



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Bonnie Stearns

SUBJECT: Adoption of the December 12th, 2022, Regular Council Meeting Minutes

RECOMMENDATION:

That Council adopts the December 12th, 2022, 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 December 12th, 2022, minutes accurately reflect Council's decision and direction at its Regular Meeting.

RESPONSE OPTIONS:

The minutes presented are the unapproved record of the December 9th, 2022, regular Council Meeting and are presented for adoption, or adoption as amended, by Council. Minutes were emailed out to Council on January 3rd for review and change identified made.

PREFERRED STRATEGY:

That Council adopts the December 12th, 2022, Regular Council Meeting minutes.

IMPLICATIONS OF RECOMMENDATION:

Permanent management and storage of Minutes.

GENERAL:

Historical; permanent record for future review.

ORGANIZATIONAL:

Legislative department ensuring 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 January 9th, 2023, Regular Council Meeting for the Town of Penhold



CAO

Town of Penhold



REGULAR MEETING MINUTES

December 12th, 2022
Town Council Chambers

Deputy Mayor:

Mike Yargeau

Councillors:

Teresa Cunningham

Ken Denson

Shawn Hamm

Shaun Kranenborg

Mike Walsh

Absent:

Councillor Tyrone Muller

Staff

Rick Binnendyk, CAO

Bonnie Stearns, Leg Asst

Guests:

Jo Michaluk, Resident

Mayor Yargeau called the meeting to order at 6:02 pm.

1. **CALL TO ORDER - Mayor**

1.2. **Adoption of the Agenda**

2022-421

Councillor Hamm moved to accept the December 12th, 2022 Regular Council meeting agenda as provided.

CARRIED UNANIMOUSLY

2. **ADOPTION OF PREVIOUS MINUTES**

2.1. **Adoption of the November 28th, 2022 Regular Council Meeting Minutes**

2022-422

Councillor Walsh moved to accept the November 28th, Regular Council meeting minutes as presented.

CARRIED UNANIMOUSLY

3. **BUSINESS ARISING OUT OF THE MINUTES**

2022-423

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

CARRIED UNANIMOUSLY

4. PUBLIC HEARING

5. PRESENTATIONS & DELEGATIONS

6. REPORTS

6.1. Financial

6.1. a. Monthly Accounts for Online Payments and Payments from November 23rd – December 7, 2022

2022-424

Councillor Denson moved that Council receives the Monthly Accounts for Online Payments from November 23rd – December 7th, 2022 as presented.

CARRIED UNANIMOUSLY

6.1. b. Monthly Investment Statement for the month ending October 31st, 2022

2022-425

Councillor Kranenborg moved that Council receives the Monthly Investment Statement for the month ending October 31st, 2022 as presented.

CARRIED UNANIMOUSLY

6.1. c. Monthly Bank Reconciliation Statement for the month ending October 31st, 2022

2022-426

Councillor Walsh moved that Council receives the Monthly Bank Reconciliation Statement for the month ending October 31st, 2022 as presented.

CARRIED UNANIMOUSLY

6.2 CAO Report – Rick Binnendyk

- Distributed in Council Package

2022-427

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

CARRIED UNANIMOUSLY

6.3 Multiplex – Michael Szewczuk

- Distributed in Council Package

2022-428

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

CARRIED UNANIMOUSLY

6.4 Public Works – Nancy McAteer

- Distributed in Council Package

2022-429

Councillor Walsh moved to accept the Public Works monthly report as information.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 New Home Buyer's Incentive

2022-430

Councillor Denson moved that administration look at the feasibility of alternative options for expanding incentives for businesses;

AND FURTHER that administration bring information back to next workshop.

CARRIED UNANIMOUSLY

2022-431

Councillor Walsh moved that Council continue with the New Home Buyer Incentive Program for 2023;

AND FURTHER upon written request and conformation of title within 60 days of the purchase of a new home, owners be eligible for a 2-year municipal portion tax reduction in the amount of 50% for year one and 25% reduction for year two;

AND FURTHER that this rebate program be available until Dec. 31st, 2023.

CARRIED UNANIMOUSLY

7.2 Electric Vehicle Charger

2022-432

Councillor Kranenborg moved that the funding agreement with MCCAC be declined in light of the additional costs and ongoing maintenance costs associated with the project.

CARRIED UNANIMOUSLY

7.3 Penhold & District Regional Library Lease Agreement

2022-433

Councillor Cunningham moved that Council direct administration to enter into a long term 10-year lease agreement with the Penhold & District Regional Library for their space requirements.

