



# TOWN OF PENHOLD – AGENDA

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**Regular Council Meeting**  
**Monday September 11, 2017 – 6:00 pm**  
**Penhold Regional Multiplex, Town Council Chambers**

**1. CALL TO ORDER – Mayor**

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

**2. ADOPTION OF PREVIOUS MINUTES**

- 2.1. Approval of the August 28, 2017 Regular Council Meeting Minutes

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

None

**4. PRESENTATIONS & DELEGATIONS**

None

**5. REPORTS**

- 5.1. Financial Reports
  - 5.1. a. Monthly Accounts for Payment and Online Payments:
- 5.2. Mayor – Dennis Cooper
- 5.3. CAO Report – Rick Binnendyk
- 5.4. Multiplex Manager – Michael Szewczuk
- 5.5. Fire Department – Chief Jim Pendergast
- 5.6. Public Works – Manager Nancy McAteer

**6. NEW BUSINESS**

6.1 Tax Sale

**7. OUTSTANDING BUSINESS**

7.1 Axia Services in Penhold

**8. REPORTS from COUNCIL BOARDS and COMMITTEES (formal reports)**

8.1

**9. BYLAW(s)**

None

**10. CORRESPONDENCE AND INFORMATION**

General Correspondence – Attachments & Emailed items

**11. COUNCIL REPORTS**

In person

**12. QUESTIONS FROM GALLERY**

**13. IN CAMERA**

**14. ADJOURNMENT**

# Town of Penhold



## REQUEST FOR DECISION

September 11, 2017

**TITLE:** Adoption of August 28, 2017 Regular Council Meeting Minutes.

**RECOMMENDATIONS:**

That Council adopts the August 28, 2017 Regular Council Meeting Minutes as presented.

**LEGISLATIVE AUTHORITY:**

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 (c) the minutes of each council meeting are given to council for adoption at a subsequent council meeting.'

**BACKGROUND:**

The minutes presented are the unapproved record of the August 28, 2017 Regular Council Meeting and are presented for adoption, or adoption as amended, by the Council.

**STRATEGIC PLAN (CATEGORY):**

#1 Effective Communication  
#7 Provide Strong Leadership

**ALTERNATIVES:**

That Council adopts the August 28, 2017 Regular Meeting Minutes, as presented.

**INTERGOVERNMENTAL INVOLVEMENT / IMPLICATIONS:**

Copies of the approved minutes are signed and stored and posted on the Town of Penhold website for public interest.

**Presented at the:** September 11<sup>th</sup>, 2017 Regular Council Meeting for the Town of Penhold

**Prepared by:** Bonnie Stearns, Legislative Assistant

CAO



# Town of Penhold

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## REGULAR MEETING MINUTES

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August 28, 2017  
Town Council Chambers

**Mayor:**

Mayor Dennis Cooper

**Councillors:**

Julia King  
Cory Kingsfield  
Sharolyn Sánchez

Kathy Sitter  
Mike Walsh  
Michael Yargeau

**Guests**

Brea Elford, Innisfail  
Province  
Melanie Radway, resident  
Ian Watson, resident  
Tammy Andrews-Nixon -  
resident

Cameron Galisky, resident  
Robin Edwards, resident  
Len Istace, resident  
Ken Denson, resident  
Tyrone Muller, resident

**Staff**

Trish Willis, Corporate Services  
Manager  
Bonnie Stearns, Legislative Admin

**Absent:**

Rick Binnendyk, CAO

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

**1. ADDITIONS to the AGENDA**

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**1.1. Additions, Deletions or Changes to the Agenda.**

**2017-326**

Councillor King moved to accept agenda as presented.

**CARRIED**

**2. MINUTES**

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**2.1. Adoption of July 24, 2017 Minutes as presented.**

**2017-327**

Councillor Sanchez moved to accept minutes as presented.

**CARRIED**

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

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None

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#### **4. DELEGATIONS /PRESENTATIONS**

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None

#### **5. REPORTS**

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##### **5.1. Financial**

###### **a. Monthly Bank Reconciliation for month ending July 31, 2017**

###### **2017-328**

Councillor Walsh moved to accept the Monthly Bank Reconciliation for month ending July 31, 2017.

**CARRIED**

###### **b. Monthly Bank Reconciliation for month ending June 30, 2017**

###### **2017-329**

Councillor Yargeau moved to accept the Monthly Bank Reconciliation for month ending June 30, 2017.

**CARRIED**

###### **c. Investment Statement for the months of June and July 2017**

###### **2017-330**

Councillor Kingsfield moved to accept the Investment Statement for the months of June and July 2017.

**CARRIED**

###### **d. Monthly Accounts for Payment and Online Payments for July 17 to August 23, 2017.**

###### **2017-331**

Councillor Sitter moved to accept the Monthly Accounts for Payment and Online Payments for July 17 to August 23, 2017 as presented.

