



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, May 26, 2026

9:00 AM

Council Chambers

CALL TO ORDER

- Present:** 6 - Mayor Rod Shaigec, Council Member Jason Doucette, Council Member Ben Jespersen, Council Member Corey Kyle, Council Member Kristine Olson and Council Member John McNab
- Absent:** 1 - Council Member Sally Kucher Johnson

Administration:

Jeff Dyck, Acting Chief Administrative Officer
Trent Tompkins, General Manager, Operations Services
Jeff Chase, General Manager, Community & Development Services
Michelle Kirchmayer, Director, Assessment & Tax (In-part)
Justin Young, Director, Planning & Development (In-part)
Jessica Harnden, Manager, Subdivision Planning, Planning & Development Services (In-part)
Jim Wood, Development Coordination Specialist, Planning & Development Services (In-part)
Natasha De Sandi, Manager, Planning Coordination, Planning & Development Services (In-part)
Roya Karimi-Boushehri, Planner I, Planning Coordination, Planning & Development Services (In-part)
Krista Quesnel, Director, Agriculture & Environment Services (In-part)
Jody Hancock, Director, Engineering Services (In-part)
Clarence Wong, Director, Strategic Growth (In-part)
Brandon Sidhu, Director, Community Services (In-part)
Stephanie Over, Manager, Environment Services, Agriculture & Environment Services (In-part)
Heidi Hamm, Municipal Energy Specialist, Agriculture & Environment Services (In-part)
Katelyn Palmer, Acting Manager, Financial Reporting & Operations, Finance (In-part)
Brandon Langille, Senior Planner, Liaison Services, Planning & Development Services (In-part)
Dawn Jenkins, Chief Information Officer, Technology and Digital Services (In-part)

Lois Tyerman, Director, Governance & Engagement
Odessa Bartel, Manager, Legislative & Legal Services
Deb Crowder, Legislative Officer, Legislative & Legal Services (Recording Secretary)

INSPIRATIONAL REFLECTION

Council Member McNab offered a short inspirational reflection.

ADOPTION OF AGENDA

[RFD 26-128](#)

Adoption of the May 26, 2026 Council Meeting Agenda

Proposed Motion

That the May 26, 2026 Council Meeting Agenda be adopted, as presented.

A motion was made by Council Member Jespersen that the May 26, 2026 Council meeting agenda be adopted, as amended, with the following items amended:

Item 7.B.2 - Policy C-AD22 Elected Official Remuneration and Policy C-AD24 Elected Official Expenses

The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 26-020](#)

Adoption of the May 12, 2026 Council Meeting Minutes

Proposed Motion

That the May 12, 2026 Council Meeting Minutes be adopted, as presented.

A motion was made by Council Member Kyle that the May 12, 2026 Council Meeting Minutes be adopted, as presented.

Council Member Mayor Shaigec advised that the May 12, 2026 Council Meeting Minutes require three corrections as follows:

1. Mayor and Council Member Matters, RFD 26-114, Feasibility Study: Redevelopment of the Former Whitewood Mine Lands, making an edit to the word "Mind" to now read "Mine".
2. Mayor and Council Member Matters, RFD 26-114, Feasibility Study: Redevelopment of the Former Whitewood Mine Lands, making an edit to the word "Council" to now read "Council".
3. Legislative Matters, BL 26-027, Bylaw 2026-21 Walker Lake Water Loop Debenture Refinancing, making an edit to the word "Plamer" to now read "Palmer".

Council Member Mayor Shaigec, with unanimous consent of Council, amended Council Member Kyle's original motion and moved that the May 12, 2026 Council Meeting Minutes be adopted, as amended.

The motion carried unanimously.

Chief Operating Officer

[RFD 26-110](#) 2026 Tax Recovery Public Auction Terms and Conditions of Sale

Proposed Motion

That the Terms and Conditions of Sale for the 2026 Public Auction be approved, as presented.

Michelle Kirchmayer presented the 2026 Tax Recovery Public Auction Terms and Conditions of Sale presentation.

A motion was made by Council Member Olson that the Terms and Conditions of Sale for the 2026 Public Auction be approved, as presented.

The motion carried unanimously.

DELEGATIONS

[App 26-041](#) 9:05 a.m. - Public Input

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 26-119](#) Policy C-458 Development Agreement Security

Proposed Motion

That Council approve Policy C-458 - Development Agreement Security, as presented.

