



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Bonnie Stearns

SUBJECT: Approval of the May 11th, 2026 Regular Council Meeting Minutes

RECOMMENDATION:

That Council approves the May 11th, 2026 Regular Council Meeting minutes as presented.

CAO COMMENTS:

SUPPORTING DOCUMENTS: Report/Document: Attached Available Nil

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Municipal Government Act Revised Statutes of Alberta, 2000, Chapter M-26, Division 9, Part 6, Section 208 Performance of major administrative duties. 'The chief administrative officer must ensure that the minutes of each council meeting are given to council for adoption at a subsequent council meeting.'

STRATEGIC RELEVANCE:

Following MGA requirements

DESIRED OUTCOME(S):

That the May 11th, 2026, minutes accurately reflect Council's decision and direction at its Regular Meeting.

RESPONSE OPTIONS:

The minutes presented are the unapproved record of the May 11th, 2026 Regular Council Meeting and are presented for adoption, or adoption as amended, by Council.

Minutes were emailed out to Council on May 19 with changes made where needed.

PREFERRED STRATEGY:

That Council adopts the May 11th, 2026, Regular Council Meeting minutes.

IMPLICATIONS OF RECOMMENDATION:

Permanent management and storage of Minutes.

GENERAL:

Historical; permanent record for future review.

ORGANIZATIONAL:

Legislative department ensures the documents are properly handled.

FOLLOW UP ACTION:

The Minutes will be printed, signed by the Mayor and CAO, and placed in a secure location for long term storage.

CAO reviews minutes with management team to determine action items and identify follow up tasks.

Review at regular Manager's Meetings to ensure tasks are being completed.

COMMUNICATION:

The approved minutes will be posted onto the town's website for public viewing.

OTHER COMMENTS:

Minutes for the past several years are available for public viewing on the website.

Presented at the May 25, 2026, Regular Council Meeting for the Town of Penhold



CAO

Town of Penhold



REGULAR MEETING MINUTES

Town Council Chambers
May 11th, 2026

Mayor:

Mike Yargeau

Councillors:

Teresa Cunningham

Ken Denson

Cameron Galisky

Shaun Kranenborg

Tyrone Muller

Absent:

Kathy Sitter, Councillor

Staff:

Rick Binnendyk, CAO

Bonnie Stearns, Executive
Assistant

Guests:

An & Len Bilyk, Resident

Ashley & Ramsey Ehret, MYA

Jean Orchison, Resident

Chris Wolfe, Resident

Danita Duffy, MYA

Sara Maciborsky, MYA

Rylee Ehret, MYA recipient

Gordon Lau, Stantec

Gregg Broks, Melcor

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

1. CALL TO ORDER - Mayor

1.1 Addition to the Agenda

Addition of item 7.3 Draft Resolution – Alignment of Municipal Fiscal Year with Provincial and Federal Budget Cycles

1.2 Adoption of the Agenda

2026-160

Councillor Galisky moved to adopt the agenda with the addition of 7.3.

CARRIED UNANIMOUSLY

2. ADOPTION OF PREVIOUS MINUTES

2.1 Adoption of the Apr. 27th, 2026, Regular Council Meeting Minutes

2026-161

Councillor Cunningham moved to approve the Apr. 27th, 2026, Regular Council meeting minutes as provided.

CARRIED UNANIMOUSLY

3. BUSINESS ARISING OUT OF THE MINUTES

2026-162

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

CARRIED UNANIMOUSLY

4. PUBLIC HEARING

5. PRESENTATIONS & DELEGATIONS

5.1 Mayor's Youth Award (MYA)

- Rylee Ehret, 2026 Recipient

5.2 Mr. Gordon Lau, Principal, Senior Planner, Stantec

- Oxford Landing Outline Plan

2026-163

Councillor Muller moved that Council table the adoption of the amended 2026 Oxford Landing Outline Plan to allow time to review the Outline Plan in its entirety.

AND FURTHER; that the Outline Plan be brought back for Council's consideration and possible approval at the May 25 meeting.

CARRIED UNANIMOUSLY

6. REPORTS

6.1. Financial

6.1. a. Monthly Accounts for Online Payments and Payments from Apr. 23 – May 6, 2026

2026-164

Councillor Kranenborg moved that Council receives the Monthly Accounts for Online Payments from Apr. 23 – May 6, 2026, as presented.

CARRIED UNANIMOUSLY

6.1. b. Investment Statement for the months ending Mar. 30 & Apr. 30, 2026

2026-165

Councillor Denson moved that Council receives the Investment Statement for the months ending Mar. 30 & Apr. 30, 2026, as presented.

CARRIED UNANIMOUSLY

- 6.2 CAO Report – Rick Binnendyk**
- Distributed in Council Package

2026-166

Councillor Muller moved to accept the CAO's monthly report as information.
CARRIED UNANIMOUSLY

- 6.3 Multiplex – Michael Szewczuk**
- Distributed in Council Package

2026-167

Councillor Galisky moved to accept the Multiplex Manager's monthly report as information.
CARRIED UNANIMOUSLY

- 6.4 Operations – Brandon Kowalchuk**

2026-168

Councillor Cunningham moved to accept the Operations Manager's monthly report as information.
CARRIED UNANIMOUSLY

7. NEW BUSINESS

- 7.1 Records for Destruction**

2026-169

Councillor Denson moved that Council approves the attached listing of items identified for destruction as outlined within the Municipal Government Act (MGA) and the Local Authorities Election Act (LAEA).
CARRIED UNANIMOUSLY

- 7.2 Cancellation of Council Meetings**

2026-170

Councillor Kranenborg moved that Council approves the July 13th, 2026 Regular Council meeting be cancelled.
CARRIED UNANIMOUSLY

2026-171

Councillor Galisky moved that Council approves the August 10th, 2026 Regular Council meeting be cancelled.
CARRIED UNANIMOUSLY

- 7.3 Draft Resolution – Alignment of Municipal Fiscal Year with Provincial and Federal Budget Cycles**

2026-172

Councillor Galisky moved that That Council chooses to support the City of Red Deer’s draft resolution titled “Alignment of Municipal Fiscal Year with Provincial and Federal Budget Cycles”, by seconding the resolution;

AND FURTHER THAT Council receives the final draft resolution once reviewed by ABMunis.

CARRIED UNANIMOUSLY

8. OUTSTANDING BUSINESS

9. REPORTS from COUNCIL BOARDS AND COMMITTEES (formal reports)

10. BYLAW(s)

10.1 Amendment to the Utility Bylaw 847/2026 – High Water Usage (Commercial)

2026-173

Councillor Cunningham moved that Council moves to give First Reading of the Utility Bylaw 847/2026.

CARRIED

2026-174

Councillor Muller moved that Council amend Utility Bylaw 847/2026 changing the usage from 400m³ to 300m³.

CARRIED UNANIMOUSLY

2026-175

Councillor Galisky moved that Council moves to give Second Reading of the Utility Bylaw 847/2026 as amended.

CARRIED UNANIMOUSLY

2026-176

Councillor Denson moved that Council moves to proceed with Third Reading of the Utility Bylaw 847/2026.

CARRIED UNANIMOUSLY

2026-177

Councillor Kranenborg moved that Council moves to give third and final Reading of the Utility Bylaw 847/2026.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE and INFORMATION

11.1 General Correspondence

2026-178

Councillor Muller moved that Council receives the correspondence for information as presented.
CARRIED UNANIMOUSLY

12. COUNCIL ROUND TABLE – Information no action

2026-179

Councillor Galisky move that Council accepts the verbal reports as information.
CARRIED UNANIMOUSLY

13. QUESTIONS from the GALLERY - NO ACTION IDENTIFIED

2026-180

Councillor Muller moved to a recess at 7:04 pm.
CARRIED UNANIMOUSLY

2026-181

Councillor Denson moved to go into a Closed Session at 7:10 pm.
CARRIED UNANIMOUSLY

14. CLOSED SESSION - NONE

ATIA and POPA

Division 2 Exceptions to Disclosure

Disclosure harmful to business interests of a third party

2026-182

Councillor Galisky moved that Council move out of Closed Session at 7:21 pm.
CARRIED UNANIMOUSLY

2026-183

Councillor Galisky moved that the Town enters into a three-year agreement with Thrive Hockey Development for spring ice usage.
CARRIED UNANIMOUSLY

15. ADJOURNMENT

2026-184

Councillor Muller moved to adjourn Council Meeting at 7:22 pm.
CARRIED UNANIMOUSLY

MAYOR

CAO



REQUEST FOR DECISION

DEPARTMENT: Administration

SUBMITTED BY: Rick Binnendyk

REPORT: May 25th, 2026

RECOMMENDATION:

That Council receives the CAO's report as information.

COUNCIL FOLLOW-UP/UPCOMING:

- ABMUnis resolutions: Penhold has submitted two and are seconders in two others.
- We are working to establish a date for the unveiling of the elevators. Our request for June 2nd is pushed.
- Thank you, Mayor Yargeau and Council, for your ongoing confidence in the CAO during this review. I appreciated the feedback on expectations moving forward.
- I am at the Canadian Association of Municipal Administrators Association (CAMA) this week.
- Check the Council Calendar for upcoming events
- Did an in person follow up with Suds Carwash on the utility change. The owner expressed appreciation to Council.

UPDATES: FYI - attached are the past four months of follow-up from Council Meetings.

Projects:

School:

- **Chinooks Edge:**
- Our office is awaiting detailed information regarding the addition of four modulars coming to JD School.
- Our team continues to work with Chinooks Edge regarding updating the Joint Use Planning Agreement (JUPA). We are hopeful to see this coming forward in the fall.

Offsite Levies: pending upon meeting with developers prior to moving to the next stage.

Development items:

- Outline Plan for Melcor has been finalized; included in Council package for approval. Mr. Lau from Stantec assured us that parking for the park area will be addressed in the landscaping plans. Est. 10-12 stalls.
 - The Development Agreement is on hold as we are waiting on several schedules from the ownership team. A reminder has been sent.
 - Detail design drawings have been reviewed, commented, and now asking for updates from the ownership team.
- Our office has approved the 4-party trenching concept as submitted by Atco for Oxford Landing Ph. 1B.
- Growth Strategy for Penhold, Bentley and Clive had our kickoff meeting on May 13th. Mr. Ulmer from Urban Systems walked through the process, being recommended. Our first

stage will be data collection. We anticipate town involvement more in the summer as we proceed.

- Our onsite meeting with Fortis re: power line north on Waskasoo Avenue, occurred. As we walked through the project there appears to be a variance of opinion on number of poles being removed. We are researching this further.

