011](#)

Rural Municipalities of Alberta Newsletter Update

Proposed Motion

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

The following motion was approved on Consent Agenda:

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

DELEGATIONS

[App 26-029](#) 9:05 a.m. - Public Input (10 minutes)

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

NEW BUSINESS

Legislative Matters

[RFD 26-075](#) 2026-2029 Strategic Plan

Proposed Motion

That Council receive the 2026-2029 Strategic Plan as information and direct Administration to conduct a public engagement process to gather community feedback on the Plan.

Lois Tyerman and Laura Godin presented the 2026-2029 Strategic Plan.

A motion was made by Council Member Doucette that the 2026-2029 Strategic Plan be received for information, as presented.

The motion carried unanimously.

Mayor and Council Member Matters

[RFD 26-074](#) Public Hearing Times

Proposed Motion

That administration be directed to review the County's current practice of holding public hearings during regular daytime business hours and provide options to Council, including any policy or procedural changes, to allow public hearings to be scheduled in the evening to improve public accessibility and participation.

Council Member Olson presented on her Notice of Motion, Public Hearing Times.

A motion was made by Council Member Olson that administration be directed to review the County's current practice of holding public hearings during regular daytime business hours and provide options to Council, including any policy or procedural changes, to allow public hearings to be scheduled in the evening to improve public accessibility and participation.

The motion carried.

- For:** 4 - Mayor Shaigec, Council Member Kucher Johnson, Council Member Doucette and Council Member Olson
- Against:** 3 - Council Member Jespersen, Council Member Kyle and Council Member McNab

[NM 26-007](#)

Biophysical Assessment Policy Requirements

TAKE NOTICE THAT at the regular meeting of Council on May 12, 2026 Councillor Kyle will move the following:

THAT Council direct Administration to provide an overview of the Biophysical Assessment Policy, including any related policies, directives or bylaws; and to present options to reduce or waive biophysical assessment requirements for individual residential landowners and agricultural parcels eligible for subdividing under the Land Use Bylaw with a report back to Council no later than July 14, 2026.

Operation Services

[RFD 26-071](#)

Fleet Acquisitions - Tandem Truck

Proposed Motion

That Council approve the use of the Lifecycle Restricted Surplus in the amount of \$430,000 to purchase the replacement for a Tandem Truck as presented.

Matthew Good and Ryan Enright presented the Fleet Acquisition - Tandem Truck presentation.

A motion was made by Council Member Jespersen that Council approve the use of the Lifecycle Restricted Surplus in the amount of \$430,000 to purchase the replacement for a Tandem Truck as presented

The motion carried unanimously.

RECESS

Mayor Shaigec recessed the meeting at 9:24 a.m., and reconvened the meeting at 10:00 a.m.

DELEGATIONS

[RFD 26-002](#)

10:00 a.m. Appointment - 2025 Audited Financial Statements
Noel Chin, Audit Partner, Metrix Group LLP
Richard Zhao, Senior Manager, Metrix Group LLP

Proposed Motion

That the 2025 Audited Consolidated Financial Statements be approved, as presented.

Katelyn Palmer presented the 2025 Audited Financial Statements presentation.

A motion was made by Council Member Kyle that the 2025 Audited Consolidated Financial Statements be approved, as presented.

The motion carried unanimously.

CLOSED SESSION

[RFD 26-083](#)

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 29 and 31 of the Access to Information Act.

A motion was made by Council Member Olson that Council convene in closed session at 10:13 a.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 29 and 31 of the Access to Information Act.

The motion carried unanimously.

RECESS

Mayor Shaigec recessed the meeting at 10:25 a.m., and reconvened the meeting at 10:38 a.m.

CLOSED SESSION

[PRE 26-029](#)

10:30 Appointment - 2025 Audited Financial Statements

ATIA Section 29 - Advice from Officials

ATIA Section 31 - Testing procedures, tests and audits

The 2025 Audited Financial Statements was presented.

[RFD 26-084](#)

Regular Session

Proposed Motion

That Council revert to the regular meeting session.

A motion was made by Council Member Olson that Council revert to regular meeting session at 11:48 a.m.

The motion carried unanimously.

DELEGATIONS

[RFD 26-060](#)

11:30 a.m. Appointment - 2026 Final Budget Approval

Proposed Motions

1. That Council approve the 2026 Operating Program Budget containing \$29,250,179 in revenues; \$108,477,479 in expenditures; a municipal tax requirement of \$79,227,300.
2. That Council approve the 2026 Operating Project Budget containing \$9,722,891 in revenues; \$10,536,891 in expenditures; a municipal tax requirement of \$814,000.
3. That Council approve the 2026 Capital Budget containing \$67,990,914 in revenues; \$72,005,914 in expenditures; a municipal tax requirement of \$4,015,000.
4. That Council approve the 2026 Statement of Operations and 2026 Statement of Change in Net Financial Assets as presented.

Ashley Pifko and Aimy Harris presented the 2026 Final Budget Approval presentation.

