



# Parkland County

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

## Meeting Minutes

### Council

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

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Tuesday, December 9, 2025

9:00 AM

Council Chambers

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### CALL TO ORDER

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

**Present:** 6 - Ben Jespersen, Kristine Olson, Corey Kyle, Jason Doucette, John McNab and Rod Shaigec

**Absent:** 1 - Sally Kucher Johnson

#### Administration:

Laura Swain, Chief Administrative Officer

Jeff Dyck, Chief Operating Officer

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

Heidi Hamm, Municipal Energy Specialist, Agriculture & Environment Services (In-part)

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

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

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

Brian Cornforth, Fire Chief, Fire Services (In-part)

Sean Cunningham, Deputy Fire Chief, Fire Services (Operations) (In-part)

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

Clarence Wong, Director, Strategic Growth (In-part)

David Huynh, Advisor, Economic Growth, Strategic Growth (In-part)

Kaylee Haynes, Economic Growth Specialist, Strategic Growth (In-part)

Denise Carlson, Manager, Economic Growth, Strategic Growth (In-part)

Kara Woolsey, Director, Employee Services (In-part)

Odessa Bartel, Manager, Legislative & Legal Services, Governance & Engagement

Rachel Coupal, Legislative Officer, Governance & Engagement (Recording Secretary)

### INSPIRATIONAL REFLECTION

Council Member Doucette offered a short inspirational reflection.

## ADOPTION OF AGENDA

A motion was made by Council Member Kyle that the December 9, 2025 Council meeting agenda be adopted, as presented.

The motion carried unanimously.

## ADOPTION OF MINUTES

### [MIN 25-034](#)

Adoption of the Meeting Minutes for meetings of Council held between September 3, 2025 and November 4, 2025

#### **Proposed Motion**

That the following Council Meeting Minutes be adopted, as presented:

September 3, 2025 - Special Council Meeting  
September 4, 2025 - Special Council Meeting  
September 9, 2025 - Council Meeting  
October 28, 2025 - Organizational Meeting  
November 4, 2025 - Special Council Meeting

A motion was made by Council Member Olson that the following Council Meeting Minutes be adopted, as presented:

September 3, 2025 - Special Council Meeting  
September 4, 2025 - Special Council Meeting  
September 9, 2025 - Council Meeting  
October 28, 2025 - Organizational Meeting  
November 4, 2025 - Special Council Meeting

The motion carried unanimously.

## NEW BUSINESS

### **Mayor and Council Member Matters**

#### [RFD 25-216](#)

The Evergreens Foundation

#### **Proposed Motion**

That Council direct Administration to cease all activity related to the withdrawal from the Evergreens Foundation.

A motion was made by Council Member McNab that Council direct Administration to stop all action regarding the formal withdrawal of the Evergreen Foundation and bring back to Council and overview of the value and options that the Evergreen Foundation provides Parkland County residents.

The motion carried unanimously.

**Legislative Matters****[RFD 25-220](#)**

2025 Board and Committee Public Member Appointments

**Proposed Motion**

That Council approve the appointment of public members to Parkland County Boards and Committees as set out below, for terms commencing January 1, 2026.

Parkland County Library Board  
Cheryl Budzinski - 3-year term\*  
Cheryl Dawes - 2-year term

Community Sustainability Committee  
Hailee Mann - 2-year term

Subdivision and Development Appeal Board  
Marlene Chambers - 3-year term\*  
Corinne Lamoureux - 3-year term\*  
Lesley Foy - 3-year term\*

\* = Incumbent

**A motion was made by Council Member Doucette that Council approve the appointment of public members to Parkland County Boards and Committees as set out below, for terms commencing January 1, 2026.**

**Parkland County Library Board  
Cheryl Budzinski - 3-year term\*  
Cheryl Dawes - 2-year term**

**Community Sustainability Committee  
Hailee Mann - 2-year term**

**Subdivision and Development Appeal Board  
Marlene Chambers - 3-year term\*  
Corinne Lamoureux - 3-year term\*  
Lesley Foy - 3-year term\***

The motion carried unanimously.

**DELEGATIONS****[App 25-082](#)**

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.

Mark Gunderson, a resident of Parkland County, came forward to request that an audit be done by an independent auditor for Parkland County.

**Legislative Matters****[BL 25-036](#)**

Bylaw 2025-30 - Rescinding Bylaw 2022-08-Amending Subdivision and Development Appeal Board Bylaw 2018-26

**Proposed Motions**

1. That Bylaw 2025-30 receive first reading.
2. That Bylaw 2025-30 receive second reading.
3. That Bylaw 2025-30 be presented at this meeting for third reading.
4. That Bylaw 2025-30 receive third and final reading.