Administration:

- Tax notices and relevant information have been sent out. Our staff received minimal feedback. Most confusing one is the tax incentive plan when residents believe it is from June to end of May, not calendar year Jan – Dec.
- Met online with representatives from Jenni Byrne & Associates Inc. They specialize in lobbying Provincial and Federal Government for assistance to municipalities.
- Had the privilege of attending the retirement farewell for Myra, the past Library Manager on Sat. May 16th.
- Conducted door to door canvassing on the immediate surrounding parcels for the zoning change at the Fire Hall.
- Attended ATCO function in Edmonton May 21st.
- Local Government Administration Association (LGAA) conference committee is finalizing its 2026 conference.
- Local Municipal Initiatives Program: funding remains in the que.

UPCOMING ITEMS OF INTEREST:

- Key focus is to continue working with Melcor on Subdivision registration; Development Agreement; servicing details and park layout of the parcel.
- Follow up on Rezoning of PI to MU once approved
- Intermunicipal Collaborative Framework (ICF) meeting with Red Deer County has been set for August 12th. Penhold is hosting.

Presented at the May 25th, 2026, Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

DEPARTMENT: Community Services

SUBMITTED BY: Jennifer Blaylock

REPORT: CS May

RECOMMENDATION:

That Council accepts the Community Services Department report as information.

COUNCIL FOLLOW-UP:

MONTHLY UPDATE:

FCSS Supervisor & FCSS Community Navigator

Playgroup April attendance: April 1 (24 participants), April 8 (29 participants), April 15 (27 participants), April 29 (23 participants).

There were 16 participants in the free Tax Prep/clinic in partnership with CPA that ran from March – April.

In recognition of Mental Health Week, refreshed Mental Health bookmarks featuring local and regional support resources were distributed to businesses and medical offices throughout the community to help increase awareness and accessibility of support. FCSS further promoted mental health awareness and community connection by hosting two outreach days in the Multiplex lobby, where staff provided resource information, engaged with residents, and distributed Smile Cookies to encourage positive conversations surrounding mental health and well-being.

Youth Week celebrations were held once again at the beginning of May through a partnership between the Penhold Youth Club and the FCSS team. This year's activities included a Shrek-themed food experience, a drop-in gym event, and a mystery painting activity hosted in partnership with the Penhold & District Library. In addition, youth in grades 9–12 was recognized with an ice cream sundae event at the school. Local businesses, including Peace by Piece, DQ, Country Porch, and Penhold Crossing Cafeteria, also supported Youth Week by offering specials and promotions throughout the week. The Mayor's Youth Recognition Award, presented at the previous Council meeting, further highlighted and celebrated the positive contributions of youth within the community.

April's Family Play Day, held at the end of the month, welcomed 19 participants representing six families. The block-themed activity provided an opportunity for families to connect, play, and engage together in a fun and interactive environment.

Unfortunately, both Art of Conversation Jr. and Family Fun Night were cancelled due to low registration numbers. FCSS plans to revisit and offer these programs again in the fall season.

Penhold Youth Club:

PYC averages for April

Grades 4-6: 31

Grades 7 & 8: 15

Grades 9-12: 19

Community Representation

Penhold: 235

Red Deer County: 28

Total: 263

The Smile Cookie Campaign was a huge success, raising \$7,334.67 for the program! Thank you to everyone who supported the campaign this season. Your generosity and support are truly appreciated and will make a meaningful impact on our programs and youth initiatives.

Communication & Events:

Community Events

Community Garage Sale: The 2026 Community Garage Sale is Saturday May 23 and there are over 40 registrations, which is becoming the new average.

2021: 30 garage sales 2022: 24 garage sales 2023: 61 garage sales 2024: 39 garage sales 2025: 51 garage sales

Fall Festival plans are well underway, and the next community event will be the Canada Day Celebration on July 1 at Lincoln Street Rec.

The calls for new volunteers to join Fall Festival as an organizing sponsor for the Show & Shine have gone unanswered. Information has gone out the public via E-NEWS emails, website notices, social media posts, utility bill insert and as information in both the April and May issues of the Penhold Reporter as well as an email to all store front Penhold businesses.

Communications:

New registration program started

The Finny registration program was launched in April in advance of Summer Kids Camp registration opening and has worked well so far. This program will become the Town's standard program for programming, fitness classes etc.

Grad Sign Project

Penhold Crossing will have 54 grads in the Class of 2026. Signs for the graduates will be set up in front of the Multiplex on Monday June 1, so they are out all week leading to grad on June 5, 2026.

Penhold Property Tax Rate Myths

In conjunction with Melcor's new lots for sale, there will be an informative campaign starting in June addressing property tax myths while promoting the growth of the community.

Ongoing items:

- Signage project for the RV Park and amenities surrounding the Community Hub is ongoing
- New Town map for signage has been finalized. The digital file should be arriving soon, and it will be used to make more amenity information available through the Town website.

UPCOMING ITEMS OF INTEREST:

- May 25 & June 8: Lego Club
- May 30: Family Play Day
- June 1-7: Seniors Week
- June 9: Craft & Connect
- June 10: Tech Tips
- June 13: Home Alone Safety for Kids course
- June 15: Craft Club
- June 20: Family Play Day
- July 1: Canada Day Celebration
- July 13-17: Kids Summer Camp Week 1
- July 20-24: Kids Summer Camp Week 2
- August 4-7: Kids Summer Camp Week 3
- August 25: Penhold Discovery Night
- September 11-12: Fall Festival

CAO COMMENTS:

Presented at the May 25, 2026, Regular Council Meeting for the Town of Penhold.



CAO



REQUEST FOR DECISION

DEPARTMENT: Fire and Protective Services

SUBMITTED BY: Sean Pendergast

REPORT: Month of March

RECOMMENDATION:

That Council accepts the monthly Fire and Protective Services report as information.

COUNCIL FOLLOW-UP:

MONTHLY UPDATE:

**Fire Department
Operations:**

The department consists of 27 qualified members, which includes 4 Probationary Firefighters, 14 Firefighters ranging from 4th to 1st class, 4 Lieutenants, 2 Captains, 2 Deputy Chiefs, and one Chief.

In addition, we have 10 Futures on Fire Cadets.

In April 2026, the Fire Department responded to a total of 9 calls:

- Rescue & EMS: 6 (66.6%)
- Fire: 1 (11.1%)
- False Alarm: 1 (11.1%)
- HAZMAT: 1 (11.1%)

Compared to March (18 calls): ↓ 9



Training:

- Hazardous Materials Awareness and Operations courses have been wrapped up.

Notes:

- We are working on closing the sale of the Fire Hall (ongoing)
- We have moved into the new building and are organizing.

Events:

- Futures on Fire (ATCO Cadet competition) will be May 23, 2026, at the Calgary Training Academy
- We attended McHappy Days, Harley Davidson, and Penhold Grand Slam Bull Jam raising money and awareness for charities.

Maintenance:

- All apparatus has completed their yearly maintenance. The following conditions were found and fixed:
 - Engine 1:
 - Packing gland
 - Intake hose
 - Power steering
 - Coolant
 - Engine 2:
 - Backup alarm
 - Electrical ejection
 - Ladder 1:
 - Aerial Hose
 - Air minder
 - Folding steps
 - Elevated water piping
 - Air line
 - Tender 1:
 - Intake valve
 - Backup light
 - Foam level indicator

Municipal Enforcement:**Operations:**

MUNICIPAL ENFORCEMENT – INCIDENT TYPES (April 2026)

Top reported incidents:

- Concerned Citizen: 10
- Dog at large: 3
- Others: Vandalism, graffiti, assist calls, etc.

Total Incidents: 35

Compared to March (34 incidents): ↑1 incident

MUNICIPAL ENFORCEMENT – CITATION TYPES (April 2026)

Citations issued:

- No Registration: 4
- Fail to yield to pedestrian: 2
- Speeding: 2
- No seatbelt: 4

Total Citations: 26

Compared to March (39 citations): ↓ 13 Citations

A speed sign was placed on Highway 2A entering town from the south

| Serial # 304112 | | Street: Highway 2A northbound entering Town | | | | | | Speed Limit: 50 KPH | | | | |
|-----------------|---------------|---|------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|---------------------|--------------------------------------|--------------------------------------|--------------------------------------|------------------------|---------------------|
| DATE | Vehicle Count | Speeder Count based on Avg. Spd. | Speeder Count % based on Avg. Spd. | Speeders > 10 KPH based on Avg. Spd. | Speeders > 20 KPH based on Avg. Spd. | Speeders > 30 KPH based on Avg. Spd. | Fastest Time Period | Speeders > 10 KPH based on Peak Spd. | Speeders > 20 KPH based on Peak Spd. | Speeders > 30 KPH based on Peak Spd. | Daily 85th %tile Speed | Daily Average Speed |
| Apr 14 | 1363 | 822 | 60% | 259 | 41 | 6 | 3:00p | 526 | 126 | 20 | 68 | 53.1 |
| Apr 15 | 1357 | 744 | 55% | 230 | 30 | 7 | 4:30p | 472 | 111 | 20 | 64 | 50.8 |
| Apr 16 | 1142 | 582 | 51% | 201 | 38 | 7 | 10:45p | 368 | 92 | 20 | 64 | 50.1 |
| Apr 17 | 1356 | 813 | 60% | 251 | 47 | 15 | 2:45p | 513 | 121 | 34 | 68 | 51.9 |
| Apr 18 | 1213 | 777 | 64% | 306 | 70 | 19 | 4:00p | 497 | 144 | 45 | 68 | 53.7 |
| Apr 19 | 1004 | 676 | 67% | 247 | 53 | 15 | 11:45p | 446 | 123 | 28 | 68 | 54.3 |
| Apr 20 | 1325 | 798 | 60% | 294 | 61 | 16 | 3:00p, 3:15p | 552 | 140 | 35 | 68 | 52.8 |
| Apr 21 | 1325 | 788 | 60% | 266 | 52 | 13 | 12:15a | 506 | 118 | 28 | 66 | 52.1 |
| Apr 22 | 1337 | 753 | 56% | 217 | 49 | 14 | 3:45p | 451 | 128 | 36 | 64 | 51.3 |
| Apr 23 | 1299 | 778 | 60% | 236 | 44 | 10 | 5:00p | 503 | 108 | 25 | 64 | 52.7 |
| Apr 24 | 1296 | 763 | 59% | 249 | 50 | 15 | 3:00p | 517 | 146 | 43 | 68 | 51.5 |
| Apr 25 | 1042 | 656 | 63% | 264 | 43 | 11 | 10:00p | 440 | 106 | 21 | 68 | 52.9 |
| Apr 26 | 896 | 541 | 60% | 202 | 39 | 3 | 12:30a | 369 | 118 | 17 | 68 | 53.1 |
| Apr 27 | 1448 | 882 | 61% | 289 | 45 | 11 | 2:45p, 11:45p | 583 | 137 | 30 | 68 | 52.1 |
| Apr 28 | 1421 | 865 | 61% | 286 | 40 | 10 | 12:00a | 562 | 124 | 27 | 68 | 52.9 |
| Apr 29 | 1405 | 849 | 60% | 286 | 52 | 14 | 3:45p | 567 | 145 | 36 | 68 | 53 |
| Apr 30 | 1466 | 861 | 59% | 270 | 55 | 13 | 1:45p | 561 | 146 | 34 | 68 | 51.7 |

Emergency Management:

At the May 6th RDREMP meeting, we discussed:

- Task Force leadership courses
- Power outage tabletops

- Director of Emergency Management courses
- ICS courses

I will be teaching ICS 200 in Innisfail with one of their chiefs early June.

