REQUEST FOR DECISION

Department: Legislative Services **Submitted by: Bonnie Stearns**

SUBJECT: Adoption of the June 23rd, 2025 Regular Council Meeting Minutes

RECOMMENDATION:
That Council adopts the June 23rd, 2025 Regular Council Meeting minutes as presented.

CAO COMMENTS:

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

KEY ISSUE(S)/CONCEPTS DEFINED:

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

STRATEGIC RELEVANCE:
Following MGA requirements

DESIRED OUTCOME(S):
That the June 23rd, 2025 minutes accurately reflect Council's decision and direction at its Regular Meeting.

RESPONSE OPTIONS:
The minutes presented are the unapproved record of the June 23rd, 2025 Regular Council Meeting and are presented for adoption, or adoption as amended, by Council.
Minutes were emailed out to Council on July 3rd with no changes made at the time of this report.

PREFERRED STRATEGY:
That Council adopts the June 23rd, 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 July 14th, 2025 Regular Council Meeting for the Town of Penhold

____
CAO

Town of Penhold

REGULAR MEETING MINUTES

June 23rd, 2025
Town Council Chambers

Mayor:	**Councillors:**	
Mike Yargeau	Teresa Cunningham	Shawn Hamm
	Ken Denson	Shaun Kranenborg
	Cameron Galisky	Tyrone Muller

Guests:
Lori & Chris Wolfe
Ann Bilyk
David Buliz, observe
Kristine Deschenes, Presenter
Kim Gauthier, Presenter

Staff:
Rick Binnendyk, CAO
Bonnie Stearns, Executive Assistant

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

1. CALL TO ORDER - Mayor

1.1 Addition to the Agenda

1.2. Adoption of the Agenda

2025-201
Councillor Galisky moved to accept the June 23rd, 2025 Regular Council meeting agenda be accepted as presented.
CARRIED UNANIMOUSLY

2. ADOPTION OF PREVIOUS MINUTES

2.1. Adoption of the June 9th, 2025 Regular Council Meeting Minutes

2025-202
Councillor Cunningham moved to accept the June 9th, 2025 Regular Council meeting minutes as amended.
CARRIED UNANIMOUSLY

3. BUSINESS ARISING OUT OF THE MINUTES

2025-203
Councillor Hamm moved that Council accept the listed Business Arising out of the Minutes as information.
CARRIED UNANIMOUSLY

4. PUBLIC HEARING

4.1 Bylaw 837/2025 Land Use Bylaw

5. PRESENTATIONS & DELEGATIONS

5.1 Ms. Kim Gauthier
Re: Near miss on Hawkridge Blvd / Hwy 2A

6. REPORTS

6.1. Financial

6.1. a. Monthly Accounts for Online Payments and Payments from June 4 - 18, 2025

2025-204
Councillor Muller moved that Council receives the Monthly Accounts for Online Payments from June 4 - 18, 2025 as presented.
CARRIED UNANIMOUSLY

6.2 CAO Report – Rick Binnendyk

- Distributed in Council Package

2025-205
Councillor Hamm moved to accept the CAO's monthly report as information.
CARRIED UNANIMOUSLY

6.3 Community Services – Jennifer Blaylock

- Distributed in Council Package

2025-206
Councillor Denson moved to accept the Community Services Manager's monthly report as information.
CARRIED UNANIMOUSLY

6.4 Fire & Protective Services – Sean Pendergast

- Distributed in Council Package

2025-207
Councillor Cunningham moved to accept the Fire & Protective Services Manager's monthly report as information.
CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Town of Penhold Assessor Contract Revision

2025-208
Councillor Galisky moved that Council directs administration to enter into a contract with Wild Rose Assessment Services Inc. to provide assessment services to the Town of Penhold from June 30, 2025, to June 30, 2028.
AND FURTHER that Mr. Riley Kloss be appointed as the Assessor for the Town of Penhold to conduct assessment services and report to Municipal Affairs on behalf of the Town of Penhold.
AND FURTHER that Administration send a letter to Bow Valley Property Valuators thanking them for your service to the town.
CARRIED UNANIMOUSLY

7.2 Growing Canada's Community Canopies (GCCC) Tree Grant Funding

2025-209
Councillor Galisky moved that Council recommend that administration enter into an agreement with FCM for the Growing Canada's Community Canopies (GCCC) Tree Planting Grant and proceed with this project.
CARRIED UNANIMOUSLY

7.3 Cancellation of Council Meetings

2025-210
Councillor Denson moved that Council approves the July 28th, 2025 Regular Council meeting be cancelled.
CARRIED UNANIMOUSLY

2025-211
Councillor Hamm moved that Council approves the August 25th, 2025 Regular Council meeting be cancelled.
CARRIED UNANIMOUSLY

2025-212
Councillor Galisky moved that Council approves the October 14th, 2025 Regular Council meeting be cancelled.
CARRIED UNANIMOUSLY

8. OUTSTANDING BUSINESS

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

10. BYLAW(s)

10.1 Bylaw 837/2025 Land Use Bylaw (LUB) – 2nd Reading

2025-213
Councillor Cunningham moved that Council tables Land Use Bylaw 837/2025 until next Council meeting allowing time to go through the recommendations and provide written responses to Council.
CARRIED UNANIMOUSLY

10.2 Bylaw 826/2024 Municipal Development Plan (MDP) – 3rd Reading

2025-214
Councillor Denson moved that Council give third and final reading of Bylaw 826/2024 to amend the Town of Penhold Municipal Development Plan (MDP).
CARRIED UNANIMOUSLY

11. CORRESPONDENCE and INFORMATION

11.1 General Correspondence

2025-215
Councillor Muller moved that Council receives the correspondence for information as presented.
CARRIED UNANIMOUSLY

12. COUNCIL ROUND TABLE – Information no action

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

2025-216
Councillor Kranenborg moved Administration look into the feasibility of high resolution cameras at our high traffic crosswalks areas.
CARRIED UNANIMOUSLY

2025-217
Councillor Cunningham moved that Council accepts the reports as information.
CARRIED UNANIMOUSLY

Mr. Binnendyk left the meeting at 7:00 pm.

