



Parkland County

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Parkland County, Alberta
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Parklandcounty.com

Meeting Minutes

Council

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

Tuesday, December 10, 2024

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 Birnie attended the meeting virtually.

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

Administration:

Jeff Dyck, Interim Chief Administrative Officer
Dave Cross, General Manager, Agriculture, Community & Protective Services
Rob McGowan, General Manager, Operations Services
Craig Froehlich, Interim General Manager Corporate & Shared Services
Nancy Domijan, Interim General Manager, Development Services
Simon Yackulic, Director, Communications & Customer Service (In-part)
Brett Hamm, Supervisor, Communications & Customer Service (In-part)
Julia Leduc, Current Planner II (In-part)
Jessica Harnden, Senior Planner, Current Planning (In-part)
Suzanne Merrills, Director, Community Services (In-part)
Michelle Kirchmayer, Director, Assessment, Tax & Financial Systems (In-part)
Laura Godin, Corporate Strategist (In-part)
Shonna Haines, Manager, Human Resources & Safety (In-part)

Brian Cornforth, Fire Chief (In-part)
Geoff Heritage, Director, Enforcement Services (In-part)
Chad Ritter, Acting Manager, Agronomics (In-part)
Ric Gibbons, Chief Information Officer (In-part)
Carolyn Zenko, Interim Director, Finance (In-part)
Karen Kormos, Acting Director, Planning & Development (In-part)
Clarence Wong, Director, Growth & Strategy (In-part)
Jody Hancock, Director, Engineering Services (In-part)
Trent Tompkins, Director, Road Maintenance & Drainage (In-part)
Neil Jamieson, Director Public Works Services Department (In-part)
Barb Williams, Manager, Legislative and Legal Services
Rachel Coupal, Legislative Officer, Legislative and Legal Services (Recording Secretary)

CELEBRATING SUCCESSES

Dave Cross, General Manager, Agriculture, Community & Protective Services, recognized, celebrated and presented to Auxiliary Assistant Chief Bill Purdy of Parkland County Fire Services with the King Charles III's Coronation Medal.

Dave Cross, General Manager, Agriculture, Community & Protective Services introduced Les Worthington, Principal of the Wabamun Public School. Mr. Worthington came to Council to share information about the great work the school and Enforcement Services Department have been doing together.

INSPIRATIONAL REFLECTION

Council Member Kowalski offered a short inspirational reflection.

ADOPTION OF AGENDA

A motion was made by Council Member Kucher-Johnson that the December 10, 2024 Council meeting agenda be adopted, as presented. The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 24-041](#)

Adoption of the November 18, 2024 Budget Presentation Minutes

Proposed Motion

That the November 18, 2024 Budget Presentation Minutes be adopted, as presented.

A motion was made by Council Member Kobasiuk that the November 18, 2024 Budget Presentation Minutes be adopted, as presented. The motion carried unanimously.

[MIN 24-042](#)

Adoption of the November 19, 2024 Budget Presentation Minutes

Proposed Motion

That the November 19, 2024 Budget Presentation Minutes be adopted, as presented.

A motion was made by Council Member Wiedeman that the November 19, 2024 Budget Presentation Minutes be adopted, as presented. The motion carried unanimously.

[MIN 24-040](#)

Adoption of the November 26, 2024 Council Meeting Minutes

Proposed Motion

That the November 26, 2024 Council Meeting Minutes be adopted, as presented.

A motion was made by Council Member Birnie that the November 26, 2024 Council meeting minutes be adopted, as presented. The motion carried unanimously.

DELEGATIONS

[App 24-075](#)

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

Mayor Gamble asked the gallery if there were any issues that the public wishes to bring to the attention of Parkland County.

Carmen Ramstead, a resident of Parkland County, came forward to present concerns related to the cost recovery for emergency response. She would like more information regarding this topic and wants to know if property taxes cover a portion of this cost.

BUSINESS ARISING

[RFD 24-333](#)

Request to Table Council Code of Conduct Matters

Proposed Motion

That the Council further table two Code of Conduct matters from the June 25, 2024 and August 27, 2024 Council meeting respectively that were submitted to the Minister of Municipal Affairs for direction resulting from a loss of quorum until March 11, 2025 or earlier to allow for a response to be received by the Minister of Municipal Affairs.