CARRIED UNANIMOUSLY

7.4 School Site Services

2022-434

Councillor Walsh moved that the Town financially contributes, as requested by Chinooks Edge School Division, to the water/sewer services to be stubbed into the newly subdivided school parcel at the determined location in 2023 in conjunction of the construction of the new school.
CARRIED UNANIMOUSLY

8. OUTSTANDING BUSINESS

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

9.1 Penhold & District Library – Updated Policies

2022-435

Councillor Cunningham moved that Council accepts the Penhold & District Public Library's updated Policies as information.
CARRIED UNANIMOUSLY

9.2 RCMP "K" Division Strategic Analysis and Research Unit (SARU) – Innisfail Municipal & Provincial 2022 Crime Statistic Summary

2022-436

Councillor Hamm moved that Council accepts the RCMP's 2022 Reports as information.
CARRIED UNANIMOUSLY

10. BYLAW(s)

10.1 Bylaw 812/2022 Utility Bylaw

2022-437

Councillor Denson moved that Council moves to give First Reading of the Utility Bylaw 812/2022.
CARRIED UNANIMOUSLY

2022-438

Councillor Hamm moved that Council moves to give Second Reading of the Utility Bylaw 812/2022.
CARRIED UNANIMOUSLY

2022-439

Councillor Walsh moved that Council moves to proceed with Third Reading of the Utility Bylaw 812/2022.
CARRIED UNANIMOUSLY

2022-440

Councillor Kranenborg moved that Council moves to give third and final Reading of the Utility Bylaw 812/2022.
CARRIED UNANIMOUSLY

11. CORRESPONDENCE and INFORMATION

11.1 General Correspondence

2022-441

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

12. COUNCIL ROUND TABLE – Information no action

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

2022-442

Councillor Cunningham moved that Council accepts the reports as information.
CARRIED UNANIMOUSLY

13. QUESTIONS from the GALLERY

2022-443

Councillor Walsh moved that Council break for a 5 minute recess at 7:04 pm.
CARRIED UNANIMOUSLY

2022-444

Councillor Denson moved that Council go back in session at 7:10 pm.
CARRIED UNANIMOUSLY

2022-445

Councillor Walsh moved that Council moved to go into Closed Session at 7:10 pm.
CARRIED UNANIMOUSLY

14. CLOSED SESSION

Freedom of Information Protection of Privacy (FOIP)

Exceptions to Disclosure

Section 17: Disclosure harmful to personal privacy

- **Tax Sale follow-up**

2022-446

Councillor Cunningham moved that Council moved to go out of Closed Session at 7:27 pm.
CARRIED UNANIMOUSLY

2022-447

Councillor Hamm moved that Council directs administration to move forward with discussion with the owners for settlement or eviction of #45 Penhold Estates in the New Year;
AND FURTHER that the unit be sold at a predetermined bid process.
CARRIED UNANIMOUSLY

15. ADJOURNMENT

2022-448

Councillor Walsh moved to adjourn Council Meeting at 7:29 pm.

CARRIED UNANIMOUSLY

MAYOR

CAO

REQUEST FOR DECISION



Department: Administration

Submitted by: Rick Binnendyk

SUBJECT: Council Update Report

RECOMMENDATION:

That Council accept the CAO's update report as information.

CAO COMMENTS:

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

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer's Responsibilities.

STRATEGIC RELEVANCE:

Focus on strategic priorities and operational initiatives.

DESIRED OUTCOME(S):

Keeping Council current on community initiatives.

RESPONSE OPTIONS:

1. Verbal clarity on something that was identified
2. Investigate an area in more depth for possible decision-making focus

PREFERRED STRATEGY:

- Have an informed Council team
- To identify an area that may need additional focus for policy change

IMPLICATIONS OF RECOMMENDATION:

Information item only

GENERAL:

Projects:

Schools – Draft Joint Use Agreement (JUA) is in the works. We have received comments back for further discussion over the Christmas break. I believe we will connect once school resumes to finalize our administrative review for council and school board.

Dec 14th we forwarded a letter of commitment to bring water and sewer services onto site.

Healthy Communities: Community Hub

- Work continues with the project. There appeared to be some delay getting power into site. Our office worked with our Fortis representative to move this forward.
- Our office will be submitting another progress payment to our granting group for the end of 2022.
- A project extension time has been granted from the Fed. Govt. to March 31st.

Public Works/Fire Hall Site – Site is complete.

The Town's request to make a formal submission for an application to do a net zero design feasibility study was approved. We have connected with an engineering group and consulting firm who will assist us in putting together our application for the FCM Green Municipal Funding Stream. Sean Pendergast, Fire & Protective Services Manager will be taking the lead on this application process.

Administration:

- I took some holiday time off over the Christmas Break.
- Focusing on the modular home that the town has taken over.
- CastleGlen Consultants – A draft report is completed. Our office will be connecting with AT to discuss next steps.
- Start focus on 2023 initiatives.
- Our staff team is working on closing off records/files to make ready for our financial yearend close off. New TD 1 forms will be required to be completed by all staff and Council for 2022.
- Coordination of a presentation by Red Deer Water Shed Alliance group to provide further clarity for membership is underway.
- Over this past month spent time doing safety audits through all the town buildings. These inspections are done annually however supervisors, managers and the CAO each have a certain number of inspections due with the CAO's being once per year.

Infrastructure Canada: Active Transportation Grant – has been secured; waiting for the contract and permission to move forward on this new grant.

