



AGENDA

Town Council

August 25, 2025 - 3:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, AUGUST 25, 2025 AT 3:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

Page

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

1.1 LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

3. MINUTES

- 3.1 Minutes 4 - 14
[Request for Decision - RFD-25-118 - Pdf](#)

4. PUBLIC HEARINGS

- 4.1 Bylaw 1016/25 Amendment to Land Use Bylaw 1008/24– 15 - 24
Redesignation of Land
[Request for Decision - RFD-25-130 - Pdf](#)

5. DELEGATIONS

- 5.1 Delegation - Kelly LeBlanc / Sensory Room 25 - 28
[Request for Decision - RFD-25-104 - Pdf](#)

6. BYLAWS

6.1	Bylaw 1017/25 - Amendment to Land Use Bylaw 1008/24 - Addition of Use in the C1 District Request for Decision - RFD-25-126 - Pdf	29 - 35
-----	--	---------

7. NEW AND UNFINISHED BUSINESS

7.1	DP 13/25 – Request for Decision on Approval of a Direct Control (DC) District Development Permit Application 13/25 Request for Decision - RFD-25-131 - Pdf	36 - 45
7.2	Junior Hockey League Request for Decision - RFD-25-119 - Pdf	46 - 51
7.3	Wellness Account Request for Decision - RFD-25-120 - Pdf	52
7.4	Policy 155 Council Remuneration Request for Decision - RFD-25-121 - Pdf	53 - 56
7.5	Proclamation Policy Request for Decision - RFD-25-116 - Pdf	57 - 59

8. REPORTS

8.1. Department Reports

8.1.1	Department Reports Request for Decision - RFD-25-124 - Pdf	60
8.1.2	CAO Report CAO Report-25 Aug 2025 - Pdf	61
8.1.3	Director of Finance Report Director of Finance Report-25 Aug 2025 - Pdf	62 - 64

8.2. Boards/Committee Reports

8.2.1	Boards/Committee Reports Request for Decision - RFD-25-125 - Pdf	65 - 66
-------	---	---------

9. CORRESPONDENCE

9.1	Rimbey Community Home Help Services Request for Decision - RFD-25-123 - Pdf	67 - 68
-----	--	---------

- 9.2 Final Distribution for Curling Alberta Women's Championship Event
[Request for Decision - RFD-25-133 - Pdf](#)

69

10. OPEN FORUM

(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 - ATAI SECTION 30(1) DISCLOSURE HARMFUL TO ECONOMIC AND OTHER INTERESTS OF A PUBLIC BODY

12. ADJOURNMENT



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Minutes of the Committee of the Whole Meeting on June 9, 2025, and the Minutes of the Regular Council meeting on July 28, 2025, as presented.

RECOMMENDATION:

1. To accept the Minutes of the Committee of the Whole meeting on June 9, 2025, as presented.
2. To accept the Minutes of the Regular Council meeting on July 28, 2025, as presented.

ATTACHMENTS:

[2025 06 09 COW Meeting Minutes](#)
[2025 07 28 Council Meeting Minutes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

July 24, 2025
Date

ENDORSED BY:

Crang

Craig Douglas, Chief Administrative Officer

July 24, 2025
Date



MINUTES

Committee of the Whole Meeting

Monday, June 9, 2025 - 3:00 PM
Town Administration Building - Council Chambers

1.	CALL TO ORDER COMMITTEE OF THE WHOLE MEETING & RECORD OF ATTENDANCE										
	<p>Mayor Pankiw called the meeting to order at 3:00 PM with the following in attendance:</p> <p>Mayor Rick Pankiw Councillor Wayne Clark Councillor Lana Curle Councillor Gayle Rondeel Councillor Jeff Johnstone Bonnie Rybak - Executive Assistant Craig Douglas - Chief Administrative Officer Duncan Campbell - Director of Public Works</p> <p>Delegates: Misty Griffiths (RCHHS Transportation Committee)</p> <p>Public: (2) members of the public</p> <p>1.1. <u>LAND ACKNOWLEDGEMENT</u></p>										
2.	AGENDA APPROVAL AND ADDITIONS										
	<p><u>Motion 036/2025 COW</u></p> <p>Moved by Councillor Clark to accept the Agenda for the June 9, 2025, Committee of the Whole Meeting, as amended.</p> <table><tr><td>Mayor Pankiw</td><td>In Favor</td></tr><tr><td>Councillor Clark</td><td>In Favor</td></tr><tr><td>Councillor Curle</td><td>In Favor</td></tr><tr><td>Councillor Rondeel</td><td>In Favor</td></tr><tr><td>Councillor Johnstone</td><td>In Favor</td></tr></table> <p>CARRIED</p>	Mayor Pankiw	In Favor	Councillor Clark	In Favor	Councillor Curle	In Favor	Councillor Rondeel	In Favor	Councillor Johnstone	In Favor
Mayor Pankiw	In Favor										
Councillor Clark	In Favor										
Councillor Curle	In Favor										
Councillor Rondeel	In Favor										
Councillor Johnstone	In Favor										
3.	MINUTES										
4.	PUBLIC HEARINGS										
5.	DELEGATIONS										
	<p>5.1. <u>Delegation - RCHHS Transportation Committee</u></p> <p><u>Motion 037/2025 COW</u></p> <p>Moved by Councillor Curle to accept the presentation from Misty Griffiths with Rimby Community Home Health Society, as information.</p> <table><tr><td>Mayor Pankiw</td><td>In Favor</td></tr><tr><td>Councillor Clark</td><td>In Favor</td></tr><tr><td>Councillor Curle</td><td>In Favor</td></tr><tr><td>Councillor Rondeel</td><td>In Favor</td></tr><tr><td>Councillor Johnstone</td><td>In Favor</td></tr></table> <p>CARRIED</p>	Mayor Pankiw	In Favor	Councillor Clark	In Favor	Councillor Curle	In Favor	Councillor Rondeel	In Favor	Councillor Johnstone	In Favor
Mayor Pankiw	In Favor										
Councillor Clark	In Favor										
Councillor Curle	In Favor										
Councillor Rondeel	In Favor										
Councillor Johnstone	In Favor										

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1. Rock the Track Sponsorship Packages

Motion 038/2025 COW

Moved by Mayor Pankiw that the request from the Founder-President of Fire & Flood, Terry Raymond, regarding sponsorship opportunities for the 2025 Rock the Track Event be brought forward to the next Regular Council Meeting scheduled on June 23, 2025.

