



AGENDA

Town Council

June 24, 2024 - 5:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, JUNE 24, 2024 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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([Bylaw 939/18 - Council Procedural Bylaw Part XXI 1](#)). The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.

11. CLOSED SESSION

12. ADJOURNMENT

Town Council
REQUEST FOR DECISION



Meeting: June 24, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes
Item For: Public Information -or- Closed Session

BACKGROUND:

Minutes of Special Council Meeting on May 6, 2024 and Minutes of Regular Council Meeting on May 27, 2024.

RECOMMENDATION:

To accept Minutes of May 6, 2024 Minutes of Special Council Meeting and May 27, 2024, Regular Council Meeting, as presented.

ATTACHMENTS:

- [2024 05 06 Special Council Meeting Minutes](#)
- [2024 05 27 Council Meeting Minutes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas".

Craig Douglas, Chief Administrative Officer

June 20, 2024
Date



MINUTES

Town Council Meeting

Monday, May 6, 2024 - 1:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER SPECIAL COUNCIL MEETING & RECORD OF ATTENDANCE

Mayor Pankiw called the meeting to order at 1:00 P.M. with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Jamie Coston
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Craig Douglas - Chief Administrative Officer

Public: (0) members of the public

1.1. **LAND ACKNOWLEDGEMENT**

2. AGENDA APPROVAL AND ADDITIONS

Motion 077/2024

Moved by Councillor Clark to accept the Agenda for the May 6, 2024, Special Council Meeting, as presented.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

3. MINUTES

4. PUBLIC HEARINGS

5. DELEGATIONS

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

8. REPORTS

9. CORRESPONDENCE

10. OPEN FORUM

11. CLOSED SESSION - FOIP SECTION 17(1) PERSONAL PRIVACY

12. ADJOURNMENT

12.1. Adjournment

Motion 078/2024

Moved by Councillor Clark to adjourn the meeting at 2:05 P.M.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer



MINUTES

Town Council Meeting

Monday, May 27, 2024 - 5:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER REGULAR COUNCIL MEETING & RECORD OF ATTENDANCE

Mayor Pankiw called the meeting to order at 5:00 P.M. with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Jamie Coston
- Councillor Lana Curle – Via Conference Call
- Councillor Gayle Rondeel
- Bonnie Rybak - Executive Assistant
- Liz Armitage - Development Officer
- Craig Douglas - Chief Administrative Officer

Public: (9) members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 079/2024

Moved by Councillor Coston to accept the Agenda for the May 27, 2024, Regular Council Meeting, with the addition of 11.1 Closed Session FOIP Section 17(1) Personal Privacy.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

3. MINUTES

3.1. Minutes

Motion 080/2024

Moved by Councillor Coston to accept the Minutes of the Regular Council Meeting of April 22, 2024, as presented.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 081/2024

Moved by Councillor Clark to accept the minutes of the Special Council Meeting held on April 25, 2024, as presented.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

4. PUBLIC HEARINGS

4.1. Public Hearing for Bylaw 1004/24 Amendment to Land Use Bylaw 917/16

Mayor Pankiw Opening of Public Hearing for Bylaw 1004/24 – Land Use Bylaw at 5:01 P.M.

Mayor advised the purpose of Bylaw 1004/24 is to redesignate Lot 4, 5 & 6, Block 19, Plan 1623868 from Low Density Residential (R1) to High Density Residential (R3).

Mayor Pankiw requested confirmation of notice from Development Officer.

Notice was placed in the May 14, 2024, and May 21, 2024, editions of the Rimbey Review.

Notice was given to adjacent property owners by regular mail and notice was provided to affected agencies.

Notice of this public hearing was posted on the Town of Rimbey website under important notices with a copy of the complete package available for public review and posted on both the front and back doors of the Town of Rimbey Administration Office and at the front counter.

Mayor Pankiw requested a report from Development Officer regarding Bylaw 1004/24 Amendment to Land Use Bylaw 917/16.

On February 2, 2024, on behalf of Rimbey Ridge Properties Ltd., Elaa Aki submitted a land use bylaw amendment application redesignate Lots 4, 5 and 6, Block 19, Plan 1623868 from Low Density Residential (R1) to either Low Density General Residential (R2) or High Density Residential (R3). Based on the lot frontage requirements of the Land Use Bylaw, Administration recommends the property be redesignated to R3.

Note that the properties were designated from R3 to R1 in 2016 as a result of a landowner land use redesignation application at that time (Bylaw 912/16, amendment to Land Use Bylaw 962/04).

The property is now under new ownership and the current landowner has submitted an application to redesignate the property from the existing R1 designation back to the previous R3 designation.

An analysis of the existing land use and surrounding area indicates that the area surrounding the subject parcel contains High Density Residential (R3), Country Residential (CR), Urban Holdings (UH) and Institutional and Public Uses (IPU) designations.

There are no Area Structure Plans governing development within this part of Town.

The Municipal Development Plan Bylaw 910/15 (MDP) encourages a mixture of residential densities and tenure so that a variety of housing is available (8.1). Further, the MDP encourages high density residential development in the transitional areas including along highway 53 (8.3). As the proposed area is not greater than 1.5 hectares or comprised of more than 6 lots (7.4), an Area Structure Plan is not required.

Administration has completed a thorough review of the proposal and notes the following:

- 1.The MDP encourages high density development in the transitional areas along highway 53. This area may be considered part of the transitional area, where higher density is encouraged. Note that this is not a requirement.
- 2.As the lands to the east and south including R3 and the multi-unit seniors lodge, the proposed land use is in keeping with some of the surrounding land uses.
- 3.There is no Area Structure Plan in place for the lands directly to west. Without knowing the long-range development plans, Administration does not have details available to know what may happen in the future.
- 4.These lots are in a very unique position as they are adjacent to lands designated as R3, and CR.

Mayor Pankiw asked if there were any written submissions.

Development Officer Liz Armitage advised that written submissions were received from the following:

- Ponoka County, April 17, 2024 – no concerns
- Forestry and Parks, April 16, 2024 – no concerns
- ATCO Pipelines and Liquids GBU, April 16, 2024 – no concerns
- Alberta Transportation via RPath portal, Government of Alberta, April 15, 2024 no concerns Administration received one phone call from a landowner expressing opposition to the land use redesignation. The landowner was advised to attend the Public Hearing and/or provide written comments for Council’s consideration.

Mayor Pankiw asked if there were any persons present wishing to be heard.

Stan Luchak inquired about what considerations has been given to the sewage management.

Mayor Pankiw asked a second time if there were any persons present wishing to be heard.

No members of the public wished to be heard.

Mayor Pankiw asked at third time if there were any persons present wishing to be heard.

No members of the public wished to be heard.

Mayor Pankiw closed the Public Hearing for Bylaw 1004/24 Amendment to Land Use Bylaw 917/16 at 5:08 P.M.

Motion 082/2024

Moved by Councillor Clark to pass second reading of Land Use Bylaw Redesignation – Bylaw 1004/24

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 083/2024

Moved by Councillor Rondeel to pass third and final reading of Land Use Bylaw Redesignation – Bylaw 1004/24

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.1 Subdivision Application TR-24/01

Motion 084/2024

to approve the subdivision contingent upon the approval of the Land Use Bylaw and the approval of TR 24-01, to increase the lot area for a manufactured home building. This will allow for a larger area located at Lot 20, Block 3, Plan 0820416 in NW 1/4 Section 21-42-2-W5M (4625 51 Street), subject to the proposed conditions listed below.

1. Engage an Alberta Land Surveyor to prepare a plan of subdivision to be registered at Land Titles Office based on the Plan Showing Proposed Subdivision of Lot 20, Block 3, Plan 0820416 in the N.W. 1/4 Sec. 21-42-2-W5M prepared by High Country Surveys. On completion of the survey plan, the surveyor must submit the plan to the Town of Rimbey for endorsement.
2. Any outstanding taxes on the property are to be paid in full.
3. Ensure all rights-of-way are carried forward and registered on the newly created lot.
4. The applicant is to pay an endorsement fee as per the Town of Rimbey’s fee schedule at the time of endorsement.
5. Municipal Reserves are not owing as the land that is to be subdivided is less the 0.8 hectares.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

4.2. Public Hearing for Bylaw 1005/24 Amendment to Land Use Bylaw 917/16

Mayor Pankiw Opened the Public Hearing for Bylaw 1005/24 – Land Use Bylaw at 5:09 P.M.

Mayor Pankiw advised of the Purpose of Bylaw 1005/24 is to redesignate Lot 20, Block 3, Plan 082 0416 from Highway Commercial (C2) to Industrial (M).

Mayor Pankiw requested confirmation of notice of the Bylaw from the Development Officer.

Development Officer Liz Armitage advised notice was placed in the May 14, 2024, and May 21, 2024, editions of the Rimbey Review.

Notice was given to adjacent property owners by regular mail and notice was provided to affected agencies.

Notice of this public hearing was posted on the Town of Rimbey website under important notices with a copy of the complete package available for public review and posted on both the front and back doors of the Town of Rimbey Administration Office and at the front counter.

Mayor Pankiw requested a report from the Development Officer regarding Bylaw 105/24 Amendment to Land Use Bylaw 917/16.

On March 15, 2024, on behalf of Evergreen Co-Op, Rick Moon submitted a land use bylaw amendment application redesignate the southeast portion of Lot 20, Block 3, Plan 082 0416 from Highway Commercial (C2) to Industrial (M).

An analysis of the existing land use and surrounding area indicates that as per Land Use Bylaw 917/16, the property is surrounded by lands designated C2 on the west, MHP on the north, M on the east and M on the South. Below is an image of the property from the town's Land Use Bylaw map.

Note that the adjacent property was redesignated from C2 to M in 2022 (Bylaw 987/22, amendment to Land Use Bylaw 962/04).

There are no Area Structure Plans governing development within this part of Town.

The Municipal Development Plan indicates that the subject property is intended to be C2. As the MDP map is conceptual, changing one property on the transition between C2 to M is acceptable.

Council gave first reading to Bylaw 1005/24 Amendment to Land Use Bylaw 917/16 on April 22, 2024.

Mayor Pankiw inquired if there had been any written submissions.

Development Officer Liz Armitage advised that there were the following written submissions was received from:

- Ponoka County, April 17, 2024 – no concerns
- Forestry and Parks, April 16, 2024 – no concerns
- ATCO Pipelines and Liquids GBU, April 16, 2024 – no concerns
- Alberta Transportation, Government of Alberta, May 15, 2024 – no concerns

Mayor Pankiw asked if there were any persons present who wished to be heard.

