53109A Highway 779
Parkland County, Alberta
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Parklandcounty.com

Parkland County

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, June 23, 2026 | **9:00 AM** | **Council Chambers**

Unadopted

CALL TO ORDER (MAYOR)

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

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
Jessica Harnden, Manager, Subdivision Planning, Planning & Development Services (In-part)
Justin Young, Director, Planning & Development Services (In-part)
Katelyn Palmer, Acting Manager, Financial Reporting & Operations, Finance (In-part)
Matt Good, Director, Public Works (In-part)
Jaitik Berawala, Manager, Water Wastewater & Solid Waste Services, Public Works (In-part)
Clarence Wong, Director, Strategic Growth (In-part)
Denise Carlson, Manager, Economic Growth, Strategic Growth (In-part)
Kaylee Haynes, Economic Growth Advisor, Strategic Growth (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 Doucette offered a short inspirational reflection.

ADOPTION OF AGENDA

RFD 26-156 Adoption of the June 23, 2026 Council Meeting Agenda

Proposed Motion

That the June 23, 2026 Council Meeting Agenda be adopted, as presented.

A motion was made by Council Member Olson that the June 23, 2026 Council meeting agenda be adopted, as amended, with the following items added:

1. Item 7.E.2 - Funding Request BF 13218 (RR 73, South of Twp 514)
2. Item 7.E.3 - Funding Request BF 85064 (Sundance Road, West of RR 42)

The motion carried unanimously.

CONSENT AGENDA

RFD 26-167 Consent Agenda

Proposed Motion

That the recommendations contained in the following reports be approved:
Item 4.1 - Adoption of the June 9, 2026 Council Meeting Minutes
Item 7.D.3 - 2026 Assessment Review Board Appointment
Item 7.D.4 - 2026 Board and Committee Public Member Appointments

A motion was made by Council Member McNab that the recommendations contained in the following reports be approved:

Agenda Item 4.1 - Adoption of the June 9, 2026 Council Meeting Minutes
Agenda Item 7.D.3 - 2026 Assessment Review Board Appointment
Agenda Item 7.D.4 - 2026 Board and Committee Public Member Appointments

The motion carried unanimously.

ADOPTION OF MINUTES

MIN 26-026 Adoption of the June 9, 2026 Council Meeting Minutes

Proposed Motion

That the June 9, 2026 Council Meeting Minutes be adopted, as presented.

The following motion was approved on Consent Agenda:

That the June 9, 2026 Council Meeting Minutes be adopted, as presented.

RFD 26-157 2026 Assessment Review Board Appointment

Proposed Motion

That Council appoint Braden Lanctot as a certified panelist to the 2026 Assessment Review Board, as presented.

The following motion was approved on Consent Agenda:

Unadopted

That Council appoint Braden Lanctot as a certified panelist to the 2026 Assessment Review Board, as presented.

RFD 26-158 2026 Board and Committee Public Member Appointments

Proposed Motion
That the following public members be appointed to Parkland County Boards and Committees as set out below, for terms commencing June 23, 2026.

Economic Diversification Committee
Dan Duckering - 3 year term
Dylan Cauoette - 2 year term
Mitch Fix - 2 year term

Community Sustainability Committee
Julie Burger - 2 year term

Subdivision and Development Appeal Board
Robert (Jeff) Taylor - 3 year term
Jason Svenningsen - 3 year term

The following motion was approved on Consent Agenda:

That the following public members be appointed to Parkland County Boards and Committees as set out below, for terms commencing June 23, 2026.

Economic Diversification Committee
Dan Duckering - 3 year term
Dylan Cauoette - 2 year term
Mitch Fix - 2 year term

Community Sustainability Committee
Julie Burger - 2 year term

Subdivision and Development Appeal Board
Robert (Jeff) Taylor - 3 year term
Jason Svenningsen - 3 year term

DELEGATIONS

App 26-055 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.

Skylyn Archer-Shee, a Parkland County resident, attended to share her daughter Oaklynn's story and raise awareness for rare diseases.

Manuel Leithoff, a resident and business owner in Parkland County, attended to highlight that Parkland County mails utility bills to both the owner and operator of commercial buildings. In his case he was able to demonstrate the extra cost to the County as a result of this standard.

