

TOWN OF PENHOLD – AGENDA



Regular Council Meeting
Monday, September 14th, 2026 – 6:00 pm
Penhold Regional Multiplex, Town Council Chambers

1. CALL TO ORDER – Mayor

- 1.1. Additions & Deletions to Agenda
- 1.2. Adoption of the Agenda

2. ADOPTION OF PREVIOUS MINUTES

- 2.1. Approval of the Aug. 24, 2026, Regular Council Meeting Minutes

3. BUSINESS ARISING OUT OF THE MINUTES

- Motion 2026-268: Council approve administration's participation in Red Deer County's Alberta Community Partnership (ACP) grant application; AND FURTHER that Council authorize administration to work with project partners; AND FURTHER that Council supports Red Deer County to be the managing partner for the grant application and project administration. (County has been advised)
- Motion 2026-269: Council grants administration a budget in the amount of \$16,000 to inspect and make recommendations on next steps for Memorial Hall. (money allotted and contractor contacted)
- Motion 2026-270: Golf Cart Pilot Project: that Council accepts the report for information at this time; AND FURTHER the town touches base with Sylvan Lake later this fall on their summer outcomes to determine if Penhold should proceed to budget and look at a similar project for 2027.
- Motion 2026-273: Council directs Administration to explore funding options for an Ambassador at the Pump Track; AND FURTHER this be brought forward for 2027 budget deliberations.
- Motion 2026-274: Councillor Cunningham's request to register for the Hiring of the CAO course being offered by EOEP be approved. (registration complete)

4. PUBLIC HEARING

5. PRESENTATIONS & DELEGATIONS

6. REPORTS

6.1 Financial Reports

- 6.1. a. Monthly Accounts for Online Payments from Aug. 21 – Sept. 9, 2026

6.1. b. Monthly Bank Reconciliation Statement for the month ending July 31, 2026

6.1. c. Investment Statement ending August 31, 2026

6.2 CAO Report – Rick Binnendyk

6.3 Multiplex – Michael Szewczuk

6.4 Operations – Brandon Kowalchuk

7. NEW BUSINESS

8. OUTSTANDING BUSINESS

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

10. BYLAW(s)

11. CORRESPONDENCE AND INFORMATION

General Correspondence – Attachments & Emailed items

12. COUNCIL ROUND TABLE – verbal

12.1 Request for action/follow up

12.2 Notice of motion: A request that has financial implications to the current year budget that will be brought back to the next regular Council meeting for deliberation and decision.

13. QUESTIONS FROM GALLERY

14. CLOSED SESSION: Dealing with land Matters.

15. ADJOURNMENT



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Bonnie Stearns

SUBJECT: Approval of the August 24th, Regular Council Meeting Minutes

RECOMMENDATION:

That Council approves the August 24th, 2026, Regular Council Meeting minutes as presented.

CAO COMMENTS:

SUPPORTING DOCUMENTS: Report/Document: Attached X 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 August 24th, 2026, minutes accurately reflect Council's decision and direction at its Regular Meeting.

RESPONSE OPTIONS:

The minutes presented are the unapproved record of the August 24th, 2026, Regular Council Meeting and are presented for adoption, or adoption as amended, by Council.

Minutes were emailed out to Council on August 31st with no changes made at the time of this report.

PREFERRED STRATEGY:

That Council adopts the August 24th, 2026, Regular Council Meeting minutes.

IMPLICATIONS OF RECOMMENDATION:

Permanent management and storage of Minutes.

GENERAL:

Historical; permanent record for future review.

ORGANIZATIONAL:

The Legislative department ensures that 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 September 14th, 2026, Regular Council Meeting for the Town of Penhold



CAO

Town of Penhold



REGULAR MEETING MINUTES

Town Council Chambers
August 24th, 2026

Mayor:

Mike Yargeau

Councillors:

Teresa Cunningham

Ken Denson

Cameron Galisky

Shaun Kranenborg

Tyrone Muller

Kathy Sitter

Guests:

Jean Orchison, Resident

Ken Rogowski, Resident

Nadine Livingston, Resident

Staff:

Rick Binnendyk CAO

Trish Willis, Corporate Services
Manager

Sean Pendergast, Fire &

Protective Services Manager

Brandon Kowalchuk,

Operations Manager

Bonnie Stearns, EA

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

1. CALL TO ORDER - Mayor

1.1 Addition to the Agenda

1.2. Adoption of the Agenda

2026-257

Councillor Sitter moved to adopt the agenda as presented.