Canada Infrastructure Program: (ICIP) - waiting for confirmation.

Eagle Engineering Corp: 2A/42 intersection improvements. We have asked for a design drawing for the intersection. They are still finalizing the drawings. Once done we will be given an updated mapping for the intersection.

Economic Development:

- As the New Year begins, there appears to be renewed interest for business. We have been in discussion with an industrial expansion possibility.
- Investors looking for a mix of commercial/industrial business. We have made several suggestions for potential site.

2022 stats for new housing starts were 15 this year; listing is attached for all development.

FOLLOW UP ACTION:

- Setting directives up for 2023.
- Focus on year end closing of files and reporting
- Municipal buildings final inspection (safety protocols)
- Work with committees for upcoming conferences
- JUA with Chinooks Edge
- AT traffic report direction

COMMUNICATION:

This is meant to keep Council informed on the Town's administrative activities.

OTHER COMMENTS:

HAPPY NEW YEAR; 2023 WILL BE A GREAT YEAR FOR PENHOLD.

COUNCIL FOLLOWUP: none at this time

Presented at the Jan 9th, Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Multiplex

Submitted by: Michael Szewczuk

SUBJECT: Monthly Report

RECOMMENDATION:

That Council accept the Multiplex Manager's monthly report as information.

CAO COMMENTS:

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

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer's Responsibilities. This report is an extension of the CAO's update report.

STRATEGIC RELEVANCE:

Operational

DESIRED OUTCOME(S):

Accepted as information

RESPONSE OPTIONS:

Council defers back to administration for more information.

PREFERRED STRATEGY:

Information on happenings in the Multiplex.

IMPLICATIONS OF RECOMMENDATION:

Document is filed

GENERAL:

Multiplex –

We continue to look into the connectivity issues between the solar panels and our network. We have found that it may have been a cut cable. Of course, once that is repaired we will see if it starts to work again or if there is another issue with the system.

We received some numbers from LiveBarn about the subscribers that use our code to stream video from our arena to their devices. So far the numbers are as follows:

August - 1 code subscriber

September - 4 code subscribers

October - 6 code subscribers
November - 10 code subscribers

Our EV Charging stations are no longer in the works. We have cancelled our grant application with the MCCAC after many months of trying to make the project work. In the end administration felt that the operating cost of the EV chargers was going to be too expensive over the long term.

Normally there would also be some numbers on how many people have visited the Multiplex over the month, but our counter has not been working over the past little bit. We hope to have it up and running soon.

Fitness –

	December 2021	December 2022
MEMBERSHIP SALES	\$11,473.25	\$18,680.25
DROP-INS	\$376.00	\$423.70
TRAINING	\$2,956.00	\$3,162.75
TANNING	\$261.00	\$236.25
DROP IN GYM	\$813.00	\$880
TOTAL REVENUE	\$15,544.50	\$23,382.95

A total of **22** fobs were issued for 24 hour members.

The Fitness Centre had **38** new or returning members for the month of December.

The Fitness Membership and Personal Training Sale has continued through December with many taking advantage of the discounted prices. The Fitness Centre classes stayed consistently busy throughout December, slowing slightly around the holidays as expected. The classes offered were Morning Mix 'n Match, HIIT Happens, Burn & Turn, Rhythm & Cycle, TRX, Booty Barre, Freedom Flow, Zumba, POUND, Peaceful Yoga, STRONG, Step, and Pump It Up. Information regarding the upcoming preregistered prenatal course has gone out to the public in the December Reporter and on our social media. This course will run in January and will offer an opportunity for expecting mothers to learn how to exercise safely and effectively. We currently have two people registered.

Pickleball, Kids Gym, Learn to Skate, Drop-in Tennis, Drop-in Ice Hockey and Drop-in Family Skate continued through December and will run into the New Year. The next batch of tennis lessons start January 9th with participants having the option to purchase all sessions or drop-in for specific lessons. Pickleball was popular with Fitness seeing over one hundred players utilize our drop-in times in December.

In the Fitness Centre we will be focusing on some items of importance in the New Year such as upholstery on benches and replenishing small equipment like resistance bands. The four pre-owned treadmills had their new drive belts installed and are in working order.

	December 2022	Totals 2022
Penhold Sr Track Users	30	665
Kids Gym Activities (mornings)	100	1,106
Staff Fitness Usage	40	448
Penhold Fire Dept	44	500
Pickle Ball	100	430

The above chart will now be used for tracking information for 2022 year.

ORGANIZATIONAL:

FOLLOW UP ACTION:

As determined by Council.

COMMUNICATION:

OTHER COMMENTS:

Presented at the January 9th, 2023 Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Public Works

Submitted by: Nancy McAteer

SUBJECT: Council Report

Date: January 9th, 2023

RECOMMENDATION:

That Council accepts the Public Works report as information.

CAO COMMENTS:

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

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer’s Responsibilities. This report is an extension of the CAO’s update report.

