



REQUEST FOR DECISION

Department: Legislative Services

Submitted by: Bonnie Stearns

SUBJECT: Adoption of the Dec. 15th, 2025 Regular Council Meeting Minutes

RECOMMENDATION:

That Council adopts the Dec. 15th, 2025 Regular Council Meeting minutes as presented.

CAO COMMENTS:

SUPPORTING DOCUMENTS: Report/Document: Attached Available Nil

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:

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

STRATEGIC RELEVANCE:

Following MGA requirements

DESIRED OUTCOME(S):

That the Dec. 15th, 2025 minutes accurately reflect Council's decision and direction at its Regular Meeting.

RESPONSE OPTIONS:

The minutes presented are the unapproved record of the Dec. 15th, 2025 Regular Council Meeting and are presented for adoption, or adoption as amended, by Council.

Minutes were emailed out to Council on Dec. 19th with changes made at the time of this report.

PREFERRED STRATEGY:

That Council adopts the Dec. 15th, 2025 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 Jan. 12th, 2026 Regular Council Meeting for the Town of Penhold



CAO



Town of Penhold

REGULAR MEETING MINUTES

Town Council Chambers
December 15th, 2025

Deputy Mayor:

Teresa Cunningham

Councillors:

Ken Denson
Cameron Galisky
Shaun Kranenborg

Tyrone Muller
Kathy Sitter

Absent:

Mayor Yargeau

Staff:

Rick Binnendyk, CAO
Bonnie Stearns, Executive
Assistant

Guests:

Trevor Thomas, Central Sport
Shantelle Clouter, Central Sport
Russ Wlad, Central Sport
Kevin Angeltvedt, (arrived at 7pm)

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

1. CALL TO ORDER - Mayor

1.1 Addition to the Agenda

Addition of 9.2 Central Combative Sports Commission Appointment

2025-337

Councillor Sitter moved to accept the addition of 9.2 Central Combative Sports Commission Appointment.

CARRIED UNANIMOUSLY

1.2. Adoption of the Agenda

2025-338

Councillor Kranenborg moved to adopt the agenda with the addition of item 9.2 Central Combative Sports Commission.

CARRIED UNANIMOUSLY

2. ADOPTION OF PREVIOUS MINUTES

2.1. Adoption of the Nov. 24th, 2025, Regular Council Meeting Minutes

2025-339

Councillor Sitter moved to approve the Nov. 24th, 2025, Regular Council meeting minutes as provided.

CARRIED UNANIMOUSLY

3. BUSINESS ARISING OUT OF THE MINUTES

2025-340

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

CARRIED UNANIMOUSLY

4. PUBLIC HEARING

5. PRESENTATIONS & DELEGATIONS

5.1 Mr. Trevor Thomas, Central Sport CEO

2025-341

Councillor Denson moved that Council accept the Central Sport presentation;
AND FURTHER that Administration review the information and bring a recommendation back to Council.

CARRIED UNANIMOUSLY

2025-342

Councillor Galisky moved that Council move to a brief recess at 6:21 pm.

CARRIED UNANIMOUSLY

2025-343

Councillor Muller moved that Council bring the meeting back to order at 6:31 pm.

CARRIED UNANIMOUSLY

5.2 Ms. Trish Willis, Corporate Services Manager - 2026 Town of Penhold Operating Budget

2025-344

Councillor Galisky moved that the sidewalk brick removal for Lincoln Street and Newton Drive be removed from the 2026 Capital replacement program, realizing a \$56,418.20 savings.

CARRIED UNANIMOUSLY

2025-345

Councillor Kranenborg moved that Council approve the 2026 Operational Budget as amended.

CARRIED UNANIMOUSLY

6. REPORTS

6.1. Financial

6.1. a. Monthly Accounts for Online Payments and Payments from Nov. 19 – Dec. 10, 2025

2025-346

Councillor Denson moved that Council receives the Monthly Accounts for Online Payments from Nov. 19 – Dec. 10, 2025, as presented.

CARRIED UNANIMOUSLY

6.1. b. Investment Statement for the month ending Nov. 30, 2025

2025-347

Councillor Sitter moved that Council receives the Monthly Investment for the month ending Nov. 30, 2025, as presented.

CARRIED UNANIMOUSLY

6.1. c. Rural Municipalities of Alberta (RMA) Membership (Aug. 1, 2025 – July 31, 2026)

2025-348

Councillor Muller moved that Council directs Administration to renew its RMA 2025 – 2026 Member in the amount of \$261.45;
AND FURTHER that Council directs Administration to process payments for all identified 2025-2027 membership fees as listed in Schedule A with the removal of Parkland Airshed upon receipt of invoices.

CARRIED UNANIMOUSLY

6.2 CAO Report – Rick Binnendyk

- Distributed in Council Package

2025-349

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

CARRIED UNANIMOUSLY

6.3 Fire & Protective Services – Sean Pendergast

- Distributed in Council Package

2025-350

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

CARRIED UNANIMOUSLY

6.4 Multiplex – Michael Szewczuk

2025-351

Councillor Denson moved that Council receives the Multiplex Manager's monthly report as information.

CARRIED UNANIMOUSLY

6.5 Operations – Brandon Kowalchuk

2025-352

Councillor Denson moved that Council receives the Operations Manager's monthly report as information.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Outstanding Utility Accounts 2024 - 2025

2025-353

Councillor Galisky moved that Council supports the finalized utility accounts with an outstanding balance for the October 2024 – December 2025 period be written off as presented; **AND FURTHER** that should the past resident move back to town, their outstanding account will be reactivated.

CARRIED

7.2 Photocopier Lease Agreement

2025-349

Councillor Muller moved that Council support Administration entering a 5-year lease for a BP-71C45 and a BP-71C45+ photocopier with CIP Office Technology.

CARRIED UNANIMOUSLY

8. OUTSTANDING BUSINESS

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

9.1 Parkland Regional Library System

- Town of Penhold 2024 Return on Investment

2025-350

Councillor Galisky moved that Council accepts the Parkland Regional Library System's Town of Penhold 2024 Return on Investment as information.

CARRIED UNANIMOUSLY

9.2 Central Combative Sports Commission Appointment

2025-351

Councillor Galisky moved that Council accepts the resignation of Dr. Todd Liebig, Dr. James Baker, and Don Oszli;

AND FURTHER that Council approves the appointments of Stephen Ohene-Adjei, Treasurer; Ed Coles, Secretary; Stephen Pottage, Vice Chair; and Wayne Pineau, Chair as presented.

CARRIED UNANIMOUSLY

10. BYLAW(s)

11. CORRESPONDENCE and INFORMATION

11.1 General Correspondence

2025-352

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

12. COUNCIL ROUND TABLE – Information no action

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

2025-353

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

13. QUESTIONS from the GALLERY - NO ACTION IDENTIFIED

14. CLOSED SESSION - NONE

15. ADJOURNMENT

2025-354

Councillor Muller moved to adjourn Council Meeting at 7:53 pm.
CARRIED UNANIMOUSLY

MAYOR

CAO

REQUEST FOR DECISION

DEPARTMENT: Administration

SUBMITTED BY: Rick Binnendyk

REPORT: January 12th, 2026

RECOMMENDATION:

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

COUNCIL FOLLOW-UP/UPCOMING:

- Elected Official's Emergency Management training Jan 21st – Innisfail
- Feb 10th, at 6:00 PM, Staff Sergeant Ihme will be at the Penhold and District Library with Protective Services Manager Pendergast updating our community on past year and upcoming focuses for 2026. We also asked if RCMP would speak to possible prevention regarding fraud.
- Brownlee Legal Seminar Calgary Feb. 5th
- Our Strategic Planning document draft has been received and will be brought forward to the next council meeting.
- Check the Council Calendar for upcoming events

UPDATES:

Projects:

School:

- **Chinooks Edge:**

- Ainsworth is placing the portable wall separating the school from the Library.
- There is no further information on the old school site.
- With the new school building, we are moving to discussions on the joint use of facilities.

- Federation of Canadian Municipalities (FCM) School Routes granting has been submitted for possible approval for the next budget year. We have been approved to move forward on the full application of which has been completed and sent in.

Offsite Levies: considering our recent dialogue with our MLA we will be flagging the roundabout from the updated levy report.

Memorial Hall: Report has been submitted for discussion purposes to Council.

Development items:

- Penhold's development stats for 2025 from IJD Inspection services.

Permit Type	Permit Type	Total Value Materials and Labour	Fee Amount
Building Permit	48	\$13,050,246.25	\$71,541.34
Electrical Permit	73	\$975,171.90	\$19,645.50
Gas Permit	71	\$0.00	\$12,005.00
Plumbing Permit	22	\$0.00	\$5,270.00
		\$14,025,418.15	\$108,461.84

Administration:

- Now that the budget has been passed, we are now making ready for our auditors. The accounts are being cleaned up and books are being made ready for the audit team. The audit team will be at the office on March 9th for a few days.
 - We have been working with the Federal Government on finalizing the Active Transportation Grant. With the changes due to the Atco pipeline, this has created some challenging discussions.
 - We have also requested assistance from the province in the collection of fire responses our team did in NWT. Hopefully this will be cleared up very shortly.
- Still on financial matters: we will be seeing a substantive increase in our requisitions once again this year. School has been identified currently at a 10% plus increase. Policing is suggesting a 22% increase from last year. Once information is received, we will be able to identify the impact on tax notices.
- Tax arrears for the end of 2025 has been done:
 - There were 31 MH outstanding and 77 other accounts for a total of 108 accounts. The total penalty dollar amount was \$ 19,903.09. 2024 there was 131 outstanding accounts.
- Our office has been advised that the Operating Agreement for South Red Deer Wastewater Commission will see a modest fee increase of 1.9%.
- We will be hosting a regional CAO's get together this Wednesday.
- Over the Christmas Break there were some concerns in regard to the outdoor skating rink or lack thereof. We had an internal discussion on how this can be better handled in the future. There have been several suggestions regarding manpower to volunteer to a machine that can do the work much quicker. This will be a high focus for next winter.

UPCOMING ITEMS OF INTEREST:

- Continue to focus on development opportunities
- Ongoing dialogue with the School Division re: the old school site
- Strategic Planning Retreat Dec 5 – 6 follow-ups

- Memorial Hall conclusions with recommendations

Presented at the Jan 12th, 2026, Regular Council Meeting for the Town of Penhold



CAO



REQUEST FOR DECISION

DEPARTMENT: Multiplex

SUBMITTED BY: Michael Szewczuk

REPORT: Month of January

RECOMMENDATION: That Council accepts this report as information.

COUNCIL FOLLOW-UP:

MONTHLY UPDATE:

Arena – Overall, 2025 was a positive year for the Multiplex. No major breakdowns within the facility. One ammonia compressor was overhauled, and the other one will be done in 2026. For the most part, everything has been running well within the facility. Our staff has been focused on and doing a strong preventative maintenance program; it is paying off around the entire facility.

Gymnasium – The Gymnasium has seen more activity in 2025, with several more groups choosing penhold as their gym of choice.

The Wheelchair Rugby group that has been calling our facility home for the last 2+ years and recently held their first tournament in the Multiplex, and everyone loved the facility.

In the Fall we were able to secure two slightly used commercial upright freezers from a restaurant auction for about \$0.25 on the dollar. One was a double wide freezer, and the other was just a single wide. They will provide years of service in the concession. Our concession renters continue to express a need for more freezer space.

Facility Stats – In December we produced roughly 2,253 kWh of power with our solar panels reducing our carbon footprint by roughly 1,576 kg and saving us roughly \$234.31 in power.

Over 2025, we produced roughly 330,602 kWh of power saving roughly \$34,382.00 in costs. These savings equate to roughly 50 households in Alberta, assuming a rough consumption of 600kWh per month per household.

In comparison to 2019, before we had the solar panels and the LED lighting fixtures, our total Utility bill for the Multiplex (gas and power) was \$225,164.00 and in 2025 it should be roughly \$127,773.00 a savings still after 6 years of \$97,391.00.

In December we had roughly 13,354 people pass through the front doors of the building. Overall, in 2025, we had roughly 208,083 people pass through the front doors of the facility.

Fitness -

	December 2024	December 2025
MEMBERSHIP SALES	\$27,371.75	\$25,415.50
DROP-INS	\$537.90	\$423.00
TRAINING	\$2,613.25	\$3,298.10
DROP IN GYM	\$980.70	\$979.00
TOTAL REVENUE	\$31,488.60	\$30,146.12

A total of **27** fobs were issued for 24-hour members in the month of November.

The Fitness Centre had **49** new members for the month of November.

The Membership sale started in December and will run through January. Through December the sale has been doing very well for both Memberships and Fob sales. Fitness Classes running in December are Full Body HIIT Mix, In the Zone, Pilates Fusion, Burn & Turn Spin, Zumba, TRX, Muscle Up Express, Hot Beats, Early Burn, 8 Rounds, Pump It Up, Step, Butts & Gutt's HIIT Mix, Game of Gains, Power Step, and Stretch & Release.

Learn 2 Skate is doing well and most classes for January are full. Revenue for December was \$710.00. Registration is open for all remaining workshops until the end for March.

	December 2025	Totals 2025
Penhold Sr Track Users	46	286
Kids Gym	89	782
Staff Fitness Usage	40	319
Penhold Fire Dept	20	296
Pickle Ball	223	1,157.00

The above chart will now be used for tracking information for 2025 year.

UPCOMING ITEMS OF INTEREST:**CAO COMMENTS:**

Presented at the January 12, 2026, Regular Council Meeting for the Town of Penhold


CAO



REQUEST FOR DECISION

DEPARTMENT: Operations

SUBMITTED BY: Brandon Kowalchuk

REPORT: Month of December 2025

RECOMMENDATION: That Council accepts the Operations report as information.

COUNCIL FOLLOW-UP:

MONTHLY UPDATE:

WATER:

- Water Consumption as of December 31st is 24,535 M³ Which is up 9% from this time last year.
- Monthly Water Meter Reads were completed on December 15th.
- 46% of Utility accounts are signed up to receive E-Bills.
- There were three new water meters installed into new residents.
- Operators Reviewed and updated the Drinking Water Safety Plan for the town.
- Annual Chemical Analysis was ordered and was completed on Dec 15th. Results have returned satisfactory and will be posted on the town website for public access to see the town's water chemistry.
- Operators responded to a water complaint on Dec 5th. The issue was found to be part of the home's filter system. Operators still tested the water coming in and everything was satisfactory.
- Dec 11th Operators performing daily checks discovered an issue at Reservoir#1 that resulted in low Chlorine levels going out into the Distribution System. After numerous tests throughout it was found the low levels were in one part of town and operators began flushing hydrants in that zone of town to get higher chlorinated water levels into the area from the Oxford Reservoir. Operators phoned in the Contravention to Alberta Energy & Parks Emergency Line and they advised to also contact Alberta Health Services. AHS advised to take multiple Bac-T Samples from Various Location and put on a precautionary Boil Water Advisory for the section of town till the results of the test were returned from the lab giving the "all clear". The Alberta Emergency Alert App was used to notify all residents to avoid staff from knocking on over 600 Doors late into the night and early morning. Sunday Dec 14th all samples were returned from the lab being satisfactory and AHS Advised that the Boil Water Advisory can be lifted. All reporting was completed and sent to the proper government agencies, and the Operations Staff have reviewed the incident and how the event can be avoided in the future.

SEWER:

- As of November 30th, Sewer flows were 24,535 M³ for the month; this is up 7% in comparison to this time last year.

SRDRWC:

- Operators performed 140 hours of work in December on the Regional System, with no after-hour call outs on the system.

TRANSPORTATION:

- Snow Removal was completed on Dec 30th & 31st.
- Intersections were scrapped on Dec 3rd, 11th, 15th, 18th, 19th, & 29th.
- Sanding Truck was out on Dec 1st, 2nd, 4th, 8th, 12th, 15th- 17th, 19th, 23rd & 31st.
- Snow was plowed & Removed from the Multiplex, Memorial Hall & Fire Hall on Dec 8th, 9th, 10th, 16th, 17th, 19th, & 23rd.
- A stop sign located at the multiplex was struck by a vehicle, and breakaway bolts had to be replaced to reinstall the sign.
- In the early morning hours of Dec 27th, the Operations Yard and Shop was broken into. Two Sea cans were broken into, but nothing was noted as missing. The break into the shop caused damage to the rear man door and frame, a gas-powered backpack blower was stolen from the inside of the shop. CCTV Footage captured the criminal in the yard and in the shop. The Shop alarm system worked and set off an audible alarm that spooked the criminal, and their call center notified the on call Operator. When he arrived at the shop, he called the RCMP and they arrived to see the broken locks and damage to the rear door. The RCMP officer took his statement and information on the stolen Backpack Blower and CCTV Footage was sent to them as part of their investigation.
- **Maintenance of Equipment:**
 - One of the Blade Attachment had debris inside a hose that blocked an outlet. This was cleared and allowed the attachment to return to work
 - A block heater cord had to be replaced on #8
 - The Chain conveyor had to be repaired on the sander and was tensioned afterwards.

STORM:

- Lincoln Lift Station was Winterized on December 17th.

PARKS & RECREATION:

- **Sports Fields**
 - Staff worked on flooding the Outdoor Rink when Mother Nature allowed on December 9th, 10th, 19th, 23rd, & 31st. Staff flooded at a minimum once a day and some days applied multiple floods to create a safe quality ice surface for residents to use. Some minor repairs were required on the Rink Boards. All exposed asphalt areas were eventually covered with a safe thickness of ice and the Rink was opened on January 6th. Rec Centre is open from 11am to 9:30 pm Daily.
 -
- **Parks**
 - Pathways & Sidewalks were cleared on Dec 1st, 2nd, 3rd - 5th, 8th, 9th, 11th, 12th, 15th - 19th, 22nd, 23rd, 29th - 31st. Some piles were Hauled away on Dec 12th.
 - Ice Melt was applied to pathways on Dec 1st, 3rd, & 4th.

- Garbage's were Changed on Dec 1st & 9th.
- On Dec 19th, the Fire Dept assisted in replacing a decoration on a light pole damaged from the windstorm.

MEMORIAL HALL:

- For the month of December, there were seven bookings in the Hall. For January there are three additional bookings and three lease agreement groups.
- Caretaker Natalie has concluded her contract as of Dec 31, 2025. The new Caretaker, Becky, started her contract on January 1st.
- The Air fan in the kitchen was vacuumed and cleaned by staff.
- A battery in a thermostat located in the office portion failed and caused some piping in the area to freeze. A Minor leak on the faucet was caused by this once repaired and area warmed up.