We applied to FCM for a grant in the Local Leadership for Climate Adaptation, Climate ready Plans and Processes. The purpose of this project would be to evaluate all hazards and risks within the community over a 2-year timeframe. The grant request was for \$70,000 with no capital requirement from the Town.

Building Construction Milestones:

Construction has reached substantial completion with occupancy granted. Operations and Fire have both moved in and are organizing their spaces.

- Site Setup:** 100%
- Site Development:** 100%
- Shop and Office Shell:** 100%
- Cold Storage Building:** 100%
- Top Down Finishes:** 100%
- Office Main Floor:** 100%
- Office Second Floor:** 100%

UPCOMING ITEMS OF INTEREST:

- Building organizing and unpacking

CAO COMMENTS:

Presented at the May 25th, 2026 Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Planning & Development

Submitted by: Rick Binnendyk

SUBJECT: Adoption of the amended 2026 Oxford Landing Outline Plan

RECOMMENDATION:

That Council adopt the 2026 Oxford Landing Outline Plan as presented at its May 11, 2026, meeting.

AND FURTHER; That the Central Park design is to include a minimum of 10 parking stalls to accommodate potential park users.

CAO COMMENTS:

In follow-up conversation Mr. G. Lau and Mr. Broks were in agreeance that they would identify a minimum of 10 off-street parking stalls to service the central park area.

SUPPORTING DOCUMENTS: Report/Document: Attached X Available ___ Nil ___

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 – Section 633 - 638 Area Structure Plans.

STRATEGIC RELEVANCE:

Actively pursue growth and development in the Town of Penhold

DESIRED OUTCOME(S):

To establish a clear, high-level framework that guides future growth, land use, and decision-making while aligning with community goals and higher-level planning policies.

RESPONSE OPTIONS:

That Council wishes to proceed with a decision instead of tabling the item.

PREFERRED STRATEGY:

A phased, infrastructure aligned, and policy consistent approach that uses the plan as a stable framework for coordinated growth while allowing limited, justified flexibility over time.

IMPLICATIONS OF RECOMMENDATION:

1. Allows adequate decision-making time.
2. Supports Council's responsibility to make informed, transparent decisions by ensuring consideration of the Outline Plan as a whole.

BACKGROUND:

At its May 11 Regular Council meeting, Council heard presentation by Stantec and Melcor on the proposed changes to the Oxford Landing Outline Plan to meet current market conditions.

Amendments to an approved outline plan require a resolution of Council to accept the proposed changes. A public hearing is not required; however, the outline plan describes the overall design of the future neighbourhood and provides the context for the requested change in designation under the Land Use Bylaw.

The attached Oxford Landing Outline Plan dated "Amended 2026" contains the proposed amendments to the outline plan, including Council's feedback, and shows what the plan will look like if all proposed amendments are approved by Council.

ORGANIZATIONAL:

FINANCIAL:

FOLLOW UP ACTION:

As directed by Council.

COMMUNICATION:

OTHER COMMENTS:

Recommended changes appear to sit well with the developer in presenting a high-level living atmosphere.

Presented at the May 25, 2026, Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Administration

Submitted by: Rick Binnendyk

SUBJECT: Memorial Hall Survey Results

RECOMMENDATIONS:

1. That Council accepts the Memorial Hall Survey Results as presented.
2. That a committee be organized to review/evaluate and make recommendations of possible funding sources that can be utilized to a possible restoration of Memorial Hall.

CAO COMMENTS:

Within this report.

SUPPORTING DOCUMENTS: Report/Document: Attached X Available Nil

KEY ISSUE(S)/CONCEPTS DEFINED:

The Hall is in need of repair and discussion needs to happen as to what the priorities are.

RELEVANT POLICY:

STRATEGIC RELEVANCE:

DESIRED OUTCOME(S):

The Hall is a safe place for gatherings

RESPONSE OPTIONS:

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Historical Context of Memorial Hall:

Memorial Hall was originally constructed in 1919 through the fundraising efforts and leadership of the Women's Institute, reflecting its longstanding importance to the community. The later addition was made possible through the contributions of the Lions Club, demonstrating a continued tradition of community-led investment in the facility.

Memorial Hall Survey – Summary

Background

The Town recently conducted a community survey and hosted an open house to gather input on the future of Memorial Hall. There was a great response from the community with 200+ survey responses being received. In addition to the survey, there were approximately 30 attendees at the open house with 7 additional comment cards received.

Although the building is in dire repairs, the sentiment coming out through most of the surveys and comment cards is that:

- This building is historic; part of Penhold's History
- Important community asset for local community events
- Needs help to survive

Question # 6: asks about preserving Memorial Hall showed 58% resident respondents would like to save the Hall.

It should be noted that there was interest expressed by several respondents who expressed interest in volunteering to support the future of Memorial Hall, including participation in a committee or working group.

Financial Implications:

Question #12: Would you be willing to support additional funding to preserve Memorial Hall?

- Yes – received 27.8 % support
- No – 39.7%
- Unsure – 32.5%

Question #13: What funding sources would you support.

Grants - 31.5%

Donations/fundraising - 32%

Municipal tax increase - 5.3%

Public Private partnerships - 21.2 %

Unsure - 9.7 %

Although there appears to be strong support for saving this building, survey results strongly suggests that funding will need to come from other sources outside of taxation.

FOLLOW UP ACTION:

As directed by Council

COMMUNICATION:

Provide an update on the direction Council wishes to proceed.

OTHER COMMENTS:

There appears to be interest in preserving the building or maintaining some form of community hall; however, there is limited willingness to fund restoration through taxation.

As there is no major maintenance currently required at the Hall, there is still time to explore next steps, i.e. establish a committee, and identify alternative funding sources and explore options for restoring or replacing the community hall. If Council chooses this direction a motion would be in order, to establish a working committee to search possible options out.

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A handwritten signature in black ink, appearing to be 'RAB', is written above a horizontal line.

CAO



Resident Responses



Past Meets Future: Have Your Say on Memorial Hall

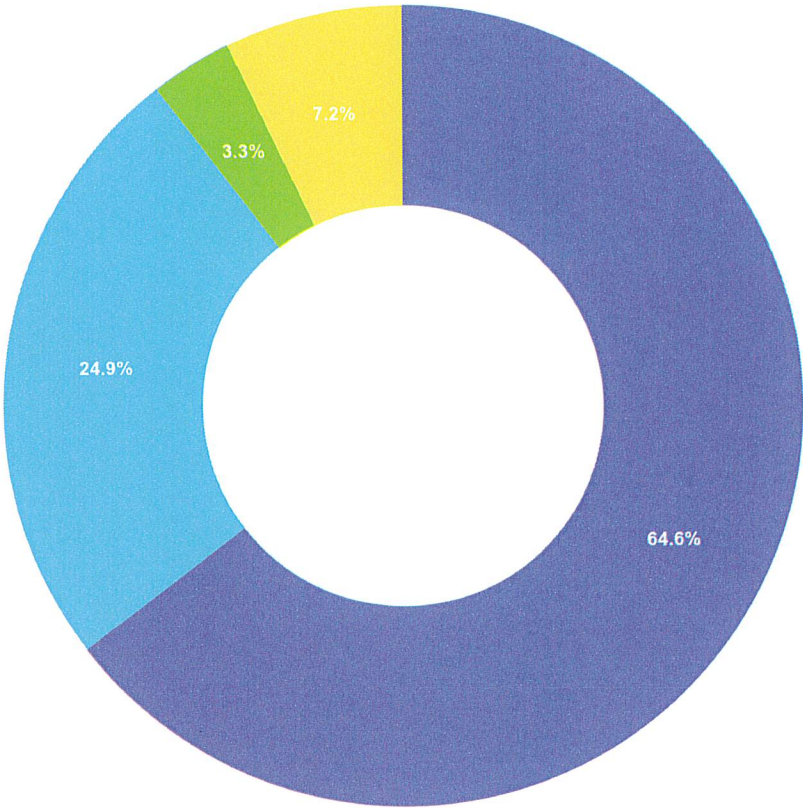
Welcome!

The Town is gathering feedback on the future of Memorial Hall in our community—specifically, whether the building should be preserved or removed. Your input is essential and will help guide important decisions moving forward.

This short survey will take approximately 5 minutes to complete.

Thank you for taking the time to share your thoughts and help shape our community's future. Results of this survey will be used to assist in developing the long term plan for Memorial Hall.

