

Agenda



Regular Council Meeting Agenda
Monday, November 24, 2025 at 5:00 p.m.
Town of Stony Plain Council Chambers
4905 – 51 Avenue

1. **Call to Order**
2. **Adoption of Agenda**
3. **Public Input Session**
4. **Presentations and Delegations**
 - 4.1 Trans Alta Tri Leisure Centre Restricted Reserve
5. **Statutory Public Hearing - NIL**
6. **Adoption of Council Minutes**
 - 6.1 Regular Council Meeting – October 14, 2025
 - 6.2 Organizational Council Meeting – November 3, 2025
7. **Council Board & Committee Minutes**
 - 7.1 Culture and Tourism Roundtable – May 14, 2025 and September 10, 2025
 - 7.2 Growth & Commerce Committee – May 21, 2025
 - 7.3 Stony Plain Library Board – June 18, 2025 and September 17, 2025
 - 7.4 Planning Advisory Committee – September 10, 2025
 - 7.5 Tri Municipal Leisure Facility Corporation Board – September 11, 2025
8. **Bylaws – NIL**
9. **Business Items**
 - 9.1 2025 Third Quarter Report
 - 9.2 Cemetery Fees
 - 9.3 Trans Alta Tri Leisure Centre Restricted Reserve
 - 9.4 Citizen-at-Large Board Appointment
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:

1. 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

**PRESENTATION
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** November 24, 2025**SUBJECT:** Trans Alta Tri Leisure Centre Restricted Reserve

EXECUTIVE SUMMARY

Lenny Richer, General Manager of the Trans Alta Tri Leisure Centre (TLC), will provide a short presentation to Council on a planned replacement of a boiler unit in 2026. The TLC is applying for a Municipal Centre for Climate Action Change grant to assist with the \$500,000 capital expense. The TLC is proposing to use their restricted reserve fund as the matching requirement for the grant. Use of the reserve requires a motion from the Town of Stony Plain, City of Spruce Grove, and Parkland County Councils.

BACKGROUND

The TLC is applying for a Municipal Centre for Climate Action Change Grant to support the scheduled replacement of a boiler unit in 2026. General Manager, Lenny Richer, will provide an overview of the proposed project and the grant. The grant has a matching requirement. The TLC is proposing to use their restricted reserve for that requirement. Mr. Richer will be requesting a motion from the Town, City, and County allowing for the use of the reserve funds. Under the current TLC operating Memorandum of Understanding, the three owners must provide permission for the use of reserves.

The use of reserves and the grant will lower the requirement for the owners to fund this project. The project is captured in the facilities 10 year capital plan. The boiler replacement is estimated to save the facility \$25,000 - \$50,000 annually in utility costs. The boiler will be replaced during a scheduled shutdown in 2026.

STRATEGIC ALIGNMENT & KEY ACTIONS

Stony Plain Strategic Plan 2025-2028:

- Supportive Infrastructure
 - Managing community and corporate infrastructure and assets to ensure continued delivery of services for a growing population

COMMUNICATION

This presentation will be included in the Council highlights news release.

ATTACHMENTS

- I. Presentation

Prepared by: Karl Hill, General Manager, Community and Protective Services

Approved by: Tom Goulden, Chief Administrative Officer



**TransAlta
Tri Leisure Centre**

**2025/2026
Municipal Centre for
Climate Action Change
Grant Application**

MCCAC – Community Energy Conservation Program

- Municipalities can access up to \$500,000 per funding cycle through the CEC program (on a matching basis) to support energy audits or retrofits in a variety of municipally owned facilities, including recreation centers
- Current funding cycle ends March 31, 2026
- TLC would be eligible to apply under the umbrella of one of the owner municipalities
- TLC previously accessed funds under the City of Spruce Grove for the LED lighting retrofit in 2019
- Parkland County has confirmed their support of the project and will be the sponsoring municipality

Proposed Project Scope and Costing

Boiler Replacement

- Replace existing atmospheric boilers, which are nearing end of life, with partial condensing boilers
- Based on recently completed Targeted Energy Assessment, this conversion will significantly decrease energy consumption and greenhouse gas emissions
- Project would be completed at the same time as the planned aquatic air handling unit replacement (mid-August start)

Estimated Project Cost - \$500,000

Funding Strategy

Restricted Reserves

- TLC Administration has received approval from the Board of Directors to utilize funds from the Restricted Reserve to fund our portion of the project (up to \$250,000)
- Requesting approval from the three owner municipalities which is required as per Memorandum of Agreement

Why Proceed?

- Reduction of energy consumption which is anticipated to save \$25,000 - \$50,000 per year
- Reduce greenhouse gas emissions by 277.30 CO2e per year
- Reduce future financial impact on owner municipalities of approximately \$500,000 for which we may not receive grant approvals for
- Maximize use of grant revenue that may no longer be available in the future
- Maximize use of planned downtime in 2026 and avoid additional disruptions in future years

Next Steps

- Confirm support from Municipal Councils to utilize restricted reserves
- Parkland County to sign funding agreement
- Project completion in 2026



TransAlta
Tri Leisure Centre

Questions?

END OF ITEM



Statutory Public Hearing

Adoption of Council Minutes

**TOWN OF STONY PLAIN
PROVINCE OF ALBERTA
OCTOBER 14, 2025 MINUTES OF THE
REGULAR COUNCIL MEETING
HELD IN THE TOWN OF STONY PLAIN
COUNCIL CHAMBERS AT 5:00 PM**

PRESENT:

Mayor:	William Choy
Deputy Mayor:	Melanie Loyns
Councillors:	Justin Anderson
	Pat Hansard
	Justin Laurie
	Eric Meyer
	Harold Pawlechko
Chief Administrative Officer:	Tom Goulden
General Manager, Community & Protective Services:	Karl Hill
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, Financial Services:	Teri Stewart

1. CALL TO ORDER

Mayor William Choy called the October 14, 2025 Regular Council meeting to order at 5:00 p.m.

2. ADOPTION OF AGENDA

Agenda Adoption
190/10/25/SP

Moved that Town Council adopt the October 14, 2025 Regular Council meeting Agenda as presented.

CARRIED UNANIMOUSLY

3. PUBLIC INPUT SESSION**4. PRESENTATIONS & DELEGATIONS****4.1 2025 Municipalities Award – Distinguished Service**

Council congratulated Councillor Pat Hansard for receiving the Alberta Municipalities Distinguished Service award presented to officials serving 20 years or more on municipal council.

5. STATUTORY PUBLIC HEARING – NIL

6. ADOPTION OF COUNCIL MINUTES

6.1 Regular Council Meeting Minutes – September 22, 2025

RCM Minutes
191/10/25/SP

Moved that Town Council approve the September 22, 2025
Regular Council Meeting Minutes as presented.

CARRIED UNANIMOUSLY

7. COUNCIL BOARD & COMMITTEE MINUTES

7.1 Meridian Housing Foundation – June 26, 2025

7.2 Stony Plain Library Board – August 20, 2025

MHF, and SPLB
Minutes
192/10/25/SP

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

CARRIED UNANIMOUSLY

8. BYLAWS – NIL

9. BUSINESS ITEMS

9.1 Strategic & Corporate Plan Q3 2025 Report

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

Strat & Corp Plan
Q3 2025 Report
193/10/25/SP

Moved that Town Council accept the Strategic & Corporate
Plan Q3 2025 Report for information.

CARRIED UNANIMOUSLY

9.2 2024 Year End Financial Trend Report

The Manager of Financial Services gave an overview of the report.

2024 YR End
Financial Trend
Report
194/10/25/SP

Moved that Town Council accept the 2024 Year End Financial
Trend Report for information.

CARRIED UNANIMOUSLY

10. COUNCIL DISCUSSION

11. CLOSED SESSION – NIL

12. ADJOURNMENT

Mayor William Choy declared the October 14, 2025 Regular Council meeting adjourned at 7:24 p.m.

Mayor William Choy

Ann Laing
General Manager, Corporate Services

END OF ITEM



**TOWN OF STONY PLAIN
PROVINCE OF ALBERTA
NOVEMBER 3, 2025 MINUTES OF THE
ORGANIZATIONAL COUNCIL MEETING
HELD IN THE TOWN OF STONY PLAIN
HERITAGE PARK AT 5:00 PM**

PRESENT:

Mayor:	William Choy
Deputy Mayor:	Eric Meyer
Councillors:	Justin Anderson
	Justin Laurie
	Melanie Loyns
	Miranda Niebergall
	Harold Pawlechko

Chief Administrative Officer:	Tom Goulden
General Manager, Community & Protective Services:	Karl Hill
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 Officer:	Christina Michaud

OTHERS PRESENT:

Members of the Public	
Blessing:	Elder Phillip Campiou
RCMP Sergeant:	Brent Meyer

1. CALL TO ORDER

The Chief Administrative Officer called the November 3, 2025 Organizational Council Meeting to order at 5:02 p.m.

2. ADOPTION OF AGENDA

Agenda	The November 3, 2025 Organizational Council meeting agenda
Adoption	was adopted as presented.
195/11/25/SP	

CARRIED UNANIMOUSLY

3. SWEARING IN OF MAYOR AND COUNCIL**3.1 Blessing**

Elder Phillip Campiou shared a blessing for the newly elected Council.

3.2 Swearing in of Mayor and Council

Sargent Brent Meyer performed the swearing in of:

Mayor William Choy
Councillor Justin Anderson
Councillor Justin Laurie
Councillor Melanie Loyns
Councillor Eric Meyer
Councillor Miranda Niebergall
Councillor Harold Pawlechko

4. **APPOINTMENT OF DEPUTY MAYOR**

4.1 Appointment of Deputy Mayor

Appointment of
Deputy Mayor
196/11/25/SP

Moved that Town Council appoint Councillor Eric Meyer as Deputy Chief Elected Official for the term of November 3, 2025 to February 28, 2026 or until the appointment of the next Deputy Chief Elected Official.

CARRIED UNANIMOUSLY

Mayor William Choy performed the swearing in of Deputy Mayor Eric Meyer.

5. **COUNCIL MEETING SCHEDULE**

5.1 Council Meeting Schedule 2025 – 2026

2025 – 2026
Council Meeting
Schedule
197/11/25/SP

Moved that Town Council approve the 2025 – 2026 Council meeting schedule as presented with:

1. All Governance & Priorities and Regular Council meetings beginning at 5:00 p.m. at the Town Office Council Chambers at 4905-51 Avenue, Stony Plain, Alberta; and,
2. The Corporate Plan meetings beginning at 4:30 p.m. at the Town Office Council Chambers at 4905-51 Avenue, Stony Plain, Alberta.

CARRIED UNANIMOUSLY

6. **COUNCIL APPOINTMENTS TO AGENCIES, BOARDS, AND COMMISSIONS**

6.1 Council Appointments to Agencies, Boards, & Commissions

Council Appts.
198/11/25/SP

Moved that Town Council appoint members of Council to Agencies, Boards, and Commissions as presented for a term of November 3, 2025 to October 31, 2026 or until the next Organizational meeting.

CARRIED UNANIMOUSLY

7. **APPOINTMENTS**

7.1 2026 Citizen at Large Board Appointments

2026 CAL
Board Appt.
199/11/25/SP

Moved that Town Council appoint the individuals as presented to fill various vacancies on the noted Council appointed boards & committees.

Community and Social Development Roundtable

Applicant	Start of Term	Expiry
Renee Keough	January 1, 2026	December 31, 2027
Lonnie Stewardson	January 1, 2026	December 31, 2027

Culture and Tourism Roundtable

Applicant	Start of Term	Expiry
Kelsey McEwan	January 1, 2025	December 31, 2026
Brenda Reeve	January 1, 2026	December 31, 2027
Brian Baker	January 1, 2026	December 31, 2027
Grace Chychul	January 1, 2026	December 31, 2027
Sheri Minard	January 1, 2026	December 31, 2027
Tammy MacKay	January 1, 2026	December 31, 2027
Judy Bennett	January 1, 2026	December 31, 2027

Planning Advisory Committee

Applicant	Start of Term	Expiry
Hugh Ritchie	January 1, 2026	December 31, 2027

Town of Stony Plain Library Board

Applicant	Start of Term	Expiry
Dawn Horne	January 1, 2026	December 31, 2028
Jane MacDiarmid	January 1, 2026	December 31, 2028
Milene Albers	January 1, 2026	December 31, 2028

CARRIED UNANIMOUSLY

8. **ADJOURNMENT**

Mayor William Choy declared the November 3, 2025 Organizational Council Meeting adjourned at 5:32 p.m.