A motion was made by Council Member Kowalski that Council further table two Code of Conduct matters from the June 25, 2024 and August 27, 2024 Council meeting respectively that were submitted to the Minister of Municipal Affairs for direction resulting from a loss of quorum until March 11, 2025 or earlier to allow for a response to be received by the Minister of Municipal Affairs.

The motion carried by the following vote:

For: 4 - Council Member Kucher-Johnson, Council Member Kobasiuk, Council Member Wiedeman and Mayor Gamble

Against: 2 - Council Member Birnie and Council Member Kowalski

RECESS

Mayor Gamble recessed the meeting at 9:26 a.m., and reconvened the meeting at 9:32 a.m.

DELEGATIONS

[BL 24-046](#)

9:30 a.m. - Public Hearing - Bylaw 2024-21 - Advertising Bylaw

Proposed Motions

1. That Bylaw 2024-21 receive second reading.
2. That Bylaw 2024-21 receive third reading.

Mayor Gamble called the Public Hearing to order at 9:32 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public comment regarding proposed Bylaw 2024-21, and explained the process of the Public Hearing.

Administration presented proposed Bylaw 2024-21.

Verbal Submissions

- There were no verbal submissions.

Written Submissions

1. Jocelyne Pare, Parkland County Resident, provided a written submission and is opposed to Bylaw 2024-21, as presented.
2. Robert Bertschi, Parkland County Resident, provided a written submission and is opposed to Bylaw 2024-21, as presented.

Mayor Gamble closed the Public Hearing at 10:04 a.m.

A motion was made by Council Member Kucher-Johnson that Bylaw 2024-21 receive second reading. The motion carried unanimously.

A motion was made by Council Member Kobasiuk that Bylaw 2024-21 receive third reading. The motion carried unanimously.

RECESS

Mayor Gamble recessed the meeting at 10:09 a.m., and reconvened the meeting at 10:28 a.m.

NEW BUSINESS

Mayor and Council Member Matters

[RFD 24-334](#)

Request for Area Structure Plan Review

Proposed Motion

That administration be directed to prioritize an update of the Area Structure Plans for Big Lake and Acheson.

A motion was made by Council Member Kowalski that administration be directed to prepare a Terms of Reference for a Developer led and funded amendment to the Big Lake Area Structure Plan (Bylaw #17-91) to update its Future Land Use Concept and policies to recognize the area's unique opportunity to leverage and enhance existing investment in transportation and servicing infrastructure to accommodate a range of housing types and densities with appropriately scaled commercial and recreational uses.

The motion was defeated by the following vote:

For: 2 - Council Member Birnie and Council Member Kowalski

Against: 4 - Council Member Kucher-Johnson, Council Member Kobasiuk, Council Member Wiedeman and Mayor Gamble

A motion was made by Council Member Kowalski that administration is directed to prepare a Terms of Reference for an amendment to the Acheson Area Structure Plan to update its Future Land Use Concept by establishing development policies for the Special Study Area – Agricultural Area B to recognize this area's unique opportunity to accommodate a range of housing types and densities with appropriately scaled commercial and recreational uses.

The motion was defeated by the following vote:

For: 2 - Council Member Birnie and Council Member Kowalski

Against: 4 - Council Member Kucher-Johnson, Council Member Kobasiuk, Council Member Wiedeman and Mayor Gamble

[RFD 24-338](#)

Request to Cancel Lake Access Project

Proposed Motion

That administration be directed to cancel the lake access project that includes providing clarity on tree clearing on County lands and water body access for semi-waterfront properties.

A motion was made by Council Member Wiedeman that administration be directed to cancel the lake access project that includes providing clarity on tree clearing on County lands and water body access for semi-waterfront properties. The motion carried unanimously.

Development Services Matters

[RFD 24-313](#)

Corporate Update - 2024 Year-in-Review

Proposed Motion

That the Corporate Update - 2024 Year-in-Review be received for information, as presented.

A motion was made by Council Member Birnie that the Corporate Update - 2024 Year-in-Review be received for information, as presented. The motion carried unanimously.

[RFD 24-314](#)

2025 Corporate Plan

Proposed Motion

That the 2025 Corporate Plan be received for information, as presented.

A motion was made by Council Member Kucher-Johnson that the 2025 Corporate Plan be received for information, as presented. The motion carried unanimously.