Justin Young, Jessica Harnden and Jim Wood presented Policy C-458 - Development Agreement Security.

A motion was made by Council Member McNab that Council table the Policy to the next Council Meeting on June 9, 2026 to allow Administration to review the comments made here today and incorporate the information into the Policy for Council's consideration.

The motion carried unanimously.

Mayor and Council Member Matters

[RFD 26-141](#) Public Notification Requirements for Major Development Applications

Proposed Motion

That Administration be directed to review the public notification requirements for major development applications under the Land Use Bylaw (Bylaw 2025-12), including the current minimum requirement of 800 metres for notification from the boundary of the subject site, to assess whether it appropriately reflects a rural context;

Administration is further directed to provide Council with current best practices, the rationale for the existing approach, and possible options moving forward to improve transparency and increase opportunities for communication and engagement with rural residents no later than July 14, 2026.

Council Member Olson motioned that Administration be directed to review the public notification requirements for major development applications under the Land Use Bylaw (Bylaw 2025-12), including the current minimum requirement of 800 metres for notification from the boundary of the subject site, to assess whether it appropriately reflects a rural context;

Administration is further directed to provide Council with current best practices, the rationale for the existing approach, and possible options moving forward to improve transparency and increase opportunities for communication and engagement with rural residents no later than July 14, 2026.

Council Member Olson, with unanimous consent of Council, amended the original motion to remove the word "Major".

The motion carried unanimously.

Mayor Shaigec called on the original motion as amended by Council Member Olson, that Administration be directed to review the public notification requirements for development applications under the Land Use Bylaw (Bylaw 2025-12), including the current minimum requirement of 800 metres for notification from the boundary of the subject site, to assess whether it appropriately reflects a rural context;

Administration is further directed to provide Council with current best practices, the rationale for the existing approach, and possible options moving forward to improve transparency and increase opportunities for communication and engagement with rural residents no later than July 14, 2026.

The motion carried unanimously.

NM 26-010

Review Parkland County Bylaws related to littering and illegal dumping

TAKE NOTICE THAT, at the regular meeting of Council on June 9, 2026, Council Member Doucette will move:

THAT Administration be directed to review Parkland County bylaws related to littering and illegal dumping occurring on roadways, in ditches, and on public and private lands to identify opportunities to strengthen deterrence through

increased fines, including a standardized penalty structure that distinguishes between individual and commercial infractions and reflects the severity of the infraction and the cost of clean-up; and to develop a communications strategy to communicate any proposed changes in a strategic effort to curb infractions before they occur; and report back to Council by July 14, 2026.

RECESS

Mayor Shaigec recessed the meeting at 9:54 a.m., and reconvened the meeting at 10:02 a.m.

NEW BUSINESS

Legislative Matters

[BL 26-028](#)

10:00 a.m. Public Hearing - Bylaw 2026-22 - Commercial Redistricting SW-28-52-26-W4M (Plan 9420960, Lot 3) Amending Land Use Bylaw 2025-12

Proposed Motions

1. That Bylaw 2026-22 receive first reading.
2. That Bylaw 2026-22 receive second reading.
3. That Bylaw 2026-22 be presented at this meeting for third reading.
4. That Bylaw 2026-22 receive third reading.

Mayor Shaigec called the Public Hearing to order at 10:02 a.m., in accordance with the provisions of the Municipal Government Act, to provide an opportunity for public input and comment regarding proposed Bylaw 2026-22 - Commercial Redistricting SW-28-52-26-W4M (Plan 9420960, Lot 3) Amending Land Use Bylaw 2025-12, and outlined how the Public Hearing would proceed.

Administration presented information on proposed Bylaw 2026-22 - Commercial Redistricting SW-28-52-26-W4M (Plan 9420960, Lot 3) Amending Land Use Bylaw 2025-12.

Applicant answered questions on proposed Bylaw 2026-22 - Commercial Redistricting SW-28-52-26-W4M (Plan 9420960, Lot 3) Amending Land Use Bylaw 2025-12.

No Written submissions were received.

No Verbal submissions were presented.

Mayor Shaigec closed the Public Hearing at 10:20 a.m.

A motion was made by Council Member Doucette that Bylaw 2026-22 receive first reading.

The motion carried unanimously.

A motion was made by Council Member Jespersen that Bylaw 2026-22 receive second reading.

The motion carried unanimously.