CARRIED UNANIMOUSLY

2. ADOPTION OF PREVIOUS MINUTES

2.1. Adoption of July 27, 2026, Regular Council Meeting Minutes

2026-258

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

CARRIED UNANIMOUSLY

3. BUSINESS ARISING OUT OF THE MINUTES

2026-259

Councillor Denson moved to accept the Business Arising Out of the Minutes as information.
CARRIED UNANIMOUSLY

4. PUBLIC HEARING

5. PRESENTATIONS & DELEGATIONS

5.1 Financial: Building Team:

Penhold Public Service Building – Costing: Ms. Willis, Corporate Services Manager;
Mr. Pendergast, Protective Services Manager; and Mr. Kowalchuk, Operations Manager.

Key items:

- Project completed on time and under budget
- Long term debt is lower than anticipated and 5 years less than originally stated
- Added features were encompassed in saving on future capital items.

6. REPORTS

6.1. Financial

6.1. a. Monthly Accounts for Online Payments and Payments from July 23 – August 20, 2026

2026-260

Councillor Galisky moved that Council receives the Monthly Accounts for Online Payments July 23 – August 20, 2026, as presented.

CARRIED UNANIMOUSLY

6.1. b. Investment Statement for the month ending July 31, 2026

2026-261

Councillor Kranenborg moved that Council receives the Investment Statement for the month ending July 31, 2026, as presented.

CARRIED UNANIMOUSLY

6.1. c. Monthly Bank Reconciliation for the month ending June 30, 2026

2026-262

Councillor Muller moved that Council receives the Monthly Bank Reconciliation for the month ending June 30, 2026, as presented.

CARRIED UNANIMOUSLY

6.2 CAO Report – Rick Binnendyk

- Distributed in Council Package

2026-263

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

CARRIED UNANIMOUSLY

6.3 Community Services – Jennifer Blaylock

- Distributed in Council Package

2026-264

Councillor Sitter moved to accept the Community Services' monthly report as information.

CARRIED UNANIMOUSLY

6.4 Fire & Protective Services – Sean Pendergast

2026-265

Councillor Denson moved to accept the Fire & Protective Services Manager's monthly report as information.

CARRIED UNANIMOUSLY

6.5 Multiplex – Michael Szewczuk

2026-266

Councillor Muller moved to accept the Multiplex Manager's monthly report as information.

CARRIED UNANIMOUSLY

6.6 Operations – Brandon Kowalchuk

2026-267

Councillor Kranenborg moved to accept the Operations Manager's monthly report as information.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Red Deer County – Participation in Regional Recreation Facility Inventory Study

2026-268

Councillor Galisky moved that Council approve administration's participation in Red Deer County's Alberta Community Partnership (ACP) grant application;

AND FURTHER that Council authorize administration to work with project partners;

AND FURTHER that Council supports Red Deer County to be the managing partner for the grant application and project administration.

CARRIED UNANIMOUSLY

7.2 Memorial Hall Next Steps

2026-269

Councillor Cunningham moved that Council grants administration a budget in the amount of \$16,000 to inspect and make recommendations on next steps for Memorial Hall.

CARRIED UNANIMOUSLY

8. OUTSTANDING BUSINESS

8.1 Golf Cart Pilot Project – additional information

2026-270

Councillor Muller moved that Council accepts the report for information at this time; **AND FURTHER that** the town touches base with Sylvan Lake later this fall on their summer outcomes to determine if Penhold should proceed to budget and look at a similar project for 2027.

