



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Bonnie Stearns

SUBJECT: Adoption of the December 9th, 2024 Regular Council Meeting Minutes

RECOMMENDATION:

That Council adopts the December 9th, 2024 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 9th, 2024 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, 2024 Regular Council Meeting and are presented for adoption, or adoption as amended, by Council. Minutes were emailed out to Council on Jan. 6th with changes made for this meeting.

PREFERRED STRATEGY:

That Council adopts the December 9th, 2024 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 13th, 2025 Regular Council Meeting for the Town of Penhold



CAO



Town of Penhold

REGULAR MEETING MINUTES

December 9th, 2024
Town Council Chambers

Mayor:

Mike Yargeau

Councillors:

Teresa Cunningham

Ken Denson

Cameron Galisky

Shawn Hamm

Shaun Kranenborg

Tyrone Muller

Guests:

Brandi Filipchuk, Library

Myra Binnendyk, Library

Stuart Richardson, Alberta Transportation

Lori Wolfe, Resident

Chris Wolfe, Resident

Ann Bilyk, Resident

Ares McCartney

Staff:

Rick Binnendyk, CAO

Brandon Kowalchuk,
Operations Manager

Bonnie Stearns,
Executive Assistant

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

1. **CALL TO ORDER - Mayor**

1.1 **Addition to the Agenda**

Add item to New Business: 7.5 CAEP Board of Directors Nomination

1.2. **Adoption of the Agenda**

2024-381

Councillor Hamm moved to accept the December 9, 2024, Regular Council meeting agenda as presented.

CARRIED UNANIMOUSLY

2. **ADOPTION OF PREVIOUS MINUTES**

2.1. **Adoption of the November 25, 2024 Regular Council Meeting Minutes**

2024-382

Councillor Cunningham moved to accept the November 25, 2024 Regular Council meeting minutes as presented.

CARRIED UNANIMOUSLY

December 9, 2024

3. BUSINESS ARISING OUT OF THE MINUTES

2024-383

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

CARRIED UNANIMOUSLY

4. PUBLIC HEARING

5. PRESENTATIONS & DELEGATIONS

5.1 Brandi Filipchuk, Board Treasurer - Penhold & District Public Library

2024-384

Councillor Cunningham moved that Council direct Administration to set up a meeting with The Town, Chair Holly Bilton, Trustee Sherry Cooper, Chinooks Edge School Division, and Penhold & District Library Board.

CARRIED UNANIMOUSLY

Guests in support of Penhold & District Public Library left the meeting at 6:18 pm

5.2 Stuart Richardson, Alberta Transportation - Highway Intersection Improvements

- First municipality to do the Report and sets the town up well with its off-site levies and knowing what things are going to cost moving forward.

Highway Vicinity Agreement

- Document needs to be updated every three years as many factors

- Castleglen's draft should be easy to update

Mr. Richardson left the meeting at 6:35 pm

6. REPORTS

6.1. Financial

6.1. a. Monthly Accounts for Online Payments and Payments from Nov. 20 – Dec. 4, 2024

2024-385

Councillor Muller moved that Council receives the Monthly Accounts for Online Payments Nov. 20 – Dec. 4, 2024 as presented.

CARRIED UNANIMOUSLY

December 9, 2024

6.1. b. Monthly Bank Reconciliation for the months ending Sept. 30 & Oct. 31, 2024

2024-386

Councillor Hamm moved that Council receives the Monthly Bank Reconciliation for the months ending Sept. 30 and Oct. 31, 2024 as presented.

CARRIED UNANIMOUSLY

6.1. c. Investment Statement for the months ending Oct. 31 and Nov. 30, 2024

2024-387

Councillor Kranenborg moved that Council receives Investment Statement for the months ending Oct. 31 and Nov. 30 2024 as presented.

CARRIED UNANIMOUSLY

6.1. d. Town of Penhold Reserves designated for 2025

2024-388

Councillor Cunningham moved that Council approves moving the funds to 2025 capital projects as identified.

CARRIED UNANIMOUSLY

6.2 CAO Report – Rick Binnendyk

- Distributed in Council Package

2024-389

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

CARRIED UNANIMOUSLY

6.3 Multiplex – Michael Szewczuk

- Distributed in Council Package

2024-390

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

CARRIED UNANIMOUSLY

6.4 Operations – Brandon Kowalchuk

- Distributed in Council Package

2024-391

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

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Public Services Building contract

2024-392

Councillor Galisky moved that Council approves the final design layout for the new operations building as proposed by Scott Builders Inc. at the agreed pricing of \$8,554,369.00.

CARRIED UNANIMOUSLY

7.2 RV Park Rates

2024-393

Councillor Hamm moved that Council approves Administration proceed to set the new rate structure that reflects specific services to lots capacities for the RV Park starting in the 2025 operating season.

CARRIED UNANIMOUSLY

7.3 Town of Penhold Waste Removal Contract

2024-394

Councillor Cunningham moved that Council approves Administration proceed with signing a new 3-year contract, with Empringham Disposal for the solid waste & recycling curbside pickup, and the town facilities industrial waste & recycling bin pickup.

AND FURTHER; that this contract come into effect May 1st, 2025, with two, 1-year extension options.

CARRIED UNANIMOUSLY

7.4 2025 Municipal Election Directives

2024-395

Councillor Cunningham moved that Council approves Bonnie Stearns as Returning Officer for the 2025 Municipal Election with the Town of Penhold.

CARRIED UNANIMOUSLY

2024-396

Councillor Kranenborg moved that Council approves Saturday, Oct. 11 from 2:00 pm – 6:00 pm as the time set for advance voting at the Penhold Regional Library within the Penhold Regional Multiplex.

CARRIED UNANIMOUSLY

2024-397

Councillor Muller moved that Council approve signage be permitted in accordance with the Land Use Bylaw (LUB) from September 22, Nomination Day, of an election year to 48 hours after the election.

CARRIED UNANIMOUSLY

2024-398

Councillor Galisky moved that Council approve campaign election signage be restricted from placement on all parks within the Town; and all municipal buildings and schools within the Town in accordance with the Land Use Bylaw (LUB).

CARRIED UNANIMOUSLY

2024-399

Councillor Hamm moved that Council approve Administration refer to Bylaw 832/2024 Nomination Deposit and Disposition of Deposit Bylaw when accepting nomination packages.

CARRIED UNANIMOUSLY

7.5 Central Alberta Economic Partnership (CAEP) Board of Director Nomination**2024-400**

Councillor Muller moved that Council endorses Councillor Cameron Galisky in his desire to serve as a Director on the CAEP Board.

CARRIED UNANIMOUSLY

8. OUTSTANDING BUSINESS

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

9.1 Alberta Municipal Services Corporation (AMSC) Board of Directors**2024-401**

Councillor Galisky moved that Council accepts as information.

CARRIED UNANIMOUSLY

10. BYLAW(s)

10.1 Bylaw 832/2024 Utility Bylaw – 1st, 2nd and possible 3rd reading**2024-402**

Councillor Cunningham moved that Council move to give first reading of the Utility Bylaw 832/2024 as presented.

CARRIED UNANIMOUSLY

2024-403

Councillor Kranenborg moved that Council move to give second reading of the Utility Bylaw 832/2024 as presented.

CARRIED UNANIMOUSLY

2024-404

Councillor Muller moved that Council move to proceed with third reading of the Utility Bylaw 832/2024 as presented.

CARRIED UNANIMOUSLY

2024-405

Councillor Galisky moved that Council move to give third and final reading of the Utility Bylaw 832/2024 as presented.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE and INFORMATION

11.1 General Correspondence

2024-406

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

CARRIED UNANIMOUSLY

12. COUNCIL REPORTS

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

2024-406

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

CARRIED UNANIMOUSLY

13. QUESTIONS from the GALLERY

Questions were asked and answered.

14. CLOSED SESSION

15. ADJOURNMENT

2024-407

Councillor Muller moved to adjourn Council Meeting at 7:43 pm.

CARRIED UNANIMOUSLY

MAYOR

CAO



REQUEST FOR DECISION

Department: Administration

Submitted by: Rick Binnendyk

SUBJECT: Federation of Canadian Municipalities (FCM) membership 2025 - 2026

RECOMMENDATION:

That Council directs Administration to renew its 2025 – 2026 Federation of Canadian Municipalities (FCM) membership in the amount of \$1,058.85.

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:

FCM brings together nearly 2,000 municipalities of all sizes—representing more than 90 percent of Canadians. Collectively, we’ve secured historic gains at the federal level—empowering local leaders to build better lives.

DESIRED OUTCOME(S):

Continue to be a member of FCM.

RESPONSE OPTIONS:

1. That Council defers the FCM Membership back to administration and requests additional information.
2. Clarity on any specific account that is in question.

PREFERRED STRATEGY:

Pay outstanding membership.

IMPLICATIONS OF RECOMMENDATION:

Payment ensures reduced membership rates when attending conferences, meetings.

GENERAL:

ORGANIZATIONAL:

Administration

FINANCIAL:

Annual cost for the Town to renew its FCM membership.

FOLLOW UP ACTION:

Process payment

COMMUNICATION:

Only to the vendor/payments

OTHER COMMENTS:

Presented at the January 13th, 2025 Regular Council Meeting for the Town of Penhold

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

CAO



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Membership Invoice
2025-2026
Facture d'adhésion

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
T. 613-241-5221

Rick Binnendyk
Town of Penhold
PO Box 10 1001 Minto Street
Penhold, AB, T0M 1R0
Attn: Chief Administrative Officer

INVOICE / FACTURE: INV-43758-D9G5L4
DATE: 11/18/2024
ACCOUNT / COMPTE: 64738
DUE DATE / DATE LIMITE: 03/31/2025

ITEM / DESCRIPTION	QTY / QTE	RATE / TAUX	SUB-TOTAL / SOUS-TOTAL	GST / TPS	TOTAL
Base fee per your population / Taux de base selon votre population	1	\$220.00	\$220.00	\$11.00	\$231.00
Per capita dues calculated per your population / Frais de cotisation calculés selon votre population	3,484	\$0.2263	\$788.43	\$39.42	\$827.85
TOTAL			\$1,008.43	\$50.42	\$1,058.85

PAID AMOUNT / MONTANT PAYÉ: \$0.00
BALANCE DUE / MONTANT DÛ: \$1,058.85

**Your FCM membership empowers local leaders to
strengthen their communities and shape a brighter
future for all Canadians.**

Learn more at: <https://fcm.ca/membership>.

accountsreceivable@fcm.ca

PAYMENT / PAIEMENT

Electronic Funds Transfer / Transfert électronique de fonds

Royal Bank of Canada (RBC)/Banque Royale du Canada

Institution Number/Numéro de l'institution: **003**

Transit Number/Numéro de transit: **00006**

Account Number / Numéro de compte: **1113307**

Cheque payable to / Chèque à l'ordre de

Federation of Canadian Municipalities

Fédération canadienne des municipalités



REQUEST FOR DECISION

Department: Administration

Submitted by: Rick Binnendyk

SUBJECT: Mid-Sized Towns Mayors Caucus (MTMC) Membership

RECOMMENDATION:

That Council directs Administration to renew its 2025 Mid-Sized Towns Mayors Caucus membership in the amount of \$250.00.