GARBAGE:

- The combined Garbage & Recycling pickup on Dec 26th for the whole town went smoothly.
- Extra totes have been built to keep stock in the yard for deliveries. Extra replacement parts were ordered and are expected to arrive in January to continue to provide cart maintenance when needed.

RV Park:

- Christmas Village by Monarch is set up in the park. It has been plowed when needed and will remain until mid-January.

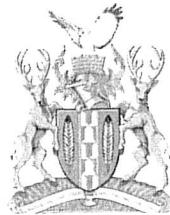
UPCOMING ITEMS OF INTEREST:

- ODR Ice maintenance continues while Mother Nature allows.
- Christmas Tree Pickup Jan 5th to 9th, 2026
- Christmas Decorations to be removed off light poles January 15th.
- Snow Removal continuing with Priority one Streets with Priority 2 to follow.
- Intersection scraping, pathway sweeping, & Sanding ongoing when needed.
- Installation of Grain Elevator Signage along Fleming Ave. Spring 2026
- A section of Storm line to be re-lined on Minto St. in 2026
- RV Park bookings open March 2nd.

CAO COMMENTS:

Presented at the **January 12th, 2026**, Regular Council Meeting for the Town of Penhold

CAO



REQUEST FOR DECISION

Department: Administration

Submitted by: Rick Binnendyk

SUBJECT: Memorial Hall

RECOMMENDATION:

That a public consultation in the form of advertising with a display stand be placed within the library for comments from the public to determine the long-term fate of Memorial Hall;
AND FURTHER that information be provided showing current operational costs with the information on the current state of the building;
AND FURTHER that Staff/Council representation be available at a pre-set time to hear comments from the public and provide a report back to Council on the community's discussions.

CAO COMMENTS:

This information item is to move forward on the merits of saving/removing/altering the Memorial Hall building. In addition, this is to assist with determining at what point does the town close the facility to the public.

SUPPORTING DOCUMENTS

Report/Document: Attached Available Nil

Engineers report on the building status: Beardon Engineering Consultant.

Staff report on the building.

KEY ISSUE(S)/CONCEPTS DEFINED:

Visual review by a structural engineer as to a safe building merit of Memorial Hall.

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:

Maintain Assets to a safe standard

DESIRED OUTCOME(S):

Find a focused game plan on this historic/old building.

RESPONSE OPTIONS:

There are three possible directives identified.

Council defers back to Administration for more information on any directive suggested.

PREFERRED STRATEGIES:

1. If there is community support to saving this building structure, it is being suggested that a further in-depth review be done to determine the actual foundation integrity of the building by opening parts to the walls to see the status of the foundation. (This will be focused mostly on the addition that was done in the 1970's)
2. If saving is a focus, should it be for the full building or the original building of 1919?
 - Cost in saving the building will need to be identified. There may be some govt funding to restore the building. However, the lion's share of costs will likely be from the community.
3. If the town wishes to plan for the final demise/demolition of this building, we should identify possible trigger points that will push this over the line. The trigger points may be excessive water leakage, noticeable structure concerns, etc. This building is somewhat like having an old car that is in disrepair. What is going to happen next, and when do I stop putting funds into it?

GENERAL:

This building has significant historic value, in that the Women's Institute built this structure to commemorate war veterans. It could be argued that this is one of the few old structures left in Town. The dilemma is to what dollar value is this structure worth saving to the town? The costs of operating this building continue to be a financial drain to the community over the years, even with perusing aggressive rental revenues. This building continues to be a cost for the town.

Having someone do a foundation evaluation of this building will quickly suggest the demise of at least the newer addition of this structure. The consultant that was chosen is a local person, Mr. Terry Bearden. The Bearden Consulting report done by Terry Bearden is a visual review only. Terry comes with over 40 years of experience in structural engineering. Mr. Bearden has been involved in the construction industry building numerous recreational and community structures.

ORGANIZATIONAL:

Department

FOLLOW-UP ACTION:

1. Close off the basement area to the public.
2. Monitor the water leakage within the building. If minor leakage is occurring, repair. Keeping in mind, this is more temporary than long-term repair work occurring.

COMMUNICATION:

OTHER COMMENTS:

We would suggest that if there is no clear directive on saving the building by the end of 2026, the town should plan the outcome accordingly. Once we hit this point, the building will be demolished.

Presented at the Regular Council Meeting January 12th, 2026, for the Town of Penhold



CAO



REQUEST FOR DECISION

DEPARTMENT: Multiplex

SUBMITTED BY: Michael Szewczuk

REPORT: Multiplex Rate Change for 2026

RECOMMENDATION: It is the recommendation of the Multiplex Manager that we increase the rates for the Arena (ice in) and Gymnasium as well as a few other rental areas.

COUNCIL FOLLOW-UP:

MONTHLY UPDATE:

Arena Rates—

Over the past 10 years, we have only raised the arena rates twice. We would like to increase the rates of a few key areas in the Multiplex.

Right now, our rates hover between the City of Red Deer and Red Deer Polytechnic for Youth rates, and are below both organizations for our Adult rates.

Our Gymnasium rates have not increased in the past 10 years, and while school gymnasiums may look cheaper, they are only more cost effective if you are a staff member at the school. Once you add in all the extra fees with renting a school gymnasium, it becomes more cost effective to rent out the facility.

These rate increases would only affect the Arena (ice in) and Gymnasium. All other rates in the Multiplex would stay as they are. We don't see enough external bookings of the other facilities to warrant an increase in the rates. Once the other facilities in the building are in higher demand, we will then consider raising the rates of them as well.

UPCOMING ITEMS OF INTEREST:

CAO COMMENTS:

Presented at the January 12, 2026 Regular Council Meeting for the Town of Penhold



CAO



Facility Rental Rates As of July 1st 2026

Penhold Regional Multiplex

<u>ARENA FALL/WINTER</u> (September – March)	<u>July 1, 2026</u>
Youth (after 4:30pm Mon-Fri) (All Day Weekends)	\$185/hr + GST
Adult (after 4:30pm Mon-Fri) (All Day Weekends)	\$210/hr + GST
Day Time Adult and Youth (Mon-Fri Before 4:30)	\$101/hr + GST
School Rate (Mon-Fri before 4:30pm)	\$67/hr + GST
<u>ARENA SPRING</u> (April - June)	
Youth (after 4:30pm Mon-Fri) (All Day Weekends)	\$200/hr + GST
Adult (after 4:30pm Mon-Fri) (All Day Weekends)	\$221/hr + GST
Day Time Adult and Youth (Mon-Fri Before 4:30)	\$101/hr + GST
School Rate (Mon-Fri before 4:30pm)	\$67/hr + GST
<u>ARENA SUMMER</u> (July, August)	<u>July 1, 2026</u>
Youth (All Day, Every Day)	\$200/hr + GST
Adult (All Day, Every Day)	\$221/hr + GST
<u>ARENA Booking within 7 Days (year-round)</u>	\$101/hr + GST
<u>TRACK RENTALS (year-round)</u>	
Tournament/Non-Alcohol	\$16/hr + GST
Alcohol on Track	\$47/hr + GST

GYMNASIUM**July 1, 2026**

Gymnasium Rental – **YOUTH** \$62/hr + GST

Gymnasium Rental – **ADULT** \$72/hr + GST

****The Following Rates will NOT Change ****

July 2026 Onward

Life Studio – With Equipment, No Trainer \$95/hr + GST

Life Studio – With Equipment and Trainer \$120/hr + GST

Floor Covering System (Special Event) \$150/Day + GST

Parking Lot (Special Event Use) \$3/stall/day+GST

ARENA DRYLAND (Arena Surface off Season)

Monday to Friday 8:30am-4:30pm \$39/hr +GST

Monday to Friday after 4:30pm \$59/hr + GST

Weekends All Day \$69/hr +
GST

Private/Commercial Rentals \$500/Day + GST

MEETING ROOMS

Proform Lounge \$39/hr + GST

Club Room \$39/hr + GST

Foyer/Hallway Rental \$75/hr + GST

TURN BACK POLICY

Payment must be made in full 30 days prior to the event or at time of booking unless prior arrangements have been made. Failure to pay in full could result in the cancelation of the scheduled event. The Penhold Regional Multiplex requires 21 days notice to cancel any scheduled event. For Spring/Summer ice, the Multiplex requires 60 days of notice to cancel any ice event. Failure to provide the appropriate notice will result in a forfeiture of any deposit and payment in full of the scheduled event will be required. We are NOT responsible for acts of weather that may cause a cancellation of a booking.



Facility Rental Rates July 2023 Onward

PENHOLD REGIONAL MULTI-PLEX

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: Administration

Submitted by: Rick Binnendyk

SUBJECT: Regional Cornhole Tournament - Penhold June 12-14

RECOMMENDATION:

The town partner with Central Sport in hosting a Cornhole Tournament
AND FURTHER; that the town participates as a sponsor in the amount of \$ 5,000 in funding that includes a cash and in-kind donation for the use of the Multiplex.

CAO COMMENTS:

Penhold is looking for ongoing opportunities to attract tournaments and showcase our community. This appears to be a growing sport that will bring individuals from outside of our community into Penhold.

SUPPORTING DOCUMENTS

Report/Document: Attached Available Nil

KEY ISSUE(S)/CONCEPTS DEFINED:

Promoting tourism and economic activity for the community.

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:

Economic Development: Promoting Penhold to surrounding areas.

DESIRED OUTCOME(S):

To bring people into Penhold and possibly launch a potential yearly tournament that showcases Penhold within our region.

GENERAL:

It should be noted that many times recreational activities can be costly due to the development and ongoing maintenance to host ongoing recreational activities. This sport can be set up at a minimum cost and allow all ages to participate. Space to host can be easily made available year-round within the multiplex.

FINANCIAL:

Recommending a cash contribution of \$3,500 and facility use and local promotion through town's system valued at \$1,500 +.

To date financial commitments for 2026:

2026 Daines Ranch Pro Rodeo Mutton Bustin' event	\$ 5,000 -
Firefighters Association Dueling Pianos Platinum Sponsor	\$ 1,250 -
Firefighters Association "Summer Beats, Eats and Boozy Treats"	\$ 2,000 -
possible Corn Hole Tournament (plus approx. \$1,500 in kind)	<u>\$ 3,500 -</u>
Bull-a-Rama (\$5,250 in 2025 plus approx. \$5,000 in kind)	\$???
Subtotal to date:	<u>\$ 11,750-</u>

FOLLOW-UP ACTION:

Work with the Central Sport group to make this tournament a success.

OTHER COMMENTS:

It should be noted that with visitors coming into town there will be additional spinoff effects to the community.

Presented at the Regular Council Meeting January 12th, 2026, for the Town of Penhold



CAO



Re: Request for Support Funding – First Annual Penhold Cornhole Tournament June 2026

On behalf of Central Sport, I am pleased to submit this funding request to the Town of Penhold for your consideration. We propose to host the First Annual Penhold Cornhole Tournament in June 2026 and respectfully request a grant of \$5,000 from the Town of Penhold to support this event.

About Central Sport

Central Sport (based in Red Deer) is Central Alberta's trusted leader in sport, connecting sport organizations and promoting sport hosting and event development across the region. We were built as the legacy organization emerging from the 2019 Canada Winter Games and continue to champion sport advocacy, inclusion, sport hosting and event promotion across central Alberta.

Event Overview

We intend to host a community-focused cornhole tournament in Penhold in June 2026, open to regional competitors (Tier 1, Tier 2, Tier 3), with aligned elements to promote community engagement, sport tourism and local economic benefit. We intend to make this an annual event. Key features will include:

- A competitive and recreational cornhole bracket structure (singles/doubles) attracting participants from across central Alberta.
- On-site camping opportunities for visiting teams and spectators, to extend the stay and local spend in Penhold.
- A beer garden and live entertainment/after-party component, allowing local community members to join in the fun — whether as participants, spectators, or supporters.
- Local vendor presence and hospitality elements (food trucks, local businesses, local promotions) to increase community spirit and interaction.
- Marketing/advertising, social media promotion and regional outreach to bring attention to Penhold as a destination for sport and recreation.

Requested Use of Funding (\$5,000)

We propose to allocate the Town's \$5,000 toward the following:

- Advertising and promotion: regional print, digital and social-media advertising (to draw competitors and visitors throughout Alberta).
- Event branding (banners, promotional signage around town and at tournament site).

Benefits to the Town of Penhold

By supporting this event, the Town of Penhold stands to realize many benefits, including:

1. Sport tourism and visitor spend

- Visiting teams and their families will travel to Penhold, make use of camping sites, local restaurants, convenience stores, fuel stations and other retail/hospitality outlets.
- Extended stay (via camping) means overnight and multi-day spend, benefiting local economy.

2. Community spirit and local engagement

- The beer garden and entertainment component invites locals to participate whether as players or spectators, fostering social interaction, volunteerism, and enhancing civic pride.
- The event will encourage local businesses to get involved (sponsorship, special offers), strengthening community-business links.
- A new annual event positions Penhold as a community that supports sport, recreation and destination events.

3. Regional sport profile and community reputation

- Hosting a regional tournament promotes Penhold on the central Alberta sport map, showcasing the town's ability to host quality events and enhancing its reputation.
- Aligns with Central Sport's mission to build sport hosting capacity in central Alberta — Penhold will be seen as a partner community.
- Increase cornhole participation in Central Alberta. Cornhole is a growing sport in Alberta with leagues in Lacombe, Bentley, Okotoks, Whitecourt, Camrose, High Level, Stony Plain, Fort McMurray, Edmonton, Whitecourt, Camrose, Lethbridge, Calgary

4. Local participant opportunities

- Residents of Penhold can register to play at recreational or competitive levels, join in the beer garden/entertainment, volunteer at the event, or even establish local teams/clubs — building local capacity and engagement in sport.
- Youth and families have a fun, inclusive recreational opportunity in their own community without having to travel outside.

5. Long-term legacy and annual growth

- As the first annual event, this tournament offers potential growth year-over-year: increased participation, higher spectator numbers, incremental local economic impact, and potentially more sponsorship revenue.
- Penhold's early investment will position the town to capture the benefits of a recurring event, rather than starting from scratch later.

Why Penhold is the Right Venue

Penhold offers an ideal setting: accessible location in central Alberta, welcoming community atmosphere, a multi-purpose facility with onsite camping facilities to support visitors. By hosting this event in June, we take advantage of arena facilities, favorable weather, camping season and the opportunity to position Penhold as a summer destination for sport-social gatherings.

Request & Next Steps

We respectfully request the Town of Penhold's support in the amount of \$5,000 to enable Central Sport and the Penhold community to host this inaugural cornhole tournament in June 2026. With your support, we anticipate an event that delivers tangible economic benefit, strengthens community spirit, promotes sport tourism, and lays the groundwork for a lasting annual tradition.

Upon approval, we will provide:

- A detailed event plan and budget.
- Marketing/promotional schedule.



- Metrics for post-event reporting (participant numbers, camping occupancy, local business engagement, economic impact estimates).
- Coordination with Town staff as needed (permits, venue logistics, campsites/overnight arrangements, beer garden licensing).

Thank you for your time, consideration and for supporting community-based sport, recreation and tourism initiatives. We believe this event will mark a positive and visible milestone for Penhold, and we look forward to potentially working together on what will become a signature annual event.

Sincerely,

Trevor Thomas

Central Sport



REQUEST FOR DECISION

Department: Operations

Submitted by: Brandon Kowalchuk

SUBJECT: Bylaw 841.2026 - Utility Bylaw – 1st, 2nd and possible 3rd Readings

RECOMMENDATION:

1. That Council moves to give First Reading of the Utility Bylaw 841.2026.
2. That Council moves to give Second Reading of the Utility Bylaw 841.2026.
3. That Council moves to proceed with Third Reading of the Utility bylaw 841.2026.
4. That Council moves to give third and final Reading of the Utility Bylaw 841.2026.

CAO COMMENTS:

- ⌚ This bylaw reflects the increases that have been identified within the 2026 Operational Budget discussions and approval.
- ⌚ Should Council wish to alter the rates, ie for the high residential user, this will be reflected within the final Budget deliberations in April prior to setting the tax rates.
- ★ Cost recovery on utilities will be tracked from year to year to ensure council's directive is being met.
- ★ If Council is comfortable with the proposed changes, we recommend proceeding with all readings. If further changes are being sought after, it is suggested that only 1st reading be given.

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

STRATEGIC RELEVANCE:

Utility Service fees have been identified by Municipal Affairs, should reflect cost recovery.

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 841.2026 being the Utility Bylaw.
2. That Council give second reading to Bylaw 841.2026 being the Utility Bylaw.

3. That Council does not give second reading to Bylaw 841.2026 and defers back to administration for requested changes.

PREFERRED STRATEGY:

Finalize the Bylaw so new utility rates can be reflected in the January 2026 Utility bill run.

IMPLICATIONS OF RECOMMENDATION:

1. Residents with an average monthly consumption of 20 c/m will see a monthly rate increase of \$ 2.20 for their utility services.
2. Residents for high water usage over 30 cubic meters will see a decrease of \$ 1.00 per cube over the 30 cubes from the sewer costs.

BACKGROUND:

The Utility Bylaw 833.2024 has been reviewed; the changes to the bylaw are fee increases and decreases for 2026 as identified in Schedule A. All changes have been highlighted. The new Utility Bylaw shall be titled 841.2026 Utility Bylaw. The new rates shall be reflected on the January 2026 utility bills.

The review of the current fee structure is related to a cost recovery and in comparison, of utility rates with 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 be held in place at \$21.00/mo.

The increase to the per M³ charge for sewer is proposed as reflected in the 2026 operations budget. An increase of \$0.08 to the per M³ sewer rate is to cover the increase in cost from the South Red Deer Regional Wastewater Commission and Town infrastructure.

The increase to the per M³ charge for water is proposed as reflected in the 2026 operations budget. An increase of \$0.03 to the per M³ water rate is to cover the increase in cost from town infrastructure.

The Increase in the Storm flat fee is recommended to increase by \$2.00 to \$7.50 from \$5.50

The Decrease in Garbage Flat fee is recommended to decrease by \$2.00 to \$20.00 from \$22.00

Additional changes in Schedule A have been made based on current costs. The recommended changes were identified in the approved 2026 operations budget.