CARRIED UNANIMOUSLY

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

10. BYLAW(s)

11. CORRESPONDENCE and INFORMATION

11.1 General Correspondence

2026-271

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

CARRIED UNANIMOUSLY

12. COUNCIL ROUND TABLE – Information no action

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

2026-272

Councillor Sitter moved that Council accepts the verbal reports as information.

CARRIED UNANIMOUSLY

2026-273

Councillor Muller moved that Council directs Administration to explore funding options for an Ambassador at the Pump Track;

AND FURTHER this be brought forward for 2027 budget deliberations.

CARRIED UNANIMOUSLY

2026-274

Councillor Denson moved that Councillor Cunningham's request to register for the Hiring of the CAO course being offered by EOEP be approved.

CARRIED UNANIMOUSLY

13. QUESTIONS from the GALLERY

Q&A

14. CLOSED SESSION

15. ADJOURNMENT

2026-275

Councillor Muller moved to adjourn Council Meeting at 7:15 pm.

CARRIED UNANIMOUSLY

MAYOR

CAO



REQUEST FOR DECISION

Department: Corporate Services

Submitted by: Stacey Forth

SUBJECT: Monthly Accounts for Online Payments from Aug. 21 – Sept. 9, 2026

RECOMMENDATION:

That Council receives the Monthly Accounts for Online Payments from Aug. 21 – Sept 9, 2026, as presented.

CAO COMMENTS: Payments of interest:
Proforma NBT: high visibility vests operations \$ 4,655.28

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:

The attached list is to keep Council informed and up to date on the financial activities of the Town of Penhold.

DESIRED OUTCOME(S):

Council is aware of the monthly payments.

RESPONSE OPTIONS:

1. That Council defers the Monthly Accounts for Online Payments from Aug. 21 – Sept. 9, 2026, back to administration and requests additional information.
2. Clarity on any specific account that is in question.

PREFERRED STRATEGY:

Payment of accounts.

IMPLICATIONS OF RECOMMENDATION:

Payment to vendors.

GENERAL:

ORGANIZATIONAL:

Administration

FINANCIAL:

Based on the account's summary total.

FOLLOW UP ACTION:

Signing, filing of cheques, and online account summary.

COMMUNICATION:

Only to the vendor/payments

OTHER COMMENTS:

The detailed cheque register is information provided to Council only.

Presented at the Sept. 14th Regular Council Meeting for the Town of Penhold

A handwritten signature in black ink, appearing to be 'AB' or similar, positioned above a horizontal line.

CAO



REQUEST FOR DECISION

Department: Financial Services

Submitted by: Jen Die-Pye

SUBJECT: Monthly Bank Reconciliation Statement for the month ending July 31, 2026

RECOMMENDATION:

That Council receives the Monthly Bank Reconciliation Statement for the month ending July 31, 2026, as presented.

CAO COMMENTS:

RECOMMENDATION: 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:

The attached list is to keep Council informed and up to date on the financial activities of the Town of Penhold.

DESIRED OUTCOME(S):

Council aware of the monthly reconciliations.

RESPONSE OPTIONS:

Clarity on any specific account that is in question.

PREFERRED STRATEGY:

Reconciliation of accounts.

IMPLICATIONS OF RECOMMENDATION:

If accounts do not reflect actual amounts, revisions will need to be made.

GENERAL:

ORGANIZATIONAL:

Administration

FINANCIAL:

Based on the net balance at end of previous month(s).

FOLLOW UP ACTION:

Signing, filing of bank reconciliation summary.

COMMUNICATION:

To ATB and Council.

OTHER COMMENTS:

Presented at the September 14, 2026, Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Corporate Services

Submitted by: Tricia Willis

SUBJECT: Investment Statement for the months ending August 31, 2026

RECOMMENDATION:

That Council receives the Investment Statement for the month ending August 31, 2026, as presented.

CAO COMMENTS:

RECOMMENDATION:Report/Document: Attached X Available ___ Nil ___

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:

The attached list is to keep the Council informed and up to date on the financial activities of the Town of Penhold.