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

CARRIED

7.2. JDL Developments - MOVED TO 10.2 CLOSED SESSION

8. OPEN FORUM

A resident inquired about the oil drilling companies using ground water. Mayor Pankiw informed him that it was not on today's agenda as there is nothing to discuss at this time.

9. CORRESPONDENCE

9.1. Blindman Handivan Society

Motion 039/2025 COW

Moved by Councillor Clark to accept the correspondence from the Blindman Handivan Society, notifying the Town of their withdrawal of the \$5,000 funding request for a new van, as information.

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

CARRIED

10. CLOSED SESSION - SECTION 17(1) PERSONAL PRIVACY

10.1. 10.2 FOIP Section 17.1 Personal Privacy

10.2. FOIP Section 17(1) Personal Privacy

Motion 040/2025 COW

Moved by Councillor Clark to enter closed session at 3:20 PM.

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

CARRIED

Motion 041/2025 COW

Moved by Councillor Clark to revert to open session at 3:51 PM.

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

CARRIED

Motion 042/2025 COW

Moved by Councillor Curle that Council proceed with making two special motions at this time, acknowledging that this is outside the usual process.

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

CARRIED

Motion 043/2025 COW

Moved by Councillor Clark for Administration to inform Derek Prue that the Town of Rimbey is not interested in his offer for a NJHL team in Rimbey.

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

CARRIED

Motion 044/2025 COW

Moved by Councillor Johnstone to accept the request to enter into an agreement with JDL Developments, whereby the JDL Developments will cover the cost of the capital projects listed below, with the inclusion of interest charges and a 15-year repayment term.

#4. Project: 53 Avenue. Road Construction & Paving, 53 Avenue - from 42 Street to 43 Street

#5. Project: 42 Street. Road Paving, 42 Street – from 53 Ave. to 54th Ave (Hwy. 20). from the Capital Projects.

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

CARRIED

11. ADJOURNMENT

11.1. Adjournment

Motion 045/2025 COW

Moved by Councillor Clark to adjourn the meeting at 3:56 PM.

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

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer



MINUTES

Town Council Meeting

Monday, July 28, 2025 - 3:00 PM
Town Administration Building - Council Chambers

1.

CALL TO ORDER REGULAR COUNCIL MEETING & RECORD OF ATTENDANCE

Mayor Pankiw called the meeting to order at 3:00 p.m. with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Councillor Jeff Johnstone
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer
- Breanna Engerdahl - Director of Community Services

Delegates: Sherry Stuart & Brian Boutin - Rock the Track
Garrett Dick & Bill Moody- Junior Hockey League

Public: (4) members of the public

1.1. LAND ACKNOWLEDGEMENT

2.

AGENDA APPROVAL AND ADDITIONS

Motion 135/2025

Moved by Councillor Curle to accept the Agenda for the July 28, 2025, Regular Council Meeting, as amended.

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

CARRIED

3.

MINUTES

3.1. Minutes

Motion 136/2025

Moved by Councillor Curle to accept the Minutes of the Regular Council meeting on June 23, 2025, as amended.

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

CARRIED

Motion 137/2025

Moved by Councillor Johnstone to accept the Minutes of the Special Council meeting on July 21, 2025, as presented.

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

CARRIED

4. PUBLIC HEARINGS

5. DELEGATIONS

5.1. Sherry Stuart - Rock the Track - ADDITION TO AGENDA

Motion 138/2025

Moved by Councillor Curle to accept the presentation from Sherry Stuart and Brian Boutin with Rock the Track.

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

CARRIED

5.2. Garrett Dick - Junior Hockey

Motion 139/2025

Moved by Councillor Clark to accept the delegation from Garrett Dick & Bill Moody regarding a junior hockey league, as information and to bring the discussion forward to the next Regular Council meeting on August 25, 2025.

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

CARRIED

Stephanie Carlson spoke in support of the junior hockey league but indicated some concerns.

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1. Director of Community Services, Breanna Engerdahl - Discussion of the Vern Poffenroth Memorial Arena - ADDITION TO AGENDA

Motion 140/2025

Moved by Councillor Johnstone to bring the discussion of the Vern Poffenroth Memorial Arena schedule forward to the next Regular Council meeting on August 25, 2025.

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

CARRIED

7.2. Policy 155 Council Remuneration Policy

Motion 141/2025

Moved by Councillor Johnstone that Administration explore the options of a Health and Wellness Account for Council and to bring forward to the next Regular Council meeting on August 25, 2025.

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

CARRIED

Motion 142/2025

Moved by Councillor Clark for Administration to remove "FCM Convention" under Hourly Rates in Policy 155, and bring forward to next Regular Council meeting on August 25, 2025

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

CARRIED

Councillor Johnstone exited the meeting at 4:08 p.m.

Councillor Johnstone returned to the meeting at 4:10 p.m.

7.3. Truth and Reconciliation Day - September 30

Motion 143/2025

Moved by Councillor Rondeel that Council approves the implementation of the National Day for Truth and Reconciliation as a general holiday on September 30, 2025, and annually thereafter.

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

CARRIED

7.4. Vern Poffenroth Memorial Arena Concession Lease

Motion 144/2025

Moved by Councillor Clark that Council approves the Arena Concession Lease template, as presented.

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

CARRIED

8. REPORTS

8.1. DEPARTMENT REPORTS

Motion 145/2025

Moved by Councillor Johnstone to accept the department reports, as presented.