Stan inquired about the location of this property.

Mayor Pankiw asked a second time if there were any persons present who wished to be heard.

No members of the public wished to be heard.

Mayor Pankiw asked a third time if there were any persons present who wished to be heard.

No members of the public wished to be heard.

Mayor Pankiw closed the Public Hearing for Bylaw 1005/24 Amendment to Land Use Bylaw 917/16 at 5:14 P.M.

Motion 085/2024

Moved by Councillor Clark to pass second reading of Land Use Bylaw Redesignation – Bylaw 1005/24.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 086/2024

Moved by Councillor Curle to pass third and final reading of Land Use Bylaw Redesignation – Bylaw 1005/24.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

5. DELEGATIONS

6. BYLAWS

6.1. 989/22 Nuisance Bylaw

Motion 087/2024

Moved by Councillor Rondeel to give first reading to 989/22 Nuisance Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 088/2024

Moved by Councillor Coston to give second reading to 989/22 Nuisance Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 089/2024

Moved by Councillor Rondeel to unanimously consent to give third and final reading to 989/22 Nuisance Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 090/2024

Moved by Councillor Clark to give third and final reading to 989/22 Nuisance Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

6.2. 990/22 Traffic Bylaw

Motion 091/2024

Moved by Councillor Coston to give first reading to 990/22 Traffic Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 092/2024

Moved by Councillor Clark to give second reading to 990/22 Traffic Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 093/2024

Moved by Councillor Rondeel to unanimously consent to give third and final reading to 990/22 Traffic Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 094/2024

Moved by Councillor Clark to give third and final reading to 990/22 Traffic Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

6.3. Land Use Bylaw

Motion 095/2024

Moved by Councillor Coston to give first reading of 1008/24 Land Use Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 096/2024

Moved by Councillor Clark to advertise 1008/24 Land Use Bylaw for two consecutive weeks as per the Municipal Government Act.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 097/2024

Moved by Councillor Curle to set a public hearing for 1008/24 Land Use Bylaw on June 24, 2024.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

6.4. 1007/24 Waste Management Bylaw

Motion 098/2024

Moved by Councillor Clark to give first reading to 1007/24 Waste Management Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 099/2024

Moved by Councillor Rondeel to give second reading to 1007/24 Waste Management Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 100/2024

Moved by Councillor Coston to unanimously consent to give third and final reading to 1007/24 Waste Management Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 101/2024

Moved by Councillor Clark to give third and final reading to Bylaw 1007/24 Waste Management Bylaw.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7. NEW AND UNFINISHED BUSINESS

7.1. Subdivision Application TR-24/01
(Motion 084/2024 made after Section 4.1 Public Hearing)

7.2. Alberta Dairy Congress

Motion 102/2024

Moved by Councillor Rondeel to sponsor the 37th Annual Alberta Dairy Congress this year with \$500 towards coffee/milk/and donuts.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.3. Shannon Mann - Prom Committee

Motion 103/2024

Moved by Councillor Coston to provide a letter of support to the Prom Committee.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.4. Garrett Dick - Power Zone Athletics

Motion 104/2024

Moved by Mayor Pankiw to grant Garrett Dick's request to install the ice at the Rimbey Vern Poffenroth Memorial Arena by September 1, 2024, on the condition that the Town receives a written letter from Chad Kimmel committing to rent the ice on the two weekends that Garrett is not.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.5. Rimbey Municipal Library - Liquor License Request

Motion 105/2024

Moved by Mayor Pankiw table the request for a liquor license for next year's Music in the Park event until January of 2025.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.6. Rimbey Municipal Library - Development Permit Fees

Motion 106/2024

Moved by Councillor Rondeel to waive the development permit application fee and the security deposit for the Rimbey Library sign permit, as it is the property of the Town of Rimbey.

Mayor Pankiw	Opposed
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	Opposed
Councillor Rondeel	In Favor

CARRIED

Motion 107/2024

Moved by Councillor Coston to provide owner's authorization for submission of the development permit for the Rimbey Library to install a sign on the Town of Rimbey's building.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Town Council
May 27, 2024

7.7. Liquidation of a Surplus Assets

Motion 108/2024

Moved by Councillor Rondeel to send the 1999 International Yard Waste Truck, Erskine Snow Blower, Leer Service Canopy, and the Fence Posts to the Allan Olsen's unreserved auction.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.8. Bill 20

Motion 109/2024

Moved by Councillor Clark for Administration to use the template provided and send a letter to the Premier that recommends that the Government of Alberta rescind Bill 20.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

8. REPORTS

8.1. DEPARTMENT REPORTS

Motion 110/2024

Moved by Councillor Clark to accept the department reports, as information.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

8.2. BOARDS/COMMITTEE REPORTS

Motion 111/2024

Moved by Councillor Coston to accept the board/committee reports, as information.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

9. CORRESPONDENCE

10. OPEN FORUM

11. CLOSED SESSION

11.1. FOIP Section 17(1) Personal Privacy

Motion 112/2024

Moved by Councillor Clark to enter closed session at 6:05 P.M.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 113/2024

Moved by Councillor Coston to revert to open session at 6:25 P.M.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

12. ADJOURNMENT

12.1. Adjournment

Motion 114/2024

Moved by Councillor Clark to adjourn the meeting at 6:26 P.M.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Town Council REQUEST FOR DECISION



Meeting: June 24, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: BYAS Building Lease Rates
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole Meeting held on June 10, 2024, Council discussed the BYAS building lease rates and made the following motion:

Motion 030/2024 COW

Moved by Councillor Coston to bring forward the BYAS building lease rates to the next Regular Council Meeting on June 24, 2024.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

The total cost for gas, power, insurance, labour hours (maintenance), and the janitorial contract for the BYAS building is approximately \$10,500 per year.

The approximate square footage of 1538 in the front area is currently occupied by Neighbourhood Place Society and the Rimbey Food Bank currently occupies the back area which is 1508 square feet with the addition of the back office, which they have requested to lease.

Square footage is approximately the same for each organization. Charging \$500 per lease holder will result in \$12,000 a year with a small surplus of approximately \$1,500 per year that can be utilized for cleaning supplies, minor changes in utility rates, and small repairs as required.

RECOMMENDATION:

Administration recommends that Council approve a rental rate of \$500 monthly to Neighbourhood place for the use of the front area with the ability to sublet to McMan Central and \$500 monthly to the Food bank for the exclusive use of the rear portion and the back-office space. The kitchen area is to remain common area for each lease holder to use.

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas", written over a light blue horizontal line.

Craig Douglas, Chief Administrative
Officer

June 20, 2024

Date

Town Council
REQUEST FOR DECISION



Meeting: June 24, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Victim Services Position in Rimbey
Item For: Public Information -or- Closed Session

BACKGROUND:

Mayor Pankiw was approached by Reeve McLaughlin of Ponoka County to discuss the victim services position in Rimbey. The position has been cut back from full time to half time by the province. The County of Ponoka is looking to fund the other 50% to provide for a full time position.

The County of Ponoka is requesting support from the Town of Rimbey and Town of Ponoka.

RECOMMENDATION:

Administration recommends that Council determine if they wish to support the County of Ponoka in their initiative to fund the other 50%.

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

ENDORSED BY:

June 20, 2024
Date

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: June 24, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Councillor Coston's Resignation
Item For: Public Information -or- Closed Session

BACKGROUND:

Administration received Councillor Coston's resignation on June 17, 2024. The Town of Rimbey has 120 days from the date of resignation to hold a By-Election, which would be October 14, 2024.

MGA:

Section 161(3) The resignation is effective on the date it is received by the chief administrative officer even if a later date is set out in the resignation.

Section 161(4) The chief administrative officer must report the resignation at the first council meeting after receiving the resignation.

Section 165 Unless a council sets an earlier date, election day for a by-election under section 162 or 163 is 120 days after the vacancy occurs.

Section 166 If a vacancy must be filled by by-election under section 162 or 163 and a by-election is not held within 120 days after the vacancy occurs, the Minister may by order
(b) Extend the time for filling that vacancy to the next general election;

OPTIONS/CONSEQUENCES:

Council has the option to do one of the following:

1. Set a date for the By-Election within 120 days of June 17, 2024, MGA 165 (120 days would be on October 14, 2024)
2. Apply for an exemption to Municipal Affairs. NGA 166(b)

RECOMMENDATION:

Administration recommends that Council determine which option they want to proceed with.

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 21, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas", enclosed within a large, stylized blue oval or loop.

Craig Douglas, Chief Administrative
Officer

June 21, 2024

Date

Town Council
REQUEST FOR DECISION



Meeting: June 24, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Department Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.

RECOMMENDATION:

Motion by Council to accept the department reports, as information.

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

June 24, 2024
CAO Report



HIGHLIGHTS

MEETINGS

- Water Sharing Agreement Webinar - May 16, 2024
- Alberta Fire Chief's Conference - May 27 - 29, 2024
- Attended Seniors Fair - June 6, 2024
- Meet with Rimbey Ridge Developers - June 10, 2024
- Interviews for Receptionist - June 13, 2024

ADMINISTRATIVE

- Conducted interviews for job competition for Receptionist / Administrative Clerk.
- BYAS Building Lease Rates
- Reviewed Development Files
- Worked on leases and costs associated with the BYAS building
- Hired a Receptionist, effective July 8, 2024

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 24, 2024

Director of Finance Report



ATTACHMENTS

[Payables Listing May 23 - June 13, 2024](#)

PREPARED BY: Wanda Stoddart, Director of Finance

Council Board Report 8.1.3
 Council Agenda Report



Supplier : 1020405 to ZINCK
Fund : 1 GENERAL FUND
Include all Payment Types : Yes