STRATEGIC RELEVANCE:

Operational

DESIRED OUTCOME(S):

Accepted for information

RESPONSE OPTIONS:

1. Council receives the report as information
2. Council defers back to administration for more information

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:

Operational

GENERAL:

FOLLOW UP FROM PREVIOUS COUNCIL MEETINGS:

- No follow up requested.

WATER – There were five new water meters installed in December. Water consumption is up 3% from this time last year. The annual chemical analysis results have been received and will be posted on the website. The Water Operations Manual is being updated.

SEWER – As of November 30/22; sewer flows were up 14% from the same time last year. A frozen sewer line was reported on Emma Street, a contractor was called in to thaw the line.

SRDRWC – There was no SRD Operations Safety meeting held in December. Public Works staff spent 160 hours working on the system in December and there were twelve after hour’s callouts. There were a lot of alarms during the cold weather; there were issues with the heating and HVAC systems as well as the generator at the Odour Management Facility. There was also a loss of communication at lift station #1 caused by a PLC failure.

TRANSPORTATION – Snow removal is nearly completed. There is an issue with the shift control module on the grader; the part has been ordered and a shipping date has not been provided. The unit is unusable until the repairs have been made. Snow removal is still ongoing using the frontend loaders. Sanding is done as needed. There was a break in at the Splash Park building; a snow blower and some safety equipment were stolen. The snow blower has been recovered and the door and frame need replacing, the entrance has been secured. A motor vehicle hit the sanding unit while it was parked, the incident has been reported to the RCMP; there was no significant damage to the unit.

STORM – Nothing to report.

PARKS & RECREATION – Construction of the Community Hub is still progressing slowly. The outdoor rink is open and is cleaned and flooded daily as weather permits. The hockey nets have been repaired. The pathways are cleared after each snow fall.

RV PARK – An attempt to break in at the garage in the RV Park was made; no access was gained however the lock was damaged and had to be replaced.

MEMORIAL HALL – There are three weekend bookings in January. There are still some minor touch ups to be completed on the kitchen renovations.

GARBAGE – Nothing to report.

ORGANIZATIONAL:

FOLLOW UP ACTION:

COMMUNICATION:

OTHER COMMENTS:

Presented at the January 9th, 2023 Regular Council Meeting for the Town of Penhold.



CAO



REQUEST FOR DECISION

Department: Multiplex

Submitted by: Michael Szewczuk

SUBJECT: Multiplex Rate Review

RECOMMENDATION:

That Council approve a rate increase for the Arena;
AND FURTHER the new rates be implemented in July for all bookings for the 2023-2024 season.

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. This report is an extension of the CAO’s update report.

STRATEGIC RELEVANCE:

Budget

DESIRED OUTCOME(S):

To recovery some cost for operations

RESPONSE OPTIONS:

Council defers back to administration for more information.

PREFERRED STRATEGY:

Remain competitive with similar type facilities.

IMPLICATIONS OF RECOMMENDATION:

Increase rental revenues; help offset increasing operational costs.

GENERAL:

The rates for the facility was last raised six years ago. Since then, administration felt that we didn’t need to raise our rates as our rates were some of the most competitive in Central Alberta. We also identified a rate increase in conjunction with the 2023 budget.

With increasing pressure of operational costs, the recommendation is to assist in some cost recovery to continue running this facility. The rates have been held which is creating further loss to the facility. As such, we are asking for a 3% raise to our Prime-Time rates. This will affect

our youth and adult prime time hours. Prime time is generally: all summer, Monday-Friday 4:30 pm-close from September to June, and all day Saturday and Sunday.

Most of the rate increases are targeted to the Arena only. Meeting rooms and the Gymnasium are not affected based on comparison reviews within central Alberta.

It is recommended that a new rate for the rental of the running track be added and available for any tournament or large events in the Arena. Bookings of the track would be 2 hours before the start of event until the end of the booking. The reason for the two hour booking before the event starts allows teams the use of the track for warm-ups as well as any set up on the track that may be required.

Attached is the proposed rate structure for the new season.

ORGANIZATIONAL:

FOLLOW UP ACTION:

As determined by Council.

COMMUNICATION:

OTHER COMMENTS:

Presented at the January 9th, 2023 Regular Council Meeting for the Town of Penhold



CAO



Facility Rental Rates July 2023 Onward

PENHOLD REGIONAL MULTIPLEX

Rates Subject to Seasonal Change

ARENA (October – March)

July 2023 Onward

Youth (after 4:30 PM Mon-Fri) (All Day Weekends)

\$180.00 + GST/HR

Adult (after 4:30 PM Mon-Fri) (All Day Weekends)

\$206.00 + GST/HR

Day Time Adult & Youth (Mon-Fri before 4:30pm)

\$99.00+ GST/HR

Tournaments Exempt

School Rate (Monday to Friday before 4:30pm)

\$65.00+GST/HR

*****Penhold Multiplex is closed Statutory Holidays.***

ARENA SPRING/SUMMER (April – September)

July 2023 Onward

Youth (All Day Weekdays) (All Day Weekends)