**CARRIED**

##### **5.2. Mayor Cooper - Report Summary**

- Bowden Daze
- Aug. 15 Discovery Night
- Aug. 16 met with new Executive Director from Red Deer & District Chamber of Commerce
- Aug. 31 invitation to the Catapult Launching Entrepreneurs Grand Opening
- Getting ready for Penhold Fall Festival - \$25 for the two days
- A lot of road construction occurring; put out a message to slow down and pay attention (get it on the sign for residents and people passing through)

**2017-332**

**Councillor Kingsfield moved** to approve Mayor Cooper's verbal report as information.  
**CARRIED**

**5.3 CAO Mr. Binnendyk**

- Distributed in Council Package

**2017-333**

**Councillor Yargeau moved** to accept the CAO's report as information.  
**CARRIED**

**2017-334**

**Councillor Yargeau moved** that Council re-examine the previous motion regarding the Sani-dump tokens and bring it back at the Sept. 11 meeting.

**CARRIED**

**5.4 Planning & Development Officer's Report, Kristina Schmidt**

- Distributed in Council Package

**2017-335**

**Councillor Kingsfield moved** to accept the Planning & Development Officer's monthly report as information.

**CARRIED**

**5.5 Community Services Report – Jennifer Blaylock**

- Distributed in Council Package

**2017-336**

**Councillor Walsh moved** to accept the Community Services monthly report as information.  
**CARRIED**

**5.6 Community Peace Officers – Trish Willis**

- Distributed in Council Package

**2017-337**

**Councillor Sitter moved** to accept the Peace Officers' monthly report as information.  
**CARRIED**

**5.7 Multiplex Manager's Report – Michael Szewczuk**

**2017-338**

**Councillor Kingsfield moved** to accept the Multiplex Manager's monthly report as information.  
**CARRIED**

**5.8 Fire Department Report – Chief Jim Pendergast**

**2017-339**

**Councillor Sanchez moved** to accept the Fire Department’s monthly report as information.  
**CARRIED**

**5.9 Public Work Manager’s Report – Nancy McAteer**

**2017-340**

**Councillor Sitter moved** to accept the Public Work Manager’s monthly report as information.  
**CARRIED**

**6. NEW BUSINESS**

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**6.1 AUMA Resolution – Tax Exemption**

**2017-341**

**Councillor Sitter moved** that Council approves the Tax Exemption Resolution as provided and directs Administration to forward the resolution to AUMA for consideration.  
**CARRIED**

**6.2 AUMA Rebate – Community Orchard**

**2017-342**

**Councillor Yargeau moved** to approve the \$2,137 AUMA rebate be used to purchase fruit bushes/trees for a Community Orchard.  
**CARRIED**

**6.3 Discovery Night BBQ with Council – Strategic Priorities questionnaire summary**

**2017-343**

**Councillor Kingsfield moved** that Council accepts the information as presented; AND FURTHER That this information be moved to strategic planning sessions.  
**CARRIED**

**7. OUTSTANDING BUSINESS**

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**7.1 Innisfail Chamber of Commerce Associate Membership**

**2017-344**

**Councillor Sanchez moved** that Council accepts the Innisfail Chamber of Commerce Associate Membership information as presented.

**IN FAVOUR:** Mayor Cooper, Councillors King, Kingsfield, Sanchez, Walsh and Kingsfield

**OPPOSED:** Councillor Sitter

**CARRIED**

**8. REPORTS from COUNCIL BOARDS and COMMITTEES (Formal Reports)**

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**None**

## 9. BYLAW(s)

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None

## 10. CORRESPONDENCE and INFORMATION

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### 10.1 General Correspondence

#### 2017-345

Councillor Kingsfield moved to accept all correspondence as information.

CARRIED

## 11. COUNCIL REPORTS

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### Councillor King

- Summer has been great; thank you very much for those who do attend meetings during the summer months
- Stantec BBQ
- Discovery Night; good turnout as usual; people are surprised that the event is free; good to rotate who does the cooking
- LED street lights; it's going to save on some expense but with the sodium we did have it was brighter for our yard; when talking about crime it will be more evident, even around your own home, that you need motion sensor lights; don't find that the LED gives the flood; they're designed to not do that

### Councillor Kingsfield

- Aug. 15 Discovery Night; got to speak with tons of residents

### Councillor Sanchez

- Skate Park had two meetings in August; Mike attended one and I attended another
- Aug 26 TRAILS connection celebration at Bower Ponds; changing the pavilion; now known as the Great Trail no longer the Trans Canada Trail; Kim Schreiner was one of the MLAs in attendance
- Kim Schreiner came out to meet with the all-inclusive park people and is in full support of the concept; concerned that there is a lot of water in the area so that needs to be considered
- Optimist Golf Tournament; make a decision as to whether they are going to continue holding the golf tournament

### Councillor Sitter

- Aug. 15 Discovery Night was really good; nice turnout
- Aug. 17 Community Services Advisory Board; everyone is ramping up for the fall; it's going to be very busy
- LED street lights going up; I personally like them however some people are saying they can't see way down the street; good to see that it's happening

### Councillor Walsh

- July 27 Elected Officials PD Committee; forwarded a document to everyone to show what we worked on that day



- Aug. 8 Skate Park meeting
- Aug. 10 Optimist Club meeting
- Aug. 15 Discovery Night
- Invited to many coffee dates with seniors
- City of Red Deer committed to CAEP through 2019 – good to see

**Councillor Yargeau**

- Parkland Foundation met regarding flight restrictions with new building; no restrictions and any plan we had was good; clearance to go ahead; open house in Sept will show what the building will look like.
- Thank you to Councillors Sitter, King, and Kingsfield for doing the cooking; first time I haven't cooked and really enjoyed meeting with people
- Drop in Centre and Manor – there is an issue that the sump pump pumps out water and the water sits in the manor yard; water sits on the grass and out onto sidewalk; apparently Town put it in originally? Can sump pump be re-routed?