Mayor William Choy

Ann Laing
General Manager, Corporate Services

END OF ITEM



Council Board & Committee Minutes

**TOWN OF STONY PLAIN
PROVINCE OF ALBERTA
MAY 14, 2025 MINUTES OF THE
CULTURE AND TOURISM ROUNDTABLE
HELD IN THE TOWN OF STONY PLAIN
SHIKAOI ROOM AT 4:30 PM**

PRESENT:

Public Representative, Chair:	Grace Chychul
Public Representative, Vice-Chair:	Kim Wild
Councillor:	Melanie Loyns (4:56p.m. - 5:30p.m.)
Parkland Potter’s Guild:	Marian Majeau
Stony Plain & Parkland Pioneer Museum:	David Fielhaber
Stony Plain Public Library Representative:	Bonnie Daley
Public Representative:	Brenda Reeve
Public Representative:	Judy Bennett
Public Representative:	Patty Mckay
Culture & Tourism Development Officer:	Chantelle Laberge
Legislative Clerk:	Jessica Marsden

EXCUSED ABSENSE:

Greater Parkland Regional Chamber:	Norman Leach
Public Representative:	Kelsey McEwan
Red Brick Common:	Melissa Hartley

ABSENT:

Public Representative:	Hasini Jayasuriya
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1. CALL TO ORDER

The Chair called the May 14, 2025 Culture and Tourism Roundtable meeting to order at 4:33 p.m.

2. ADOPTION OF AGENDA

Agenda Adoption 07/05/25/CTR	Moved that the May 14, 2025 Culture and Tourism Roundtable agenda be accepted as presented.
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CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

Minutes Adoption 08/05/25/CTR	Moved that the March 12, 2025 Culture and Tourism Roundtable minutes be accepted as presented.
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CARRIED UNANIMOUSLY

4. VERBAL REPORT ROUNDTABLE

5. CULTURE and TOURISM DEVELOPMENT UPDATE

The Culture & Tourism Development Officer gave an overview of the:

- Summer Sessions and Midsummer Thursdays – Vendors are full;
- Destination Guide and Visitor Map are completed and distributed;
- the cemetery public art project is in the middle of procurement, 3 artists have been short listed;
- communicated to committee members, if holding events please go to the Town of Stony Plain (TOSP) website and input events in the calendar or the Explore Stony Plain site;
- art walk is August 23, 2025. Town of Stony Plain is helping facilitate the event this year but is still a private event;
- An underutilized green space north of the old RCMP building in the Town has been named Forest of Hope. Stony Plain got funding for the project; and
- Farmer's Days start May 30, 2025 and goes until June 2, 2025.

6. **FALL PROFESSIONAL DEVELOPMENT BRAINSTORMING**

7. **AGENDA REMINDER**

8. **CANCEL JUNE 11, 2025 CULTURE AND TOURISM ROUNDTABLE MEETING**

Meeting
cancelled
09/05/25/CTR

Moved that the June 11, 2025 Culture and Tourism Roundtable Committee meeting be cancelled.

CARRIED UNANIMOUSLY

8. **ADJOURNMENT**

The Chair declared the May 14, 2025 Culture and Tourism Roundtable meeting adjourned at 5:30 p.m.

Next Meeting:
September 10, 2025
Town Office
4:30 p.m. – Call to Order



David Fielhaber, Acting Chair



Jessica Marsden,
Legislative Clerk

**TOWN OF STONY PLAIN
PROVINCE OF ALBERTA
SEPTEMBER 10, 2025 MINUTES OF THE
CULTURE AND TOURISM ROUNDTABLE
HELD IN THE TOWN OF STONY PLAIN
SHIKAOI ROOM AT 4:30 PM**

PRESENT:

Stony Plain & Parkland Pioneer Museum: (Acting Chair)	David Fielhaber
Public Representative, Vice-Chair:	Kim Wild
Parkland Potter's Guild:	Marian Majeau
Stony Plain Public Library Representative:	Bonnie Daley
Red Brick Common:	Melissa Hartley
Greater Parkland Regional Chamber:	Norman Leach
Public Representative:	Brenda Reeve
Public Representative:	Judy Bennett
Public Representative:	Kelsey McEwan
Public Representative:	Patty Mackay
Culture & Tourism Development Officer:	Chantelle Laberge

EXCUSED ABSENSE:

Public Representative, Chair:	Grace Chychul
Councillor:	Melanie Loyns

ABSENT:

Public Representative:	Hasini Jayasuriya
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1. CALL TO ORDER

The Chair called the September 10, 2025 Culture and Tourism Roundtable meeting to order at 4:35 p.m.

2. ADOPTION OF AGENDA

Agenda Adoption 10/05/25/CTR	Moved that the September 10, 2025 Culture and Tourism Roundtable agenda be accepted as presented.
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CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

Minutes Adoption 11/05/25/CTR	Moved that the May 14, 2025 Culture and Tourism Roundtable minutes be accepted as presented.
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CARRIED UNANIMOUSLY

4. VERBAL REPORT ROUNDTABLE

5. CULTURE and TOURISM DEVELOPMENT UPDATE

- The Culture & Tourism Development Officer gave an overview of the:
- Artist Laureate program launching soon.
 - Reminded members to apply for committee appointments and submit nominations for ACE award.
 - Summer events season. Record breaking Summer Sessions attendance and well attended Midsummer Thursdays.
 - Discussed cooperative marketing opportunity with T8N magazine.

6. FALL PROFESSIONAL DEVELOPMENT BRAINSTORMING

7. ADJOURNMENT

The Chair declared the September 10, 2025 Culture and Tourism Roundtable meeting adjourned at 5:24 p.m.

Next Meeting:

November 12, 2025

KaRAR Performing Arts – 4401 48 St,
Stony Plain

4:30 p.m. – Call to Order



Kim Wild, Vice Chair



Jessica Marsden,
Legislative Clerk

END OF ITEM



**TOWN OF STONY PLAIN
PROVINCE OF ALBERTA
MAY 21, 2025 MINUTES OF THE
GROWTH & COMMERCE COMMITTEE
HELD IN SHIKAOI ROOM
AT 4:00 P.M.**

PRESENT:

Chief Administrative Officer, Chair:	Tom Goulden
Councillor:	Justin Anderson
Councillor:	Eric Meyer
Manager, Economic Development:	Michelle Levasseur
Economic Development Specialist:	Kaleb Brink
Legislative Officer:	Christina Michaud

EXCUSED ABSENCE:

Deputy Mayor:	Pat Hansard
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OTHERS PRESENT:

Edmonton Global, Director, Research & Business Intelligence:	Jeff Bell
Edmonton Global, Director of Trade:	Manisha Arora

1. CALL TO ORDER

The Chair called the May 21, 2025 Growth & Commerce Committee to order at 4:03 p.m.

2. ADOPTION OF AGENDA

Agenda Adoption 13/05/25/GCC	Moved that the May 21, 2025 Growth & Commerce Committee agenda be accepted as presented.
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CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES – March 19, 2025

GCC Minutes 14/05/25/GGC	Moved that the March 29, 2025 Growth & Commerce Committee Minutes be accepted as presented.
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CARRIED UNANIMOUSLY

4. EDMONTON GLOBAL – Tariffs and Trade

Jeff Bell and Manisha Arora from Edmonton Global provided a presentation on the impact of tariffs on the Edmonton Region.

Edmonton Global 15/05/25/SP	Moved that the Edmonton Global presentation be accepted for information.
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CARRIED UNANIMOUSLY

4. FAÇADE IMPROVEMENT PROGRAM

The Economic Development Manager and Economic Development Specialist provided a presentation on the Town's Façade Improvement Program.

Façade Improvement Program 16/05/24/SP	Moved that the Façade Improvement Program presentation be accepted for information.
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CARRIED UNANIMOUSLY

5. DISCUSSION

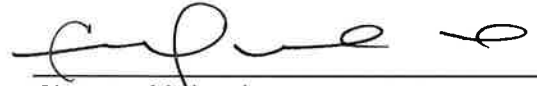
6. **ADJOURNMENT**

The Chair declared the May 21, 2025 Growth & Commerce Committee meeting adjourned at 5:54 p.m.

Next Meeting:
August 20, 2025
4:00 p.m.
Council Chambers



Tom Goulden, Chair



Christina Michaud, Legislative Officer

END OF ITEM





MINUTES OF MEETING JUNE 18, 2025

Present: Brenda Spitzer (Chair), Milene Albers, Dawn Horne (Treasurer), Rokus Broere, Jane MacDiarmid, Laurie Haak, Donna Saidler, Kelly Eros

Regrets: Claire Callbeck (Vice-Chair), Councillor Harold Pawlechko

Staff: Laina Kelly, Donna Thomson

1. The Chair called the meeting to order at 6:58 p.m.
 - a. Statement of vision and mission of SPPL
 - b. Land Acknowledgment
2. The Chair declared the agenda to be adopted as amended.

Amendments:

 - a. add 4d. Bank Account: Update legal name documentation
 - b. add 4e. Founder's Project Update
3. The Chair declared the previous meeting's minutes of May 21, 2025, to be adopted as amended.

Amendments:

 - a. add Dawn Horne to working group for 6a. Municipal Election Toolkit
4. Items for decision
 - a. Attendance and Scheduling Policy

MOTION The Attendance and Scheduling Policy be approved as presented.

Moved by: Donna Saidler

CARRIED

- b. Social Media Policy

The Social Media Policy to be tabled until further clarification.



c. Stronger Together Conference Attendees

The Board trustees to attend the October 8-9, 2025, Stronger Together Conference will be Brenda Spitzer, Dawn Horne, Claire Callbeck, Donna Saidler, Milene Albers, Jane MacDiarmid

- i. Jane and Milene will share a registration
- ii. All other attendees will register for both days

d. Bank Account – Update legal name documentation

MOTION That all bank account information be updated to use the library's legal name, Town of Stony Plain Library Board.

Moved by: Laurie Haak
CARRIED

e. Founder's Project Update

MOTION That the Town of Stony Plain Library Board Founder's Project design be accepted as presented.

Moved by: Rokus Broere
CARRIED

Ex agenda 1: Public Art in the Library

- i. 3D Art representation to visualize the interior and exterior changes to the library.
- ii. Rotating Art can be returned to the artist or auctioned off by the Friends of the Library as a fundraiser.
- iii. A working group to be created in January 2026.

Ex agenda 2: NAIT Capstone Project:

- i. Third year students would complete an applied research or design project with the library as the sponsor.



5. Trustees only session: In-Camera Compensation Review Update & Security Update

MOTION That the Board moves In-camera at 7:56pm.

Moved by: Laurie Haak
CARRIED

MOTION That the Board moves out of In-Camera at 8:25pm.

Moved by: Dawn Horne
CARRIED

6. Items for discussion
a. Fine Free Update (Laina Kelly)
7. Items for Information
a. Director's Report (Laina Kelly)
b. GIC Update (Dawn Horne)

8. Meeting Adjournment

The Chair declared the meeting adjourned at 8:38 p.m.

Chair

A handwritten signature in blue ink, appearing to read 'M. Kelly', written over a horizontal line.