Unadopted

BUSINESS ARISING

NEW BUSINESS

Community & Development Services

RFD 26-152 2025 Off-Site Levy Annual Report

Proposed Motion
That the 2025 Off-Site Levies Annual Report be received for information, as presented.

Jessica Harnden and Justin Young presented the 2025 Off-Site Levy Annual Report.

A motion was made by Council Member Kucher Johnson that the 2025 Off-Site Levy Annual Report be received for information, as presented.

The motion carried unanimously.

Legislative Matters

BL 26-030 Bylaw 2026-23 - Off-Site Levies

Proposed Motions
1. That Bylaw 2026-23 receive first reading.
2. That Bylaw 2026-23 receive second reading.
3. That Bylaw 2026-23 be presented at this meeting for third reading.
4. That Bylaw 2026-23 receive third and final reading.

Jessica Harnden and Justin Young presented the Off-Site Levy Bylaw 2026-23 presentation.

A motion was made by Council Member Doucette that Bylaw 2026-23 receive first reading.

The motion carried unanimously.

A motion was made by Council Member Jespersen that Bylaw 2026-23 receive second reading.

The motion carried unanimously.

A motion was made by Council Member Kyle that Bylaw 2026-23 be presented at this meeting for third reading.

The motion carried unanimously.

A motion was made by Council Member Olson that Bylaw 2026-23 receive third and final reading.

Unadopted

The motion carried unanimously.

[POL 26-003] Policy C-455 - Off-Site Levies

Proposed Motion
That Policy C-455 - Off-Site Levies be approved, as presented.

Jessica Harnden and Justin Young presented Policy C-455 - Off-Site Levies.

A motion was made by Council Member McNab that Policy C-455 - Off-Site Levies be approved, as presented.

The motion carried unanimously.

Mayor and Council Member Matters

[RFD 26-159] Public Hearing Times

Proposed Motion
That the Public Hearing Times presentation be received for information, as presented.

Lois Tyerman presented the Public Hearing Times presentation.

A motion was made by Council Member Kucher Johnson that the Public Hearing Times presentation be received for information, as presented.

RECESS

Mayor Shaigec recessed the meeting at 9:49 a.m., and reconvened the meeting at 10:01 a.m.

NEW BUSINESS

Mayor and Council Member Matters

[RFD 26-159] Public Hearing Times

Proposed Motion
That the Public Hearing Times presentation be received for information, as presented.

Mayor Shaigec called the question on the motion made by Council Member Kucher Johnson that the Public Hearing Times presentation be received for information, as presented.

The motion carried unanimously.

Unadopted

DELEGATIONS

App 26-056 10:00 a.m. Appointment - Edmonton Minor Soccer Association
Presenter: Grace Horsfield, Team Lead, Northern Alberta Regional Sports Facility

Proposed Motion
That Council accept the Edmonton Minor Soccer Association presentation for information, as presented.

Grace Horsfield, Team Lead, Northern Alberta Regional Sports Facility, presented the Edmonton Minor Soccer Association presentation.

A motion was made by Council Member Doucette that the Edmonton Minor Soccer Association presentation be received for information, as presented.

The motion carried unanimously.

RECESS

Mayor Shaigec recessed the meeting at 10:37 a.m., and reconvened the meeting at 10:48 a.m.

DELEGATIONS

App 26-056 10:00 a.m. Appointment - Edmonton Minor Soccer Association
Presenter: Grace Horsfield, Team Lead, Northern Alberta Regional Sports Facility

Proposed Motion
That Council accept the Edmonton Minor Soccer Association presentation for information, as presented.

A motion was made by Council Member McNab that Administration bring a report to Council identifying options to support the proposed Edmonton Minor Soccer Association development by July 14, 2026.

The motion carried unanimously.

RFD 26-179 Funding Request - BF 13218 (RR73, south of Twp 514)

Proposed Motion:
That Council approve $600,000 to complete construction of BF 13218, funded at 75% from Strategic Transportation Infrastructure Program and 25% from Building Communities Strong Fund - Community Stream.

Jody Hancock presented the Funding Request BF 13218 (RR73, south of Twp 514).

A motion was made by Council Member Kucher Johnson that Council approve $600,000 to complete construction of BF 13218, funded at 75% from Strategic Transportation Infrastructure Program and 25% from Building Communities

Unadopted

Strong Fund – Community Stream.

The motion carried unanimously.