**2017-346**

**Councillor Walsh moved** to accept all council reports for information.

**CARRIED**

**12. QUESTIONS from the GALLERY**

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Many residents came out and asked fantastic questions.

**13. IN CAMERA**

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None

**14. ADJOURNMENT**

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**2017-347**

**Councillor Kingsfield moved** to adjourn Council Meeting at 7:19pm.

**CARRIED**

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MAYOR

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CAO

# Town of Penhold



## REQUEST FOR DECISION

September 11<sup>th</sup>, 2017

**TITLE:** CAO's Council Report

**RECOMMENDATIONS:**

That Council accepts the CAO's report as information.

**LEGISLATIVE AUTHORITY:**

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

**BACKGROUND:**

The report is presented to keep Town Council informed and up to date on significant programs and tasks being worked on by the CAO since the last Council Meeting.

**COUNCIL REQUESTED ITEMS:**

- Axia investigation
- I believe this addresses the last outstanding item.

**PLANNING/PROJECTS:**

- Melcor (Oxford Landing):
  - I am pleased to finally advise council that we have permission to proceed with the crosswalk development across highway #42. The costs will be at the town's expense. We are working on the ordering the unit and hopefully have in place this fall. Alberta Transportation has committed to move the speed reduction back to the bridge for 60 KM.
  - The path has now been completed to tie the subdivision into our trail system. Landscaping is in progress.
- Laebon: (Palisades)
  - 2017 town work has been completed. We still await for landscaping repairs from the developer.
- Water Reservoir:
  - Construction work is progressing well. 80% of the concrete work is now down. Pumps ordered and hopefully installed by the end of October. We are on track for next summer operation.

- Trish has been working with our funding agency to retrieve funding from spent project funds. This project has proven more strenuous than past with copies of invoices, cheques and proof of clearing our account prior to payment. We must say the turnaround time has been reasonable once we forward everything in.
- We are still working with Alberta Environment for the water licensing.
- Infrastructure Report is in progress.
- RV Park:
  - The contractor is moving to final stageous with gravel coming in the next two weeks for the roads and camping stalls.
  - We are hopeful to move into landscaping immediately upon their completion.
  - Outbuildings: will be a focus for next spring.

#### **ADMINISTRATIVE ITEMS:**

- Penhold Estates: This area continues to remain a high priority and focus to address long term site items. The park will be changing management companies at the end of September. A meeting has been requested to update the new owners and management company.
- We have made inquiries with fortis in regards to the power lines and the recent power outage within the park.
- Alberta Transportation from Edmonton has identified that they wish to look at possible commuting committees as a test pilot. Interested communities are to forward an expression of interest. We received a response for a meeting next week to look further into this possible pilot project.
- Election preparation is in full motion. Candidate info evening was hosted this past Wed evening. Response was very positive with good attendance.
- MGB Annexation appeal hearings was Sept. 7<sup>th</sup> of which our consultant did a great job in presenting the details with great clarity for the panel.
- We responded to the safety Codes inspection report with comments addressing their requests. This will be ongoing for several months in putting the changes into place.

#### **UPCOMING:**

- Continue with construction projects
- RV Park construction project
- Election preparations
- After election preparations are underway

#### **STRATEGIC PLAN (CATEGORY):**

- Touches on most pillars adopted by Council.

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**COMMUNICATION METHOD:**

- Meant for Council updates on business and service provided in Town
- Posted to the Web site
- Discussed with staff for direction and clarity

**STAFF CAPACITY:**

This report has taken 2+ hours to compile the data and prepare the report.

**ALTERNATIVES:**

1. That Council accepts the CAO's Report for September 11<sup>th</sup>, 2017 for information and requests additional information.
2. That Council defers receiving the CAO's Report for September 11<sup>th</sup>, 2017 for information and requests additional information.

**Presented at the September 11<sup>th</sup>, Regular Council Meeting for the Town of Penhold  
Respectfully Submitted By: Rick Binnendyk, CAO**



CAO

# Town of Penhold



## REQUEST FOR DECISION

September 11<sup>th</sup>, 2017

**TITLE: Multiplex Managers Report**

**RECOMMENDATION: That Council accepts Facility Managers report as information**

**LEGISLATIVE AUTHORITY:**

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.

**BACKGROUND:**

**Multiplex** – School has started again and the kids are back in the facility as well as the surrounding area.

We have been having issues with our electronic sign. The video card in the controlling pc has been acting up, so we decided to replace it and a new one is on order.