Date

Sept 17/2025



Present: Brenda Spitzer (Chair), Claire Callbeck (Vice-Chair), Dawn Horne (Treasurer), Rokus Broere, Kelly Eros, Laurie Haak, Jane MacDiarmid, Councillor Harold Pawlechko, Donna Saidler

Regrets: Milene Albers

Staff: Laina Kelly

1. The Chair called the meeting to order at 7:11 p.m.
 - a. Statement of vision and mission of SPPL
 - b. Land Acknowledgment
2. The Chair declared the agenda to be adopted as amended.
Amendments:
 - a. Brenda added Municipal Election Working Group Update as item 7.g.
 - b. Jane added Current Event Update as item 7.h.
3. The Chair declared the previous meeting's minutes of June 18, 2025, to be adopted as presented.
4. Trustee Training – [TRACpac+](#)
5. Items for Decision
 - a. There were no decision items.
6. Items for Discussion
 - a. Staff and Board Holiday Social and Dinner
 - i. Working group: Donna, Jane and Laurie.
 - b. Director Performance Review
 - i. Working group: Brenda, Claire, Laurie and Rokus.
7. Items for Information
 - a. Council Presentation Reminder – Sept. 22 at 5:00 p.m.
 - b. Sunday Opening and People Counter Update
 - c. Director's Report
 - d. Q2 Financial Statement
 - e. Suspension Procedures Update
 - i. Addition of "Trespassing While Suspended" procedures.



- f. Questions to Submit to Municipal Election Forum
- g. Municipal Election Working Group Update
 - i. Candidates will be invited to the library on October 2 in the evening and October 4 in the late morning or early afternoon.
- h. Current Event Update

8. Adjournment

The Chair declared the meeting adjourned at 8:20 p.m.

Chair

Date

END OF ITEM



**TOWN OF STONY PLAIN
PROVINCE OF ALBERTA
SEPTEMBER 10, 2025 MINUTES OF THE
PLANNING ADVISORY COMMITTEE
MANY FACES ROOM
AT 4:30 P.M.**

MEMBERS PRESENT:

Chair:	Hugh Ritchie Jenilee Caterina Joe Baker Chaymie Hintz
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EXCUSED ABSENCE:

Manoj Ravichandraraj	Manoj Ravichandraraj
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OTHERS PRESENT:

Sustainability Planner, Staff Liaison:	Evan Joyes
Manager, Planning & Development:	Miles Dibble
Legislative Officer:	Christina Michaud

1. CALL TO ORDER

The Chair called the September 10, 2025 Planning Advisory Committee meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

Agenda Adoption 22/09/25/PAC	Moved that the September 10, 2025 Planning Advisory Committee agenda be accepted as presented.
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CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES – August 6, 2025

PAC Minutes 23/09/25/PAC	Moved that the August 6, 2025 Planning Advisory Committee minutes be accepted as presented.
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CARRIED UNANIMOUSLY

4. BUSINESS ITEMS

4.1 Old Town South School Site LUB Amendment

The Sustainability Planner provided an update on the Old Town South School Site Land Use Bylaw Amendment.

The committee reached a consensus in support of the Old Town South School Site Land Use Bylaw Amendment and strongly encourages the review and consideration of the related Traffic Impact Assessment with any future planning decisions.

Old Town School Site LUB Amendment 24/09/22/SP	Moved that the Old Town South School Site Land Use Bylaw Amendment be accepted for information, and the committee supports the Old Town South School Site Land Use Bylaw Amendment.
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CARRIED UNANIMOUSLY

5. DISCUSSION AND QUESTIONS

6. ADJOURNMENT

The Chair declared the September 10, 2025 Planning Advisory Committee meeting adjourned at 5:22 p.m.

Next Meeting:
November 5, 2025
4:30 p.m.
Shikaoi Room



Hugh Ritchie, Chair



Christina Michaud, Legislative Officer

END OF ITEM



**Tri Municipal Leisure Facility Corporation Board Meeting
September 11, 2025
Holiday Inn Express (Tri-Village Room)**

ADOPTED**Present**

Roxanne Kits	Vice Chair, Public Rep, Town of Stony Plain
Justin Laurie	Councillor, Town of Stony Plain
Todd Haist	Public Rep, Town of Stony Plain
Sally Kucher-Johnson	Councillor, Parkland County
Erin Stevenson	Councillor, City of Spruce Grove
Michelle Thiebaud	Public Rep, City of Spruce Grove
Amanda Chubey	Public Rep, City of Spruce Grove
Bryan Rabik	Public Rep, Parkland County

Others Present

Lenny Richer	General Manager
Tracy Hauff	Financial and Corporate Services Supervisor
Robin Lillywhite	Marketing and Communications Specialist

Absent

Rob Hagg	Chair, Public Rep, Parkland County
----------	------------------------------------

1. Call to Order

Call to Order

1. CALL TO ORDER

R. Kits called the September 11, 2025 board meeting to order at 6:14 PM.

2. Adoption of Agenda**01/09/2025**

Adoption of Agenda

2. ADOPTION OF AGENDA

Moved by S. Kucher-Johnson that the Board of Directors adopt the September 11, 2025 Meeting Agenda as presented. (amended?)

Motion: 2025-37**CARRIED****3. Adoption of Minutes****02/09/2025**

Adoption of Minutes

3. ADOPTION OF MINUTES

Moved by M. Thiebaud moves the Board of Directors adopt the June 19, 2025 minutes as amended.

Motion:**2025-38****CARRIED**

4. Presentations

5. Business

03/09/2025

5.1 2026 Corporate Plan Draft

5.1 – 2026 Corporate Plan and Budget - Draft

Moved by B. Rabik that the Board of Directors approve the 2026 Corporate Plan and Budget - Draft as presented.

Motion:

2025-39

CARRIED

6. Information

04/09/2025

6.1 – 2025 Corporate Plan – Q2&3 Update

6.1 – 2025 Corporate Plan – Q2&3 Update

L. Richer presented 2025 Corporate Plan – Q2&3 Update as information.

05/09/2025

6.2 – TLC Education Award Program Update (verbal)

6.2 – TLC Education Award Program Update (verbal)

L. Richer presented TLC Education Award Program Update (verbal) as information.

06/09/2025

6.3 – GM Update

6.3 – GM Update

L. Richer presented GM Update as information.

07/09/2025

6.4 – Department Updates

6.4 – Department Updates

T. Hauff presented the Department Updates as information.

08/09/2025

6.5 – Action Log

6.5 – Action Log

L. Richer presented the Action Log as information.

09/09/2025

6.6 – Forward Planning

6.6 – Forward Planning

L. Richer presented the Action Log as information.

Motion:

2025-40

Moved by T. Haist that the Board of Directors accepts Items 6.1-6.6 as information.

CARRIED

7. In Camera

10/09/2025

In Camera:

Moved by E. Stevenson that the Board of Directors move in-camera to discuss matters protected from disclosure by Section 20.1 of the Access to Information Act.

Motion:

2024-41

7:16 PM

CARRIED

Motion:

2024-42

7:26 PM

Moved by M. Thiebaud that the Board of Directors move out of in-camera.

CARRIED

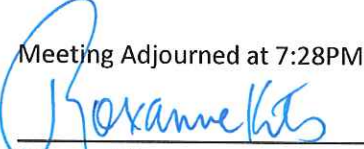
8. Reporting In and Out

11/09/2025

Reporting in and out

9. Adjournment

Meeting Adjourned at 7:28PM

A handwritten signature in blue ink, appearing to read "Roxanne Kits", is written over a horizontal line.

Roxanne Kits

Adjournment

END OF ITEM



Bylaws

Business Items

**REQUEST FOR DECISION
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** November 24, 2025**SUBJECT:** 2025 Third Quarter Report

EXECUTIVE SUMMARY

The quarterly report is a comprehensive reporting tool that serves as a benchmark for the ongoing operation of the Town of Stony Plain.

RECOMMENDATION

That the 2025 Third Quarter Report be accepted for information.

BACKGROUND

The Third Quarter Report is a combined effort of Administration to present a unified report to Council that is broader than a stand-alone report. This combined report will serve as a measurement tool to evaluate the progress of the current budget, as well as provide updates on departments and various projects approved by Council leading to the final preparation of the Town's Annual Report.

STRATEGIC ALIGNMENT & KEY ACTIONS

Stony Plain Strategic Plan 2025-2028:

- Governance & Partners
 - Enhance our organizational excellence and resiliency through improved service efficiency and effectiveness.
 - Embrace a priority and performance measurement culture and link our strategic vision and decision-making processes with our financial realities.

COMMUNICATION

Following Council approval, the report will be uploaded to the Town website, included in the Council Highlights news release, and a social media campaign will be launched.

ATTACHMENTS

- I. 2025 Q3 Report
-

Prepared by: Stephanie Barsby Boisvert, Manager, Corporate Communications

Reviewed by: Brenda Otto, General Manager, Strategic Services

Approved by: Tom Goulden, Chief Administrative Officer



QUARTERLY REPORT

FOR THE QUARTER ENDED SEPTEMBER 30, 2025





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Q3 HIGHLIGHTS

GRAND OPENING EVENTS

The Town had representation at one grand opening event for URBN Leaf Cannabis Company and one grand reopening event for Your Stony Mart. Grand openings are hosted collaboratively with the Greater Parkland Regional Chamber of Commerce. New businesses interested in hosting a grand opening must visit www.stonyplain.com/grandopening and complete the form at least two weeks in advance.

ECONOMIC LEADS

In Q3 2025, Stony Plain reviewed 17 investment opportunities and is actively supporting four of these leads. The remaining opportunities were disqualified due to factors such as development timing, land availability, or heavy industrial requirements. Of the 17 leads, three originated directly with the Town, 10 were referred by Edmonton Global, and four were referred by Invest Alberta. By sector, the opportunities included two in agribusiness, six in manufacturing, two in logistics and professional services, one in shopping, dining, and arts, and six across other sectors.

ECONOMIC DEVELOPMENT

BUSINESS E-NEWSLETTER

Economic Development publishes a monthly e-newsletter containing news, events, programs, inspiration, and anything relevant to doing business in Stony Plain. Businesses and economic development stakeholders are encouraged to subscribe and can do so at www.stonyplain.com/business-e-newsletter.

The performance of each month's e-newsletter continues to perform above industry standards, suggesting a positive level of subscriber engagement and alignment of the content with the audience interests.

E-NEWSLETTER ANALYTICS		JULY		AUGUST		SEPTEMBER	
		2024	2025	2024	2025	2024	2025
Sends	Number of E-Newsletters sent out	577	598	579	591	580	589
Opens	Number of E-Newsletters opened	395	226	351	215	279	205
Open Rate	Rate of E-Newsletters opened	70%	38%	62%	36%	55%	35%
Click Rate	Proportion of people who see a link in the newsletter and click on it to learn more	6.4%	5.5%	4.8%	6.3%	4.2%	5.4%

ECONOMIC DEVELOPMENT MICROSITE

The Invest microsite was migrated to an updated content management system this quarter. Hosting a wealth of economic development data, vacant properties, and other key information for prospective businesses, www.stonyplain.com/invest is an essential resource for those considering doing business in Stony Plain. The site is updated as new data becomes available and is always the first and primary referral to stakeholders.

There was no paid advertising during Q3, therefore the website traffic reflects entirely organic visits. Website traffic increased by 12.5% compared to Q3 2024.

MICROSITE ANALYTICS	Q1 2024	Q1 2025	Q2 2024	Q2 2025	Q3 2024	Q3 2025
Users	4600	3300	3100	4100	4000	4500
Notable User Locations	Singapore, Edmonton, Calgary, Shenzhen, Spruce Grove, North Charleston, Toronto, Vancouver, Ashburn, Dublin, St. Albert, Lanzhou, Drumheller					
Top Pages Viewed	Invest Homepage, Business Directory, Agribusiness, Available Properties, Our Team, Demographics, Shopping, Dining, and Arts, Households, Business Ecosystem, and Community Profile					

STONY SECTOR SPOTLIGHT

Stony’s Sector Spotlight is a promotional initiative used to highlight the Town’s key sectors by profiling local businesses within each sector. The key sectors include agribusiness, logistics and professional services, manufacturing, and shopping, dining, and arts. These spotlights provide participating businesses with valuable exposure while offering insights into the key sectors at the center of Stony Plain’s economy.