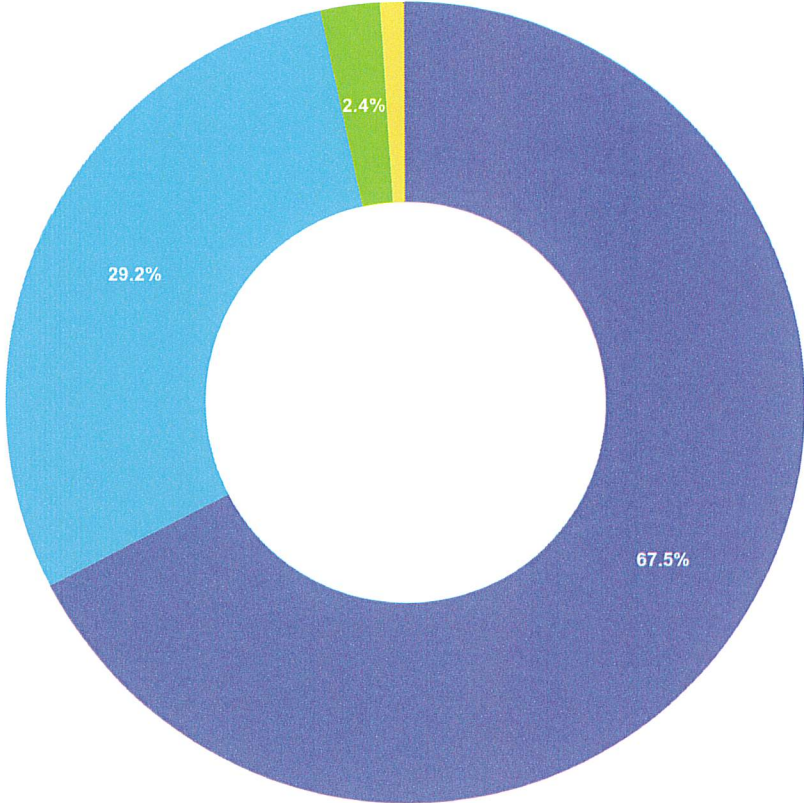
Q1 When completing this survey, please indicate which of the following relates to you.*



Answered: 209 Unanswered: 0

| Choice | Total |
|------------------------------------|-------|
| Resident | 135 |
| Resident user of Memorial Hall | 52 |
| Non-Resident | 7 |
| Non-Resident user of Memorial Hall | 15 |

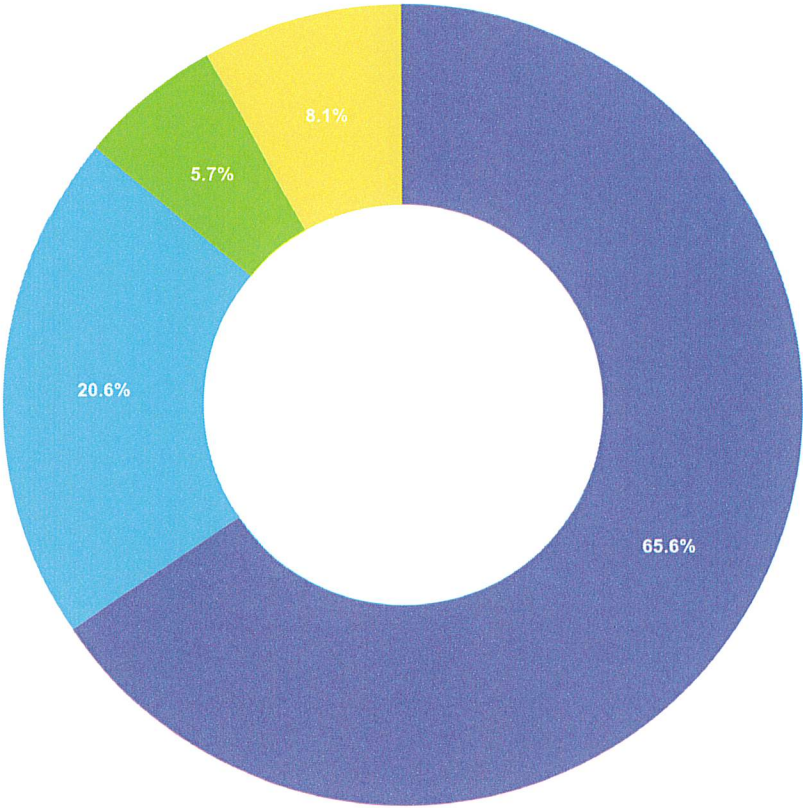
Q2 Are you familiar with Memorial Hall?*



Answered: 209 Unanswered: 0

| Choice | Total |
|-------------------|-------|
| Very familiar | 141 |
| Somewhat familiar | 61 |
| Heard of it | 5 |
| Not familiar | 2 |

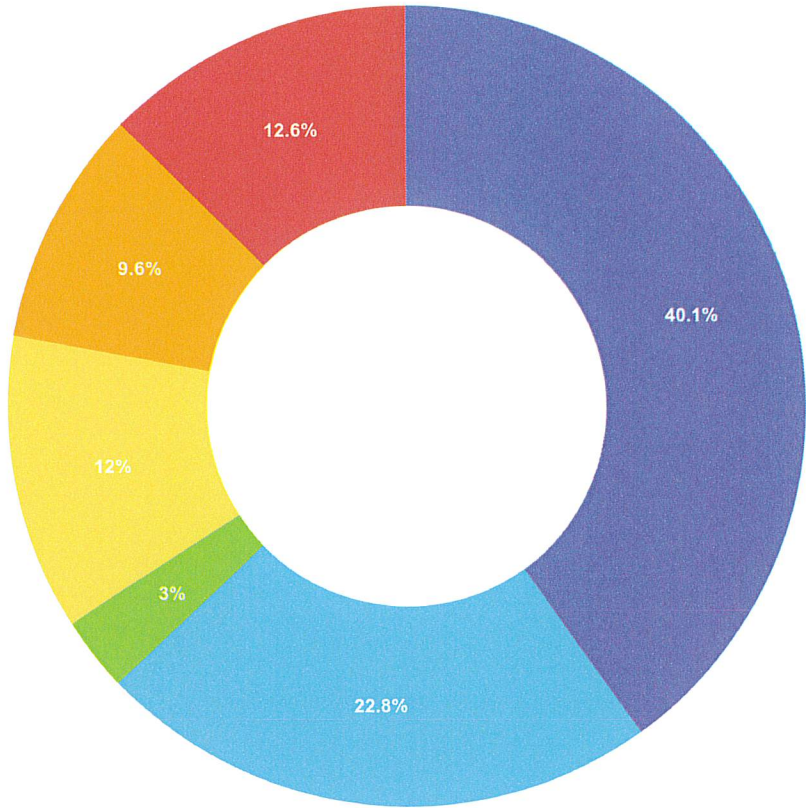
Q3 How often do you visit Memorial Hall?*



Answered: 209 Unanswered: 0

| Choice | Total |
|---------------------------------|-------|
| Rarely (less than 5 times/year) | 137 |
| Occasionally (5+ times/year) | 43 |
| Often (monthly) | 12 |
| Regularly (weekly) | 17 |

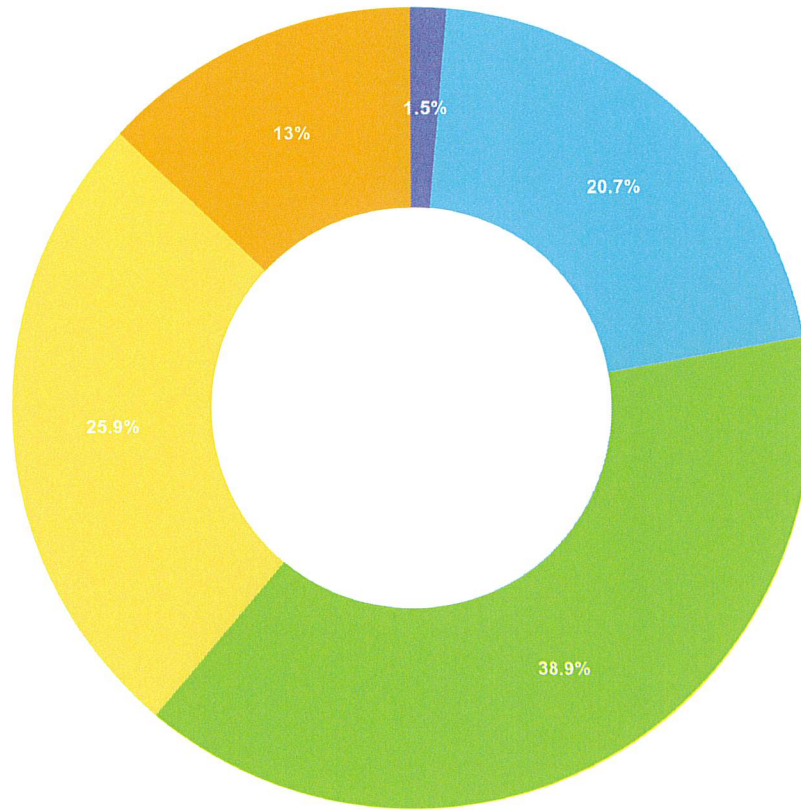
Q4 What do you primarily use Memorial Hall for?*



Answered: 209 Unanswered: 0

| Choice | Total |
|-------------------|-------|
| Community events | 134 |
| Private functions | 76 |
| Meetings | 10 |
| Programming | 40 |
| Other | 32 |
| Please specify | 42 |

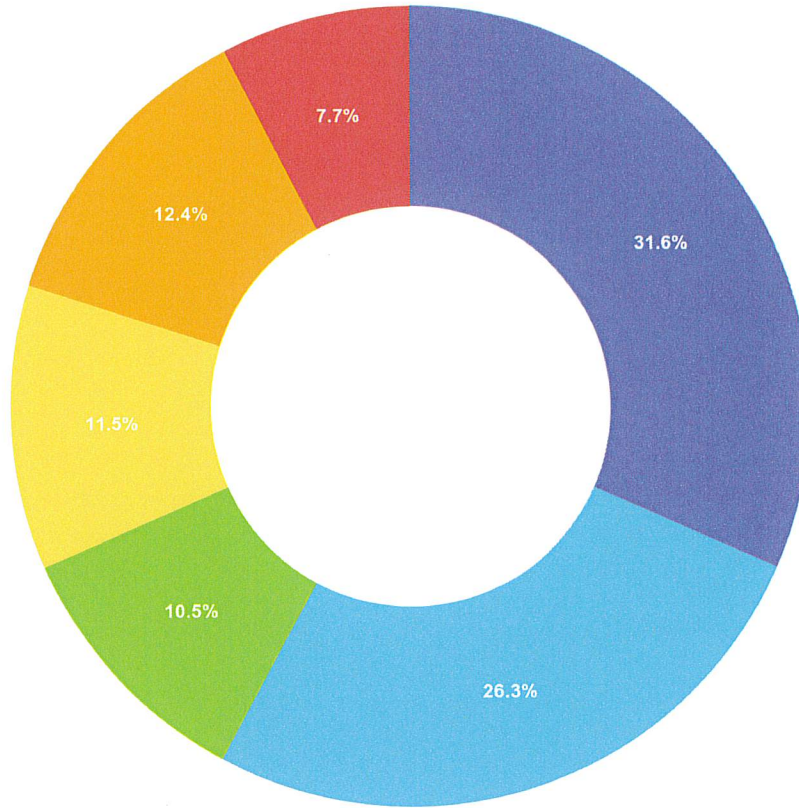
Q5 How satisfied are you with the current state of Memorial Hall?*



Answered: 209 Unanswered: 0 Average Rating: 3 - Neutral

| Choice | Total | Rating |
|-----------------------|-------|--------|
| 1 - Very Satisfied | 9 | 9 |
| 2 - Satisfied | 64 | 128 |
| 3 - Neutral | 80 | 240 |
| 4 - Dissatisfied | 40 | 160 |
| 5 - Very Dissatisfied | 16 | 80 |

Q6 What is your opinion on preserving Memorial Hall?*



Answered: 209 Unanswered: 0

| Choice | Total |
|------------------|-------|
| Strongly Support | 66 |
| Support | 55 |
| Neutral | 22 |
| Oppose | 24 |
| Strongly Oppose | 26 |
| Other | 16 |

Q7 If Memorial Hall were to be preserved, what improvements would you suggest?*

Monday, March 16, 2026 at 6:04 AM UTC

It's not worth preserving.