**A motion was made by Council Member Jespersen that Bylaw 2025-30 receive first reading.**

**The motion carried unanimously.**

**A motion was made by Council Member Kyle that Bylaw 2025-30 receive second reading.**

**The motion carried unanimously.**

**A motion was made by Council Member Olson that Bylaw 2025-30 be presented at this meeting for third reading.**

**The motion carried unanimously.**

**A motion was made by Council Member McNab that Bylaw 2025-30 receive third and final reading.**

**The motion carried unanimously.**

*Council Member Kucher Johnson attended the meeting via TEAMS at 9:11 a.m. Administration disconnected the virtual attendance at 9:12 a.m. due to connectivity issues.*

**Chief Operating Officer****[RFD 25-234](#)**

Senior's Property Tax Assistance Options

**Proposed Motion**

That Council directs administration to proceed with promoting the Seniors Property Tax Deferral Program available through the province.

**A motion was made by Council Member Doucette that Council directs administration to proceed with promoting the Seniors Property Tax Deferral Program available through the province.**

**The motion carried by the following vote:**

**For:** 5 - Jespersen, Olson, Kyle, Doucette and Shaigec

**Against:** 1 - McNab

*Council Member Kucher Johnson attended the meeting via TEAMS at 9:13 a.m. and left the meeting at 9:15 a.m.*

### **Community & Development Services**

#### **RFD 25-222**

Capital Funding Request - Fire Water Tanker Replacement Fire District 1

##### **Proposed Motion**

That Council approve \$250,000 in additional funding from the Lifecycle Restricted Surplus Account for the replacement of a fire water tanker truck.

**Mayor Shiagec called the question:**

**For:** 5 - Jespersen, Olson, Kyle, McNab and Shaigec

**Against:** 1 - Doucette

### **Operation Services**

#### **RFD 25-223**

Funding Request - BF 07409 (RR32, north of Duffield)

##### **Proposed Motion**

That Council approve \$150,000 to complete design work for BF 07409, funded from Long Term Sustainability Restricted Surplus.

**A motion was made by Council Member Olson that Council approve \$150,000 to complete design work for BF 07409, funded from Long Term Sustainability Restricted Surplus.**

**The motion carried by the following vote:**

**For:** 4 - Olson, Doucette, McNab and Shaigec

**Against:** 2 - Jespersen and Kyle

### **DELEGATIONS**

#### **App 25-085**

9:45 a.m. Appointment - Tri Leisure Centre Energy Reduction Project

##### **Proposed Motions**

1. That Council receive this update for information.
2. That Council approve the addition of grant funds in the amount of \$235,313 to fund the Boiler Replacement at the Tri Leisure Centre.
3. That Council approve Parkland County's role as the sponsor municipality for this project.
4. That Council approve the use of the Tri Leisure Centre Restricted Reserve up to \$250,000 to fund the percentage of the project not covered by the grant

of \$235,300.

A motion was made by Council Member McNab that Council receive this update for information.

The motion carried unanimously.

A motion was made by Council Member Doucette that Council approve the addition of grant funds in the amount of \$235,313 to fund the Boiler Replacement at the Tri Leisure Centre.

The motion carried unanimously.

A motion was made by Council Member Jespersen that Council approve Parkland County's role as the sponsor municipality for this project.

The motion carried unanimously.

A motion was made by Council Member Olson that Council approve the use of the Tri Leisure Centre Restricted Reserve up to \$250,000 to fund the percentage of the project not covered by the grant of \$235,300.

The motion carried unanimously.

## COMMUNICATIONS

### [COM 25-092](#)

Proclamation - January 2026

#### **Proposed Motion**

That the following proclamation for January 2026 be received for information:

Family Literacy Day

A motion was made by Mayor Shaigec that the following proclamation for January 2026 be received for information:

Family Literacy Day

The motion carried unanimously.

## RECESS

Mayor Shaigec recessed the meeting at 9:55 a.m., and reconvened the meeting at 10:01 a.m.

## DELEGATIONS

### [App 25-086](#)

10:00 a.m. Appointment - Grant Funding for Energy Reduction Projects at County Facilities

#### **Proposed Motions**

1. That the grant funding for energy reduction projects at County facilities update be accepted for information, as presented.
2. That up to \$152,514 be added to the Agriculture and Environment Services

2026 Budget funded as follows:

- a. Provincial Community Energy Conservation Program - \$114,714
- b. Provincial Strategic Energy Management for Industry Program - \$30,300
- c. Fortis Save Energy Grant - \$7,500

**A motion was made by Council Member McNab that the grant funding for energy reduction projects at County facilities update be accepted for information, as presented.**

The motion carried unanimously.