13. QUESTIONS from the GALLERY

Q & A Session

Mr. Binnendyk returned to the meeting at 7:04 pm

14. CLOSED SESSION

15. ADJOURNMENT

2025-218

Councillor Muller moved to adjourn Council Meeting at 7:05 pm.
CARRIED UNANIMOUSLY

MAYOR	**CAO**

REQUEST FOR DECISION

Department: Legislative Services **Submitted by: Bonnie Stearns**

SUBJECT: Adoption of the June 23rd, 2025 Public Hearing Minutes

RECOMMENDATION:
That Council adopts the June 23rd, 2025 Public Hearing minutes as presented.

CAO COMMENTS:

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

KEY ISSUE(S)/CONCEPTS DEFINED:

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

STRATEGIC RELEVANCE:
Following MGA requirements

DESIRED OUTCOME(S):
That the June 23rd, 2025 minutes accurately reflect Council's decision and direction at its Public Hearing meeting.

RESPONSE OPTIONS:
The minutes presented are the unapproved record of the June 23rd, 2025 Public Hearing Meeting and are presented for adoption, or adoption as amended, by Council.
Minutes were emailed out to Council on July 3rd with no changes made at the time of this report.

PREFERRED STRATEGY:
That Council adopts the June 23rd, 2025 Public Hearing 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 July 14th, 2025 Regular Council Meeting for the Town of Penhold

CAO

TOWN OF PENHOLD
PUBLIC HEARING MEETING

DATE: Monday, June 23rd, 2025
LOCATION: Council Chambers
TIME: 6:00 pm

MINUTES

In Attendance:
Mayor Yargeau, Councillors Cunningham, Denson, Galisky, Hamm, Kranenborg, and Muller, Rick Binnendyk, CAO, Bonnie Stearns, Executive Assistant

Guests:
Lori & Chris Wolfe
Ann Bilyk
David Buliz
Kristine Deschenes
Kim Gauthier

For the purpose of a Public Hearing for Bylaw 837/2025 being the Land Use Bylaw.

1. Mayor Yargeau called the Public Hearing to order at 6:01 p.m.

This Public Hearing is being held pursuant to the Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 230.

2. a) Bylaw 837/2025 being the Land Use Bylaw amendment's purpose is intended to: provide direction for orderly development of lands within the municipality, while ensuring the greater public interest is protected. The current Town of Penhold LUB was adopted by Council in 2011 and requires updating to address new challenges related to development, land use and subdivision.

In accordance with Section 606 of the Municipal Government Act, notice of this Public Hearing was formally advertised in:

- The Reporter – May 1 & June 1
- Town of Penhold Website (including Government page / Public Hearing section & Public Notice section)
- Town of Penhold Social Media posts
- Posted at the Town Office

3. Section 230 (4) of the Municipal Government Act provides that Council:

   a) Must hear any person, group of persons, or persons representing them who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the Council; and

   b) May hear any other person who wishes to make representations and whom the Council agrees to hear.

4. The order of presentations shall be as follows:

   Rick Binnendyk, CAO
   Development Authority

Open House – thank you to MPC members who came out

Correspondence received:

   i. List of Referrals sent by The Town

   ii. June 11, 2025 Open House
   - Attendance
   - Comments & Feedback

   iii. Email dated June 2, 2025 by Mr. Logan Jamieson, Land Coordinator Student, Fortis Alberta

   iv. Email dated June 12, 2025 by Mr. Richard Moje, Planner, Red Deer County

   v. Email dated June 13, 2025 by Ms. Dayna Nebozenko, Resident of Penhold

5. Any person(s) wishing to speak in regards to the Land Use Bylaw is to direct specific questions to the Chair for a notation and response.

Council at the conclusion will declare the Public Hearing portion of the meeting to be adjourned and closed.

6. This Public Hearing is now adjourned.

Mayor Yargeau declared the Public Hearing closed.

2025-001
Councillor Kranenborg moved to adjourn the Public Hearing at 6:06 pm

Mayor   CAO

REQUEST FOR DECISION

Department: Administration **Submitted by: Rick Binnendyk**

SUBJECT: Red Deer & District Chamber of Commerce Associate Membership

RECOMMENDATION:
That Council directs Administration to renew its Associate Membership for June 1, 2025 – May 31, 2026.

CAO COMMENTS:

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

KEY ISSUE(S)/CONCEPTS DEFINED:

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

STRATEGIC RELEVANCE:
Work together, with Red Deer & area members, to build a vibrant community where businesses lead, are innovative, sustainable and grow.

DESIRED OUTCOME(S):
Be part of networking and informative events as well as opportunities to increase Penhold businesses exposure. Be listed on the online membership directory.

RESPONSE OPTIONS:
Council accepts the Red Deer & District Chamber of Commerce Associate Membership documents as infomration.

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:
As determined by Council.

GENERAL:
Information attached.

ORGANIZATIONAL:
Administration

FINANCIAL:
Associate Membership fee is $131.25.

FOLLOW UP ACTION:
Process payment

COMMUNICATION:
Only to the vendor/payments

OTHER COMMENTS:

Presented at the July 14th, 2025 Regular Council Meeting for the Town of Penhold

____
CAO

Red Deer and District Chamber of Commerce
3017 50 Avenue
Red Deer, AB T4N 5Y6
(403) 347-4491 | fax: (403) 343-6188

Invoice

Invoice Date: 6/2/2025
Invoice Number: 15150

RECEIVED
02 2025

Town of Penhold
Rick Binnendyk
P.O Box 10
Penhold, AB T0M 1R0

Terms	Due Date
Net 30	7/2/2025

Description	Quantity	Rate	Amount
Associate Membership (1-49 Employees)	**1**	**$125.00**	**$125.00**
		Subtotal:	**$125.00**
		Tax:	**$6.25**
		Total:	**$131.25**
		Payment/Credit Applied:	**$0.00**
		Balance:	**$131.25**

Renewal Month: June
GST# 10443 8361

Please return this portion with your payment

FROM:
Town of Penhold
Rick Binnendyk
P.O Box 10
Penhold, AB T0M 1R0

Invoice # 15150

Amount Due $131.25

Please remit payment to:
Red Deer and District Chamber of Commerce
3017 50 Avenue
Red Deer, AB T4N 5Y6

Amount Paid $ ______________________

E-Transfer: payments@reddeerchamber.com

Goods and Services Received

Penhold

REQUEST FOR DECISION

DEPARTMENT: Administration

SUBMITTED BY: Rick Binnendyk

REPORT: 1st Part of July

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

COUNCIL FOLLOW-UP: Nothing from last report

MONTHLY UPDATE:

Projects:
School:
- We had the site inspection completed and await, for the environmental report at the current public works site.