Date Range: 23-May-2024 to 13-Jun-2024
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Accu-Flo Meter Service Ltd.	50319	29-May-2024	Accu-Flo - sensors/support service	18,238.50
Canadian Pacific Railway Company	50320	29-May-2024	CP Railway - Hoadley crossing	365.50
Capital H2O Systems Inc.	50321	29-May-2024	Capital H2O Systems - service of chlorine analyze	672.00
CHRETIEN,DALE	50322	29-May-2024	Dale Chretien - May 2024 expense claim	397.85
CORNERSTONE PILATES STUDIO	50323	29-May-2024	Cornerstone Pilates - April 2024 pilates sessions	350.00
Fleetwood Air Equipment	50324	29-May-2024	Fleetwood Air Equipment - parts	1,162.73
GIEBELHAUS,MARNI	50325	29-May-2024	Marni Giebelhaus - cardlock refund	25.00
GOVERNMENT OF ALBERTA	50326	29-May-2024	Gov't of AB - 2024-25 Safety Link CPO	250.00
HOLTKAMP,COURTNEY	50327	29-May-2024	Courtney Holtkamp - cardlock refund	25.00
John Deere Financial Inc.	50328	29-May-2024	John Deere Financial - parts (Brandt)	93.24
Jones,Garreth	50329	29-May-2024	Garreth Jones - Standard First Aid Level (C) - CC	780.00
LOR-AL SPRINGS LTD.	50330	29-May-2024	Lor-Al - water	13.60
Municipal Property Consultants (2009) Ltd.	50331	29-May-2024	Municipal Property Consultants - June 2024 (fees)	6,056.67
Nikirk Bros. Contracting Ltd.	50333	29-May-2024	Nikirk - fill sand	866.15
NUTRIEN AG SOLUTIONS CANADA	50334	29-May-2024	Nutrien Ag Solution - Bentley,AB - spray	634.20
Outlaw Electric Ltd.	50335	29-May-2024	Outlaw Electric - north lift station	262.85
Ponoka County	50336	29-May-2024	Ponoka County - road sand / salt	4,200.00
Reynolds Mirth Richards & Farmer LLP	50337	29-May-2024	Reynolds Mirth Richards & Farmer - prof. service:	116.55
Rimbey & District Volunteer Week Committee	50338	29-May-2024	Rimbey & District Volunteer Week Committee - 21	238.10
Rimbey Home Hardware	50339	29-May-2024	Rimbey Home Hardware - paint	495.80
Rimbey Implements Ltd.	50340	29-May-2024	Rimbey Implements - supplies	55.65
Rimbey Nursery School	50341	29-May-2024	Rimbey Nursery School - 2024 Budget - RNS Spr	238.10
Rimbey TV & Electronics 1998	50342	29-May-2024	Rimbey TV	52.50
Rimbey Women's Conference Committee	50343	29-May-2024	Rimbey Women's Conference - 2024 budget - Co	238.10
RJ Plumbing and Heating	50344	29-May-2024	RJ Plumbing & Heating - repair poor filter	193.68
Schmidt,Richard Jr.	50345	29-May-2024	Rick Schmidt - cardlock refund	25.00
SKJONSBURG,JESSICA	50346	29-May-2024	Jessica Skjonsberg - May 2024 - BYAS cleaning	350.00
Staples Professional	50347	29-May-2024	Staples Professional - cartridges	220.79
True Way Tire Ltd.	50348	29-May-2024	True Way Tire - repairs	77.65
ULINE CANADA CORPORATION	50349	29-May-2024	Uline - dog park benches	2,227.17
Uni First Canada Ltd.	50350	29-May-2024	UniFirst - coveralls/supplies	171.45
Watson Pools Inc.	50351	29-May-2024	Watson Pools - service call - repairs	3,150.00
Wolseley Industrial Canada INC	50352	29-May-2024	Wolseley - bleach - PW	1,137.68
AACPO	50353	05-Jun-2024	AACPO - badge/wallet	85.00
ALBERTA DAIRY CONGRESS	50354	05-Jun-2024	Alberta Dairy Congress - 2024 Budget - 37th Ann	500.00
AMSC Insurance Services Ltd.	50355	05-Jun-2024	AMSC Insurance - Mayor/Council - June 2024	52.29
AN Adventure Distribution & Consulting	50356	05-Jun-2024	An Adventure - supplies	155.45
Big Hill Services Ltd.	50357	05-Jun-2024	Big Hill Services - puckboard/supplies	5,348.69
Black Press Group Ltd.	50358	05-Jun-2024	Black Press Media - May 2024 inv	3,071.59
Empringham Disposal Corp.	50359	05-Jun-2024	Empringham Disposal - May 2024 - disppsal fees	14,621.25
Environmental 360 Solutions (Alberta) Ltd	50360	05-Jun-2024	E360 - 5109 - 54 St - bin dumps/rent	816.97
Evergreen Co-operative Association	50361	05-Jun-2024	Co-op - paint	2,639.36
Expert Security Solutions	50362	05-Jun-2024	Expert Security - Pool - monitoring - May - June 2	26.20
Imperial Esso Service (1971)	50363	05-Jun-2024	Imperial Esso - water	5.00
IMRIE,HEATHER	50364	05-Jun-2024	Heather Imrie - expenses - HHHWRoundup	39.98
Longhurst Consulting	50365	05-Jun-2024	Longhurst Consulting - June 2024 - monthly fees	3,927.14
MLA Benefits Inc.	50366	05-Jun-2024	MLA Benefits - June 2024 - Mayor/Council - HSA	1,615.61
Pankiw,Rick	50367	05-Jun-2024	Rick Pankiw - May 2024 - expenses	70.00
Rimbey Express	50368	05-Jun-2024	Rimbey Express - May 2024 freight	511.75
Rimbey Home Hardware	50369	05-Jun-2024	Home Hardware - mower	384.25
Rimbey Janitorial Supplies	50370	05-Jun-2024	Rimbey Janitorial - supplies	1,173.90
Silver Star Septic Service	50371	05-Jun-2024	Silver Star Septic - outhouse rental - PW	157.50
Stationery Stories & Sounds (2005)	50372	05-Jun-2024	Stationery Stories Sounds - envelopes - security	787.50
TYCO ELECTRIC LTD.	50373	05-Jun-2024	Tyco Electric - repairs	2,499.00
Uni First Canada Ltd.	50374	05-Jun-2024	UniFirst - coveralls/supplies	138.61
United Farmers Of Alberta	50375	05-Jun-2024	UFA - bylaw - fuel	819.05
964266 ALBERTA INC.	50376	11-Jun-2024	CLG Displays - Christmas displays	5,369.70
AED Advantage Sales Ltd.	50377	11-Jun-2024	AED Advantage - CR Plus Charge-Pak Kit	464.05

Council Board Report 8.1.3
 Council Agenda Report 8.1.3



Supplier : 1020405 to ZINCK
 Fund : 1 GENERAL FUND
 Include all Payment Types : Yes

Date Range: 23-May-2024 to 13-Jun-2024
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Brandt Tractor Ltd	50378	11-Jun-2024	Brandt Tractor - repairs	835.38
Expert Security Solutions	50379	11-Jun-2024	Expert Security Solutions - Rec Centre - prox car	546.00
Kansas Ridge Mechanical Ltd.	50380	11-Jun-2024	Kansas Ridge Mechanical - install 2" water meter	115.50
KEMPT,COURTNEY	50381	11-Jun-2024	Courtney Kempt - 2024 Canada Day Celebration	8,000.00
LIKALA,CHLOE	50382	11-Jun-2024	Chloe Liikala - cardlock refund	25.00
MARTINS,ANTHONY	50383	11-Jun-2024	Anthony Martins - cardlock refund	25.00
Parkland Regional Library	50384	11-Jun-2024	Parkland Regional Library - 3rd quarter requisitor	6,325.60
PitneyWorks	50385	11-Jun-2024	PitneyWorks - postage	3,500.00
Ponoka County	50386	11-Jun-2024	Ponoka County - tippage fees (Jan - Mar 2024)	3,089.60
Rimbey Implements Ltd.	50387	11-Jun-2024	Rimbey Implements - Un9t #49 - Toro parts	25.66
RYBAK,BONNIE	50388	11-Jun-2024	B.Rybak - expenses - AMCA membership/worksh	591.85
Tagish Engineering Ltd.	50389	11-Jun-2024	Tagish - RB 150 - Street & Utility Improvement (D	9,587.11
THIBEAULT,BRADLEY	50390	11-Jun-2024	B.Thibeault - expenses - TPR/OC Recertification	873.50
Town of Ponoka	50391	11-Jun-2024	Town of Ponoka - compost - May 8 & 16/24	135.00
Town Of Rimbey	50392	11-Jun-2024	Town of Rimbey - util	3,812.55
Uni First Canada Ltd.	50393	11-Jun-2024	UniFirst - coveralls/supplies	72.59
VERMA,AARYAN	50394	11-Jun-2024	Aaryan Verma	25.00
W.R. Meadows	50395	11-Jun-2024	W.R. Meadows - paint	766.34
Wolseley Industrial Canada INC	50396	11-Jun-2024	Wolseley - CR - inv#9252436	2,403.25
Alberta Development Officers Association	50397	13-Jun-2024	Alberta Dev. Officers Assoc. - Conference - Early	490.00
All About Bouncing	50398	13-Jun-2024	All About Bouncing - Canada Day Celebration 20.	832.65
AN Adventure Distribution & Consulting	50399	13-Jun-2024	An Adventure - supplies	176.24
Anderson's Service	50400	13-Jun-2024	Anderson Service - supplies	148.58
Animal Control Services	50401	13-Jun-2024	Animal Control - May 2024	2,535.75
Brownlee LLP	50402	13-Jun-2024	Brownlee LLP - prof services	3,565.01
CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRA*	50403	13-Jun-2024	CAMA - 2024 Conference Registration - B.Rybak	833.75
GLENN,COREY	50404	13-Jun-2024	Cory Glenn - hayrides (2 teams) Canada Day	400.00
Gull Lake North Citizens on Patrol	50405	13-Jun-2024	Gull Lake North Citizens on Patrol - HHHW Roun	500.00
Lacombe Signmasters Ltd.	50406	13-Jun-2024	Lacombe Signmasters Ltd - signs	346.97
LINDE CANADA INC.	50407	13-Jun-2024	Linde Canada - cylinder rent	47.72
MADDOX,CHRISTIAN ZANE	50408	13-Jun-2024	Christian Zane Maddox - Canada Day Celebratio	200.00
On The Mark Productions	50409	13-Jun-2024	On the Mark Productions - Canada Day Celebrati	577.50
RJ Plumbing and Heating	50410	13-Jun-2024	RJ Plumbing - service call - CC	223.02
RYBAK,BONNIE	50411	13-Jun-2024	B.Rybak - office supplies	141.43
Silver Star Septic Service	50412	13-Jun-2024	Silver Star Septic - outhouse clean/restock - trans	63.00
Superior Safety Codes Inc.	50413	13-Jun-2024	Superior Safety Codes - closed permits - April 20.	1,449.00
True Way Tire Ltd.	50414	13-Jun-2024	True Way Tire - repairs	118.65
Makofka,Peggy	50415	13-Jun-2024	Peggy Makofka - expenses RhPAP - Tailgate BB	309.70
THOMPSON,MELISSA	50416	13-Jun-2024	Melissa Thompson - Zumba - March - May 2024	550.00
BENEFITS BY DESIGN (BBD)	00183-0001	29-May-2024	BBD - June 2024 inv	13,249.85
Canada Revenue Agency	00183-0002	29-May-2024	CRA - deductions (May 05-28/24) May 24/24 biw	18,633.85
INNOV8 DIGITAL SOLUTIONS INC.	00183-0003	29-May-2024	Innov8 - copies - Town/CC	362.05
LAPP	00183-0004	29-May-2024	LAPP - FCSS May 29/24 (May 6-19/24) PP #11 2	9,980.34
Servus Credit Union - Mastercard	00183-0005	29-May-2024	Servus M/C - R.Schmidt - Apr.30/24	3,112.53
Telus Mobility Inc.	00183-0006	29-May-2024	Telus Mobility - May 06/24	464.43
Telus Communications Inc.	00183-0007	29-May-2024	Telus - Beatty House - May 10/24	2,117.45
Workers' Compensation Board - Alberta	00183-0008	29-May-2024	WCB - issue date: May 06/24	3,511.36
MYHSA	00184-0001	29-May-2024	MYHSA - MAY 17/24	467.17
Canada Revenue Agency	00185-0001	05-Jun-2024	CRA - deductions (May 19-June 1/24) biweekly p	20,604.30
LAPP	00185-0002	05-Jun-2024	LAPP - Town - June 7/24 (May 19-June 1/24) PF	8,878.35
Alberta Education	00186-0001	11-Jun-2024	Alberta Education - 2nd quarter school req - 2024	226,846.91
ALBERTA MUNICIPAL SERVICE CORPORATION	00186-0002	11-Jun-2024	Alberta Municipal Services Corp - gas/power - Me	38,571.55
Telus Mobility Inc.	00186-0003	11-Jun-2024	Telus Mobility - June 06/24	390.72
Workers' Compensation Board - Alberta	00186-0004	11-Jun-2024	WCB - issue date: June 06,2024	3,511.36
Servus Credit Union - Mastercard	00187-0001	13-Jun-2024	Servus M/C - W.Stoddart - May 31/24	1,300.71
Waste Management	00187-0002	13-Jun-2024	Waste Management - May 2024	5,458.83
Total:				500,387.01