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:

Strengthen the significance and position of mid-sized towns as a relevant and important voice with the province-wide framework, collaborating, strategizing, and advocating to address matters that directly impact mid-sized towns.

DESIRED OUTCOME(S):

Continue to have a voice by being a member of the Alberta Mid-Sized Towns Mayors’ Caucus.

RESPONSE OPTIONS:

1. That Council defers the MTMC Membership back to administration and requests additional information.
2. Clarity on any specific account that is in question.

PREFERRED STRATEGY:

Pay membership.

IMPLICATIONS OF RECOMMENDATION:

Become a member of the MTMC and have a forum for information, best practice sharing, and developing solutions to issues that are of mutual interest.

GENERAL:

Invoice attached.

ORGANIZATIONAL:

Administration

FINANCIAL:

\$250 annual cost for membership.

FOLLOW UP ACTION:

Process payment

COMMUNICATION:

Only to the vendor/payments

OTHER COMMENTS:

Presented at the January 13th, 2025 Regular Council Meeting for the Town of Penhold

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

CAO

Invoice

Alberta Mid-sized Towns Mayors' Caucus

Date January 2, 2025

c/o Town of Didsbury

PO Box 790, Didsbury AB T0M 0W0

E-mail legislataive@didsbury.ca

Phone: 403.335.7734

Bill To:

Accounts Payable

Town of Penhold

Box 10, #1 Waskasoo Avenue

Penhold AB T0M 1R0

Phone: 403-886-4567

E-mail: bstearns@townofpenholds.ca

DESCRIPTION	AMOUNT
2025 Membership	\$ 250.00
Total	\$ 250.00

Payable to the Town of Didsbury



REQUEST FOR DECISION

Department: Administration

Submitted by: Rick Binnendyk

SUBJECT: Tourism Red Deer 2025 Membership

RECOMMENDATION:

That Council approve Administration to proceed with renewing its Tourism Red Deer 2025 Membership for \$210.00 as presented.

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:

Another step towards showcasing Penhold as the place to call home, either personally and/or business wise.

DESIRED OUTCOME(S):

This website has been a factor in bringing people to our community events and to the RV park. Last years uptake to our RV Park has been through the tourism promotion around Red Deer through Tourism Red Deer.

RESPONSE OPTIONS:

That Council defers the Tourism Red Deer membership back to administration and requests additional information.

PREFERRED STRATEGY:

Ensure Penhold is promoted in as many places as possible.

IMPLICATIONS OF RECOMMENDATION:

As determined by Council.

GENERAL:

Information attached

ORGANIZATIONAL:

Administration

FINANCIAL:

The 2025 Tourism Red Deer membership fee would cost \$210.00.

FOLLOW UP ACTION:

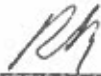
Process payment

COMMUNICATION:

Only to the vendor/payments

OTHER COMMENTS:

Presented at the Jan. 13th, 2025 Regular Council Meeting for the Town of Penhold

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

CAO

Tourism Red Deer

101 - 4200 Hwy 2

Red Deer T4N1E3

+14033460180

info@tourismreddeer.com

GST/HST Registration No.:

876287277RT0001

TOURISM Red Deer

INVOICE

BILL TO

Carrie Black

Town of Penhold

P.O. Box 10

Penhold AB T0M1R0

INVOICE # 6577

DATE 02/01/2025

DUE DATE 01/02/2025

DATE	PRODUCT/SERVICE	QTY	RATE	AMOUNT
02/01/2025	Regular Membership 2025 Tourism Red Deer Membership	1	200.00	200.00

Thank you for joining Tourism Red Deer! We look forward to working with you in 2025!

SUBTOTAL	200.00
GST @ 5%	10.00
TOTAL	210.00
BALANCE DUE	\$210.00

Payments may also be made by cheque payable to:

Tourism Red Deer
101 - 4200 Hwy 2 Red Deer, Alberta T4N 1E3
Tel: 403-346-0180



REQUEST FOR DECISION

Department: Administration

Submitted by: Rick Binnendyk

SUBJECT: Rural Municipalities of Alberta (RMA) 2024 – 2025 Membership

RECOMMENDATION:

That Council directs Administration to renew its Rural Municipalities of Alberta (RMA) 2024 – 2025 Membership in the amount of \$261.45.

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:

AS outlined in RMA’s Strategic Direction 2023 – 2027:

1. Effectively Leading the RMA through Insightful Leadership and Effective Internal Operations
2. Championing and Advocating on Municipal and Rural Issues
3. Facilitating Networking and Educational Opportunities
4. Being a Resource of Credible Knowledge
5. Delivering Competitive Business Services Including Insurance, Risk Management and Procurement Expertise.
6. Cultivating Strategic and Collaborative Partnerships

DESIRED OUTCOME(S):

Continue to help rural municipalities achieve strong, effective, local government.

RESPONSE OPTIONS:

1. That Council defers the RMA Membership back to administration and requests additional information.
2. Clarity on any specific account that is in question.

PREFERRED STRATEGY:

Pay membership.

IMPLICATIONS OF RECOMMENDATION:

Strengthen rural Alberta through effective advocacy and valued services.

GENERAL:

Invoice attached.

ORGANIZATIONAL:

Administration

FINANCIAL:

\$261.45 annual cost for membership.

FOLLOW UP ACTION:

Process payment

COMMUNICATION:

Only to the vendor/payments

OTHER COMMENTS:

Presented at the January 13th, 2025 Regular Council Meeting for the Town of Penhold



CAO

INVOICE



Page 1/1
Invoice RMA010641
Date 11/01/2024
Customer # AB2050

Bill To: Town of Penhold
PO Box 10
Penhold AB TOM 1R0

Ship To: Town of Penhold
PO Box 10
Penhold AB TOM 1R0

Purchase Order No.	Ordered By	Ordered Date	Supplier Invoice #	Supplier Invoice Date
Purchased From:				

Quantity	Unit	Item Number	Description	Unit Price	Ext. Price
1.000	Each	MEMBERSHIP FEES	August 1, 2024 - July 31, 2025	\$249.00	\$249.00

GST/HST \$12.45
PST \$0.00

Subtotal	\$249.00
ECO Fees	\$0.00
Freight & Misc	\$0.00
Tax	\$12.45
Total	\$261.45

Please Remit To: Rural Municipalities of Alberta 2510 Sparrow Drive Nisku AB T9E 8N5

Payment Terms: End of Next Month

GST/HST# 106692627 BC PST# 12457601 SK PST# 7266125 MB PST# 120442-9



REQUEST FOR DECISION

Department: Administration

Submitted by: Rick Binnendyk

SUBJECT: Council Update Report

RECOMMENDATION:

That Council accepts 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 items for Council

COUNCIL FOLLOWUP:

- Reminder: There is a Brownlee (Feb) and Reynolds Mirth (Mar) legal seminars coming up.
 - Brownlee in Calgary is Thurs Feb. 6th if interested please advise.

Projects:

School:

- Work continues: Chinook School Division has some pictures of the inside being assembled if interested there was a link in their recent e-news letter
 - We have worked with Bell for line servicing approvals.

Public Works/Fire Hall:

Scott Builders Agreement has been signed off and work is anticipated to begin this spring.

Round about 2A & 42:

- We have passed on our congratulations/appreciation to both Alberta Transportation and Economic Corridors ATEC for an excellent job on the roundabout. It is working effectively for traffic safety and speeds as to date there has not been an accident.

Administration:

- The Christmas break was very much enjoyed by staff and I am pleased to advise we did not receive any feedback from unsatisfied clients.
- With the mail strike occurring we were unable to send out reminders for penalties. We did not receive negative feedback from clients regarding their accounts.
- PCPS was looking for office space and we met with them providing an option proposal. The rental fee they wish to pay is considerably less than what we suggested. We left the door open should there be interest in the future.
- Some of our management team will be assisting the high school in doing mock interviews for student learning. This exercise is scheduled Jan 21-23 8:40 AM to 10:00AM.
- CPKC Rail has reached out requesting payment for the rail crossing that was done in 2020. We forwarded an explanation and declined.
- CastleGlenn's Intersections Improvement Report has been invoiced to ATEC for the enhanced work done to the report. There is still some analyzing to occur prior to Council's review and acceptance.
- Our office has run the tax arrears listing for Dec. 31 and there was a total of 131 accounts penalized with 31 mobile homes included.
- Municipal Election: Candidate packages are available on the town's website: Government/2025 Municipal Election and will be available for pick up soon.
 - We have asked Municipal affairs for clarity on what "any time" means for dropping off a candidate nomination paper.

Economic Development:

- Attached is an update on the BREWD project within Penhold. An official launch is scheduled for Jan. 23rd. This will be in Olds.
- In recent discussion with Melcor they have sold out of multi-family homes. Our office received title change for a 5 plex. We are discussing additional multi-family units and duplexes for their next phase/subdivision. We have been advised that three (3) additional single family home lots have been purchased; they hope to begin at the end of January.

FOLLOW UP ACTION/UPCOMING:

- An updated Business License Bylaw will be included on the next council agenda
- Working to finalize the Master Transportation Plan
- Continue work with our consultants on the LUB
- Clean up of outstanding items not fully completed in 2024.
- Election Package prep

COMMUNICATION:

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

OTHER COMMENTS:

Welcome to 2025; a great year of anticipation filled with possible new endeavours.

Presented at the January 13th, 2025, Regular Council Meeting for the Town of Penhold

A handwritten signature in dark ink, appearing to be 'MB', is positioned above a horizontal line.

CAO

Introduction

This report provides an overview of the Regional Business Support Network (RBSN) activities within the Town of Penhold from June 1 – Dec 31, 2024, detailing our comprehensive support services, community engagement efforts, and business development initiatives. As an extension of Community Futures Central Alberta, in partnership with Invest Olds and Prairies Canada, RBSN is dedicated to delivering customized support to local businesses, promoting growth, resilience, and sustainable economic success.

In addition to advisory consultations, workshops, and networking opportunities, RBSN offers a suite of promotional services designed to enhance the visibility of Penhold's businesses. These services include the production of professional promotional videos showcasing each business's unique offerings, brand, and community impact. Through these initiatives, RBSN aims to strengthen Penhold's economic landscape and empower local entrepreneurs.