A motion was made by Council Member McNab that Council approve the 2026 Operating Program Budget containing \$29,250,179 in revenues; \$108,477,479 in expenditures; a municipal tax requirement of \$79,227,300.

The motion carried unanimously.

A motion was made by Council Member Kucher Johnson that Council approve the 2026 Operating Project Budget containing \$9,722,891 in revenues; \$10,536,891 in expenditures; a municipal tax requirement of \$814,000.

The motion carried unanimously.

A motion was made by Council Member Doucette that Council approve the 2026 Capital Budget containing \$67,990,914 in revenues; \$72,005,914 in expenditures; a municipal tax requirement of \$4,015,000.

The motion carried unanimously.

A motion was made by Council Member Kyle that Council approve the 2026 Statement of Operations and 2026 Statement of Change in Net Financial Assets as presented.

The motion carried unanimously.

NEW BUSINESS**Legislative Matters**[BL 26-014](#)

Bylaw 2026-14 - 2026 Tax Rate

Proposed Motions

1. That Bylaw 2026-14 receive first reading.

- 2. That Bylaw 2026-14 receive second reading.
- 3. That Bylaw 2026-14 be presented at this meeting for third reading.
- 4. That Bylaw 2026-14 receive third and final reading.

Michelle Kirchmayer presented Bylaw 2026-14 - 2026 Tax Rate.

A motion was made by Council Member Olson that Bylaw 2026-14 receive first reading.

The motion carried unanimously.

A motion was made by Council Member McNab that Bylaw 2026-14 receive second reading.

The motion carried unanimously.

A motion was made by Council Member Kucher Johnson that Bylaw 2026-14 be presented at this meeting for third reading.

The motion carried unanimously.

A motion was made by Council Member Doucette that Bylaw 2026-14 receive third and final reading.

The motion carried unanimously.

[BL 26-015](#)

Bylaw 2026-15 - Acheson Water Special Tax

Proposed Motions

- 1. That Bylaw 2026-15 receive first reading.
- 2. That Bylaw 2026-15 receive second reading.
- 3. That Bylaw 2026-15 be presented at this meeting for third reading.
- 4. That Bylaw 2026-15 receive third and final reading.

Michelle Kirchmayer presented Bylaw 2026-15 - Acheson Water Special Tax.

A motion was made by Council Member Jespersen that Bylaw 2026-15 receive first reading.

The motion carried unanimously.

A motion was made by Council Member Kyle that Bylaw 2026-15 receive second reading.

The motion carried unanimously.

A motion was made by Council Member Olson that Bylaw 2026-15 be presented at this meeting for third reading.

The motion carried unanimously.

A motion was made by Council Member McNab that Bylaw 2026-15 receive third and final reading.

The motion carried unanimously.

Chief Operating Officer

RFD 26-062

Municipal 2026 Tax Cancellation on Leased Land Minimum Taxes

Proposed Motions

1. That Council cancel the 2026 minimum taxes on the lands leased from the Crown to the landowners on Roll Numbers 2195001, 2196001, 2198001, and 2197001 in the amount of \$160.26.
2. That Council cancel the 2026 minimum taxes on Roll Number 275001 in the amount of \$33.09.

Michelle Kirchmayer presented the Municipal 2026 Tax Cancellation on Leased Land Minimum Taxes presentation.

A motion was made by Council Member Kucher Johnson that Council cancel the 2026 minimum taxes on lands leased from the Crown to the landowners on Rolls numbers 2195001, 2196001, 2198001 and 2197001 in the amount of \$160.26.

The motion carried unanimously.

A motion was made by Council Member Doucette that Council cancel the 2026 minimum taxes on Roll Number 275001 in the amount of \$33.09.

The motion carried unanimously.

RECESS

Mayor Shaigec recessed the meeting at 12:17 p.m., and reconvened the meeting at 1:02 p.m.

Present: 4 - Mayor Rod Shaigec, Council Member Sally Kucher Johnson, Council Member Corey Kyle and Council Member Kristine Olson

Absent: 3 - Council Member Jason Doucette, Council Member Ben Jespersen and Council Member John McNab

CLOSED SESSION

RFD 26-085

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 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 1:02 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 26-030

1:00 Appointment - Variance Request to Policy C-PD01

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

The Variance Request to Policy C-PD01 was presented.

[RFD 26-086](#)

Regular Session

Proposed Motion

That Council revert to the regular meeting session.

A motion was made by Council Member Kyle that Council revert to regular meeting session at 1:34 p.m.

The motion carried unanimously.

BUSINESS ARISING FROM CLOSED SESSION

A motion was made by Council Member Olson that Council approves the variances to Development Agreement Security Policy C-PD01 as recommended by administration for file PLSP20230744.

The motion carried.

For: 3 - Mayor Shaigec, Councillor Olson, Councillor Kucher Johnson

Against: 1 - Councillor Kyle

CLOSE OF MEETING

Mayor Shaigec closed the meeting at 1:37 p.m.

Mayor

Manager, Legislative Services