Monday, March 16, 2026 at 1:17 AM UTC

Not sure at this time. For sure preserve the original part with the stage. Make renovations on the other side and basement.

Monday, March 16, 2026 at 12:06 AM UTC

Needs a lot of updating.

Sunday, March 15, 2026 at 11:08 PM UTC

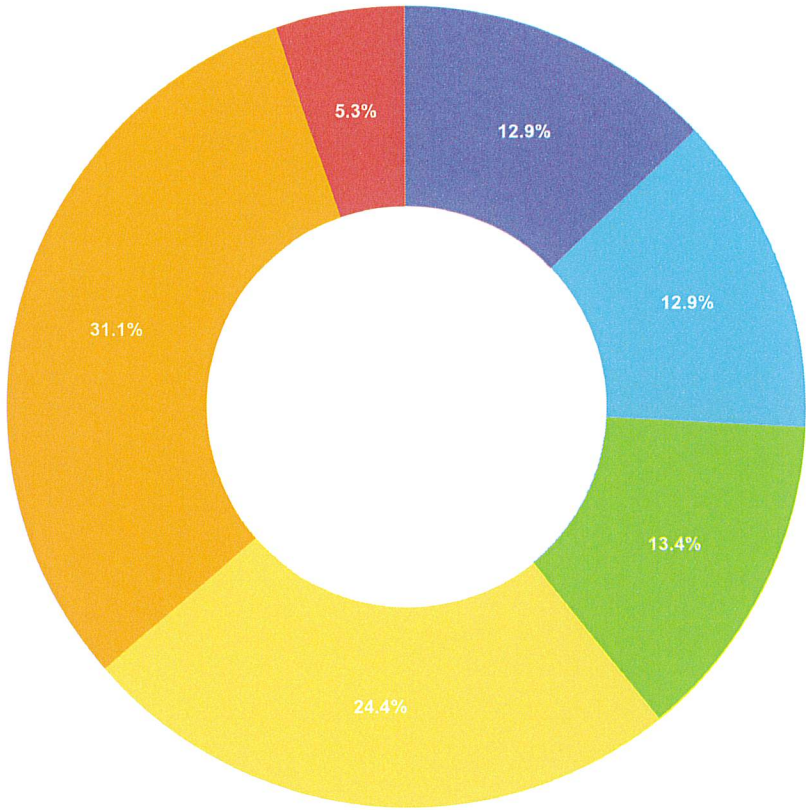
Fix the structural integrity of the Hallo. Update inside with some paint, flooring, check kitchen equipment & quality.

Sunday, March 15, 2026 at 10:50 PM UTC

Hard to say. Would have been nice if the open house had been prior to the survey so a more informed comment could be made.

Answered: 209 **Unanswered:** 0

Q8 What is your opinion on removing Memorial Hall?*



Answered: 209 Unanswered: 0

| Choice | Total |
|------------------|-------|
| Strongly Support | 27 |
| Support | 27 |
| Neutral | 28 |
| Oppose | 51 |
| Strongly Oppose | 65 |
| Other | 11 |

Q9 If Memorial Hall were to be removed, what would you like to see in its place?*

Monday, March 16, 2026 at 6:04 AM UTC

Sell the land and use the money to build new nearby the new fire station

Monday, March 16, 2026 at 1:17 AM UTC

Historical places need to be preserved in such a way that is useful and doesn't cost so much to maintain not just destroyed.

Monday, March 16, 2026 at 12:06 AM UTC

A historic monument

Sunday, March 15, 2026 at 11:08 PM UTC

Another Community Hall.

There has really been little effort put into the current Community Hall in many years. That place used to be rented regularly, especially every single weekend in spring/summer/fall (wedding season weather). I can't remember last time I saw it even advertised to book the Hall - Discount for Town members. Or anybody promoting it in any way. How many people actually know that it is/was available to rent for functions, by weekend, day, part day, etc.

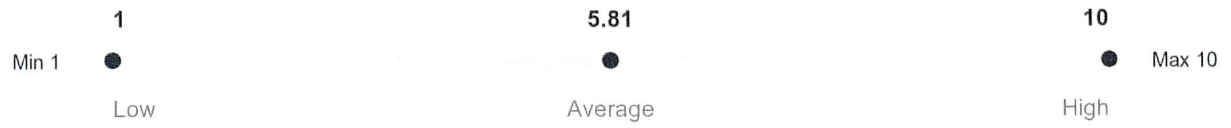
Sunday, March 15, 2026 at 10:50 PM UTC

The town needs a community hall for weddings, funerals, dances, etc as there are really no other options available in town.

Answered: 209 **Unanswered:** 0

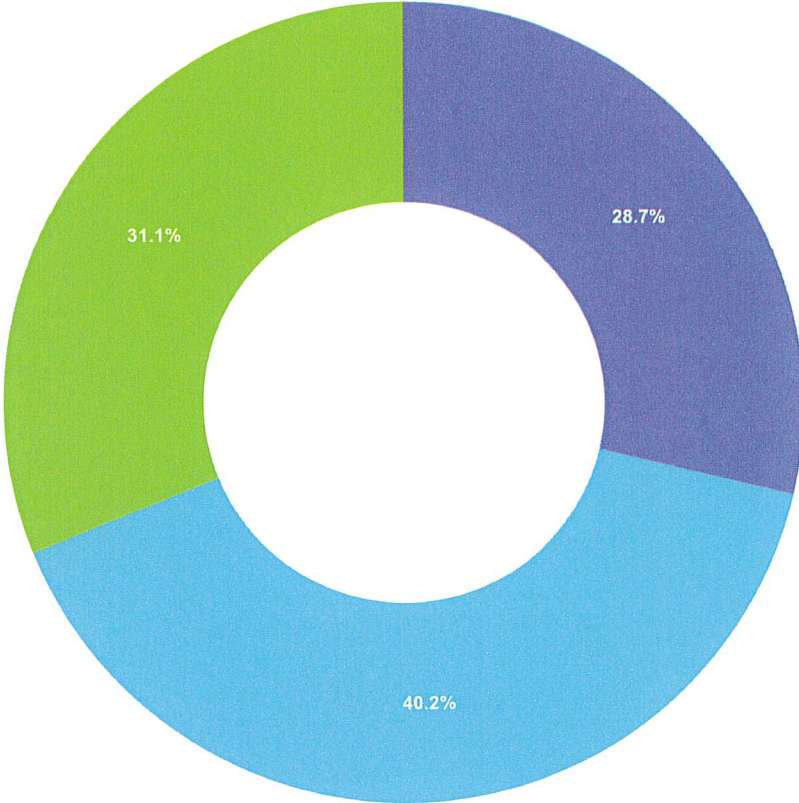
Q10 How important is the historical significance of Memorial Hall to you?*

1 being not important at all, 10 being extremely important



Answered: 209 **Unanswered:** 0

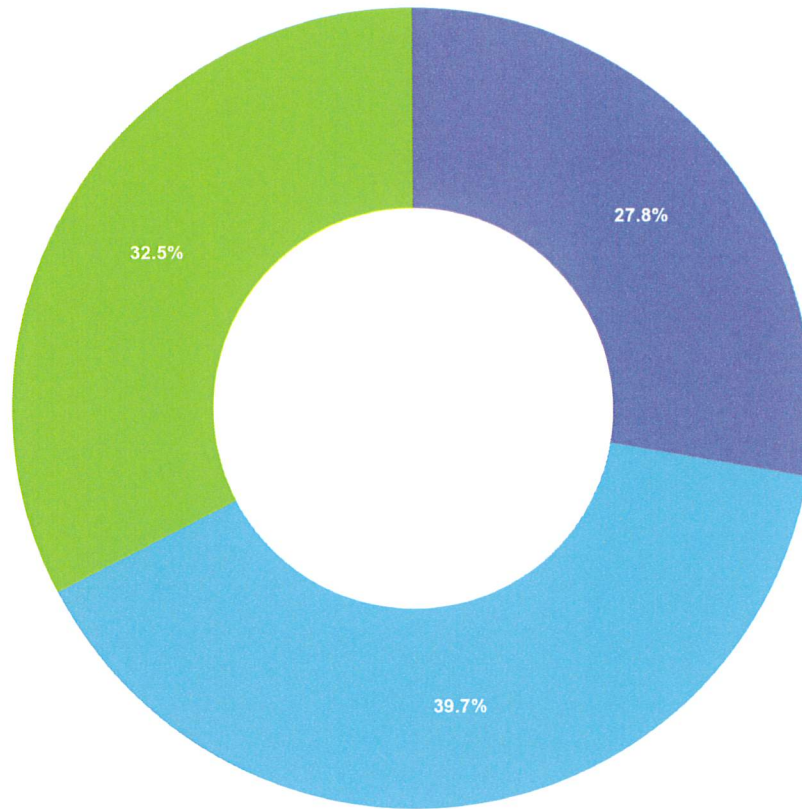
Q11 Are you aware of the financial situation regarding Memorial Hall?*



Answered: 209 Unanswered: 0

| Choice | Total |
|----------|-------|
| Yes | 60 |
| No | 84 |
| Somewhat | 65 |

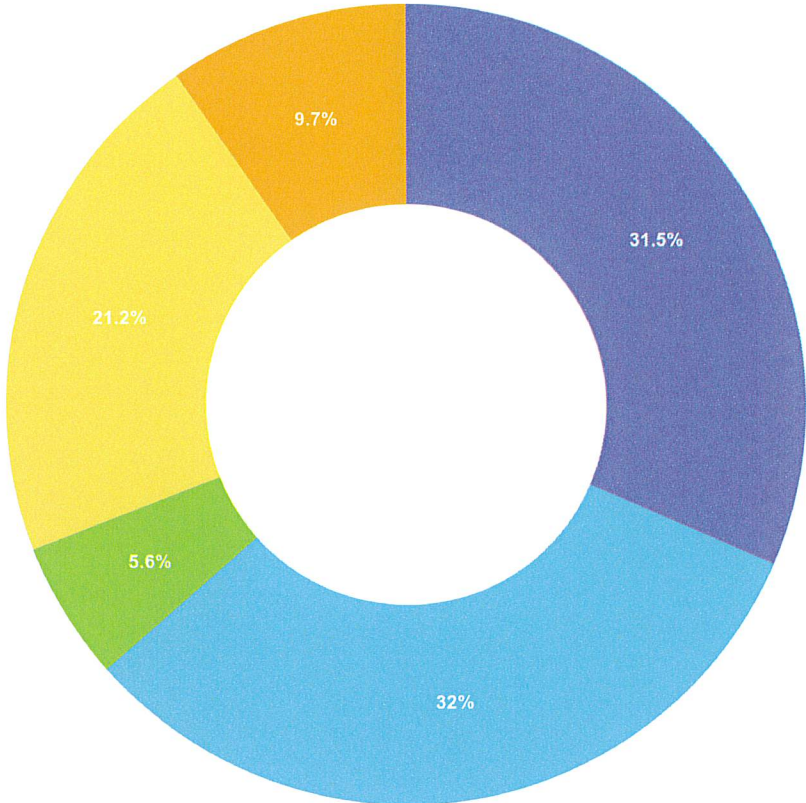
Q12 Would you be willing to support additional funding to preserve Memorial Hall?*



Answered: 209 Unanswered: 0

| Choice | Total |
|--------|-------|
| Yes | 58 |
| No | 83 |
| Unsure | 68 |

Q13 What funding options would you support? (Select all that apply)*



Answered: 209 Unanswered: 0

| Choice | Total |
|----------------------------|-------|
| Grants | 147 |
| Donations/Fundraising | 149 |
| Municipal Tax Increase | 26 |
| Public-private partnership | 99 |
| Unsure | 45 |

Q14 Why do you think the building **should** or **should not** be preserved?*

Monday, March 16, 2026 at 6:04 AM UTC

We already have the old school/museum which is a great place to show our towns, history and memories. We can't save everything just because it's old. I know that alot of people have memories there just like the Penhold elementary school. But buildings don't last forever and there comes a time when it's financially more responsible to build new than it is to put more money in to an outdated building.