Reporting Period: June 1 – December 31, 2024

Business Visitations: 34

2024-08-26	Penhold School of Dance
2024-08-26	Organic Oasis – Spa and Salon - Penhold
2024-08-26	Ma & Pa's Bakery Café - Penhold
2024-08-26	Blair's Liquor - Penhold
2024-08-26	Made from Scratch Restaurant - Penhold
2024-08-26	Penhold Building Supplies - Penhold
2024-08-26	J.E.D. Anchors & Environmental & Drilling - Penhold
2024-08-26	Cutie Pies/ Black Kettle Popcorn – Penhold
2024-08-26	The Muscle Chef – Penhold
2024-08-26	Mullet's Barbershop - Penhold
2024-08-26	Ooh My Vape – Penhold
2024-08-26	Penhold Automotive Service & Repair-Penhold
2024-08-28	Penhold Family Restaurant
2024-08-28	ABC Creation & Design
2024-08-28	Healing Touch Reflexology
2024-08-28	Penhold Dental Care
2024-08-28	Penhold School of Dance
2024-08-28	It's All Connected Equine Therapy
2024-08-28	Peace By Piece Nutrition
2024-09-03	Penhold Family Restaurant
2024-09-03	ABC Creation & Design

2024-09-03	Penhold Dental Care
2024-09-03	Penhold School of Dance
2024-09-03	It's All Connected Equine Therapy
2024-09-03	Peace By Piece Nutrition
2024-09-03	Healing Touch Reflexology
2024-09-23	Social Media Management by Tessa Rachelle - Penhold
2024-09-23	Above & Beyond Bookkeeping Services Ltd – Penhold
2024-09-23	Organic Oasis Spa and Salon – Penhold
2024-09-23	Kinetic Legal Services – Penhold
2024-09-23	Cavalla Equestrian- Penhold
2024-10-16	Healing Touch Reflexology

Business Consultation Sessions: 28

Date	First Name	Last Name	Business Name	Service
21-08-2024	Udheyjit	Singh	Penhold Family Restaurant	Advisory & Guidance
21-08-2024	Darian	Forsland	Rooted Homeopathy	Advisory & Guidance
21-08-2024	Penny	Lovely	Black Pot Kettle Corn	Marketing
21-08-2024	Joas & Allie	Swartzentruber	Ma & Pa's Bakery	Marketing
27-08-2024	Penny	Lovely	Black Pot Kettle Corn	Marketing
09-09-2024	Lorna	Burns	Healing Hands	Marketing
12-09-2024	Annie	Burik	ABC Creation & Design	Advisory & Guidance
12-09-2024	Candice	Harris	Peace By Piece Nutrition	Advisory & Guidance
12-09-2024	Udheyjit	Singh	Penhold Family Restaurant	Advisory & Guidance
12-09-2024	Michelle	Neaves	It's all connected	Marketing
12-09-2024	Joas & Allie	Swartzentruber	Ma & Pa's Bakery	Marketing
18-09-2024	Darian	Forsland	Rooted Homeopathy	Marketing
24-09-2024	Candice	Harris	Peace By Piece Nutrition	Advisory & Guidance
24-09-2024	Annie	Burik	ABC Creation & Design	Marketing

24-09-2024	Udheyjit	Singh	Penhold Family Restaurant	Marketing
02-10-2024	Kristen	Kowalchuk	Penhold School of Dance	Grant Resourcing
02-10-2024	Tessa	Kemp	Tessa Kemp Digital Marketing	Start Up Advise
16-10-2024	Lorna	Burns	Healing Hands	Marketing
22-10-2024	Annie	Burik	ABC Creation & Design	Marketing
30-10-2024	Tessa	Kemp	Tessa Kemp Digital Marketing	Start Up Advise
06-11-2024	Michelle	Neaves	It's all connected	Marketing
22-11-2024	Michelle	Neaves	It's all connected	Marketing
25-11-2024	Rae	<u>McCutcheon</u>	Organic Oasis Spa	Marketing
04-12-2024	Candice	Harris	Peace By Piece Nutrition	Human Resources
05-12-2024	Michelle	Neaves	It's all connected	Marketing
18-12-2024	Tessa	Kemp	Tessa Kemp Digital Marketing	Start Up Advise
20-12-2024	Michelle	Neaves	It's all connected	Marketing

Penhold Community Engagement Activities

27-08-21	Business Walk
27-08-24	Penhold Discovery Night
18-09-24	Penhold Women In Business Networking Event
	BREWD Information Session

Testimonials

Business Name / Contact Person	Comments / Testimonials
Healing Touch Reflexology / Lorna P. Burns	I would highly recommend this program to any new or older business, lots of info and hands on help, bravo for having this available to the businesses in the area, I look forward to expanding my business
Piece By Peace Nutrition / Candice Harris	She has provided outstanding service! She's very personable and meets you where you're at. Also, very informative and takes time to explain concepts in depth. Overall, just incredible!
Black Pot Kettle Corn / Penny Lovely	Michelle and Anne were incredibly kind and supportive, especially as well am going through a very difficult time health wise.

	I have not engaged in all my f the incredible opportunities yet as I have needed some time to rest and recover. I very much look forward to all of the putting the new skills I will be learning to use in my business and life! Thank you Michelle, Anne and RBSN for this marvelous opportunity! THANK YOU!!
--	---

Promotional Package (filmed)

Business Name	Published When or Status of filming	Video links
ABC Creation and Design	Published on October 18 th	https://www.facebook.com/share/v/14e5w6BWxq/
Ma & Pa Bakery & Cafe	Published on November 30 th	https://www.facebook.com/share/v/1FHaaDhqUs/
Healing Touch Reflexology	Filmed and to be publish soon	TBD
Peace By Piece Nutrition	Filmed and to be publish soon	TBD

Biz Bite Penhold Business Attendees

Date	Webinar Event	Number of Penhold business attendees
2024-10-22	Show Me The Money: How to get Funding for your business	1
2024-11-19	Show Me The Money: Grants 101 for your business	0



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 – December is generally a quiet month for us every year. With most hockey groups taking a break over the Christmas holidays, we were able to get a few extra public skating and public hockey drop in times on the schedule.

Over the life of our building, the front doors have cycled 3,433,196 times as of December 5, 2024. While this is an impressive number, it also means that in a few years, the front doors will wear out and we will probably have to replace them. This will be showing up in our future budget request.

In December our solar panels produced roughly 1,263 kWh of power, reducing our carbon footprint by 884 kg and saving us roughly \$101.00 in costs. While this number may seem small,

when the solar panels were proposed, they projected a zero collection rate for December and January. So the fact that we generated any power is a bonus for the year.

Over the course of the year, the solar panels produced 342.5 MWh. To put this in perspective, the electricity we generated in 2024 was roughly the equivalent of 24 homes.

In December we had roughly 14,486 people visit the Multiplex. Over the last year (2024) we had roughly 209,776 people visit our building.

Fitness –

	December 2023	December 2024
MEMBERSHIP SALES	\$24,522.50	\$27,371.75
DROP-INS	\$419.00	\$537.90
TRAINING	\$1,222.75	\$2613.25
DROP IN GYM	\$973.00	\$980.70
TOTAL REVENUE	\$27,157.25	\$31,488.60

A total of **15** fobs were issued for 24-hour members in the month of December.

The Fitness Centre had **50** new members for the month of December.

Fitness class participation has started increasing. With the membership sale starting this month, the Fitness Centre has been busy with new members. Fitness classes have been doing well with the increase in members. Fitness classes offered were Full Body HIIT Mix, Butts n' Guts HIIT, 8 Rounds, Burn & Turn Spin, Stretch + Release, Pump it Up, Step, IN the Zone, Pilates, Zumba, Restorative Stretch and Aromatherapy and Cardio Kick.

The first round of Learn 2 Skate sessions was great and ended this month, with new sessions starting in January. Registration for the next session opened December 9th and are already filling up.

	December 2024	Totals 2024
Penhold Sr Track Users	45	412
Kids Gym	78	1,224
Staff Fitness Usage	40	316
Penhold Fire Dept	47	483
Pickle Ball	102	758

The above chart will now be used for tracking information for 2024 year.

ORGANIZATIONAL:

FOLLOW UP ACTION:

As determined by Council.

COMMUNICATION:

OTHER COMMENTS:

Presented at the January 13th, 2024 Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Operations

Submitted by: Brandon Kowalchuk

SUBJECT: Council Report

RECOMMENDATION:

That Council accepts the Operations 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:

Council defers back to administration for more information

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:

Operational

GENERAL:

FOLLOW UP FROM PREVIOUS COUNCIL MEETINGS:

WATER:

- Water consumption for December is even from this time last year with 22,443 m³ of water produced for the community.
- Monthly water meter reads were completed on December 12th.
- 42% of utility accounts are signed up to receive E-bills.
- There was no new water meters installed in December.
- Annual Chemical Analysis samples were completed on all three wells and one distribution location, and the samples were delivered to the Lab in Calgary for testing.
- Operators refueled both backup generators at the Reservoirs.

- Operators had to call an electrician in after hours to repair a melted wire in the well #2 control panel.

SEWER:

- As of November 30th, 2024, sewer flows were 19,691 m³ for the month which is down 35% compared with the previous year.
- Operators were called out twice after hours in the month of December. One being a power outage at an in town lift station. Another call out on a different date for a sewer backup in a business.

SRDRWC:

- Operations staff spent 189 hours working on the Regional System in December and there was one after hour callout on the system.
- The Operations Safety meeting was held on December 3rd in Penhold.
- Pump 101 @ WLS #1 was pulled and sent away to be rebuilt by Sterling.
- Bioxide was delivered to PLS #4, WLS #2 and 3 on Dec 5th.
- Sterling is investigating the generator @ WLS #2 as fuel has been found in the oil during an Operator inspection.
- 2 Air Relief Valves, located on the SRD Line, were cleaned and rebuilt.

TRANSPORTATION:

- Sanding was done on Dec 2nd, 4th, 7th, 9th, 10th, 11th, 13th, 17th, 19th, 23rd, 27th, & 30th.
- Snow Removal was done on Dec 10th on Fleming Ave.
- Crossing light on Hawkridge & Waskasoo needed a battery replaced
- Pickle Chips were restocked twice
- **Maintenance of equipment:** Heater in the Shop was serviced by McMullen's. Wiring on an Angle Broom had to be repaired. An electronic plug had to be repaired on the RPM Snowblower. The Vac Trailer was taken in for a CVIP inspection. The Compact Wheel Loader was taken to Brandt for a leaking steering ram to be repaired. Brushes were changed out on all angle broom attachments. A new Drive Shaft was installed on the Salt Dogg Sander.

STORM:

- Extra signage for staying off ice was installed around various Storm Ponds.

PARKS & RECREATION:

- The Outdoor Rink was cleared of snow and flooded Dec. 2nd, 5th, 9th, 10th, 11th, 12th, 13th, 17th, 18th, 19th, 20th, 23rd, 27th, 30th, and 31st.
- The Outdoor Rink was opened for the season on the 17th with the Rec Centre open from 11am to 9:30pm each day.
- The Rec Centre was booked for a private function on Dec 21st. The ODR was still open to the public during this booking.
- Pathways were plowed or swept on Dec 4th, 10th, 18th, 30th, and 31st.
- Garbage's were emptied on Dec 2nd, and 9th.
- Benches in the Lucina Pond & Fas Gas Pond areas were repaired.