**A motion was made by Council Member Doucette that up to \$152,514 be added to the Agriculture and Environment Services 2026 Budget funded as follows:**

- a. Provincial Community Energy Conservation Program - \$114,714
- b. Provincial Strategic Energy Management for Industry Program - \$30,300
- c. Fortis Save Energy Grant - \$7,500

The motion carried unanimously.

## COMMUNICATIONS

### [COM 25-088](#)

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 Jespersen that the Rural Municipalities of Alberta newsletter be received for information, as presented.**

The motion carried unanimously.

### [COM 25-089](#)

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 Kyle that the Federation of Canadian Municipalities update be received for information, as presented.**

The motion carried unanimously.

### [COM 25-090](#)

Mayor's Report

#### **Proposed Motion**

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

**A motion was made by Mayor Shaigec that the Mayor's Report be received for information, as follows:**

**Metis Celebration at the Heritage Pavilion  
Rural Municipalities of Alberta Fall Conference**

TransAlta Open House  
Alberta India Advisory Committee Meeting  
ARROW Wastewater Commission Organizational Meeting  
Met with members of the Acheson Business Association  
Local Elected Official Emergency Management Course

The motion carried unanimously.

[COM 25-091](#)

Committee Reports

**Proposed Motion**

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

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

**1. Council Member Doucette**

Agricultural Services Board Producer Dinner  
Greater Parkland Regional Chamber Awards  
ALUS Committee Interviews  
Spruce Grove Remembrance Day Ceremony  
Metis Week Event (Stony Plain)  
Rural Municipalities of Alberta Fall Conference  
Wabamun Watershed Management Council Meeting  
Recycling Council of Alberta (Circular Economy Event)  
Greater Parkland Regional Chamber Function (Stony Plain)  
Acheson Business Association Orientation  
MLA Searle Turton Christmas Meet and Greet

**2. Council Member Jespersen**

TransAlta Meeting  
Agricultural Services Board Producer Dinner  
Greater Parkland Regional Chamber Awards  
Agricultural Services Board Meeting  
Rural Municipalities of Alberta Fall Conference  
Meridian Housing Foundation Meeting  
Lunch with Acheson Business Association (ABA)  
MLA Searle Turton's Christmas Open House  
Local Authority Elected Official Course  
Pancake Breakfast at Muir Lake Hall for fundraiser for the Playschool  
Spruce Grove and District Agricultural Society Annual General Meeting

**3. Council Member Kyle**

Rural Municipalities of Alberta Fall Conference  
Agricultural Services Board Producer Dinner  
Acheson Business Association Orientation  
Tri Leisure Centre Committee Meeting  
Resident concerns regarding fiber optic lines  
Local Authority Elected Official Course

**4. Council Member Olson**

Rural Municipalities of Alberta Fall Conference  
Parkland County Library Board Meeting  
Yellowhead Regional Library Executive and Trustees Meeting  
Attended the Open House sponsored by TransAlta



I had the honour of attending the Celebration of Life for Mrs. Pat Scott in Duffield. She was a champion for her community and at 100 yrs old, a true pioneer.

Attended Winterfest in Wabamun

Attended the Wabamun Seniors dinner

Remembrance Day Ceremony in Stony Plain

Committee Interviews

**5. Council Member McNab**

Attended Rural Municipalities of Alberta Conference

Attended the Open House sponsored by TransAlta

Pembina Agricultural & Recreational Society Meeting

Visited Tomahawk and Entwistle Community Halls

The motion carried unanimously.

### **Community & Development Services**

[RFD 25-222](#)

Capital Funding Request - Fire Water Tanker Replacement Fire District 1

**Proposed Motion**

That Council approve \$250,000 in additional funding from the Lifecycle Restricted Surplus Account for the replacement of a fire water tanker truck.

**Administration brought to Council's attention that the motion for the Capital Funding Request - Fire Water Tanker Replacement Fire District 1 was not read into the record.**

**A motion was made by Council Member Kyle that Council approve \$250,000 in additional funding from the Lifecycle Restricted Surplus Account for the replacement of a fire water tanker truck.**

**The motion carried by the following vote:**

**For:** 5 - Jespersen, Olson, Kyle, McNab and Shaigec

**Against:** 1 - Doucette

### **DELEGATIONS**

[App 25-087](#)

10:30 a.m. Appointment - Parkland County 2026 Operating and Capital Budget

**Proposed Motions**

1. That Council approve the 2026 Operating Program Budget containing \$29,459,600 in revenues; \$107,780,800 in expenditures; a municipal tax requirement of \$78,351,200.

