



Town of Ponoka Council Highlights

September 9, 2025

Regular Meeting of Council:

These Council highlights are intended to provide a brief overview of the most significant decisions made during the Council meeting. To access more information about the items listed below and to view full Council meeting agendas, minutes and meeting schedules, please visit [Ponoka.ca/p/council-minutes-and-agendas](https://ponoka.ca/p/council-minutes-and-agendas)

6.1 RCMP Quarter 1 Statistics

The Ponoka RCMP presented their quarterly Community Policing Report covering the period from April to June 2025. This report includes statistics and information about crime and traffic safety in the Town of Ponoka.

7.2 Request for Proclamation – National Depression Screening Day

Council raised the tabled motion and defeated the Request for Proclamation from Counselling Alberta and Calgary Counselling Centre for National Depression Screening Day on October 9, 2025. Council instead submitted a notice of motion directing administration to explore a Request for Proclamation to recognize Mental Illness Awareness Week from October 5 to 11.

Correction (October 1): An earlier version of this Council Highlight referred to the request from Counselling Alberta and Calgary Counselling Centre as a for-profit initiative, which was incorrect. Calgary Counselling Centre is a registered non-profit organization.

8.1 Municipal Intern - Administrator

Council approved the motion to direct Administration to apply to Municipal Affairs for an Administrator Intern for 2026 and, if successful in the application to approve 2026 budget funding in the amount of \$30,000 to cover the Town of Ponoka's portion of the Intern costs and overhead.

The provincial government provides funding up to \$60,000 to municipalities to recruit, train and develop new and recent graduates as municipal interns who may pursue careers in municipal administration, finance or land-use planning. The deadline to apply for the Alberta Government's Municipal Internship Program is in October, which is prior to 2026 Budget Deliberations on November 26, 27 and 28.

The Administrator stream offers interns a wide range of experiences in municipal policy, management and operations over an 18-month period. The goal is to gain knowledge and understanding of multiple areas of municipal administration that can be built upon as the intern's career progresses beyond the internship. For more information about the program, please visit Alberta.ca/municipal-internship-program



Town of Ponoka Council Highlights

September 9, 2025

8.2 **CP-23 Investment Policy**

Council approved the CP-23 Investment Policy as presented and rescinded Policy FIN-001-028 Investments. The Investment policy establishes a revised and modernized investment framework that aligns with current best practices, protects public interest and supports the Town's evolving financial needs.

8.3 **Bylaw 05-2025 Residential Assessment Sub-Class Bylaw**

Council approved the first reading of Bylaw 05-2025 Residential Assessment Sub-Class Bylaw.

The Residential sub-class bylaw is being updated to include a third residential assessment sub-class, consisting of residential properties which were annexed into the Town of Ponoka under Annexation Board Order MGB 019/11. Under the new bylaw, these properties will be taxed at 25 per cent of the residential rate set out annually in the Tax Rate Bylaw to help ease the transition between the tax rate under the annexation order and the full Town of Ponoka tax rates.

The Residential Assessment Sub-Class Bylaw will cease to apply to these properties when they are redesignated under the Town's Land Use Bylaw or are connected to water or sanitary services provided by the Town of Ponoka.

8.4 **Employee Health and Wellness Policy**

Council rescinded HUM-001-024 Employee Health and Wellness Policy to be replaced by Administrative Employee Recreation Pass Policy No. AP-25. This is part of the Town-wide initiative to update and reclassify policies according to the Governance Document Framework Policy.

8.5 **Clothing Allowance Policy**

Council rescinded HUM-001-028 Clothing Allowance Policy to be replaced by Administrative Policy AP-07. This is part of the Town-wide initiative to update and reclassify policies according to the Governance Document Framework Policy.

8.6 **Election and Census Officials Remuneration Policy**

Council rescinded FIN-001-012 Election and Census Officials Remuneration Policy to be replaced by Administrative Policy AP-16. Given that 2025 is an election year, the policy was reviewed and revised to:

- Minimize Council's involvement in election-related matters to preserve neutrality and avoid any perception of influence by moving the policy from a Council policy to an Administrative policy;
- Includes updated purpose, scope, definitions and remuneration rates for Election Officials to be on par with other municipalities; and
- Reference to municipal census and census workers has been removed.



Town of Ponoka Council Highlights

September 9, 2025

11.1 Minister Nixon – Minister of Assisted Living and Social Services

Minister Jason Nixon responded to a letter that Mayor Ferguson wrote thanking the Government of Alberta for the continued funding for the Ponoka Rising Sun Clubhouse. Minister Nixon recognized the important work of the Ponoka Rising Sun Clubhouse and the Town of Ponoka's ongoing support and contributions to the continuing care sector.

11.2 Battle River Watershed Alliance

The Town of Ponoka received a letter from the Battle River Watershed Alliance (BRWA) requesting a \$3,759 contribution from the Town of Ponoka, based on \$0.50 per resident, to support watershed sustainability efforts. The funding will help BRWA continue initiatives like drought response, land and water conservation, educational programs and municipal support.

11.3 Minister Fraser – Minister of Justice and Attorney General of Canada

Mayor Ferguson sent a letter to the Honourable Sean Fraser, Minister of Justice and Attorney General of Canada in regards to Bill C-75. In the letter, Mayor Ferguson has outlined the Town of Ponoka's concerns with Bill C-75's leniency on bail restrictions which leads to the release of those awaiting trial with minimal conditions, especially those who are accused of recurrent or violent offences.

12.1 Ponoka Jubilee Library January to June Progress Report

Council accepted the Ponoka Jubilee Library's January to June 2025 Progress Report for information.

- **Next Regular Council Meeting:** Tuesday, September 23 at 6 p.m.
- **Next Priorities and Initiatives Meeting:** Tuesday, September 16 at 6 p.m.
- The public is welcome to attend all Council meetings. Meetings are held in Town Council Chambers on the third floor of the Ponoka Civic Centre (5604 50 Street).