RFD 26-180 Funding Request - BF 85064 (Sundance Road, West of RR42)

Proposed Motion:
That Council approve $150,000 to complete design of BF 85064, funded at 75% from Strategic Transportation Infrastructure Program and 25% from Building Communities Strong Fund - Community Stream.

Jody Hancock presented the Funding Request - BF 85064 (Sundance Road, west of RR42).

A motion was made by Council Member Doucette that Council approve $150,000 to complete design of BF 85064, funded at 75% from Strategic Transportation Infrastructure Program and 25% from Building Communities Strong Fund – Community Stream.

The motion carried unanimously.

Chief Operating Officer

RFD 26-100 2025 Annual Financial Report

Proposed Motion
That the 2025 Annual Financial Report be received for information, as presented.

Katelyn Palmer presented the 2025 Annual Financial Report.

A motion was made by Council Member Jespersen that the 2025 Annual Financial Report be received for information, as presented.

The motion carried unanimously.

Unadopted

Operations Services

RFD 26-139 Yard Lighting at Parkland County Transfer Station

Proposed Motion
That Council direct Administration to complete the Yard Lighting work at the Parkland County Transfer Station and approve additional funding of $20,000 from Future Capital Restricted Surplus, as presented.

Matthew Good and Jaitik Berawala presented the Yard Lighting at Parkland County Transfer Station presentation.

A motion was made by Council Member Kyle that Council direct Administration to complete the Yard Lighting work at the Parkland County Transfer Station and approve additional funding of $20,000 from Future Capital Restricted Surplus, as presented.

The motion carried unanimously.

Chief Operating Officer

RFD 26-165 2026 TransAlta Linear Appeal Intervenor Status

Proposed Motion
That Council authorize Parkland County to become an intervenor before the Land and Property Rights Tribunal in relation to the TransAlta Linear Property Assessment Complaint number L26/TRAN/WILS-0.

Jeff Dyck presented the 2026 TransAlta Linear Appeal Intervenor Status presentation.

A motion was made by Council Member Olson that Council authorize Parkland County to become an intervenor before the Land and Property Rights Tribunal in relation to the TransAlta Linear Property Assessment Complaint number L26/TRAN/WILS-0.

The motion carried unanimously.

CLOSED SESSION

RFD 26-154 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 28 and 29 of the Access to Information Act.

A motion was made by Council Member McNab that Council convene in closed session at 11:27 a.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 28 and 29 of the Access to Information Act.

The motion carried unanimously.

RECESS

Mayor Shaigec recessed the meeting at 11:27 a.m., and reconvened the meeting at 11:35 a.m.

PRE 26-044 CLOSED SESSION - Land Matter

ATIA Section 28 - Local Public Body Confidences
ATIA Section 29 - Advice from Officials

The Land Matter was presented.

Unadopted

RFD 26-155 Regular Session

Proposed Motion
That Council revert to the regular meeting session.

A motion was made by Council Member Kucher Johnson that Council revert to regular meeting session at 12:19 p.m.

The motion carried unanimously.

BUSINESS ARISING FROM CLOSED SESSION

A motion was made by Council Member Doucette that Council receive the Whitewood Mines Area: Future Recreational Opportunities presentation for information.

The motion carried unanimously.

RECESS

Mayor Shaigec recessed the meeting at 12:20 p.m., and reconvened the meeting at 1:03 p.m.

CLOSED SESSION

RFD 26-169 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 22 of the Access to Information Act.

A motion was made by Council Member Jespersen that Council convene in closed session at 1:03 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 22 of the Access to Information Act.

The motion carried unanimously.

PRE 26-045 CLOSED SESSION - Confidential Evaluation

ATIA Section 22 - Confidential Evaluations

The Confidential Evaluation was conducted.

RFD 26-170 Regular Session

Proposed Motion
That Council revert to the regular meeting session.

A motion was made by Council Member Jespersen that Council revert to regular meeting session at 1:58 p.m.

Unadopted

The motion carried unanimously.

BUSINESS ARISING FROM CLOSED SESSION

A motion was made by Council Member Olson that the contract for the Chief Administrative Officer be amended, as discussed.

The motion carried unanimously.

CLOSE OF MEETING

Mayor Shaigec closed the meeting at 2:00 p.m.

Mayor

Manager, Legislative & Legal Services

Unadopted