

# Agenda



## **Regular Council Meeting Agenda**

**Monday, February 23, 2026 at 5:00 p.m.**

**Town of Stony Plain Council Chambers**

**4905 – 51 Avenue**

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1. **Call to Order**
2. **Adoption of Agenda**
3. **Public Input Session**
4. **Presentations and Delegations**
  - 4.1 Appointment of Deputy Mayor
5. **Statutory Public Hearing – NIL**
6. **Adoption of Council Minutes**
  - 6.1 Regular Council Meeting – February 9, 2026
7. **Council Board & Committee Minutes**
  - 7.1 Community and Social Development Roundtable – November 26, 2025
8. **Bylaws – NIL**
9. **Business Items**
  - 9.1 2026 Cemetery Update
10. **Council Discussion**
11. **Closed Meeting - NIL**
12. **Adjournment**

# **Public Input**

## **Session**

# **PUBLIC INPUT SESSION**

The intent of the Public Input Session is to allow the public to address Council on matters of interest that are not already being addressed in the Council meeting or other boards and commissions of which Council is a member.

The Public Input Session will run from 5:00 p.m. to 5:15 p.m., following the adoption of the agenda.

It is strongly recommended that people pre-register for this session.

## **Procedure for Pre-registration**

Members of the public wishing to address Council during the Public Input Session may:

- I. register online prior to 12:00 p.m. the day of the Council meeting by filling out the registration form online on the Town of Stony Plain website:  
<https://www.stonyplain.com/en/town-hall/address-council.aspx>.



# **Presentations & Delegations**



## REQUEST FOR DECISION PUBLIC SESSION

### REGULAR COUNCIL MEETING

**MEETING DATE:** February 23, 2026

**SUBJECT:** Appointment of Deputy Mayor

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#### **EXECUTIVE SUMMARY**

The Deputy Mayor is a member of Council who is appointed by Council to act as Mayor in the absence or incapacity of the Mayor. The Deputy Mayor position is appointed to each Councillor in a rotation. The next member to serve as Deputy Mayor is Councillor Justin Laurie.

#### **RECOMMENDATION**

That Town Council appoint Councillor Justin Laurie as Deputy Chief Elected Official for the term of February 23, 2026 to June 30, 2026 or until the appointment of the next Deputy Chief Elected Official.

#### **BACKGROUND**

Section 152, of the *Municipal Government Act*, RSA 2000, c M-26 states that Council must appoint one or more Councillors as Deputy Chief Elected Official. The Deputy Chief Elected Official shall be given the title of "Deputy Mayor".

The position of Deputy Mayor shall be four months in duration and shall be undertaken by each member of Council two times within a Council term. Members of Council shall serve in the order determined by the drawing of names at the beginning of the Council term starting with the first Organizational Council Meeting following a general election. The order determined shall be limited only by the provision that the first member to serve in a Council term shall not be a newly elected member of Council.

The Deputy Mayor serving terms, approved at the November 3, 2025 Organizational Council meeting shall be as follows:

Councillor Eric Meyer	November 1, 2025 – February 28, 2026
Councillor Justin Laurie	March 1, 2026 – June 30, 2026
Councillor Harold Pawlechko	July 1, 2026 – October 31, 2026
Councillor Miranda Niebergall	November 1, 2026 – February 28, 2027
Councillor Justin Anderson	March 1, 2027 – June 30, 2027
Councillor Melanie Loyns	July 1, 2027 – October 31, 2027
Councillor Eric Meyer	November 1, 2027 – February 29, 2028
Councillor Justin Laurie	March 1, 2028 – June 30, 2028
Councillor Harold Pawlechko	July 1, 2028 – October 31, 2028
Councillor Miranda Niebergall	November 1, 2028 – February 28, 2029
Councillor Justin Anderson	March 1, 2029 – June 30, 2029
Councillor Melanie Loyns	July 1, 2029 – October 31, 2029

#### **STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2025-2028:

- Governance & Partners
  - Cultivating a strong organizational structure and the processes that deliver effective and efficient services.

**Relevant Statutes/Master Plans/Documents**

*Municipal Government Act*

Procedural Bylaw 2695/G/24

**COMMUNICATION**

This item will be included in the Council Highlights news release.