ORGANIZATIONAL:

Operations Admin / Utility Clerk

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

FINANCIAL:

Identified in the 2026 Operations Budget.

Should the town go with the tiered residential rate, there will be approx. A cost of \$16,555 to the town or savings to the customers.

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 January 12th, 2026, Regular Council Meeting for the Town of Penhold



CAO

Effective January 2026									
Usage M ³ : Monthly Bill		20		20		400		400	
Residential	Rate	Total	Rate	Total	Rate	Commercial	Usage M ³ : Monthly Bill	Rate	Total
Water Usage M ³	\$1.56	\$31.20	\$1.59	\$31.80		Water Usage M ³	\$1.56	\$624.00	\$1.59
Water Base	\$20.25	\$20.25	\$20.25	\$20.25		Water Base	\$27.51	\$27.51	\$27.51
Sewer Usage > 30 M ³	\$4.37	\$87.40	\$4.45	\$89.00		Sewer Usage > 500 M ³	\$4.52	\$1,808.00	\$4.60
Sewer Usage < 30 M ³	\$21.00	\$21.00	\$21.00	\$21.00		Sewer Usage < 500 M ³	\$3.52	\$0.00	\$3.60
Sewer Base	\$5.50	\$5.50	\$7.50	\$7.50		Sewer Base	\$21.00	\$21.00	\$21.00
Storm Base	\$22.00	\$22.00	\$20.00	\$20.00		Storm Base	\$5.50	\$5.50	\$7.50
Garbage	Total	\$187.35	Total	\$189.55	1%		Total	\$2,486.01	Total
			\$2.20	Total Increase				\$46.00	Total Increase
			\$2.20	M ³ Increase				\$44.00	M ³ Increase
			\$0.00	Flat Increase				\$2.00	Flat Increase
Split Sewer Fee setpoint - Reduced Year Revenue Amount									
30 M ³		25 M ³		20 M ³		15 M ³		10 M ³	
\$16,555.20		\$28,599.70		\$52,872.30		\$95,159.70		\$149,254.90	
Full Rate									
Usage M ³ : Monthly Bill		20		2026		400		2026	
Residential	Rate	Total	Rate	Total	Rate	Commercial	Usage M ³ : Monthly Bill	Rate	Total
Water Usage M ³	\$1.56	\$31.20	\$1.59	\$31.80		Water Usage M ³	\$1.56	\$624.00	\$1.59
Water Base	\$20.25	\$20.25	\$20.25	\$20.25		Water Base	\$27.51	\$27.51	\$27.51
Sewer Usage M ³	\$4.37	\$87.40	\$4.45	\$89.00		Sewer Usage M ³	\$4.52	\$1,808.00	\$4.60
Sewer Base	\$21.00	\$21.00	\$21.00	\$21.00		Sewer Base	\$21.00	\$21.00	\$21.00
Storm Base	\$5.50	\$5.50	\$7.50	\$7.50		Storm Base	\$5.50	\$5.50	\$7.50
Garbage	Total	\$187.35	Total	\$189.55	1%		Total	\$2,486.01	Total
			\$2.20	Total Increase				\$46.00	Total Increase
			\$2.20	M ³ Increase				\$44.00	M ³ Increase
			\$0.00	Flat Increase				\$2.00	Flat Increase

		Residential 2026			Commercial 2026		
		Split	Full	Diff	Split	Full	Diff
SRD M^3	\$2.81						
Water							
Water Usage M^3	\$31.80	\$31.80	\$0.00				
Water Base	\$20.25	\$20.25	\$0.00				
Sewer							
Sewer Usage M^3	\$89.00	\$89.00	\$0.00				
Sewer Base	\$21.00	\$21.00	\$0.00				
Storm							
Storm Base	\$7.50	\$7.50	\$0.00				
Garbage							
Garbage	\$20.00	\$20.00	\$0.00				
Total	\$189.55	\$189.55	\$0.00				

TOWN OF PENHOLD
BYLAW NO.841/2026
UTILITY BYLAW

Being a Bylaw of The Town of Penhold to provide for the supply and use of the Water, Wastewater, Storm Water and Solid Waste utilities of The Town of Penhold.

WHEREAS: Council has authority under the Municipal Government Act, to pass bylaws respecting the safety, health and welfare of people.

AND FURTHER: Council of The Town of Penhold has deemed it appropriate to provide for the establishment and operation of certain public Utility Services, including provision for the terms and conditions under which such utilities will be provided.

COUNCIL HEREBY ENACTS AS FOLLOWS:

PART 1 – SHORT TITLE

SHORT TITLE AND ESTABLISHMENT OF UTILITIES

- (1) This bylaw may be called "Utility Bylaw"
- (2) The Town of Penhold hereby establishes the following municipal utilities: Water Wastewater, Storm Water and Waste Management (including Recycling).

PART 2 – GENERAL PROVISIONS

DEFINITIONS

- 1 Words and phrases in this Bylaw shall have the meanings set out in Schedule B.

DELEGATION

- 2 Town Council hereby delegates to the CAO all those powers stipulated by this Bylaw to be exercised by the Town and all necessary authority to carry out those powers, except those power which are reserved exclusively for Council under the Municipal Government Act, or reserved for other Persons pursuant to the provisions of this Bylaw. The CAO may delegate any powers, duties or functions granted under this Bylaw to another employee of the Town.

SUPPLY AND OWNERSHIP OF FACILITIES AND EQUIPMENT

- 3 (1) All meters and metering equipment shall be supplied, owned and maintained by The Town unless otherwise provided in this Bylaw.
- (2) Notwithstanding the payment by a Customer of any costs incurred by The Town, The Town shall retain full title to all lines, equipment and apparatus on its side of the point of delivery, and to all meters and metering equipment provided by it.

ASSIGNMENT OF CONTRACT

4 A contract for a Utility Service is not transferable and shall remain in full force and effect until terminated by the Customer or The Town as provided herein.

TOWN RESPONSIBILITY AND LIABILITY

5 (1) The Town does not guarantee the continuous uninterrupted supply of any Utility Service but reserves the right to suspend the supply of a Utility Service at any time without notice where required in the maintenance or operation of the Utility Service.

(2) The Town and its officers, employees and agents shall not be liable for any damages of any kind due to or arising out of:

- (a) a failure to provide a Utility Service;
- (b) the interruption of service due to maintenance or operational requirements, or due to reasons beyond The Town's control;
- (c) the disconnection or removal of a Utility Service in accordance with this Bylaw;
- (d) employees or agents shall not be liable for the change in water pressure nor for the shutting off of water nor by reason of the water containing sediments, deposits or other foreign matter;
- (e) consumers depending upon a continuous and uninterrupted supply or pressure of water or having processes or equipment that require particularly clear or pure water shall provide such facilities as they consider necessary to ensure a continuous and uninterrupted supply, pressure or quality of water required for this use.

APPLICATION FOR SERVICE

6 (1) A person requesting a Utility Service shall apply to The Town for a Utility Service Account by completing an application form and providing such Information as The Town may require, including credit references, confirmation of the identity and legal authority of the applicant, and information respecting load and the manner in which the services will be utilized.

(2) Any person who desires a new meter or service connection from the Town shall apply in writing in person to the Town on the form supplied by The Town for that purpose and shall pay the amount specified in the rate schedule forming part hereof. (Such application shall be made not less than 48 hours prior to requiring the service except that it shall coincide with the normal business hours of the Town).

(3) The Customer shall pay an application fee as set forth in Schedule A.

- (4) No new Utility Account will be opened for anyone who is already indebted to the Town for Utility Services unless satisfactory arrangements for payment of the outstanding amount have been made.
- (5) The Town may establish procedures for the creation of a contract for Utility Services by telephone, fax, internet or other electronic means, or may require the applicant to sign a contract for service.
- (6) The Utility Service account shall be set up:
 - (a) in the name of the Property Owner; or
 - (b) properties that have Tenants/Owners will be registered in both the Owners and Tenants name. Any unpaid Tenant accounts are the responsibility of the landowner. All the Persons named as Tenants in the Landlord Tenant agreement or any other rental agreement shall be jointly and severally liable for the Utility account, regardless of which Tenant's name the account is opened in. At the discretion of The Town, a copy of the rental agreement may be required with the application for service; or
 - (c) property owners may not request for water shut off to the tenancy unless for maintenance purposes.
 - (d) in the name of the general contractor in the case of a new building under construction, where the Utilities are requested by the general contractor.
 - (e) notwithstanding subsection (2), The Town may waive the application fee in the case of a mortgage lender which acquires title to a property as part of the process of foreclosure.
- (7) The establishment of a Utility Service account creates an agreement between the Customer and The Town, of which the provisions of the application form and the terms of this Bylaw shall form a part.
- (8) Where services are being provided and no application has been made; the Owner is deemed to be the customer, and utility billings shall be addressed accordingly.

CONDITIONS OF SERVICE

- 7 (1) Upon receipt of all required information and fees, verification of the Customer's identity and the accuracy of the information, The Town will supply Utility Services to the Customer, the type and character of the connections it is prepared to approve for the Customer, and any conditions (including limitation, payments by the Customer) that must be condition of the supply of the Utility Services.

(2) The Town is not obliged to supply Utility Services until the customer has provided the Town with access to the premises to which the Utilities are to be provided, to enable The Town to inspect the physical connections for such Utility and to obtain an initial meter reading for each metered Utility Service.

SERVICE CHARGE

8 When a Customer requests that The Town attend at the Property to which the Utility Service is being supplied with respect to any matter relating to the supply of Utility Services or the servicing of the same, and if for any reason whatsoever The Town is unable to enter the said premises or if the call is for failure of service not attributable to The Town, the Customer shall pay a service charge fee as set forth in Schedule A.

AFTER HOURS

9 The Customer shall pay the applicable after-hours fee as set forth in Schedule A for service calls after 4:30 p.m. or before 8:00 a.m. Monday through Friday, or on a Saturday, Sunday, or statutory or civic holiday. The after-hours fee shall also apply if a meter is required to be installed or connected or should a Utility Service be required to be disconnected or reconnected during such times.

REQUESTED WATER TURN OFF AND/OR ON

10 If a consumer requires the supply of water to be shut off for his own purposes, they shall pay therefore the amount specified in the said Schedule A. Fixed monthly rates will apply.

UTILITY CHARGES AND PAYMENT OF UTILITY ACCOUNTS

11 (1) The rates and charges for Utility Services shall be those set out in the Schedules to this Bylaw or as otherwise established by resolution of Council from time to time.

(2) All rates and charges shall be paid to The Town within the time prescribed by this Bylaw.

(3) The whole amount owing in a Utility account is due and payable on the due date stated on the Utility bill and the account will be deemed to be in arrears if payment is not made on or before the due date. A Customer is responsible to pay the amounts owing in a Utility bill whether or not the Customer has received it.

(4) Any charge on a Customer's account remaining unpaid after the due date will be in arrears and constitute a debt owing the Town recoverable by any or all of the following methods:

(a) The Town may discontinue the supply of all or any Utility Services;

(b) The Town may terminate the Customer's account;

- (c) The Town may add the outstanding account balance to the tax roll of any Owner of a Property;
- (d) by action in any Court of competent jurisdiction; or
- (e) by distress and the sale of the goods and chattels of the Customer wherever they may be found in The Town.

BILLING ERRORS

12 Where a customer has been charged less or more than they should have been charged for Utility services provided, the Town will review the account and make corrections for the billing errors. Corrections will not be made for billing errors in respect of Utility Services provided more than one year prior to the date the error is discovered. Corrections will be based on an estimate from the twelve previous months if a metered amount cannot be proven.

LATE PAYMENT PENALTY

13 When the Customer pays the Utility account after the due date stated in the account (or after such other due date as may be approved by The Town, whether the payment is made at a financial institution or directly to The Town the Customer shall pay a penalty on the overdue balance as set forth in Schedule A.

NOVELTY PAYMENT METHODS

14 The Town may refuse to accept payment by way of a cheque drawn on a form other than a bank cheque form (a Novelty Cheque), but where The Town does so, the Customer shall be liable for and pay to the Town all charges and costs incurred to process the Novelty Cheque. The Town will follow the Bank of Canada rules and regulations of currency acceptance limitations in respect of payment of cash.

INTERIM UTILITY BILL

15 (1) Where the Town has not measured the amount of a metered Utility Services, it may issue an interim Utility bill based on estimated consumption and shall credit Utility accounts for all payments made by a Customer against such Interim bill.

(2) Where any service rate or charge is designated by reference to a time certain the charge for a lesser period shall be calculated on a proportionate basis.

ENFORCEMENT

16 The Town is authorized to collect all accounts owing to The Town under this Bylaw and may take any of the measures a municipality is authorized to take under the *Municipal Government Act, RSA 2000, Chapter M-26*.

APPEALS

17 A Customer who uses, receives, or pays for Utility Services may appeal a service charge rate or toll charged under the Bylaw on the grounds that such a service charge, rate or

toll does not conform to the public Utility rate structure, has been improperly imposed, or is discriminatory, to the Alberta Utilities Commission.

REASONABLE NOTICE

18 (1) The Town shall provide written notice to a Customer of any breach of the Bylaw which may result in The Town discontinuing Utility Services. Such notice shall be delivered at least 10 days prior to discontinuance of Utility Services and shall be sent to the Customer as follows:

- (a) in the case of a Customer who is known to be a Tenant at the premises, the notice shall be sent to the address of the premises and the property owner; and
- (b) in the case of a Customer who owns the Property, the notice shall be sent to the address of the premises and the address provided in the application for service, if different.

TERMINATION OF ACCOUNT BY CUSTOMER

19 (1) A Customer is responsible for all charges accruing to the Customer's account until such time as the account is closed.

(2) When a Customer gives notice to The Town that the Customer's account is to be closed. The Town shall obtain a final reading of any meter as soon as reasonably practical, and the Customer shall be liable for and pay for all service supplied prior to such reading. The Town may base the final charge for service on an estimated meter reading which will be prorated from the time of an actual meter reading.

TERMINATION BY THE TOWN UPON NOTICE

20 (1) The Town may discontinue the supply of any Utility Service for any of the following reasons, after notice has been given pursuant to Section 24:

- (a) non-payment of any Utility accounts;
- (b) inability of The Town to obtain access to premises to read, service or inspect any meter;
- (c) failure or refusal of a Customer to comply with any provision of the Bylaw;
- (d) failure or refusal of a Customer to comply with the provisions of any statute or regulation, including the Alberta Building Code; or
- (e) in any other case provided for in this Bylaw.

TERMINATION WITHOUT NOTICE

21 (1) The Town may discontinue the supply of a Utility Service without prior notice in the event of any threatened or actual danger to life or Property, or in any

other similar circumstances that The Town determines, in its sole discretion, acting reasonably, require such action.

(2) The Town may discontinue the supply of the Water Utility Service without prior notice for any of the reasons listed above or for any of the following reasons:

- (a) if the Customer has caused, permitted or allowed any piping, fixture, fitting, container or other appliance to be or remain connected to the water supply system which allows or has the potential to allow water deleterious liquid other substance to enter the Water Utility; or
- (b) failure by a customer to repair or replace a Backflow Preventer within ninety-six (96) hours of being so directed by The Town;
- (c) in the event of an emergency or water shortage as The Town deems necessary; or
- (d) in any other case provided for in this Bylaw.

REQUIREMENT FOR ACCOUNT

22 When the premises to which Utility Services is provided become vacant and no new application for service has been made The Town may terminate the contract and:

- (a) disconnect the Utility Service; or
- (b) in lieu of disconnecting the service, open a new utility account in the name of the owner and charge the fee set forth in Schedule A to open the account as well as other ongoing charges under Schedule A.

AUTHORIZATION TO ENTER PREMISES

23 (1) In accordance with the Municipal Government Act, The Town may, after giving reasonable notice to the Property Owner or occupier of the Property, enter any Property upon which a meter or shut-off valve (curb stop) is situated for the purpose of providing, maintaining or terminating the supply of a Utility Service to that Property.

(2) The Customer and the Property Owner are responsible to provide The Town reasonable access to the meter, shut-off valve (curb stop) and other Town infrastructure for the purpose of providing, maintaining or terminating the supply of a Utility Service.

(3) The Town may remove obstructions that interfere with the performance of providing, maintaining or terminating the supply of a Utility Service and may charge the Customer or the Property owner the costs associated with such

removal. The Town will use reasonable care to avoid damaging the obstruction during removal.

- (4) If the Town cannot access the meter or shut off valve (curb stop) for any reason, The Town may charge a no access fee to the Customer or Property Owner as set forth in Schedule A.

SERVICE REMOVAL AND BUILDING DEMOLITION

24 (1) No Person shall cause, permit or allow a building to be demolished or removed until Utility Services to the Property are removed and any fee for such removal has been paid. Notwithstanding the foregoing, The Town may, in circumstances which The Town consider appropriate, permit the service to remain connected to the Utility Service line or main.

(2) Utility charges will continue in accordance with the rates identified in the Bylaw until all occupiable buildings located on the property have been demolished.

CONNECTION TO UTILITY SERVICE

25 (1) Within one year after a Utility Service becomes available, the owner of every building situated on and abutting on any street in which there is a Water Main or a Wastewater Sewer, shall at the owner's expense connect such building to the water system and install sanitation facilities, where available, and connect the building to the Wastewater Sewer systems in accordance with the requirements and standards set out in the Alberta Building Code and elsewhere in this Bylaw.

(2) The Property Owner shall provide The Town with a completed application in the form approved by The Town for a permit to make such connection. The application shall include any plans, or specifications as may be required by The Town's Engineering Representative, or other information required by The Town.

(3) Notwithstanding subsection (1), The Town shall have the discretion to extend the period of time within which the connection to the Water Main, or Wastewater sewer must be made for such period of time as The Town considers is reasonable and subject to review every 5 years or less, provided that such extension of time is consistent with Town policies and Council direction, and also provided that the failure to connect:

- (a) will not jeopardize the health or safety of the Occupants of the building or of other Town residents;
- (b) will not adversely affect the integrity or operation of those utilities; and
- (c) will not present an undue risk of damage to Property or the environment.