RECESS

Mayor Gamble recessed the meeting at 12:11 p.m., and reconvened the meeting at 1:03 p.m.

Legislative Matters[POL 24-4](#)

Policy C-RP03 - Community League Grant Funding

Proposed Motion

That the revised Policy C-RP03 Community League Grant Funding be approved, as presented.

A motion was made by Council Member Kobasiuk that revised Policy C-RP03 Community League Grant Funding be approved, as presented. The motion carried unanimously.

[BL 24-044](#)

Bylaw 2024-25 Village of Wabamun Land Use Bylaw 07-2010 Amendment - Redistricting

Proposed Motions

1. That Bylaw 2024-25 receive first reading.
2. That a Public Hearing be scheduled on January 28, 2025 at 9:30 a.m. at Parkland County Centre, Council Chambers.

A motion was made by Council Member Wiedeman that Bylaw 2024-25 receive first reading. The motion carried unanimously.

A motion was made by Council Member Birnie that a Public Hearing be scheduled on January 28, 2025 at 9:30 a.m. at Parkland County Centre, Council Chambers. The motion carried unanimously.

[BL 24-043](#)

Bylaw 2024-24 Osprey Bay Direct Control District Land Use Bylaw Amendment & Redistricting

Proposed Motions

1. That Bylaw 2024-24 receive first reading.
2. That a Public Hearing be scheduled on January 28, 2025 at 10:00 a.m. at Parkland County Centre, Council Chambers.

A motion was made by Council Member Wiedeman that Bylaw 2024-24 receive first reading. The motion carried unanimously.

A motion was made by Council Member Kowalski that a Public Hearing be scheduled on January 28, 2025 at 10:00 a.m. at Parkland County Centre,

Council Chambers. The motion carried unanimously.

[RFD 24-305](#)

Public Member Appointments to Boards and Committees

Proposed Motion

That the following public member appointments to Boards and Committees be approved effective January 1, 2025:

Subdivision and Development Appeal Board

- Lillian Helton* (3-Year Term)
- Barb Bundt* (3-Year Term)
- Tyler Grenier* (3-Year Term)
- Alana Tollenaar* (3-Year Term)
- Mitch Fix (3-Year Term)

River Valley Alliance - Community Engagement Committee

- Shelley Spangler* (2-Year Term)
- Jaimy Miller (2-Year Term)

Parkland County Library Board

- Barb Shackel-Hardman (2-Year Term)

Tri-Municipal Leisure Facility Board of Directors

- Rob Hagg* (3-Year Term)

* incumbent

A motion was made by Council Member Kucher-Johnson that the following public member appointments to Boards and Committees be approved effective January 1, 2025:

Subdivision and Development Appeal Board

- Lillian Helton* (3-Year Term)
- Barb Bundt* (3-Year Term)
- Tyler Grenier* (3-Year Term)
- Alana Tollenaar* (3-Year Term)
- Mitch Fix (3-Year Term)

River Valley Alliance - Community Engagement Committee

- Shelley Spangler* (2-Year Term)
- Jaimy Miller (2-Year Term)

Parkland County Library Board

- Barb Shackel-Hardman (2-Year Term)

Tri-Municipal Leisure Facility Board of Directors

- Rob Hagg* (3-Year Term)

* incumbent

The motion carried unanimously.

[RFD 24-332](#)

Request for Cancellation of January 7, 2025 Governance and Priorities Committee Meeting

Proposed Motion

That the January 7, 2025 Governance and Priorities Committee meeting be cancelled, as presented.

A motion was made by Council Member Kobasiuk that the January 7, 2025 Governance and Priorities Committee meeting be cancelled, as presented. The motion carried unanimously.

Corporate & Shared Services Matters[RFD 24-302](#)

Provincial Education Requisition Credit (PERC) and Designated Industrial Requisition Credit (DIRC)

Proposed Motions

1. That Administration be directed to apply to recover the education portion of the taxes through the Provincial Education Requisition Credit Program for uncollectible education property taxes on oil and gas properties in the amount of \$9,651.34.

2. That Administration be directed to apply to recover the Designated Industrial Requisition portion of the taxes through the Designated Industrial Requisition Credit Program for uncollectible Designated Industrial Property Tax Requisition on oil and gas properties in the amount of \$313.58.