MEMORIAL HALL:

- There are two additional bookings at the Hall for the Month of January.
- Staff repaired some of the dining table legs.
- Staff prepped the wood floor for waxing to be completed in early January.

GARBAGE:

- Resident totes have been repaired when reported.
- Empringham has been notified of being the successful tender for the Waste Removal Contract in April 2025. E360s has been notified that their Waste Removal Contract will end in April of 2025.

ORGANIZATIONAL:

- Operations staff attended Fall Arrest and Elevated Work Platform Courses throughout the month.
- A full time Parks and Rec Labour Position was posted internally with the successful candidate starting Jan 2nd, 2025.

FOLLOW UP ACTION:**COMMUNICATION:****OTHER COMMENTS:**

Presented at the January 13th, 2025 Regular Council Meeting for the Town of Penhold.



CAO



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Rick Binnendyk

SUBJECT: 2024 Town of Penhold Accomplishments & 2025 Directives

RECOMMENDATION:

That Council accepts the 2024 Town of Penhold Accomplishments & 2025 Directives as information.

CAO COMMENTS:

In review of what has occurred over the past year and what is coming forward in 2025; this is an impressive listing.

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 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 13th, 2025 Regular Council Meeting for the Town of Penhold



CAO

TOWN OF PENHOLD 2024 ACCOMPLISHMENTS & 2025 DIRECTIVES

2024 ACCOMPLISHMENTS:

- 🚧 Roundabout at Hwy 42 and 2A completed
- 🚧 Work continues on new middle school
- 🚧 Town of Penhold Census completed
- 🚧 Town Council meetings recorded for viewer convenience
- 🚧 New Home Buyer Initiative Program continued
- 🚧 Updating long-term and short-term planning documents in preparation for future development
- 🚧 Recreational trail development through town
- 🚧 Replaced Hayter Street paving stones with concrete sidewalks
- 🚧 RD & District FCSS Funding Agreements – 50 Year Anniversary
- 🚧 RD & District FCSS Funding Agreement signed – 10 years
- 🚧 Operations hired a full-time HD Mechanic, Parks & Rec Labourer (starts 2025), additional Water Operator
- 🚧 Completion of 2nd Ball Diamond for use
- 🚧 Most successful year for RV Park operation
- 🚧 Public Services Building – company hired to begin construction in 2025
- 🚧 Dog Park Committee formed to develop a new off leash park
- 🚧 Compact Wheel Loader purchased
- 🚧 New Street Sweeper delivered
- 🚧 Purchase of new Skidsteer on an annual replacement program
- 🚧 Asphalt Trailer purchased for road repairs
- 🚧 Emma Road surface upgrade
- 🚧 Long lasting dust control on Waskasoo Ave and Ball Diamond laneway
- 🚧 New location for Compost Bins built
- 🚧 Reviewed and updated bylaws five years or older:
 - CPO Bylaw
 - Traffic Bylaw
 - CAO Bylaw
 - Fire Service Bylaw
- 🚧 Town of Penhold Video
- 🚧 BREWD: Business Retention & Expansion Workforce Development
- 🚧 Westerner Days Historical Event – showcased how Penhold impacted central AB in the past, present and into the future
- 🚧 Development of 16 new homes: 3 – 5 plexes and one new industrial building

2025 DIRECTIVES:

- 🚧 Construction of the Public Services Building
- 🚧 2025 Municipal Election
- 🚧 Purchase additional fire pits for RV Park – all stalls will then have fire pits
- 🚧 Extended RV Park operating season
- 🚧 Dog Park Phase I construction (if funding approved)

- ✚ Business Retention & Expansion Workforce Development: BREWD Launch
- ✚ Key Long Term Planning documents updated MDP; IDP; LUB; Master Transportation
- ✚ Penhold new middle school opening
- ✚ Community Hub Project finishing touches
- ✚ Completion of a new 18 Hole Disc Golf course throughout community
- ✚ New Solid Waste Removal Contract Transition/ Circular Material Recycling Program
- ✚ Replace Newton Drive paving stones with concrete sidewalks
- ✚ New breathing equipment for fire services SCBA
- ✚ Replacement of several Sewer & Storm lines (subject to funding approval)
- ✚ Tree Canopy enhancement (subject to funding)
- ✚ Memorial Hall Flooring redone upgraded



REQUEST FOR DECISION

Department: Planning & Development

Submitted by: Rick Binnendyk

SUBJECT: Community Facilities Enhancement Program (CFEP) Small Grant application – Dog Park

RECOMMENDATION:

That Council supports the CFEP Small Funding grant application for the construction of the Bark Park project made by Penhold Community Leaders Society as presented.

AND FURTHER; that Council forwards a letter in support of this funding application.

CAO COMMENTS:

The Community Facility Enhancement Program (CFEP) is available to non-profit organizations of which this group is.

SUPPORTING DOCUMENTS: Report/Document: Attached _X_ Available ___ Nil __

KEY ISSUE(S)/CONCEPTS DEFINED:

This project will only proceed if funding is approved.

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:

Council supported creating a Dog Park Committee to raise funds to construct the dog park.

DESIRED OUTCOME(S):

See the construction of an off leash dog park for residents and guests of Penhold.

RESPONSE OPTIONS:

That Council defers the grant submission back to Administration and requests additional information.

Should Council wish to wait on submitting the grant application, the Committee would miss submitting their proposal in the first intake as the deadline is Jan. 15. The second intake is due May 15.

PREFERRED STRATEGY:

Secure funding

IMPLICATIONS OF RECOMMENDATION:

If successful, we will see a safe recreational space for people and their dogs.

GENERAL:

The requested funding is to construct a dog park in the designated 9 acres approved by Council at its Jan. 22, 2024 Regular Council meeting. The funding will cover fencing around the entire area, some trails and lighting as well as furniture installed throughout the area.

Should the Society be successful with this 50/50 funding application, this proposal will address a number of years of community feedback requesting a dog park in Penhold.

ORGANIZATIONAL:

Administration, Public Works

FINANCIAL:

If the group is successful in its submission, they will be required to cover 50% of the total project cost (approximately \$353,000). This funding will be covered through In-kind contributions as follows: land value and construction of the parking lot by The Town (\$204,150), donation from Appollo Landscaping (\$18,000) with remaining funds covered by fundraising.

FOLLOW UP ACTION:

Draft a letter of support to be included with the grant submission.

COMMUNICATION:**OTHER COMMENTS:**

Presented at the Jan. 13, 2025 Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Operations

Submitted by: Nancy Podgurski

SUBJECT: Outstanding Utility Accounts 2023 - 2024

RECOMMENDATION:

That Council supports the finalized utility accounts with an outstanding balance for the January 2023 – December 2024 calendar year be written off as presented;

AND FURTHER should the past resident move back to town, their outstanding account will be reactivated.

CAO COMMENTS:

Our team makes every attempt to collect all funds that is owing to the community. When it becomes apparent that we cannot find the respective client we do need to write off the account. For a 2 year period this amount is extremely minimum.

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 207 – Chief Administrative Officer's Responsibilities. This report is an extension of the CAO's updates report.

STRATEGIC RELEVANCE:

Operational

DESIRED OUTCOME(S):

To reconcile outstanding accounts.

RESPONSE OPTIONS:

That Council defers the January 2023 – December 2024 utility write-offs to administration and requests additional information.

PREFERRED STRATEGY:

To clear up past delinquent accounts to show at year end a realistic value.

IMPLICATIONS OF RECOMMENDATION:

Operational

GENERAL:

The attached list represents delinquent accounts dating from January 2023 to December 2024.

The Operations Utilities Clerk ensures efficient follow up with residents who have outstanding accounts by sending proper forewarning letters and documentation, which results in a higher collection rate on outstanding accounts.

It is important to note that these outstanding accounts are accounts that the Town is unable to collect due to no response from resident, vacated premises without notice, properties were sold and rental accommodations. See copy of the listing attached.

It should be noted that the write-off amount in percentage is .265 of 1 percent over two years.

ORGANIZATIONAL:

FOLLOW UP ACTION:

As directed by Council

COMMUNICATION:

OTHER COMMENTS:

Presented at the January 13, 2025, Regular Council Meeting for the Town of Penhold.



CAO



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Rick Binnendyk

SUBJECT: Appointment of Public Representatives to the 2024-2025 Municipal Planning Commission

RECOMMENDATION:

That Council appoint Jared Payot as Public Representative to the Municipal Planning Commission for the 2024-2025 year.

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 626(1) – A Council may by bylaw establish a Municipal Planning Commission.

STRATEGIC RELEVANCE:

Operational

DESIRED OUTCOME(S):

Accepted as information

RESPONSE OPTIONS:

Council defers back to administration for more information.

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Bylaw 760/2018 being the Town of Penhold's Development and Subdivision Authorities Bylaw establishes the rules and regulations that govern the Municipal Planning Commission. The Municipal Planning Commission has responsibilities to the duties and responsibilities set out in the Land Use Bylaw and the Municipal Government Act, including but not limited to those responsibilities listed under Section 11(k) of the Bylaw.

Section 11(a) of this Bylaw indicates that the Municipal Planning Commission shall consist of five (5) Members as follows: three (3) Councillors and two (2) Public Representatives.

Section 11(b) states that only Town residents are eligible to sit as a Public Representative on the Municipal Planning Commission.

If Council appoints Mr. Payot to the MPC Committee, the Committee will have the required number of Members.

ORGANIZATIONAL:

FOLLOW UP ACTION:

As determined by Council.

COMMUNICATION:

OTHER COMMENTS:

Presented at the Jan. 13, 2025 Regular Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Rick Binnendyk

SUBJECT: Bylaw 825/2024 Town of Penhold Intermunicipal Development Plan (IDP)
Review and Updates

RECOMMENDATION:

Council move to give third and final reading to Bylaw No. 825/2024 to amend the Town of Penhold Intermunicipal Development Plan between The Town of Penhold and Red Deer County.

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 632 as amended, requires the Council of a Municipality to adopt a Municipal Development Plan.

STRATEGIC RELEVANCE:

Strong long-term planning by the Community

DESIRED OUTCOME(S):

To have a clear path for planning within the community boundaries and surrounding the long term planning boundaries. This gives the communities the ability to meet and discuss any development that may effect the other community area. Further there is a process for disputes and how it is to be done to get to resolution.

RESPONSE OPTIONS:

1. Council defers the matter and sends it back to Administration for more information.
2. Council does not approve the proposed Town of Intermunicipal Development Plan (IDP) between the Town of Penhold and Red Deer County

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Council gave first reading to the IDP Bylaws at its Aug. 12 Regular Council, and second reading following the Public Hearing at its Nov. 12 Regular Council meeting. As stated at that time, considering significant changes over the past five years, including an annexation approved by the Alberta Cabinet in 2020, the Penhold/Red Deer County Intermunicipal Development Plan

required updates. Bylaw No. 825/2024 proposes to adopt the updated Intermunicipal Development Plan, which will replace the 2018 Intermunicipal Development Plan.