- (4) At such time as the Property Owner connects to Utility Service, the Property Owner shall also open a Utility account and make payment of all application fees and deposits that may be required under this Bylaw.
- (5) No Person may connect to a Utility service until such time as payment has been made to The Town by the Property Owner or prior owner in respect of the cost of construction of the Utility Service (including carrying charges) to serve the land owned or occupied by that Person or until such Person has made other arrangements satisfactory to The Town to pay the Person's proportionate share of those costs.
- (6) No Person shall uncover, make any connections with or opening into, use alter, or disturb any Water Mains, Town Service Connections, Wastewater Sewer, Storm Water Sewer or appurtenances thereof unless authorized by The Town.
- (7) All Private Service Connections, Wastewater Sewers, and Storm Water infrastructure and Facilities on private Property shall be constructed and maintained by the owner's forces at his expense in accordance with the requirements of this Bylaw and the Alberta Building Code.

ABANDONED BUILDING SEWER CONNECTIONS

- 26 When any Wastewater or Storm Water Private Sewer Connection is abandoned, the Property Owner shall effectively block up the connection at a suitable location within their Property to prevent Wastewater or Storm Water from backing up into the soil or from dirt being washed into The Towns Sewer Connection.

SAMPLING AND MONITORING

- 27 (1) Where sampling is required for the purposes of determining the concentration of constituents in the sample may:
 - (a) be collected manually or by using an automatic sampling device; and
 - (b) contain additives for its preservation.
- (2) Any single Grab Sample may be used to determine compliance with any provision of the Bylaw.
- (3) All tests, measurements, analysis and examinations of Wastewater or Storm Water its characteristics or contents pursuant to this Bylaw shall be carried out in accordance with Standard Methods and be performed by a laboratory accredited for analysis of the particular substance(s) using a method which is within the laboratory's scope of accreditation or to the satisfaction of Inspector as agreed in writing prior to sample analysis.

SPILLS

28 (1) In the event of a spill on the ground or to a Wastewater and/or Storm Water Sewers, the Person responsible for the spill or the Person in charge, management and control of the spill shall immediately notify and provide any requested information with regard to the Spill to:

- (a) 911 emergency if there is any immediate danger to human health and/or safety; or
- (b) if there is no immediate danger:
 - (c) Alberta Environment

POWER AND AUTHORITY OF INSPECTORS

29 (1) An inspector or other designated officer of The Town may in accordance with this Bylaw and the Municipal Government Act:

- (a) enter upon all properties for the purpose of inspection, observation, measurement sampling and testing in accordance with the provisions of this Bylaw.
- (b) take samples of Wastewater, Storm Water clear-water Waste and Subsurface Water being released from the premises or flowing within a private drainage system;
- (c) perform on-site testing of the Wastewater, Storm Water, clear-water Waste and Subsurface Water within or being released from private drainage systems, Pre-treatment Facilities and Storm Water management Facilities;
- (d) make inspections of the types and quantities of chemicals being handled or used on the premises in relation to possible release to a drainage system or watercourse;
- (e) require information from any Person, inspect and copy documents or remove documents from premises to make copies, concerning any potential violation of the Bylaw;
- (f) inspect chemical storage areas and Spill containment Facilities and request Safety Data Sheets (SDS) for materials stored or used on site;
- (g) inspect the premises where a release of prohibited or restricted Wastes or of water containing prohibited or restricted Wastes has been made or is suspected of having been made, and to

sample any of all matter that in their opinion could have been part of the release.

- (2) Where an inspection discloses any failure, omission, or neglect respecting any Utility Service upon the Customer's premises, or discloses any defect in the location, construction, design or maintenance of any facility or any connection there from to the Utility Service, the Person making such inspection shall, in writing, notify the Customer, Property Owner, proprietor or occupier to rectify the cause of the complaint within a reasonable time as determined by The Town. Such notified Person shall within the time limit rectify such cause of complaint stated in the notice.
- (3) No Person shall hinder or prevent the Inspector or designated officer of The Town from carrying out any of their powers or duties.
- (4) The Town may serve any Person who is in violation of any provision of this Bylaw with written notice stating the nature of the violation and requiring the satisfactory correction thereof within 48 hours, or within such additional time as required by this Bylaw or as determined by The Town. Such Person shall, within the time stated in such notice, permanently cease all violations.

PART 3 – WATER UTILITY

WATER SERVICE BILLING RATES

30 (1) A Water Utility Customer shall pay the amounts specified in this Bylaw and in Schedule A for all water supplied and Water Utility Services provided.

(2) The Town shall determine which rate in Schedule A shall apply to any particular Customer.

(3) Where a Remote Reading Device is installed in addition to the water meter, the water meter shall be used to determine the official reading.

CONNECTION TO TOWN WATER SUPPLY

31 (1) The Town does not guarantee the pressure nor the continuous supply of water and The Town reserve the right at all times without notice to change operating water pressures and to shut off water. The Town and its officers, employees and agents shall not be liable for any damages of any kind due to changes in water pressure, the shutting off water, or by reason of the water containing sediments, deposits or other foreign matter.

(2) Customers depending upon a continuous and uninterrupted supply or pressure of water or having processes or equipment that require particularly clear or pure water shall provide such Facilities as they consider necessary to ensure a constant and uninterrupted supply or pressure or quality of water required for their use.

INSPECTION OF PREMISES

32 (1) The Town may inspect the premises of a Customer who applies to The Town for the supply of water in order to determine if it is advisable to supply water to such Customer.

(2) The Town may, with the permission of the Customer, inspect the premises of the Customer in order to do any tests on water piping or fixtures belonging to such Customer so as to determine if this Bylaw is being complied with and in the event that such Customer fails or refuses to give such permission, the supply of water to that Customer may be shut off.

WATER USE RESTRICTIONS

33 (1) The Town may, at such times and for such lengths of time as The Town considers necessary or advisable, regulate restrict or prohibit the use of water for use other than human consumption. The Town may cause the water supply to any Customer who causes permits or allows irrigation, wastage, exterior washing, or other non-human consumption in contravention of any such regulation, restriction or prohibition to be shut off until such Customer complies with all the provisions of this Bylaw.

(2) Outdoor sprinkling restrictions shall always be in effect. Odd/Even street addresses shall determine days sprinkling shall be allowed. The numerical address of which (excluding street name) ends in odd number may water on each odd day of the month, and the numerical address of which (excluding street name) ending in an even number may water each even day of the month. Outdoor sprinkling includes vehicle washing lawn watering or other irrigation purposes on any day of the month.

(3) No Customer shall operate, use, interfere with, obstruct or impede access to the Water Utility Service or any portion thereof in any manner not expressly permitted by this Bylaw, in default of which The Town may cause the water being supplied to such Customer to be shut off until such Customer complies with all of the provisions of this Bylaw.

WASTAGE

34 (1) No Customer shall cause permit or allow the discharge of water so that it runs Waste or useless, whether by reason of leakage from Private Service Connection, a faulty plumbing system or otherwise,

(2) Notwithstanding the foregoing, The Town may under such condition as The Town may consider reasonable allow water discharge for the purposes of:

(a) the installation and maintenance of infrastructure, including the flushing of Water Mains, hydrant leads and Town Service Connections to prevent

stagnation and/or to remove Deleterious materials;

- (b) preventing the freezing of Water Mains, hydrants leads, irrigation systems and services connections;
- (c) conducting water flow tests;
- (d) firefighting and associated training programs; or
- (e) other purposes as deemed necessary by The Town.

UNAUTHORIZED USE OF WATER

35 (1) No Customer shall:

- (a) sell water supplied hereunder;
- (b) use or apply any water to the use or benefit of others or to another than the Customers own use and benefit;
- (c) increase the usage of water beyond that agreed upon with The Town; or
- (d) extract or remove any water from any hydrant within the Town; without first obtaining written permission from The Town and subject to such reasonable conditions as The Town may impose with respect to the quantity, price and times of withdrawal of the water so used.

(2) In exercising the authority conferred by subsection A of this section, the Town:

- (a) shall cause to be published in a newsletter circulated in the Town, or signboards with a public notice giving reasonable detail of the regulation or prohibition of sprinkling being imposed which may be limited as to time or times specified or which may be unlimited as to time in which latter case, a similar public notice shall be given of the cessation of such regulation, restriction or prohibition.

(3) If the Town finds an unauthorized use of water including use resulting from any tampering with a meter or other Facilities, the Town may make such changes in its meters or other Facilities, or take such other corrective action, as may be appropriate to ensure unauthorized use. The Customer shall pay all costs of such action necessary to remedy any violation of the law caused by the Customer.

(4) Upon finding an unauthorized use of water, the Town may disconnect the service connection immediately, without notice, and shall charge the

Customer all costs incurred in correcting the condition in addition to any other rights and remedies which may be available to the Town.

INVESTIGATION INTO WATER SUPPLY SERVICE FAILURE

36 (1) Any Customer that notifies the Town of a failure or interruption of water supply, the investigation of which necessitates the excavating of a street shall, prior to excavating, sign a work order, agreeing to pay such costs, at the discretion of The Town.

(2) If such failure or interruption was caused by The Town Service Connection the Customer shall not be liable for such costs.

(3) If such failure or interruption was caused by the Private Service, the actual cost of such work shall be paid by the Customer.

PRESSURE SURGES

37 No Customer shall cause, permit or allow any apparatus fitting or fixture to be or remain connected to the Customer's water supply or to be operated which causes pressure surges or other disturbances which may in the opinion of The Town, result in damage to other Customers or to the Water Utility Service.

CONTAMINATION

38 No Customer shall cause, permit or allow to be or remain connected to the Customer's water supply system any piping, fixture, fitting, container or other appliance which may cause water from a source other than the Water Utility Service or any liquid or substance to enter the Water Utility Service. The Town may cause the water supply to any Customer contravening the provisions of this section to be shut off provided that The Town shall, if The Town considers it practicable so to do, give notice to such Customer prior to such water supply being shut off. The water supply to such Customer shall not be restored until such Customer has paid to The Town all costs associated with the shutting off of the water supply, the cleanup of contamination and the remedying of the Customer's default under this section.

MEASUREMENT BY METER

39 (1) All water supplied by The Town to a Customer shall be measured by a meter unless otherwise provided for in this Bylaw.

(2) All water supplied by the Town through a private service shall be measured by a meter unless otherwise provided under this Bylaw (or unless a special agreement is entered into between the Town and consumer. Except as herein provided, all meters shall be supplied, owned and maintained by the Town unless a special agreement is entered into between the Town and a consumer).

METER INSTALLATION AND MAINTENANCE

40 (1) Customers who require the installation of more than one meter shall pay a fee as set forth in Schedule A for each additional meter.

(2) The Town may change a Customer's meter with notice given.

INSTALLATION RESPONSIBILITY

41. (1) Water meters supplied by The Town which are 25 millimeters in size or smaller shall be installed by The Town with no direct charge to the Customer.

(2) Water meters supplied by The Town which are larger than 25 millimeters in size shall be installed at the expense of the Customer.

(3) The Customer shall provide for the installation of a water meter to the satisfaction of The Town and when required shall install a properly valved bypass.

(4) Meters and shut off valves must be installed in an area readily accessible for meter reading inspection repair and removal, and their location shall be subject to the approval of The Town. All meters shall be located on the consumer's side of the approved shut off valve.

(5) The Customer shall ensure that employees or agents of The Town have clear access to meter areas and water meters for meter testing and reading purposes.

(6) Unless the Town otherwise approves, The Town shall not be obligated to supply more than one water meter for any one building. If additional water meters are approved, a separate curb stop will be required for each additional water meter.

(7) A separate water meter shall be installed for each of the dwelling units contained within a multi-residential building and a separate curb stop will be required for each water meter.

(8) Any Customer whose water is not metered, or whose meter is not positioned to the satisfaction of The Town, shall make proper provision for a meter to be installed or the meter to be moved, all costs of which shall be paid by the Customer.

METER CHAMBER

42 When in the opinion of The Town, the premises to be supplied with water are too far from the Town Service Connection to conveniently install a meter in the premises, or the Customer shall, at the Customer's sole cost, construct and maintain a container for a meter and such container shall in all respects including location, construction size, access and otherwise howsoever be satisfactory to The Town.

METER SIZE

43 The size of the meters shall be determined as follows:

- (a) if the internal diameter of the Private Service is 25 millimeters or less, a 16 millimeter meter shall be used; or
- (b) if the internal diameter of the Private Service exceeds 25 millimeters, the size of the meter shall be one size smaller than the size of the Private Service.

BYPASSES

44 Any Customer having a water meter 50 millimeters in size or larger shall at the Customer's own expense construct and maintain a properly valved bypass satisfactory to The Town which bypass shall be sealed by The Town and shall be opened by the Customer only in case of emergency. The Customer shall notify The Town within 24 hours after the seal on the bypass is broken, failing which The Town may cause the seal on the bypass is broken, failing which The Town may cause the water supply to such Customer to be shut off until satisfactory arrangements have been made for the calculation of and payment for water supplied and not recorded on the meter.

METER VALVING

45 Any Customer having a meter smaller than 50 millimeters in size shall, at the Customer's sole cost and expense, supply and maintain valves on both sides of and within 300 millimeters of the meter.

PROTECTION OF METER

46 (1) The Customer shall provide adequate protection for the meter supplied by The Town and any associated valves or pipes against freezing, heat or any other internal or external damage of any kind which may affect the operation of the water meter or meters, failing which the Customer shall pay to The Town all costs associated with the repair of such meter or associated valves & pipes which amount shall be recoverable in the same manner as all other costs and charges provided for under the Bylaw.

(2) No Person other than an authorized Town employee shall install, test, repair, remove, disconnect, reconnect a meter unless specifically authorized to do so in writing by The Town.

(3) No person shall break, tamper or interfere with any meter or facility.

(4) The Customer shall notify The Town immediately whenever a water meter is not operating or of any part of a meter becomes damaged or broken.

(5) The Customer is responsible for the safe keeping of any water meter and any Remote Reading Device that is installed on the Customer's premises.

(6) The Customer shall pay the cost of repairing or replacing any water meter or metering accessories supplied and installed by The Town that may be

damaged from any causes or any other cause within the control of the Customer.

- (7) No Person other than an authorized Town Employee shall remove, disconnect, reconnect or otherwise tamper with a meter.
- (8) Any user shall be responsible for damage of the meter and remote reading device, which may result from other than normal wear and tear.
- (9) Ownership of the meter and remote reading device and any apparatus thereto remain with the Town.

NON-REGISTERING METER

- 47 (1) If, upon the reading of a meter, it is determined that the meter has failed to accurately record the consumption of the Utility Service supplied then the consumption will be estimated upon such basis that The Town considers to be fair and equitable.
- (2) Where it has been determined by The Town that the meter is not accurately recording the consumption of a Utility Service, The Town may enter the premises to replace the meter.

TESTING OR CALIBRATION OF DISPUTED METERS

- 48 (1) In the event either the Town or the Consumer disputes a meter reading, a written notice shall be given to the other.
- (2) Following receipt of written notice; the water meter situated on the Customer's premises shall be tested or calibrated by a qualified third party. If the meter is found to be accurate within 98.5% to 101.5% of the water passing through it, the expense of such test or calibration shall be borne by the Customer in the amount designated in Schedule A.
- (3) If the meter is found not accurate within the above limits it shall forthwith be repaired or be replaced by one that is accurate and the expense thereof shall be borne by The Town.
- (4) If a meter is found not to be accurate within the aforesaid limits, then any meter handling and testing fees shall be borne by The Town.
- (5) Where an examination of past meter readings or other information does not disclose the time at which the meter error commenced, then the meter error shall be deemed to have commenced twelve months prior to the date the meter was tested or from the date upon which the meter was installed, whichever is less.

METER READING

49 (1) A Customer shall permit The Town to perform meter reading using automated monitoring equipment. Additional fees may apply for on-site meter reading and manual account adjustment, as set out in Schedule A if a Customer does not allow automated metering infrastructure to be installed within their premises.

(2) The Town shall endeavor to read the meters once every month, or at such other intervals as are reasonable and practicable under the circumstances. If The Town cannot gain access safely to read the meter as aforesaid, the consumption of the Utility Service shall be estimated upon such basis as The Town considers to be fair and equitable and the account rendered in accordance with such estimate. Each meter shall be read at least once per year and if such reading cannot be obtained, The Town may discontinue any or all Utility Services supplied to the premises, until such time as The Town is able to obtain an actual meter reading.

(3) The Town may shut off the water supply to a Customer who refuses to provide a water meter reading or access to perform a water meter reading after notice has been given.

(4) The Customer shall ensure that access to the meter is safe, well lit, and free of hazards to the Person reading the meter.

(5) The Town may require a water meter to be either tested on site or removed for testing by a Person authorized by The Town at any time. The Town may discontinue any or all Utility Services supplied to the premises until such time as a Person authorized by The Town is able to obtain access to test the meter or remove it for testing.

ADDITIONAL METER READS

50 When a Customer requests a meter reading at a time other than the regular scheduled time for meter reading, the Customer may be assessed a fee as set forth in Schedule A for such reading. Provided, however, if upon such reading, it is determined that the previous billed meter reading is incorrect, no fee shall be required.

PRIVATE SERVICES

51 All Persons doing any work or service upon a Private Service or the plumbing system attached to it shall comply with the provisions of the Alberta Building Code and any applicable bylaws. A Private Service shall be buried to a depth of at least 2.5 meters to prevent freezing.

USE OF GROUNDWATER WELLS

52 Once a parcel of land is connected to Town Water Service, any ground water wells within such Property must be abandoned unless otherwise approved in writing by The Town. Such approval would be subject to cross-connection control, flow measurement and periodic inspection, as stipulated by The Town.

FIRE PROTECTION SERVICE

53 (1) A Fire Line shall be used only for fire protection purposes and a water line which provides combined domestic service and Fire Line service shall not be installed without the prior approval of the Fire Chief.

(2) The Town shall determine whether a meter shall be affixed to a Fire Line. If required, the meter shall be supplied and installed in a manner satisfactory to The Town at the Customer's expense.

FIRE HYDRANTS/WATER VALVES

54 (1) Unless authorized by The Town, no person shall:

(a) open or close any fire hydrant or valve; or anything associated with the water supply system.

(b) connect any device of any kind to a fire hydrant, including a pipe, hose, fixture, or appliance; or

(c) use water from a fire hydrant, regardless of whether that hydrant is located on private or public Property, for any purpose other than fire protection.