- Our office continues discussing several housing options with Melcor.
- Working with a commercial group and presented information to the MPC for consideration. A member of the MPC will speak further to this project.

Administration:
- Tax due date of June 30 has officially passed. Any outstanding taxes will incur a 3% penalty at this time. Penalties have been assessed on outstanding current tax accounts.
- Met with Novamen to review utility account and options that may be considered. We have connected with Environment on possible options that may be available. As of this report we have not heard back.
- Met onsite with Mr. S Richardson, Regional Manager for ATEC. Protective Services Manager and I discussed the multiple lane concern and how to better prepare traffic coming through highway intersections. We looked at Hawkridge Blvd, Waskasoo Avenue, and the new school build areas. We passed comments on to the school division for possible consideration for the new school.
- Land Use Bylaw (LUB) 837/2025 was worked on over the past several weeks.
- July 9-11th - All permanent staff participated in short training sessions to learn about Share-Point and how this tool will greatly enhance current systems. We will revisit in several months to see how we are managing.
- Attended Parkland Community Planning Services AGM with Councillor Cunningham. There is concern about the possible workload requirements and expectations. We have been advised that this organization is a standalone and any liabilities will have no effect on the membership.

- Our staff met with Director Woitt of PCPS to see how we can move the mapping project forward. This has been dragging on for some time.
- We obtained clarity on FCM grant funds. We do not have to obtain Municipal Affairs approval on these funds.
- Local Government Administrators Association (LGAA) Committee asked if I would consider staying on the conference committee for another year. If council is receptive to this, I will.

UPCOMING ITEMS OF INTEREST:

- Continue to focus on development opportunities
- Review Offsite Levy Report
- Review of the ICF report from Red Deer County
- Continue to monitor and work on election processes
- Public Works parcel
- Memorial Hall evaluation update
- Take some days off

CAO COMMENTS:

Presented at the July 14th, 2025 Regular Council Meeting for the Town of Penhold

for M Willis
CAO

Penhold

REQUEST FOR DECISION

DEPARTMENT: MULTIPLEX

SUBMITTED BY: Michael Szewczuk, Manager

REPORT: Month of June

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

COUNCIL FOLLOW-UP:

MONTHLY UPDATE:

Arena – June was busy with painting, refinishing floors, and other general maintenance in the entire arena area. We installed new gates on the track that will hopefully prevent people from accessing the track from the stands. We also had the threshold of the arena slab repaired where our Ice Resurfacer drives in and out of the arena as it has been torn up over the years. We hope all of these repairs will last a very long time. We also received our new electric ice edger, which will allow us to maintain the ice a little more frequently due to not spewing gas fumes into the arena area whenever we run the machine.

We turned the plant on July 2 and had a hard time bringing the temperature of the concrete slab down due to the warm weather, but we're working with our mechanics to make sure the temperature comes down without problems. Our first ice booking is on July 14, and at the time of writing this report, the weather has been cooperating and we are right on track.

Gymnasium – We had our floors in the Gymnasium resurfaced at the end of June. This is something we do every year or every other year depending on wear and tear on the floor to keep it in good shape and safe to play on. We do have an issue with people putting tape on the floor and when they pull up the tape, they pull up some of the floor finish, which is one of the reasons we need to re-surface the floor. Our contractor did recommend to help with the finish coming off, we should sand down to wood and start again, but the price tag on that is a little high. So it is our opinion that we put some money aside over the next few years and possibility look at refurbishing the floor in 2028 or 2029.

Fitness -

	June 2024	June 2025
MEMBERSHIP SALES	$8,548.01	$8,294.75
DROP-INS	$284.50	$322.00
TRAINING	$946.25	$1,761.00
DROP IN GYM	$99.00	$50.00
TOTAL REVENUE	$9,877.76	$10,427.75

A total of **30** fobs were issued for 24-hour members in the month of June.

The Fitness Centre had **39** new members in the month of June.

The Fitness Centre is staying steady with new and returning members. Fitness classes have good participation. We did a preregistered Bootcamp through June. This had great reviews and participants would like it to run again. Classes offered in June were Full Body Mix & Match, In the Zone, Pilates Fusion, Burn & Turn Spin, Zumba Step, 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.

Regular Drop in Activities finished June 19th. We will offer some drop in Basketball through July where available.

The Fitness Centre will offer a sale from July 7-25 for 3 and 6 month membership packages.

	June 2025	Totals 2025
Penhold Sr Track Users	8	141
Kids Gym	38	501
Staff Fitness Usage	20	232
Penhold Fire Dept	21	189
Pickle Ball	--	673

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

UPCOMING ITEMS OF INTEREST:

Summer Camps – There will be a plethora of Hockey camps and Goalie camps in the Arena over the months of July and August. If anyone is looking for a place to beat the heat and wants to watch some kids learn some skills, our stands are open.

CAO COMMENTS:

Presented at the July 14, 2025 Regular Council Meeting for the Town of Penhold

CAO

Penhold

REQUEST FOR DECISION

DEPARTMENT: OPERATIONS

SUBMITTED BY: Brandon Kowalchuk, Manager

REPORT: Month of June

RECOMMENDATION:
That Council accepts the Operations report as information.

COUNCIL FOLLOW-UP:

- Information on high resolution cameras for critical highway crossings is under investigation.

MONTHLY UPDATE:

WATER:

- Water Consumption for the Month of June is up 3% in comparison to last year with 25,252 M^3 of water produced for the community.
- Monthly water meter reads were completed on June 13th.
- 44% of utility accounts are signed up to receive E-Bills.
- There were 3 new water meters installed in residential properties.
- Operators took the quarterly THM Sample and delivered it to WSH Labs in Calgary.
- Operators responded to a water quality complaint at a residence and flushed the service to the satisfaction of the owner.
- Operators worked on annual exercising of water main valves. One valve on Aberdeen failed and broke during the exercise and required an emergency replacement and was completed by a contractor in the early evening hours of the same day. The repair required a water shut off and affected one residence and Memorial Hall during the duration of the repair.