DESIRED OUTCOME(S):

To keep Council informed

RESPONSE OPTIONS:

1. That Council defers the Investment Statement back to the administration and requests additional information.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The Town of Penhold receives funds through tax revenue, grants, user fees, and donations during the year. Money that is being set aside for specific projects is invested to earn some return on those funds. The Town receives investment statements monthly detailing the interest earned and any additions or withdrawals of funds.

Holidays in the summer have led to little activity for the month of August.

Presented at the September 14th, 2026, Regular Council Meeting for the Town of Penhold

CAO

REQUEST FOR DECISION

DEPARTMENT: Administration

SUBMITTED BY: Rick Binnendyk

REPORT: September 14th, 2026

RECOMMENDATION:

That Council receives the CAO's report as information.

COUNCIL FOLLOW-UP/UPCOMING:

- ABMunis Convention Sept. 23 - 25.
- Penhold will be hosting the Regional Council/CAO meeting on Oct 20th in Penhold. More info to follow.
- Status on the roundabout planning with Alberta Transportation and Economic Corridors: we are on the short list for possible consultants. requested clarity on this statement.
- Check the Council Calendar for upcoming events

Projects:

School:

- **Chinooks Edge:**
- Joint Use Planning Agreement (JUPA) redraft is nearing completion. This will include our new Penhold Waskasoo Middle School.
- Penhold School; no further information on this.

Offsite Levies

We have asked Tagish to update report information; we are looking at moving this forward this fall/winter for implementation in 2027.

Development items:

Melcor:

- Urban Dirt works is finishing the underground installs and deep services
- Border Paving is scheduled for mid-September to construct the roads. Work is progressing well. We remain hopeful several housing permits will be pulled for this new subdivision this fall.
- The right-of-way agreement with Atco has been discussed and after some internal discussion they decided not to proceed with this additional right-of-way process.
- We received the Park subdivision application on Aug 19th. Fees for the subdivision have been paid, and we are waiting for comments received re: the park area.
 - The total park area is 1.2 hectares. (project layout) there have been several discussions on the park, and we have not seen the final layout as of yet.

Administration:

- Information in reference to the safety codes has been sent to Minister Williams.

- We have connected a local contractor to work with Bearden on the Memorial Hall task. We have expressed the need to move this along so the committee can begin their focus on the next steps.
- Staff are now working on 2027 budgets. We will present capital first, so Council is aware of upcoming capital focuses prior to operations that will be in Nov.
- Met with Red Deer County to discuss a funding formula for capital. This was pushed to another meeting to allow staff to speak more to a possible formula. Our office has sent information for capital items over the past 3 years and future 3 years within the current agreement. Our staff compiled the information and forwarded it to their office. Our next meeting has an agenda to ensure we remain focused on the task given.
- Sept 3rd. We met with our insurers and had an informative discussion on insurance focuses. We had some learning at special events. It appears that we will need to make changes to our events for additional insurance needs. Our office is currently in the process of investigating this area in more detail to ensure acceptable levels.
- Bonnie's mother is failing, and we wish to express our thoughts and prayers to Bonnie and her family.

UPCOMING ITEMS OF INTEREST:

- Melcor subdivision work continues for housing
- Work on Intermunicipal Collaborative Framework (ICF) agreements with Red Deer County
- Memorial Hall work towards restoration and fundraising committee setup.
- 2027 project review for possible grant request for reconstruction of Waskasoo North Road structure.
- Offsite Levies consultation.

Presented at the September 14th, 2026, Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

DEPARTMENT: Multiplex

SUBMITTED BY: Michael Szewczuk

REPORT: Month of September

RECOMMENDATION:

That Council accepts the Multiplex Manager's report as information.

COUNCIL FOLLOW-UP: None

MONTHLY UPDATE:

Arena –

August was a busy time in the Arena with lots of hockey camps, schools and the like every day and evening. We had people on our ice from 7:00am – 10:00pm most nights making it one of our busiest months consistently.

In the spring, a few of our facility staff took the time to take some training in Grande Prairie for the 40th AARFP conference. At that conference, and during some discussions with Facility Operators from other communities, we found out that several ice surface facilities in the lower United States do not take their ice out unless they have to and run their facilities 12 months of the year. Over the next month, we will look at the costs, benefits and negative aspects of this idea and we hope to present Council with an outline for our ice for June of 2027 at the October workshop.