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

CARRIED

8.2. BOARDS/COMMITTEE REPORTS

Motion 146/2025

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

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

CARRIED

9.

CORRESPONDENCE

9.1. Rimbey Community Library

Motion 147/2025

Moved by Councillor Clark to accept the correspondence from the Rimbey Municipal Library, as information.

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

CARRIED

9.2. Royal Canadian Mounted Police

Motion 148/2025

Moved by Councillor Curle to accept the correspondence from the Royal Canadian Mounted Police, as information.

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

CARRIED

10.

OPEN FORUM

11.

CLOSED SESSION -CLOSED SESSION - ATIA SECTION 26 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS

11.1. Closed Session - ATIA Section 26 Disclosure harmful to intergovernmental relations

Motion 149/2025

Moved by Councillor Clark to enter closed session at 4:28 p.m.

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

CARRIED

Motion 150/2025

Moved by Councillor Johnstone to revert to open session at 4:32 p.m.

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

CARRIED

12. ADJOURNMENT

12.1. Adjournment

Motion 151/2025

Moved by Councillor Clark to adjourn the meeting at 4:35 p.m.

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

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: August 25, 2025
Submitted By: Liz Armitage, Development Officer
Subject: Bylaw 1016/25 Amendment to Land Use Bylaw 1008/24– Redesignation of Land
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

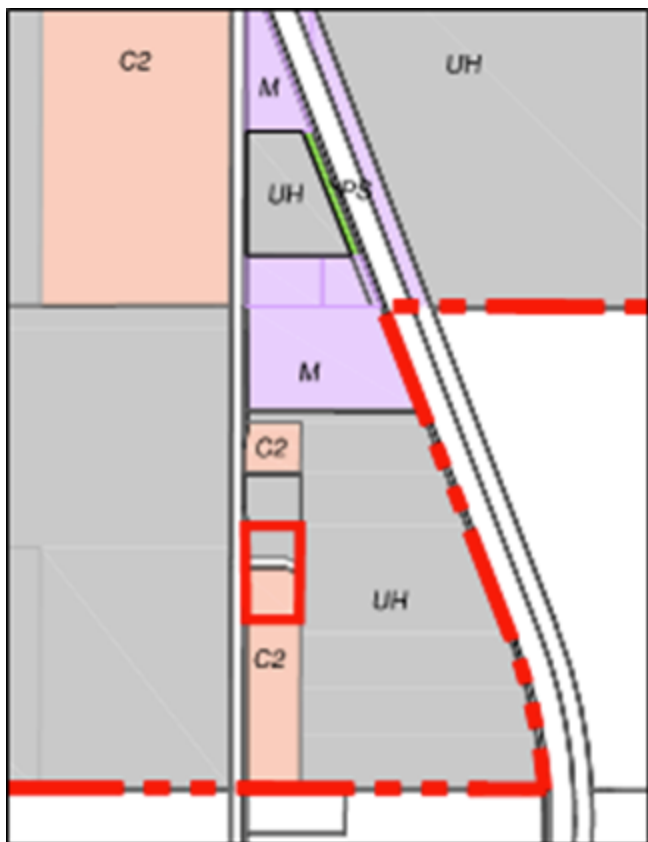
Administration has received an application for redesignation to Highway Commercial (C-2) District from Troy & Jamie Burke (T.J.B Consulting) for the lands as shown in the proposed subdivision plan of Lot 3, Block 1, Plan 142 2422 (3525 Simpson Road) in the SW-22-42-2-W5. The area is currently designated Urban Holdings (UH) District and will bring additional lands from the remnant quarter (SW-22-42-2-W5) into Lot 3, Block 1, Plan 142 2422.

This application received first reading by Council on July 21st, 2025, and the accompanying subdivision application was approved on March 24th, 2025.

DISCUSSION:

Analysis of Existing Conditions:

An analysis of the existing land use and surrounding area indicates that as per Land Use Bylaw 1008/24, the property is surrounded by land designated UH (Urban Holdings) on the east, north and west and C2 (Highway Commercial) on the south. Below is an image of the property from the town's Land Use Bylaw map.