\$194.00 + GST/HR

Adult (after 4:30 PM Mon-Fri) (All Day Weekends)

\$216.00 + GST/HR

TRACK RENTALS (year round)

July 2023 Onward

Tournament/Non-Alcohol

\$15.00 + GST/HR

Alcohol on Track

\$45.00 + GST/HR

GYMNASIUM

July 2023 Onward

<u>Gymnasium Rental – Youth</u>	\$59.00 + GST/HR
<u>Gymnasium Rental – Adult</u>	\$69.00 + GST/HR
<u>Life Studio Rental</u>	\$39.00 + GST/HR
<u>Floor Covering System (Special Event)</u>	\$150.00 + GST/HR

DRYLAND (Arena Surface Off Season)

<u>Monday to Friday 8:30 – 4:30 PM</u>	\$39.00 + GST/HR
<u>Monday to Friday After 4:30 PM</u>	\$59.00 + GST/HR
<u>Weekends All Day</u>	\$69.00 + GST/HR
<u>Private/Commercial Rentals</u>	\$499.00 + GST/Day

MEETING ROOMS

<u>Meeting Room #2</u> (Small meeting room)	\$29.00 + GST/HR
<u>Meeting Room #3</u> (Subway Club room)	\$39.00 + GST/HR
<u>Meeting Room #4</u> (Old Lounge)	\$39.00 + GST/HR
<u>Day Rate (6 Hour Minimum) – Local Youth</u>	\$200.00 + GST/Day
<u>Day Rate (6 Hour Minimum) – Local Adult</u>	\$250.00 + GST/Day
<u>Projector & Screen Rental</u>	\$50.00 + GST/Event
<u>Foyer/Hallway Rental</u>	\$75.00 + GST/HR

SPECIAL EVENT PRICING

All Gymnasium & Meeting Space Rentals discounted 10% after 8 hours of consecutive rental/day.

TURN BACK POLICY

Payment in full 30 days prior to the event is required and can be by Cheque, Visa/M/C, Debit or Cash. Failure to pay in full prior to the event could result in the cancellation of the scheduled event unless prior arrangements have been made. Penhold Regional Multiplex requires 21 days' notice to cancel a scheduled event. Failure to provide 21 days' notice will result in forfeiture of any deposit & payment in full of the scheduled event will be required. **We are NOT responsible for acts of weather that may cause a cancellation in booking.**



REQUEST FOR DECISION

Department: Multiplex

Submitted by: Michael Szewczuk

SUBJECT: Kids Kingdom lease extension

RECOMMENDATION:

That Council approve a lease extension with Ms. Kelly so that she may continue to use the Multiplex to house her "Kids Kingdom".

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. This report is an extension of the CAO's update report.

STRATEGIC RELEVANCE:

Budget

DESIRED OUTCOME(S):

Approve lease extension

RESPONSE OPTIONS:

Council defers back to administration for more information.

PREFERRED STRATEGY:

Budget 2023

IMPLICATIONS OF RECOMMENDATION:

Council would approve the lease extension as it stands with a 3% increase per year rate adjustment built into the lease.

GENERAL:

The lease for Ms. Kelly and her Kids Kingdom expired in August of 2022. Over the December break, while going through old agreements, this was noticed.

Administration reached out to Ms. Kelly with a revised draft of the lease, attached to this RFD, and Ms. Kelly is good with the changes that were made.

Most of the changes to the agreement were just date changes except for the addition of section 4.10. Where it discusses the suspension of the lease and need for payments if the Penhold Regional Multiplex is shut down to the public for any length of time.

ORGANIZATIONAL:

FOLLOW UP ACTION:

As determined by Council.

COMMUNICATION:

OTHER COMMENTS:

Presented at the January 9th, 2023 Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Rick Binnendyk

SUBJECT: 2022 Town of Penhold Accomplishments & 2023 Directives

RECOMMENDATION:

That Council accepts the 2022 Town of Penhold Accomplishments & 2023 Directives as information.

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:

Council is aware of and supports the work being done annually.

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:

Council directive

COMMUNICATION:

OTHER COMMENTS:

Presented at the January 9th, 2023 Regular Council Meeting for the Town of Penhold

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

CAO

Town of Penhold

2022 Accomplishments & 2023 Directives

DEVELOPMENT/NEW BUILDS:

- 🔨 Public Works & New Fire Hall Site Grading Project
- 🔨 Community HUB/Gazebo/picnic area & Baseball diamond construction
- 🔨 Suds car/truck wash Station construction and opening
- 🔨 Dairy Queen building construction and opening
- 🔨 Residential: 4-plexes in Oxford Landing & Hawkridge Estates
- 🔨 Completion of Minto Street Reconstruction

COMMUNITY PARTNERSHIPS & ENHANCEMENTS:

- 🔨 New Elementary School location site chosen in Penhold
- 🔨 IT Services – enhancement for backup systems and community programs
- 🔨 Penhold & District Library long term 10 Year Lease Agreement
- 🔨 Recreation and Culture Grant Agreement (5 years) with Red Deer County
- 🔨 Renewed Fire Dispatch (5 year) Services Agreement with City of Red Deer
- 🔨 Penhold Intersections Improvements Study between Alberta Transportation & The Town
- 🔨 Community Peace Officers (CPOs) now providing Animal Control services
- 🔨 Advocating for residents: CP Rail discussions: whistle cessation / training idling.
- 🔨 New position and Personnel hired for Manager for Protective & Emergency Services
- 🔨 Town providing Community Service programs for the very young to the elderly.
- 🔨 Memorial Hall kitchen upgrades
- 🔨 Fitness receives Four Techno Gym Treadmills upgraded
- 🔨 Recognition of 6 key community builders by the Province of Alberta
- 🔨 Solarized Cross walk on highway 2a
- 🔨 New electronic Speed Warning sign

ECONOMIC DEVELOPMENT:

- 🔨 New Home Buyer Incentive – Extended
- 🔨 Drone footage of community for promotional focuses
- 🔨 New commercial/Industrial development initiatives
- 🔨 CAEP Penhold Community Overview: A Socio-Economic Profile
- 🔨 Shop Local 3-in-1 & Win Campaign
- 🔨 Hired consultant worked on strategic opportunities and connected with local businesses

WHAT TO WATCH FOR IN 2023:

- 🔨 Community Hub/gazebo/picnic area completion
- 🔨 New trails and upgraded trails being development around town
- 🔨 Possible new School build
- 🔨 New emergency services command unit and heart monitor system
- 🔨 Lighting system upgrades within the Multiplex and sound system upgrades
- 🔨 New Ice resurface Machine for arena
- 🔨 Disc Golf coming to Penhold
- 🔨 E- Billing for municipal taxes available to residents
- 🔨 New webpage redesign & GIS enhancements



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:

- Dec. 22 Minister of Intergovernmental Affairs, Infrastructure and Communities re: Active Transportation Grant
- Dec. 21 letter from FortisAlberta re: Approved FortisAlberta 2023 Distribution Rates
- Dec. 14 MLA Sigurdson – Letter of Response, Dec. 13, 2022
- Dec. 14, 2022 Red Deer County re: Intermunicipal Recreation and Culture Grant and Library Agreements

EMAIL:

- Dec. 12 Alberta Municipalities re: Alberta Municipalities' Friday News - December 9, 2022
- Dec. 12 Email from Devin Dreeshen, Celebrate Christmas with me!
- Dec. 14 Alberta Municipalities re: The Weekly – 2022: The unified voice of municipalities was heard
- Jan. 3 Alberta Municipalities re: Reminder: The Weekly – Update: Newly adopted & expired resolutions
- Jan. 3 email from Rick re: Towns West Update
- Jan. 3 email from Rick re: Innisfail Battle of the Badges
- Jan. 3 CAEP re: CAEP's 2023 Board, New Members, New Funding, Holiday Hours, Summit Tickets & Sponsorships, training and more inside this month's Connections Newsletter
- Jan. 3 email from Mauro Chies, Interim President and CEO, AHS re: Non-Ambulance Transfer Announcement

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 apprised 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 item 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 December 12th, 2022, Regular Council Meeting for the Town of Penhold



CAO



December 22, 2022

Rick Binnendyk
CAO
Town of Penhold
#1 Waskasoo Avenue, P.O. Box 10
Penhold, Alberta T0M 1R0
rbinnendyk@townofpenhold.ca

Dear Rick Binnendyk,

It is my pleasure to inform you of the approval in principle of Connectivity and expansion of trails, including footbridge, crosswalks, lighting, boat dock and aeration for Penhold, Alberta (the Project). This approval in principle is given following the successful review of your project under the terms and conditions of the Active Transportation Fund (ATF) of the Permanent Public Transit Program (the Program).

As per the terms outlined in the Program terms and conditions, Canada will support up to 60 percent of the total eligible costs to a maximum of federal contribution of \$915,077. Funding from all government sources cannot exceed 100 percent of the Project's total eligible costs.

In order for Canada to pay eligible costs for the approved project, all requirements outlined in the contribution agreement will have to be met. With this approval in principle, eligible costs as determined under the terms and conditions of the ATF and incurred as of the date of this letter will be eligible for federal reimbursement subject to the timely execution of a contribution agreement. If a contribution agreement is not signed, the Government of Canada will not reimburse any costs incurred. Once signed, the contribution agreement represents the final federal approval of the Project.