In Q3, Middleton’s Bitters and Bar Supplies was featured in the Sector Spotlight showcasing their contribution to the local business community. The Sector Spotlights are available on the Town’s LinkedIn page and the Invest Stony Plain website. Middleton’s Sector Spotlight can be found at www.stonyplain.com/invest/middletons. Local businesses interested in participating in future spotlights are encouraged to submit an Expression of Interest form at www.stonyplain.com/stony-plain-key-sector-expression-of-interest.

BUSINESS MILESTONES

The Business Milestone Recognition Program celebrates the dedication of local entrepreneurs and the vital role they play in building a resilient economy. Businesses are recognized in five-year increments, highlighting their contributions to the community over time. In 2025, 96 businesses marked anniversaries ranging from five years to more than 75 years of operation reflecting decades of commitment, growth and service to Stony Plain.

Significant Milestone: Businesses with 30+ Years of Operation

Highlighting businesses that have operated for 30 years or more, showcasing their longstanding commitment and invaluable contributions to the community:

BUSINESSES WITH 30+ YEARS OF OPERATION IN 2025	
Decker Properties Management	75 years
ATB Financial	65 years
Bing’s Restaurant	55 years
KC’s Restaurant & Lounge	40 years
Shear Magic	40 years
MLW Contracting	35 years
All-Star Signs	35 years
Karoline’s Beauty Salon	35 years
Basile’s 2 For 1 Pizza and Pasta	30 years
CA Instruments	30 years
Stony Plain Registries	30 years
Parkland School Division	30 years
Fox Maple Homes	30 years



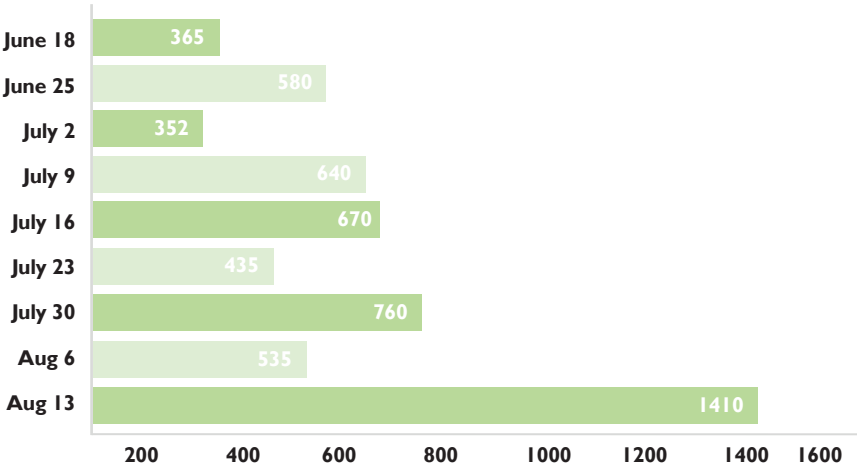


[CULTURE & TOURISM]

SUMMER SESSIONS

The 11th annual Summer Sessions concert series experienced its most successful season to date, drawing over 5700 attendees across nine shows. July saw a strong turnout with 2857 attendees enjoying performances by Tumbao Vibe Latin Band, Tallboy, Justin Sutton & North of 49, Natalia Chai, and The Super 92. In August, the series welcomed 1945 attendees, culminating in a record-breaking crowd of over 1400 at the final show. Highlights from August included a performance by Lindsey Walker, with country star George Canyon headlining the season finale.

2025 ATTENDANCE



MIDSUMMER THURSDAYS

The July Midsummer Thursdays event in downtown Stony Plain drew an impressive crowd of 3500 attendees, offering a lively evening of entertainment, food trucks, and over 50 vendors. The season concluded with the final event on August 21, which again featured more than 50 vendors and welcomed approximately 1500 attendees. While August’s turnout was lower than expected, the dip was largely due to high winds at the time of the event.





GATHER AND GROW DAY & HALL PARK GRAND OPENING

The Hall Park Grand Opening was held in conjunction with Gather & Grow Day on September 20. This year, 130 residents came together to promote a greener, connected community through activities, lunch and planting 13 new trees. As a centerpiece of the neighborhood improvement project, two new sculptures titled *Animals* by artist Brandon Vickard were unveiled. Standing over two metres tall and crafted from nearly 80 layers of Corten steel, the sculptures depict a red fox and a cottontail rabbit. Their design creates an optical illusion that shifts as viewers move around them, inviting exploration and thoughtful reflection. The day strengthened community belonging, with 86% of participants reporting a stronger sense of connection to their neighbourhood.

ALBERTA CULTURE DAYS

Alberta Culture Days unfolded throughout September in the community, featuring a vibrant lineup of events hosted by the Town of Stony Plain, Stony Plain Public Library, Parkland Poets Society, Red Brick Common, Stony Plain and Parkland Pioneer Museum, and the Parkland Potter's Guild. Highlights included the Hall Park Grand Opening, an Author Fair, a Poetry Treasure Hunt, a Youth Writers Workshop, Harvest Festival, Tipi Teachings, Pottery Demonstrations and Studio Tours, a Ukrainian Dance Performance, Horse & Wagon Mural Tours, the Red Brick Common Open House, and both a Puppet Show and Puppet-Making Workshop.

HORSE AND WAGON MURAL TOURS

The annual horse and wagon mural tours, which have operated for over a decade, were held in partnership with Red Brick Common. Two sold-out tours took place in both July and August, reflecting strong community interest. Additionally, the Town continued its collaboration with Red Brick Common to act as a satellite art gallery location in the Town Hall lobby. A new group exhibit was installed in July titled "*Form, Function, and Fun: Dimensional Explorations in Contemporary Studio Practices.*"



Q3 HIGHLIGHTS

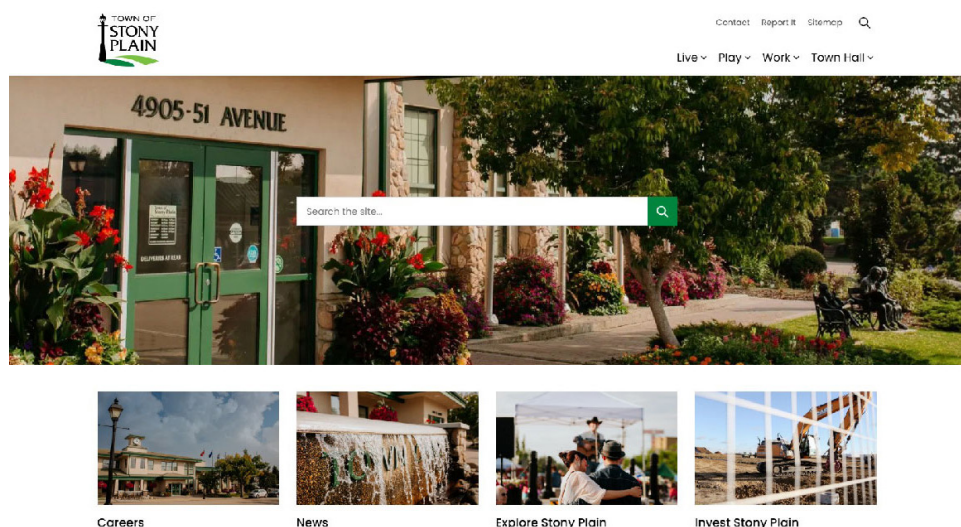
PROJECTS COMMUNICATED/ PROMOTED IN Q3

- 2025 Municipal Election
- Alberta Culture Days
- Casual Firefighter Recruitment
- Citizen at Large Board Recruitment
- Construction
- Council Highlights
- Employment Opportunities
- Fire Prevention Week
- Forest of Hope
- Hall Park Grand Opening and Gather & Grow Day
- Lead Together
- Pickleball/Tennis Court Sod-Turning
- Public Works Grand Opening
- Q2 Report
- Refreshed Website Launch
- Responsible Pet Ownership
- Shred & Go
- Suicide Prevention Series
- Town Awards
- Tri-Region Housing and Service Needs Estimate
- Truth and Reconciliation Day
- Utility Door Knockers
- Youth Day

RESPONSIVE COMMUNICATIONS IN Q3

- Waste Program Changes

[CORPORATE COMMUNICATIONS]



REFRESHED WEBSITE LAUNCH

In August, the Town's corporate website was successfully migrated to an updated content management system with the same website service provider. The update enhances the website's reliability, security, and long-term stability while maintaining a user-friendly experience for residents, businesses, and visitors.

The corporate site features a refreshed appearance, while the overall layout, resources, and navigation remains the same. To view the updated corporate site, visit www.stonyplain.com.

WEBPAGE ANALYTICS

TOP 10 WEB PAGES	PAGE VIEWS
Town of Stony Plain Homepage	24,559
Careers with the Town	12,275
Summer Sessions	12,082
Midsummer Thursdays	7562
Election: Meet the Candidates	4062
Calendar	4021
Canada Day	3674
Garbage, Organics, and Recycling	2516
2025 Municipal Election	2398
Alberta Culture Days	2123

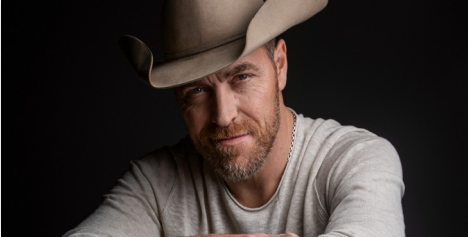
TOTAL WEBSITE PAGE VIEWS: 196,726 (-57,453 compared to previous quarter,
+29,678 compared to Q3 2024)

NEWSROOM SUBSCRIBERS: 680 (+25 compared to previous quarter
+65 compared to Q3 2024)

SOCIAL MEDIA ANALYTICS

TOP PERFORMING POST

SUMMER SESSIONS



FACEBOOK	
Engagement	343
Reach	96,226
Reactions	209
Shares	77
Link Clicks	1250
INSTAGRAM	
Engagement	168
Reach	2285
Reactions	102
Shares	62

TOP PERFORMING VIDEO

CASUAL FIREFIGHTER RECRUITMENT



FACEBOOK	
Engagement	199
Reach	14,208
Reactions	157
Shares	25
Link Clicks	515
INSTAGRAM	
Engagement	169
Reach	2696
Reactions	151
Shares	5
YOUTUBE	
Views	20
Average Time	0:51s
Traffic Source	37% from YouTube Search
Likes	1

Social Media Analytics can be defined as:

- **Engagements** – total number of interactions, including likes, shares, comments, link clicks, etc.
- **Reach** – number of unique users who viewed the post
- **Impressions** – total number of times the post has been seen (same account could view multiple times, and each visit is recorded)
- **Reactions** – likes, loves, hahas, sads
- **Shares** – number of unique users who have ‘shared,’ or republished the post

AUDIENCE GROWTH

(Compared to previous quarter)

	15,265	+394
	6020	+194
	3652	+142
	593	+9

[FIRE DEPARTMENT]

POP UP SPRAY PARK

In Q3, the Fire Department hosted two pop-up spray park events beside the outdoor pool on days when temperatures exceeded 30 degrees. Firefighters set up hoses, sprinklers, and aerial waterways to help residents cool off and enjoy the warm weather. An estimated 600 community members took part in the events.

BACK TO SCHOOL

The Fire Department partnered with Enforcement Services once again to remind motorists that school is back in session. During the first week of school, members were stationed at several locations to serve as a visible reminder for drivers to slow down and stay alert. Firefighters also assisted as crossing guards, helping ensure students arrived to school safely.



TRAINING UPDATE

In the third quarter, six recruits successfully completed the National Fire Protection Association Professional Firefighting Standard 1001 Level I exam and practical evaluations.