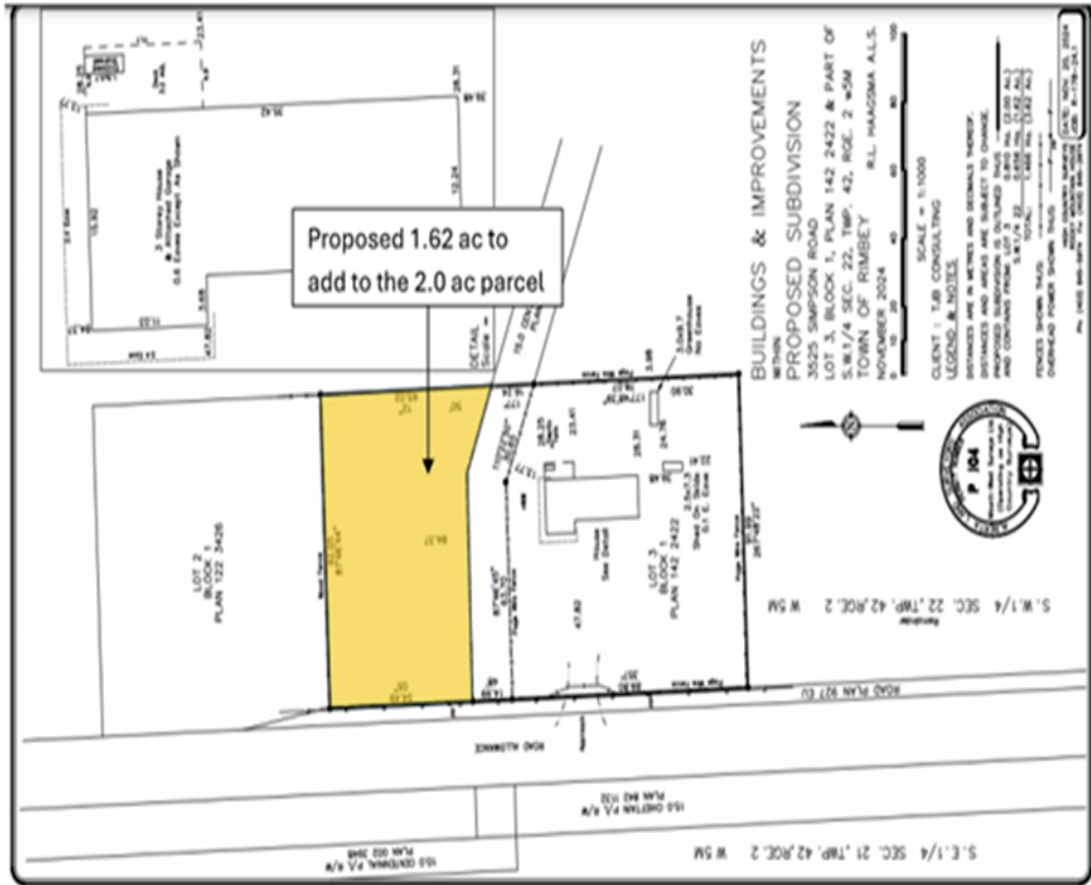


Application Overview:

Troy & Jamie Burke O/A T.J.B. Consulting Ltd. applied to The Town of Rimbey for subdivision TR2501. The intent of the subdivision is to create a larger existing parcel and remove land from the remnant quarter-section. This resulted in a larger yard space to the existing acreage for Troy & Jamie Burke. The proposed expansion will push the boundary up unto another smaller lot subdivided off of the parent quarter-section.

The boundary adjustment will expand the existing parcel to the north of the existing right-of-way that borders the parcel. Although you can't build on the right-of-way, the lot has plenty of existing and additional buildable area.

The following is a copy of the subdivision plan:



On March 24, 2025, Council approved the subdivision with the following motion outlining the conditions of approval:

Motion 064/2025

Moved by Councillor Johnstone to approve subdivision TR2501 with the conditions as follows:

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. *Registration of a Deferred Services Agreement on title to the satisfaction of the Town.*
4. *Ensure all rights-of-way are carried forward and registered on the newly created lot.*
5. *The applicant is to pay an endorsement fee as per the Town of Rimbey's fee schedule at the time of endorsement.*
6. *Municipal Reserves are not owing as the land that is to be subdivided is not creating any additional lots.*
7. *For the landowner to apply for a land use amendment to redesignate the properties to match the same land use.*

In order for the subdivision to be endorsed by the Town, the applicant must complete all subdivision approval conditions. This application for a Land Use Bylaw amendment is required to fulfill conditions.

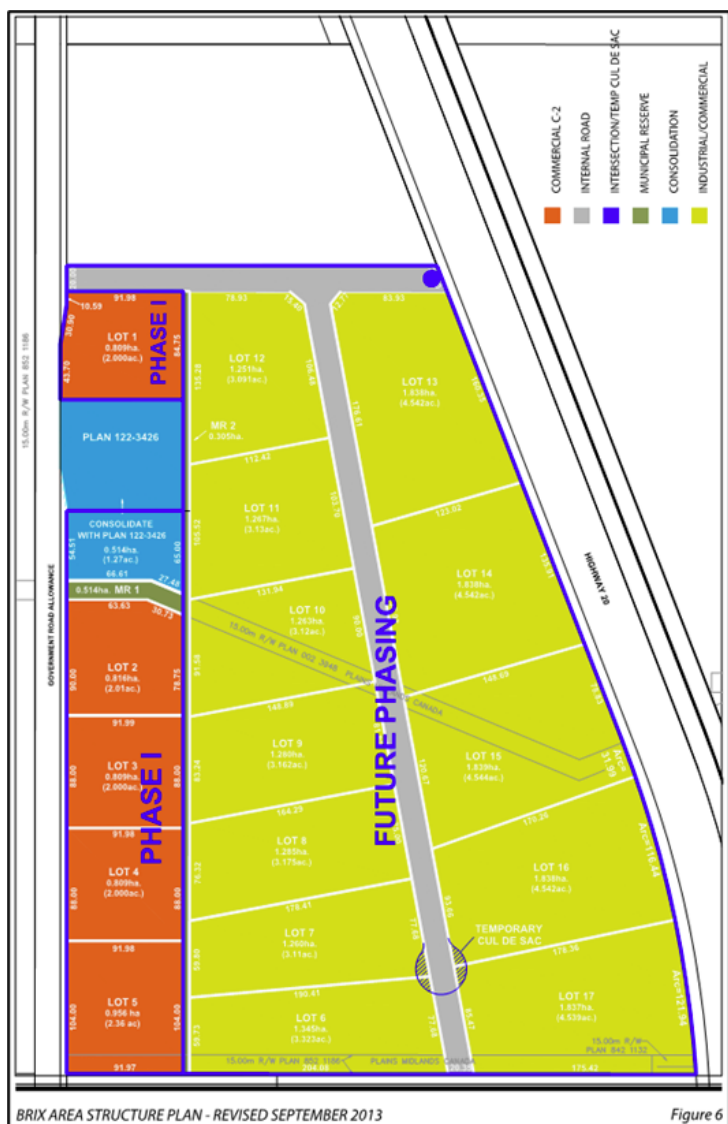
Compliance with Town Policy

The property of the proposed subdivision is located within the Brix Area Structure Plan Bylaw #886-13 (Brix ASP) adopted by Rimbey Council in 2013. The Brix ASP laid out a plan for the entirety of the parcel for industrial and commercial uses. To date, the Brix ASP has not proceeded into subsequent development stages. The proposed consolidation area was proposed to be consolidated with the parcel to the north as outlined in Figure 6 – Future Land Use Concept Plan.