The contribution agreement will include payment conditions, reporting requirements, meeting schedules, and communication protocols (this is not an exhaustive list). In addition to other terms and conditions that will be identified within the contribution agreement, the following conditions will also apply:

- Town of Penhold will satisfy the Government of Canada with respect to the competitive and transparent tendering process to be established for the Project, and that all contracts be awarded in a manner that is transparent, competitive, fair, consistent with value for money principles and is in accordance with all applicable domestic and international trade agreements.
- Town of Penhold will confirm that all project funding, other than the federal contribution, has been secured prior to the Government of Canada paying any eligible costs.
- Where applicable, Town of Penhold will confirm that property or rights of way have been secured prior to the Government of Canada paying any eligible costs.
- Canada has determined that there are no federal requirements under the *Impact Assessment Act* for this project.
- Canada has determined that there is a legal obligation to consult with Indigenous peoples since Aboriginal and/or Treaty rights under Section 35 of the *Constitution Act, 1982* could be adversely impacted by this project. Until such time that Infrastructure Canada confirms that federal requirements to consult with Indigenous peoples are met and continue to be met, no site preparation, vegetation removal or construction can occur and Canada will not pay for eligible costs. A letter specifying specific requirements will follow. In addition, any conditions will be outlined in the contribution agreement to be negotiated.

Due to the competitive nature of the ATF, changes to the scope of the Project require careful review and approval by Canada. As your project is being approved in principle based on the information in your application, please notify my officials, in writing, should you expect changes in scope or timing to the Project. The Project must be completed prior to the end of the Program on March 31, 2026, including the submission of claims for eligible expenditures.

Departmental officials will contact you shortly to move forward with the negotiation of the contribution agreement. Infrastructure Canada will also work with recipients to jointly communicate Canada's funding commitment, to plan and participate with Infrastructure Canada in any future media announcements or events related to the Project's progress, and to produce and erect signage at the Project sites acknowledging the federal government's contribution to the Project in accordance with the signage guidelines to be provided by the Government of Canada. Joint communications should not occur without the prior knowledge and agreement of all parties.

I would like to take this opportunity to thank you for your collaboration and commitment to the successful delivery of the ATF. I look forward to working with you as we continue to implement active transportation infrastructure for the benefit of all Canadians.

Please accept my best regards.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. LeBlanc', with a stylized flourish at the end.

The Honourable Dominic LeBlanc, P.C., K.C., M.P.



December 21, 2022

RE: Approved FortisAlberta 2023 Distribution Rates

As a follow up to our correspondence in September 2022, FortisAlberta has received approval from the Alberta Utilities Commission (AUC) for its distribution rates, effective January 1, 2023. The AUC has also approved a new Rate 62 that has been specifically designed for Electric Vehicle (EV) services and has the same investment as Rate 61.

The attached charts illustrate the estimated percentages and average changes for each rate class based on estimated consumption and demand between December 2022 and January 2023 on a bundled bill basis from your retailer. These charts reflect the rates approved by the AUC.

We thank you for the opportunity to advise you of these updates. Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in blue ink that reads "Dave Hunka".

Dave Hunka
Manager, Municipalities
P: (780) 464-8311
C: (780) 868-7040
E: Dave.Hunka@FortisAlberta.com

2023 Approved Rates
Average Monthly Bill Impacts by Rate Class
BUNDLED BILL Including Energy, Retail, and DT Rates & Riders

Rate	Rate Class Description	Consumption Usage	Demand Usage	Dec 2021 Bill	Jan 2022 bill	\$ Difference	% Change
		300 kWh		\$97.89	\$100.19	-\$2.30	2.3%
11	Residential	640 kWh		\$169.58	\$172.56	-\$2.98	1.8%
		1200 kWh		\$287.68	\$291.78	-\$4.10	1.4%
		900 kWh	5 kVA	\$126.95	\$131.72	-\$4.77	3.8%
21	Farm (Breaker Billed)	1,400 kWh	10 kVA	\$426.39	\$433.77	-\$7.38	1.7%
		7,500 kWh	25 kVA	\$1,851.35	\$1,866.07	-\$14.72	0.8%
		700 kWh	10 kVA	\$310.96	\$320.44	-\$9.48	3.0%
22	Farm (Demand Metered)	3,000 kWh	20 kVA	\$892.12	\$907.03	-\$14.91	1.7%
		15,000 kWh	60 kVA	\$3,723.88	\$3,754.89	-\$31.01	0.8%
		6,000 kWh	20 kW	\$2,281.39	\$2,282.72	-\$1.33	0.1%
26	FortisAlberta Irrigation	14,518 kWh	33 kW	\$4,765.38	\$4,712.43	\$52.95	-1.1%
	*Seasonal bill impact	45,000 kWh	100 kW	\$14,239.40	\$14,079.27	\$160.13	-1.1%
31	Streetlighting (Investment)	5,144 kWh	12,500 W	\$3,397.32	\$3,507.57	-\$110.25	3.2%
33	Streetlighting (Non-Investment)	7,900 kWh	12,000W	\$2,014.22	\$1,980.06	\$34.16	-1.7%
38	Yard Lighting	5,000 kWh	12,000 W	\$2,267.15	\$2,312.09	-\$44.94	2.0%
		Rates 31 and 38 are based on 100 HPS Lights in assorted fixture wattages.					
		1,083 kWh	5 kW	\$298.95	\$300.15	-\$1.20	0.4%
41	Small General Service	2,165 kWh	10 kW	\$560.07	\$560.59	-\$0.52	0.1%
		10,825 kWh	50 kW	\$2,649.04	\$2,644.08	\$4.96	-0.2%
		2,590 kWh	7.5 kW	\$699.61	\$706.97	-\$7.36	1.1%
44/45	Oil and Gas Service	5,179 kWh	15 kW	\$1,334.94	\$1,348.55	-\$13.61	1.0%
		25,895 kWh	75 kW	\$6,417.56	\$6,481.16	-\$63.60	1.0%
		32,137 kWh	100 kW	\$5,838.83	\$5,755.81	\$83.02	-1.4%
61	General Service	63,071 kWh	196 kW	\$11,279.33	\$11,114.27	\$165.06	-1.5%
		482,055 kWh	1500 kW	\$85,970.21	\$84,693.92	\$1,276.29	-1.5%
		824,585 kWh	2500 kW	\$138,408.58	\$140,085.62	-\$1,677.04	1.2%
63	Large General Service	1,529,869 kWh	4638 kW	\$242,263.09	\$244,952.47	-\$2,689.38	1.1%
		3,298,338 kWh	10,000 kW	\$513,065.24	\$518,293.50	-\$5,228.26	1.0%
65	Transmission Connected Service	The Distribution Component will increase from \$44.38971/day to \$47.451461/per day. The Transmission Component is the applicable rate of the AESO.					