Monday, March 16, 2026 at 1:17 AM UTC

Historical places need to be preserved in such a way that is useful and that could be useful in a number of ways and doesn't cost so much to maintain not just be destroyed.

Monday, March 16, 2026 at 12:06 AM UTC

Seems like a money pit

Sunday, March 15, 2026 at 11:08 PM UTC

It's part of the original heritage of the Town of Penhold. Used to be the place where anything in community happened. It seems since the Multiplex was built , the West Side of town has slowly been ignored

Sunday, March 15, 2026 at 10:50 PM UTC

It is part of Penhold's history. Most of the other historical buildings and elevators on the west side of town are now gone.

Answered: 209 **Unanswered:** 0

Q15 Do you have any suggestions for community involvement or fundraising?*

Monday, March 16, 2026 at 6:04 AM UTC

No

Monday, March 16, 2026 at 1:17 AM UTC

Put on a big entertainment, dinner, auction, silent auction event that could bring in a decent amount of money. Have a fundraising activity event at the Fall Festival.

Monday, March 16, 2026 at 12:06 AM UTC

N/A

Sunday, March 15, 2026 at 11:08 PM UTC

Unsure

Sunday, March 15, 2026 at 10:50 PM UTC

Better communication regarding the Memorial Hall as there has not been a lot shared.

Answered: 209 **Unanswered:** 0

Q16 Are you interested in participating on a committee focused on preserving this building?

If yes, please include your name, Penhold address, and an email.*

Monday, March 16, 2026 at 6:04 AM UTC

No

Monday, March 16, 2026 at 1:17 AM UTC

Not sure

Monday, March 16, 2026 at 12:06 AM UTC

N/A

Sunday, March 15, 2026 at 11:08 PM UTC

Unsure

Sunday, March 15, 2026 at 10:50 PM UTC

Not at this time

Answered: 209 **Unanswered:** 0

Q17 Additional comments you'd like us to know:

Monday, March 16, 2026 at 1:17 AM UTC

Not sure

Sunday, March 15, 2026 at 10:50 PM UTC

This hall used to be booked regularly for weddings, birthdays, vendor markets, funeral teas, bingos, steak BBQ nights in conjunction with the rodeo, school dances, and seasonal events such as Halloween and Christmas functions. Recently, however, it appears to be used very little. There has also been limited advertising or marketing of the space that we have seen.

A community space like this is important and clearly needed.

Sunday, March 15, 2026 at 6:46 PM UTC

History should be preserved

Sunday, March 15, 2026 at 1:55 PM UTC

No

Friday, March 13, 2026 at 2:56 PM UTC

Do no put any more money into an unsafe building that would need more work and money than building a new building.

Answered: 64 **Unanswered:** 145



REQUEST FOR DECISION

Department: Legislative

Submitted by: Rick Binnendyk

SUBJECT: Draft Resolution - Strengthening Alberta Municipalities' voice to the Province by Increasing the Resolution Voting Threshold

RECOMMENDATION:

That Council approve the draft resolution titled "Strengthening Alberta Municipalities' voice to the Province by Increasing the Resolution Voting Threshold";

AND FURTHER THAT Council direct Administration to submit it for consideration at the next Alberta Municipalities resolution session.

CAO COMMENTS:

SUPPORTING DOCUMENTS: Report/Document: Attached X Available Nil

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 – Section 153 (a) states in part that Councillors have the duty "..... to bring to council's attention anything that would promote the welfare or interests of the municipality".

STRATEGIC RELEVANCE:

Transforms municipal advocacy from volume-driven to consensus-driven.

DESIRED OUTCOME(S):

A stronger, more unified municipal voice that carries greater influence with the Province by ensuring only broadly supported resolutions advance.

RESPONSE OPTIONS:

1. Council may direct Administration to revise the language or scope of the resolution before bringing it back for approval.
2. Council declines to endorse the resolution. No further action would be taken.

PREFERRED STRATEGY:

Adopt a higher voting threshold supported by stronger collaboration, screening, and preparation processes to ensure only widely endorsed, strategic resolutions advance.

IMPLICATIONS OF RECOMMENDATION:

The recommendation strengthens the effectiveness and unity of municipal advocacy, but requires careful implementation to ensure inclusive representation and continued space for diverse issues.

GENERAL:

At the Mar. 23 Regular Council meeting, a motion was made of Administration to draft a resolution where 2/3 majority of Alberta Municipalities members are required in support before a resolution is endorsed.

A resolution was drafted, with Strathcona County being the seconder. The resolution was sent to ABmunis for their review and input with the final version being received on May 21.

ORGANIZATIONAL:

Administration

FINANCIAL:

No financial implications

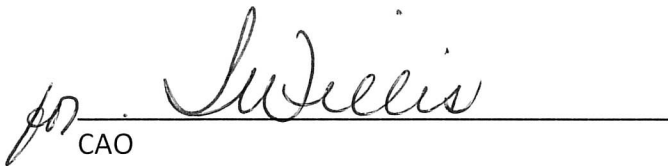
FOLLOW UP ACTION:

As per Council

COMMUNICATION:

OTHER COMMENTS:

Presented at the May 25th, 2026, Regular Council Meeting for the Town of Penhold



CAO

Strengthening Alberta Municipalities' voice to the Province by Increasing the Resolution Voting Threshold

Moved by: Town of Penhold
Seconded by: Strathcona County

WHEREAS the Alberta Municipalities' (ABmunis) Resolutions Policy No. AP002 currently requires a simple majority of votes cast (50% plus one) for a resolution to be adopted;¹

WHEREAS resolutions adopted with narrow margins may not clearly represent the collective position of Alberta's members, which can reduce the effectiveness and credibility of ABmunis' advocacy with provincial and federal governments; and

WHEREAS increasing the voting threshold for resolutions would ensure that only those resolutions with substantial and demonstrable member support are advanced, thereby strengthening ABmunis' advocacy focus and improving alignment with its strategic priorities;

IT IS THEREFORE RESOLVED that Alberta Municipalities amend its Resolutions Policy No. AP002 to increase the voting threshold required for the adoption of resolutions from a simple majority (50% plus one) to a two-thirds (66%) majority of votes cast, representing at least two-thirds of its members.

BACKGROUND:

ABmunis uses resolutions as a key mechanism for member-driven advocacy to provincial and federal governments. The current voting threshold for resolutions, set out in ABmunis' Resolutions Policy No. AP002, is a simple majority (50% plus one of votes cast).

According to ABmunis, between 2017 and 2025, its members adopted 162 votes on resolutions based on the 50% plus one threshold. If a two-thirds majority were required for those votes to be successful, it would have reduced the number of successful resolutions to 146.

Raising the voting threshold would ensure that ABmunis resolutions reflect strong, broad-based member support. This would result in fewer endorsed resolutions and provide clearer direction to the Board, staff, and provincial and federal decision-makers on where there is true municipal consensus.

¹ Alberta Municipalities, *Resolutions Policy No. AP002*, approved December 19, 2024.

Available at: <https://www.abmunis.ca/system/files/2025-05/ABmunis%20Policy%20AP002%20-%20Resolutions.pdf>

A review of other provincial municipal associations shows that approaches to resolution voting thresholds vary, with some organizations maintaining a simple majority while others employ higher or supermajority requirements to strengthen mandate clarity:

| Association | Voting Threshold | Relevant Policy |
|--|------------------|--|
| ABmunis | 50%+1 | abmunis.ca/resources/policies |
| Rural Municipalities of Alberta (RMA) | 60% | rmaalberta.com/advocacy/resolutions/ |
| Saskatchewan Urban Municipalities Association (SUMA) | 50%+1 | suma.org/advocacy/resolutions |
| Union of BC Municipalities | 50%+1 | ubcm.ca/resolutions/resolutions-process |

Provincial municipal associations take differing approaches to resolution voting, with most using a simple majority while some implement higher thresholds to reinforce stronger consensus and mandate clarity.



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Rick Binnendyk

SUBJECT: Penhold & District Library - Board Member Re-appointment

RECOMMENDATION:

That Council accepts the re-appointment of the current Penhold & District Library Board Members as presented.

CAO COMMENTS:

SUPPORTING DOCUMENTS: Report/Document: Attached Available Nil

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer's Responsibilities. Advises and informs the council on the operation and affairs of the municipality. This report is an extension of the CAO's update report.

STRATEGIC RELEVANCE:

DESIRED OUTCOME(S):

That Council is apprised of information that either impacts the Town of Penhold directly or provides information of interest.

RESPONSE OPTIONS:

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:

To be compliant with the Library Act, the Library is required to advise Town Council of Board Member appointments and/or resignations.

GENERAL:

The information shared with Council can have a direct impact on Penhold or provide information beneficial to Penhold.

ORGANIZATIONAL:

FINANCIAL:

There is no financial implication to the Town.

FOLLOW UP ACTION:

Advise Library of Council's decision.