Town Council
REQUEST FOR DECISION



Meeting: June 24, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Boards/Committee Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

Various Community Groups supply Minutes of their board meetings to council for their information.

RECOMMENDATION:

Motion by Council to accept the board / committee reports, as information.

ATTACHMENTS:

- [2023 Bylaw Committee Minutes](#)
- [2024 01 09 Bylaw Committe Minutes](#)
- [2024 03 05 Bylaw Committee Minutes](#)
- [2024 04 02 Bylaw Committee Minutes](#)
- [BHH Society Minutes April 1, 2024](#)
- [FCSS Board Meeting Minutes April 25, 2024](#)
- [Rimbey Community Library Minutes April 11, 2024](#)
- [Rimoka Housing Minutes January 17, - April 17, 2024](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 19, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

June 19, 2024
Date



MINUTES

Bylaw Committee Meeting

Tuesday, April 4, 2023 - 3:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE

Chairperson Rondeel called the meeting to order at 3:00pm with the following in attendance:

- Chairperson Gayle Rondeel
- Committee Member Allan Tarleton
- Councillor Wayne Clark
- Committee Member Jeff Johnstone
- Lori Hillis, CPA, CA - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant

- Absent:
- Deputy Chair Janet Carlson
 - Committee Member Camille McKay

Public: (0) members of the public:

1.1. LAND ACKNOWLEDGMENT

2. AGENDA APPROVAL AND ADDITIONS

2.1. Agenda Approval and Additions

Motion 2023BC013

Moved by Committee Member Tarleton to accept the agenda for the April 4, 2023, Bylaw Committee Meeting, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

3. MINUTES

3.1. Minutes of February 7, 2023

Motion 2023BC014

Moved by Committee Member Johnstone to accept the Minutes of the February 7, 2023, Bylaw Committee Meeting, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

4. NEW AND UNFINISHED BUSINESS

4.1. Review of Old Bylaws

Motion 2023BC015

Moved by Committee Member Tarleton to bring Bylaw 2/1919 To Regulate Proceedings of Council, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC016

Moved by Committee Member Johnstone to bring Bylaw 10/1921 Regulating Stove Pipes and Chimneys, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC017

Moved by Councillor Clark to bring Bylaw 11/1922 Nuisance Ground, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC018

Moved by Committee Member Tarleton to bring Bylaw 16/1925 Electrical Lighting, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC019

Moved by Committee Member Johnstone to bring Bylaw 17/1932 Opening of Certain Lanes, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC020

Moved by Councillor Clark to bring Bylaw 16/1964 Grant to Mount Auburn, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC021

Moved by Committee Member Tarleton to bring Bylaw 17/1964 Purchase of a Car for Police Use, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC022

Moved by Councillor Clark to bring Bylaw 9/1964 Re Complex Building Proposal, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC023

Moved by Committee Member Johnstone to bring Bylaw 15/1964 An Amending Bylaw to Bylaw 9/1964 Re Complex Building Proposal, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC024

Moved by Councillor Clark to bring Bylaw 18/1934 Widening of Jasper Avenue, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC025

Moved by Committee Member Johnstone to mark Bylaw 20/1935 Purpose of Granting an Easement Across a Lane in Block Nine as obsolete.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC026

Moved by Councillor Clark to bring Bylaw 21/1935 Signing Authority for Electric Services, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC027

Moved by Committee Member Johnstone to bring Bylaw 22/1935 Electric Power Franchise, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC028

Moved by Committee Member Tarleton to bring Bylaw 30/1936 Town Planning Commission, forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

5. ADJOURNMENT

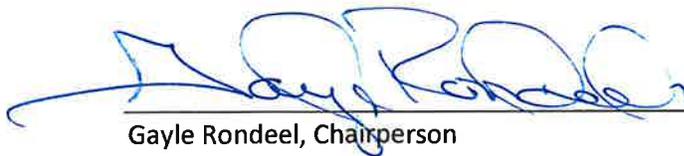
5.1. Adjournment

Motion 2023BC029

Moved by Committee Member Tarleton to adjourn the meeting at 3:59pm.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	Absent
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED



Gayle Rondeel, Chairperson



Lori Hillis, Chief Administrative Officer



MINUTES

Bylaw Committee Meeting

Tuesday, May 2, 2023 - 3:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE

Chairperson Rondeel called the meeting to order at 3:03pm with the following in attendance:

- Chairperson Gayle Rondeel
- Deputy Chair Janet Carlson
- Committee Member Allan Tarleton
- Councillor Wayne Clark
- Committee Member Jeff Johnstone
- Committee Member Camille McKay
- Lori Hillis, CPA, CA - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant

Public: (0) members of the public

1.1. LAND ACKNOWLEDGMENT

2. AGENDA APPROVAL AND ADDITIONS

2.1. Agenda Approval and Additions

Motion 2023BC030

Moved by Committee Member Tarleton to accept the agenda for the meeting of May 2, 2023, as amended.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

3.

MINUTES

3.1. Minutes

Motion 2023BC031

Moved by Committee Member Johnstone to accept the Minutes of the Bylaw Committee Meeting April 4, 2023, as amended with Bylaw 20/1935 to be marked obsolete.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

4.

NEW AND UNFINISHED BUSINESS

4.1. Review of Old Bylaws

Motion 2023BC032

Moved by Deputy Chair Carlson to bring Bylaw 31/1964 and 40/1965 to the next Bylaw Committee meeting, to be combined.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Motion 2023BC033

Moved by Councillor Clark to bring Bylaw 37/1965 Abatement of Nuisances forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

5. ADJOURNMENT

5.1. Adjournment

Motion 2023BC034

Moved by Councillor Clark to adjourn the meeting at 3:35pm.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED



Gayle Rondeel, Chairperson



Lori Hillis, Chief Administrative Officer



MINUTES

Bylaw Committee Meeting

Tuesday, June 6, 2023 - 3:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE

Chairperson Rondeel called the meeting to order at 3:00pm with the following in attendance:

- Chairperson Gayle Rondeel
- Deputy Chair Janet Carlson
- Committee Member Allan Tarleton
- Councillor Wayne Clark
- Committee Member Jeff Johnstone
- Lori Hillis, CPA, CA - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant

Absent: Committee Member Camille McKay

Public: (0) members of the public

1.1. LAND ACKNOWLEDGMENT

2. AGENDA APPROVAL AND ADDITIONS

2.1. Agenda Approval and Additions

Motion 2023BC035

Moved by Committee Member Tarleton to approve the agenda for the meeting of July 6, 2023, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

3. MINUTES

3.1. Minutes

Motion 2023BC036

Moved by Committee Member Johnstone to accept the Minutes of the Bylaw Committee Meeting May 2, 2023, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

4. NEW AND UNFINISHED BUSINESS

4.1. Bylaw 31/1964 and Bylaw 40/1965

4.2. Review of Old Bylaws

Motion 2023BC037

Moved by Committee Member Johnstone to bring Bylaw 29/1936 "Building Bylaw" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Councillor Clark left Council Chambers at 3:04pm.

Councillor Clark returned to Council Chambers at 3:08pm.