**ATTACHMENTS**

- I. Oath of Deputy Mayor

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**Prepared by:** Jessica Marsden, Legislative Clerk

**Reviewed by:** Teresa Olsen, Manager, Legislative Services

**Reviewed by:** Ann Laing, General Manager, Corporate Services

**Approved by:** Tom Goulden, Chief Administrative Officer



**TOWN OF STONY PLAIN  
IN THE PROVINCE OF ALBERTA**

**OATH OF DEPUTY MAYOR**

I, **Councillor Justin Laurie**, swear that I will diligently, faithfully and to the best of my ability, execute according to law, the office of **DEPUTY MAYOR** for the Town of Stony Plain in the Province of Alberta.

So help me God.

SWORN before me at the Town of )  
  )  
Stony Plain in the Province of Alberta, )  
  )  
this 23<sup>rd</sup> day of February , A.D., 2026 )

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**COUncILLOR JUSTIN LAURIE**

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**MAYOR WILLIAM CHOY  
COMMISSIONER FOR OATHS**

# **END OF ITEM**



# **Statutory Public Hearing**

# **Adoption of Council Minutes**

**TOWN OF STONY PLAIN  
PROVINCE OF ALBERTA  
FEBRUARY 9, 2026 MINUTES OF THE  
REGULAR COUNCIL MEETING  
HELD IN THE TOWN OF STONY PLAIN  
COUNCIL CHAMBERS AT 5:00 PM**

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**PRESENT:**

Mayor:	William Choy
Deputy Mayor:	Eric Meyer
Councillors:	Justin Anderson Justin Laurie Melanie Loys Miranda Niebergall Harold Pawlechko
Chief Administrative Officer:	Tom Goulden
Acting, General Manager, Community & Protective Services:	Jerry George
General Manager, Community & Social Development:	Lisa Gilchrist
General Manager, Corporate Services:	Ann Laing
General Manager, Planning & Infrastructure:	Brett Newstead
General Manager, Strategic Services:	Brenda Otto
Manager, Legislative Services:	Teresa Olsen
Legislative Clerk:	Jessica Marsden

**OTHERS PRESENT:**

Alberta Parenting for the Future Association:	Pamela Geddes
Alberta Parenting for the Future Association:	Kathryn Way

**I. CALL TO ORDER**

Mayor William Choy called the February 9, 2026 Regular Council Meeting to order at 5:01 p.m.

**2. ADOPTION OF AGENDA**

Agenda Adoption 17/02/26/SP	Moved that Town Council adopt the February 9, 2026 Regular Council Meeting Agenda as presented.
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CARRIED UNANIMOUSLY

**3. PUBLIC INPUT SESSION****4. PRESENTATIONS & DELEGATIONS**

4.1 Alberta Parenting for the Future Association

Pam Geddes and Kathryn Way from the Alberta Parenting for the Future Association presented Council with the 2025 Annual Report on the services they provide.

5. **STATUTORY PUBLIC HEARING – NIL**

6. **ADOPTION OF COUNCIL MINUTES**

6.1 Regular Council Meeting Minutes – January 26, 2026

RCM Minutes  
18/02/26/SP

Moved that Town Council approve the January 26, 2026 Regular Council Meeting minutes as presented.

CARRIED UNANIMOUSLY

7. **COUNCIL BOARD & COMMITTEE MINUTES**

7.1 Stony Plain Library Board – November 19, 2025

SPPL Minutes  
19/02/26/SP

Moved that Town Council receive the Council Board & Committee minutes for information.

CARRIED UNANIMOUSLY

8. **BYLAWS – NIL**

9. **BUSINESS ITEMS**

9.1 2026 Appointment of Assessment Review Board Members

The General Manager of Corporate Services gave an overview of the report.

2026 Appoint  
Assessment  
Review Board  
20/02/26/SP

Moved that Town Council appoint:

1. Gerryl Amorin, Capital Region Assessment Services Commission, as Assessment Review Board Clerk for 2026;
2. Raymond Ralph as Chair of the Assessment Review Board for 2026; and
3. Darlene Chartrand, Sheryl Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc, Roland Merkosky and Raymond Ralph as panelists of the 2026 Assessment Review Board.

CARRIED UNANIMOUSLY

10. **COUNCIL DISCUSSION**

11. **CLOSED SESSION – NIL**

**12. ADJOURNMENT**

Mayor William Choy declared the February 9, 2026 Regular Council Meeting adjourned at 6:12 p.m.