The RCMP K-9 trainers are continuing to use the multiplex as a training area. They show up roughly once a month and run the dogs through a few areas of the facility to get them used to stairs, echoes, tight spaces and things of that nature. It’s always great to see them come by.

For the month of August in 2017, the compressors for the ice plant ran 42 hours less (6.2%) than they did in August of 2016.

For the month of August we had roughly 12,835 people use the facility.

**Fitness Centre** – During August 2017 we had 18 new members sign up. There were 136 Fob (24 Hour) users.

Comparing August of 2016 to 2017; August 2016 had a total \$7,088.50 in membership sales, a total of \$3069.00 in product sales, and a total income of \$10,077.50 (including Supplements/Tanning/Fobs). Sale numbers are excluding taxes. August 2017, membership sales were \$6,546.30 and product sales of \$2551.53. Total sales were \$9,098.13. Fitness Classes scheduled for August were limited to Yoga due to Instructor illness. No Personal Training was done during this period. A total of 25 classes were scheduled for the month. Of those 12 ran. The 13 Classes that did not run were due to Fitness Instructor illness. The Red Deer College Kings started back August 26, 2017 and have been utilizing the Fitness Centre.

There is a New Staff Member added to the Fitness Centre to replace a Staff Member that is off. Treadmill decks and belts (four) were replaced and a knee lift chair was ordered for Member use.

August has been great month. Member usage is increasing with our regular Members returning from enjoying the outside.

**Events** - August was a very busy month. Lots of engagement happened on social media, and we had a movie night take place. The August 18th movie the Guardians of the Galaxy was not able to go outside as planned due to a wind warning, but we had the gym booked as a backup and so the movie aired in there. About 70-80 people came for the movie, and though we had a few technical difficulties we were able to start it only ten minutes behind schedule. The feedback we received was good, but due to a lower turnout and the unpredictability of Alberta weather, it is unlikely we will try another movie in the park next summer.

August was also a busy month for Fall Festival preparations. It is just around the corner, and while I have been working on it since October, some of the crunch time came this month. Most everything is finalized and it is looking to be one of the best Fall Festival's yet.

I was able to attend the Community Discovery night to sell Fall Festival passes and promote Fall Festival. It was a good evening to connect with the community, and something I will continue to do in the future years.

**Programming** – Summer Fun has wrapped up and was another great year for camps. We saw good attendance all summer, minus the 2-5 year old week where we were not as successful this year with that program.

The recreation survey to date we have 73 completed surveys. Some of the recommendations were taken into consideration when planning the fall programs. One of those being later program times as well as offering drop in gym times in the evenings. The overall impression on the surveys has been positive and a lot of great information is being drawn from it.

Program registration is open and will be starting the second last week of the month. Program registration is starting to fill and it looks to be another good year.

Penhold will be hosting another pickle ball tournament Oct 6-8. We are having great success with our tournaments and Penhold is impressing people from all over the province.

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

Presented at the September 11<sup>th</sup>, 2017 Regular Council Meeting for the Town of Penhold  
Prepared By: Michael Szewczuk, Facility Manager



*MS*

CAO

# Town of Penhold



## REQUEST FOR DECISION

Date 08/02/2017

**TITLE:** Fire Department Monthly Report.

**RECOMMENDATIONS:** That Council receives the Fire Department August 2017 Monthly Report for information.

**LEGISLATIVE AUTHORITY:**

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.

**BACKGROUND:**

The attached report is presented to keep the Council informed and up to date on significant components of the project and tasks being worked on by our Fire Department.

Monthly report for August 2017:

**Operations;**

- There were 10 calls this month. 4 were for Medical, 1 was a vehicle accident, 1 was a natural gas leak, 3 were fire alarms, and 1 was a police incident. There are 35 members on the active list, 1 Fire Chief, 1 Assistant Fire Chief EMS, 2 Captains, 2 Lieutenants, 2 Senior Fire Fighters, 22 Fire Fighters, 5 Probationary Fire Fighters, 5 on our prospects list and 0 Cadets.
- We have offered assistance to Alberta Emergency Management Agency and the Alberta Office of the Fire Commissioner for any help required in BC or Alberta.

**Training;**

- |             |            |
|-------------|------------|
| • August 2  | 20 members |
| • August 9  | 23 members |
| • August 16 | 20 members |
| • August 23 | 24 members |
| • August 30 | 21 members |

We completed 1001 level 2 training. We are starting 472 hazardous materials operations training in September and have fire fighters from Innisfail and Castor joining us.

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**Fire Prevention;**

We attended the info fair. We did 2 business inspections, 1 plans review. We assisted the Optimist club with their charity check stop.

**Maintenance;**

Rescue 1 has a compartment door locked and unable to open, (parts are on order). We replaced the steering tires on the Quint, and the oil gauge.

**Notes:** There were 13 shifts worked in July.

**Focus for September 2017;**

- Assist at the Fall Festival.
- Participate in the fire fighter Memorial Day September 10 ceremony in Red Deer.