The Fire Department's most recent recruitment campaign has concluded with over 70 applications received for available positions. To support applicants, the department hosted its first in-person Recruit Information Night, offering an inside look at the services provided, the level of commitment required, and the opportunity to tour the facility and speak with members. More than 30 community members attended the session.

Members from the Fire Department and the Town of Stony Plain Emergency Management Team participated in a joint emergency exercise with Parkland County, the Village of Spring Lake, and the City of Spruce Grove. The exercise simulated a tornado affecting all four communities, testing coordinated emergency response under a unified command framework.





Q3 RESPONSE BREAKDOWN

RESPONSE TYPE	STONY PLAIN		PARKLAND COUNTY	
	2024	2025	2024	2025
Structure Fires	2	0	5	7
Vehicle Fires	1	1	5	7
Wildland/Outside Fires	7	13	15	14
Medical	14	32	12	6
Alarms	38	53	21	19
Motor Vehicle Collision	10	18	15	18
Mutual Aid	2	2	3	6
Citizen Assists	0	5	0	4
Utility (Power/Gas)	1	2	1	4
Hazmat	0	3	0	1
TOTAL	75	129	79	86

ANNUAL RESPONSES		
	2024	2025
Stony Plain	393	358
Parkland County	288	243
TOTAL	681	601*

Q3 FAST FACTS		
	2024	2025
Firefighting Hours	6275	5622*
Training Hours	8640	4466*

*Year to Date

*Year to Date



[ENFORCEMENT SERVICES]

VIOLATIONS & WARNINGS

In the third quarter, Community Peace Officers (CPOs) issued 154 warnings and 103 violation tickets. The most frequent offences CPOs encountered this quarter were:

- Speeding 63 violations & 62 warnings
- Unregistered Vehicle 2 violations & 38 warnings
- Failing to Produce Insurance 2 violations & 16 warnings



COMMUNITY INVOLVEMENT

During the third quarter, Stony Plain Community Peace Officers actively engaged in community safety, events, and collaboration:

- Participated in Joint Force operations with Spruce Grove Enforcement and the RCMP to address traffic concerns such as noise, speeding, and equipment violations
- Assisted Spruce Grove and Parkland County during summer events
- Provided traffic control support for the Great White North Triathlon and the Rotary Run for Life
- Attended Midsummer Thursdays, the Outdoor Movie, the Canada Day Car Show, and participated in the Youth Amazing Race
- Facilitated ride-alongs with interested parties
- Attended the Responsible Pet Ownership event with Spruce Grove and Parkland County Enforcement to educate residents on the updated bylaw
- Completed several bike and foot patrols throughout the community
- Completed the following training opportunities:
 - Emotional Awareness Training and Customer Service in Law Enforcement Environment Training
 - Drug Identification Training to improve Officer safety

ANIMAL INCIDENTS	
Animal Protection Act	10
Barking Complaints	9
Cats at Large	19
Defecation	1
Dog Aggression	9
Dogs at Large	26
Feeding Wild Animals	2
Interference with Animals	1
Livestock	1
Nuisance Animals	1
Wildlife	1
TOTAL	80

ENGAGEMENT	
Bike Patrol	7
Community Service	19
Focused Vehicle Patrol	5
Foot Patrol	3
Found Property	7
Tri-Region Memorandum of Understanding	2
Training	3
TOTAL	46

TRAFFIC INCIDENTS	
Driving Issue	21
Heavy/Commercial Vehicle/Bus Complaints	2
Joint Force Operations	4
Laser/Radar Speed Enforcement	19
Micromobility Device Issue	1
Obstruction/Debris on Roadway/Sidewalk	19
Off Highway Vehicle	3
Parking Complaint	90
Transportation of Dangerous Goods Regulation	1
Red Bus Light Compliance Patrol	3
Special Event/Obstruction Permits	6
Stop Sign Obstruction Violation	2
Unattached Trailers	7
Uninsured Motor Vehicle	1
24 Hour Suspension/Disqualification/Impaired Issue	1
TOTAL	180

62 of 98

COMMUNITY STANDARDS INCIDENTS

Causing a Disturbance/Fighting	3
Discharge Bow/Slingshot/Firearm	1
Graffiti	2
Littering	1
Municipal Government Act Order	54
Noise Complaint	18
Notice of Entry	12
Shipping Container	2
Unsightly/Nuisance Property	132
Vandalism	2
TOTAL	227

PUBLIC BEHAVIOUR INCIDENTS

Business Licence Bylaw	4
Cannabis Consumption Bylaw	1
Environmental Protection Act	3
Fire Services Bylaw	1
Garbage Collection & Disposal Bylaw	3
Gaming Liquor & Cannabis Act	5
Land Use Bylaw	2
Petty Trespass Act	12
Public Tree Bylaw	4
Suspicious Behaviour	5
Trespass to Premise Act	3
Offer Support Services to Vulnerable Population	8
TOTAL	51

ASSISTS

Assist Fire	9
Assist Outside Agency	5
Assist Public Works	4
Assist RCMP	12
TOTAL	30

VIOLATIONS

Parking	8
Fire	3
Equipment	1
Driving	78
Document	12
Animal Control	1
TOTAL	103

INCIDENTS

Peace Officers responded to 614 incidents this quarter, an increase from 556 incidents during the third quarter of 2024. Of those incidents, 60 were proactively generated by an Officer. The most frequently responded to incidents were:

- Nuisance/Unsightly Property..... 132 incidents
- Parking 90 incidents
- Municipal Government Act Orders Issued 54 incidents

Q3 INCIDENT SUMMARY & COMPARISON

	2024	2025
Animals	111	80
Community Standards	76	227
Assist/Engagement	110	76
Public Behaviour	49	51
Traffic	210	180
TOTAL	556	614





[PROGRAMS AND SERVICES]

CANADA DAY

The 2025 Canada Day celebration drew over 5000 attendees and showcased strong community involvement, cultural diversity, and valued traditions. Highlights included live performances, family activities, and returning favourites such as the dragon dance, pony rides, train rides, and the foam pit dance party. This year's event included performances by the Indonesian Community Association and participation from the National Congress of Chinese Canadians – Edmonton Chapter in the national drumming initiative. The Parkland Food Bank raised more than \$600 and collected over 30 lbs of food through carnival games. The Canada Day Flag Program engaged 50 volunteers who placed more than 8000 flags across the community, and the Canada Day Car Show also drew approximately 5000 attendees.

OUTDOOR MOVIE

The annual Outdoor Movie welcomed about 300 attendees. Attendance was affected by weather, but attendees enjoyed the new LED screen, which improved picture quality and allowed for an earlier start. This year's feature, Charlie and the Chocolate Factory, included a "Golden Ticket" promotion with five prizes awarded. Popular additions such as campfire marshmallow roasting and concession services provided by the Stony Plain Youth Centre contributed to the event's success.

GLENN HALL CENTENNIAL ARENA

The Glenn Hall Centennial Arena was closed during this quarter for flooring replacements in the hallways and dressing rooms, with the ice surface restored and ready for use on August 25. In this quarter, the facility recorded 307 hours of use, including 225 hours for hockey, six for ringette, and 22 for the skating club. Free public skating, sponsored by Fix It Right Plumbing and Heating, runs annually from September to March with five weekly time slots, including a dedicated Parent-Tot skate.

FACILITY HOURS	Q3 2024	Q3 2025
Scheduled Fields	154	257
Scheduled Diamonds	562	545
Glenn Hall Centennial Arena	323	307
Community Centre	145	112
Heritage Park – Spruce Grove Hall	282	590
Heritage Park – Parkland Hall & Lions Den	415	511
Heritage Park – Pavilion	528	771
Heritage Park – Outdoor Spaces	688	602

Q3 HIGHLIGHTS

SERVICE USAGE

ATS drivers completed 6182 trips with clients from Stony Plain, Spruce Grove, and Parkland County to meet primarily medical and essential needs.

KILOMETRES TRAVELLED

ATS drivers travelled a total of 44,405 kilometres in Q3, an decrease of 1230 from 45,635 kilometres in Q3 2024.

OUTDOOR POOL AND SPRAY PARK

The Stony Plain Outdoor Pool closed for the season on August 31, followed by the Rotary Spray Park on September 7. Throughout the summer, the Outdoor Pool offered a range of activities, including swimming lessons, public swim sessions, swim club bookings, and private rentals. West Parkland Gas Co-op sponsored Sunday public swimming sessions throughout the season.

ON-DEMAND TRANSIT

The regional on-demand transit system is a partnership between the Town of Stony Plain, City of Spruce Grove and Parkland County. It provides access throughout Stony Plain, Spruce Grove, Parkland Village and Acheson.

RIDER STATISTICS (PASSENGERS THAT START OR END TRIP IN STONY PLAIN)			OPERATIONS STATISTICS (REGION) TOTAL TRIPS		
	2024	2025		2024	2025
July	2411	2909	Stony Plain/Spruce Grove/Parkland County		
August	2078	2660	July	4971	6634
September	2168	2779	August	4694	6256
TOTAL RIDERS	6657	8348	September	4655	6459
			TOTAL RIDERS	14,320	19,349

ACCESSIBLE TRANSPORTATION SERVICE (ATS)

ATS offers door-to-door transportation for residents aged 16 and over who are unable to utilize the existing full-accessible conventional public transit services due to a physical or cognitive disability. Registration with the service is required before booking trips.

RIDER STATISTICS (Clients that start or end trip at the following location)						
	Spruce Grove		Stony Plain		Edmonton/Other	
	2024	2025	2024	2025	2024	2025
July	772	918	920	977	154	222
August	704	816	876	873	142	295
September	602	844	844	957	115	280
TOTAL	2078	2578	2640	2807	411	797

RIDER CATEGORIES			RIDER RESIDENCY		
	2024	2025		2024	2025
Medical	499	518	Spruce Grove	646	720
Essential	542	519	Stony Plain	722	719
Social	54	97	Parkland County	27	42
Recreation	34	44	TOTAL	1395	1481

[GOLF COURSE]

WEATHER AND COURSE CONDITIONS

Favorable weather and stable air quality supported a strong quarter at the Stony Plain Golf Course. Most major weather systems impacting the Edmonton region bypassed Stony Plain, resulting in only one half-day course closure during the 92-day period. As of September 30, only 4.5 days had been deemed unplayable year to date.

PLAY AND SALES PERFORMANCE

Ideal conditions contributed to steady course activity, increased driving range utilization, and corresponding growth in range revenue. By the end of the third quarter, total rounds played reached 32,974 year-to-date, an increase of 2262 rounds compared to 2024, reflecting continued strong participation and demand.



MEMBERSHIP AND LEAGUES

All leagues concluded late in the third quarter with positive feedback and strong interest in returning for the 2026 season. The Ladies League continued to grow, reaching over 120 participants and demonstrating strong engagement throughout the season. The Men's League also saw increased demand, with capacity expanded to 80 players to accommodate additional participants and enhance inclusivity.

EVENTS AND TOURNAMENTS

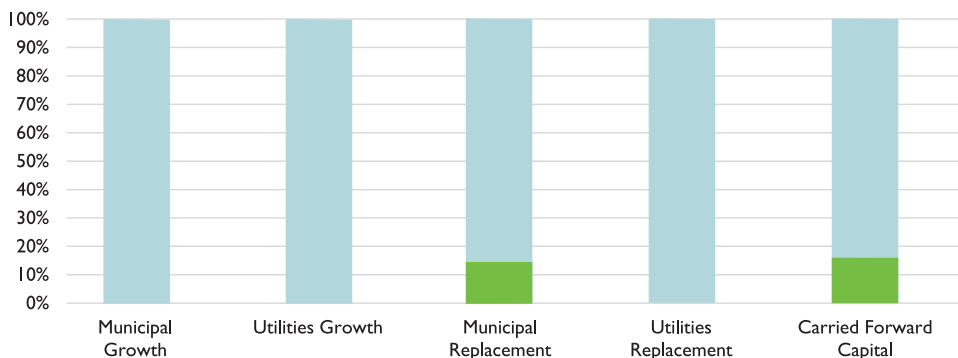
The third quarter featured several high-profile tournaments and community events, including the PGA of Alberta Club Professional Championship, the Parker Tobin Memorial, and events hosted by the Edmonton Korean Seniors Golf Association, Attesa Homes, the Northern Alberta Senior Men's Golf Association and Fortis Alberta.