SEWER:

- As of May 31st, sewer flows were down 11% in comparison to last year with the volume of sewer flow being 26,794 M^3.
- The Sani Dump had 149 credit card users and 11 token users through the month of June.
- Operators worked on upgrading the man gate, fencing, and landscaping around Newton Lift Station.
- Integral Coatings, Ground Works parent company, completed the rehab work of the 2 manholes located on Dundee Cr with the coating inside of the barrel to prevent further cement deterioration and infiltration into the sanitary.

SRDRWC:

- Operators performed 145.5 hours of work in June on the Regional System, with 7 after hour call outs on the system.
- SRD Operations meeting was held on June 17th in Bowden.
- Operators performed annual vault inspections along the SRD Line.
- Velocity cleaned out the inlet trough of Waskasoo Lift Station #1 and an inspection of the grinding unit was completed.

TRANSPORTATION:

- Some alleyways were re-graded and repaired when reported.
- The vacant lot between DQ & Subway was worked on with the Harley rake and added some gravel to remove the potholes.
- Rec Centre Parking lot was signed & Harley raked to remove potholes in the gravel.
- Staff assisted the Multiplex with test setup and take down of their new tent.
- Street Sweeper was out on June 16th & 17th.
- Pothole/Road repairs were completed by staff using the asphalt trailer on June 5th, 6th, 9th, 10th, 19th, 25th, 26th, & 27th.
- Curb Painting was done by staff on June 16th, 17th, 18th, & 19th.
- Crosswalk Painting was done by staff on June 16th, 17th, 18th, 19th, 25th, 26th, & 30th.

Maintenance of Equipment:

- #35 backhoe had a front axle seal replaced in house by our Mechanic.
- Asphalt Trailer had an issue with the electric hoist for lifting the heating table and was replaced under warranty.
- Flat repairs on both trucks and mowers tires were repaired when required.
- #60 had its tracks replaced with new tracks.
- Trailer wiring had to be repaired on the vac trailer.
- Cracks were found on the Harley rake attachment and were welded up before becoming an issue.
- Regular maintenance of trucks & equipment was done when required.

STORM:

- City of Red Deer Parks department inquired about our Tranquility Park Fountain set up as they are looking for options for a park in the City of Red Deer.
- Boersma Electrical repaired the timer box for Tranquility Park Fountain.
- Staff monitored and cleared stormwater grates before and after sever weather events.
- Staff had to fix or replace grates located on Newton Dr. and in the alleyway of Norseman Cl.

PARKS & RECREATION:

- **Sports Fields**
  - Ball Diamonds were dragged and lined on June 4th, 5th, 9th, 12th, 16th, 17th, 18th, 19th, 23rd, 24th, 25th, 26th, & 30th.

- Soccer fields were line painted on June 2nd, 9th, 23rd, & 30th.
- Ball Diamonds and soccer field were watered on June 5th & 6th.
- Baskets for Disc Golf were being assembled and locations staked for first calls to be completed.
- Basketball net poles have been installed into augured holes with cement added at the Outdoor Rink. A welder is going to extend the backboards reach in order to reach the playing surface better.

- **Parks**
  - Garbage's were emptied on June 4th, 10th, 13th, 17th, 20th, 27th, & 30th.
  - Rocks at Hawkridge park playground were cleaned up on June 4th & 27th.
  - Pruning was done on June 9th, 13th, 23rd, 24th, 25th, & 27th.
  - Weed whacking was done on June 2nd, 3rd, 4th, 5th, 6th, 9th, 11th, 13th, 18th, 19th, 20th, 23rd, 24th, 25th, & 27th.
  - Mowing was done on June 2nd, 3rd, 4th, 5th, 6th, 9th, 10th, 16th, 17th, 18th, 19th, 20th, 23rd, 24th, 25th, 26th, & 30th.
  - Mulching of flower and shrub beds were done on June 11th, 12th, 23rd, 24th, 25th, & 27th.
  - Watering of flower beds and sod was done on June 2nd, 3rd , 4th , 5th , 6th , 9th , 10th , 11th , 13th , 18th , 27th , 30th .
  - Weeding of shrub beds is ongoing.
  - Dog Poop Receptacles were emptied and restocked with new baggies.
  - Branches were cleaned up after weather events.
  - Annual playground and furniture inspections were performed by staff.
  - Trees were planted in the Palisades area and Tranquility Park.
  - Dead stumps were removed from various parks.
  - Parks staff got to use their new Sickle Mower attachment around storm pond edges and steep ditches.
  - Solar Lights were cleaned with some poles receiving touch up paint.
  - Staff removed graffiti from the Critters Corner play structure that was reported through the E-Service Request system on June 30th.
  - Staff assisted with the moving of items down to the Rec Centre for the Canada Day Festivities.

- **Splash Park**
  - Staff have had minor maintenance during operation like exchanging a flow meter.
  - On June 11th, AHS conducted an annual inspection of the Splash Park Facility. All inquiries were met to the satisfaction of the AHS Inspector.

MEMORIAL HALL:

- For the month of June there was 6 bookings in the Hall. There is currently only one booking in July.
- The Cadets have renewed their lease for another year to use the Hall.
- The School of Dance has also signed a lease agreement for use of the Hall during the school year.

- Staff had some minor repairs with the string light bulbs and a couple of toilet seats.

GARBAGE:

- Spring cleanup was completed June 2nd, and the site was cleaned up on June 3rd. Waiting on all invoices for data to share.
- Compost Bins were removed from June 3rd to 9th for some utilities and groundwork to be completed for the new Operations building construction.
- Compost Bins were pushed in by staff on June 10th, 11th, 12th, 13th, 17th, 18th, 19th, 20th, 23rd, 24th, 25th, 26th, 27th, & 30th.

RV Park:

- Staff have stepped up and filled in the caretaker duties till the Caretakers could show up on July 3rd. They were working in shifts that required evening and weekend time on site. Staff have been mowing grass, leveling out gravel pads, delivering firewood and assisting customers with bookings. We have received lots of positive comments about the park, staff, and cleanliness of the facilities in this time.
- For the month of June, there were 134 bookings made.
- Out of the total 67 sites available, our nightly occupancy rate was on average 22 per night with the lowest being 13 and the most being 38 sites occupied.