Although this proposal does not align with the specific policy in the ASP and instead consolidates the lands with the parcel to the south, it does not materially impact any planning considerations encapsulated within the ASP. Overall, the application does not prevent Phases 1 and II of the ASP from progressing in alignment with the overall plan.

During the subdivision Council was made aware of policies 6.3.1.6 which states Phase I shall include the consolidation of approximately 0.514 hectares of land with existing Block 1, Plan 122-3426 as shown in Figure 6 (Future Land Use Concept Plan). The subdivision approval essentially over-ruled this policy as Council determined the subdivision still met the overall policies, intent and objectives of the Brix Area Structure Plan (ASP).

The following is a copy of the Land Use Concept form the Brix ASP:



The land use concept in the Brix ASP is atypical in that the blue states the land use designation is “consolidation” which is not a land use designation. Therefore, to be consistent with the existing land use designation on the original Burke parcel, it is recommended the newly expanded parcel be redesignated to Commercial C-2. The C-2 designation is in keeping with the land use designation currently on the existing parcel and appears to meet the intent of C-2 being located along the east side of Simpson Road.

Administration does not recommend that an update to the Brix ASP is required at this time due to: The proposed amendment is in keeping with the intent of the Brix ASP by having C-2 located along the east side of Simpson Road

- Requiring the landowner to update the Brix ASP to reflect this will place an unnecessary financial burden on the applicant, as the town does not appear to have the base mapping required to complete the amendment. Therefore, the mapping will need to be created from scratch.

Public Hearing Consultation

Council gave first reading to Bylaw 1016/25 Amendment to Land Use Bylaw 1008/24 on July 21st, 2025. Council set the Public Hearing date of August 25th, 2025, and directed Administration to

circulate notice of Bylaw 1016/25 to relevant agencies and adjacent neighbours. Additionally, Council directed Administration to advertise the public hearing in the Rimbey Review for (2) two consecutive weeks prior to the Public Hearing. The public hearing was advertised as follows:

- Notice was placed in the August 5, 2025, and August 12, 2025, editions of the Rimbey Review;
- Notice was given to adjacent property owners by regular mail;
- Notice was given to affected agencies; and,
- Notice of this public hearing was posted on the Town of Rimbey web site under important notices with a copy of the complete package available for public review, and on the front and back doors of the Town of Rimbey Administration Building and at the front counter.

Written submission was received from:

- Ponoka County, July 22, 2025 – no concerns
- Forestry and Parks, July 28th, 2025 – no comments with regards to the Public Lands Act.
- Fortis Alberta, July 29, 2025 – no concerns
- Alberta Transportation, July 31, 2025 – standard notes with no objections to the Land Use Bylaw amendment. Development will require roadside development permit.
- Alberta Health Services – August 18, 2025 – standard notes with no objections to the Land Use Bylaw amendment.

RELEVANT POLICY/LEGISLATION:

Municipal Government Act
Municipal Development Plan
Land Use Bylaw 1008/24

RECOMMENDATION:

1. Administration recommends Council give second reading of Bylaw 1016/25 Amendment to Land Use Bylaw 1008/24.
2. Administration recommends Council give third reading of Bylaw 1016/25 Amendment to Land Use Bylaw 1008/24.

ATTACHMENTS:

[1016/25 Amendment to Land Use Bylaw 1008 24 First Reading](#)
[Burke Application Redacted](#)

PREPARED BY: Liz Armitage, Development Officer August 22, 2025
Date

ENDORSED BY:  August 22, 2025
Date
Craig Douglas, Chief Administrative Officer

BYLAW NO. 1016-25



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 1008/24.

WHEREAS Part 6, Section 6.1(2), of the Town of Rimbey Land Use Bylaw 1008/24 states that Council may initiate an amendment to the Land Use Bylaw,

NOW THEREFORE After due compliance with the relevant provisions of the Municipal Government Act RSA 2000, ch. M-26, as amended, the Council of the Town of Rimbey duly assembled enacts as follows:

PART I - TITLE

This Bylaw may be cited as the Amendment to the Land Use Bylaw.

PART II – REDESIGNATION

- 1) Lot 3, Block 1, Plan 142 2422 in the N.W. 1/4 Sec. 22-42-2-W5M from Urban Holdings (UH) to Highway Commercial (C-2) as identified on Schedule A.
- 2) That the Land Use District Map of Bylaw No. 1008/24 is hereby amended as per attached map in Schedule A.

PART IV - EFFECTIVE DATE

AND FURTHER THAT this Bylaw shall take effect on the date of third and final reading.

READ a First Time in Council this 21st day of July 2025.

A blue ink signature of Rick Pankiw, Mayor of Rimbey, written over a horizontal line.

Mayor, Rick Pankiw

A blue ink signature of Craig Douglas, Chief Administrative Officer, written over a horizontal line.

Chief Administrative Officer, Craig Douglas

READ a Second Time in Council this ____ day of _____ 2025.

Mayor, Rick Pankiw

Chief Administrative Officer, Craig Douglas

BYLAW NO. 1016-25

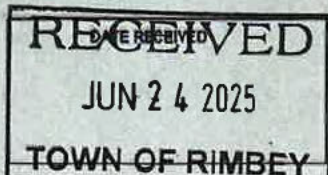


A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO
AMEND LAND USE BYLAW 1008/24.

READ a Third Time and Finally Passed this ____ day of _____ 2025.