A motion was made by Council Member Wiedeman that administration be directed to apply to recover the education portion of the taxes through the Provincial Education Requisition Credit Program for uncollectible education property taxes on oil and gas properties in the amount of \$9,651.34. The motion carried unanimously.

A motion was made by Council Member Natalie Birnie that administration be directed to apply to recover the Designated Industrial Requisition portion of the taxes through the Designated Industrial Requisition Credit Program for uncollectible Designated Industrial Property Tax Requisition on oil and gas properties in the amount of \$313.58. The motion carried unanimously.

COMMUNICATIONS[COM 24-109](#)

Proclamations - January 2025

Proposed Motion

That the following proclamation for January 2025 be received for information:

Family Literacy Day

A motion was made by Council Member Kowalski that the following proclamations for January 2025 be received for information:

- Family Literacy Day

The motion carried unanimously.

[COM 24-105](#)

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 Kucher-Johnson that the Rural Municipalities of Alberta newsletter be received for information, as presented. The motion carried unanimously.

[COM 24-106](#)

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 Kobasiuk that the Federation of Canadian Municipalities update be received for information, as presented. The motion carried unanimously.

[COM 24-107](#)

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:

- Spruce Grove Composite High School – AB Announcement
- Edmonton Global United States Election Results Impact
- Lake Access Project Event
- Greater Parkland Regional Chamber of Commerce Annual General Meeting
- Parkland County Open House Land Use Bylaw Design
- Spruce Grove Christmas Lite Up Event
- Morinville Christmas Lite Up Event
- Parkland County Annual Emergency Advisory Committee Meeting
- Myshak Event, Wabamun Christmas Events
- Edmonton Metropolitan Region Board Meeting

The motion carried unanimously.

[COM 24-108](#)

Committee Reports

Proposed Motion

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

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

1. Council Member Wiedeman
 - ARROW Utilities Meeting
 - Spruce Grove Light-up Event

- Meridian Board meeting /Wabamun meeting
- Wabamun Winterfest, Myshak Event, Acheson Business Association Event
- Duffield Hall Santas Breakfast Event
- Library Board Christmas Event
- Ratepayer Meeting
- Parkland County Emergency Advisory Committee Meeting

2. Council Member Kobasiuk

- Institute of Corporate Directors at UofA
- Annual Emergency Advisory Committee meeting
- Evergreens Foundation Organizational Meeting, draft budget, strategic review and bylaw update
- Myshak Event, Acheson Business Association Event
- Parkland County Kids' Christmas with Santa Social Club event

3. Council Member Kucher-Johnson

- North Saskatchewan Watershed Alliance Committee Meeting
- Annual Emergency Advisory Committee Meeting
- North Saskatchewan Watershed Alliance Municipal Caucus
- Meeting with MLA Boitchenko, with Christine Archibald from the River Valley Alliance
- Myshak Event, Acheson Business Association Event

4. Council Member Kowalski

- Spruce Grove and District Agricultural Society Annual General Meeting
- Sturgeon River Watershed Alliance and North Saskatchewan Watershed Alliance Municipal Caucus

5. Council Member Birnie

- ALUS PAC Meeting
- Annual Emergency Advisory Committee Meeting
- Wabamun Christmas Fest

The motion carried unanimously.

CLOSED SESSION

[RFD 24-336](#)

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 17 and 24 of the Freedom of Information and Protection of Privacy Act.

A motion was made by Council Member Kowalski that Council convene in closed session at 1:37 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 17 and 24 of the Freedom of Information and Protection of Privacy Act. The motion carried unanimously.

RECESS

Mayor Gamble recessed the meeting at 1:37 p.m., and reconvened the meeting at 1:45 p.m.

[PRE 24-111](#)

2024 - Whistleblower Review
FOIP Section 17 - Harmful to personal privacy
FOIP Section 24 - Advice from officials

[RFD 24-337](#)

Regular Session

Proposed Motion

That Council revert to regular meeting session.

A motion was made by Council Member Kucher-Johnson that Council revert to regular meeting session at 1:49 p.m. The motion carried unanimously.

CLOSE OF MEETING

Mayor Gamble closed the meeting at 1:50 p.m.

Mayor

Manager, Legislative Services