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Mayor William Choy

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Ann Laing  
General Manager, Corporate Services

# **END OF ITEM**



# **Council Board & Committee Minutes**

**TOWN OF STONY PLAIN  
PROVINCE OF ALBERTA**  
**NOVEMBER 26, 2025 MINUTES OF THE  
COMMUNITY AND SOCIAL DEVELOPMENT ROUNDTABLE**  
**4905-51 AVE, STONY PLAIN**  
**AT 5:00 P.M.**

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**MEMBERS PRESENT:**

Vice-Chair:

Rozanna Bennett  
 Erin Wagstaff  
 Tim Monds  
 Dawn Horne  
 Meg Miskolzie  
 Wendy Fuglsang  
 Alicia Hockett  
 Melanie Loyns

Education representative:

People with disabilities representative:

Mental wellness representative:

Councillor:

**OTHERS PRESENT:**

General Manager, Community and Social Development,

Lisa Gilchrist

Staff Liaison:

Lara Stadnyk  
 Pam Armitage  
 Allie Keough  
 El Stadnyk  
 Christina Michaud

Community Development Officer:

Program Assistant:

Stony Plain Youth Leadership Team:

Stony Plain Youth Leadership Team:

Legislative Officer:

**EXCUSED ABSENCE:**

Chair:

Crystal Johnson  
 Diane Ries  
 Tony McKee  
 Frank Florkewich

**I. CALL TO ORDER**

The Vice-Chair called the November 26, 2025 Community and Social Development Roundtable meeting to order at 5:17 p.m.

**2. WELCOME AND INTRODUCTIONS****3. ADOPTION OF AGENDA**Agenda Adoption  
09/11/25/CSD

Moved that the November 26, 2025 Community and Social Development Roundtable agenda be approved as presented.

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**CSD Minutes  
10/11/25/CSD

Moved that the September 17, 2025 Community and Social Development Roundtable minutes be approved as presented.

CARRIED UNANIMOUSLY

**5. STONY PLAIN YOUTH LEADERSHIP TEAM**

Members of the Stony Plain Youth Leadership Team highlighted the events and programs they planned and took part in throughout 2025.

**6. YEAR IN REVIEW**

Lara Stadnyk reviewed the Community and Social Development Roundtables 2025 contributions.

Year in Review  
11/11/25/SP

Moved that the 2025 Year in Review Report be accepted for information.

CARRIED UNANIMOUSLY

**7. ROUNDTABLE EVALUATION**

The Community and Social Development Roundtable completed an evaluation on their 2025 meetings.

**UPCOMING ACTIVITIES**

Lara Stadnyk provided an update on upcoming activities throughout the region.

**8. ADJOURNMENT**

The Vice-Chair declared the November 26, 2025 Community and Social Development Roundtable meeting adjourned at 6:26 p.m.

**Next Meeting:**  
**February 4, 2026 at 5:00 p.m.**

  
Crystal Johnson, Chair

  
Christina Michaud, Legislative Officer

# **END OF ITEM**



# **Bylaws**

# **Business Items**



## REQUEST FOR DECISION PUBLIC SESSION

### REGULAR COUNCIL MEETING

**MEETING DATE:** February 23, 2026

**SUBJECT:** 2026 Cemetery Update

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#### **EXECUTIVE SUMMARY**

The Stony Plain Cemetery will provide individuals, families and the broader community with a generational connection to our community by offering a final resting place that ties them to the Town of Stony Plain. Throughout the design and construction, care has been taken to create a space that is comforting, low maintenance and aesthetically pleasing with a goal of providing a place of memory that offers accommodating services for all demographics.

The Town is making continued progress towards opening and operating the municipal cemetery in 2026. Ongoing key actions include construction finalization, drafting administrative procedures, operational and maintenance planning and development of a marketing strategy.

This update will provide a summary of key construction milestones from 2025 and highlight the key initiatives that will continue in 2026 as we transition towards opening the cemetery.

#### **RECOMMENDATION**

That Town Council accept the 2026 Cemetery Update for information.

#### **BACKGROUND**

##### ***Construction of Cemetery***

Construction of the cemetery commenced in spring of 2025 with a large portion of the work being completed prior to the end of the year including site shaping, road paving, trail development, tree planting, columbarium installation, entrance signage and art installation. To finalize the construction phase, surveying, plot pinning, turf seeding, monument installation, and the design and installation of the scattering garden must be completed. The survey, plot pinning and turf seeding will be undertaken in May, once the ground has thawed, and the scattering garden is anticipated to be complete in July.

Application has been made to the Province for the Final Cemetery Certificate, which is a requirement of opening and anticipated to be granted prior to the scheduled cemetery opening. The Town is awaiting a final response from the Province on its application.