It's been a busy few weeks getting the concession ready for its new tenant. The new concessionaire has been excited to get in and get it open before Fall Festival and the start of the regular hockey season.

Gymnasium – During the week we regularly maintain the gymnasium floors; we decided to add some lines to the gymnasium for a group that has been with us for a few years now. We love having them here, and they love using the facility. In the past they have used our facility for a large tournament and brought a lot of people to our facility who never would have come here otherwise. They also have another tournament planned for early January. This group is the Wheelchair Rugby group. We had a few lines painted on the floor before we had it refinished to help them a little in playing a sport they love. We thought it was just a small gesture, but to them it was a lot. They posted a heartfelt thank you letter on their social media thanking the Town of Penhold and we couldn't be happier.

Facility Stats – In August, roughly 44,829 kWh of power was produced with our solar panels reducing our carbon footprint by approx. 31,680 kg; saving us roughly \$4,034.67 in power.

In August we had roughly 15,568 people pass through the front doors of the building.

Fitness -

	August 2025	August 2026
MEMBERSHIP SALES	\$8,567.25	\$9,085.50
DROP-INS	\$414.00	\$521.00
TRAINING	\$756.50	\$437.50
DROP IN GYM	\$3.00	\$50.00
TOTAL REVENUE	\$9,746.75	\$10,094.00

A total of **39** fobs were issued for 24-hour members in the month of August.

The Fitness Centre had **51** new members for the month of August.

The Fitness Centre is doing well through August with new memberships already increasing at the end of August. Staff attended the Penhold Discovery Night to promote all things recreation and fitness related. Open Gym and Basketball were offered through August and regular drop in gym activities will start in September. Fitness classes are going well for the summer. Fitness Classes running in August were IN The Zone, Hot Beats, Zumba, Early Burn, Fit Together Bootcamp, Fit Fusion Bootcamp, Pump It Up, Pilates & Strength, Fierce Fitness, Peaceful Yoga, Stretch & Release and Cardio Kick.

	August 2026	Totals 2026
Penhold Sr Track Users	9	625
Kids Gym	0	537
Staff Fitness Usage	16	166
Penhold Fire Dept	7	94
Pickle Ball	0	355

The above chart will now be used for tracking information for 2026 year.

UPCOMING ITEMS OF INTEREST:

Fall Festival at the Multiplex September 11 and 12
Hockey Tournament in the Arena September 18-20
Hockey Tournament in the Arena October 2-4
Staff Fitness Challenge for the Month of October
Ladies Volleyball Tryouts September
Pickle Ball Drop in Starts in September

CAO COMMENTS:

Presented at the September 14, 2026, Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

DEPARTMENT: Operations

SUBMITTED BY: Brandon Kowalchuk

REPORT: Month of August 2026

RECOMMENDATION: That Council accepts the Operations report as information.

COUNCIL FOLLOW-UP:

- With the most recent inflow into our sewer system, staff is looking at where possible sump pumps may have been connected into our sewer system creating additional inflow. As background info. Staff inspect the sanitary collection system twice a year to identify sources of infiltration. Locations requiring remediation are added to a priority list for our annual maintenance where a contractor called Ground Works comes in to coat the manhole barrels with a sealant coating which eliminates groundwater infiltration. Staff are also evaluating monitoring technology that could be applied to help pinpoint areas that contribute higher flows into the system. The Department regularly shares information about sump pumps through the Town's media channels. Our media info. will be reviewed and updated to further explain how the sanitary system costs all residents with increased flows into our sewer system.

MONTHLY UPDATE:

WATER:

- Water consumption as of August 31 was 28,257 m³, unchanged from August 2025.
- Monthly water meter readings were completed on August 13.
- Currently, 47% of residents are enrolled in e-billing.
- Three new water meters were installed.
- Staff completed a hydrovac excavation of a service Curb stop to replace its components.
- Well #2 license diversion renewal information was submitted to the regulatory portal.
- Sterling investigated an issue with the power transfer switch at Reservoir No. 1
- Staff replaced the sink drain line at Reservoir #1 after identifying erosion of the ground outside the building and finding the joint of the drain line separated.