ORGANIZATIONAL:

- 2 Operators attended a hydrant maintenance course in Edmonton
- One seasonal staff member resigned from their position on June 2nd. A posting was made, and the position was filled with the successful candidate starting June 26th.
- One Operator represented the Penhold Operations Department at the Regional Emergency Functional Exercise at the City of Red Deer.
- All Managers attended the LGAA Conference June 17th to 20th in Canmore.

UPCOMING ITEMS OF INTEREST:

- Basketball nets installed at the Outdoor Rink to be completed.
- Installation of the remaining 9 holes of disc golf to complete the 18-hole course.
- Signage and Maps to follow after installations are completed; which includes being added to a disc golf mobile app with Penhold's 18-hole course mapped out on it.
- Armillary Sphere to be installed.
- Emma Rt road paving to be completed early July.
- A section of sewer line to be replaced (Grant funding pending)
- A section of storm line to be relined (Grant funding pending)
- Annual water valve replacement as part of the Town's asset Management.

CAO COMMENTS:

Presented at the July 14th, 2025 Regular Council Meeting for the Town of Penhold

____

CAO

REQUEST FOR DECISION

Department: Administration **Submitted by: Rick Binnendyk**

SUBJECT: Central Alberta First (CAF) Partnership – Memorandum of Understanding

RECOMMENDATION:
That the Town withdraws from the Central Alberta First Partnership.

CAO COMMENTS:
This project has assisted a number of businesses in town on the initial phase. However at the present time the town does not have the human resources to continue with this ongoing focus project. It appears that this group Is looking to do a similar mandate as CAEP is doing.
In light of the work requirements, it is being suggested that the town withdraw from BREWD.

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

KEY ISSUE(S)/CONCEPTS DEFINED:
Develop a regional initiative to increase awareness of Penhold and business opportunities.

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:
Continuing to work towards a strong Economic Development portfolio.

DESIRED OUTCOME(S):
Formalize a collaborative effort under the CAF Partnership in growing our regional economy.

RESPONSE OPTIONS:
1. Council accepts the Central Alberta First (CAF) Partnership – Memorandum of Understanding as information.

2. Council defers back to Administration for additional information.

3. Council directs Administration to enter into an MOU with the CAF Partnership; AND FURTHER budget $10,000 for the next three years for this initiative.

PREFERRED STRATEGY:
Determined upon response.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The CAF Partnership is the outcome of the BREWD initiative and the next step in developing the region's economic foundation inputs.

The CAF Partnership offers Central Alberta a new model—an industry-led, collaborative regional strategy designed to enhance economic planning and action. CAF will not only provide deeper insight into the region's economic landscape and competitiveness gaps, but will also unite the private and public sectors, institutions, and organizations to pool knowledge, align resources, and drive results—now and into the future.

The purpose of the CAF Partnership is to prioritize the needs of industry and create an environment that fosters the competitiveness of the region's industries through regional collaboration. The benefits of the project include:

- Industry challenges / opportunities identified and prioritized.
- Industry directed fact-based plan of action.
- A unified voice for business and industry
- Region aligned, collaborating, and taking action.
- A stronger, more competitive economic environment in the region.

This MOU establishes a framework for cooperation among Central Alberta stakeholders including municipalities, post-secondaries, economic, business, and industry development agencies to pursue regional prosperity through implementation of a long-term, sustainable high-performance regional economic planning and action system. The system applies a three-year vital cycle of knowledge building, improved decision making, and maximized use of resources. Growth of our regional economy depends on an improved understanding of economic performance supported by the tools and resources necessary to measure and benchmark that performance over time and against comparable districts around the globe.

ORGANIZATIONAL:
This initiative will require hours of administration time and increase expectations of participating in businesses.

FINANCIAL:
Each partner commits to a **MINIMUM** annual contribution of $10,000 (this is a three-year term). Additional contributions through sponsorship or discretionary partner funding are encouraged.

FOLLOW UP ACTION:
As determined by Council.

COMMUNICATION:
If Council wishes to proceed with this initiative we will provide information in The Reporter, on social media and newspaper, as well as inform local businesses.

OTHER COMMENTS:

Presented at the July 14th, 2025, Regular Council Meeting for the Town of Penhold

____

CAO

MEMORANDUM OF UNDERSTANDING

Central Alberta First Partnership

This Memorandum of Understanding (MOU) is entered into on this ___ day of __________, 2025, by and among the undersigned organizations (collectively the "Partners") to formalize a collaborative effort under the Central Alberta First (CAF) Partnership.

1. Background

The CAF Partnership has united to launch a bold, collaborative approach to economic planning and action across Central Alberta.

The region faces several critical challenges: limited understanding of the industries driving the local economy, uncertainty about whether the current economic environment supports or restricts growth, and insufficient knowledge of capital flows—both from exports bringing in new dollars and imports that drain them away. There's also an urgent need to strengthen local supply chains to reduce reliance on external markets. Rural regions face significant barriers to economic development—limited budgets, fragmented planning, and isolated efforts all restrict progress.

To address these issues, the region must work together under a single, unified economic strategy. The CAF Partnership is championing an industry-driven, bottom-up approach—shifting away from traditional top-down models that often prioritize political agendas over economic realities. This collaborative, data-informed approach will strengthen trust, deepen knowledge, and focus efforts on industries with the highest potential for growth. These are the sectors where investment attraction and expansion will have the greatest impact.

In short, the CAF Partnership offers Central Alberta a new model—an industry-led, collaborative regional strategy designed to enhance economic planning and action. CAF will not only provide deeper insight into the region's economic landscape and competitiveness gaps, but will also unite the private and public sectors, institutions, and organizations to pool knowledge, align resources, and drive results—now and into the future.

2. Purpose and Directives

The purpose of the CAF Partnership is to prioritize the needs of industry and create an environment that fosters the competitiveness of the region's industries through regional collaboration. The benefits of the project include:

- Industry challenges / opportunities identified and prioritized.

- Industry directed fact-based plan of action.
- A unified voice for business and industry
- Region aligned, collaborating, and taking action.
- A stronger, more competitive economic environment in the region.

This MOU establishes a framework for cooperation among Central Alberta stakeholders including municipalities, post-secondaries, economic, business, and industry development agencies to pursue regional prosperity through implementation of a long-term, sustainable high-performance regional economic planning and action system. The system applies a three-year vital cycle of knowledge building, improved decision making, and maximized use of resources. Growth of our regional economy depends on an improved understanding of economic performance supported by the tools and resources necessary to measure and benchmark that performance over time and against comparable districts around the globe.