Mayor, Rick Pankiw

Chief Administrative Officer, Craig Douglas



Planning and Development Services

4938-50th Ave P.O. Box 360

Rimbey, Alberta T0C 2J0

403-383-2366 or 403-843-2113

Website: www.rimbey.com; Email: liz@rimbey.com

PLANNING AND LAND USE APPLICATION

SECTION A - CONTACT INFORMATION

Applicant: Troy & Jamie Burke O/A T.J.B. Consulting Ltd.Mailing Address: [REDACTED]City: RimbeyProvince: ABPostal Code: T0C 2J0Phone: [REDACTED]Cell: [REDACTED]Fax: [REDACTED]Email: [REDACTED]

SECTION B - SITE INFORMATION

Street/Rural

Address: 3525 Simpson RoadParcel Size: [REDACTED]Tax Roll No.: [REDACTED]Legal Subdivision: [REDACTED]Lot: 3Block: 1Plan: 142 2422Part of: ☐ NE ☐ NW ☐ SE ☒ SW1/4 Section: 22Township: 42Range: 2West of: 5

M

Land Use District: [REDACTED]Parcel Size: [REDACTED]

SECTION B - LAND USE BYLAW AMENDMENT OR NEW PLAN OR PLAN AMENDMENT

Application for:

☐ New Statutory Plan☐ New Non-Statutory Plan☐ Statutory Plan Amendment☐ Land Use Bylaw Text Amendment☒ Land Use RedesignationName of Plan: [REDACTED]Proposed Land Use Designation: ~~Urban Holdings (UH)~~ Highway Commercial (C-2)

Explain, in detail, reasons for request: (use extra paper if required)

Highway Commercial (C-2)Parcel with Principal Building was zoned C2 (Highway Commercial), combined with a lot zoned ~~UH (Urban Holdings)~~to create one lot zoned as ~~UH (Urban Holdings)~~ as per condition #7 on the subdivision approval letter.Highway Commercial (C-2)

SECTION C - FINAL AUTHORIZATION

By submitting an application I am allowing right of entry for inspection purposes. I hereby make application and acknowledge all plans and information submitted are, to the best of my knowledge, true and accurate.

Troy Burke

Permit Applicant's Name (print)

[Signature]

Permit Applicant's Signature

June 24/25

Date

PAYMENT INFORMATION

☐ Cash☐ Debit☐ Credit Card☐ Cheque No.: [REDACTED]☐ Call for Payment (credit card only)Credit Card No.: Already provided.Exp. Date: [REDACTED]Name on Card: [REDACTED]Signature of Card Holder: [REDACTED]

FOR OFFICE USE ONLY

Date Received: [REDACTED]File Number: [REDACTED]Legal File No.: [REDACTED]Application Fee: [REDACTED]Region/Division: [REDACTED]Linc No.: [REDACTED]Tax Roll: [REDACTED]Dev Permit #: [REDACTED]Receipt No.: [REDACTED]

Checklist:

- ☐ Completed Application Form
- ☐ Certificate of Title
- ☐ Application Fee
- ☐ Land Owner Authorization
- ☐ 1 Paper copy and 1 Digital copy

Please Note: The personal information provided as part of this application is collected under section 39 of the Safety Codes Act and sections 303 and 295 of the Municipal Government Act and in accordance with section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the Chief Administrative Officer/ Development Officer at the Town of Rimbey.



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Delegation - Kelly LeBlanc / Sensory Room
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Kelly LeBlanc has requested to present a delegation to Council regarding a donation to the Sensory Room at the Jr/Sr High School.

ATTACHMENTS:

[Sensory Room Drawing #1](#)
[Sensory Room Drawing #2](#)
[Sensory Room Drawing #3](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

August 21, 2025
Date

ENDORSED BY:

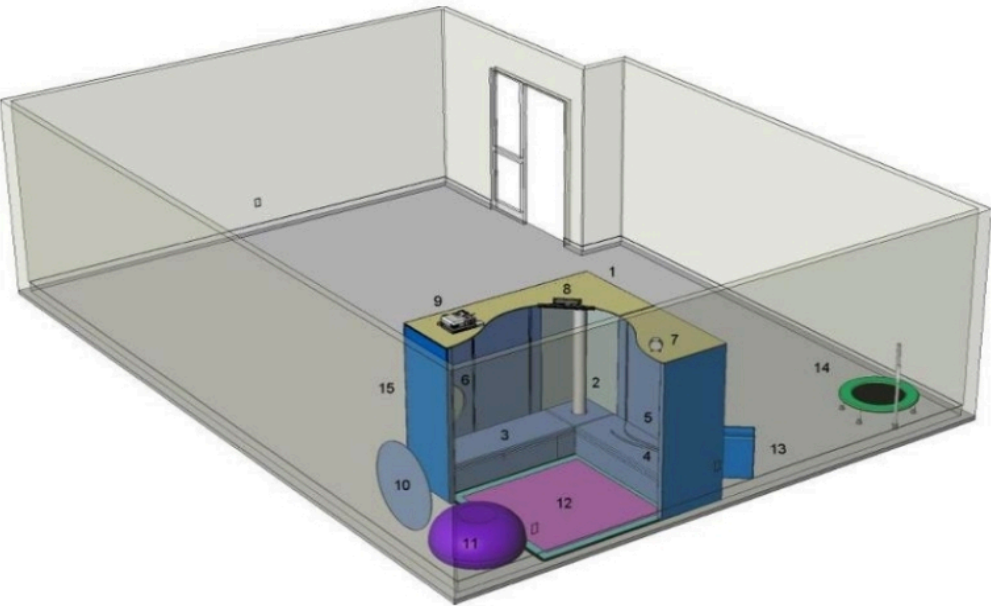


Craig Douglas, Chief Administrative Officer

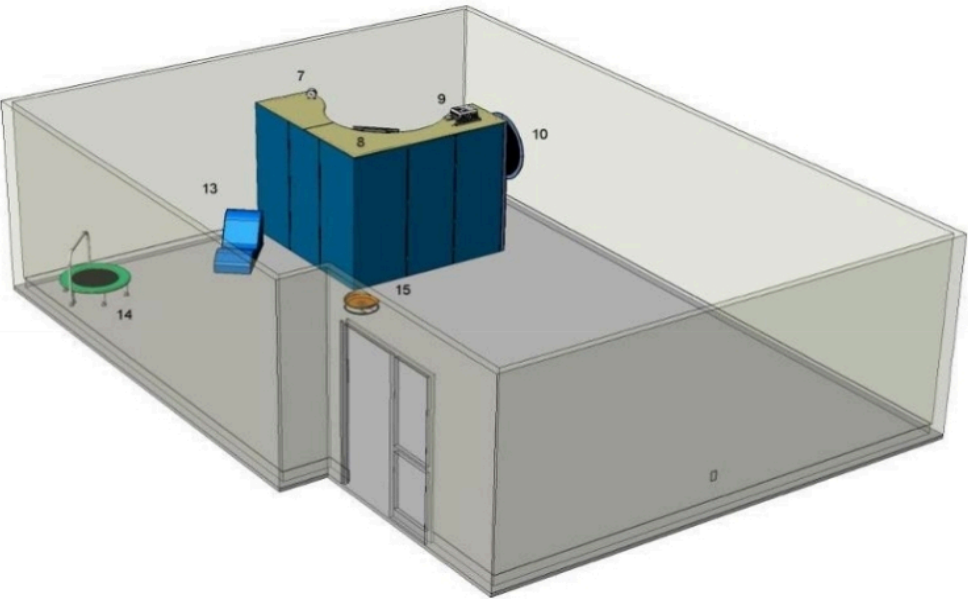
August 21, 2025
Date



Rimbey Jr./Sr. High School R1
Rimbey, Ab

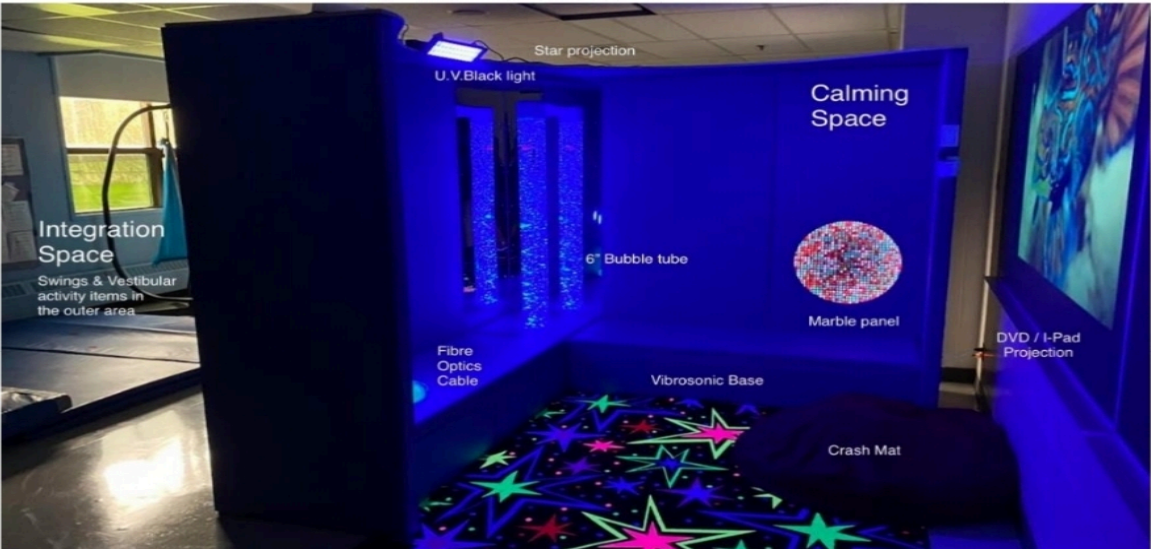
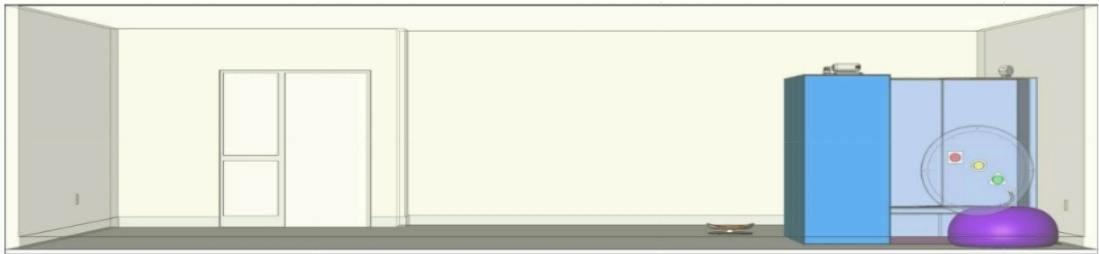
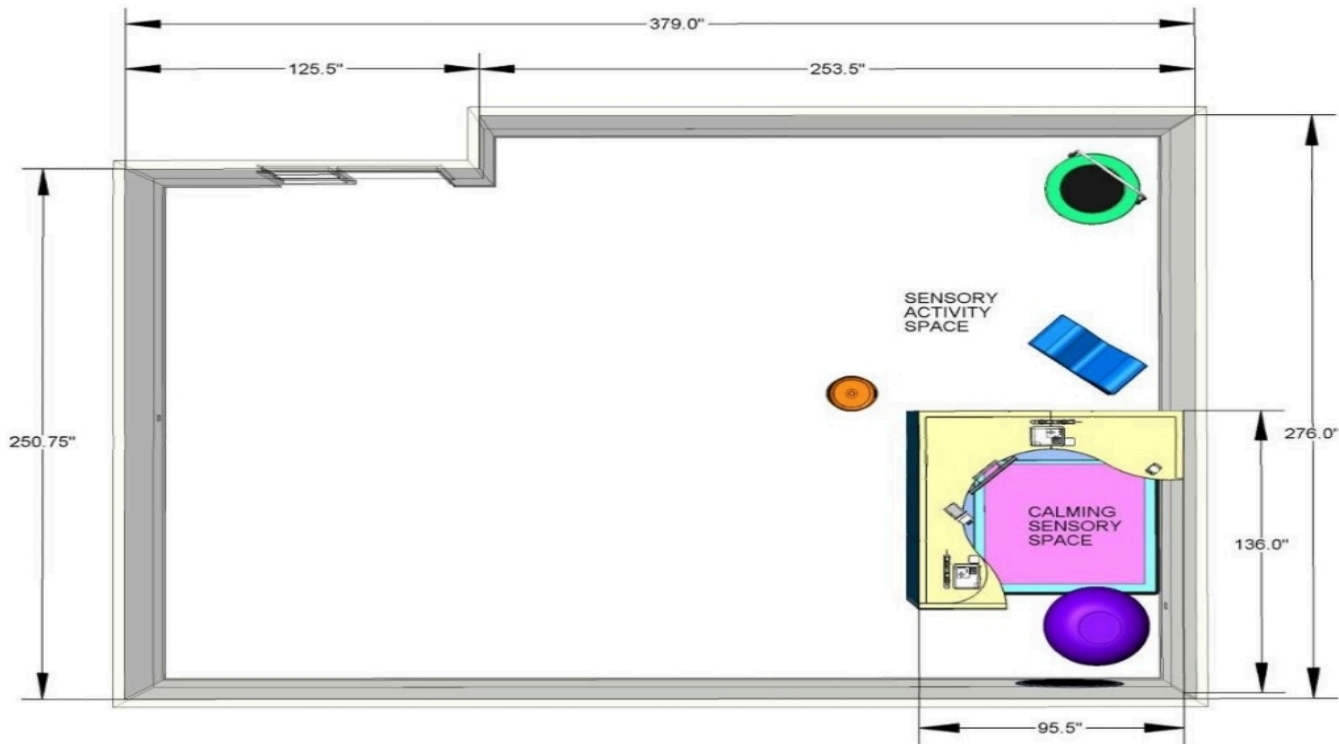