The cemetery will offer a variety of plot options to the community such as traditional monument burials, flat marker burials, a dedicated Veteran's area, green burial options for environmentally conscious interments, a columbarium for the storage of cremated remains, the option to purchase family columbaria and a scattering garden for those wishing to scatter ashes. Individuals who choose an interment in the green burial or scattering garden will be provided with a medallion to be placed on the group monument.

##### ***Administrative Procedures***

In keeping with our goal of creating a place where families and the broader community can connect with the past, honor legacies, and find peace in a thoughtfully designed landscape, cemetery sales will align with a three-

tiered opening approach. This approach will protect the dignity of the deceased while providing peace of mind to their families.

#### Tier 1: Columbarium and Family Columbaria sales available in May

- Three columbaria are currently onsite, including one in the Veteran's area, and will be available for immediate interments upon opening of the cemetery. The section dedicated to family columbaria will be accessible at the time of opening and allow for the installation of individual family columbarium.

#### Tier 2: Scattering Garden available in July

- The scattering garden will be identified as a rock-based garden with natural focal points and steppingstone paths to allow for the scattering of remains within the garden. Once the garden installation is complete, scattering may commence.

#### Tier 3: Burial plots (full, green and cremation) available for interments in September

- The burial sections of the cemetery require a grass foundation to stabilize the ground and provide adequate support for plot preparation. An established grass base will protect the dignity of the deceased while providing peace of mind to their families.

Pre-sales for the scattering garden and burial plots may occur earlier than the availability to inter remains in those designated areas.

Individuals will be able to purchase an interment right which allows the purchaser the right to determine who is interred in a specified plot or niche and the right to erect a memorial and direct inscriptions. The purchaser "owns" the interment right however the land remains under municipal ownership. Purchasers will have the ability to select a specific plot available in an open stage of the cemetery, with exception of green burial plots. This sales approach aligns with the Cemetery Act and is consistent with many municipal cemeteries.

Staff will be finalizing cemetery procedures, sales documents, and purchaser guidelines throughout February and March. A plot inventory database for columbarium niches will be available in May and the burial plot database will be created after the site has been surveyed and all plots are pinned.

Cemetery fees must be approved by Council in order to finalize the sales process. Fees and Charges related to the cemetery will be brought to Council for consideration in April.

### ***Operational and Maintenance Planning***

An Operational Manual has been finalized, and contracted services for the operations and maintenance of the cemetery are expected to be in place by May. Grounds maintenance and columbarium interment will be the primary focus in the initial months, followed by preparation for the burial stages opening in September.

By using the three-tiered approach, we expect the turf seed to have taken hold over the summer months to provide a stronger foundational base and aesthetics where burial plots will be dug allowing for a respectful and benevolent experience for the family and friends of those interred at the cemetery.

### ***Marketing Strategy***

In coordination with the sales documents and guidelines, a marketing strategy will support awareness and relevant information related to the cemetery services and sales process. Formal marketing is targeted to be available to the public in Q2.

### ***Relevant Statutes/Master Plans/Documents***

Cemetery Act and Regulations

Cemetery Bylaw

2026 Fees and Charges Bylaw

### **STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2025-2028:

- Governance & Partners
  - Cultivating a strong organizational structure and the processes that deliver effective and efficient services.

- Community Development
  - Fostering a sense of community belonging and inclusion.

#### **Relevant Statutes/Master Plans/Documents**

Cemetery Act and Regulations

Cemetery Bylaw

2026 Fees and Charges Bylaw

#### **COMMUNICATION**

This item will be included in the Council Highlights news release.

#### **ATTACHMENTS**

- I. Presentation

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**Prepared by:** Paul Simons, Manager, Infrastructure Operations

**Reviewed by:** Teresa Olsen, Manager, Legislative Services

**Reviewed by:** Brett Newstead, General Manager, Planning & Infrastructure

**Approved by:** Tom Goulden, Chief Administrative Officer

# Cemetery Update 2026

February 23, 2026

# Presentation Overview

- 1 Cemetery Project Update
- 2 Sales Plan
- 3 Operations Plan
- 4 Timeline and Next Steps