COMMUNICATION:

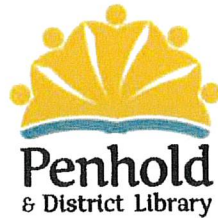
OTHER COMMENTS:

Presented at the May 25, 2026 Regular Council Meeting for the Town of Penhold



CAO

Box 675
Penhold, Alberta
T0M 1R0
penholdlibrary@prl.ab.ca
403-886-2636



May 12, 2026

Town of Penhold
Box 10
Penhold, Alta.
T0M 1R0

Mayor Mike Yargeau and Town Council;

To follow the requirements of PBLIS and Municipal Affairs and align with the *Libraries Act*, Penhold & District Public Library would like to request the re-appointment of the following individuals to the Town of Penhold Library Board for the specified terms:

- Alisha Benedict – term expiry date January 28, 2029
- Joan Schmelke – term expiry date June 26, 2026
- Geralis Enns – term expiry date April 26, 2029
- Brandi Filipchuk – term expiry date April 26, 2029
- Crystal Schening – term expiry date April 26, 2029

We will forward a new official Library Board Member list with contact information once completed.

Respectfully,

A handwritten signature in blue ink, appearing to read "Joni Olsen".

Joni Olsen
Library Manager

Enclosure:
Email from Ken Allan: Library Legislative Advisor, Public Library Services Branch, Government of Alberta



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Rick Binnendyk

**SUBJECT: Parkland Regional Library System
- 2025 Annual Report & Return on Investment**

RECOMMENDATION:

That Council accepts the Parkland Regional Library System's 2025 Annual Report and Return on Investment as information.

CAO COMMENTS:

SUPPORTING DOCUMENTS: Report/Document: Attached X Available ___ Nil ___

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer's Responsibilities. Advises and informs the council on the operation and affairs of the municipality. This report is an extension of the CAO's update report.

STRATEGIC RELEVANCE:

DESIRED OUTCOME(S):

That Council is apprised of information that either impacts the Town of Penhold directly or provides information of interest.

RESPONSE OPTIONS:

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:

Council acknowledges the 2025 Annual Report & ROI.

GENERAL:

See attached 2025 Annual Report & ROI

ORGANIZATIONAL:

FINANCIAL:

FOLLOW UP ACTION:

None required

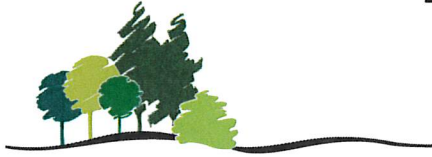
COMMUNICATION:

OTHER COMMENTS:

Presented at the May 25, 2026 Regular Council Meeting for the Town of Penhold

A handwritten signature in black ink, appearing to be the initials 'MB', is written above a horizontal line.

CAO



Parkland Regional Library System 2025 Annual Report

Libraries, Value Beyond Words



1,389,049 books, DVDs, and eContent circulated in 2025

Photo from Camrose Public Library

Thank you!

The Parkland Library Board thanks our member municipalities and the Government of Alberta for continued funding. With your help we supported 49 public libraries in 2025.



Photo of Annual Report Workshop at PRLS



Photo of books being sorted at PRLS

Parkland libraries have...

596,738 items in their collections.

Virtual Library Services

- 260,269 website and online catalogue visits.
- 186,378 digital checkouts.
- 1,510,864 WiFi sessions at libraries.

Parkland HQ

- Completed workshops, training, analysis, and reports on multiple topics for library staff.
- Housed and managed 10,020 print items plus 3,529 non-print items like kits and audiobooks.
- Maintained a collection of 22,567 virtual items like eBooks and eAudiobooks.

Libraries, Value Beyond Words



2025 Annual Report



Photo from PRLS annual conference

Resource Sharing

- Van drivers made 3,120 deliveries driving 175,700 kilometers.
- 982,300 items delivered in van runs in 2025.
- Finance staff ordered and processed 24,552 new library materials

Advocacy Activity

In 2025 Parkland lead advocacy initiatives across the province with the main goal of getting increased, predictable funding from the province. Both Alberta Municipalities and Rural Municipalities of Alberta made motions to advocate for this goal as well. Toward the end of the year, an additional goal of protecting intellectual freedom was added, with work on both fronts ongoing by the Coalition of Alberta Public Libraries.

IT Support

- Implemented multi-factor authentication for all Microsoft 365 accounts throughout the region.
- Replaced 41 desktop and 22 laptop computers throughout the region.
- Replaced all the FortiGate network appliances within each member library – 50 in total.
- Began implementing the CloudNine reservation service which helps library staff manage patron sessions on public-use computers.

Library Services Support

- 112 visits to 46 member libraries.
- 2,356 consulting sessions by Parkland Staff.
- Held 23 training events for 466 attendees.
- Completed 6 visits to municipal councils.

Marketing Support

- Organized and provided prizes for Library Card Sign Up Month and Canadian Library Month.
- Distributed bookmarks, brochures, flyers, stickers, and swag to member libraries to help them market their services.
- Supported member libraries with content creation, marketing plans, and training.

Contact Us:

Parkland Regional Library System
4565 46th Street
Lacombe, AB T4L 0K2
403-782-3850

Board Chair Barb Gilliat

Director: Ron Sheppard (ext. 230)

Deputy Director: Andrea Newland (ext.221)

Manager of Technology Infrastructure: Tim Spark (ext. 212)

IT Helpdesk (ext. 600)

[Complete Board
and Municipality
list here.](#)

Town of Penhold

2025 Return on Investment

Benefits to your Library

Total Financial Benefits

\$772,725.86

Return on Investment

\$1.00 = \$22.61

Based on a population of **3,484**, the cost of membership to the Parkland Regional Library System for the Town of Penhold was **\$34,178.04** in 2025.

Cost benefits of PRLS services

The **direct financial return** as a result of membership to Parkland Regional Library System to Penhold & District Public Library:

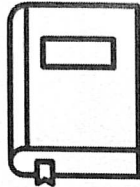
| | | |
|--|----|---------------------|
| 2025 materials allotment | \$ | 3,936.92 |
| Rural Library Services Grant | \$ | 15,321.60 |
| Allotment from Red Deer County ¹ | \$ | 3,217.11 |
| Computers for library use | \$ | 147.85 |
| Software & Licensing | \$ | 7,100.31 |
| SuperNet Connection | \$ | 10,242.00 |
| Items borrowed from other libraries ² | \$ | 527,280.00 |
| Digital items borrowed from PRLS ³ | \$ | 205,480.07 |
| Combined Savings | | \$772,725.86 |

¹ Red Deer County assigned a rural population of 2,847 to the Town of Penhold

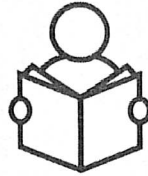
² Average price of an item \$48.00

³ Average price of an eBook \$45.82, average price of an eAudiobook \$86.37

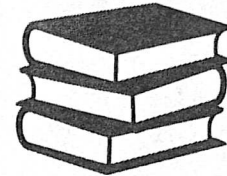
2025 Quick Facts



613,251 items
in the collection



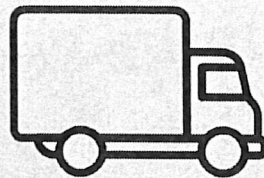
1,159,357 physical items
circulated



50,302 items added
to the catalog



34,679
cardholders



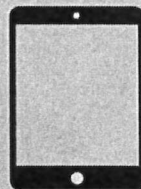
921,533 items
sent on van runs



1,741 consulting
sessions



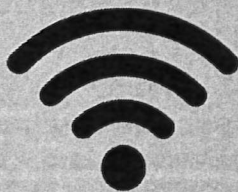
142 attendees at
the 2025 PRLS
Conference



199,695 digital items
circulated



64,569 eLibrary
sessions



1,510,864 Wifi
usages

Other Parkland Facts:

- Provides access to virtual materials across the province through TRAC.
- Provides training for libraries, boards, friends' groups and more.
- Provides centralized IT support on hardware, software, internet, SuperNet.
- Provides access to shared regional collections of books, tech, program kits, and much more.



REQUEST FOR DECISION

Department: Planning & Development

Submitted by: Rick Binnendyk

SUBJECT: Land Use Bylaw Amendment Public and Institutional (PI) to Mixed Use (MU) Zoning

RECOMMENDATION:

That Council give second Reading to Bylaw No. 848/2026, a bylaw to amend Land Use Bylaw No. 837/2025 Schedule “A” Land Use District Map; from the current Public and Institutional District (PI) to Mixed-Use (MU);

That Council give third and final Reading to Bylaw No. 848/2026, a bylaw to amend Land Use Bylaw No. 837/2025 Schedule “A” Land Use District Map; from the current Public and Institutional District (PI) to Mixed-Use (MU);

CAO COMMENTS: Identified within the Public Hearing

SUPPORTING DOCUMENTS: Report/Document: Attached X Available Nil

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Section 640 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 (the “MGA”) requires municipalities to adopt a land use bylaw; and Section 191 of the MGA authorizes Council to amend a bylaw.

STRATEGIC RELEVANCE:

Aligns LUB mapping with approved subdivision plans.

DESIRED OUTCOME(S):

Ensures the Land Use Bylaw is consistent with a proposed development.

RESPONSE OPTIONS:

Council defers the Bylaw back to administration for further clarity.

PREFERRED STRATEGY:

That Council moves forward with the MU zoning to encourage residential and commercial use in the current location.

IMPLICATIONS OF RECOMMENDATION:

This will open the possibilities for additional new commercial endeavours. This change will move the land into a status outside of public use into possible private sector use.

GENERAL:

This parcel has been used by the town over decades and was classified as PI which is Public Institutional. With the town moving the fire department's operations to another location, and the land is deemed surplus to the town, this land is being looked at for a private use focus.

DISCUSSION

The town currently has an offer to purchase the parcel listed to sell. The zoning change will see the parcel used as a residential site and commercial use.

ORGANIZATIONAL:

Administration

FOLLOW UP ACTION:

If approved, administration will proceed with the sale of the Fire Hall.

COMMUNICATION:

OTHER COMMENTS:

This zoning is being requested by the potential purchaser, and the planning authority is supportive to this potential use.

Presented at the May 25th, 2026, Regular Council Meeting for the Town of Penhold



CAO

TOWN OF PENHOLD
BYLAW NO. 848/2026

Being a Bylaw with the purpose to amend the Land Use Bylaw 837/2025 for the
Town of Penhold in the Province of Alberta.