(2) No Property Owner or Occupant of a parcel or premises shall allow the access to a fire hydrant located on or adjacent to that parcel or premises to be obstructed in any manner, whether by the building or erection of any structure or the accumulation of any building material, rubbish or other obstruction.

(3) No Property Owner or Occupant of a parcel or premises shall allow anything on the parcel or premises to interfere with the operation of a fire hydrant located on or adjacent to that parcel or premises.

(4) All Persons who own Property on which a fire hydrant is located or own Property which is adjacent to Town owned Property on which a fire hydrant is located shall:

(a) maintain a one (1) meter clearance on each side of a fire hydrant;

(b) not permit anything to be constructed, erected, or placed within the clearance area;

(c) not permit anything except grass to be planted within the clearance area; and

(d) maintain visibility of hydrants from the nearest access road.

- (e) the contractor and/or owner shall ensure that the curb stop or water valve is at the finished grade prior to water service being connected
- (f) Curb stops to always remain accessible for operation and/or repair.
- (g) driveways, sidewalks, fences and trees if impeding maintenance, The Town is not responsible for repair or costs associated with repair of aforementioned items.

PERMIT TO USE WATER FROM A FIRE HYDRANT

55 (1) The Town may authorize the use of a fire hydrant and the use of water from a fire hydrant on a temporary basis where no other supply of water can reasonably be obtained.

(2) The Town will, as a condition for the use of a fire hydrant and the use of water from a fire hydrant, require that the water pass through a water meter and backflow prevention device prior to use.

TEMPORARY WATER SERVICE

56 Any Persons requiring a temporary water supply during the course of construction shall apply to The Town and shall pay the sums required in Schedule A; which may include installation and removal of service water meter and Backflow Preventer and water consumption charges.

THAWING SERVICES

57 (1) The cost of thawing a frozen service shall be borne as follows:

- (a) by the Customer if the Private Service or the plumbing system connected thereto is frozen, as determined by The Town.
- (b) by the Customer if the Town Service Connection is frozen as a result of the negligence of the Customer, as determined by The Town;
- (c) by The Town if the Town Service Connection is frozen for any other reason, as determined by The Town.

(2) If the Town is of the opinion that a Private Service or plumbing system has frozen without any negligence on the part of the Customer or any other Person for whose negligence the Customer is responsible, The Town may waive the cost of one thawing during any one winter season which shall be deemed to run from November 1st to May 15.

(3) The Town shall not thaw a Private Service or plumbing system unless the Customer shall first have signed an acknowledgement recognizing that thawing may be inherently dangerous to Property including Private Service or plumbing system and may cause damage to electrical systems or the

outbreak of fire and waiving any claim against The Town for any such damage whatsoever except damage caused by the negligence of The Town.

SERVICE SIZE

58 The size of the service required for residential purposes shall be determined in accordance with the Alberta Building Code, provided that the Town shall not install a service having a size smaller than 18.75mm.

BOILERS

59 In any case where a steam boiler or equipment of a nature similar to that of a steam boiler is supplied directly from a service, such boiler or other equipment shall be equipped with at least one safety valve, vacuum valve or other device sufficient to prevent the collapse or explosion thereof in the event the water supply thereto is shut off.

REQUESTED WATER SHUT-OFF

60 (1) No Person shall turn a water Service Valve (curb stop) on or off except as authorized by the CAO.

(2) No Property Owner of a parcel or premises shall allow a water Service Valve (curb stop) to be turned on or off except as authorized by The Town.

(3) If a Customer requires the supply of water to be shut off for maintenance reasons, the Customer shall submit a request to The Town and pay The Town the amount specified in Schedule A.

(4) A request for the water to be shut off because a renter is behind in Utility Service payment will not be granted.

(5) The fixed monthly rates will apply during the time of shut off.

BACKFLOW PREVENTER

61 (1) Where in the opinion of The Town, the configuration of any water connection creates a high risk for contamination to the water system, the Customer, upon being given notice by The Town, shall install on their water service an approved Backflow Preventer at the Customer's sole cost.

(2) No Customer or other Person shall connect, cause to be connected, or allow to remain connected to the water system any piping, fixture, fittings, container or appliance, in a manner which under any circumstances, may allow contaminated or Polluted Water, Wastewater, or any other liquid, chemical or substance to enter the domestic water system.

(3) If a condition is found to exist which is contrary to subsection (2), The Town may issue such order or orders to the Customer.

(4) where in the opinion of the Town, the configuration of any water connection creates a high risk of contamination to the water system, the Customer, upon

being given notice by The Town, shall install an approved Backflow Preventer at all identified sources of potential contamination.

- (5) All Backflow Preventers shall be inspected and tested at the expense of the Customer, upon installation, and thereafter annually, or more often if required by The Town; by Personnel approved by The Town to carry out such tests, to demonstrate that the device is in good working condition. The Customer shall submit a report in a form approved by The Town for all tests performed on a Backflow Preventer within thirty (30) days of a test and a record card issued by The Town shall be displayed on or adjacent to the Backflow Preventer. The tester shall record thereon the name and address of the owner of the device; the location, type, manufacturer serial number and size of the device; and the test date, the tester's initial's the tester's' name (if self-employed) or the name of the testers employer and the tester's licence number.
- (6) When the results of a test referred to in subsection (5) show that a Backflow Preventer is not in good working condition, the Customer shall, when so directed by The Town, repair or replace the device within ninety-six (96) hours. If the Customer fails to comply with the direction given, The Town may shut off the water service or water services.
- (7) If a Customer fails to have a Backflow Preventer tested, The Town may notify the Customer that the Backflow Preventer must be tested within ninety-six (96) hours of the Customer receiving the notice.
 - (a) if a Customer fails to have a Backflow Preventer tested within the time provided in subsection (5), The Town may cause the water service or water services to be terminated until the Backflow Preventer has been tested and approved.
- (8) No Person shall turn on a water Service Valve (curb stop) to provide water to the Occupants of any newly renovated, constructed, or reconstructed premises until the plumbing system in such premise has been inspected.
- (9) No Persons other than those who have achieved journeyman or "Certificate of Competency" in an accredited program of Alberta may conduct the tests on Backflow Preventers.

PART 4 – WASTEWATER UTILITY

WASTEWATER UTILITY SERVICE LEVY AND BILLING RATES

62 (1) The Town hereby levies on all Persons owning or occupying Property connected with The Towns Wastewater Sewer system a fee for Wastewater contributed by the Customer, to be paid monthly as determined by The Town calculated using the rates set forth in Schedule A.

(2) Volume to be based on water consumption.

a) When water consumption is not metered a flat fee will be charged as set forth in Schedule A.

WASTEWATER CONNECTION EXCEPTIONS

63 (1) The Owner shall maintain the building sewer from the sanitary main sewer to the building connections; such sewer shall be maintained by the property owner at their own expense.

(2) Any Customer that notifies the Town of a failure or blockage in the sewer service pipe, the investigation or repair of which necessitates the excavating of a street shall, prior to excavating, sign a work order, agreeing to pay such costs, at the discretion of The Town.

PROHIBITED DISPOSAL OF WASTEWATER

64 (1) No Person shall place, deposit, dump or permit Wastewater, Dangerous Goods, or any other Waste, to be deposited in any manner upon public or private Property within The Town or in any area under the jurisdiction of The Town.

(2) No Person shall discharge to any water course within The Town or to any area under the jurisdiction of The Town, any Wastewater, Industrial Waste, Dangerous Goods, or Polluted Waters, except where suitable pre-treatment is provided.

(3) Except as permitted by this Bylaw or the Alberta Building Code, no Person shall construct or maintain in The Town any privy or pit toilet, septic tank, cesspool, or other facility intended for used for the collection or disposal of Wastewater.

(4) No person shall allow the discharge of any wastewater to enter into any portion of the Town's collection system other than through their approved sewer service piping.

CLEANOUTS

65 A Building Sewer that is connected to a Wastewater Sewer shall be equipped with a main Cleanout with a minimum diameter of 100 mm located not more than 25 m from Property line. The main Cleanout shall be located as close as practical to the point where the Wastewater Sewer leaves the building and in such a manner that the opening is readily accessible and has sufficient clearance (2 meters) for effective rodding and cleaning. The building Wastewater Sewer from Clean out to Property line is to be as straight as possible. A maximum of one 45 degree bend is permitted for the Cleanout and a maximum of one additional 45 degree bend may be used between the Cleanout and Property line.

BACKFLOW VALVES

66 All Wastewater plumbing fixtures and floor drains set below the highest level of the ground surface adjacent to the premises shall be protected from backflow by an approved Wastewater Backflow Valve.

PLUGGED WASTEWATER SEWERS

67 (1) When a Sewer backup occurs, a Customer shall first contact a private plumbing firm to assess whether the backup is predominantly caused by a restriction or blockage with the private service connection of the Sewer line or with the Town main line Sewer.

(2) The Customer shall notify the Town if the plumber identifies that the blockage is in the Town's main line. The Town will investigate to confirm the location of the blockage.

TREES AND ROOTS

68 (1) Deep rooting trees shall not be planted within 6 meters of Wastewater sewer mains or services.

(2) If it is determined that a root blockage is located within the Private Sewer Connection, then the Customer shall be responsible to clear the blockage at his or her own expense. The Town shall have no obligation to clear the blockage.

(3) If it is determined that a root blockage is predominantly located within the Town main or within any other part of the Town wastewater sewer system, then The Town shall clear the blockage and perform rehabilitation or remove the tree(s) at the Town's expense.

CONNECTION TO WASTEWATER SEWER

69 No weeping tile, Sump pump or eaves trough downspout system shall be connected to any Wastewater Sewer unless approved in writing by The Town.

STORM WATER/GROUND WATER DISCHARGE TO WASTEWATER SEWER

70 No Person shall discharge, or cause to be discharged, Storm Water, surface water, ground water, roof run-off, subsurface drainage, or Cooling Water to any Wastewater Sewer, unless:

(a) upon the application of the Customer, The Town determines that exceptional conditions prevent compliance with the foregoing provisions and authorizes such discharge;

PROHIBITED SUBSTANCES IN WASTEWATER

71 No Person shall discharge or permit to be discharged into any Wastewater Sewer:

(a) any solid or viscous substance capable of causing obstruction, or other interference with the operation of the Wastewater system, including Dangerous Goods, Hazardous Waste, Biological Waste, Combustible Waste, Biomedical

Waste, Reactive Waste, elemental mercury, prescription or illegal drugs, cigarettes, ashes cinders, sand, potters clay, resin, mud, straw, metal, glass, rags, feathers, tar, plastics, wood, grass clippings, insoluble shavings, asphalt, creosote, bone hide, eggshells. Meat and fat trimming or Waste, baking dough, chemical residues, spent grain and hops, whole food, garbage, paint residues, cat box litter, animal tissues, manure, blood or Sharps.

(b) no person shall dilute wastewater to avoid the requirement of this bylaw or The South Red Deer Regional Wastewater Commission, Wastewater Discharge Regulation Releases to the Sanitary Sewerage System.

GREASE, OIL & SOLIDS INTERCEPTION

72 (1) Every owner or operator of premises containing a restaurant, vehicle repair or auto body shop, petroleum service station, or vehicle and equipment washing establishment, shall:

- (a) install an Interceptor or filter for the removal from Wastewater of grease, oil, solids or other harmful substance;
- (b) make available to the Town upon request a maintenance schedule and record of maintenance for the Interceptor or filter.

(2) Should any blockage of the Wastewater Sewer system be caused by reason of failure, omission, or neglect of a Customer, to comply strictly with the provisions of this Bylaw, the Customer shall, in addition to any penalty for infraction of this Bylaw, be liable to and shall on demand pay The Town for all costs of clearing such blockage and for any other amount for which The Town may be held liable because of such blockage.

DISCHARGE OF PROHIBITED SUBSTANCES

73 Any Person responsible for or aware of the discharge of prohibited substances in the Wastewater system shall immediately report to The Town in order that the necessary precautions can be taken to minimize the deleterious effects of the discharge. Such Person must also make other required reports to Alberta Environment and any other governing body.

MANHOLES

74 (1) Manhole(s) are required to be constructed in accordance with The Town's Standards in locations that are accessible to The Town, on all Wastewater Service Connections to premises such as:

- (a) residential dwellings over 6 units, apartments over 6 units, nursing homes, senior complexes, Institutions, hospitals, dental labs, funeral homes, churches, schools.

- (2) Such manholes may be constructed by the Customer, or the Town at the Customer's cost, and shall be maintained by the Customer to be safe and accessible at all times.
- (3) No person shall turn, lift, remove, raise or tamper with the cover of any manhole, or other appurtenance of any Town wastewater system, except where authorized by the CAO or designate.

APPURTEINANCE INTO WASTEWATER

75 (1) No person shall cut, break, pierce, or tap any wastewater pipe or appurtenance into any Town wastewater systems.

(2) No person shall interfere with the free discharge of any Town wastewater or do any act which may impede or obstruct the flow and clog up any Town wastewater or appurtenance.

HAULED WASTEWATER

76 (1) No Person shall discharge or permit the discharge of Hauled Wastewater at any location.

PART 5 – STORM WATER UTILITY

CONNECTON TO STORM WATER SEWER

77 Where the seasonally adjusted groundwater table is within 2 m of the top of the footing of any residence constructed after the passage of this Bylaw, such residence must have a weeping tile system connected to a Storm Water sewer where a Storm Water Sewer is available.

CLEANOUTS

78 A building Storm Water sewer that is connected to The Town's Storm Water Sewer shall be equipped with a main Cleanout with a minimum diameter of 75 mm, located not more than 25 m from Property line. The main Cleanout shall be located as close as practical to the point where the Storm Water Sewer leaves the building and in such a manner that the opening is readily accessible and has sufficient clearance (2m) for effective rodding and cleaning. The building Storm Water Sewer from Cleanout to Property line is to be as straight as possible. A maximum of one additional 45 degree bend may be used between the Cleanout and Property line.

BACKFLOW VALVES

79 All weeping tile and Storm Water fixtures set below the level of the highest ground surface adjacent to the premises shall be protected from backflow by an approved Strom Water Backflow Valve.

TREES AND ROOTS

80 (1) Deep rooting trees shall not be planted within 6 meters of Storm Water Sewer mains or services.

(2) If it is determined that a root blockage is predominantly located within the private portion of a Storm Water Sewer line then the Customer shall be responsible to clear the blockage at his or her own expense. The Town shall have no obligation to clear the blockage.

(3) If it is determined that a root blockage is predominantly located within the Town main storm sewer line or with any other part of the Town's Storm water sewer system, then The Town shall clear the blockage and perform rehabilitation or remove the trees at the Town's expense.

PROHIBITED STORM WATER SEWER USE

81 (1) No Person shall discharge, deposit or permit any of the following into any pipe, main conduit, manhole, street inlet, gutter draining into the Storm Water system:

(a) any deleterious substance; Industrial Waste; domestic Waste; non domestic Waste; Wastewater; trucked liquid Waste; pool or hot tub water; mud, sand, silt, or grit; any flammable liquid or explosive material; solvent or petroleum derivative including but not limited to gasoline, naphtha or fuel oil; any pesticides, insecticide or fungicides; Radioactive Material; septic, soil, dead animals or parts, cooking oils and greases, transmission fluids, battery acids and antifreeze, paint cement or concrete wastes, sawdust, wood, fibre board or construction material, yard waste, herbicides or fertilizers soaps or detergents, hazardous substances, animal wastes or cooling water from any industrial process.

(b) Any corrosive, noxious or malodorous gas, liquid or substance which either single or by interaction with other Wastes, is capable of:

(i) creating a public nuisance or hazard to life;

(ii) preventing human entry into a Storm Water Sewer or pump station; or

(iii) causing damage to the Storm Water system.

(c) any other substance which may cause impairment of or damage to the environment, human health, safety, Property, or Town infrastructure.

(3) No Person shall obstruct or restrict a Storm Water Sewer or the flow therein.

(4) No Person shall discharge water to any Storm Water Sewer or to a watercourse, containing any substance which, in the opinion of The Town.

- (a) is or may become harmful to any recipient watercourse or Storm Water system or part thereof;
- (b) may interfere with the proper operation or maintenance of the Storm Water system;
- (c) may become a health or safety hazard to Persons, Property, animals, vegetation and the environment.

DISCHARGE OF PROHIBITED SUBSTANCES IN STORM WATER

82 (1) Any Person responsible for or aware of the discharge of prohibited substances in the Strom Water system shall immediately report to The Town in order that the necessary precautions can be taken to minimize the Deleterious effects of the discharge. Such Person must also make other required reports to Alberta Environment and any governing body.

TOWN STORM WATER SEWER USE

83 Town forces may discharge water into a Storm Water Sewer or watercourse resulting from non-domestic activities such as;

- (a) hydrant & Water Main flushing (de-chlorination required); and
- (b) firefighting activities.

PART 6 – WASTE MANAGEMENT UTILITY

84 This bylaw applies to all waste, yard waste and recyclable material produced or transported within the boundaries of the Town.

Nothing in this Bylaw shall operate to relieve any person from complying with any Federal, Provincial or other Town Law, Order, Regulation or Bylaw and such person shall comply with all conditions or obtain any necessary consent at his or her own expense.

85 Except as provided in this Bylaw, no person shall;

- (a) store or deposit any waste, yard waste or recyclable material in or on any premises owned or occupied by the Town or on any street or boulevard; or
- (b) store any collection cart, receptacle or commercial bin on any street or boulevard.

86 Section 84 shall not apply:

- (a) in respect of any waste or recyclable material stored or deposited at any disposal site designated pursuant to this Bylaw;
- (b) in respect of any collection cart or receptacle placed or stored on a street for use by the public by or with the consent in writing of the Town;
- (c) to a person who is actively engaged in loading or unloading any collections cart, receptacle or commercial bin.

87 No Person shall scavenge waste, yard waste or recyclable material from a collection cart, receptacle or a commercial bin.

88 No Person shall damage, tamper with or vandalize a collection cart, receptacle or commercial bin owned and operated by The Town or a person.

COLLECTION

89 Subject to the provision of this Bylaw the Town of Penhold shall cause waste and recycling to be collected from each dwelling house on a regular basis to the extent of this Bylaw and fee for service collected as a direct charge as per Schedule A. The frequency of collection and unit amounts to be determined by The Town.

90 The Town provides for the collection, removal and disposal of waste, yard waste and recyclable materials within the boundaries of the Town through contracted services.