Bylaw Committee
June 6, 2023

Motion 2023BC038

Moved by Deputy Chair Carlson to bring Bylaw 61/1939 "Bicycles on Streets" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Opposed
Councillor Clark	Opposed
Committee Member Johnstone	Opposed
Committee Member McKay	Absent

DEFEATED

Motion 2023BC039

Moved by Councillor Clark to bring Bylaw 110/1969 "Contract of Services for Town of Rimbey" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC040

Moved by Committee Member Johnstone to bring Bylaw 113/1944 "Minimum Tax for Municipal Purposes", 180/1949 "Imposition of a Minimum Tax", and 203/1950 "Minimum Tax 1950" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Bylaw Committee
June 6, 2023

Motion 2023BC041

Moved by Deputy Chair Carlson to bring Bylaw 130/1970 "Rate of Speed in School Zone" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC042

Moved by Committee Member Johnstone to amend Motion 2023BC040 to include Bylaw 160/1947 "Imposition of a Minimum Tax.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC043

Moved by Committee Member Tarleton to bring Bylaw 152/1947 "Regulating the Delivery & Selling of Water" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Bylaw Committee
June 6, 2023

Motion 2023BC044

Moved by Committee Member Johnstone to bring Bylaw 154/1947 "Requiring Milk Sold, Offered for Sale" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC045

Moved by Councillor Clark to bring Bylaw 158/1947 "Regulating the Erection of Gasoline Pumps" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC046

Moved by Deputy Chair Carlson to bring Bylaw 162/1947 "Require Motorists to Stop Before Entering" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC047

Moved by Committee Member Tarleton to bring Bylaw 187/1949 "Enforcement Bylaw" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC048

Moved by Committee Member Johnstone to bring Bylaw 193/1949 "Preservation of Order & Public Morals" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Motion 2023BC049

Moved by Councillor Clark to bring Bylaw 198/1950 "Licensing of Bicycles" forward to Council with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

Bylaw Committee
June 6, 2023

Motion 2023BC050

Moved by Councillor Clark to cancel Bylaw Committee Meetings for the months of July and August 2023.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED

5. ADJOURNMENT

5.1. Adjournment

Motion 2023BC051

Moved by Committee Member Tarleton to adjourn the meeting at 3:29pm.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	Absent

CARRIED



Gayle Rondeel, Chairperson



Lori Hillis, Chief Administrative Officer



MINUTES

Bylaw Committee Meeting

Tuesday, September 5, 2023 - 3:00 PM
Town Administration Building - Council Chambers

1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE

Chairperson Rondeel called the meeting to order at 3:00 PM with the following in attendance:

- Chairperson Gayle Rondeel
- Deputy Chair Janet Carlson
- Committee Member Allan Tarleton
- Councillor Wayne Clark
- Committee Member Jeff Johnstone
- Committee Member Camille McKay
- Lori Hillis, CPA, CA - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant

Absent:

Public: (1) members of the public

1.1. LAND ACKNOWLEDGMENT

2. AGENDA APPROVAL AND ADDITIONS

2.1. Agenda Approval and Additions

Motion 2023BC052

Moved by Committee Member Tarleton to approve the Bylaw Committee Agenda for September 5, 2023, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

3. MINUTES

3.1. Minutes of the Bylaw Committee Meeting June 6, 2023

Motion 2023BC053

Moved by Deputy Chair Carlson to accept the Minutes of the Bylaw Committee Meeting June 6, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

4. NEW AND UNFINISHED BUSINESS

4.1. Land Use Bylaw

Committee Member Jeff Johnstone left to the meeting at 4:19pm.

Committee Member Jeff Johnstone returned the meeting at 4:22pm.

5. ADJOURNMENT

5.1. Adjournment

Motion 2023BC054

Moved by Councillor Clark to adjourn the meeting at 4:31 pm.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Motion 2023BC055

Moved by Chairperson Rondeel to reopen the meeting at 4:32pm.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

A resident spoke of his concerns regarding his neighbor's tall trees.

Motion 2023BC056

Moved by Committee Member Tarleton to change the time of the next Bylaw Committee Meeting on October 3, 2023, to commence at 1:30pm instead of 3:00pm.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Motion 2023BC057

Moved by Councillor Clark to adjourn the meeting at 4:41pm.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Bylaw Committee
September 5, 2023



Gayle Rondeel, Chairperson



Lori Hillis, Chief Administrative Officer



MINUTES

Bylaw Committee Meeting

Tuesday, October 3, 2023 - 1:30 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE

Chairperson Rondeel called the meeting to order at 1:30 PM with the following in attendance:

- Chairperson Gayle Rondeel
- Deputy Chair Janet Carlson
- Committee Member Jeff Johnstone
- Committee Member Camille McKay
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer

Absent: Committee Member Allan Tarleton
Councillor Wayne Clark

Public: (0) members of the public

1.1. LAND ACKNOWLEDGMENT

2. AGENDA APPROVAL AND ADDITIONS

2.1. Agenda Approval and Additions

Motion 2023BC058

Moved by Committee Member Johnstone to accept the agenda for the October 3, 2023, Bylaw Committee Meeting, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

3.

MINUTES

3.1. Minutes of the Bylaw Committee Meeting September 5, 2023

Motion 2023BC059

Moved by Deputy Chair Carlson to accept the Minutes of the Bylaw Committee Meeting September 5, 2023, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

4.

NEW AND UNFINISHED BUSINESS

4.1. Meeting Time Change

Motion 2023BC060

Moved by Committee Member Johnstone to change the November 7, 2023, Bylaw Committee Meeting start time to 1:30 PM instead of 3:00 PM.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

4.2. Review of Old Bylaws

Motion 2023BC061

Moved by Committee Member Johnstone to bring bylaw 198/74 Curfew Bylaw to the next Council meeting on October 23, 2023, with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Motion 2023BC062

Moved by Committee Member McKay to bring bylaw 269/53 Prohibiting Use of streets for Display Purposes to the next Council meeting on October 23, 2023, with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Motion 2023BC063

Moved by Deputy Chair Carlson to bring bylaw 393/59 Licensing of Mobile Homes to the next Council meeting on October 23, 2023, with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Motion 2023BC064

Moved by Committee Member Johnstone to bring bylaw 543/88 Owner of Mobile Home Parks to Notify Town Manager to the next Council meeting on October 23, 2023, with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Motion 2023BC065

Moved by Deputy Chair Carlson to bring bylaw 633/95 Amend General Penalty to the next Council meeting on October 23, 2023, with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

Bylaw Committee
October 3, 2023

Motion 2023BC066

Moved by Committee Member McKay to bring bylaw 306/78 General Penalty to the next Council meeting on October 23, 2023, with consideration to repeal.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED

5.

ADJOURNMENT

5.1. Adjournment

Motion 2023BC067

Moved by Committee Member Johnstone to adjourn the meeting at 1:48 PM.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	Absent
Councillor Clark	Absent
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor

CARRIED



Gayle Rondeel, Chairperson



Craig Douglas, Chief Administrative Officer

Bylaw Committee
October 3, 2023



MINUTES

Bylaw Committee Meeting

Tuesday, January 9, 2024 - 9:00 AM

Town Administration Building - Council Chambers

1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE

Chairperson Rondeel called the meeting to order at 9:00 A.M. with the following in attendance:

- Chairperson Gayle Rondeel
- Committee Member Jeff Johnstone
- Committee Member Camille McKay
- Councillor Jamie Coston
- Development Officer Liz Armitage
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer

Public: (0) members of the public

1.1. LAND ACKNOWLEDGMENT

2. AGENDA APPROVAL AND ADDITIONS

2.1. Agenda Approval and Additions

Motion 2024BC001

Moved by Committee Member Johnstone to accept the agenda with the addition of 4.2 Position of Vice-Chair.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

3. MINUTES

3.1. Minutes of Bylaw Committee Meeting

Motion 2024BC002

Moved by Committee Member Johnstone to accept the Minutes of the Bylaw Committee Meeting of October 3, 2023, as presented.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

4. NEW AND UNFINISHED BUSINESS

4.1. Land Use Bylaw

Motion 2024BC003

Moved by Committee Member McKay to schedule the next Bylaw Committee Meeting for March 5, 2024, at 3:00 P.M.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

4.2. Vice-Chair

Motion 2024BC004

Moved by Chairperson Rondeel Jeff Johstone has accepted the position of Vice-Chair of the Bylaw Committee Meeting effective January 9, 2024.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

Bylaw Committee
January 9, 2024

5. ADJOURNMENT

5.1. Adjournment

Motion 2024BC005

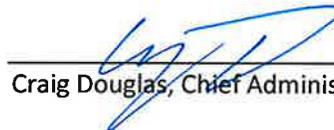
Moved by Committee Member Johnstone to adjourn the meeting at 12:25 P.M.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED



Gayle Rondeel, Chairperson



Craig Douglas, Chief Administrative Officer

Bylaw Committee
January 9, 2024



MINUTES

Bylaw Committee Meeting

Tuesday, March 5, 2024 - 3:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE

Vice Chairperson Johnstone called the meeting to order at 3:00 PM with the following in attendance:

- Chairperson Gayle Rondeel
- Committee Member Jeff Johnstone
- Committee Member Camille McKay
- Councillor Jamie Coston
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer

Public: (0) members of the public

1.1. LAND ACKNOWLEDGMENT

2. AGENDA APPROVAL AND ADDITIONS

2.1. Agenda Approval and Additions

Motion 2024BC006

Moved by Committee Member McKay to approve the agenda for the meeting of March 5, 2024, as presented.

- | | |
|----------------------------|----------|
| Chairperson Rondeel | In Favor |
| Committee Member Johnstone | In Favor |
| Committee Member McKay | In Favor |
| Councillor Coston | In Favor |

CARRIED

3. MINUTES

3.1. Minutes

Motion 2024BC007

Moved by Councillor Coston to accept the Minutes of the Bylaw Committee Meeting of January 9, 2024, as presented.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

4. NEW AND UNFINISHED BUSINESS

4.1. 917/16 Land Use Bylaw

5. ADJOURNMENT

5.1. Adjournment

Motion 2024BC008

Moved by Councillor Coston to adjourn the meeting at 3:57 P.M.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED



Gayle Rondeel, Chairperson



Craig Douglas, Chief Administrative Officer



MINUTES

Bylaw Committee Meeting

Tuesday, April 2, 2024 - 3:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE

Chairperson Rondeel called the meeting to order at 3:00 P.M. with the following in attendance:

- Chairperson Gayle Rondeel
- Committee Member Jeff Johnstone
- Committee Member Camille McKay
- Councillor Jamie Coston
- Gail Cornell - Recording Secretary
- Craig Douglas - Chief Administrative Officer

Public: (0) members of the public

1.1. LAND ACKNOWLEDGMENT

2. AGENDA APPROVAL AND ADDITIONS

2.1. Agenda Approval and Additions

Motion 2024BC009

Moved by Committee Member Johnstone to accept the agenda as presented.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

3. MINUTES

3.1. Minutes

Motion 2024BC010

Moved by Councillor Coston to accept the Minutes of the Bylaw Committee Meeting March 5, 2024, as presented.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

4. NEW AND UNFINISHED BUSINESS

4.1. 917/16 Land Use Bylaw

Motion 2024BC011

Moved by Councillor Coston for Administration to complete the changes discussed and bring back to next Bylaw Committee Meeting on May 7, 2024.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

4.2. 865/11 Solid Waste Management

Motion 2024BC012

Moved by Committee Member McKay for Administration to update the Solid Waste Management Bylaw with changes discussed and bring back to the Bylaw Committee Meeting on May 7, 2024.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED

5.