**ALTERNATIVES:**

1. That Council receives the Fire Department Report for information and requests additional information.
2. That Council tables the Fire Department Report and requests additional information.

Presented at the 2017 Regular Council Meeting September 11<sup>th</sup>, 2017, for the Town of Penhold

Prepared By: Jim Pendergast, Fire Chief

  
\_\_\_\_\_  
CAO

# Town of Penhold



## REQUEST FOR DECISION

September 11, 2017

### TITLE:

**Public Works Monthly Report**

### RECOMMENDATIONS:

**That Council accepts Public Works, Nancy McAteer's report as information**

### LEGISLATIVE AUTHORITY:

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.

### FOLLOW UP FROM PREVIOUS COUNCIL MEETINGS:

The batteries for the remote water meter readers have a life expectancy of seven to ten years. The units that were installed at the beginning of the project are near the end of the battery life expectancy. The remote units with dead batteries are changed out as soon as access to the unit has been arranged by the resident. Residents are reminded on a regular basis to compare the meter read on their bill to the physical meter which is the uncontested amount of water that has gone through the meter since it was installed.

### BACKGROUND:

**SRDRWC** – There was no SRDRWC Operations meeting scheduled in August. The H2S levels in the City of Red Deer continue to be monitored on a weekly basis.

**WATER** – One water meter was installed in a new home. Water meters were read the week of August 14/17. Construction of the Oxford Landing reservoir is going well; construction meetings are held monthly. The annual main valve exercising is continuing. The curb stop location project is also being worked on. The divers have been out to clean and inspect the existing reservoir. It has been a struggle to maintain the levels in the reservoir with the hot, dry summer.

**SEWER** – The contracted sewer flushing has been done as well as the manhole refurbishing for inflow/infiltration. The manhole in the Esther Close alley has been lowered to improve the drainage in the area.

**TRANSPORTATION** – Street sweeping is being done on an as needed basis. Work is expected to begin on this year's road work in the coming weeks. Pothole repair and crack filling work is continuing. Curb and crosswalk painting has been completed. The sidewalk bricks from Lee St.

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have been removed and have been advertised for sale. The contractor is in Town working on the sidewalk replacement. Dust control product has been applied to the north end of Fleming Avenue.

**STORM** – The catch basins are cleaned before and after storm events when possible.

**PARKS & RECREATION** – Tree and shrub pruning is ongoing. Grass cutting and weed trimming has slowed down with the current weather conditions. The Splash Park has closed for the season. The construction of the RV Park is going well. The mower that was in for repair under warranty has been picked up.

**MEMORIAL HALL** – The hall is booked for three weekends in September.

**GARBAGE** – Nothing to report.

**STAFF** – All, except for one of the summer staff have finished for the season.

**Respectfully Submitted**

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.

**ALTERNATIVES:**

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

**Presented** at the September 11<sup>th</sup>, 2017 Regular Council Meeting for the Town of Penhold  
**Prepared By:** Nancy McAteer, Public Works Manager



CAO

# Town of Penhold



## REQUEST FOR DECISION

September 11, 2017

**TITLE:** Axia Services in Penhold

### **RECOMMENDATIONS:**

That the Town moves forward with surveying the community for possible participation with Axia in fibre connectivity rates.

### **LEGISLATIVE AUTHORITY:**

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”.

### **BACKGROUND:**

Mr. Reid, a representative from Axia did a presentation for Council at their May 1, 2017 Council Workshop. In the presentation Mr. Reid suggested that Axia can provide a cost effective high fibre optic service level for Penhold citizens.

**At the May 8<sup>th</sup> Council meeting** the following motion was made:

That Council investigates the expansion of placing fibre optic within the Town of Penhold AND FURTHER; that Axia be permitted to consult with the residents of the town to gage potential interest for fibre internet expansion within the current corporate boundaries and future annexation areas.

I have added information in response to our investigation from several communities we connected with. Sylvan Lake; Raymond; Vulcan; Hanna

In consultation with several communities that received Axia services the following may be stated:

1. Make sure the community is clear as to what areas are within the coverage proposal. Some areas within the towns were not done; reasoning was the few clients and high costs to reach; there was rail separating the community.
2. The subcontractor doing the fibre install - there was some road settling where trenching occurred that required minor maintenance after installations.
3. Several communities identified that with the partnership there was staff involvement for compiling information.
4. Question: Was the end result what was hoped for? The fibre optic met and exceeded our community expectations. The speed/clarity of picture was amazing compared to the current service level. Uploading pictures took a fraction of the time previously. Costs for most TV programming were catered by another company with same channels at 40% of the previous package cost.

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Every community we connected with identified a positive experience with great end results.

Upon further investigation with current competition in the fibre market the results suggests that this is a competitive market and dependant on the preferred plan the costing and access services are comparable.

The suggested partnership identified at the recent Workshop is that the municipality will be required to find a 30% minimum community home base interest in Penhold. In comparing Axia pricing and service levels to current service providers there appears to be little advantage on the speed and pricing. With further investigation it was found that the speed was not identified in the same place being within the home. It appears that telus is from the main line by the time it reaches the home there can be significant change in the speed base on the method used.