Internally, the Club Championship Weekend was another successful highlight of the season, offering an engaging competition experience for season pass holders and contributing to strong community spirit among members.

[FINANCIAL SERVICES]

CAPITAL SPEND TO BUDGET

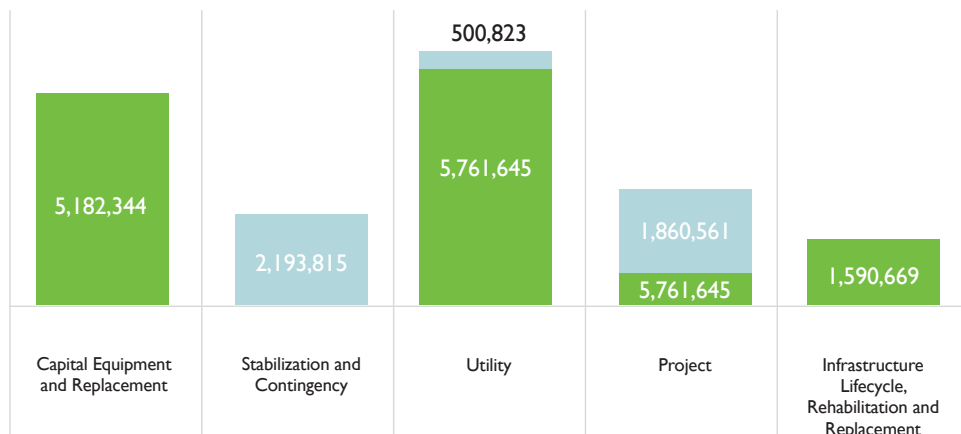
■ YTD Spend ■ Budget



Capital spend to date equates to 30%. Larger capital project spend occurs in the fall.

2025 PROJECTED RESERVE BALANCES

■ Capital ■ Operating



Reserve balances at the end of 2025 are projected to be \$17,727,616 and are broken into categories as shown in the chart above.

DEBT LIMIT	Projected Dec 31, 2025	Projected Dec 31, 2024
Municipal Debt Limits	\$ 79,715,561	\$ 75,415,308
Outstanding Debt	\$ 43,828,859	\$ 28,513,545
Total Debt Available	\$ 35,886,701	\$ 46,901,763
Municipal Debt Service Limit	\$ 13,285,927	\$ 12,569,218
Current Debt Service Level	\$ 4,252,725	\$ 2,513,844
Service on Debt Limit Available	\$ 9,033,202	\$ 10,055,374

The Town's Debt Management Policy C-FS-045 outlines the types of debt and financing the Town may undertake. Under the *Municipal Government Act* (MGA) the debt limit for the Town is calculated at 1.5 times its revenue, and the debt service limit is calculated at 0.25 times such revenue. The policy stipulates the Town will adhere to an internal debt limit of 80% of the debt limit set by the MGA. As at September 30, the Town's outstanding debt represented 52.9% of Municipal debt limits and 66.2% of the Town's internal debt limit.

HIGHLIGHTS

GRANTS

Grant Allocation for the Town of Stony Plain for the fiscal year 2025 are as follows:

Local Government Fiscal Framework (LGFF) Capital
\$2,520,784

Local Government Fiscal Framework (LGFF)
\$263,552

Housing Accelerator Fund (HAF)
\$1,296,617 (\$5,186,467 awarded)

Local Growth & Sustainability
\$1,021,097 (awarded)

Northern and Regional Economic Development (NRED)
\$300,000 (awarded)

Alberta Community Partnership - Municipal Internship
\$60,000 (awarded)

Fire Services Training Program
\$30,060 (awarded)

Emergency Management & Preparedness Program
\$6,630 (awarded)

Firehouse Subs Public Safety Foundation of Canada
\$28,731 (awarded)

RCMP Body Worn Camera Implementation
\$19,297

INVESTMENTS

As of September 30, the investments totaled \$14,509,235 compared to \$22,190,381 at the end of December 2024.



[INCLUSION]

TRUTH AND RECONCILIATION

On September 30, the Town of Stony Plain partnered with community to host the Together for Truth and Reconciliation event at Heritage Park. 348 community members gathered, many wearing orange shirts to help foster a sense of belonging and support strengthening Indigenous relations.

Attendees engaged with the *Reconciliation Begins With You* video series by the Gord Downie & Chanie Wenjack Fund, amplifying young Indigenous voices on healing and hope, along with listening and learning from the speakers and display tables. The day featured live music from the Stirling John Band.



CULTURAL CAMPFIRES

In the third quarter, 310 individuals attended the Cultural Campfires series, marking a 40% increase from 2024. The event series was held outdoors at Shikaoi Park on Thursday evenings over eight weeks. Attendees were encouraged to invite friends and neighbours to join to listen to diverse cultural stories around a campfire. Participants engaged with art, cultural objects, stories, songs and dance resulting in increased sense of community and appreciation for diverse cultures.

Result: From these events, 98% of surveyed participants reported feeling more connected to community.

COMMUNITY CONNECTIONS

During Q3, 32 residents engaged with Community Connectors to access information, referrals, and supports tailored to their individual needs, a decrease of 24 from last quarter. Participants shared that these interactions helped them navigate available resources and strengthen their connection to local services.

The Dementia Connection programs including the Care Partner Support Group and Trail Explorers continue to grow, having engaged 33 participants in the programs during Q3. These programs focus on providing individual support, fostering connections, and promoting understanding and awareness resulting in an enhanced well-being for participants.



ELDER ABUSE AWARENESS

The Tri-Municipal Region Elder Abuse Coordinated Community Response supported eight residents from the Tri-Municipal Region experiencing elder abuse in Q3 of this year. This collaboration, funded by the Alberta Elder Abuse Awareness Council (AEAAC), is a regional partnership made up of the Tri-Municipalities and local community partners working to address elder abuse through awareness, education, and supports. The collaboration aims to connect vulnerable older adults to supports in a respectful and considerate way.

This quarter a Stony Plain Community Connector was trained to facilitate the It's Not Right! Elder Abuse Awareness program, which teaches neighbours, friends, and family members of seniors at risk how to recognize warning signs of elder abuse and respond appropriately.

SENIORCONNECT SOCIAL

In Q3, 27 residents completed SeniorConnect training, bringing the year-to-date number of registrants to 53 and the total number of SeniorConnectors across the Tri-Municipal Region to 294. TriRegion SeniorConnect is a free online training program that teaches residents how to respond to seniors in need. The training includes seven modules: caregiver burnout, dementia, delirium and depression, elder abuse, addictions, diversity and ageism.

This summer, 17 SeniorConnectors came together for a SeniorConnect social to learn from each other and share resources. 94% of attendees surveyed felt better able to support seniors.

"Wonderful to hear other stories and experiences, would like to see this more often, thank you!"

— Program Participant

In Q3, 272 residents (up from 157 in Q3 of 2024) were supported with information. The most common types of calls were related to programming, housing supports, and services for seniors.

An additional 271 individuals were supported with information and engagement during the three Midsummer Thursdays events. Residents were offered resources, supports, and programming to help strengthen and build community connections.

[POVERTY REDUCTION]

THE LANDLORD LINK

In Q3, 13 local landlords attended the Landlord Link event, which brought together Town staff, landlords, RCMP, and community partners to share information and discuss local housing issues. Participants reported that the event helped build new relationships, foster open conversations, and encouraged landlords to see themselves as part of the broader community rather than solely as property managers. The event also highlighted the Town's role as a connector and generated interest in continued collaboration. While still in its early stages, the Landlord Link initiative laid the groundwork for ongoing dialogue and potential long-term improvements in how housing is understood and supported in the Tri-Municipal Region.

"Great perspectives from the community!"

— Program Participant



COMMUNITY AND SOCIAL DEVELOPMENT ROUNDTABLE

In September, the Community and Social Development Roundtable met for a session on Understanding Poverty Reduction with nine participants, 60% of whom had lived experience. Through discussion and a poverty simulation, members explored the emotional, social, and financial impacts of poverty and reflected on the daily trade-offs and pressures it creates. The session highlighted the importance of empathy and identified key areas of support, including food access, housing, financial relief, and stable community programs.

LITTLE YEARS, BIG IMPACT

The Little Years, Big Impact gathering brought together nine early childhood educators from five Stony Plain organizations to celebrate early childhood work, network with peers, and exchange ideas. The event emphasized the importance of the first five years of a child's life, a period widely recognized for its influence on brain development, learning, and overall well-being. Participants reported feeling appreciated, supported, and connected, with 100% of survey respondents indicating they would attend again if the event became annual.

[MENTAL WELLNESS]

DRIVE FOR CHANGE

In the third quarter, Drive for Change, a regional event focused on men's mental health and wellness, brought together 36 participants for an evening of discussion, connection, and disc golf. Attendance increased from 22 participants in 2024. The event was hosted collaboratively by Stony Plain, Parkland County, and Spruce Grove in partnership with the Parkland Disc Golf Association and VIV Mental Health. The event provided an opportunity for participants to engage in open conversations about mental health, to learn about local supports, and to enjoy a recreational disc golf activity for all skill levels. Evaluation results reflected a positive response, with all 18 respondents indicating that the event contributed to raising awareness of men's mental wellness in the Tri-Municipal Region.

FOREST OF HOPE

The Forest of Hope was officially opened on September 10 in recognition of World Suicide Prevention Day. More than 80 community members attended the event to honour themes of resilience, remembrance, and hope. Developed in partnership with the Canadian Association for Suicide Prevention, Roots of Hope Roundtable, the Coordinated Suicide Prevention Program, and the Town of Stony Plain, the green space was designed to provide a place for reflection, healing, and connection. The opening included tree planting, words of dedication, and the unveiling of the revitalized area. Evaluation results indicated a strong positive response. All of the 35 participants who completed the survey reported that the event enhanced their sense of community support, whether in facing personal challenges or supporting others.

A participant said, "I finally feel like I have a place for my sister's memory to be, thank you."





[VOLUNTEERISM & CIVIC ENGAGEMENT]

VOLUNTEER ENGAGEMENT

This quarter, 36 residents joined Better Impact to explore volunteer opportunities across the Tri-Municipal Region, building on the momentum from last quarter and bringing the yearly total to 165 new profiles.

The number of volunteer opportunities posted was 150, down from 153 in Q2.



ENHANCING AWARENESS AND PARTICIPATION

Key initiatives were launched in Q3 to advance the Volunteerism and Civic Engagement Strategy by increasing awareness and participation in local volunteer opportunities. The Tri-Municipal Region Fall Info Night drew more than 250 residents and featured 68 non-profit organizations and businesses. This event supported two key focus areas of volunteerism by connecting people to diverse and inclusive opportunities to get involved, and by raising awareness of Volunteer Services to promote greater community engagement.

Additionally, regional Volunteer Managers gathered this quarter to discuss successes, challenges, and opportunities in volunteer management. All participants reported increased awareness of available resources and supports for volunteerism and civic engagement.

LEAD TOGETHER

This quarter, the Town hosted two Volunteer Alberta facilitated Lead Together training sessions to strengthen youth leadership and engagement. The first session, for Youth Champions, included adults working with youth in schools, libraries, the RCMP, and community groups. The session brought together 18 participants who explored strategies to authentically engage youth using the Ladder of Engagement framework. Following the session, 89% reported an increased understanding of youth engagement.

The second session, attended by four Youth Leaders, focused on building confidence, peer connections, and strategies to amplify youth voices. Participants practiced developing and pitching ideas, and all reported feeling more confident and motivated to pursue volunteer opportunities.