WHEREAS Section 640 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 (the “MGA”) requires municipalities to adopt a land use bylaw;

WHEREAS Section 191 of the MGA authorizes Council to amend a bylaw;

WHEREAS the subject lands are currently designated as Public and Institutional (PI) under the Town of Penhold Land Use Bylaw;

WHEREAS an application has been received to redesignate the subject lands to Mixed Use (MU) to allow for a combination of residential and commercial uses within an existing building;

WHEREAS the existing Public and Institutional designation limits the range of allowable uses and does not fully support the evolving needs and long-term development objectives of the community;

WHEREAS the proposed amendment seeks to redesignate the subject lands to a Multi-Use district (commercial and residential) in order to allow for a broader range of compatible commercial, service, and mixed-use developments;

WHEREAS the proposed Multi-Use designation is intended to encourage economic diversification, support local entrepreneurship, and provide community-serving amenities within the Town of Penhold;

WHEREAS the proposed redesignation aligns with the policies and goals of the Town of Penhold’s Municipal Development Plan, including the efficient use of land, the creation of complete and vibrant activity areas, and the promotion of sustainable growth patterns;

WHEREAS the proposed amendment is considered consistent with adjacent land uses and is intended to integrate sensitively with surrounding developments through appropriate site design, circulation, and landscaping;

NOW THEREFORE, the Council of the Town of Penhold, in the Province of Alberta, duly assembled, enacts as follows:

1. AMENDMENT

1.1 Replacement of Figure

Schedule “A” – Land Use District Map of Land Use Bylaw No. 837/2025 is hereby amended by redesignating a portion of the lands legally described as Plan RN26A, Block A, Lots 16–20, municipally known as 1001 Minto Street, from **Public and Institutional (PI)** to **Mixed Use (MU)**, as shown on Schedule “A” attached to and forming part of this bylaw.

2. SCHEDULES

This bylaw contains the following schedule:

- Schedule A – Land Use District Map amendment for 1001 Minto Street

3. EFFECTIVE DATE

This bylaw shall come into force upon third reading and final reading in accordance with the *Municipal Government Act*.

READ for the first time on this 27th day of April 2026.

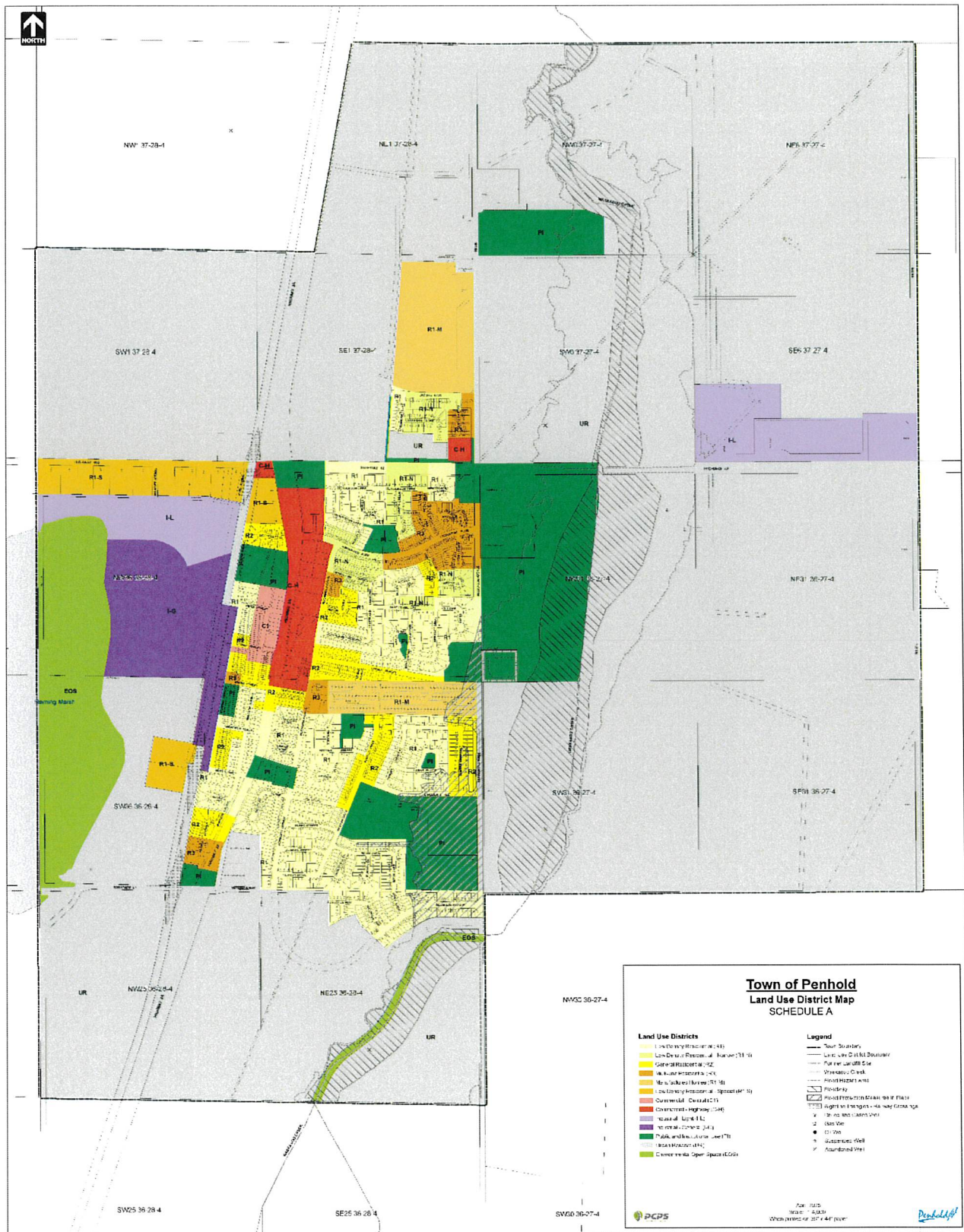
READ a second time this 25th day of May 2026.

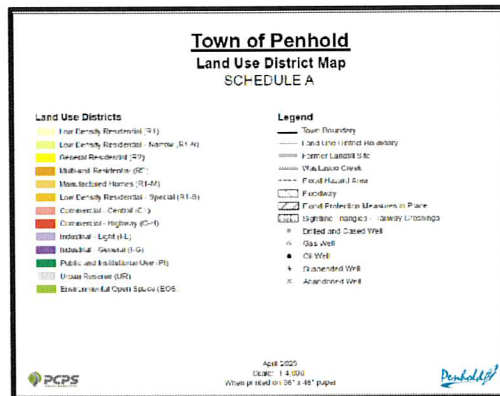
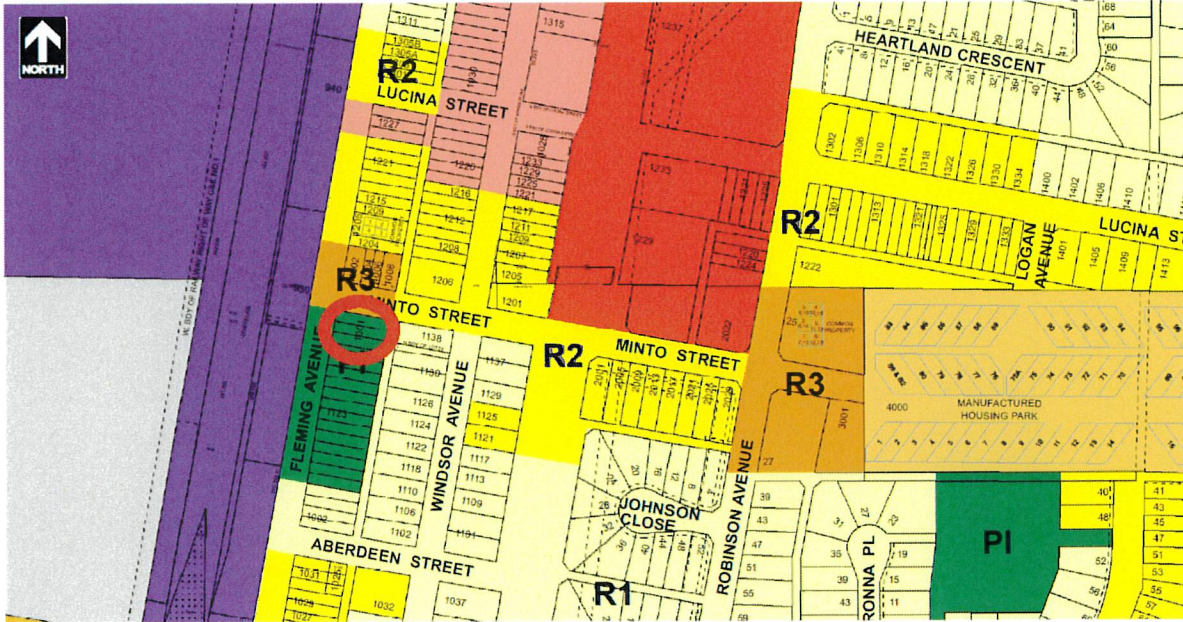
READ a third time and finally passed this day of , 2026.

Mayor

Chief Administrative Officer

SCHEDULE A (Revised) – Bylaw Number 848/2026







REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Bonnie Stearns

SUBJECT: Council Correspondence

RECOMMENDATION:

That Council receives the correspondence for information as presented.

CAO COMMENTS:

SUPPORTING DOCUMENTS: Report/Document: Attached X Available Nil

KEY ISSUE(S)/CONCEPTS DEFINED:

This listing identifies correspondence either attached or emailed to Council for review.

ATTACHED: none

EMAIL:

- May 11 FCM Communique re: FCM Voice: AC2026 | The Future of Northern and Arctic Canada | FCM's Board elections nominations deadline | and more
- May 13 email from Town of Cochrane re: AB Munis OSL Resolution - Thank you!
- May 13 email forwarded from Rick re: FW: Bill 28 - How it Affects Your Municipal Library
- May 13 email from Alberta Municipalities re: The Weekly - May 13, 2026
- May 15 email from PSES Police Review Commission re: May 2026 PRC Update
- Municipal Affairs and Housing Statutes Amendment Act, 2026

RELEVANT POLICY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 – Section 201 (a) states in part that Councillors have the role of “..... Developing and evaluating the policies and programs of the municipality”.

STRATEGIC RELEVANCE:

Keeping Council informed on current related events.

DESIRED OUTCOME(S):

That Council is aware of information that either impacts the Town of Penhold directly or provides information of interest.

RESPONSE OPTIONS:

1. Council may wish to have something further investigated; this matter will be moved for further administrative review.
2. Council may wish to act on something and move the item for action.
3. Council may wish to move the items as information.

PREFERRED STRATEGY:

Determined upon response.

IMPLICATIONS OF RECOMMENDATION:

No further action on correspondence.

GENERAL:

The information shared with Council can have a direct impact on Penhold or provide information beneficial to Penhold.

ORGANIZATIONAL:

Legislative department receives and forwards relevant information to Council.

FINANCIAL:

No cost unless directive taken

FOLLOW UP ACTION:

As determined by Council.

COMMUNICATION:

May be directed to specific departments if potential impact.

OTHER COMMENTS:

Presented at the May 25th, 2026, Regular Council Meeting for the Town of Penhold



CAO