We have a except from Mr. Reids recent email on further Axia changes:

“We have some very exciting news for our Axia customers and I wanted to pass it on to you. We’re upgrading our 50Mbps & 100Mbps customers to 500Mbps & 1Gbps effective today. There’s no change in price, and it’s not for a limited time. It’s just offering 10x more speed to our customers for no extra cost. And we’re also upgrading all their routers for free!

This upgrade makes Axia the only company in Canada offering a 1Gbps residential service for just \$99/month.

I know you were concerned that other companies like Telus and Shaw offer plans competitive with ours (see the attached email you sent me in June). I’m happy to say that in addition to the advantages of having a dedicated line with no sharing, unlimited data use, and equivalent upload/download speeds, our speed offerings are now nearly 10x what they offer.”

**STRATEGIC PLAN (CATEGORY):**

- #1 Effective Communication
- # 3 Growth & Development
- # 6 Develop Collaborative plans and agreements

**COMMUNICATION METHOD:**

**STAFF CAPACITY:**

N/A

**ALTERNATIVES:**

1. That Council receives the membership for information.
2. That Council defers back to Administration and requests additional information.

**Presented** at the September 11<sup>th</sup>, 2017 Regular Council Meeting for the Town of Penhold

**Prepared By:** Rick Binnendyk, CAO

  
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CAO



# Town of Penhold

## REQUEST FOR DECISION

Friday, September 8, 2017

**TITLE: TAX SALE**

**RECOMMENDATIONS: In accordance to the Municipal Government Act Division 8 & 9 the following recommendations are being requested.**

- 1. Set Tuesday November 21, 2017 at 10:00 AM to be the tax sale date. (Section 418 MGA)**
- 2. The tax sale will be at the Town of Penhold Council Chambers located at #1 Waskasoo Avenue within the Penhold Regional Multiplex. (Section 421)**
- 3. The reserve bids in accordance to the MGA be established at the Assessment values less 15% for sale purposes given by Bow Valley Property Valuers. (Section 419 MGA)**
- 4. CAO be appointed to conduct the tax sale proceedings**
- 5. Payment at the Tax Sale will be 10% down at the date of the sale and the remaining funds paid within 30 days from the auction date by legal tender acceptable by the town. (Section 419b MGA)**

**Legislative Authority:**

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 – Division 8 - 9 Recovery of Taxes.

**BACKGROUND:**

There is 2 Houses and 3 Manufactured Homes destined for tax sale this year. Under the MGA Section 418 Offer of Parcel for Sale, states unless an agreement for payment of tax arrears is reached between the municipality and the landowner, the municipality **must** offer for sale at a public auction any land shown on its tax arrears list. Properties that are offered for sale are those properties that received notification from the Registrar by August 1 of the previous year.

Under the MGA Section 419 Reserve Bid and Conditions of sale it states the council **must** establish a reserve selling price before it can auction a property. The reserve bid is set a level that is as close as reasonably possible to the market value of the parcel.

The Act states that the municipality may acquire the services of an independent, professional appraiser to provide it with a written report that established market value for setting the reserve price. In discussion with Mr. Frank Watson (Bow Valley Property Evaluators) our assessor and he stated that he is confident that the assessment values he has established for these properties are fair market value. The act further states that in addition to the reserve bid the council **must** also establish any terms and conditions that apply to the sale. For example, the council may require full payment for the parcel by cash, certified cheque etc or the council may allow partial payment on the day of the auction with full payment to be made within 30 or 60 days following the auction.

Under the MGA Section 421 states the municipality **must** advertise the public auction. The advertisement must specify the date, time and location of the auction and a description of each parcel of land to be offered for sale. The advertisement must also include any terms and conditions of the sale (e.g., cash only, percentage down or payment by a specified date). The advertisement must also state that the municipality may, after the public auction, become the owner of any parcel of land not sold at

*Honouring the Past ~ Challenging the Future*

the auction. Further details can be perused in your copy of the MGA under sections 418 to 452 which cover procedures for both residential homes and designated manufactured homes. Listed below is the listing for all properties eligible for tax sale which contain legal, civic address tax arrears owing and assessment values assigned by the assessor Mr. Frank Watson.

**Tax Sale Property Listing containing Legal, Address, Arrears & Assessment Value**

Lot	Blk	Plan	Address	Status	Arrears	Reserve Bid
6	1	9322660	1426 Lucina	Residential	\$15,324.04	\$ 220,158.50
13	9	1124624	98 Hawkridge Blvd	Residential	\$ 2,254.82	\$ 207,289.50
32	A	7820474	32 Penhold Estates	Residential	\$ 1,213.62	\$ 30,634.00
42	A	7820474	42 Penhold Estates	Residential	\$ 802.88	\$ 15,495.55
97	A	7820474	97 Penhold Estates	Residential	\$ 819.56	\$ 17,901.00
109	A	7820474	109 Penhold Estates	Residential	\$ 316.40	\$ 21,170.00

**ALTERNATIVES:**

As a municipality we are governed by the MGA on how we must proceed with tax sales and requirements to abide by the Provincial Regulations.