The cycle begins with implementation of the Next Generation Economy Initiative (NGEI). This exciting initiative is a three-year industry and economic growth plan that follows four key directives:

1. Developing Regional Alliances and Partnerships
2. Fostering a Culture of Entrepreneurship and Innovation
3. Building on Competitive Advantages
4. Engaging Leadership and Effective Governance

The NGEI encompasses two key phases of development:

Phase 1 - Development of the region's Economic Foundation Inputs (innovation, human capital, financial capital, infrastructure, resources, business climate, marketing, and quality of life) and assessment to determine if the foundation has the capacity, competency, and responsiveness to support future growth and enable a competitive advantage for its businesses. A healthy foundation is essential to enable and foster the growth of business and industry and enable their ability to compete globally. The Economic Foundation Inputs are initially tested through a Business Retention, Expansion and Workforce Development (BREWD) project. The information derived from BREWD is then utilized to diagnose whether the system of inputs provides the necessary advantages needed to form, retain and grow, and attract new business investments to the region.

Phase 2 - Development of the region's Economic Engine Outputs - industry clusters that are currently driving regional performance, and those clusters that are emerging or have the potential to emerge. This includes engaging with our region's export-oriented producers and regional suppliers to assess the region's Cluster Competitiveness Chain (3C) and evaluate the depth and width of their value chains. Clusters are defined as geographic concentrations of interconnected companies or institutions that manufacture products or deliver services to a particular field or industry. Simply put, clusters are groups of producers and suppliers that utilize similar inputs – forming a value chain. To support this analysis, a 3C (Cluster Competitiveness Chain) strategy will be implemented to evaluate competitiveness and identify opportunities for growth and collaboration.

2. Partners and Scope

The partners of this MOU include:

City of Red Deer	• Michelle Zeggil, Economic Development Officer • Lesli Rentz, Land and Economic Development
Red Deer County	• Tara Logan, Business Development Officer • Brad Koopmans, Land and Economic Development Manager
Town of Penhold	• Rick Binnendyk, CAO • Bonnie Stearns,
Town of Innisfail	• John Powell, Economic Development Officer • Meghan Jenkins, Director of Community Services
Town of Olds	• Sandra Blyth, Economic Development Manager • Dan Daley, Town Councillor, EDAC Member
Mountain View County	• Natalie McKay, Economic Development & Marketing Officer • Christofer Atchison, Director, Legislative, Community and Agricultural Services
Kneehill County	• Wendy Gerbrandt, Economic Development Manager • Jenna Kester, Economic Development Officer
Red Deer Polytechnic	• Katelyn Ruiz, Planning and Reporting Specialist • Isaac Nyamekye,
Olds College of Agriculture and Technology	

3. Support Agencies

The Partnership is currently supported by the Town of Olds Economic Development Action Committee, along with its sub-committees—the Access to Capital Team and the Workforce Development Team. All sub-committee members represent service organizations from across the Central Alberta region. It is anticipated that the network of supporting organizations will grow as the Partnership and the NGEI strategy continue to advance.

Town of Olds Economic Development Action Committee	• Jennifer Lutz, Mountain View County Councillor • Dan Daley, Town of Olds Councillor • Harvey Walsh, Town of Olds Councillor • Clare Janitz, Olds College of Agriculture and Technology / Uptowne Olds • Doug Reiberger, Olds Chamber of Commerce • Delena Semanton, Century 21 Bravo Realty • Tyler Harke, Central Alberta Community Futures
Central Alberta Community Futures	• Kelly Kierluk, General Manager • Tyler Harke, Community Economic Development Coordinator • Dayton Bannab, Lead Business Development Advisor
Alberta Jobs, Economy, Trade and Immigration	• Jennifer Hartigh, Regional Economic Development Specialist • Nicole Lorrain, Workforce Consultant
Career Assistance Network	• Ashton Selig, Marketing Specialist & Employer Liaison • Shaune Fandry, Director
Care for Newcomers	• Jill Bried, Community Engagement Manager • Juan Arias, Employment Engagement Coordinator

Olds College of Agriculture & Technology	• Melissa Maschke, Interim Director, People and Culture • Berton Sullivan, Director, Institutional Research & Product Development
Catholic Social Services	
Canada Advantage	• Vangie Caoile, President & CEO • Miguel Caoile, Director of Operations
Central Alberta Economic Partnership	• Paul Salvatore
BDC	• Shannon Preus, Senior Relationship Manager
Servus Credit Union	• Heather Karst, Senior Relationship Manager Team Lead • Minetta McDonald, Wealth Management Specialist
Scotia Bank	• Courtney Williams, Senior Business Advisor
ATB	• Monica St. Dennis, Community Manager
BMO	• Kristie Gray, Branch Manager
CIBC	• Tricia Fawcett, Business Advisor
Farm Credit Canada	• Megan McDonald, Relationship Manager
RBC	• Chris Darnell, Relationship Manager
AFSC	• Joy Cavin, Senior Relationship Manager Small Business
TD	• Jane Watson, Account Manager Small Business

4. Funding Structure and Resource Pooling

Each Partner agrees to provide a minimum annual contribution of $10,000. Additional contributions through sponsorship or discretionary partner funding are encouraged. All contributions will be pooled and allocated to support the successful implementation of the NGEI.

5. Roles & Responsibilities

Each Partner agrees to collaborate by:

- engaging and preparing public and private stakeholders to participate in NGEI process to ensure buy-in;
- assessing capacity, competency and responsiveness of economic foundation inputs and economic engine outputs;
- building competitive strengths through implementation of strategic action plans;
- monitor, evaluate, and measure strategy impacts and regional economic performance; and
- co-advocate for sustainable funding for NGEI advancement.

6. Governance & Coordination

The Central Alberta First Partnership will be governed and coordinated through the following three types of committees:

- Steering Committee: will oversee strategic direction and NGEI project implementation. The committee will be represented by all Central Alberta First Partners.

- Budget Sub-committee: will oversee annual budget and allocation of fees for projects requiring funding support. The committee will be represented by the Central Alberta First Partners responsible for application to grant programs.

- Project Ad Hoc Committees: will oversee and implement NGEI projects, develop terms of reference and project action plans for each project. Committees will be governed withing their own Terms of Reference.