ORGANIZATIONAL:

FINANCIAL:

FOLLOW-UP ACTION: A copy of this IDP will be forwarded to Red Deer County for their files and future reference when development is occurring that may affect or adjacent to the Towns' long term growth area.

COMMUNICATION: Letter

OTHER COMMENTS:

There was some concern expressed about the new flour mill. This document has identified the process in how the adjacent communities should connect. We will mention this in our letter for future considerations.

Presented at the Jan. 13, 2025, Regular Council Meeting for the Town of Penhold



CAO

TOWN OF PENHOLD

BYLAW No. 825/2024

Being a Bylaw with the purpose of amending the Intermunicipal Development Plan for the Town of Penhold and Red Deer County in the Province of Alberta.

WHEREAS: Pursuant to section 631 of *the Municipal Government Act*, as amended, a municipality is required to adopt an Intermunicipal Development Plan; and

WHEREAS: A Municipal Development Plan has been prepared in accordance with the requirements of *the Municipal Government Act Section 632*; and that

WHEREAS: Both Penhold Council and Red Deer County Council deem it desirable to amend the Intermunicipal Development Plan.

NOW THEREFORE, Council of the Town of Penhold enacts the following:

1. The Intermunicipal Development Plan is amended by replacing the existing text and maps with the text and maps provided in the attached document titled "Town of Penhold – Red Deer County Intermunicipal Development Plan - With Amendments as of September 2024."
2. This Bylaw shall come into effect upon the date of receiving third reading.

READ A FIRST TIME this 12th day of August 2024.

READ A SECOND TIME this 12th day of November 2024.

READ A THIRD AND FINAL TIME this 13th day of January 2025.

Mayor

CAO



REQUEST FOR DECISION

Department: Operations

Submitted by: Brandon Kowalchuk

SUBJECT: Bylaw 833/2024 Utility Bylaw – 1st, 2nd and possible 3rd Readings

RECOMMENDATION:

1. That Council moves to give first reading of the Utility Bylaw 833/2024.
2. That Council moves to give second reading of the Utility Bylaw 833/2024.
3. That Council moves to proceed with third reading of the Utility Bylaw 833/2024.
4. That Council moves to give third and final reading of the Utility Bylaw 833/2024.

CAO COMMENTS:

I mentioned at the last Council meeting that the average residential user will see only a 5% increase. That is true on 1 c/m. Unfortunately, the average user uses 20 c/m on a monthly basis this then equates to 9% increase on average and more if above average consumption. For commercial on a higher users account, they can expect to see a 12% increase on average. This review will allow Council the ability to make further adjustments to lessen the immediate recovery amount.

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

KEY ISSUE(S)/CONCEPTS DEFINED:

This bylaw reflects several specific items:

1. Council discussion/focus to move to a cost recovery model for utilities
2. The rate increase from South Red Deer Waste Commission

A review of utility costing will be done on a yearly basis to determine the level of recovery is made for utilities.

For Penhold we are looking at an operational cost recovery, with a modest capital percentage tied to the operational costs. This is to allow funds for future capital projects. The regional SRD system that Penhold is tied to is not included in any of the town's calculations. Their fee should have a recovery component to it.

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:

Rate of utility services should be cost recoverable.

DESIRED OUTCOME(S):

To provide services, infrastructure and programs.

To upgrade Town facilities with a systematic and financially viable approach.

RESPONSE OPTIONS:

1. That Council give first reading to Bylaw 833/2024 being the Utility Bylaw and defer back to Administration before proceeding with second reading.
2. That Council give second reading to Bylaw 833/2024 being the Utility Bylaw and defer back to Administration before proceeding with third reading.

PREFERRED STRATEGY:

Finalize the Bylaw so new utility rates are reflected in the January 2025 bills.

IMPLICATIONS OF RECOMMENDATION:

Residents will see a monthly rate increase in their utility services.

GENERAL:

The current Utility Bylaw has been reviewed; the changes to the Bylaw are fee increases for 2025 as identified in Schedule A. All changes have been highlighted. The new Utility Bylaw shall be titled 833/2024 Utility Bylaw. The new rates shall be reflected on the January 2025 utility bills.

The review of the current fee structure is related to a cost recovery and a comparison of utility rates in surrounding communities. Municipal Affairs strongly recommends that municipalities run their utility departments at full cost recovery including depreciating assets.

Based on the current budget, it is recommended that the flat fee for water services be held in place at \$20.25/mo. and that the fixed fee for sewer services should be increased to \$21.00/mo. From the current \$18.00/mo. (increase of \$3.00). Additional changes in Schedule A have been made based on current costs. The recommended changes were identified in the approved 2025 Operations budget.

The increase to the per M³ charge for sewer is proposed as reflected in the 2025 Operations budget. An increase of \$0.42 to the per M³ sewer rate is to cover the increase in cost from the South Red Deer Regional Wastewater Commission and Town infrastructure.

No increase to the per M³ charge for water is being recommended as it is currently covering town infrastructure costs.

ORGANIZATIONAL:

Operations Admin / Utility Clerk

Data entry required to update rates and information in Vadim system.

FINANCIAL:

Identified in the 2025 Operations Budget.

FOLLOW UP ACTION:

As directed by Council.

COMMUNICATION:

Notices will go out through town's media means.

Notice will be posted on the utility billing.

Dialogue directly with telephone inquiries; handling questions regarding said increases.

OTHER COMMENTS:

Presented at the Jan. 13th, 2025 Regular Council Meeting for the Town of Penhold

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

CAO

SCHEDULE "A"**"Fee Schedule"****1) RATES:****Effective January 14, 2025****WATER:****Residential:**

Fixed charge (per unit / meter)	\$ 20.25
Per cubic meter (m3)	\$ 1.56

Institutional/ Commercial/ Multi-Family (more than 2 units on 1 meter):

Fixed charge	\$ 27.51
Per cubic meter (m3)	\$ 1.56

SEWER: (Based on water consumption)**Residential:**

Fixed charge	\$ 21.00
Per cubic meter (M ³)	\$ 4.37

Institutional/ Commercial/ Multi-Family (more than 2 units on 1 meter):

Fixed charge	\$ 21.00
Per cubic meter (M ³)	

- Commercial/ Industrial Consumption up to 500 M³ Billed at Rate: \$ 4.52
- Commercial/ Industrial Consumption o 500 M³ to be Billed at Rate: \$ 3.52

STORM:**Residential:**

Fixed charge	\$ 5.50
--------------	---------

Institutional/ Commercial/ Multi-Family (more than 2 units on 1 meter):

Fixed charge	\$ 5.50
--------------	---------

GARBAGE:

Residential pickup monthly	\$ 22.00
Each additional Tote pick up Monthly	\$ 13.00
Garbage/Recycle tote (additional or replacement)	\$ 75.00

Minimum monthly residential utility bill	\$ 74.68
--	----------

Average 20 M ³ consumption Monthly residential utility bill	\$ 187.35
--	-----------

2) BULK RATES:

a) Bulk Water Haulers - Per cubic meter (m3)	\$ 5.00
b) Sewer service only: Residential monthly fee	\$ 60.00

3) APPLICATION FEES:**New Account (Water Services Fee)**

First time applicant	\$ 100.00
New Account (Water Services Fee)	
Transfer services to new residence <i>No Blue Box</i>	\$ 50.00

4) APPLICATION FOR NEW DEVELOPMENT FEE:

Flat fee, for each new water meter, is due and payable at the time of issuance of the building permit

a) Residential per unit	\$ 400.00
b) Commercial, or Institutional Construction per each new building 1"	\$ 550.00
	1.5" \$ 1100.00
	2" \$ 1400.00

5) INACTIVATIONS

No account may put to inactive for any period of time. The fixed water, sewer and garbage charge will apply regardless of tenancy

6) PAYMENT PERIODS:

All accounts, including interim accounts for municipal utilities shall be due and payable on the last working day on or before the 10th day of the following month after the bills have been sent out.

7) PENALTIES:

- a) Any bills that remain unpaid after the due date will be levied a 2% penalty fee on the outstanding amounts.
- b) Direct tie from sump pump systems that discharge into the Sanitary Sewer system effective August 1st, 2008 will have an additional monthly penalty fee of \$ 40.00

8) ARREARS NOTICES:

Any account issued an arrears notice and fails to make payment on the date identified will be assessed an additional fee of \$ 25.00

All amounts in arrears after 90 days will be transferred to the Tax account.

9) N.S.F.:

Cheques must be paid immediately by cash, certified cheques, money order, direct debit or accepted credit card and a fee will be added \$ 40.00

10) MISCELLANEOUS RATES

For the purpose of this section of the Rate Schedule, normal business hours shall be 8:00 a.m. to 4:30 p.m., Monday through Friday except holidays as outlined within the Personnel Policy.

a) Requested Service Call	\$ 60.00/hour
b) Town employee unable to enter premises for requested service call	\$ 60.00/hour
c) Requested Service Call after normal business hours.	\$ 60.00/hour

d) Meter test 5/8" and 3/4"	\$ 200.00
e) Meter test 1" or larger	Cost plus 20%
f) New Meter/meter replacement	Cost plus 20%
g) Manual meter read	\$ 30.00
h) Consumption report	\$ 30.00
i) No access fee	\$ 60.00
j) Should the client wish to challenge the usage amount of water, an outside company that is approved by the Town will remove the meter and tests it for accuracy. A fee of \$200 will be required <u>prior</u> to this service being provided. If the unit comes back in error the Town will reimburse the client.	
k) Request for additional paper copy of utility bill	\$ 5.00

11) FINES:

Any consumer who contravenes any part of this bylaw shall forfeit any right to be supplied with any utility and in addition thereto shall be guilty of an offence and liable on summary conviction to a fine of \$500.00 for the first offence and \$1000.00 for any offences thereafter of the respective area within this bylaw.