91 Unless special arrangements are made with the Town, the Town of Penhold shall not remove from premises on which dwellings are located discarded furniture, discarded white metals, automobile parts including tires, household equipment and renovation materials or any waste that may be deemed by The Town.

92 The contents of a cart or a receptacle which does not comply with this Bylaw shall not be collected, removed and disposed of by the Town of Penhold or its solid waste contractor, but shall be removed and disposed of by the owner or occupant of lands on which the same originates.

93 No collection will be made where there is harassment or interference by dogs or other animals running at large.

94 No persons, other than those appointed, under the provisions of this bylaw shall interfere with or disturb the contents or collection cart or receptacle.

95 No person shall willfully or maliciously hinder or interrupt or cause or procure to hinder or interrupt the Town of Penhold or its contractors, agents, employees, in the

exercise of peers and duties related to the collection utility and authorization contained in this bylaw.

- 96 No person shall deposit materials in a waste cart or receptacle or recycling container or a commercial container without the consent of the owner or occupant of the premises on which the cart or receptacle or container is located.
- 97 The Town of Penhold shall approve the equipment, location, carts and receptacles used for residential waste, yard waste and recycling. Furthermore, the Town determines the way waste, yard waste and recyclables material is collected, disposed and processed.
- 98 The Town shall not collect residential waste, residential yard waste or residential recyclable material from:
 - (a) condominiums;
 - (b) apartment houses
 - (c) unserviceable property

Unless approved in writing by The Town.

- 99 An owner or occupant of a premise listed in Section 99 shall:
 - (a) arrange for waste, yard waste and/or recyclable material collection and disposal or processing, at the expense of the owner or occupant, by a private collection service that disposes of waste, yard waste and/or recycling at a disposal site; and
 - (b) ensure that waste, yard waste and/or recyclable material is collected on a regular basis to prevent the development of noxious odors and the accumulation of waste, yard waste and recyclable material.

CONTRACTING AND DISPOSAL

- 100 The Town of Penhold at its sole discretion shall determine the necessity for a cart or container, the placement or location of the cart or container, and the number of containers required by the contractor for all properties.
- 101 The Town may provide the necessary equipment for the public collection and removal of waste, yard waste and recyclable material within the limits of The Town.
- 102 The Town may provide, supervise and operate the facilities and equipment necessary or desirable for disposal and processing of waste, yard waste and recyclable material collected by the Town.

103 The Town may;

- (a) supervise the collection, removal and disposal of waste and recyclable material;
- (b) direct the days and times that collections will be made from different portions of the Town; and
- (c) decide as to the quantities and types of waste, yard waste and recyclable material to be removed from any dwelling house included within the Town's collection utility or accepted by the Town for disposal or processing.
- (d) grant exclusive franchise for the collection, removal and processing of waste services within the boundaries of the Town. Such exclusive franchise will be governed by the terms of this bylaw and any agreements entered with the Town and the contractor.

104 The Town may instruct collectors to refuse to collect residential waste and or recyclable material which has not been securely placed in a collection cart, if the collection cart lid is not fully closed, is improperly placed for collection, is overflowing with materials or if the collection cart has become overturned so as to allow spillage or scattering of the contents.

TOWN COLLECTION AND REMOVAL OF RESIDENTIAL WASTE, YARD WASTE AND RECYCLABLE MATERIAL

105 Subject to the provisions of this Bylaw, the Town:

- (a) shall cause one unit of residential waste to be collected from each dwelling house once per week;
- (b) shall cause one unit of residential recyclable material to be collected from each dwelling every second week;
- (c) shall approve the equipment used for residential waste, yard waste and recyclable material collection and the way waste, yard waste and recyclable material is collected and disposed or processed;
- (d) shall own all collection carts;
- (e) may enter into a contract with a person for the collection of the whole or a portion of the residential waste, and or yard waste and or recyclable material accumulated within the Town limits;

- (f) may decide the collection point from which waste and recyclable material will be collected from a dwelling house;
- (g) may carry out any inspections required to determine compliance with this Bylaw

EXCESS RESIDENTIAL WASTE AND/OR RECYCLING FOR COLLECTION

106 Excess waste will be collected provided the excess waste is contained:

- (a) within an additional waste collection cart provided to a customer pursuant to a service change request and subject to payment of the applicable excess rate.

107 Excess residential recyclable material will be collected provided the residential recyclable material is contained:

- (a) within an additional recycling collection cart provided to a customer pursuant to a service change request and subject of payment of the applicable excess rate.

108 The additional waste collection cart and additional recycling collection cart referred to in Section 107 & 108:

- (a) may be requested through a standard utility application process as specified by the Town.

REQUIREMENT FOR PROVISION OF COLLECTION

109 No Person shall set waste out for collection in the street unless it meets the requirements set out as follows:

- (a) an owner or occupant of a dwelling house must ensure that residential waste material:
 - (i) is bagged prior to deposit into the collection cart;
 - (ii) that consists of light, dusty or objectionable materials including cooled ashes, powders, sawdust, vacuum cleaner bags, furnace filters, animal feces and absorbents is double bagged;
 - (iii) does not include non-acceptable waste materials as determined by the Town from time to time;
 - (iv) does not include objects such as glass, nails, knives, metal or wood splinters unless properly contained in a puncture resistant receptacle before being placed in a waste collection cart;

(v) does not include ashes which are not properly quenched.

110 No Person shall set recyclable material out for collection in the street unless it meets the requirements set out as follows;

- (a) reasonably clean; and
- (b) placed loosely into the collection cart without bagging or bundling with the exception of plastic bags and shredded paper which may be bagged.

111 Yard waste containers to be provided for residential use at a location to be determined by the Town on a seasonal basis

PROVISION OF WASTE AND RECYCLING COLLECTION CARTS

112 Residential waste and recyclable material collection carts will be provided by The Town at the expense of the customer, for a fee determined by the Town from time to time and specified in Schedule A if:

- (a) for the replacement of lost, stolen or damaged collection carts; and
- (b) for the provision of any excess waste or recycling collection cart(s)

RESIDENTIAL WASTE AND RECYCLING COLLECTION CARTS

113 The owner or occupant of a dwelling house:

- (a) shall utilize for waste and recyclable material collection only the Town provided residential waste and recycling collection carts required for automated collection;
- (b) shall clean up any spillage originating from the waste or recyclable material collection carts assigned to their premises;
- (c) shall not set out for collection any waste or recyclable material that is not generated by the occupants of his own dwelling house;
- (d) shall not tamper or interfere with any waste or recyclable material set out for collection that is not generated by the occupants of his own dwelling house;
- (e) shall ensure that the collections carts:
 - (i) are not filled in such a manner that the manufacturer's rated weight limit is exceeded;
 - (ii) are not filled higher than the upper rim of the cart or in a manner which prevents full closure of the cart lid;

- (iii) do not have its contents compressed in such a manner that it inhibits the waste or recyclable material from falling freely from the collection cart during the regular tipping process;
- (iv) do not contain any material which might adhere to the inside of the collection cart, such material to be separately wrapped prior to being placed in the collection cart;
- (v) are maintained in good repair and in a reasonable clean and sanitary condition;

(f) shall ensure that the collection carts are:

- (i) stored on the premises from which the collection cart is assigned and shall not encroach upon or project over any street, lane or public place except when placed on such street for the purpose of collection under this Bylaw; and
- (ii) stored with the lid closed in order to reduce odors and prevent litter;

(g) shall ensure that collection carts are set out for collection;

- (i) no later than 7:00 am on the day of collection; and
- (ii) no earlier than 7:00 pm on the day before collection

(h) shall ensure that all collection carts assigned to the dwelling house are returned to their property no later than 10:00 pm on the day of collection;

114 A collector shall not be required to remove or empty;

- (a) a collection cart which together with its contents exceeds the manufacturer's rated weight limit;
- (b) a collection cart containing non-acceptable materials;
- (c) a collection cart filled higher than the cart's upper rim causing the cart lid to not fully close.

PLACEMENT OF RESIDENTIAL WASTE AND RECYCLING FOR COLLECTION

115 All collection carts set out for collection shall conform to the following standards:

- (a) be placed in such a manner that automated collection may occur without collectors being required to manually move the collection carts to allow pick up;
- (b) be placed in a manner that the front of the collection cart is facing the street;
- (c) all collection carts must be placed at the edge of the curb, with clearances of at least 0.3 meters to the rear, 0.3 meters between the carts and 1 meter clearance from any obstacles such as cars or utility boxes.
- (d) collection carts must not be placed on the sidewalk or in such locations as to interfere in any way with vehicle or pedestrian traffic;
- (f) collection carts must be placed on a level surface not more than 150 mm above the road elevation;
- (g) collection carts must be placed for collection in a way that they cannot easily be tipped over.

- 116** Waste and recycling collection carts from units in a residential condominium shall be placed in a centralized location for collection, at or near a traveled portion of the access road on the common property or elsewhere with the written approval of The Town.
- 117** No collector shall be required to make a collection of waste or recyclable material if the waste or recycling collection cart is not placed according to the standards specified in the Bylaw including but not limited to Section 114.
- 118** No collector shall be required to make a collection of waste or recyclable material from inside any building or be required to pass through a building to collect waste or recyclable material except as approved by The Town.

COLLECTION INTERFERENCE

- 119** No Person shall willfully hinder or interrupt or cause or procure another to hinder or interrupt, The Town or its contractors, servants, agents, or employees, in the exercise of powers and duties under this Bylaw.
- 120** No Person shall deposit waste or recyclable material in a collection cart without the consent of the owner or occupant of the premises on which the collection cart is located.
- 121** Unless special arrangements for collection are made with The Town, The Town shall not be obliged to collect waste or recyclable material from any building or premises the owners of which are exempt from general taxation.

ACCUMULATION AND DISPOSAL

122 Except for refuse which is placed in receptacles required and in a manner complying with the provisions of the Bylaw and in a location designated or allowed by this Bylaw, no person who is the owner, occupant, or person in charge or responsible for any land or building in the Town shall allow waste of any kind to accumulate:

- (a) outside of a building, outside of a portion of the building to which the public or part of the public has access; or
- (b) on any land or other premises whether there is a building or other structure erected thereon.

123 No person shall dispose of waste or allow waste to accumulate anywhere in any manner which contravenes a provision of The Public Health Act, the regulations made there under or of a bylaw of The Town relating to health, sanitation or nuisances.

124 No Person who has waste of any description requiring disposal shall dispose of it elsewhere than at a disposal site of a type appropriate for the type of waste.

125 A person who has disposed of waste on any land contrary to this bylaw shall remove, at his expense, the same upon being required to do so by the owner, occupant or person in charge of the land, by The Town, the Executive Officer of the Local Board of Health, or Peace Officer, but such removal shall not prevent him from being prosecuted.

126 If the person who has placed waste on land contrary to this bylaw cannot be ascertained or neglects or refuses to remove the waste there from the owner, occupant or person in charge of the land shall remove the waste or cause the waste to be removed, at his expense, from the land upon being directed to do so by the Chief Administrative Officer or his designate, the Executive Officer of the Local Board of Health, or a Peace Officer.

RATES & PAYMENTS

127 Every person, firm or corporation being a registered owner or purchaser entitled to possession under an agreement for sale of property which is served by collection services of the Town of Penhold, shall pay monthly utility charges for the collection, removal and disposal of refuse in accordance with the rates established in Schedule A.

128 The Town of Penhold shall determine the amount of refuse removed from premises and its determination shall form the basis from the charges for excess collections.

129 All accounts rendered under this bylaw shall become due and payable in the same manner as the Water and Sewer Utility bill with the solid waste service charge being included as a separate item on the utility bill and the fee shall form part of and be payable to the Town of Penhold at the same time as the utility bill.

130 Where the owner of a property is the recipient of the waste collection service and where a utility account and other charges under this bylaw remain unpaid for a period of 90 days the Town may choose to transfer the outstanding account to the tax roll account of the property.

131 Non-receipt of a utility bill will not exempt the owner from payment for the services received.

132 The rates or charges levied under this bylaw will be applied to all properties within the Town with no option for use of the service.

133 Any owner paying rates or fees for collection shall be and remain liable for all rates or fees until they have given notice in writing to the Town of Penhold of their intended date of vacating the property. They shall not be liable for rates or charges levied thereafter provided they have vacated the property

134 Where the waste collection service has been discontinued because of default of payment, the waste collection service shall not be reinstated until payment of all utility amounts outstanding have been recovered by the Town of Penhold

WASTE MISCELLANEOUS

135 No Person shall burn waste material within the Town of Penhold unless given written permission from the Fire chief.

136 No Person shall put disposable or other types of hypodermic needles in any waste placed for collection by the Town of Penhold or a private disposal service, unless properly contained in an approved sharps container.

137 No Person shall put luminescent gas filled electric discharge tubes in any waste placed for collection by the Town or by a private disposal service unless such tube has first; been completely crushed and encased in material so that no portion of the tube may puncture the material in which the remains of the tube have been encased, or have been encased without breaking in an adequate container of sufficient size and strength so that the tube cannot be broken when the same is picked up by the Town of Penhold or private disposal service.

138 Unless and until it has been first encased, no person shall place a luminescent gas-filled electric discharge tube of over four feet in length for collection by the Town of Penhold or by a private disposal service.

139 No person shall place any of the following items in any waste collection cart for collection by the Town or its Contractor:

(a) any recycling materials or yard waste materials

- (b) any hazardous waste materials;
- (c) any waste materials that are not defined as household waste.

140 No Person shall place any of the following items in any residential recycling collection cart for collection by the Town or its Contractor:

- (a) any waste;
- (b) any materials that are not recyclable materials;
- (c) any recyclable materials that are not reasonably clean.

HAZARDOUS WASTE

141 A collector shall not collect hazardous waste.

142 No person shall place or mix with any refuse placed for collection by the Town of Penhold or delivery to the disposal site any dangerous goods, hazardous waste or biological waste.

143 Any person, firm, partnership, corporation or like enterprise breaching any part of the hazardous waste section shall be responsible for all costs incurred in eliminating any pollution or contamination of the disposal site or any other site in the Town of Penhold on demand, such restitution will not except the person or organization from prosecution for contravention of this bylaw.

144 The owner or person responsible for the existence or accumulation of hazardous waste or an agent of the owner or responsible person shall cause the hazardous waste to be transported to a disposal site and disposed of as prescribed by the Executive Officer of the Local Board of Health and in a special disposal area designated by the Province of Alberta.

145 When hazardous waste is to be disposed of under this Section consisting of poison, drugs, radio-active materials, or like substances, they shall be disposed of under the supervision of the Executive Officer of the local Board of Health or a duly authorized agent of the Province of Alberta.

EXPENSE AND PROSECUTION

146 If the owner of a property refuses to comply with any provision of this Bylaw, the Town may undertake the same at the expense of the owner of the property.

147 When the Town is required to take action under any part of this bylaw and the owner or occupant defaults on the required payment, then the Town may recover the charges for which the owner is liable by any lawful means available with the cost of such action to be charged against the owner or occupant.

148 Whenever in the bylaw it is directed that an owner of any building or premises shall do any matter, then in default of its being done either the owner or if there are several owners, any or all such owners shall be liable to prosecution; and it shall be no defense for any owner so prosecuted to allege that any other person is responsible for such default.

PENALTIES

149

- (1) 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.
- (2) In the case of an offence that is of a continuing nature, a contravention constitutes a spate offence in respect of each day, or part of a day, on which it continues and a Person guilty of such an offence is liable to a fine in an amount of not less than that established by this Bylaw for each such day.
- (3) A Peace Officer or Bylaw Enforcement Officer who has reasonable grounds to believe that a Person has contravened any provision of this Bylaw, may serve upon such Person an offence ticket allowing the payment of the specified penalty to the Town which payment will constitute a guilty plea and shall be accepted by The Town in lieu of prosecution for the offence.
- (4) Where a Peace Officer has reasonable grounds to believe a person has contravened any of the Sections of this bylaw he may issue and serve upon such person any offence ticket.

Service of such offence ticket shall be sufficient if it is;

- (a) personally serviced; or
- (b) mailed to the address of the registered owner of the property or the person in charge of the property.

PART 7 – RV PARK UTILITIES

UTILITY USAGE

150

- (1) No person shall use water, sewer or power service without registration and payment for use of the services. Doing so is considered theft. Any dumping without paying the fee can result in penalty under this bylaw.
- (2) No person shall tamper with any utility in the RV Park. Any tampering with any service can result in penalties under this bylaw.

This bylaw shall come into full force and effect upon third reading.

Bylaw 833/2024 is hereby repealed.