Ongoing project partnerships may expand or contract over the three-year cycle – term of the MOU.

7. Meetings and Reporting

The Steering Committee will meet monthly or as required.

Budget Sub-committee will meet monthly or as required.

The Project Ad-Hoc Committees will meet monthly. Project Leads will attend quarterly Steering Committee meetings to provide progress reports.

All Committees will confirm meeting placeholder dates for the year. and meetings will be held in-person or virtually.

8. Decision Making

The Steering Committee will be the ultimate decision maker regarding strategic direction, budget allocations, project approvals, and policy recommendations for the CAF Partnership and the NGEI.

Decisions will be made by consensus whenever possible. If consensus cannot be reached, a formal vote will be held. Each Partner organization represented on the Steering Committee will have one (1) vote. A simple majority (50% +1) of voting members present will be required to carry a decision.

In cases where decisions involve financial contributions beyond the annual Partner contribution, or require significant resource commitments, a two-thirds majority vote will be required.

The Steering Committee may also delegate specific decision-making authority to the Budget Sub-committee or Project Ad Hoc Committees as appropriate, provided such delegation is documented and approved by the Steering Committee.

9. Guiding Principles

Partners will adhere to the following principles throughout the implementation of the NGEI:

1. Collaboration: Foster an inclusive, cooperative environment that engages diverse stakeholders from public, private, and non-profit sectors.
2. Transparency: Ensure open, honest, and timely sharing of information, data, and progress among all partners.
3. Accountability: Commit to fulfilling agreed-upon roles, responsibilities, and financial contributions to advance shared objectives.
4. Evidence-Based Decision Making: Base actions and priorities on sound research, data analysis, and measurable outcomes.
5. Equity and Inclusivity: Promote equitable access to opportunities, recognizing the unique needs of all communities and populations within the region.
6. Innovation: Encourage new ideas, creative solutions, and adaptive approaches to meet evolving economic challenges and opportunities.

7. Sustainability: Strive for long-term economic, environmental, and social sustainability in all initiatives.

8. Continuous Learning: Embrace ongoing learning, reflection, and adaptation to improve effectiveness and regional impact.

10. Term & Review

This MOU remains effective for three (3) years from signing, matching the NGEI lifecycle and initiating the beginning of the next cycle. An annual review and progress report will assess:

- project progress across each of the eight economic foundation input areas;
- project progress across the cluster competitiveness chain;
- NGEI milestones (e.g., BREWD survey completion, strategy implementation, Cluster Competitiveness Chain strategy implementation, etc); and
- NGEI directives (e.g., developing regional alliances and partnerships, fostering a culture of entrepreneurship and innovation, building on competitive advantages, engaging leadership and effective governance).

11. Non-Binding Agreement

This MOU signifies intent and shared vision. It is not legally binding; specific financial or operational commitments will be addressed through separate agreements or project charters as needed.

12. Signatories

By signing, Partners affirm commitment to the eight core themes, NGEI objectives, and collaborative work envisioned through Central Alberta First.

[Organization Name] Signature: ____________________ Name & Title: ________________ Date: ________________________

[Organization Name] Signature: ____________________ Name & Title: ________________ Date: ________________________

[Organization Name] Signature: ____________________ Name & Title: ________________ Date: ________________________

Central Alberta First Partnership

Annual Review & Progress Report

Reporting Period: [Insert Date Range]

1. Executive Summary

- Brief overview of the partnership's objectives
- Summary of major accomplishments
- Key challenges and lessons learned
- Top priorities for the coming year

2. Thematic Progress Summary

2.1 Human Capital (Workforce Adaptability)

- Key activities completed
- Number of participants engaged
- Outcomes
- Alignment with BREWD and NGEI workforce components

2.2 Innovation (Accessibility)

- Digital service usage metrics
- Innovation ecosystem initiatives
- Number of businesses adopting new tech
- Alignment with NGEI digital service delivery

2.3 Financial Capital (Accessibility)

- Capital accessed
- Number of businesses supported
- Partnerships established
- RBSN financial navigator activity summary

2.4 Business Climate (Acceptability)

- Policy improvements
- Business satisfaction survey results
- Number of businesses engaged
- Feedback from BREWD or NGEI surveys

2.5 Marketing (Capacity)

- Regional campaigns
- Social media/web metrics
- Media coverage
- Investment inquiries generated

- Strengthen cross-sector partnerships
- Policy or infrastructure advocacy priorities

7. Appendices

- Full list of projects by theme
- BREWD survey results summary
- Case studies or testimonials
- Partner contributions log
- Financial overview (if applicable)

REQUEST FOR DECISION

Department: Legislative Services **Submitted by: Rick Binnendyk**

SUBJECT: Penhold & District Public Library
- Board Member Update

RECOMMENDATION:
That Council accepts the Penhold & District Public Library Board Member update as presented.

CAO COMMENTS:

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

KEY ISSUE(S)/CONCEPTS DEFINED:

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

STRATEGIC RELEVANCE:

DESIRED OUTCOME(S):
That Council is apprised of information that either impacts the Town of Penhold directly or provides information of interest.

RESPONSE OPTIONS:

PREFERRED STRATEGY:

IMPLICATIONS OF RECOMMENDATION:
In order to be compliant with the Library Act, the Library is required to advise Town Council of Board Member appointments and/or resignations.

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

ORGANIZATIONAL:

FINANCIAL:
There is no financial implication to the Town.

FOLLOW UP ACTION:
Advise Library of Council's decision.

COMMUNICATION:

OTHER COMMENTS:

Presented at the July 14th, 2025 Regular Council Meeting for the Town of Penhold

for ____________________
CAO

Penhold
& District Library

July 10, 2025

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

Mayor Mike Yargeau and Town Council;

Penhold & District Public Library would like to inform Penhold Town Council that Board Member Gail Maki has completed one term on the Library Board, and will not be returning. We appreciate Gail's contribution and dedication to our community.

We are submitting a revised Board Member list.