ADJOURNMENT

5.1. Adjournment

Motion 2024BC013

Moved by Committee Member Johnstone to adjourn the meeting at 4:18 P.M.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	In Favor

CARRIED



Gayle Rondeel, Chairperson



Craig Douglas, Chief Administrative Officer

Beatty Heritage House Society

April 2, 2024 Meeting

The meeting was called to order at 7:40 pm by Chairperson AudreyAnn Bresnahan.

In attendance: AudreyAnn Bresnahan Jackie Anderson
Florence Stemo
Annette Boorman Judy Larmour
Lana Curle (Councillor) Teri Ormberg
Janet Herzog Mario Renault

Members: Evie Burns Phayrene Altman

MINUTES of March 4, 2024 Meeting were read by Florence. There being no corrections, Florence declared the Minutes Adopted as presented.

CORRESPONDENCE: Invitation to the evening program for Volunteers.
MOVED by Florence seconded by Jackie that we send \$40 as a donation towards the cost of the event. CARRIED.

TREASURER'S REPORT: Jackie reported the receipt of \$4000 from the Town of Rimbey. We are very grateful for this annual support. Jackie reported a Balance of \$20,908.18 and moved the Adoption of her Report.

OLD BUSINESS:

SUMMER EMPLOYEE: Lana reported that Chloe Liikala has been hired. Florence and Jackie will have an orientation session with her on her first day on site. Her orientation re lawn and gardening equipment will be handled by Murray Ormberg.

ARBORIST: Scheduled for April 4th. Florence will be on site for questions.

EARTH DAY: "The Story of Plastic" to be shown twice at the Community Library on Earth Day. Discussion to follow. Open to the public - Free admission. Florence will contact schools.

HOME ROUTES: April 11th concert. "Kitty and the Rooster".

RODEO BARBECUE: July 13th. The Community Events Grant will provide \$238.10 towards our expenses.

CO-OP FRIDAY BARBECUE: July 26th.

ALBERTA CULTURE DAYS: Teri will contact musician re a concert paying tribute to Gordon Lightfoot, to be scheduled for Friday, September 27th.

NEW BUSINESS:

WOODDALE LADIES QUILT - "Rainbow of Friends" for our 2024 Raffle is ready.

NEXT MEETING: Monday, May 6, 2024.

ADJOURNMENT: By AudreyAnn at 9:05.

Florence Stemo Secretary

Minutes Adopted - May 6, 2024. FS

Family and Community Support Services (FCSS)
Rimbey Community Home Help Services (RCHHS)
BOARD MEETING MINUTES
April 25, 2024
10:00 a.m. Rimbey Provincial Building
Main conference Room

Be undeniably good. No marketing effort or social media buzzword can be a substitute for that.” –Anthony Volodkin, founder of Hype Machine

We acknowledge that we are on Treaty 6 territory, and we recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands.

Present: N. Hartford, Board Chair
F. Pilgrim, Board Member
M. Griffith, Executive Director
R. Schaff, Board Member
N. Stefanyk, Board Member
R. Pankiw, Board Member
D. Noble, Vice Chairperson
S. Bell, Board Member
J. Carlson, Recording Secretary

Regrets: R. Pankiw Town of Rimbey Rep

1. CALL TO ORDER
By: N. Hartford at 10:20 a.m.
2. APPROVAL OF AGENDA
24-04-01 MOTION: By: F. Pilgrim that the agenda be accepted with the following additions.:

8.6 Financial Statements
12.2 Volunteer Appreciation

CARRIED

3. Declaration of Conflicts of Interest and Commitment (Real, Potential or Perceived)
A conflict of interest is defined as an actual or perceived interest by a staff or Board member in an action that results in, or has the appearance of resulting in, personal, organizational, or professional gain.
4. CONSENT AGENDA ITEMS
 - 4.1 Quarterly Reports-
 - 4.1 a) Client Safety Reports- 1/4ly
 - 4.1 b) Ponoka Youth Center -1/2ly
 - 4.1 c) Catholic Social services- 1/4ly
 - 4.2 Monthly Program Reports-
 - 4.2a) Directors Report

4.2 b) Office Report

- 4.3 2024 Monthly Program statistics
- 4.4 AHS contracted HC & Private HS Client Stats combined
- 4.5 AHS (HC) & Private (HS) billing 2020-2024
- 4.6 AHS (HC) client totals & Hours 2020-2024
- 4.7 Private (HS) Client totals & Hours 2020-2024
- 4.8 Food Bank Hamper Stats 2020-2024

24-04-02 MOTION: By: D. Noble To accept all items on the Consent Agenda as information.

CARRIED

5. PREVIOUS MEETING MINUTES-March 22, 2024

24-04-03 MOTION: By: S. Bell. That the minutes of March 22, 2024, meeting, be adopted as presented.

CARRIED

6. ~~6.0~~ BUSINESS ARISING FROM THE MINUTES

7. OLD BUSINESS

7.1 Transportation Committee Update: M. Griffith has been in touch with the insurance company about the bus. Current employees and volunteers with a clear drivers abstract, and proper classification of driver's license would be able to drive the bus. We have already had 3 people interested in driving.

24-04-04 MOTION: By: N. Stefanyk that the Transportation Committee to move forward with this project. **Seconded** by D. Noble

7.2 Monthly Board Reports: We will be changing the dates to correspond with Board meetings.

7.3 Board Vacancy: R. Schaff has been accepted as a Town of Rimbey representative so we will now be looking for a County rep for our Board of Directors, which we will post after Board retreat.

8. FINANCE

8.1 FCSSAA 2024 Annual Conference November 13-15

24-04-05 MOTION: By D. Noble to send 8 Board Members and 3 staff members to FCSSAA 2024 Annual Conference, to be held at Fantasyland Hotel in Edmonton

8.2 Servus Online Banking

M. Griffith presented a snapshot of what business online banking looks like now for our accounts at Servus Credit Union. All accounts are linked to one member ID.

8.3 GIC Renewal- ongoing conversation, Any GIC's coming due to be changed to not auto renewal until decisions are made about the structure of our bank accounts.

8.4 Rent Funding: Jason Nixon and M. Griffith have had a conversation about the Provincial Rent Funding agreement and amending said agreement for the additional space we are using in the provincial building.

8.5 Door for Hallway: Quote for the door for the hallway to the offices of RCHHS, FCSS, Adult Learning, and Provincial Probation office was \$3903.00.

24-04-06 MOTION By D. Noble- to purchase the door for \$3903.90. Seconded by S. Bell.

CARRIED

24-04-07 MOTION By F. Pilgrim to Accept Finance Report as presented

CARRIED

8.6 Financial Statements Motion carried forward from AGM

24-04-08 (AGM 24-03-03) MOTION: By: F. Pilgrim: That the 2023 Financial Statements be adopted, signed by the Chair of the Board and forwarded to the proper authorities.

Seconded by: S. Bell

ALL IN FAVOR CARRIED

9. QUALITY IMPROVEMENT/RISK MANAGEMENT COMMITTEE –APRIL 10, 2024-

Policy # FCSS-0028.97 Health Care Aide Pay Scale- updated

Policy # FCSS-0059 07 File Closing and Destroying Procedures- moving forward we will follow AHS guidelines: 11 years for adults and 10 years after the age of majority for minors.

24-04-09 MOTION:: By D. Noble That FCSS-0028.97 Health Care Aide Pay Schedule and FCSS-0059 07 File Closing and Destroying Procedure, revisions be accepted as presented.

CARRIED

10. WORKPLACE HEALTH & SAFETY COMMITTEE- APRIL 10, 2024- Raydon detectors ED received report confirming that the levels are below Health Canada Standards, no further recommendations.

11. SPECIAL EVENTS

11.1 Special Events Committee- Upcoming Events Seniors Fair- June 6
Cups & Chat- April 21, May 21 and June 13

12. NEW BUSINESS

12.1 May 2024 Board/Finance Meeting

Agreed to have Meetings May 23, 2024, rather than at the retreat.

12.2 Volunteer Appreciation

The event was a huge success. The Board members not able to attend were presented with their volunteer appreciation pins by the Executive Director.

13. QUALITY ASSURANCE- Reviewed 10 points from the Accreditation survey results. Will continue to go thru this document at Board Meetings

14. CORRESPONDENCE None

15. ADJOURNMENT:

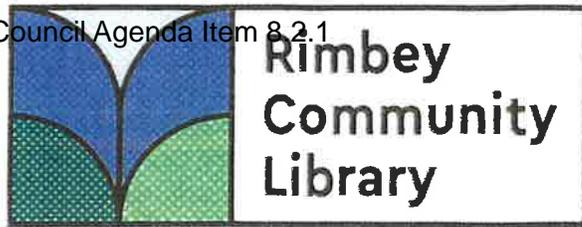
24-04-10 MOTION By: D. Noble To adjourn meeting at 11:50. Next meeting May 23, 2024

CARRIED

15. BOARD SHARING TIME

N. Hartford Board Chair

J, Carlson Recording Secretary



MINUTES RIMBEY COMMUNITY LIBRARY BOARD MEETING April 11, 2024

1. Call to order:

The chair called the meeting to order at approximately 5:32 PM. Attended by Jean Keetch, Wayne Clark, John Hull, Mike Boorman, Bronwen Jones, Ginny Grinde, Joan Gammie. Marg Ramsey absent.

2. Land Acknowledgement:

Read by Joan.

3. Approval of the Agenda:

Joan moved to approve the Agenda. Carried

4. Minutes of previous meeting Minutes: Ginny moved to approve the Minutes of the previous meeting. Carried

5. Consent Agenda Items:

a. Correspondence: Letter of information from the Government of Alberta informing that a recent Red-tape Reduction Act will mean some minor changes to the Library Act.

b. Librarian's report: Reviewed

c. Financial report: Reviewed.

John moved, Bron seconded that we return to reviewing monthly Financial reports. Carried.

Ginny moved to accept the Consent items as noted. Carried

Following discussion, it was agreed by consensus to eliminate the "Consent Agenda" agenda items in future and review them instead as individual items under Old Business.