Recommended January 2025

Usage M ³ : Monthly Bill		1																	
		2024		2025				2024		2025				2024		2025			
Residential		Rate		Total				Commercial		Rate		Total		Rate		Total			
Water Usage M ³		\$1.56		\$1.56				Water Usage M ³		\$1.56		\$1.56		\$1.56		\$1.56			
Water Base		\$20.25		\$20.25				Water Base		\$20.25		\$20.25		\$27.51		\$27.51			
Sewer Usage M ³		\$3.95		\$3.95				Sewer Usage M ³		\$4.37		\$4.37		\$4.10		\$4.52			
Sewer Base		\$18.00		\$18.00				Sewer Base		\$21.00		\$21.00		\$16.05		\$21.00			
Storm Base		\$5.50		\$5.50				Storm Base		\$5.50		\$5.50		\$5.50		\$5.50			
Garbage		\$22.00		\$22.00				Storm Base		\$22.00		\$22.00		\$5.50		\$5.50			
		Total		\$71.26						\$74.68				Total		\$54.72			
						105%												110%	
						Total Increase												Total Increase	
						M ³ Increase												M ³ Increase	
						Flat increase												Flat increase	

Proposed December 2024

Usage M ³ : Monthly Bill		1																	
		2024		2025				2024		2025				2024		2025			
Residential		Rate		Total				Commercial		Rate		Total		Rate		Total			
Water Usage M ³		\$1.56		\$1.56				Water Usage M ³		\$1.56		\$1.56		\$1.56		\$1.56			
Water Base		\$20.52		\$20.52				Water Base		\$20.25		\$20.25		\$27.51		\$27.51			
Sewer Usage M ³		\$3.95		\$3.95				Sewer Usage M ³		\$4.58		\$4.58		\$4.10		\$4.78			
Sewer Base		\$18.00		\$18.00				Sewer Base		\$21.00		\$21.00		\$16.05		\$21.00			
Storm Base		\$5.50		\$5.50				Storm Base		\$5.50		\$5.50		\$5.50		\$5.50			
Garbage		\$22.00		\$22.00				Storm Base		\$22.00		\$22.00		\$5.50		\$5.50			
		Total		\$71.53						\$74.89				Total		\$54.72			
						105%												110%	
						Total Increase												Total Increase	
						M ³ Increase												M ³ Increase	
						Flat increase												Flat increase	

Usage M³ : Monthly Bill					
		20			
Residential	2024	Rate	Total	2025	
Water Usage M³	\$1.56	\$31.20	\$1.56	\$31.20	
Water Base	\$20.25	\$20.25	\$20.25	\$20.25	
Sewer Usage M³	\$3.95	\$79.00	\$4.37	\$87.40	
Sewer Base	\$18.00	\$18.00	\$21.00	\$21.00	
Storm Base	\$5.50	\$5.50	\$5.50	\$5.50	
Garbage	\$22.00	\$22.00	\$22.00	\$22.00	
	Total	\$175.95	\$187.35		106%
			\$11.40		Total Increase
			\$8.40		M ³ Increase
			\$3.00		Flat increase
Commercial	2024	Rate	Total	2025	
Water Usage M³	\$1.56	\$31.20	\$1.56	\$31.20	
Water Base	\$27.51	\$27.51	\$4.10	\$27.51	
Sewer Usage M³	\$16.05	\$16.05	\$16.05	\$21.00	
Sewer Base	\$5.50	\$5.50	\$5.50	\$5.50	
Storm Base	Total	\$162.26	\$175.61		108%
			\$13.35		Total Increase
			\$8.40		M ³ Increase
			\$4.95		Flat increase

Usage M ³ : Monthly Bill					
20					
		2025		2024	
Residential	Total	Rate	Total	Commercial	Rate
Water Usage M ³	\$31.20	\$1.56	\$31.20	Water Usage M ³	\$1.56
Water Base	\$20.52	\$20.25	\$20.25	Water Base	\$27.51
Sewer Usage M ³	\$79.00	\$4.58	\$91.60	Sewer Usage M ³	\$4.10
Sewer Base	\$18.00	\$21.00	\$21.00	Sewer Base	\$16.05
Storm Base	\$5.50	\$5.50	\$5.50	Storm Base	\$5.50
Garbage	\$22.00	\$22.00	\$22.00		
	Total	\$176.22	\$191.55	Total	\$162.26
			109%		
			Total Increase		Total Increase
			M ³ Increase		M ³ Increase
			Flat increase		Flat Increase



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. 10 Innisfail RCMP re: November Crime Stats

EMAIL:

- Dec. 2 Alberta Municipalities re: Alberta Municipalities' Friday News - November 29, 2024
- Dec. 2 email from Rick re: Water availability engagement – NEW Southern AB in-person open house
- Dec. 4 Municipal World Daily re: Your Municipal World Daily+ for Dec. 4, 2024
- Dec. 4 CAEP re: CAEP NRED Application
- Dec. 9 Alberta Municipalities re: Alberta Municipalities' Friday News - December 6, 2024
- Dec. 9 Innisfail Chamber re: Chamber News! - Friday Fanout!
- Dec. 9 FCM Voice re: FCM Voice: Advocacy Days | Collective webinar | Last chance for SCC early bird pricing | and more
- Dec. 10 FCM Connect re: SCC savings end on December 13!
- Dec. 10 email from Rick re: HAS Monies remaining
- Dec. 10 email from Rick re: criteria for health spending
- Dec. 10 email from Rick re: Utilities Bylaw
- Dec. 10 email from Rick re: Alberta Housing Act
- Dec. 10 Innisfail Chamber re: Thanks for joining us!
- Dec. 11 Municipal World Daily re: Your Municipal World Daily+ for Dec. 11, 2024
- Dec. 11 email from Rick re: Canada Post
- Dec. 12 Alberta Municipalities re: The Weekly - December 12, 2024
- Dec. 12 MA Engagement Team re: Meeting request with Minister McIver – ABmunis Spring Municipal Leaders Caucus 2025
- Jan. 6 Advocate article re: Shared from Red Deer Advocate: Pastor to live on the streets to better understand homelessness
- Jan. 7 Alberta Municipalities re: Alberta Municipalities' Friday News - December 20, 2024
- Jan. 7 Chinook's Edge re: Chinook's Edge Board e-News - December 2024
- Jan. 8 Alberta Municipalities re: The Weekly - January 8, 2025
- Jan. 9 Municipal World Daily re: Your Municipal World Daily for Jan. 9, 2025

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 Jan. 13th, 2025 Regular Council Meeting for the Town of Penhold



CAO

**Innisfail (Provincial) Crime Statistic Summary – January to November****2024/12/09*****Innisfail (Provincial) – Highlights***

- **Break & Enters** are showing a 12.3% decrease when compared to the same period in 2023 (January to November). There were 8 fewer actual occurrences (from 65 in 2023 to 57 in 2024).
- **Theft of Motor Vehicles** increased by 34.8% when compared to the same period in 2023 (January to November). There were 8 more actual occurrences (from 23 in 2023 to 31 in 2024).
- **Theft Under \$5,000** increased by 14.3% when compared to the same period in 2023 (January to November). There were 16 more actual occurrences (from 112 in 2023 to 128 in 2024).

Innisfail (Provincial) – Criminal Code Offences Summary

Crime Category	% Change 2023 – 2024 (January to November)
Total Persons Crime	26.0% Decrease
Total Property Crime	2.6% Decrease
Total Criminal Code	11.0% Decrease

From January to November 2024, when compared to the same period in 2023, there have been:

- 38 fewer **Persons Crime** offences;
- 11 fewer **Property Crime** offences; and
- 72 fewer **Total Criminal Code** offences;

Innisfail (Provincial) – November, 2024

- There were 1 **Thefts of Motor Vehicles** in November: 0 cars, 0 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 1 other types of vehicles, and 0 vehicles taken without consent.
- There were 0 **Break and Enters** in November: 0 businesses, 0 residences, 0 cottages/seasonal residences, 0 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 0 **Provincial Roadside Suspensions** in November (0 alcohol related and 0 drug related). This brings the year-to-date total to 19 (19 alcohol related and 0 drug related).
- There were a total of 4 files with the **Spousal Abuse** survey code in November (November 2023: 4). This brings the year-to-date total to 41 (2023: 39).
- There were 248 files with **Victim Service Unit** referral scoring in Innisfail Provincial: 1 accepted, 22 declined, 1 proactive, 2 requested but not available, and 222 files with no victim.



Innisfail Provincial Crime Gauge

2024 vs. 2023
January to November

Criminal Code Offences



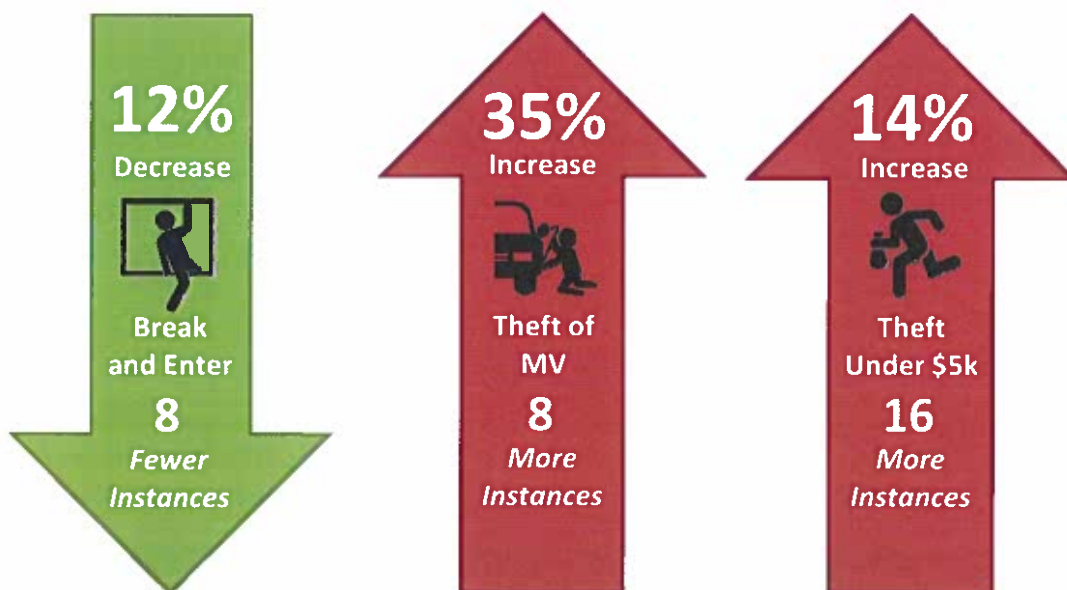
**Total
Criminal Code
Offences:**

11%

Decrease

When compared to
January to November, 2023

Select Property Crime





**Innisfail Provincial Detachment
Crime Statistics (Actual)
January to November: 2020 - 2024**

All categories contain "Attempted" and/or "Completed"

December 9, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	1	N/A	N/A	0.2
Robbery		0	4	2	4	1	N/A	-75%	0.2
Sexual Assaults		10	12	10	14	12	20%	-14%	0.6
Other Sexual Offences		3	4	2	4	2	-33%	-50%	-0.2
Assault		59	49	60	70	49	-17%	-30%	0.1
Kidnapping/Hostage/Abduction		0	4	2	1	0	N/A	-100%	-0.3
Extortion		2	1	2	3	0	-100%	-100%	-0.2
Criminal Harassment		11	15	11	24	26	136%	8%	3.9
Uttering Threats		19	23	25	26	17	-11%	-35%	-0.1
TOTAL PERSONS		104	112	114	146	108	4%	-26%	4.2
Break & Enter		79	58	67	65	57	-28%	-12%	-3.7
Theft of Motor Vehicle		36	47	18	23	31	-14%	35%	-3.4
Theft Over \$5,000		10	9	22	16	9	-10%	-44%	0.5
Theft Under \$5,000		158	130	99	112	128	-19%	14%	-7.8
Possn Stn Goods		122	63	64	64	40	-67%	-38%	-16.3
Fraud		42	34	47	53	64	52%	21%	6.3
Arson		2	5	7	2	3	50%	50%	-0.1
Mischief - Damage To Property		93	79	66	67	59	-37%	-12%	-8.0
Mischief - Other		23	14	16	26	26	13%	0%	1.8
TOTAL PROPERTY		565	439	406	428	417	-26%	-3%	-30.7
Offensive Weapons		21	12	4	11	6	-71%	-45%	-3.1
Disturbing the peace		20	15	19	22	13	-35%	-41%	-0.7
Fail to Comply & Breaches		36	27	22	20	19	-47%	-5%	-4.1
OTHER CRIMINAL CODE		34	25	14	29	21	-38%	-28%	-2.2
TOTAL OTHER CRIMINAL CODE		111	79	59	82	59	-47%	-28%	-10.1
TOTAL CRIMINAL CODE		780	630	579	656	584	-25%	-11%	-36.6