Read a first time this 12th day of January 2026

Read a second time this th day of 2026

Read a Third time this th day of 2026

Mayor

Chief Administrative Officer

SCHEDULE A
FEES SCHEDULE

		Effective	
		Jan. 14, 2026	2025 Actual
1)	<u>RATES:</u>		
WATER:			
Residential:			
Fixed charge (per unit/meter)	\$20.25	\$20.25	
Per cubic meter (m ³)	\$1.59	\$1.56	
Institutional/Commercial/Multi-Family (more than 2 units on 1 meter):			
Fixed charge	\$27.51	\$27.51	
Per cubic meter (m ³)	\$1.59	\$1.56	
SEWER: (Based on water consumption)			
Residential:			
Fixed charge	\$21.00	\$21.00	
Per cubic meter (m ³)	4.37		
→ Residential consumption up to 30 m ³ Billed at Rate	\$4.45		
→ Residential consumption over 30 m ³ to be Billed at Rate	\$3.45		
Institutional/Commercial/Multi-Family (more than 2 units on 1 meter):			
Fixed charge	\$21.00	\$21.00	
Per cubic meter (m ³)			
→ Commercial/Industrial consumption up to 500 m ³ Billed at Rate	\$4.60	\$4.52	
→ Commercial/Industrial consumption over 500 m ³ to be Billed at Rate	\$3.60	\$3.52	
STORM:			
Residential:			
Fixed charge	\$7.50	\$5.50	
Institutional/Commercial/Multi-Family (more than 2 units on 1 meter):			
Fixed charge	\$7.50	\$5.50	
GARBAGE:			
Residential pickup monthly	\$20.00	\$22.00	
Each additional tote pick up monthly	\$13.00	\$13.00	
Garbage/Recycle tote (additional or replacement)	\$85.00	\$75.00	
Minimum monthly residential utility bill	\$74.79	\$74.68	
Average 20m ³ consumption monthly residential utility bill	\$189.55	\$187.35	
2)	<u>BULK RATES:</u>		
a)	Bulk Water Haulers - per cubic meter (m ³)	\$5.00	\$5.00
b)	Sewer Service Only: Residential monthly fee	\$60.00	\$60.00
3)	<u>APPLICATION FEE:</u>		
New Account (Water Services Fee)		\$100.00	\$100.00
First time applicant		\$50.00	\$50.00
New Account (Water Services Fee)		\$50.00	\$50.00
Transfer services to new residence <i>No Blue Box</i>			
4)	<u>APPLICATION FOR NEW DEVELOPMENT FEE:</u>		
Flat fee, for each new water meters, is due and payable at the time of issuance of the building permit.			
a)	Residential per unit	\$400.00	\$400.00
b)	Commercial, or Institutional Construction per each new building	1" \$550.00 1.5" \$1,100.00 2" \$1,400.00	\$550.00 \$1,100.00 \$1,400.00
5)	<u>INACTIVATIONS:</u>		
No account may be put to inactive for any period of time. The fixed water, sewer and garbage charge will apply regardless of tenancy.			
6)	<u>PAYMENT PERIODS:</u>		

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 for a 2% penhoalty fee on the outstanding amounts.
- b) Direct tie from sump pump systems that discharge into the Santirary Sewer system effective August 1, 2008, will have an additional monthly penalty fee of \$40.00 \$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 \$40.00

10) **MISCELLANEOUS RATES:**

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

- a) Requested Service Call \$60.00/hour \$60.00/hour
- b) Town employee unable to enter premises for requested service call \$60.00/hour \$60.00/hour
- c) Requested Service Call after normal business hours. \$60.00/hour \$60.00/hour
- d) Meter test 5/8" and 3/4" \$200.00 \$200.00
- e) Meter test 1" or larger cost plus 20% cost plus 20%
- f) New Meter/meter replacement cost plus 20% cost plus 20%
- g) Manual meter read \$30.00 \$30.00
- h) Consumption report \$30.00 \$30.00
- i) No access fee \$60.00 \$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 test it for accuracy. A fee of \$200 will be required prior 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 \$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.

SCHEDULE "B" ~ DEFINITIONS:

In this bylaw and in the schedule attached hereto, unless the context otherwise requires:

- 1) **Application Fee** means the amount of money required to be paid under and by virtue of this bylaw by the consumer before the Town supplies water to the consumer for which money is retained by the Town.
- 2) **Application** means the application made by the consumer to the Town for the supply of water.
- 3) **Automatic Collection** means the collection of Residential Waste by a system of mechanical lifting and tipping of carts into specifically designed vehicles.
- 4) **Backflow Preventer** also referred to as a cross-connection control device, means a device that prevents flow of water or other liquids, mixtures, or substances into the potable water system from any source or sources other than the intended source.
- 5) **Backflow Valve** means a device to prevent flow reversal in a Storm Water or Wastewater Sewer connection.
- 6) **CAO** means the Chief Administrative Officer of the Town or his/her designate.
- 7) **Cleanout** means a pipe fitting that has a removable cap or plug and is so constructed that it will permit access to a sewer pipe for the purpose of cleaning.
- 8) **Collection Cart or Carts** means a town owned automatic residential waste or recycling material cart provided and approved by the Town.
- 9) **Collection Point** means a location where the waste and recyclable material collection carts and any "excess waste carts" are placed for collection.
- 10) **Collector** shall mean an employee or agent of the Town of Penhold whose duty shall be to collect waste and specified refuse from dwellings and other specified premises.
- 11) **Combined Service** means the service or service pipe used or intended to be used to supply water for fire protection as well as water for purposes other than fire protection.
- 12) **Curb stop** means the exterior shut off valve on the service line
- 13) **Customer** means any Person who receives Utility Services, and where the context or circumstances require, includes any Person who makes or has made an application for a Utility Services account, and includes any Person acting as an agent or representative of a Customer.
- 14) **Council** means the Municipal Council of the Town of Penhold.

15) **Cross Connection** means an existing connection or a potential connection between any part of a potable water system and any other environment containing other substances in a manner, which, under any circumstances, would allow such substance to enter the potable water system.

16) **Deleterious** means:

- (a) any substance that, if added to any water, would degrade or alter or form part of a process of degradation or alteration of the quality of that water so that it is rendered or is likely to be rendered deleterious to fish or fish habitat or unsuitable for the purposes intended;
- (b) any water that contains a substance in such quantity or concentration, or that has been so treated, processed or changed, by heat or other means, from a natural state that it would, if added to any other water, degrade or alter or form part of a process of degradation or alteration of the quality of the water so that it is rendered or is likely to be rendered deleterious to fish or fish habitat or unsuitable for the purposes intended.

17) **Disposal Site** means a waste transfer station approved by Alberta Environment for the disposal of waste.

18) **Dwelling Unit** means one or more rooms useable as a residence operated as a single housekeeping unit and having its own sleeping, cooking, and toilet facilities.

19) **Facilities** means all infrastructure forming part of the Utility Service, including mains, lines, pipes, service connection points, pump stations, hydrants, valves and meters.

20) **Fire Line** means a pipe that is intended solely for the purpose of providing a standby supply of water for fire protection purposes.

21) **Hazardous Waste** means:

- (a) any substance or mixture of substances that exhibits characteristics of flammability, corrosivity, radioactivity, reactivity or toxicity; and
- (b) has the meaning set out from time to time in the *Environmental Protection and Enhancement Act*, R.S.A. 2000, Ch. E 12 as amended, and the regulations thereunder and the *Alberta Waste Control Regulation* (AR129/93) and any successor to this Acts or Regulations.

22) **Meters** means meters and all other equipment and instruments supplied and used by the Town or authorized by the Town to be used to calculate the amount of water consumed on the premises upon which such meters are situated.

23) **Multi-Family Building** and **Multi-Attached Building** means a building containing two or more dwelling units.

24) **Occupant or Tenant** means the Person that lease or occupies a Property to which Utility Services are provided.

25) **Person** includes a partnership, a firm, a body corporate, the heirs, executors, administrators or other legal representatives of a person to whom the context can apply according to law.

26) **Private Service or Private Service Pipe** means that portion of a pipe is used or intended to be used for the supply of water, which extends from the service valve to a meter.

27) **Property:**
(a) in the case of land, means a parcel of land and includes premises located upon the land where the context requires; or
(b) in other cases, means personal property.

28) **Property Owner** means the Person who is registered under the Land Titles Act, as the owner of the fee simple estate in the land to which Utility Services are provided.

29) **Remote Reading Device** means a device which is connected to a water meter by The Town and provides a duplicate reading of the water consumed, which may be monitored from the exterior of a building.

30) **Residential Recyclable Materials** means those materials determined by the Town from time to time to be acceptable for collection.

31) **Residential Yard Waste Materials** means all forms of grass, trees, weeds, garden waste and hedge cuttings and clippings, but excluding sod and topsoil or materials designated by the Town from time to time to be acceptable for collection through The Town's Yard Waste Program.

32) **Service Valve** means the valve on a Town Service Pipe.

33) **Sewer Main** means those pipes installed by the Town or the developer for the Town in streets for the conveyance of sewage throughout the Town from which service pipes may be connected.

34) **Sewer Utility** means the system of sanitary sewer works owned and operated by the Town and all accessories and appurtenances thereof.

35) **Sewer Service pipe** means the pipe that conveys wastewater from a residence to the main sewer line that is owned and maintained by the Property Owner.

- 36) **Shut Off** means an interruption in or discontinuation of the supply of water.
- 37) **Spill** means a direct or indirect discharge into the Wastewater or Storm Water sewer or the natural environment which is abnormal in quantity or quality considering all the circumstances of the discharge.
- 38) **Sprinkling** means the distribution of water to the surface or subsurface of lawns, gardens, or other areas, situated outside buildings by pipes, hoses, sprinkler or any other method.
- 39) **Storm Water** means the water running off the surface of a drainage area during and immediately after a period of rain or snow melts.
- 40) **Storm Water Sewer** means a sewer for the collection and transmission of uncontaminated water, Storm Water, drainage from land or from a watercourse or any combination thereof but excluding any Wastewater.
- 41) **Street or Streets** shall include all highways, roads, lanes, alleys, avenues, easements, thoroughfares, utility lots, drives, bridges and ways of public nature, sidewalks, boulevards, parks, public square and other public places unless the contrary is expressed or unless such construction would be consistent with the context of this bylaw.
- 42) **Subsurface Water** means groundwater, including foundation drain water.
- 43) **Town** means the Town of Penhold or its duly authorized representatives.
- 44) **Town Service Pipe** means that portion of a pipe used for the supply of water which extends from the water main to the service valve.
- 45) **Utility** and **Utility Service** mean, as the context may require, the Water Utility, Wastewater Utility, Storm Water Utility and Waste Management Utility.
- 46) **Wastewater** is the composite of water and water-carried waste from residential, commercial, industrial or institutional premises or any other source.
- 47) **Water Main** means those pipes installed by the Town or the developer for the Town in streets for the conveyance of water throughout the Town from which service pipes may be connected.
- 48) **Water Utility** means the system of water works owned and operated by the Town and all accessories and appurtenances thereof.



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:

- Innisfail RCMP Detachment - December Crime Stats

EMAIL:

- Jan. 5 Municipal Affairs Newsletter – December
- Jan. 5 Merry Christmas letter from Speaker McIver
- Jan. 5 Chinook's Edge Board 2-News December 17, 2025
- Dec. 16 Alberta Municipalities re: Alberta Municipalities' Friday News - December 12, 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. 12th, 2025 Regular Council Meeting for the Town of Penhold



CAO



Innisfail Municipal Detachment
Crime Statistics (Actual)
January to December: 2021 - 2025

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

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	2	0	0	0	N/A	N/A	-0.2
Robbery		1	2	5	1	2	100%	100%	0.1
Sexual Assaults		3	7	9	5	5	67%	0%	0.2
Other Sexual Offences		3	0	7	4	6	100%	50%	1.0
Assault		59	63	66	70	77	31%	10%	4.3
Kidnapping/Hostage/Abduction		0	2	1	0	0	N/A	N/A	-0.2
Extortion		1	1	5	3	4	300%	33%	0.8
Criminal Harassment		10	17	27	20	27	170%	35%	3.7
Uttering Threats		36	34	29	36	33	-8%	-8%	-0.4
TOTAL PERSONS		113	128	149	139	154	36%	11%	9.3
Break & Enter		57	40	23	30	19	-67%	-37%	-8.6
Theft of Motor Vehicle		31	40	19	22	16	-48%	-27%	-4.8
Theft Over \$5,000		9	3	4	7	7	-22%	0%	0.0
Theft Under \$5,000		145	144	134	173	124	-14%	-28%	-1.3
Possn Stn Goods		39	43	41	36	15	-62%	-58%	-5.5
Fraud		62	63	68	74	78	26%	5%	4.3
Arson		2	3	1	2	1	-50%	-50%	-0.3
Mischief - Damage To Property		119	162	67	89	92	-23%	3%	-12.7
Mischief - Other		42	40	44	80	85	102%	6%	12.6
TOTAL PROPERTY		506	538	401	513	437	-14%	-15%	-16.3
Offensive Weapons		23	8	6	10	6	-74%	-40%	-3.2
Disturbing the peace		34	43	45	62	77	126%	24%	10.5
Fail to Comply & Breaches		41	43	23	38	29	-29%	-24%	-2.9
OTHER CRIMINAL CODE		25	26	17	21	27	8%	29%	-0.1
TOTAL OTHER CRIMINAL CODE		123	120	91	131	139	13%	6%	4.3
TOTAL CRIMINAL CODE		742	786	641	783	730	-2%	-7%	-2.7



Innisfail Municipal Detachment

Crime Statistics (Actual)

January to December: 2021 - 2025

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

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Possession		15	12	6	9	6	-60%	-33%	-2.1
Drug Enforcement - Trafficking		11	11	13	22	13	18%	-41%	1.5
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		26	23	19	32	19	-27%	-41%	-0.5
Cannabis Enforcement		1	1	1	0	1	0%	N/A	-0.1
Federal - General		5	3	8	3	1	-80%	-67%	-0.8
TOTAL FEDERAL		32	27	28	35	21	-34%	-40%	-1.4
Liquor Act		17	13	9	11	16	-6%	45%	-0.4
Cannabis Act		8	3	2	3	0	-100%	-100%	-1.6
Mental Health Act		82	105	145	150	257	213%	71%	39.5
Other Provincial Stats		174	106	137	188	192	10%	2%	11.8
Total Provincial Stats		281	227	293	352	465	65%	32%	49.3
Municipal By-laws Traffic		8	4	5	2	9	13%	350%	0.0
Municipal By-laws		68	49	80	75	84	24%	12%	5.8
Total Municipal		76	53	85	77	93	22%	21%	5.8
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		9	11	14	3	8	-11%	167%	-1.0
Property Damage MVC (Reportable)		69	86	89	47	63	-9%	34%	-5.1
Property Damage MVC (Non Reportable)		10	11	25	24	24	140%	0%	4.1
TOTAL MVC		88	108	128	74	95	8%	28%	-2.0
Roadside Suspension - Alcohol (Prov)		12	15	28	17	7	-42%	-59%	-0.8
Roadside Suspension - Drugs (Prov)		1	4	2	2	0	-100%	-100%	-0.4
Total Provincial Traffic		559	596	588	420	443	-21%	5%	-40.8
Other Traffic		6	5	2	4	6	0%	50%	-0.1
Criminal Code Traffic		31	35	43	32	18	-42%	-44%	-2.9
Common Police Activities									
False Alarms		80	76	64	63	66	-18%	5%	-4.1
False/Abandoned 911 Call and 911 Act		54	57	74	100	67	24%	-33%	6.9
Suspicious Person/Vehicle/Property		218	185	147	193	150	-31%	-22%	-12.8
Persons Reported Missing		33	25	32	42	30	-9%	-29%	1.1
Search Warrants		4	6	2	1	0	-100%	-100%	-1.3
Spousal Abuse - Survey Code (Reported)		78	74	54	72	61	-22%	-15%	-3.6
Form 10 (MHA) (Reported)		19	20	23	23	22	16%	-4%	0.9



Innisfail Municipal Detachment
Crime Statistics (Actual)
December: 2021 - 2025

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

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	1	0	0	0	N/A	N/A	-0.1
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	0	0	0	N/A	N/A	0.0
Other Sexual Offences		0	0	0	0	1	N/A	N/A	0.2
Assault		6	3	6	3	6	0%	100%	0.0
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment		1	1	1	1	4	300%	300%	0.6
Uttering Threats		2	5	1	3	1	-50%	-67%	-0.4
TOTAL PERSONS		9	10	8	7	13	44%	86%	0.5
Break & Enter		9	5	2	2	1	-89%	-50%	-1.9
Theft of Motor Vehicle		2	5	1	1	1	-50%	0%	-0.6
Theft Over \$5,000		1	0	0	0	1	0%	N/A	0.0
Theft Under \$5,000		14	13	11	6	7	-50%	17%	-2.1
Possn Stn Goods		2	4	2	2	1	-50%	-50%	-0.4
Fraud		5	6	3	8	2	-60%	-75%	-0.4
Arson		1	0	0	0	0	-100%	N/A	-0.2
Mischief - Damage To Property		10	21	7	6	1	-90%	-83%	-3.3
Mischief - Other		2	2	6	3	6	200%	100%	0.9
TOTAL PROPERTY		46	56	32	28	20	-57%	-29%	-8.0
Offensive Weapons		2	0	0	0	0	-100%	N/A	-0.4
Disturbing the peace		1	4	3	2	0	-100%	-100%	-0.4
Fail to Comply & Breaches		2	0	2	2	2	0%	0%	0.2
OTHER CRIMINAL CODE		0	1	3	1	0	N/A	-100%	0.0
TOTAL OTHER CRIMINAL CODE		5	5	8	5	2	-60%	-60%	-0.6
TOTAL CRIMINAL CODE		60	71	48	40	35	-42%	-13%	-8.1



Innisfail Municipal Detachment

Crime Statistics (Actual)

December: 2021 - 2025

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

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production	=====	0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession	\\\\\\	2	2	1	0	1	-50%	N/A	-0.4
Drug Enforcement - Trafficking	\\\\\\	0	0	0	3	0	N/A	-100%	0.3
Drug Enforcement - Other	=====	0	0	0	0	0	N/A	N/A	0.0
Total Drugs	\\\\\\	2	2	1	3	1	-50%	-67%	-0.1
Cannabis Enforcement	=====	0	0	0	0	0	N/A	N/A	0.0
Federal - General	\\\\\\	0	0	1	0	0	N/A	N/A	0.0
TOTAL FEDERAL	\\\\\\	2	2	2	3	1	-50%	-67%	-0.1
Liquor Act	\\\\\\	0	2	1	0	0	N/A	N/A	-0.2
Cannabis Act	=====	0	0	0	0	0	N/A	N/A	0.0
Mental Health Act	\\\\\\	2	14	8	13	32	1500%	146%	5.9
Other Provincial Stats	\\\\\\	10	9	16	19	15	50%	-21%	2.0
Total Provincial Stats	\\\\\\	12	25	25	32	47	292%	47%	7.7
Municipal By-laws Traffic	\\\\\\	1	0	0	0	0	-100%	N/A	-0.2
Municipal By-laws	\\\\\\	3	0	12	5	5	67%	0%	0.9
Total Municipal	\\\\\\	4	0	12	5	5	25%	0%	0.7
Fatals	=====	0	0	0	0	0	N/A	N/A	0.0
Injury MVC	\\\\\\	1	1	1	1	0	-100%	-100%	-0.2
Property Damage MVC (Reportable)	\\\\\\	11	7	9	4	10	-9%	150%	-0.5
Property Damage MVC (Non Reportable)	\\\\\\	2	1	4	0	0	-100%	N/A	-0.5
TOTAL MVC	\\\\\\	14	9	14	5	10	-29%	100%	-1.2
Roadside Suspension - Alcohol (Prov)	\\\\\\	3	0	1	4	1	-67%	-75%	0.0
Roadside Suspension - Drugs (Prov)	=====	0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic	\\\\\\	44	19	17	38	16	-64%	-58%	-3.7
Other Traffic	\\\\\\	0	0	0	1	0	N/A	-100%	0.1
Criminal Code Traffic	\\\\\\	3	2	4	4	2	-33%	-50%	0.0
Common Police Activities									
False Alarms	\\\\\\	5	8	6	8	6	20%	-25%	0.2
False/Abandoned 911 Call and 911 Act	\\\\\\	4	2	7	5	9	125%	80%	1.3
Suspicious Person/Vehicle/Property	\\\\\\	8	9	8	10	3	-63%	-70%	-0.9
Persons Reported Missing	\\\\\\	4	1	3	5	0	-100%	-100%	-0.4
Search Warrants	=====	0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)	\\\\\\	7	5	5	3	2	-71%	-33%	-1.2
Form 10 (MHA) (Reported)	\\\\\\	0	1	0	2	1	N/A	-50%	0.3

**Innisfail (Municipal) Crime Statistic Summary – January to December****2026/01/06*****Innisfail (Municipal) – Highlights***

- **Break & Enters** are showing a 36.7% decrease when compared to the same period in 2024 (January to December). There were 11 fewer actual occurrences (from 30 in 2024 to 19 in 2025).
- **Theft of Motor Vehicles** decreased by 27.3% when compared to the same period in 2024 (January to December). There were 6 fewer actual occurrences (from 22 in 2024 to 16 in 2025).
- **Theft Under \$5,000** decreased by 28.3% when compared to the same period in 2024 (January to December). There were 49 fewer actual occurrences (from 173 in 2024 to 124 in 2025).