6. Arising from Old Business:

a. Board Training: The first session was considered a success generally. Some items of concern to the Board were discussed *In Camera*.

b. In Camera meeting: Mike moved, Joan seconded that the Board move *In Camera*. Carried. The Board came out of the *In Camera* meeting at 6:45. The Manager returned to the meeting, and there was a discussion around correct communications of any concerns of Board members. It was confirmed that that questions from the Board requesting information on management issues be brought through the Chair to the Manager to facilitate smooth management of our meetings.

Wayne moved, Joan seconded that all questions by Board members be asked in a professional manner and that answers be delivered in the same fashion. Carried

a. Policy Manual Update: Due to the length of the meeting, John moved, Bron seconded that the Policy review be tabled until the next meeting. Carried

A Policy Review Committee was established to review the Financial and Personnel policies. Ginny, Bron and John will meet before the next meeting and report their recommendations to the Board.

d. Mural/Exterior Signage Committee Report: John gave a very brief verbal update on the mural project, as follows:

1. Cost Estimate: We received pricing from Signmasters in Lacombe. They gave pricing for supply-only of aluminum composite panels for painting of the mural by the artists. Also a price to print and apply the mural to the panels on vinyl should we choose that route. Turns out to be very little cost difference between the two.

They also provided pricing for lettering and logo signage at the front of the building

2. Brainstorming: We received some recommended questions from the artists to start getting ideas, key words and images about what the Library means to users, (as discussed at the zoom start-up meeting). Carrie has started that programme.

3. Town Comments: John had outlined in a March 22 email his discussions with both the Town CAO and their Development officer. There are no concerns on either side, just a couple of paper work hoops to go through, including a Development Permit application required for the signage.

4. Letter of Agreement: Bron and John are still working on the final draft.

John asked Jean if some of the capital reserve fund could be directed towards the exterior signage, as it would seem to be a continuation of the Construction costs. Further discussion required.

John will present a more detailed report for next meeting including a budget and schedule.

7. Next Meeting: *NOTE TIME CHANGE*

May 9, 2024 5:00pm in the Library

8. Adjourn: Moved by Wayne, approximately 7:37pm





BOARD MEETING
Wednesday, January 17, 2024
2:00 p.m.
Town of Ponoka Council Chambers, Ponoka

PRESENT: L. Curle, Board Chair N. Hartford S. Lyon D. MacPherson
G. Rondeel D. Weir(via Zoom) L. Fundytus, CAO W. Sheppard, Recorder
B. Liddle (alternate)
ABSENT: T. Dillon
GUEST: K. Ferguson, Mayor of Ponoka

1. CALL TO ORDER

L. Curle, Board Chair called the meeting to order at 2:12 p.m.

K. Ferguson spoke to the Board regarding the municipally owned community houses on 60 Avenue in Ponoka and the Town of Ponoka Council's position and suggestions in regards to future operation of those units for the Board's information.

The Mayor also provided the Board with a copy of the letter he submitted to the Government of Alberta on November 30, 2023 regarding the current homelessness situation in Ponoka

K. Ferguson left the meeting at 2:36 p.m.

2. ADOPTION OF AGENDA

MOVED by D. MacPherson that the Board meeting agenda be adopted as presented. (RHF 24-01-01)
Carried

3. APPROVAL OF MINUTES

MOVED by D. Weir the Board approve the minutes of the December 20, 2023 Board meeting.
(RHF 24-01-02)
Carried

4. CAO REPORT

L. Fundytus provided an overview of the January CAO report.

MOVED by S. Lyon that the Board accept the CAO report as information. (RHF 24-01-03)
Carried

5. FINANCIAL REPORTS

L. Fundytus provided an overview of the financial reports for November.

MOVED by G. Rondeel that the Board accept for the eleven months ending November 30, 2023 as information:

- Statement of Financial Position;
- Financial Statements;
- Cash in Bank Report;
- the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 24-01-04)
Carried

6. BUILDING COMMITTEE REPORT

L. Fundytus provided a copy of Collier's Project Status report on the Ponoka Seniors Housing Development for January 2024.

The building committee has appointed RPK Architecture as the prime consultant for the project and Jen-Col was awarded the construction management contract.

7. OLD BUSINESS

POLICY HR-09 EMPLOYEE RECOGNITION

Nothing to report.

POLICY CS-21 MEDICAL ASSISTANCE IN DYING (MAID)

Nothing to report.

8. NEW BUSINESS

2024 SALARY GRID

MOVED by L. Curle that the Board approve a 5% increase to the salary grid as presented. (RHF 24-01-05)

*D. MacPherson - Opposed
Carried*

POLICY FIN-08 CAPITAL ASSETS

MOVED by N. Hartford the Board approve Policy FIN-08 Capital Assets as presented. (RHF 24-01-06)

Carried

RIMBEY LAND PURCHASE DISCUSSION

L. Fundytus updated the Board on the current status of the purchase of vacant land adjacent to Rimbe Valley View Manor through discussions with the Town of Rimbe.

8. CORRESPONDENCE

Council Agenda Item 8.2.1

Nothing to report.

10. NEXT MEETING

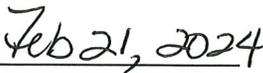
The next meeting will be scheduled for February 21, 2024 at 10:00 a.m. at Legacy Place in Ponoka.

MOVED by S. Lyon the meeting adjourn at 3:17 p.m.. (RHF 24-01-07)

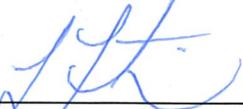
Carried



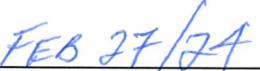
Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed



BOARD MEETING
Wednesday, February 21, 2024
10:00 a.m.

Ponoka County Council Chambers, Ponoka

PRESENT: L. Curle, Board Chair N. Hartford S. Lyon D. MacPherson
 G. Rondeel D. Weir(via Zoom) L. Fundytus, CAO W. Sheppard, Recorder
 B. Liddle (alternate)

ABSENT: T. Dillon

1.	CALL TO ORDER
----	---------------

L. Curle, Board Chair called the meeting to order at 10:04 a.m.

MOVED by N. Hartford that the Board excuse the absence of Ted Dillon from the December and January Board meetings. (RHF 24-02-01)

Carried

ELECTION OF BOARD VICE-CHAIR

The Board Chair called for the re-assignment for the position of Board Vice-Chair.

MOVED by D. Weir that S. Lyon be nominated for Board Vice-Chair. (RHF 24-02-02)

S. Lyon accepts the nomination.

MOVED by L. Curle that nominations cease. (RHF 24-02-03)

S. Lyon was declared Board Vice-Chair.

2.	ADOPTION OF AGENDA
----	--------------------

L. Fundytus requested the addition of Item 8.6 Volunteerism in the Lodges to the agenda.

MOVED by D. MacPherson that the Board meeting agenda be adopted with the addition of Item 8.6 Volunteerism in the Lodges. (RHF 24-02-04)

Carried

3.	APPROVAL OF MINUTES
----	---------------------

MOVED by S. Lyon the Board approve the minutes of the January 17, 2024 Board meeting. (RHF 24-02-05)

Carried

4.	CAO REPORT
----	------------

Council Agenda Item 8.2.1

L. Fundytus provided an overview of the February CAO report.

MOVED by D. Weir that the Board accept the CAO report as information. (RHF 24-02-06)

Carried

5.	FINANCIAL REPORTS
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L. Fundytus provided an overview of the financial reports for December prior to the audit.

MOVED by S. Lyon that the Board accept for the twelve months ending December 31, 2023 as information:

- Statement of Financial Position;
 - Financial Statements;
 - Cash in Bank Report;
 - the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 24-02-07)
- Carried

MOVED by N. Hartford that the Board approve the expenditures from the endowment accounts for October, November and December. (RHF 24-02-08)

Carried

6.	BUILDING COMMITTEE REPORT
----	---------------------------

L. Fundytus provided a copy of Collier's Project Status report on the Ponoka Seniors Housing Development for February 2024.

7.	OLD BUSINESS
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POLICY HR-09 EMPLOYEE RECOGNITION

Nothing to report.

POLICY CS-21 MEDICAL ASSISTANCE IN DYING (MAID)

L. Fundytus and L. Curle continue to review the proposed Policy CS-21 Medical Assistance in Dying (MAID).

8.	NEW BUSINESS
----	--------------

MAYOR FERGUSON'S HOMELESSNESS LETTER TO GoA

MOVED by G. Rondeel that the Board accept Mayor Ferguson's letter to the Government of Alberta on Homelessness in Ponoka as information. (RHF 24-02-09)

Carried

POLICY FIN-21 ASSET RETIREMENT OBLIGATION

Council Agenda Item 8.2.1

MOVED by N. Hartford the Board approve Policy FIN-21 Asset Retirement Obligation as presented. (RHF 24-02-10)

Carried

POLICY CS-11 RENT CALCULATION WITH \$357 RULE

MOVED by D. MacPherson that the Board approve Policy CS-11 Rent Calculation with \$357 Rule as presented. (RHF 24-02-11)

Carried

RIMOKA SIGNING AUTHORITIES

MOVED by D. Weir that Ted Dillon be removed as a signing authority for the Foundation and Sandra Lyon as the new Board Vice Chair be the replacement as a signing authority. (RHF 24-02-12)

Carried

SALE OF JOHN DEERE TRACTOR

MOVED by G. Rondeel that the Foundation sell the Ponoka John Deere tractor as surplus equipment and the proceeds transferred into the Equipment Reserve. (RHF 24-02-13)

Carried

VOLUNTEERISM IN THE LODGES

L. Fundytus requested Board Member discussion on a request of a volunteer opportunity with a resident and the corresponding responsibility of the Foundation.

9. CORRESPONDENCE

Provided as information.

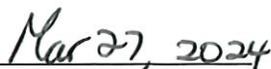
10. NEXT MEETING

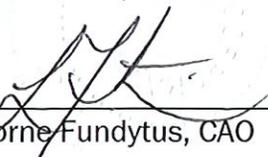
The next meeting will be scheduled for March 27, 2024 at 10:00 a.m. at Ponoka County Council Chambers in Ponoka and will include the 2023 audit presentation.

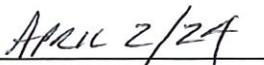
MOVED by D. MacPherson the meeting adjourn at 11:48 a.m. (RHF 24-02-14)

Carried


Lana Curle, Board Chair


Date Signed


Lorne Fundytus, CAO


Date Signed



EMAIL MOTION
Wednesday, February 28, 2024
11:55 a.m.