Innisfail Provincial Detachment Crime Statistics (Actual) January to November: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

December 9, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		22	10	12	16	9	-59%	-44%	-2.0
Drug Enforcement - Trafficking		6	17	4	12	12	100%	0%	0.7
Drug Enforcement - Other		1	1	2	0	0	-100%	N/A	-0.3
Total Drugs		29	28	18	28	21	-28%	-25%	-1.6
Cannabis Enforcement		0	1	2	3	2	N/A	-33%	0.6
Federal - General		4	7	11	4	9	125%	125%	0.7
TOTAL FEDERAL		33	36	31	35	32	-3%	-9%	-0.3
Liquor Act		25	14	12	6	9	-64%	50%	-4.0
Cannabis Act		38	13	4	0	2	-95%	N/A	-8.5
Mental Health Act		50	60	59	81	76	52%	-6%	7.3
Other Provincial Stats		147	102	88	81	140	-5%	73%	-3.5
Total Provincial Stats		260	189	163	168	227	-13%	35%	-8.7
Municipal By-laws Traffic		2	2	1	3	2	0%	-33%	0.1
Municipal By-laws		46	35	20	32	28	-39%	-13%	-3.9
Total Municipal		48	37	21	35	30	-38%	-14%	-3.8
Fatals		3	3	1	0	2	-33%	N/A	-0.5
Injury MVC		25	24	33	48	32	28%	-33%	3.8
Property Damage MVC (Reportable)		261	216	297	260	240	-8%	-8%	0.2
Property Damage MVC (Non Reportable)		36	23	47	34	39	8%	15%	1.7
TOTAL MVC		325	266	378	342	313	-4%	-8%	5.2
Roadside Suspension - Alcohol (Prov)		0	22	22	29	19	N/A	-34%	4.5
Roadside Suspension - Drugs (Prov)		0	1	0	0	0	N/A	N/A	-0.1
Total Provincial Traffic		4,468	3,231	1,892	1,346	1,259	-72%	-6%	-830.3
Other Traffic		18	8	10	4	8	-56%	100%	-2.4
Criminal Code Traffic		111	48	44	39	43	-61%	10%	-14.5
Common Police Activities									
False Alarms		33	43	42	40	29	-12%	-28%	-1.1
False/Abandoned 911 Call and 911 Act		62	35	57	49	58	-6%	18%	0.6
Suspicious Person/Vehicle/Property		311	277	197	203	196	-37%	-3%	-30.4
Persons Reported Missing		11	11	14	6	16	45%	167%	0.5
Search Warrants		1	2	2	0	0	-100%	N/A	-0.4
Spousal Abuse - Survey Code (Reported)		79	50	35	39	41	-48%	5%	-8.7
Form 10 (MHA) (Reported)		18	17	18	19	12	-33%	-37%	-1.0



Innisfail Provincial Detachment Crime Statistics (Actual) November: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

December 9, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		2	2	1	2	1	-50%	-50%	-0.2
Other Sexual Offences		0	1	0	1	0	N/A	-100%	0.0
Assault		9	4	1	4	4	-56%	0%	-1.0
Kidnapping/Hostage/Abduction		0	1	0	0	0	N/A	N/A	-0.1
Extortion		0	0	1	0	0	N/A	N/A	0.0
Criminal Harassment		0	1	1	3	2	N/A	-33%	0.6
Uttering Threats		4	8	1	2	3	-25%	50%	-0.8
TOTAL PERSONS		15	17	5	12	10	-33%	-17%	-1.5
Break & Enter		7	6	8	4	0	-100%	-100%	-1.6
Theft of Motor Vehicle		1	4	1	6	1	0%	-83%	0.2
Theft Over \$5,000		1	0	0	0	1	0%	N/A	0.0
Theft Under \$5,000		8	7	7	5	8	0%	60%	-0.2
Possn Stn Goods		8	3	3	8	2	-75%	-75%	-0.7
Fraud		2	4	3	2	9	350%	350%	1.2
Arson		1	0	0	1	0	-100%	-100%	-0.1
Mischief - Damage To Property		6	3	5	3	2	-67%	-33%	-0.8
Mischief - Other		0	2	0	2	1	N/A	-50%	0.2
TOTAL PROPERTY		34	29	27	31	24	-29%	-23%	-1.8
Offensive Weapons		2	1	2	1	2	0%	100%	0.0
Disturbing the peace		0	0	0	1	0	N/A	-100%	0.1
Fail to Comply & Breaches		2	2	0	4	3	50%	-25%	0.4
OTHER CRIMINAL CODE		3	2	0	3	1	-67%	-67%	-0.3
TOTAL OTHER CRIMINAL CODE		7	5	2	9	6	-14%	-33%	0.2
TOTAL CRIMINAL CODE		56	51	34	52	40	-29%	-23%	-3.1



Innisfail Provincial Detachment

Crime Statistics (Actual)

November: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

December 9, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	3	2	0	0	-100%	N/A	-0.5
Drug Enforcement - Trafficking		0	2	1	1	2	N/A	100%	0.3
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		1	5	4	1	2	100%	100%	-0.2
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	1	2	0	1	0%	N/A	-0.1
TOTAL FEDERAL		2	6	6	1	3	50%	200%	-0.3
Liquor Act		2	1	0	2	0	-100%	-100%	-0.3
Cannabis Act		4	2	0	0	0	-100%	N/A	-1.0
Mental Health Act		1	4	7	7	11	1000%	57%	2.3
Other Provincial Stats		9	4	4	3	13	44%	333%	0.7
Total Provincial Stats		16	11	11	12	24	50%	100%	1.7
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		1	3	0	3	6	500%	100%	1.0
Total Municipal		1	3	0	3	6	500%	100%	1.0
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	5	3	2	2	100%	0%	-0.1
Property Damage MVC (Reportable)		36	38	45	46	41	14%	-11%	1.8
Property Damage MVC (Non Reportable)		5	1	6	6	6	20%	0%	0.7
TOTAL MVC		42	44	54	54	49	17%	-9%	2.4
Roadside Suspension - Alcohol (Prov)		0	4	3	3	0	N/A	-100%	-0.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		297	259	132	144	77	-74%	-47%	-55.5
Other Traffic		1	0	1	0	0	-100%	N/A	-0.2
Criminal Code Traffic		9	2	6	2	1	-89%	-50%	-1.6
Common Police Activities									
False Alarms		2	4	1	6	2	0%	-67%	0.2
False/Abandoned 911 Call and 911 Act		1	12	3	3	6	500%	100%	0.1
Suspicious Person/Vehicle/Property		13	15	6	17	13	0%	-24%	0.2
Persons Reported Missing		2	0	1	0	2	0%	N/A	0.0
Search Warrants		0	1	0	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		13	5	2	4	4	-69%	0%	-1.9
Form 10 (MHA) (Reported)		0	1	0	2	2	N/A	0%	0.5

**Innisfail (Municipal) Crime Statistic Summary – January to November****2024/12/09*****Innisfail (Municipal) – Highlights***

- **Break & Enters** are showing a 33.3% increase when compared to the same period in 2023 (January to November). There were 7 more actual occurrences (from 21 in 2023 to 28 in 2024).
- **Theft of Motor Vehicles** increased by 22.2% when compared to the same period in 2023 (January to November). There were 4 more actual occurrences (from 18 in 2023 to 22 in 2024).
- **Theft Under \$5,000** increased by 36.6% when compared to the same period in 2023 (January to November). There were 45 more actual occurrences (from 123 in 2023 to 168 in 2024).

Innisfail (Municipal) – Criminal Code Offences Summary

Crime Category	% Change 2023 – 2024 (January to November)
Total Persons Crime	8.5% Decrease
Total Property Crime	31.4% Increase
Total Criminal Code	24.6% Increase

From January to November 2024, when compared to the same period in 2023, there have been:

- 12 fewer **Persons Crime** offences;
- 116 more **Property Crime** offences; and
- 146 more **Total Criminal Code** offences;

Innisfail (Municipal) – November, 2024

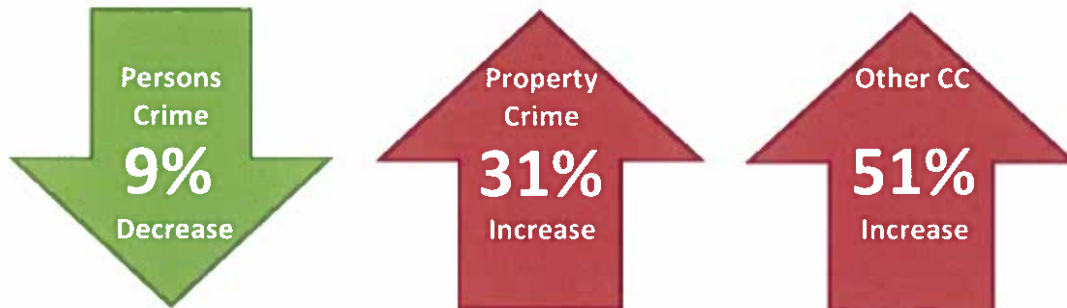
- There were 2 **Thefts of Motor Vehicles** in November: 0 cars, 1 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 1 other types of vehicles, and 0 vehicles taken without consent.
- There were 0 **Break and Enters** in November: 0 businesses, 0 residences, 0 cottages/seasonal residences, 0 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 1 **Provincial Roadside Suspensions** in November (1 alcohol related and 0 drug related). This brings the year-to-date total to 13 (11 alcohol related and 2 drug related).
- There were a total of 6 files with the **Spousal Abuse** survey code in November (November 2023: 3). This brings the year-to-date total to 70 (2023: 49).
- There were 213 files with **Victim Service Unit** referral scoring in Innisfail Municipal: 2 accepted, 15 declined, 2 proactive, 2 requested but not available, and 192 files with no victim.