Respectfully,

Myra Binnendyk

Myra Binnendyk
Library Manager
Enclosure:
2025 Board Members List

Town of Penhold Library Board

Box 675, Penhold, Alta. T0M 1R0
403-886-2636

BOARD MEMBERS LIST

July 2025

Name	Term
Schmelke, Joan Chairperson	2023-04-26 to 2026-04-26 3rd Term (2017)
Cunningham, Teresa Council Representative	2023-10-27 to 2025-10-27 (2021)
Enns, Geralis Governance	2023-04-26 to 2026-04-26 1st Term (2023)
Filipchuk, Brandi Treasure	2023-04-26 to 2026-04-26 1st Term (2023)
Schening, Crystal Vice Chairperson	2023-02-22 to 2026-02-22 1st Term (2023)

Board Meetings are held the fourth Wednesday of every month with the exception of July and August.

REQUEST FOR DECISION

Department: Planning & Development **Submitted by:** Rick Binnendyk

SUBJECT: Bylaw 837/2025 Land Use Bylaw – 2nd & possible 3rd reading

RECOMMENDATION:
1. That Council move to give second reading of Bylaw 837/2025 being the Land Use Bylaw.
2. That Council move to give third and final reading of Bylaw 837/2025 being the Land Use Bylaw.

CAO COMMENTS:

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

FOLLOW-UP:

KEY ISSUE(S)/CONCEPTS DEFINED:

RELEVANT POLICY:
Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 – Section 640 as amended, authorizes the Council of a Municipality to enact a Land Use Bylaw to regulate and control the use and development of land and buildings within the Municipality.

STRATEGIC RELEVANCE:
Bring the current Land Use Bylaw to meet today's development requirements.

DESIRED OUTCOME(S):
- To bring the Land Use Bylaw (LUB) to a current development document. Last reviewed 2018.

RESPONSE OPTIONS:
Council defers back to administration for more information.

PREFERRED STRATEGY:
Ensure Administration is compliant with current regulations and controls for the development of municipal land and buildings.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:
Council gave first reading to Bylaw 837/2025 at its May 12th, 2025 Regular Council Meeting.

Administration sent a list of referrals out on May 21 requesting feedback be submitted to the Town by June 16.

An Open House for the Land Use Bylaw was held on Wednesday June 11th, 2025, from 4:00 pm to 6:00 pm in the Library at the Penhold Regional Multiplex. Great feedback was received and a change was made to the Bylaw.

A Public Hearing of the revised Land Use Bylaw was held at the June 23rd Regular Council meeting with no one in attendance. Administration requested second reading of Bylaw be tabled until information received at Open House be reviewed and Bylaw revised where needed.

The only content change to the Bylaw is reflected in Section 4.10.2 all parking stalls shall be hard surface. The change reads: Parking stalls are to match road standard that the parking pad accesses.

Other changes made following first reading were formatting and some wordsmithing.

FOLLOW UP ACTION:
As per Council's direction

COMMUNICATION:
Approved Bylaw will be posted on town website.

OTHER COMMENTS:

Presented at July 14th, 2025, Regular Council Meeting for the Town of Penhold

____
CAO

REQUEST FOR DECISION

Department: Legislative Services **Submitted by: Bonnie Stearns**

SUBJECT: Council Correspondence

RECOMMENDATION:
That Council receives the correspondence for information as presented.

CAO COMMENTS:

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

KEY ISSUE(S)/CONCEPTS DEFINED:
This listing identifies correspondence either attached or emailed to Council for review.

ATTACHED:
- June 2 letter to Mayor Yargeau from Alberta Executive Council
- June 27 letter from Town of Bentley re: Bentley Days Celebration

EMAIL:
- June 24 Village of Delburne re: Summer Get Together – Aug. 20
- June 26 LGAA Conference re: "Muppet" photo
- June 30 Chinook's Edge re: Chinook's Edge Board e-News - June 2025
- June 30 email from Councillor Denson requesting Tiny Home update
- June 30 Community Foundation of Central Alberta re: What's Happening at the Community Foundation: June 2025
- July 8 email from CAEP re: CAEP Alert! Important Details Regarding SiteLink Forum!

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 July 14th, 2025 Regular Council Meeting for the Town of Penhold

____
CAO

Alberta Executive Council

Alberta Office In Ottawa
Intergovernmental Relations
Suite 1700, 360 Albert Street
Ottawa, Ontario K1R 7X7
Canada

June 2, 2025

Mr. Mike Yargeau
Mayor, Town of Penhold
1 Waskasoo Avenue, Box 10
Penhold, Alberta T0M 1R0

Dear Mr. ~~Yargeau~~: Mike

Thank you to you and your family for joining me for tea at our office on May 27.

I greatly enjoyed our conversation on the interactions between the Town of Penhold and the Government of Alberta, as well as our collective efforts with respect to advocating for Alberta within Canada.

It was a pleasure meeting with you, and I look forward to remaining in touch.

Sincerely,

James Carpenter
Senior Representative of Alberta to Ottawa

So Great to Host you!

Jam

June 27, 2025

CAO Richard Binnendyk
Town of Penhold
Box 10
Penhold AB T0M 1R0

Your Invited
Please Join us for our Bentley Days Celebration
Dignitaries Luncheon and Parade
August 8th, 2025
Parade Theme:
"Salute to the Educators, Teachers and Support Staff"

Dear Richard

The Town of Bentley would be honored to have you and your guest(s) come and experience our annual Dignitaries Luncheon and Parade on Friday August 8th, 2025 at 11:30am.

Please join us for a luncheon at the Bentley Municipal office at 11:30am with the parade to follow at 1:00pm. If you plan on attending, we ask you to please RSVP for the luncheon, on or before Wednesday July 23, 2025, to the Town Office at 403-748-4044, or by email to info@townofbentley.ca

If your municipality/organization has a float, we would love your participation as well. Even if you do not have a float, but still wish to participate in the parade, we can arrange for a vehicle to be available. Please remember to bring an identification sign, "if you have one," that can be placed on the exterior of a vehicle, to help identify you or the organization that you are representing. If you are entering a float, the judging of floats will commence at around 11:30am. If you are not entering a float, but wish to participate in the parade, then you should be at the staging area at around 12:00pm or shortly thereafter.

Please note for safety purposes, we ask that no candy be thrown from a moving vehicle.

For further information regarding the day and the events planned, please refer to the Town of Bentley Facebook page or our website at www.townofbentley.ca Information will be posted as it becomes available.

Yours Truly,
Mayor Greg Rathjen

Box 179, Bentley AB T0C 0J0 Ph.
403.748.4044 | Fx. 403.748.3213
info@TownofBentley.ca
www.TownofBentley.ca