PRESENT: L. Curle, Board Chair N. Hartford S. Lyon D. MacPherson G. Rondeel
D. Weir L. Fundytus, CAO W. Sheppard, Recorder

ABSENT: T. Dillon

1. EMPLOYEE HANDBOOK AMENDMENTS

L. Fundytus provided the Board by email an updated employee handbook with amendments as recommended by legal counsel to the section regarding Alcohol and Substance Abuse and Appendix A-Employee Handbook Acknowledgement.

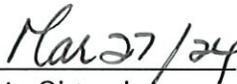
L. Fundytus requested Board approval for the amendments to the employee handbook.

MOVED by S. Lyon that the Board approve the amendments to the employee handbook as presented.
(RHF 24-02-15)

Carried



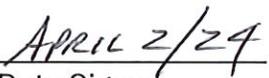
Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed



BOARD MEETING
Wednesday, March 27, 2024
10:00 a.m.

Town of Ponoka Council Chambers, Ponoka

PRESENT: L. Curle, Board Chair N. Hartford S. Lyon D. MacPherson
G. Rondeel D. Weir L. Fundytus, CAO W. Sheppard, Recorder
GUESTS: G. Parker & D. Krochak, Rowland Parker & Associates

1. CALL TO ORDER

L. Curle, Board Chair called the meeting to order at 10:03 a.m.

2. ADOPTION OF AGENDA

MOVED by N. Hartford that the Board meeting agenda be adopted as presented. (RHF 24-03-01) *Carried*

3. APPROVAL OF MINUTES

MOVED by G. Rondeel the Board approve the minutes of the February 21, 2024 Board meeting. (RHF 24-03-02) *Carried*

MOVED by D. MacPherson the Board approve the email minutes of February 28, 2024. (RHF 24-03-03) *Carried*

4. AUDIT PRESENTATION

D. Krochak provided an overview of the draft 2023 audited financial statements and outlined the process and parameters involved in the audit.

D. Krochak also reviewed the audit findings letter and the audit report on tenant income procedures with the Board.

The Board discussed the impact the Golden Leisure Lodge project may have on the financial statements for the Foundation in the future.

MOVED by S. Lyon that the Board accept the audited 2023 financial statements as presented. (RHF 24-03-04) *Carried*

5. CAO REPORT

Council Agenda Item 8.2.1

L. Fundytus provided an overview of the March CAO report.

MOVED by D. Weir that the Board accept the CAO report as information. (RHF 24-03-05)

Carried

6. FINANCIAL REPORTS

L. Fundytus provided an overview of the financial reports for January.

MOVED by N. Hartford that the Board accept for the one month ending January 31, 2024 as information:

- Statement of Financial Position;
- Financial Statements;
- Cash in Bank Report;
- the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 24-03-06)

Carried

7. BUILDING COMMITTEE REPORT

L. Fundytus discussed the March Project Status report from Colliers Project Leaders Inc. on the Ponoka Lodge Development plan and the increasing costs associated with the various options of development.

8. OLD BUSINESS

POLICY HR-09 EMPLOYEE RECOGNITION

Nothing to report.

POLICY CS-21 MEDICAL ASSISTANCE IN DYING (MAID)

Nothing to report.

9. NEW BUSINESS

2024 LODGE BUDGET - FINAL

MOVED by G. Rondeel that the Board approve the 2024 Lodge Budget as presented. (RHF 24-03-07)

Carried

2024 LEGACY PLACE BUDGET - FINAL

MOVED by S. Lyon that the Board approve the 2024 Legacy Place Budget as presented. (RHF 24-03-08)

Carried

2023 BAD DEBT WRITE-OFFS

Council Agenda Item 8.2.1

MOVED by N. Hartford that the Board approve the requested write-off amount of \$3,199.72 for uncollectable accounts as presented (RHF 24-03-09)

Carried

EMPLOYEE HANDBOOK UPDATES

MOVED by D. MacPherson that the Board approve the amendments to the Employee Handbook for regular employees as presented. (RHF 24-03-10)

Carried

MOVED by D. MacPherson that the Board approve the amendments to the Employee Handbook for management and out-of-scope employees as presented. (RHF 24-03-11)

Carried

MEMORIAL DISCUSSION

MOVED by S. Lyon that the Rimoka Housing Foundation provide a donation of \$500 to the Edmonton Firefighter Burn Treatment Society in memory of Ted Dillon. (RHF 24-03-12)

D. Weir seconds
Carried

10. CORRESPONDENCE

Provided as information.

11. NEXT MEETING

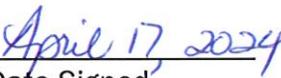
The next meeting will be scheduled for April 17, 2024 at 10:00 a.m. at the Valley View Manor in Rimbey.

MOVED by N. Hartford the meeting adjourn at 11:46 a.m. (RHF 24-03-13)

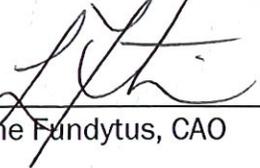
Carried



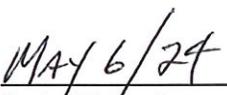
Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed

6. BUILDING COMMITTEE REPORT

L. Fundytus provided an update on the Ponoka Seniors Housing Development as outlined in Collier's Project Status report for March 2024 and anticipated cost increases due to design modifications.

7. OLD BUSINESS

POLICY HR-09 EMPLOYEE RECOGNITION

Nothing to report.

POLICY CS-21 MEDICAL ASSISTANCE IN DYING (MAID)

Nothing to report.

8. NEW BUSINESS

POLICY FIN-12 CHARITABLE DONATIONS

MOVED by G. Rondeel the Board approve Policy FIN-12 Charitable Donations as presented.
(RHF 24-04-05)

Carried

POLICY FIN-17 INVESTMENTS

MOVED by D. Weir the Board approve Policy FIN-17 Investments as presented. (RHF 24-04-06)

Carried

POLICY LL-01 ANNUAL OPERATING BUDGET

MOVED by N. Hartford the Board approve Policy LL-01 Annual Operating Budget as presented.
(RHF 24-04-07)

Carried

POLICY LL-02 LIFE LEASE ADMINISTRATIVE FEE

MOVED by S. Lyon the Board approve Policy LL-02 Life Lease Administrative Fee as presented.
(RHF 24-04-08)

Carried

9. CORRESPONDENCE

Provided as information.

10. NEXT MEETING

The next meeting will be scheduled for 10:00 a.m. on May 15, 2024 at Legacy Place in Ponoka.

Council Agenda Item 8.2.1

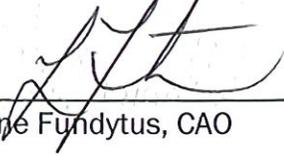
MOVED by K. Ferguson the meeting adjourn at 11:15 a.m. (RHF 24-04-09)

Carried



Lana Curle, Board Chair

May 15/24
Date Signed



Lorne Fundytus, CAO

May 22/24
Date Signed

Town Council
REQUEST FOR DECISION



Meeting: June 24, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Beatty Heritage House Society
Item For: Public Information -or- Closed Session

RECOMMENDATION:

Administration recommends Council accept the correspondence from Beatty Heritage House, as information.

ATTACHMENTS:

[Correspondence from Beatty Heritage House Society](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas".

Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

Beatty Heritage House Society
Box 771, Rimbey, AB, T0C 2J0

May 23, 2024

Council of the Town of Rimbey
Box 350,
Rimbey, AB T0C 2J0

Mayor Pankiw, Members of Council:

Our sincere thanks for your ongoing support of the Beatty Heritage House through an annual grant of \$4000. This year's grant will be of considerable assistance as we focus on preparing for the site's 100th Birthday in 2025.

We thank Council also for your management of the Community Events Grant Program such that all the Groups that apply receive some assistance. This year's allotment to our Society will certainly help with the grocery bill for our annual post-parade barbecue.

Sincerely,

Florence Stemo
Secretary - Beatty Heritage House Society

Town Council
REQUEST FOR DECISION



Meeting: June 24, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Earth Day 24 - Beatty Heritage House Society
Item For: Public Information -or- Closed Session

RECOMMENDATION:

Administration recommends that Council accept the Beatty Heritage House letter, as information.

ATTACHMENTS:

[EarthDay 24 Report to Town Council](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas".

Craig Douglas, Chief Administrative Officer

June 20, 2024
Date

Beatty Heritage House Society
Box 771, Rimbey, AB T0C 2J0

May 25, 2024

Craig Douglas CEO
Mayor Pankiw, Members of Council:

The Beatty Heritage House Society, with assistance from the Rimbey Community Library, was pleased to celebrate EARTH DAY 24 by presenting a program for our community focused on this year's theme, Planet vs. Plastics. We hosted two viewings of the documentary film, "The Story of Plastic", each followed by a question and discussion session. In view of the ever-growing problem of plastic waste at the community-level, and at the global level; and the number of concerns voiced at our event, our Board has directed me to submit a report for your information, containing the main concerns, questions, and suggestions that arose during the discussions.

CONCERNS:

- the "mountains" of plastic on land, and the "islands of plastic" in the oceans which are growing every day
- the health issues related to the nanoplastics that are in the air, water, and soil around the globe
- the fact that plastics cannot be destroyed by any known process
- the increasing production of plastics with no solutions to the problems they are creating; and little responsibility being taken by the producers of the plastics
- the lack of understanding re these problems, and/or the lack of concern about them among the populace

QUESTIONS:

- What can be done to raise awareness in order to get more co-operation with waste, in particular plastic waste management?
- What is actually happening to items that go into one's recycling bin?
- How much of it is truly recycled?
- What is happening to plastics disposed of in places that are not single-dwelling residences and do not qualify for the Town's program? eg The Hospital and Extended Care Centre, the four schools, the several seniors' housing units, Valley View Lodge, the businesses, etc.

SUGGESTIONS:

- that Council Members tour Empringham Disposal site (if this hasn't been done) to see firsthand the work involved
- that the information learned in the tour be communicated to the citizens of Rimbey
- that workers involved in waste management be prepared to answer specific questions re waste disposal. (It was noted during the discussion that questions re recycling did not always receive the same answers.)
- that communication to the residents of Rimbey re changes in policy, including the reason(s) for the change(s), such as the recent changes in waste management, be timely and clear.

We thank you for your consideration of this report. Any questions or comments may be directed to our Society through me.

Respectfully,
Florence Stemo
Secretary - Beatty Heritage House Society