Presented at the Monday, September 11, 2017 Regular Council Meeting for the Town of Penhold  
 Prepared by: Financial Coordinator Jennifer Die-Pye



CAO

# Town of Penhold



## REQUEST FOR DECISION

September 11, 2017

**TITLE:** Council Correspondence

**RECOMMENDATIONS:**

That Council receives the correspondence for information as presented.

**LEGISLATIVE AUTHORITY:**

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”.

**BACKGROUND:**

The attached list is to keep Council informed and up-to-date on correspondence being received at the Town Office and to ensure that all email correspondence is being received by all Council members.

**ATTACHED:**

- Social Media Complaints July & August 2017
- Email from Mark Mahl, ED, Western Region. Prostate Cancer Canada re: Proclamation
- Big Brothers and Big Sisters of Red Deer and district

**EMAIL:**

- AUMA/AMSC Digest for Council & CAOs – August 31st

**STRATEGIC PLAN (CATEGORY):**

#1 Effective Communication  
#7 Provide Strong Leadership

**ALTERNATIVES:**

1. That Council receives the correspondence for information as presented.
2. That Council defers back to Administration and requests additional information.

**Presented at the:** September 11, 2017 Regular Council Meeting for the Town of Penhold

**Prepared by:**

CAO



Dear Mayor Dennis Cooper,

I am following up on my previous email hoping that you will still consider helping us achieve this noble goal by joining other communities across Canada in a show of solidarity against this terrible disease by officially recognizing September 2017 as Prostate Cancer Awareness Month in the municipality of Penhold.

I have included below a background on Prostate Cancer Canada and some facts about prostate cancer for your reference. For further information please go to our website at [www.prostatecancer.ca](http://www.prostatecancer.ca). The Proclamation can be emailed or mailed to myself at 1900-1055 West Hastings Street, Vancouver, BC V6E2E9.

In addition, to start the conversation in communities all over Canada, we are also asking if there is something in your municipality that we can **illuminate in Blue** to show the 1 in 7 men who will be diagnosed with the #1 Cancer Killer in Men that we are thinking of them and that we care! We have bridges, towers, City Halls, statues, landmarks, Parliament, airports and many more showing their solidarity in the Fight Against Prostate Cancer!

Of course, please let me know if you have any questions.

Yours truly,

Mark Mahl

Executive Director, Western Region, Prostate Cancer Canada

### **Prostate Cancer Canada Background**

Prostate Cancer Canada is the leading national foundation dedicated to the elimination of the most common cancer in men through research, advocacy, education, support and awareness. For 22 years, we have invested the generous donations of Canadians towards funding research that will uncover better diagnostic and treatment options, and towards providing comprehensive education and support services for those living with and affected by prostate cancer.

Prostate Cancer facts:

- 1 in 7 Canadian men will be diagnosed with prostate cancer in their lifetime.
- An estimated 21,300 Canadian men will be diagnosed with prostate cancer in 2017
- An estimated 4,100 Canadian men will die of prostate cancer in 2017.
- Early detection saves lives. When detected early, the survival rate for prostate cancer is over 90%. This is why awareness is so important.
- Prostate Cancer Canada (PCC) encourages men to initiate a shared decision-making process with their doctors around age 40 to discuss their personal risk as well as the harms and benefits of the prostate-specific antigen (PSA) test. That way, men will be better equipped to decide upon an early detection strategy that is right for them.
- Over the last 20 years, the mortality rate from prostate cancer has been reduced by approximately 40% due to advancements in early diagnosis and treatment.

**PROSTATE CANCER AWARENESS MONTH**  
**September 2017**

**WHEREAS**, prostate cancer is the most common cancer to affect Canadian men; and  
**WHEREAS**, 1 in 7 Canadian men will be diagnosed with the disease in his lifetime; and  
**WHEREAS**, an estimated 23,100 Canadian men will be diagnosed with prostate cancer this year; and  
**WHEREAS**, the survival rate for prostate cancer can be over 90% when detected early; and  
**WHEREAS**, those with a family history of the disease, or those of African or Caribbean descent, are at a greater risk of developing prostate cancer; and  
**WHEREAS**, Prostate Cancer Canada recommends that men get a PSA test in their 40s to establish their baseline;  
**THEREFORE**, I, Mayor Dennis Cooper, of Penhold, do hereby proclaim **September 2017 as Prostate Cancer Awareness Month** in Penhold.