A motion was made by Council Member Kyle that Bylaw 2026-22 be presented at this meeting for third reading.

The motion carried unanimously.

A motion was made by Council Member Olson that Bylaw 2026-22 receive third reading.

The motion carried unanimously.

Community & Development Services

[RFD 26-136](#)

Wabamun Library Relocation and Retrofit Project- Assessment of Commercial and County Properties

Proposed Motion

That the Wabamun Library Relocation and Retrofit Project - Assessment of Commercial and County Properties update be received for information, as presented.

Brandon Sidhu presented the Wabamun Library Relocation and Retrofit Project - Assessment of Commercial and County Properties update.

A motion was made by Council Member Olson that the Wabamun Library Relocation and Retrofit Project - Assessment of Commercial and County Properties update be received for information, as presented.

The motion carried unanimously.

RECESS

Mayor Shaigec recessed the meeting at 10:26 a.m., and reconvened the meeting at 10:33 a.m.

DELEGATIONS

[App 26-045](#)

10:30 a.m. Appointment - Climate Adaptation Plan Overview
Presenters: Stephanie Chai, Policy Planning Lead, ISL
Shafraaz Kaba, Senior Climate Risk and Adaptation specialist, STOK

Proposed Motion

That the Climate Adaptation Plan Overview be received for information, as presented.

Stephanie Chai, Policy Planning Lead, ISL Engineering and Land Services, Shafraaz Kaba, Senior Climate Risk and Adaptation Specialist, STOK, Stephanie Over and Heidi Hamm presented the Climate Adaptation Plan Overview.

A motion was made by Council Member McNab that the Climate Adaptation Plan Overview be received for information, as presented.

The motion carried unanimously.

NEW BUSINESS

Legislative Matters

[RFD 26-142](#)

Policy C-AD22-Elected Official Remuneration and Policy C-AD22-Council Expenses

Proposed Motion

That Policy C-AD22-Elected Official Remuneration and Policy C-AD22-Council Expenses be received for information, as presented.

A motion was made by Council Member Doucette that Policy C-AD22 Elected Official Remuneration and Policy C-AD24 Elected Official Expenses be received for information, as presented.

The motion was carried unanimously.

CLOSED SESSION

[RFD 26-134](#)

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 26 and 29 of the Access to Information Act.

A motion was made by Council Member Kyle that Council convene in closed session at 11:44 a.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 26 and 29 of the Access to Information Act.

The motion carried unanimously.

[PRE 26-040](#)

Land Management
ATIA Section 26 - Disclosure harmful to intergovernmental relations
ATIA Section 29 - Advice from Officials

Land Management Matter was presented.

[RFD 26-135](#)

Regular Session

Proposed Motion

That Council revert to the regular meeting session.

A motion was made by Council Member McNab that Council revert to regular meeting session at 11:58 a.m.

The motion carried unanimously.

BUSINESS ARISING FROM CLOSED SESSION

A motion was made by Council Member Doucette that Council approve the Offer to Purchase as presented.

The motion carried unanimously.

A motion was made by Council Member Jespersen that Council authorizes Administration to fund the purchase and all associated cleanup and resale costs on a cost recovery basis from Future Capital Restricted Surplus.

The motion carried unanimously.

RECESS

Mayor Shaigec recessed the meeting at 12:00 p.m., and reconvened the meeting at 12:52 p.m.

NEW BUSINESS

Chief Operating Officer

[RFD 26-131](#)

2026 Q1 Financial Update

Proposed Motion

That the 2026 Q1 Financial Update be received for information, as presented

Katelyn Palmer presented the 2026 Q1 Financial Update presentation.

A motion was made by Council Member Kyle that the 2026 Q1 Financial Update be received for information, as presented.

The motion carried unanimously.

DELEGATIONS

[App 26-044](#)

1:00 p.m. Appointment - Q1 Performance & Project Update Report

Proposed Motion

That the Performance & Project Update Report be received for information, as presented.

Lois Tyerman, Jody Hancock, Justin Young, Natasha De Sandi, Brandon Langille, Krista Quesnel, Clarence Wong, and Dawn Jenkins presented the Q1 Performance & Project Update presentation.

A motion was made by Council Member Olson that the Performance & Project Update Report be received for information, as presented. be received for information, as presented.

The motion carried unanimously.

CLOSE OF MEETING

Mayor Shaigec closed the meeting at 1:42 p.m.

Mayor

Manager, Legislative Services

Unadopted