Innisfail (Municipal) – Criminal Code Offences Summary

Crime Category	% Change 2024 – 2025 (January to December)
Total Persons Crime	10.8% Increase
Total Property Crime	14.8% Decrease
Total Criminal Code	6.8% Decrease

From January to December 2025, when compared to the same period in 2024, there have been:

- 15 more **Persons Crime** offences;
- 76 fewer **Property Crime** offences; and
- 53 fewer **Total Criminal Code** offences;

Innisfail (Municipal) – December, 2025

- There were 1 **Thefts of Motor Vehicles** in December: 0 cars, 0 trucks, 0 minivans, 1 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 1 **Break and Enters** in December: 1 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 December (1 alcohol related and 0 drug related). This brings the year-to-date total to 7 (7 alcohol related and 0 drug related).
- There were a total of 2 files with the **Spousal Abuse** survey code in December (December 2024: 3). This brings the year-to-date total to 61 (2024: 72).
- There were 171 files with **Victim Service Unit** referral scoring in Innisfail Municipal: 2 accepted, 18 declined, 0 proactive, 0 requested but not available, and 151 files with no victim.



Innisfail Municipal Crime Gauge

2025 vs. 2024
January to December

Criminal Code Offences



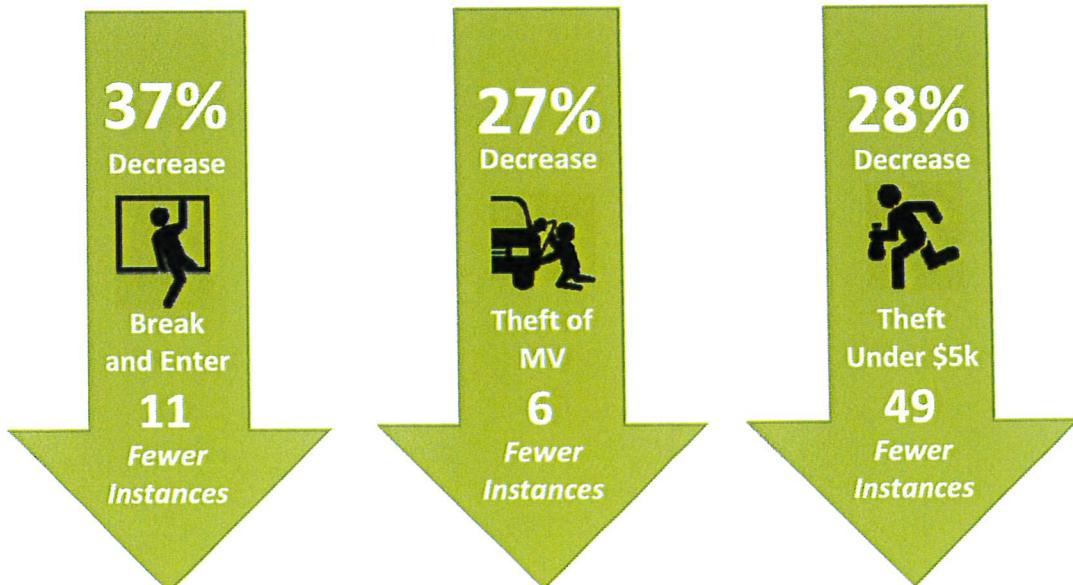
*Total
Criminal Code
Offences:*

7%

Decrease

When compared to
January to December, 2024

Select Property Crime



**Innisfail (Provincial) Crime Statistic Summary – January to December****2026/01/06*****Innisfail (Provincial) – Highlights***

- **Break & Enters** are showing a 63.2% decrease when compared to the same period in 2024 (January to December). There were 36 fewer actual occurrences (from 57 in 2024 to 21 in 2025).
- **Theft of Motor Vehicles** decreased by 9.7% when compared to the same period in 2024 (January to December). There were 3 fewer actual occurrences (from 31 in 2024 to 28 in 2025).
- **Theft Under \$5,000** decreased by 56.0% when compared to the same period in 2024 (January to December). There were 75 fewer actual occurrences (from 134 in 2024 to 59 in 2025).

Innisfail (Provincial) – Criminal Code Offences Summary

Crime Category	% Change 2024 – 2025 (January to December)
Total Persons Crime	4.4% Increase
Total Property Crime	38.1% Decrease
Total Criminal Code	28.3% Decrease

From January to December 2025, when compared to the same period in 2024, there have been:

- 5 more **Persons Crime** offences;
- 169 fewer **Property Crime** offences; and
- 176 fewer **Total Criminal Code** offences;

Innisfail (Provincial) – December, 2025

- There were 0 **Thefts of Motor Vehicles** in December: 0 cars, 0 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 1 **Break and Enters** in December: 0 businesses, 0 residences, 0 cottages/seasonal residences, 1 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 0 **Provincial Roadside Suspensions** in December (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 6 files with the **Spousal Abuse** survey code in December (December 2024: 5). This brings the year-to-date total to 35 (2024: 46).
- There were 192 files with **Victim Service Unit** referral scoring in Innisfail Provincial: 1 accepted, 16 declined, 2 proactive, 0 requested but not available, and 173 files with no victim.



Innisfail Provincial Crime Gauge

2025 vs. 2024
January to December

Criminal Code Offences



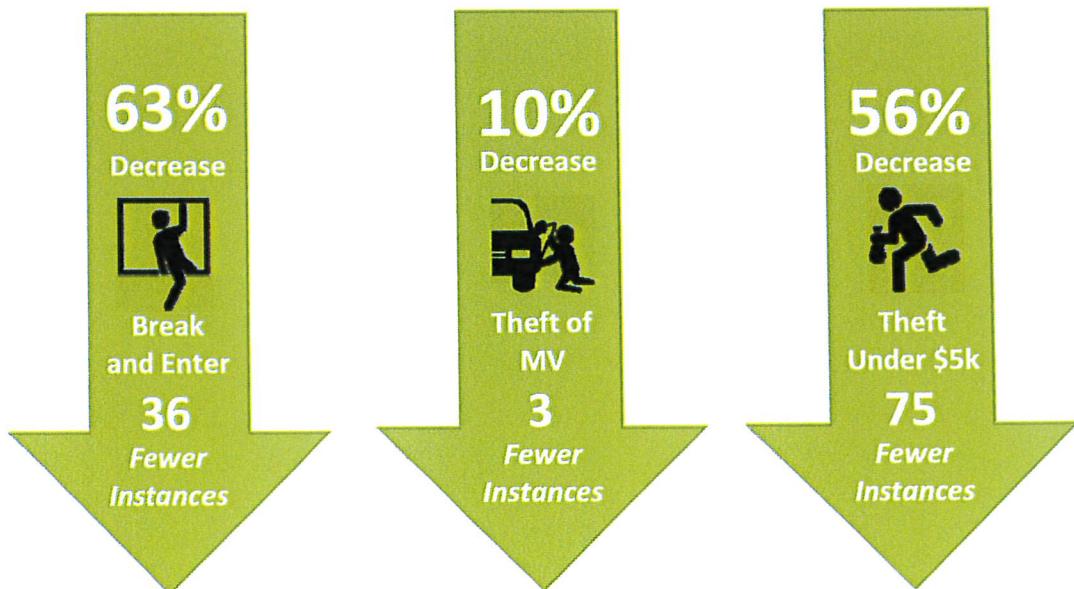
*Total
Criminal Code
Offences:*

28%

Decrease

When compared to
January to December, 2024

Select Property Crime





Innisfail Provincial Detachment
Crime Statistics (Actual)
January to December: 2021 - 2025

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

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	0	1	1	N/A	0%	0.3
Robbery		5	2	3	2	0	-100%	-100%	-1.0
Sexual Assaults		13	10	16	12	15	15%	25%	0.6
Other Sexual Offences		4	2	4	2	6	50%	200%	0.4
Assault		55	64	74	54	55	0%	2%	-1.0
Kidnapping/Hostage/Abduction		4	2	1	0	1	-75%	N/A	-0.8
Extortion		1	2	3	0	4	300%	N/A	0.4
Criminal Harassment		15	12	25	26	21	40%	-19%	2.6
Uttering Threats		25	27	28	17	16	-36%	-6%	-2.8
TOTAL PERSONS		122	121	154	114	119	-2%	4%	-1.3
Break & Enter		62	74	75	57	21	-66%	-63%	-9.9
Theft of Motor Vehicle		49	20	26	31	28	-43%	-10%	-3.1
Theft Over \$5,000		9	24	16	12	10	11%	-17%	-1.0
Theft Under \$5,000		135	111	120	134	59	-56%	-56%	-12.9
Possn Stn Goods		71	72	70	44	18	-75%	-59%	-13.4
Fraud		40	50	57	70	59	48%	-16%	5.8
Arson		5	7	2	3	3	-40%	0%	-0.8
Mischief - Damage To Property		86	70	73	66	49	-43%	-26%	-7.8
Mischief - Other		15	17	27	27	28	87%	4%	3.6
TOTAL PROPERTY		472	445	466	444	275	-42%	-38%	-39.5
Offensive Weapons		14	7	12	6	12	-14%	100%	-0.5
Disturbing the peace		16	21	22	13	8	-50%	-38%	-2.4
Fail to Comply & Breaches		28	25	22	21	16	-43%	-24%	-2.8
OTHER CRIMINAL CODE		26	17	30	25	17	-35%	-32%	-1.0
TOTAL OTHER CRIMINAL CODE		84	70	86	65	53	-37%	-18%	-6.7
TOTAL CRIMINAL CODE		678	636	706	623	447	-34%	-28%	-47.5



Innisfail Provincial Detachment

Crime Statistics (Actual)

January to December: 2021 - 2025

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

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production	---	0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession	↑↓	10	13	16	10	7	-30%	-30%	-0.9
Drug Enforcement - Trafficking	↓↑	17	4	13	13	16	-6%	23%	0.7
Drug Enforcement - Other	↑↓	1	2	0	0	0	-100%	N/A	-0.4
Total Drugs	↓↑	28	19	29	23	23	-18%	0%	-0.6
Cannabis Enforcement	↑↓	2	2	3	2	5	150%	150%	0.6
Federal - General	↑↓	9	11	4	7	1	-89%	-86%	-2.0
TOTAL FEDERAL	↑↓	39	32	36	32	29	-26%	-9%	-2.0
Liquor Act	↑↓	16	12	6	9	1	-94%	-89%	-3.3
Cannabis Act	↓↑	14	4	0	3	0	-100%	-100%	-2.9
Mental Health Act	---	65	64	85	79	60	-8%	-24%	0.5
Other Provincial Stats	↑↓	109	95	89	148	126	16%	-15%	8.7
Total Provincial Stats	↑↓	204	175	180	239	187	-8%	-22%	3.0
Municipal By-laws Traffic	↑↓	2	2	3	2	0	-100%	-100%	-0.4
Municipal By-laws	↓↑	36	22	32	37	45	25%	22%	3.3
Total Municipal	↓↑	38	24	35	39	45	18%	15%	2.9
Fatals	↓↑	3	1	0	2	3	0%	50%	0.1
Injury MVC	↑↓	26	36	50	37	37	42%	0%	2.3
Property Damage MVC (Reportable)	↑↓	254	336	298	260	220	-13%	-15%	-14.4
Property Damage MVC (Non Reportable)	↑↓	27	57	35	43	40	48%	-7%	1.2
TOTAL MVC	↑↓	310	430	383	342	300	-3%	-12%	-10.8
Roadside Suspension - Alcohol (Prov)	↑↓	25	24	32	17	19	-24%	12%	-1.9
Roadside Suspension - Drugs (Prov)	↓↑	1	0	1	0	0	-100%	N/A	-0.2
Total Provincial Traffic	↑↓	3,440	1,972	1,435	1,344	1,383	-60%	3%	-474.2
Other Traffic	↑↓	8	11	7	9	7	-13%	-22%	-0.4
Criminal Code Traffic	---	52	46	45	44	40	-23%	-9%	-2.6
Common Police Activities									
False Alarms	↑↓	46	44	43	30	40	-13%	33%	-2.6
False/Abandoned 911 Call and 911 Act	↑↓	43	60	50	62	64	49%	3%	4.4
Suspicious Person/Vehicle/Property	---	290	215	212	209	146	-50%	-30%	-29.4
Persons Reported Missing	↑↓	13	15	7	18	8	-38%	-56%	-0.7
Search Warrants	↑↓	2	2	0	0	1	-50%	N/A	-0.4
Spousal Abuse - Survey Code (Reported)	↑↓	52	40	45	46	35	-33%	-24%	-2.8
Form 10 (MHA) (Reported)	↑↓	19	21	20	13	9	-53%	-31%	-2.8



Innisfail Provincial Detachment
Crime Statistics (Actual)
December: 2021 - 2025

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

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	0	0	1	N/A	N/A	0.2
Robbery		1	0	0	1	0	-100%	-100%	-0.1
Sexual Assaults		1	0	2	0	3	200%	N/A	0.4
Other Sexual Offences		0	0	0	0	3	N/A	N/A	0.6
Assault		6	4	4	3	4	-33%	33%	-0.5
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	1	1	0	1	N/A	N/A	0.1
Uttering Threats		2	2	2	0	0	-100%	N/A	-0.6
TOTAL PERSONS		10	7	9	4	12	20%	200%	0.1
Break & Enter		4	7	10	0	1	-75%	N/A	-1.3
Theft of Motor Vehicle		2	2	3	0	0	-100%	N/A	-0.6
Theft Over \$5,000		0	2	0	2	1	N/A	-50%	0.2
Theft Under \$5,000		5	12	8	6	4	-20%	-33%	-0.8
Possn Stn Goods		8	8	6	2	0	-100%	-100%	-2.2
Fraud		6	3	4	2	3	-50%	50%	-0.7
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		7	4	6	7	1	-86%	-86%	-0.9
Mischief - Other		1	1	1	1	2	100%	100%	0.2
TOTAL PROPERTY		33	39	38	20	12	-64%	-40%	-6.1
Offensive Weapons		2	3	1	0	1	-50%	N/A	-0.5
Disturbing the peace		1	2	0	0	0	-100%	N/A	-0.4
Fail to Comply & Breaches		1	3	2	0	1	0%	N/A	-0.3
OTHER CRIMINAL CODE		1	3	1	4	0	-100%	-100%	-0.1
TOTAL OTHER CRIMINAL CODE		5	11	4	4	2	-60%	-50%	-1.3
TOTAL CRIMINAL CODE		48	57	51	28	26	-46%	-7%	-7.3



Innisfail Provincial Detachment

Crime Statistics (Actual)

December: 2021 - 2025

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

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	1	0	0	0	N/A	N/A	-0.1
Drug Enforcement - Trafficking		0	0	1	1	3	N/A	200%	0.7
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	1	1	1	3	N/A	200%	0.6
Cannabis Enforcement		1	0	0	0	0	-100%	N/A	-0.2
Federal - General		2	0	0	0	0	-100%	N/A	-0.4
TOTAL FEDERAL		3	1	1	1	3	0%	200%	0.0
Liquor Act		2	0	0	0	0	-100%	N/A	-0.4
Cannabis Act		1	0	0	1	0	-100%	-100%	-0.1
Mental Health Act		5	5	4	3	4	-20%	33%	-0.4
Other Provincial Stats		7	7	8	8	9	29%	13%	0.5
Total Provincial Stats		15	12	12	12	13	-13%	8%	-0.4
Municipal By-laws Traffic		0	1	0	0	0	N/A	N/A	-0.1
Municipal By-laws		1	2	0	8	3	200%	-63%	1.0
Total Municipal		1	3	0	8	3	200%	-63%	0.9
Fatals		0	0	0	0	2	N/A	N/A	0.4
Injury MVC		2	3	2	3	2	0%	-33%	0.0
Property Damage MVC (Reportable)		38	39	38	22	35	-8%	59%	-2.3
Property Damage MVC (Non Reportable)		4	10	1	1	4	0%	300%	-0.9
TOTAL MVC		44	52	41	26	43	-2%	65%	-2.8
Roadside Suspension - Alcohol (Prov)		3	2	3	0	0	-100%	N/A	-0.8
Roadside Suspension - Drugs (Prov)		0	0	1	0	0	N/A	N/A	0.0
Total Provincial Traffic		209	80	89	82	71	-66%	-13%	-27.4
Other Traffic		0	1	3	1	0	N/A	-100%	0.0
Criminal Code Traffic		4	2	6	2	1	-75%	-50%	-0.6
Common Police Activities									
False Alarms		3	2	3	1	4	33%	300%	0.1
False/Abandoned 911 Call and 911 Act		8	3	1	3	7	-13%	133%	-0.2
Suspicious Person/Vehicle/Property		13	18	9	13	4	-69%	-69%	-2.3
Persons Reported Missing		2	1	1	2	0	-100%	-100%	-0.3
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		2	5	6	5	6	200%	20%	0.8
Form 10 (MHA) (Reported)		2	3	1	1	1	-50%	0%	-0.4