SEWER:

- As of July 31, sewer flows were 26,459 m³, 4% lower than July 2025.
- The Sani Dump recorded 58 token purchases and no credit card transactions during the reporting period. A replacement Credit unit was ordered and has been installed, and we are in communication with Cantaloupe to get the debit system back online.

SRDRWC:

- Operators recorded 196.5 staff hours on the regional system in August, including one after-hours callout.
- An SRD Operations meeting was held in Innisfail on August 11.
- SRD manhole inspections were completed by Operators on August 26–28.
- Operators participated in the SRD golf tournament and dinner on August 7. SRD hosts this event in appreciation of all the operators in the communities that work on the SRD Line.

TRANSPORTATION:

- Curb and accessible parking stall painting was completed on August 18–20, 24, & 25.
- Gravel was hauled to build up the stockpile in the yard.
- A few alleys were graded on August 24.
- Street signs that were weathered were replaced on August 25.
- **Maintenance of Equipment:**
 - Replaced the coolant drain valve on Unit #23
 - Replaced pins and bushings on Unit #60's quick-attach plate.
 - Replaced bearings in the Harley rake and returned it to service.
 - Mower tires were repaired.
 - Repaired Unit #9's toolbox fuel-tank flange.
 - Replaced a hydraulic hose on Unit #35.
 - Replaced the grille and radiator shutter on Unit #12, this was caused by a minor collision with small wildlife.
 - Repaired the burner on the hydrovac trailer.
 - A tire on the grader required repair when it de-beaded the rim.
 - The snowblower was picked up from IMI and is ready for another snow season.
 - Installed a flashing light for the asphalt trailer hot plate to signal when it is on and ignited.
 - Regular service was completed on equipment and trucks as required.

STORM:

- No issues were reported from August rain events.
- Annual catch-basin cleaning is planned.

PARKS & RECREATION:

- **Sports Fields**
 - Ball diamonds were dragged and lined on August 4–6, 11, 13, 17, 18, 25, 27, & 31.
 - Ball diamonds and sports-field were watered with sprinklers as required.
 - Field lines were painted on August 10 & 17.
- **Parks**
 - Dirt work was done at the dog park, with additional dirt being hauled to the site.
 - Garbage bins were installed in the park spaces at Larne and Heron on August 12.
 - The brick retaining wall at Newton Dr. was repaired on August 14.
 - Dock work continued August 10, 11, & 31.
 - Mowing was done on August 4, 5, 11, 17, 18, 21, & 24–28.
 - Weed trimming was done on August 4, 5, 10, 19, 21, 24–26, 28, & 31.
 - Mulching was done on August 6, 10, 11, 12, 14, & 26–28.
 - Pruning was done on August 5–7, 10, 11, 14, 20, & 24–26.

- Herbicide spraying was done on August 25.
 - Watering: flower beds on August 4, 5, 17, 18, 27, & 31; Trees on August 5 & 26.
 - Garbage cans were emptied on Aug 19 & 26.
 - Pea gravel Rocks at Hawkridge were swept up on August 12, 19, & 26.
 - The Memorial Hall playground was repaired August 17–19, and work was completed at the Windsor Park Playground.
 - Park benches were repaired on August 24.
- **Splash Park**
 - The Splash Park's final day of operation was September 7, and it is now closed for the season.

MEMORIAL HALL:

- Memorial Hall had seven bookings in August, with five additional bookings scheduled for September and two user groups.
- Cadets began moving from the basement into the side office space on August 31.
- The office space was prepped and painted on August 18-21.
- The basement is fully closed for access.

GARBAGE:

- Compost bins were pushed in, August 4, 10–14, 17, 19–21, & 25–28.

RV Park:

- The RV Park recorded 121 bookings during August.
- Nightly occupancy ranged from 21 to 55 sites, averaging 34 occupied sites. With 67 total sites, the average occupancy was approximately 51 % of the park's capacity.
- Staff had to repair a men's toilet flush lever at the washhouse.
- Our usage this year continues to be up from previous years.