[YOUTH ENGAGEMENT]

YOUTH DAY

This year's Youth Day event brought together 60 participants (including 15 youth) to connect with one another, local supports, and community resources. The participating youth took part in an Amazing Race Challenge, made possible through support from local partners. The celebration also included a community BBQ sponsored by North Central Co-operative Association Ltd., featuring inflatables, free food, lawn games, music, and youth-led speeches. Following the event, 80% of attendees reported feeling more connected to community resources and supports.

SUMMER TRIPS

This quarter, Summer Trips provided opportunities for 20 young people to get out, try something new, and build connections with their peers. Activities included Activate, an interactive gaming experience with physical and mental team challenges, a visit to the Muttart Conservatory to explore unique plants inside glass pyramids, and an afternoon of bowling followed by a late-night swim. By the end of the program, 80% of youth participants reported feeling a stronger sense of belonging.

STONY PLAIN YOUTH LEADERSHIP TEAM

The youth leadership program concluded this quarter with seven participants. Throughout the program, participants contributed to the development of the Engaging Youth Strategy, supported key actions identified in the Developmental Assets Profile Report, and helped plan and deliver community events such as the Generation Celebration and Youth Day. Participants reported having an enhanced understanding of the value and impact of youth leadership within the community.

"I am grateful for learning about how our community supports youth and what I can do to support other youth."

— Program Participant

"I was grateful to be able to learn about things I never thought I would."

— Program Participant

TRI-MUNICIPAL REGION COMMUNITY TRAUMA, VIOLENCE, AND SUICIDE PREVENTIONS PROTOCOL ASSET MAPPING

In Q3, the Tri-Municipal Region Community Violence Threat Risk Assessment and Intervention Protocol was renewed by all three municipalities, reaffirming collaboration among schools, municipalities, law enforcement, mental health agencies, and community partners. Originally signed in 2014, the updated protocol enhances coordination, early intervention, and information sharing through a three-part model focused on trauma response, violence risk assessment, and suicide prevention. This unified approach continues to promote safer, more resilient schools and communities across Parkland County, Spruce Grove, and Stony Plain.



Q3 HIGHLIGHTS

KEY PROJECTS

- Provided ATCO with a mid-year report for the ATCO Community Energy Fund EV charger project the Town received a grant for.

LAND DEVELOPMENT APPROVALS

- Redistricted an area in the Brickyard to accommodate a new school site and an area in Park West to support high-density residential development.
- Completed a road closure in Woodlands to simplify parcel configuration and reduce the Town's risk.
- Approved major development permits for several projects, including a new pickleball facility in the North Industrial Park, a future Dollarama store, a greenhouse project on Crystal Drive, Kickass Caramels' new location, and modular buildings at Memorial Composite High School.

PLANNING & DEVELOPMENT

Q3 SUMMARY

Third quarter residential construction in 2025 comprised of a total of 43 housing starts with an estimated construction value of \$13.1 million.

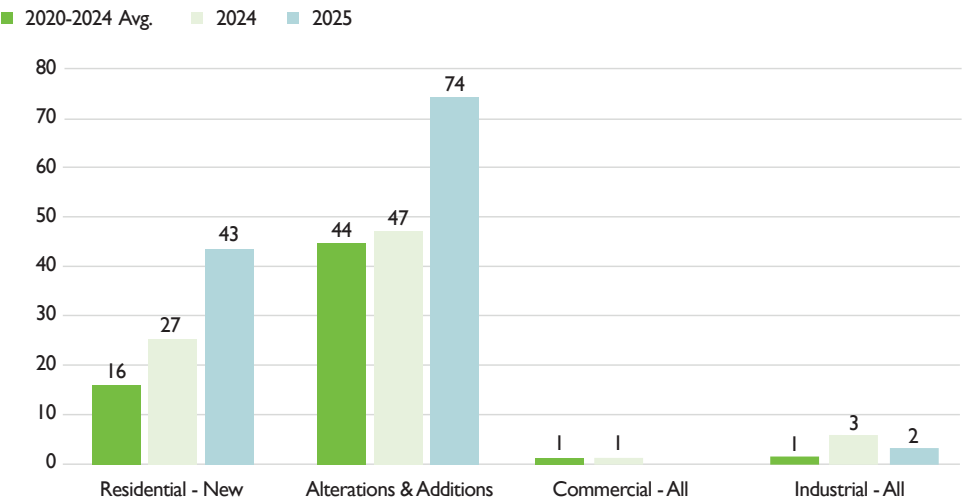
There were two industrial permits issued in the third quarter with a construction value of approximately \$5.1 million. There were no commercial permits issued this quarter.

There were 74 permits issued for alterations and additions, including 69 residential improvements, two commercial improvements, two industrial improvements, and one public parks/institutional permit with a combined estimated construction value of \$2.8 million.

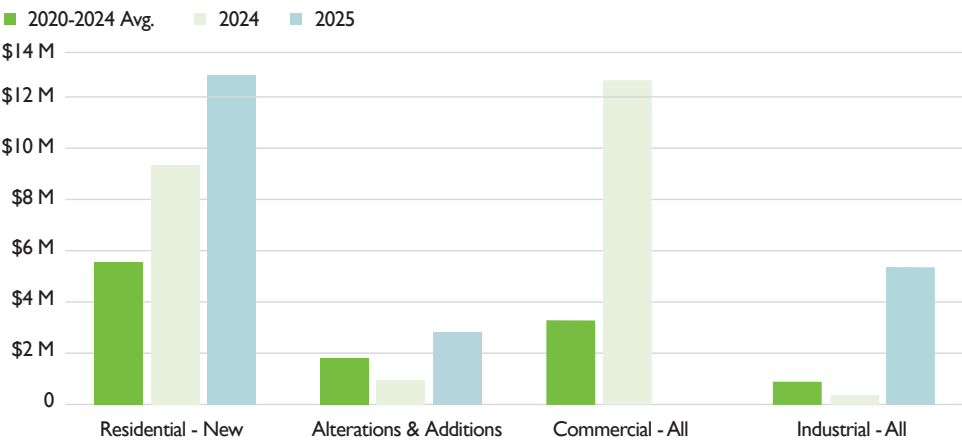
There were 14 miscellaneous permits issued, including:

- 2 demolition;
- 2 home occupation;
- 9 signs; and
- 1 other (earthworks, driveways, etc.)

Q3 VOLUME OF BUILDING PERMITS BY TYPE



Q3 VALUE OF BUILDING PERMITS BY TYPE



Q3 HIGHLIGHTS

ENVIRONMENTAL INITIATIVES

The MicroHabitat Urban Garden: Pollinators and Urban Farming Workshop was hosted this quarter, offering residents an opportunity to learn about the role of pollinators and the benefits of sustainable urban gardening. Additionally, 13 trees were planted this quarter at Hall Park as part of the annual Gather and Grow Day event.

The Town also continued its participation in the Capital Region Municipal Sustainability Group, contributing to discussions on wetland replacement programs and collaborative approaches to wetland and stormwater management.



HOUSING ACCELERATOR FUND

Work continued on the Housing Accelerator Fund Action Plan, with six of the seven initiatives now complete. In Q3, the Mixed-Use Redevelopment of Town-Owned Land initiative, which identified Town sites for future mixed-use housing, and the Planning, Development, and Engineering Processes initiative, which streamlines approvals and reduces timelines, were completed.



PLANNING ADVISORY COMMITTEE

The Planning Advisory Committee held its regular third-quarter meeting, along with two special meetings to review proposed redistricting applications. Discussions focused on a new school site in Old Town South and a high-density residential area in Park West.

LAND DEVELOPMENT

APPROVALS CONTINUED

- Assigned Crystal Avenue to a new future road in the North Business Park and renamed Forest Green Plaza to Sweet Street Plaza.
- Endorsed Westerra Stage 18 subdivision.
- Entered into Development Agreements for Brickyard Stage 6A, North Industrial Park Stage 5A, and the East Parkland Bible Church for sanitary work, as well as an amending agreement for North Industrial Park Stage 4.

Q3 HIGHLIGHTS

SHRED & GO

The annual Shred & Go event saw fewer households participate in 2025 compared to 2024, but there was an increase in the pounds of paper collected. In 2024, 166 households recycled 4612 pounds of paper, while in 2025, 147 households recycled 7005 pounds, an increase of approximately 52%.

INFRASTRUCTURE ASSETS

WASTE MANAGEMENT TRANSITIONS

The Find Your Fit waste collection program launched this quarter, allowing residents to choose bin sizes suited to their household needs. This quarter, 19 households opted to add an additional cart, increasing their total waste capacity to 360L, while seven have downsized to the smaller 120L cart option. The program's flexibility helps residents align waste services with their needs, reducing excess capacity and promoting long-term waste diversion goals.



ROAD MAINTENANCE

In Q3, crews completed crack sealing on 10 km of roadway. Preparations for winter operations were completed this quarter, with sand and salt deliveries finalized and storage facilities fully stocked. Maintenance work was also completed in the Meridian Heights back alleys to address increased traffic resulting from the 43 Street Road Program project.

UTILITIES MAINTENANCE

This quarter, seasonal work was completed, including sewer and hydrant flushing, valve exercising, and storm drain maintenance. Contractors completed repairs on three catch basins, and ongoing catch basin cleaning and hydrant winterization continues into Q4. Repairs to the Meridian Reservoir overflow structure were also successfully completed, and the reservoir has been returned to full capacity.

NEW PUBLIC WORKS BUILDING

Construction of the Public Works Administration Building was completed this quarter and celebrated with a ribbon-cutting event. The new facility represents a significant step forward in supporting essential municipal services and accommodating future community growth. It enhances operational capacity and positions the Town to better meet the community's future needs.

[PARKS & LEISURE SERVICES]

PROJECTS

Several improvements have been completed in Q3 to enhance access and safety in community spaces. 25 solar lights were replaced along the trail network to improve visibility and ensure safer nighttime travel for pedestrians.

At Hall Park and the Forest of Hope, new benches were constructed, and a custom bike rack was fabricated and installed at Heritage Park. Upgrades also continued at the Umbach Off-Leash Dog Park with the installation of an additional solar light, two benches, and four new garbage cans.

Together, these enhancements improve accessibility, safety, and the overall experience for residents. Each of these projects supports the Town's goal of creating more inclusive, welcoming, and sustainable public spaces for all members of the community.



HORTICULTURE WORK

Shrub bed reduction efforts continued successfully this quarter, with 17 shrub beds removed across Westerra, High Park, and South Creek. As shrubs are removed, some of the healthier shrubs are salvaged and stored for future use. The converted turf areas require less maintenance, freeing staff time for high-profile beds downtown, at Shikaoi Park, and at Rotary Park. The downtown medians were rejuvenated with new perennial plantings, contributing to an improved streetscape.

In Q3 the Town added 15 new self-watering containers for a total of 51 throughout the community, alongside 98 hanging flower baskets. Tree planting initiatives also flourished this quarter, with 43 new trees added throughout the town. These additions contribute to long-term canopy goals and community beautification.



Dear person behind me,
the world is a better place
with you in it

love,
the person in front of you

QUARTERLY REPORT

FOR THE QUARTER ENDED SEPTEMBER 30, 2025



END OF ITEM



**REQUEST FOR DECISION
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** November 24, 2025**SUBJECT:** Cemetery Fees

EXECUTIVE SUMMARY

The cemetery was approved in the 2025 Corporate Plan for construction with opening in 2026. Ahead of opening, analysis was completed on costs and revenue to establish user fees and charges.

RECOMMENDATION

That Town Council accept the Cemetery Fees report for information.

BACKGROUND

In the 2025-2027 Corporate Plan, Council approved the construction of a municipal cemetery. Construction started in 2025 and is anticipated to be complete for opening in 2026. Through the planning of the cemetery, a consultant was engaged to offer their expertise on this unique service. Included in the scope of work was a financial model and comparison of user fees and charges.