CUSTOMER CONTRIBUTIONS SCHEDULES **

**Table 1
Maximum Investment Levels for Distribution Facilities
When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$2,749 per service
Rate 11 Residential Development	\$2,749 per service, less FortisAlberta's costs of metering and final connection
Rate 21 and 22 Farm, and Rate 23 Grain Drying	\$6,235 base investment, plus \$892 per kVA of Peak Demand
Rate 26 Irrigation	\$6,235 base investment, plus \$992 per kW of Peak Demand
Rate 31 Street Lighting (Investment Option)	\$3,209 per fixture
Rate 38 Yard Lighting	\$887 per fixture
Rate 41 Small General Service	\$6,235 base investment, plus \$992 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$6,235 base investment, plus \$992 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service and Rate 62 Electric Vehicle Fast Charging Service	\$6,235 base investment, plus \$992 per kW for the first 150 kW, plus \$124 for additional kW of Peak Demand
Rate 63 Large General Service	\$112 per kW of Peak Demand, plus \$123 per metre of Customer Extension

**Alberta Utilities Commission (AUC) Decision 27658-D01-2022, Dec. 16, 2022.

Maximum Investment Levels are reduced if the expected Investment Term is less than 15 years.



HIGHWOOD CONSTITUENCY

December 12, 2022

Thank you for reaching out to me and sharing your comments about Alberta's health system. While this government will always work to balance the budget and control increases in spending, we also understand the need for all Albertans to have the access to health care where and when they need it.

Our government identified EMS was seeing pressures never before seen. That is why back at the start of this year the Alberta EMS Provincial Advisory Committee (AEPAC) was created. The work that AEPAC started identified the need to take swift, decisive action to repair our provincial health care system. As a result of the work over the past few months the committee has put forward over fifty action items that will help to ensure better support for our front line workers and improvements to response times.

I am eager to move as quickly as possible to implement the front-line based solutions that the AEPAC committee put forward. In addition to that work I also look forward to working with our Municipalities to establish better support for the MFR program and fire departments that are currently assisting in responding to health care related instances. There is no higher priority for this government than that of repairing our broken emergency medical services (EMS). No one should wait hours for an ambulance, or wait hours without care in a hospital hallway, because overstretched EMS teams are not released to respond to waiting calls.

Thank you again for taking the time to write. I assure you that our government is working hard to get Alberta's health care system back on track so you and every Albertan can access health services.

Kind regards,

RJ Sigurdson

A handwritten signature in black ink, appearing to read 'RJ Sigurdson', with a long horizontal flourish extending to the right.

MLA for Highwood

Red Deer County



RECEIVED
JAN 06 2023

OFFICE OF THE MAYOR

Phone (403) 350-2152 Fax (403) 350-2164

December 14, 2022

Mayor Michael Yargeau
Town of Penhold
#1 Waskasoo Avenue
Box 10
Penhold, AB T0M1R0

Re: **Intermunicipal Recreation and Culture Grant and Library Agreements**

Mayor Yargeau,

We are pleased to advise that at the December 13, 2022 Council meeting, Red Deer County Council approved the 2023 to 2027 Recreation and Culture Agreement and the 2023 to 2027 Library Agreement with the Town of Penhold.

We are proud to continue to cooperate to support recreational and library needs in the area and to provide quality opportunities and access to facilities for all residents. These agreements exemplify the strong collaborative intermunicipal relationship between Red Deer County and the Town of Penhold.

We appreciate the Town of Penhold's efforts to work together for the benefit of our communities.

Yours truly,

RED DEER COUNTY

A handwritten signature in blue ink that reads "Jim Wood".

Jim Wood
Mayor