



# Town of Penhold

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## REGULAR MEETING MINUTES

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September 14<sup>th</sup>, 2015  
Town Council Chambers

**Mayor:**

Mayor Cooper

**Councillors:**

Julia King

Cory Kingsfield

Sharolyn Sánchez

Kathy Sitter

Mike Walsh

Mike Yargeau

**Presentators:**

Kristina Schmidt – Planning &  
Development Officer

Gregg Broks & Mr. T Hansen –  
Melcor

**Guest**

Kristine Jean – Innisfail Province

Joanne Duncan – New Resident

**Staff**

Rick Binnendyk – CAO

Cindy Edge – Legislative Assistant

**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.**

**2015-373**

**Councillor Yargeau moved** to approve the agenda  
**CARRIED.**

### **2. MINUTES**

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#### **2.1. Adoption of August 24<sup>th</sup>, 2015 Minutes as presented.**

**2015-374**

**Councillor Kingsfield moved** to accept the Regular Council meeting minutes for August 24<sup>th</sup>,  
2015.

**CARRIED.**

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

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**None**

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

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##### **4.1 Subdivision Application PEN15302 – Lot 3 & Lot 4, Block 5, Plan 132 2898 and one (1) remainder lot (Stewart & Eileen Ford) - By Kristina Schmidt - Planning & Development Officer**

**Development Officer K. Schmidt made presentation to council touching on several key points....**

- Town's MDP designates the subject parcel as future industrial
- MDP Policy 18.2 allows Council to accept minor deviations from the plan without requiring a formal amendment. The application is minor in respect that there are not new parcels being created and there is the ability to amend the land use in the future
- At the August 10, 2015 regular council meeting, Council commented that a road access to the parcels is required as continuation of Grey Street
- At the time of the original subdivision application to create the two parcels, the Town and applicant entered into an agreement for access over the Town land along the west side of the railway and that an access easement be provided to the satisfaction of the Town encompassing the subject parcel. This land dedication agreement remains as part of the agreement between the Town and the landowners for future road access.

##### **2015-375**

**Councillor Walsh moved** that council accept for information PEN15302 subdivision report as prepared by Parkland Community Planning Services

**CARRIED.**

##### **2015-376**

**Councillor Walsh moved** That Council recommend that Parkland Community Planning Services approve subdivision application PEN15302 being an application to subdivide part of SW 36-36-28-4 to create two (2) residential parcels and to consolidate them with Lots 3 & Lot 4, Block 5, Plan 132 2898 and one (1) remainder lot.

**CARRIED.**

##### **4.2 Melcor Developments subdivision extension – Gregg Broks / Mr. T Hansen**

- Subdivision application PEN12303 was first granted conditional approval in 2012
- Council has approved 2 one-year time extensions for subdivision application PEN12303 with the last expiring September 11, 2015
- The applicant is requesting another one-year time extension for this application
- No major changes have been proposed to warrant a new subdivision application

## 2015-377

**Councillor Sitter moved** to accept Melcor Developments subdivision extension for one final year

**CARRIED.**

## 5. REPORTS

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### 5.1. Financial

a. **Monthly accounts for payment for August 20<sup>th</sup> to September 9<sup>th</sup>, 2015 as presented.**

## 2015-378

**Councillor Sánchez moved** to approve the monthly accounts for payment for period August 20<sup>th</sup> to September 9<sup>th</sup>, 2015 as presented.

**CARRIED.**

b. **Bank Reconciliation for period ending July 31<sup>th</sup>, 2015.**

## 2015-379

**Councillor Sitter moved** to approve the Bank Reconciliation for period ending July 31<sup>st</sup>, 2015 as presented.

**CARRIED.**

### 5.2.

#### **Mayor Cooper – Report Summary**

Attended Fall Festival: Regional Waste Water Commission meetings.

## 2015-380

**Councillor Sánchez moved** for administration to investigate and report back to council about the plastic pipes sticking out of the ground at Centex Station

**OPPOSED:** Councillors Walsh & Yargeau

**CARRIED.**

## 2015-381

**Councillor Walsh moved** that Mayor Cooper's verbal report be accepted as information.

**CARRIED.**

### 5.3.

#### **CAO Mr. Binnendyk**

## 2015-382

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

**CARRIED.**

### 5.4.

#### **Multiplex Manager – Michael Szewczuk**

- Distributed in Council Package

### **2015-383**

**Councillor Sánchez moved** to accept the Multiplex Report for information.  
**CARRIED.**

### **5.5.**

#### **Fire Department Chief– Jim Pendergast**

- Distributed in Council Package

### **2015-384**

**Councillor Yargeau moved** to accept the Fire Department Chief monthly report as information.  
**CARRIED.**

### **5.6.**

#### **Public Works Manager - Nancy McAteer**

- Distributed in Council Package
- Staff working on lift station three on the sewer issue

### **2015-385**

**Councillor Sitter moved** to accept the Public Works monthly report as information.  
**CARRIED.**

## **6. NEW BUSINESS**

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### **6. 1.**

#### Strategic Planning Facilitator Proposals

Councillor: Sánchez, identify she may be in conflict due to one consultant is a family member, asked to be excused from discussion and voting.