Based on the anticipated budget provided for operations from the Town, the consultant completed financial modeling based on comparators and assumed level of service. Within the analysis it was assumed the annual internments would average 53. To align with Council Policy C-FS-066 Revenue & Taxation section, the 5.0 user fee philosophy of user pay, the principal of 75% recovery was transacted in the proposed 2026-2028 Corporate Plan.

The consultant used six comparators including City of Spruce Grove, City of St Albert, City of Leduc, Parkland County, Beaumont and City of Edmonton Northern Lights Cemetery. Some of these comparators did not offer similar services or were not of similar size to the Stony Plain Cemetery, however they were in close proximity to the Town. The two comparators closest in prices at the 75% cost recovery model, were the City of St. Albert and City of Edmonton Northern Lights Cemetery.

Fees associated with this recovery percentage result in a tax impact of \$42,000 or 0.18% based on a full operational year and were included in the 2026-2028 Corporate Plan for Council's consideration. As a part of this model, capital recovery was not taken into consideration. Total operating expenses within the financial model and Corporate Plan total \$171,580. In order to implement 75% recovery the below fees were established. The closest comparators have been included for reference.

User Fee Schedule

	City of St Albert	Northern Lights Cemetery (City of Edmonton)	Recommended 75% Cost Recovery	Alternative Option 1 55% Cost Recovery	Alternative Option 2 100% Cost Recovery
Standard Single or Double Plot	1,750	3,300	3,375	2,500	4,550
Green Plot Single Only	N/A	1,900	3,375	2,500	4,550
Cremation Plot	825	1,900	1,080	800	1,456
Veteran Plot	875	1,650	1,688	1,250	2,275
Veteran Niche	Unknown	Unknown	2,498	1,850	3,367
Columbarium Niche Bottom Row	2,070-2,225	4,462	4,455	3,300	6,006
Columbarium Niche Two Middle Rows	2,420-2,600	4,725-5,000	4,928	3,650	6,643
Columbarium Niche Upper Top Row	Sold Out	5,500	5,603	4,150	7,553
Family Columbarium Plot	N/A	N/A	3,375	2,500	4,550
Interment (Open/Close) Services					
Full Burial (Standard depth interment)	1,010	1,325	2,430	1,200	3,276
Full Burial (double depth interment)	1,320	2,325	2,430	1,800	3,276
Green Burial (standard depth interment)	N/A	1,775	2,160	1,500	2,912
Full Burial - Overtime	570	306-514	500	500	500
Full Burial - Winter	No winter surcharge	514	500	500	500
Cremation in Plot	504	600 (in ground)	550	550	550
Cremation - Overtime	530	200-285	400	400	400
Cremation - Winter	No winter surcharge	285	300	300	300
Niche	140	350	338	250	455
Niche - Overtime	320	150 - 257	250	250	250
Niche - Winter	No winter surcharge	257	250	250	250
Scattering	110	350	311	230	419

Fees for plots would be recognized in the year sold while interment services will be charged in the year the services are provided. Interment fees are set to offset costs associated with those services.

As operations commence and additional services and tenders are solidified with costs defined, other fees for service will be added to the User Fees and Charges as necessary.

Options

Alternative options could be adopted if Council chose a different funding model. Other models analyzed included a 55% cost recovery model that would equate to annual subsidy from taxation of \$100,000 or 0.42%. Adopting a 55% cost recovery model would move user fees between St Albert and Edmonton Northern Lights. Alternatively, a 100% cost recovery model could be adopted resulting in zero impact to taxation and would increase fees higher than proposed. Council also has the opportunity to accept the fees for information and have the fees to come back in 2026, closer to the cemetery opening with an amendment to the User Fees and Charges Bylaw.

Opening a new service as unique as a cemetery requires assumptions within the financial modeling and operations. In addition, tenders have not yet been secured for operational contracted services, should those costs come in differently than projected that would also change the fees.

At this time Administration is recommending the user fees presented with a 75% cost recovery. Should a surplus exist in a year, a reserve would be established as a cemetery stabilization reserve to fund future deficit years if necessary, and fund future one time operating or capital needs. The intent would be to adopt a set of user fees and charges that are sustainable over the first 5 years, then be revisited once operations are regular.

Relevant Statutes/Master Plans/Documents

Revenue & Taxation C-FS-066

STRATEGIC ALIGNMENT & KEY ACTIONS

Stony Plain Strategic Plan 2025-2028:

- Supportive Infrastructure
 - Monitor, maintain, and invest in municipal facilities to ensure effective service delivery and accessibility to meet the community needs.

COMMUNICATION

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

BUDGET/FINANCIAL IMPACT

Net Cemetery Operations \$42,000 or 0.18% tax impact

ATTACHMENTS

Cemetery Fees & Charges Presentation

Prepared by: Teri Stewart, Manager, Financial Services

Reviewed by: Ann Laing, General Manager, Corporate Services

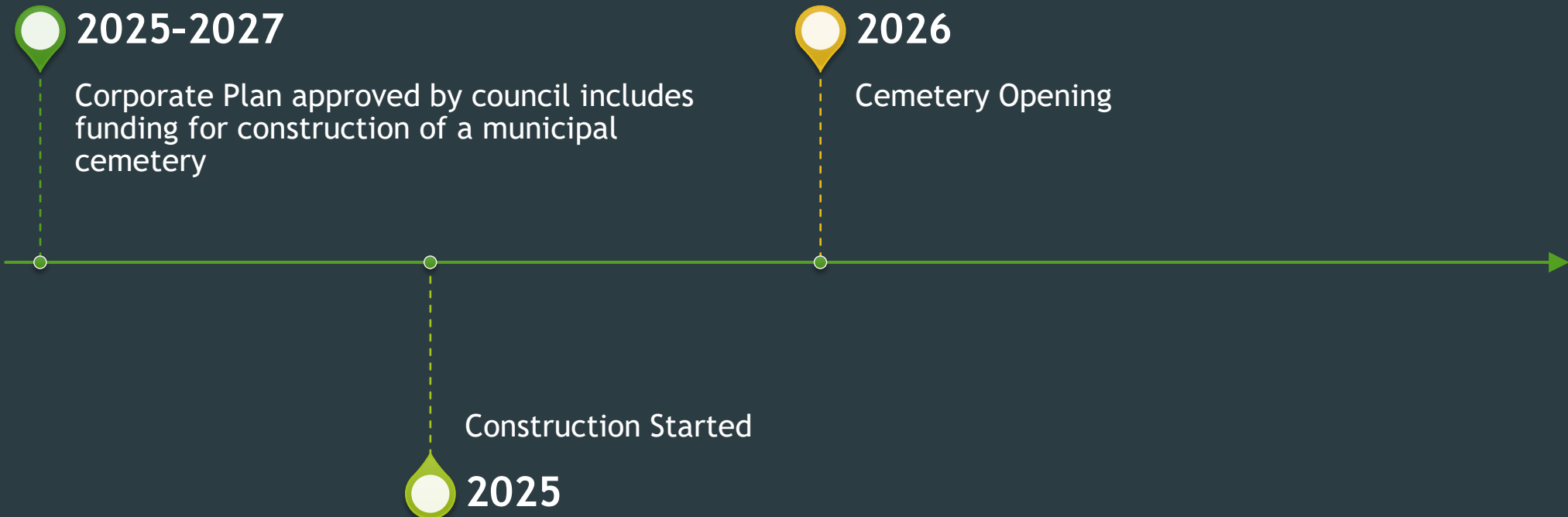
Reviewed by: Brett Newstead, General Manager, Planning and Infrastructure

Approved by: Tom Goulden, Chief Administrative Officer

Cemetery Fees & Charges November 24, 2025



Timelines



Financial Modeling

- ▶ Consultant Financial Model Report
 - ▶ Recovery contemplated cost recovery of 55%; 75% and 100%
- ▶ Comparators Used
 - ▶ City of Spruce Grove
 - ▶ City of St Albert
 - ▶ City of Leduc
 - ▶ Parkland County
 - ▶ Beaumont
 - ▶ City of Edmonton Northern Lights Cemetery
- ▶ Capital
 - ▶ Recovery does not contemplate land cost, construction or any capital equipment
- ▶ Annual Internments
 - ▶ Estimated at 53
- ▶ Operational Expense
 - ▶ Estimated at \$171,580

Recommended Model



Recommended model
is to implement 75%
cost recovery



Tax Impact \$42,000
or 0.18%

User Fee Schedule

Fee Implementation Philosophy



Adopt user fee model sustainable over 5 years



Establish a Cemetery reserve to mitigate surplus or deficits as realized to stabilize fees and budget impact

Alternatives

55% Cost Recovery Model

- Annual subsidy from taxation of \$100,000 or 0.42%
- Adopting a 55% cost recovery model would move user fees between St Albert and Edmonton Northern Lights.

100% Cost Recovery Model

- Results in zero impact to taxation
- Adopting 100% cost recovery would increase fees higher than proposed

Motion

That Town Council accept the Cemetery Fees report as information.

Questions

END OF ITEM



**REQUEST FOR DECISION
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** November 24, 2025**SUBJECT:** Trans Alta Tri Leisure Centre Restricted Reserve

EXECUTIVE SUMMARY

Lenny Richer, General Manager of the Trans Alta Tri Leisure Centre (TLC), provided a short presentation to Council on a planned replacement of a boiler unit in 2026. The TLC is proposing to use their restricted reserve fund as the matching requirement for the grant. Use of the reserve requires a motion from the Town of Stony Plain, City of Spruce Grove, and Parkland County Councils.

RECOMMENDATION

That Town Council approve the use of up to \$250,000 from the TLC restricted reserve fund for the matching requirement of the Municipal Centre for Climate Action Change Grant for the replacement of a boiler unit.

BACKGROUND

The TLC is applying for a Municipal Centre for Climate Action Change Grant to support the scheduled replacement of a boiler unit in 2026. Mr. Richer is requesting a motion from the Town, Cit, and County allowing for the use of the reserve funds for the project. Under the current TLC operating Memorandum of Understanding, the three owners must provide permission for the use of reserves.

The use of reserves and the grant will lower the requirement for the owners to fund this project. The project is captured in the facilities 10-year capital plan.

STRATEGIC ALIGNMENT & KEY ACTIONS

Stony Plain Strategic Plan 2025-2028:

- Supportive Infrastructure
 - Managing community and corporate infrastructure and assets to ensure continued delivery of services for a growing population

COMMUNICATION

This report will be included in the Council highlights news release.

Prepared by: Karl Hill, General Manager, Community and Protective Services

Reviewed by: Teri Stewart, Manager, Financial Services

Approved by: Tom Goulden, Chief Administrative Officer

END OF ITEM



**REQUEST FOR DECISION
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** November 24, 2025**SUBJECT:** Citizen-at-Large Board Appointment

EXECUTIVE SUMMARY

The Subdivision and Development Appeal Board (SDAB) is recommending a Citizen-at-large board appointment.

RECOMMENDATION

That Town Council appoint Kenneth Carr to the Subdivision and Development Appeal Board.

BACKGROUND

After the yearly Citizen-at-large board appointments on November 3rd, three vacancies remained on the SDAB. The vacancies are advertised on the Town website, and three applications have been received. One interview has been conducted, and the staff liaison is recommending the appointment of Kenneth Carr.

The Town will continue to recruit for the remaining vacancies.

Applicant	Term	Expiry
Kenneth Carr	3 Year Term – 1 st Term	December 31, 2028

Relevant Statutes/Master Plans/Documents

Citizen-at-large Board Member Selection Policy C-LS-030

STRATEGIC ALIGNMENT & KEY ACTIONS

Stony Plain Strategic Plan 2025-2028:

- Governance & Partners
 - Engaging with our residents and stakeholders to ensure integrated decision-making and collaborative leadership.
- Community Development
 - Enhance civic engagement opportunities through volunteerism, neighbourhood development, and leadership opportunities.

COMMUNICATION

This item will be included in the Council Highlights news release. A complete list of all Board and Committee members can be found on the Town website.

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

END OF ITEM



Council Discussion

Closed Meeting