2. That Council approve the 2026 Operating Project Budget containing \$4,560,000 in revenues; \$5,374,000 in expenditures; a municipal tax requirement of \$814,000.

3. That Council approve the 2026 Capital Budget containing \$44,062,200 in revenues; \$48,077,200 in expenditures; a municipal tax requirement of

\$4,015,000.

4. That Council approve the projects spanning more than one year in duration as per the attached 2026 Multi-Year Project Summary.

5. That Council approve the 2026 Statement of Operations.

6. That Council approve projects not completed in 2025 year be added to the 2026 budget after the accounting close for the fiscal year.

7. That Council direct administration to present the 2026 Tax Rate Bylaw in April 2026.

**A motion was made by Council Member McNab that Council approve the 2026 Operating Program Budget containing \$29,459,600 in revenues; \$107,780,800 in expenditures; a municipal tax requirement of \$78,351,200.**

The motion carried unanimously.

**A motion was made by Council Member Doucette that Council approve the 2026 Operating Project Budget containing \$4,560,000 in revenues; \$5,374,000 in expenditures; a municipal tax requirement of \$814,000.**

The motion carried unanimously.

**A motion was made by Council Member Jespersen that Council approve the 2026 Capital Budget containing \$44,062,200 in revenues; \$48,077,200 in expenditures; a municipal tax requirement of \$4,015,000.**

The motion carried unanimously.

**A motion was made by Council Member Olson that Council approve the projects spanning more than one year in duration as per the attached 2026 Multi-Year Project Summary.**

The motion carried unanimously.

**A motion was made by Council Member McNab that Council approve the 2026 Statement of Operations.**

The motion carried unanimously.

**A motion was made by Council Member Doucette that Council approve projects not completed in 2025 year be added to the 2026 budget after the accounting close for the fiscal year.**

The motion carried unanimously.

**A motion was made by Council Member Jespersen that Council direct administration to present the 2026 Tax Rate Bylaw in April 2026.**

The motion carried unanimously.

## **CLOSED SESSION**

[RFD 25-225](#)

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 26 and 29 of the Access to Information Act.

**A motion was made by Council Member Kyle that Council convene in closed session at 10:42 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.**

## RECESS

**Mayor Shaigec recessed the meeting at 10:43 a.m., and reconvened the meeting at 10:54 a.m.**

### [PRE 25-108](#)

Economic Growth Regional Update  
ATIA Section 26 - Disclosure harmful to intergovernmental relations  
ATIA Section 29 - Advice from Officials

### [RFD 25-226](#)

Regular Session

#### **Proposed Motion**

That Council revert to the regular meeting session.

**A motion was made by Council Member Olson that Council revert to the regular meeting session.**

**The motion carried unanimously.**

## BUSINESS ARISING FROM CLOSED SESSION

### [PRE 25-108](#)

Economic Growth Regional Update  
ATIA Section 26 - Disclosure harmful to intergovernmental relations  
ATIA Section 29 - Advice from Officials

**A motion was made by Council Member McNab that Council direct administration to proceed with withdrawing from Edmonton Global immediately.**

**The motion carried unanimously.**

## CLOSED SESSION

### [RFD 25-237](#)

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 Doucette that Council convene in closed session at 11:29 a.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 25-126](#)

Whistleblower Policy C-HR30 - Third Party Administrator Appointment  
ATIA Section 20 - Disclosure harmful to personal privacy  
ATIA Section 29 - Advice from officials

[RFD 25-238](#)

Regular Session

**Proposed Motion**

That Council revert to the regular meeting session.

**A motion was made by Council Member Jespersen that Council revert to the regular meeting session.**

The motion carried unanimously.

**BUSINESS ARISING FROM CLOSED SESSION**

[PRE 25-126](#)

Whistleblower Policy C-HR30 - Third Party Administrator Appointment  
ATIA Section 20 - Disclosure harmful to personal privacy  
ATIA Section 29 - Advice from officials

**A motion was made by Council Member Kyle that Council direct administration to update Whistleblower Policy C-HR30 as discussed and bring it back in Q1 2026.**

The motion carried unanimously.

**A motion was made by Council Member Olson that Council reappoint Xpera HR Services as the Third Party Administrator for the management of Whistleblower Policy C-HR30 from December 23, 2025 to December 23, 2026.**

The motion carried unanimously.

**CLOSE OF MEETING**

Mayor Shaigec closed the meeting at 11:39 a.m.

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Mayor

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Manager, Legislative Services