

Town of Penhold

REGULAR MEETING MINUTES



May 12th, 2025
Town Council Chambers

Mayor:

Mike Yargeau

Councillors:

Teresa Cunningham

Ken Denson

Cameron Galisky

Shaun Kranenborg

Tyrone Muller

Absent:

Shawn Hamm

Staff:

Rick Binnendyk, CAO

Bonnie Stearns, Exec

Asst.

Guests:

Vahid Ghomashchi, PCPS

Gregg Broks, Melcor

Jean Orchison, Resident

Lori Wolfe, Resident

Ann Bilyk, Resident

Mayor Yargeau called the meeting to order at 6:00 pm.

1. CALL TO ORDER - Mayor

1.1 Additions and Deletions to Agenda

Addition of 7.3 Oxford Landing – Outline Plan Changes

1.2 Adoption of the Agenda

2025-147

Councillor Galisky moved to accept the May 12th, 2025 Regular Council meeting agenda as amended.

CARRIED UNANIMOUSLY

2. ADOPTION OF PREVIOUS MINUTES

2.1 Adoption of the April 28th, 2025 Regular Council Meeting Minutes

2025-148

Councillor Denson moved to accept Apr. 28th, 2025 Regular Council meeting minutes as presented.

CARRIED UNANIMOUSLY

3. BUSINESS ARISING OUT OF THE MINUTES

2025-149

Councillor Cunningham moved that Council accept the listed Business Arising out of the Minutes as information.

CARRIED UNANIMOUSLY

4. PUBLIC HEARING

5. PRESENTATIONS & DELEGATIONS

**5.1 Vahid Ghomashchi, PhD, RPP, MCIP Senior Planner, PCPS
re: Town of Penhold Land Use Bylaw**

- biggest change is residential districts zoning has been revised:
 - + merging R1 and R1-A to proposed R1;
 - + merging R1-B and R1-C merged to proposed R1-N;
 - + change R4 (Small Holdings Residential District) to proposed R1-S; and
 - + change R5 (Manufactured Home Residential District) to proposed R1-M
- additional changes will see parcel area, minimal width, front yard, side yard, rear yard and max site coverage reduced.
- combining and re-naming districts

Mayor Yargeau thanked Mr. Ghomashchi for his work on the LUB and presentation.

**5.2 Gregg Broks, Regional Manager, Melcor Developments
re: revised Oxford Landing Outline Plan**

- ready to proceed with Oxford Landing Phase 2A which includes:
 - + Townhouses with a front garage; and with no front garages
 - + Prices ranging from \$350K to \$500K
- Central Park Amenities:
 - + Playground planned in this next phase

Mayor Yargeau thanked Mr. Broks for moving the Oxford Landing development forward.

6. REPORTS

6.1. Financial

6.1. a. Monthly Accounts for Online Payments and Payments from Apr. 23 – May 7, 2025

2025-150

Councillor Muller moved that Council receives the Monthly Accounts for Online Payments from Apr. 23 – May 7, 2025 as presented.

CARRIED UNANIMOUSLY

6.1. b. Monthly Bank Reconciliation Statement for the month ending Mar. 31, 2025

2025-151

Councillor Kranenborg moved that Council receives the Monthly Bank Reconciliation Statement for the month ending Mar. 31, 2025 as presented.

CARRIED UNANIMOUSLY

6.1. c. Investment Statement for the months ending March 31 and April 30, 2025

2025-152

Councillor Cunningham moved that Council receives the Investment Statement for the months ending March 31 and April 30, 2025 as presented.

CARRIED UNANIMOUSLY

6.1. d. Central Alberta Regional Assessment Review Board (RARB) - Notification of Membership Fee Increase – Partner Municipalities

2025-153

Councillor Galisky moved that Council accepts the membership fee increase as provided by the Central Alberta Assessment Review Board;

AND FURTHER that Administration explore other assessment review options that would serve Penhold better.

CARRIED UNANIMOUSLY

6.2 CAO Report – Rick Binnendyk

- Distributed in Council Package

2025-154

Councillor Denson moved to accept the CAO's monthly report as information.

CARRIED UNANIMOUSLY

6.3 Multiplex – Michael Szewczuk

- Provided at meeting

2025-155

Councillor Galisky moved to accept the Multiplex Managers monthly report as information.

CARRIED UNANIMOUSLY

6.4 Operations – Brandon Kowalchuk

- Distributed in Council Package

2025-156

Councillor Cunningham moved to accept the Operations monthly report as information.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Capital Purchase – Self-Contained Breathing Apparatus (SCBA) Units

2025-157

Councillor Denson moved that Council authorize Administration to proceed with procurement of new Self-Contained Breathing Apparatus (SCBA) units through a contract with **Associated Fire Safety Group**, as per committee evaluation results of the 2025-001 Town of Penhold RFP – SCBA evaluation process.

CARRIED UNANIMOUSLY

7.2 National Public Works Week: May 18 – 24, 2025

2025-158

Councillor Muller moved that Council designates the week of May 18–24, 2025 as National Public Works Week as presented.

CARRIED UNANIMOUSLY

7.3 Oxford Landing – Outline Plan Changes

2025-159

Councillor Galisky moved that Council receive the outline planning document for information **AND FURTHER**; that a revised plan be prepared for Council's review for possible acceptance at the May 26th, Council Meeting.

CARRIED UNANIMOUSLY

8. OUTSTANDING BUSINESS

9. REPORTS from COUNCIL BOARDS and COMMITTEES (Formal Reports)

10. BYLAW(s)

10.1 Bylaw 837/2025 Land Use Bylaw (revised) – 1st Reading

2025-160

Councillor Muller moved that Council give first reading to Bylaw 837/2025 newly revised Land Use Bylaw.

CARRIED UNANIMOUSLY

2025-161

Councillor Cunningham moved that Council approve Wednesday June 11th, at 4:00 – 6:00pm, in the Penhold Library as the date, time and place for an Open House.

CARRIED UNANIMOUSLY

2025-162

Councillor Galisky moved that Council set Monday June 23rd, at 6:00pm in Council Chambers as the date, time and place for a Public Hearing to adopt the newly revised Land Use Bylaw 837/2025.

CARRIED UNANIMOUSLY

10.2 Bylaw 838/2025 Operational Borrowing Bylaw

2025-163

Councillor Denson moved that Council move to give first reading of Bylaw 838/2025 being the Operating Borrowing Bylaw.

CARRIED UNANIMOUSLY

2025-164

Councillor Galisky moved that Council move to give second reading of Bylaw 838/2025 being the Operating Borrowing Bylaw.

CARRIED UNANIMOUSLY

2025-165

Councillor Muller moved that Council move to proceed with the third reading of Bylaw 838/2025 being the Operating Borrowing Bylaw.

CARRIED UNANIMOUSLY

2025-166

Councillor Kranenborg moved that Council move to give third and final reading of Bylaw 838/2025 being the Operating Borrowing Bylaw.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE and INFORMATION

11.1 General Correspondence

2025-167

Councillor Cunningham moved that Council receives the correspondence for information as presented.

CARRIED UNANIMOUSLY

12. COUNCIL ROUND TABLE – Information no action

Mayor and Councillors reported on meetings they have attended on behalf of the Town of Penhold.

2025-168

Councillor Denson moved that Council accepts the reports as information.

CARRIED UNANIMOUSLY

13. QUESTIONS from the GALLERY

14. CLOSED SESSION

15. ADJOURNMENT

2025-169

Councillor Muller moved to adjourn Council Meeting at 7:47pm.

CARRIED UNANIMOUSLY

MAYOR

CAO