ORGANIZATIONAL:

- Operations Facility Grand Opening/ Open House BBQ was held on August 14. Staff enjoyed touring residents and hearing positive feedback about the facility during their interactions.
- Audiometric testing for staff was completed on August 18.
- Vacant Operator Position. After reviewing the department's tasks and discussions with staff, the vacant operator's position is going to be altered from a utility focused position to more of a general labor position. Once the new job description is completed and approved, the position will be reposted.

UPCOMING ITEMS OF INTEREST:

- Annual catch-basin cleaning.
- Road and alley maintenance.
- Completion of the Penhold Commons dock.
- Fall Festival preparation.
- Fall water-main flushing.
- The RV Park remains open until October 13.
- Splash Park is now closed for the season on September 7.

CAO COMMENTS:

Presented at September 14th, 2026, Regular Council Meeting for the Town of Penhold

CAO



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:

Sept 1st National Police Federation - Call to Action: Strengthening Public Safety in Alberta

EMAIL:

Aug 24th Red Deer County - Register for the Alberta Rural Connectivity Forum

Aug 24th Innisfail Chamber News

Aug 24th FCM Voice

Aug 25th FCM Connect energy-saving home retrofits

Aug 27th Penhold RV Campground review in German and translated

Sept 1st Penhold Multiplex - leader in breaking barriers Wheelchair sports

Sept 3rd Canada's Responsible Data Centre Development Principles announcement

Sept 8th Chinook's Edge Board Highlights

Sept 9th FCM Voice

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 impacts.

OTHER COMMENTS:

Presented at the September 14th, 2026, Regular Council Meeting for the Town of Penhold



CAO

CALL TO ACTION TO THE GOVERNMENT OF ALBERTA

Dear Premier,

Albertans deserve safe and healthy communities where residents can rely on essential public safety, health, social, and justice systems. Provincial and municipal governments share responsibility for achieving these outcomes, and municipalities expect the Government of Alberta to be a transparent, accountable, and reliable partner in delivering them.

Municipalities are on the front lines of community safety, working closely with residents, businesses, and law enforcement partners every day. Despite this, municipalities have not been provided with a clear, transparent, and evidence-based plan outlining the full financial, operational, and public safety implications of establishing an Alberta Sheriffs Police Service (ASPS) or transitioning policing responsibilities away from the RCMP. No comprehensive feasibility study, detailed costing model, or long-term funding framework has been made available to inform municipal decision-making or public understanding.

At the same time, Alberta's existing policing and public safety systems are under increasing pressure. Challenges related to rural crime, mental health and addictions, and violent repeat offenders require immediate and sustained investment. Rather than diverting significant public funds towards the creation of a new police service, the Government of Alberta should prioritize strengthening and properly resourcing the systems already in place.

Policing reform must be guided by evidence, transparency, and public confidence. Decisions of this magnitude, affecting community safety, municipal budgets, and taxpayer dollars, must be made in partnership with municipalities and with the clear support of Albertans.

We, the undersigned, call on the Government of Alberta to:

- Cease further investment in and advancement of the Alberta Sheriffs Police Service as a replacement for RCMP municipal policing.
- Release a comprehensive, independent, and publicly available feasibility study, including full lifecycle costing, governance structures, and operational impacts of any proposed policing model changes.
- Seek explicit public support before proceeding with any plan to replace or significantly restructure policing in Alberta.
- Strengthen Alberta's existing policing model by:
 - Increasing RCMP officer levels and resources in communities, while ensuring sustainable and predictable funding; and
 - Invest in the Alberta Sheriffs' existing mandate as a complementary public safety service, including targeted enforcement, rural crime initiatives, and court security.
- Strengthen the justice system by addressing bail reform challenges and repeat violent offending; increasing the number of Crown prosecutors and Provincial Court judges; and ensuring timely access to justice.
- Expand integrated public safety approaches, including police and mental health crisis teams, addiction supports, and community-based crime prevention initiatives that address root causes of crime.