Innisfail Municipal Crime Gauge

2024 vs. 2023
January to November

Criminal Code Offences



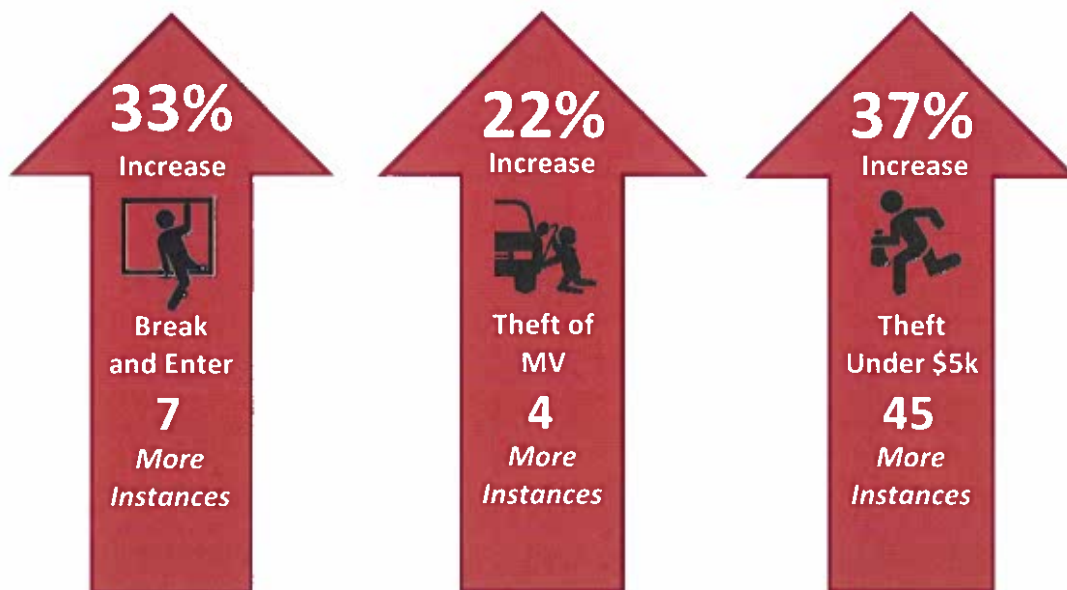
**Total
Criminal Code
Offences:**

25%

Increase

When compared to
January to November, 2023

Select Property Crime





Innisfail Municipal Detachment Crime Statistics (Actual) January to November: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

December 9, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		2	0	1	0	0	-100%	N/A	-0.4
Robbery		2	1	2	5	1	-50%	-80%	0.2
Sexual Assaults		14	3	7	9	5	-64%	-44%	-1.2
Other Sexual Offences		5	3	0	7	4	-20%	-43%	0.2
Assault		97	53	60	60	64	-34%	7%	-5.9
Kidnapping/Hostage/Abduction		3	0	2	1	0	-100%	-100%	-0.5
Extortion		4	1	1	5	3	-25%	-40%	0.2
Criminal Harassment		17	9	16	26	20	18%	-23%	2.3
Uttering Threats		33	34	29	28	32	-3%	14%	-0.8
TOTAL PERSONS		177	104	118	141	129	-27%	-9%	-5.9
Break & Enter		48	48	35	21	28	-42%	33%	-6.7
Theft of Motor Vehicle		46	29	35	18	22	-52%	22%	-5.9
Theft Over \$5,000		6	8	3	4	6	0%	50%	-0.4
Theft Under \$5,000		142	131	131	123	168	18%	37%	4.4
Possn Stn Goods		65	37	39	39	33	-49%	-15%	-6.2
Fraud		45	57	57	65	66	47%	2%	5.0
Arson		0	1	3	1	2	N/A	100%	0.4
Mischief - Damage To Property		168	109	141	60	83	-51%	38%	-21.9
Mischief - Other		35	40	38	38	77	120%	103%	8.2
TOTAL PROPERTY		555	460	482	369	485	-13%	31%	-23.1
Offensive Weapons		13	21	8	6	9	-31%	50%	-2.3
Disturbing the peace		41	33	39	42	60	46%	43%	4.7
Fail to Comply & Breaches		51	39	43	21	37	-27%	76%	-4.6
OTHER CRIMINAL CODE		38	25	25	14	19	-50%	36%	-4.9
TOTAL OTHER CRIMINAL CODE		143	118	115	83	125	-13%	51%	-7.1
TOTAL CRIMINAL CODE		875	682	715	593	739	-16%	25%	-36.1



Innisfail Municipal Detachment Crime Statistics (Actual) January to November: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

December 9, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	1	N/A	N/A	0.2
Drug Enforcement - Possession		23	13	10	5	9	-61%	80%	-3.6
Drug Enforcement - Trafficking		14	11	11	13	19	36%	46%	1.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		37	24	21	18	29	-22%	61%	-2.2
Cannabis Enforcement		0	1	1	1	0	N/A	-100%	0.0
Federal - General		5	5	3	7	3	-40%	-57%	-0.2
TOTAL FEDERAL		42	30	25	26	32	-24%	23%	-2.4
Liquor Act		22	17	11	8	11	-50%	38%	-3.1
Cannabis Act		7	8	3	2	2	-71%	0%	-1.6
Mental Health Act		97	80	91	137	137	41%	0%	13.7
Other Provincial Stats		136	164	97	121	170	25%	40%	2.5
Total Provincial Stats		262	269	202	268	320	22%	19%	11.5
Municipal By-laws Traffic		12	7	4	5	2	-83%	-60%	-2.2
Municipal By-laws		87	65	49	68	70	-20%	3%	-3.1
Total Municipal		99	72	53	73	72	-27%	-1%	-5.3
Fatals		1	0	0	0	0	-100%	N/A	-0.2
Injury MVC		13	8	10	13	2	-85%	-85%	-1.7
Property Damage MVC (Reportable)		57	58	79	80	46	-19%	-43%	0.0
Property Damage MVC (Non Reportable)		9	8	10	21	22	144%	5%	3.9
TOTAL MVC		80	74	99	114	70	-13%	-39%	2.0
Roadside Suspension - Alcohol (Prov)		0	9	15	27	11	N/A	-59%	4.0
Roadside Suspension - Drugs (Prov)		0	1	4	2	2	N/A	0%	0.5
Total Provincial Traffic		396	515	577	571	379	-4%	-34%	2.2
Other Traffic		13	6	5	2	3	-77%	50%	-2.4
Criminal Code Traffic		80	28	33	39	25	-69%	-36%	-9.9
Common Police Activities									
False Alarms		60	75	68	58	55	-8%	-5%	-2.7
False/Abandoned 911 Call and 911 Act		54	50	55	67	95	76%	42%	9.9
Suspicious Person/Vehicle/Property		240	210	176	139	183	-24%	32%	-18.5
Persons Reported Missing		19	29	24	29	37	95%	28%	3.6
Search Warrants		6	4	6	2	1	-83%	-50%	-1.2
Spousal Abuse - Survey Code (Reported)		106	71	69	49	70	-34%	43%	-9.4
Form 10 (MHA) (Reported)		25	19	19	23	21	-16%	-9%	-0.4



Innisfail Municipal Detachment Crime Statistics (Actual) November: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

December 9, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	1	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	2	0	0	N/A	N/A	0.0
Other Sexual Offences		0	0	0	0	0	N/A	N/A	0.0
Assault		13	5	6	6	2	-85%	-67%	-2.1
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	2	0	N/A	-100%	0.2
Criminal Harassment		3	1	0	1	2	-33%	100%	-0.2
Uttering Threats		3	1	1	3	5	67%	67%	0.6
TOTAL PERSONS		19	7	10	12	9	-53%	-25%	-1.5
Break & Enter		1	3	3	2	0	-100%	-100%	-0.3
Theft of Motor Vehicle		2	1	1	2	2	0%	0%	0.1
Theft Over \$5,000		0	0	0	1	0	N/A	-100%	0.1
Theft Under \$5,000		8	11	9	12	16	100%	33%	1.7
Possn Stn Goods		6	2	4	6	2	-67%	-67%	-0.4
Fraud		4	6	7	8	4	0%	-50%	0.2
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		10	8	18	5	6	-40%	20%	-1.1
Mischief - Other		0	4	1	3	5	N/A	67%	0.9
TOTAL PROPERTY		31	35	43	39	35	13%	-10%	1.2
Offensive Weapons		0	2	1	0	0	N/A	N/A	-0.2
Disturbing the peace		4	0	2	1	3	-25%	200%	-0.1
Fail to Comply & Breaches		7	4	3	1	2	-71%	100%	-1.3
OTHER CRIMINAL CODE		5	4	3	1	2	-60%	100%	-0.9
TOTAL OTHER CRIMINAL CODE		16	10	9	3	7	-56%	133%	-2.5
TOTAL CRIMINAL CODE		66	52	62	54	51	-23%	-6%	-2.8



Innisfail Municipal Detachment

Crime Statistics (Actual)

November: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

December 9, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	2	1	1	1	N/A	0%	0.1
Drug Enforcement - Trafficking		0	4	2	2	2	N/A	0%	0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	6	3	3	3	N/A	0%	0.3
Cannabis Enforcement		0	1	0	0	0	N/A	N/A	-0.1
Federal - General		0	0	0	0	0	N/A	N/A	0.0
TOTAL FEDERAL		0	7	3	3	3	N/A	0%	0.2
Liquor Act		0	0	0	0	1	N/A	N/A	0.2
Cannabis Act		1	2	0	0	0	-100%	N/A	-0.4
Mental Health Act		17	2	11	9	16	-6%	78%	0.5
Other Provincial Stats		16	11	10	14	14	-13%	0%	-0.1
Total Provincial Stats		34	15	21	23	31	-9%	35%	0.2
Municipal By-laws Traffic		1	0	0	0	1	0%	N/A	0.0
Municipal By-laws		4	3	4	4	2	-50%	-50%	-0.3
Total Municipal		5	3	4	4	3	-40%	-25%	-0.3
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		2	1	1	0	0	-100%	N/A	-0.5
Property Damage MVC (Reportable)		5	7	10	6	9	80%	50%	0.7
Property Damage MVC (Non Reportable)		1	1	4	0	2	100%	N/A	0.1
TOTAL MVC		8	9	15	6	11	38%	83%	0.3
Roadside Suspension - Alcohol (Prov)		0	0	1	2	1	N/A	-50%	0.4
Roadside Suspension - Drugs (Prov)		0	0	0	1	0	N/A	-100%	0.1
Total Provincial Traffic		26	37	53	52	26	0%	-50%	1.5
Other Traffic		0	1	0	0	0	N/A	N/A	-0.1
Criminal Code Traffic		6	0	6	10	4	-33%	-60%	0.6
Common Police Activities									
False Alarms		5	10	15	3	5	0%	67%	-0.7
False/Abandoned 911 Call and 911 Act		4	5	4	0	6	50%	N/A	-0.1
Suspicious Person/Vehicle/Property		12	12	16	11	21	75%	91%	1.7
Persons Reported Missing		2	1	2	3	3	50%	0%	0.4
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		7	6	7	3	6	-14%	100%	-0.5
Form 10 (MHA) (Reported)		1	1	4	0	3	200%	N/A	0.3