Councillor Yargeau identify he may be in conflict due to one consultant is a family member, as to be excused from discussion and voting.

Councillors: Sánchez & Yargeau left the council chambers at 6:45 pm

### **2015-386**

**Councillor Sitter moved** to hire Linda Yargeau as the town's Strategic Planning facilitator.  
**CARRIED.**

Councillors Sánchez & Yargeau  
Returned to chambers 6:59pm

**Mayor called break at 7:00pm**

**Back in session at 7:10 pm**

## 6.2

**Proposed dates for the Strategic Planning October 23, 24, 25 or November 6, 7, 8**

### **2015-387**

**Councillor Kingsfield moved** to set the following dates in priority.

1. **October 23, 24, 25**
2. **November 6, 7, 8**

**AND FURTHER;** that administration set up a preferred venue.

**CARRIED.**

## **7. OUTSTANDING BUSINESS**

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None

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

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None

## **9. BYLAW(s)**

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9.1.

Second & Third Reading of Bylaw 722/15 being a bylaw to amend Land Use Bylaw 661/11, Part I: Section 1.4 Definitions & Part III: Section 3.38 Secondary Suite Regulations

Councillor: King, identify she was not there for the public hearing, asked to be excused from discussion and voting.

Councillor Kingsfield identify he was not there for the public hearing, asked to be excused from discussion and voting

Councillors: King & Kingsfield left the council chambers at 7:20pm

### **2015-388**

**Councillor Sitter moved** to accept the amendments to the Bylaw 722/15 being a bylaw to amend Land Use Bylaw 661/11, Part I: Section 1.4 Definitions & Part III: Section 3.38 Secondary Suite Regulations

**CARRIED.**

### **2015-389**

**Councillor Walsh moved** to approve second reading of the Bylaw 722/15 being a bylaw to amend Land Use Bylaw 661/11, Part I: Section 1.4 Definitions & Part III: Section 3.38 Secondary Suite Regulations

**CARRIED**

### **2015-390**

**Councillor Walsh moved** to approve third & final reading the Bylaw 722/15 being a bylaw to amend Land Use Bylaw 661/11, Part I: Section 1.4 Definitions & Part III: Section 3.38 Secondary Suite Regulations

**CARRIED**

Councillors King & Kingsfield  
Return to council chambers at 7:25pm

## 10. CORRESPONDENCE and INFORMATION

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### 10.1.

#### General Correspondence

**Councillor Sánchez moved** to promote October as Skate park awareness month.  
**AND FURTHER;** that the skate park awareness be placed in the Penhold reporter.  
**CARRIED.**

#### 2015-391

**Councillor Kingsfield moved** to purchase Tickets for the Big Brothers and Big Sisters Gala in Innisfail in support.  
**CARRIED.**

**Councillor Sánchez moved** to accept all correspondence for information  
**CARRIED.**

## 11. COUNCIL REPORTS

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#### Councillor Yargeau

- School Pac made \$25,000 through the casino, attended Fall Festival, AUMA next week, Mayor had difficulty in accessing the rear office for signing after hours

#### 2015-392

**Councillor Yargeau moved** that the Mayor be given a key for access into the administrative offices.

**IN FAVOUR:** Mayor Cooper, Councillors King, Kingsfield, Sitter, Walsh and Yargeau.

**OPPOSED:** Councillor Sánchez,

**CARRIED.**

#### Councillor Walsh

- Attended War Memorial Meeting, attended MPC, attended Fall Festival

#### Councillor Sitter

- Attended FCSS Meeting, attended Fall Festival, feels there should be council attendance at the upcoming AAMD&C – November 17 & 18

#### Councillor Kingsfield

- Attended Fall Festival, like to see rides for older kids

#### Councillor King

- The Barrier is back up, attended Fall Festival

**Councillor Sánchez**

- Attended Fall Festival, Skate Park month in October, 25<sup>th</sup> of October is a Skate – A- Thon, PCPS

**Mayor Cooper**

**2015-393**

**Councillor Walsh moved** to accept council Reports for information.

**CARRIED.**

**12. QUESTIONS from the GALLERY**

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None

**13. IN CAMERA**

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None

**14. ADJOURNMENT**

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**2015-394**

**Councillor Sitter moved** to adjourn Council Meeting at 8:57 pm

**CARRIED.**

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**MAYOR**

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**CAO**