**Mark Mahl**  
Executive Director, Western Region  
Directeur exécutif régional, Ouest du Canada  
T | C 604-219-1422 | E [mark.mahl@prostatecancer.ca](mailto:mark.mahl@prostatecancer.ca)  
[www.prostatecancer.ca](http://www.prostatecancer.ca)

**Looking for information about prostate cancer?** Just found out you have prostate cancer? Help is here. Call 1 -855-PCC-INFO (1-855-722-4636) or email [support@prostatecancer.ca](mailto:support@prostatecancer.ca)

**Cherchez-vous de l'information sur le cancer de la prostate?** Venez-vous de recevoir un diagnostic de cancer de la prostate? Nous sommes là pour vous aider. Composez le 1-855-PCC-INFO (1-855-722-4636) ou écrivez-nous par courriel à [soutien@prostatecancer.ca](mailto:soutien@prostatecancer.ca)

**Social Media Complaints July/August 2017**

Date	Complaint Made	How it was handled
Aug-14	<p>Hey there, just wanted to send a quick msg! Last week we were at the splash park in town here and the wasps were horrendous. We couldn't bring out a single item of food for the kids to eat and the kids were getting stung. Today we were at the olds splash park and only a few wasps in sight and we could eat our food just fine. Just wondering if there's anything you can do to try and control the situation? We literally couldn't stay as it was so bad. My friend said July 1 at the festivities they were bad as well. And I do remember in previous years our splash park here has been much worse than others. Thanks so much!!</p>	<p>Informed Public works of a possible wasp problem</p>
Aug-18	<p>Five separate people complained via facebook direct message that their garbage had not been picked up, plus one person tweeted at the town the same issue.</p>	<p>These complaints came in on a Friday evening after the office was closed and there was a wind warning in effect. I asked each person to bring their garbage back inside, and to put it out on Monday morning as I had sent an email to public works regarding the issues. Public works was able to get ahold of the garbage company and have them pick up the streets they missed on Monday</p>
Aug-18	<p>I'm so frustrated! My daughter has been taking pottery in RedDeer for years and the last 3 sessions I've tried to book her in have been full. She's now eligible for adult classes as she's 17 but all the evening ones are full and the daytime ones are when she has school. The cost of these classes is ridiculous especially as we are nonresidents but it's the only thing she's shown a passion for. I thought maybe she can join the pottery club but they won't let her until she's over 18. Is there anyway that the town's rec department would look at offering some fine arts programs for older kids? I think it would go over really well here and would be a lot more convenient to have it right here.</p>	<p>"Hi Patti, that is an understandable frustration! There is currently a recreation survey pinned to the top of our Facebook page where we would love to have your input on this subject. Further you could speak to Joanne at 403-886-4567. We have had some troubles running programs for older children in the past, but if there was enough interest she could open something up. I also know that during youth week in May there is usually a fine arts option offered, like a paint nite."</p>

## Samantha Anderson

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**From:** Richard Binnendyk  
**Sent:** Friday, September 08, 2017 1:10 PM  
**To:** Samantha Anderson  
**Subject:** FW: Big Brothers Big Sisters Month

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**From:** Kathy Sitter [<mailto:ksitter@skywings.com>]  
**Sent:** September 1, 2017 2:24 PM  
**To:** Town Council; Bonnie Stearns; Richard Binnendyk; Jennifer Blaylock  
**Subject:** FW: Big Brothers Big Sisters Month

Can this please be brought to the next meeting?

Kathy Sitter  
Councillor Town of Penhold

HOPE IS NOT A STRATEGY

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**From:** Janessa McCormack [<mailto:janessam@youthhq.ca>]  
**Sent:** Friday, September 01, 2017 1:40 PM  
**To:** [ksitter@townofpenhold.ca](mailto:ksitter@townofpenhold.ca)  
**Subject:** Big Brothers Big Sisters Month



Dear Councillor Sitter,

For many years, Youth HQ (formerly the Red Deer Youth and Volunteer Centre) has worked with communities within the County of Red Deer on issues related to supporting children and youth. Through our partner agency Boys and Girls Clubs, we serve youth in Delburne, Elnora, Bowden, Innisfail, Penhold, Spruce View, Springbrook, and Benalto. We are pleased to announce that as of this week Big Brothers Big Sisters mentoring programs previously served by the Prairies to Peaks Big Brothers Big Sisters agency, which includes Penhold, will now be served by Big Brothers Big Sisters of Red Deer and District! This is a great kick-off to help celebrate **Big Brothers Big Sisters Month** during September, and we appreciate your support of mentoring and your commitment to youth in all our communities.

We would like your help to spread the word about the impact of our mentoring programs and recognize September as Big Brothers Big Sisters Month. Your public support of Big Brothers Big Sisters Month in your official capacity and acknowledging the importance of mentoring youth will help your constituents to recognize the impact mentoring has on the lives of young people. It will also showcase mentoring as part of the solution to issues facing our communities and the entire country, and encourage them to take action and get involved.

Our call out for volunteers and donations is encompassed in our campaign, **Imagine Who They Will Become Because of You**. We will be sharing items through our social media platforms, and we invite you to share these through your own networks. We welcome any content you might like to add or create. Our sincere hope is that other elected officials in our communities will model your commitment and recognize the impact of our mentoring programs on youth in our city.

Should you or your staff have any questions about Big Brothers Big Sisters Month, the initiative's events, and/or this request, please do not hesitate to contact me, Janessa McCormack at Big Brothers Big Sisters of Red Deer and District.

Sincerely,



**Janessa McCormack**

VOLUNTEER RESOURCES

P: 403 342 6500 Ex: 115

C: 403 598 1465

F: 403-342-7734

This is your place.    [YouthHQ.ca](http://YouthHQ.ca)