## STONY PLAIN CEMETERY

### SITE PLAN



# Construction

November/ December  
2025

Construction  
Completion



January 2026

Alberta  
Cemetery  
Certificate



May 2026

Cemetery Turf  
Seeding and  
plot surveying



# Cemetery services:

- **Monument Burial Plot**



- **Flat Marker Burial Plot**
- **Flat Marker Cremation Plot**



- **Columbarium**



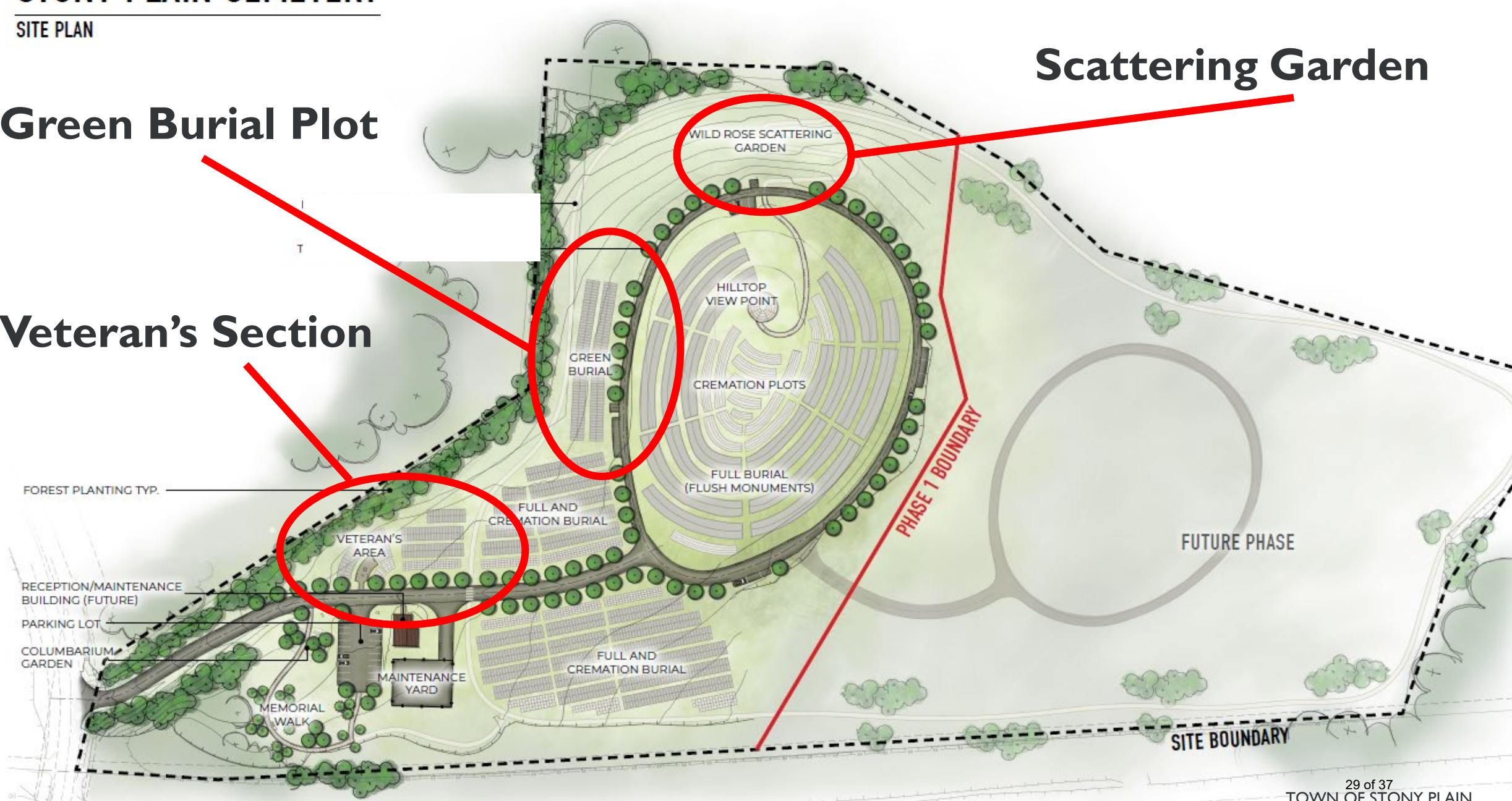
# STONY PLAIN CEMETERY

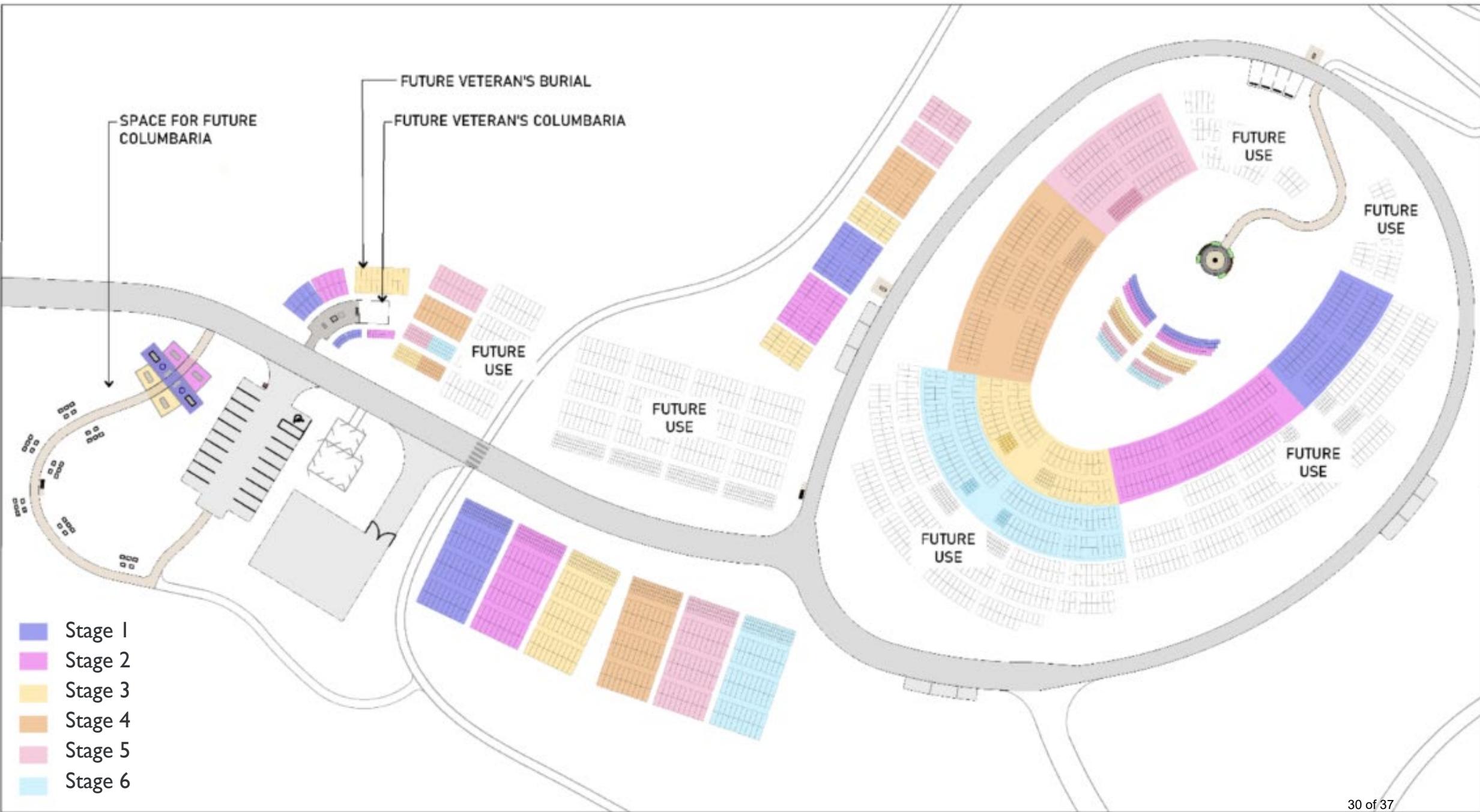
## SITE PLAN

**Green Burial Plot**

**Veteran's Section**

**Scattering Garden**





# Cemetery Sales



## Interment Rights/Plots

- Individual's purchase the right to inter, determine who is interred in the space, erect a memorial and direct inscriptions
- Plot selection will be available in open Stages

## Interment Services

- Burial - Full Burial, Cremation Plot (monument or flat marker)
- Columbarium (with plaques)
- Green Burial (with medallions)
- Scattering garden (with medallions)

# Cemetery Operational Plan:



## Cemetery Maintenance and Services Vendor

- Internment services
- Grounds maintenance
- Cemetery inspections

# Cemetery Operational Timeline and Next Steps

April 2026  Present Fees and Charges to Council

May 2026  Public Sales begin at Town Hall

May 2026  Cemetery Operations phased opening starts

September 2026  Stony Plain Cemetery fully open

# Thank you!

Questions or comments?



# **END OF ITEM**



# **Council Discussion**

# **Closed Meeting**