- | | | | |
|---|-------------------------|----|--------------------|
| 1 | 9090 Base Bench | 9 | Projection Package |
| 2 | Bubble Tube | 10 | Art-Wall |
| 3 | Vibrosonic Base | 11 | Crash Mat |
| 4 | Fibre Optics | 12 | UV Area rug |
| 5 | Tap Hexagons | 13 | Dakota Lounger |
| 6 | Marble Panel (Built in) | 14 | Trampoline |
| 7 | Star Projector | 15 | Spinner Seat |
| 8 | UV Blacklight | | |





Rimbey Jr./Sr. High School R1
Rimbey, Ab



SENSORY ROOM BENEFITS

- Provide sensory stimulation
- Support emotional well-being and development
- Provide a safe place to practice coping skills and emotional regulation strategies
- Improve cognitive development and functioning
- Encourage socialization
- Allow for motor skills development and practice

WWW.ANDNEXTCOMESL.COM

Town Council REQUEST FOR DECISION



Meeting: August 25, 2025
Submitted By: Liz Armitage, Development Officer
Subject: Bylaw 1017/25 - Amendment to Land Use Bylaw 1008/24 - Addition of Use in the C1 District
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Administration is requesting to amend the C1 District of the Land Use Bylaw to allow for Automotive Services and/or Paint Shop as a discretionary use in this land use district. This will facilitate a development permit application for a tire shop at Lot: 19 & 20, Block: 10, Plan Number: 148BT (4905-50 Avenue). If this Land Use Bylaw amendment is approved by Council, a development permit application for this type of use would be possible at this location. Historically, there was previously a tire shop at this location, however it has not been in operation for a few years. With the changes to the LUB and previous approvals, the current version does not allow for this use in the C1 District. Amendment is required to allow the use in this district.

The following images show the approximate location of the lands to be redesignated and throughout the C1 district. Given the existing mix of uses in the C1 district and character of the commercial lands adjacent and in close proximity to this parcel, this proposed amendment to the land use district would have minimal impact on the character and feel of the overall street.



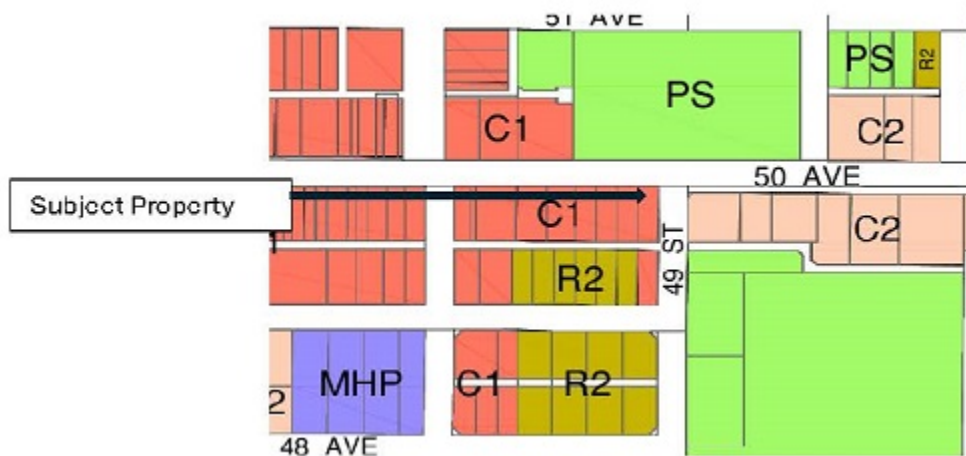


Although this redesignation is to facilitate a specific inquiry for this subject parcel, Council should consider this amendment to the Bylaw in the context of the entire C1 district and all parcels with this designation. Given the minimal impact and fact that this use will remain a discretionary use, Council can have confidence that Administration will still have the ability to conduct a thorough review and consideration for these applications to ensure that they can be appropriately planned, if proposed, throughout the C1 district.

DISCUSSION:

Analysis of Existing Conditions:

An analysis of the existing land use and surrounding area indicates that as per Land Use Bylaw 1008/24, the property facilitating this overall change to the land use district as a whole is surrounded by lands designated C1 on the east and west, PS to the north and C1/R2 to the south. Below is an image of the property from the town's Land Use Bylaw map.



Given the historical tire use and context of the adjacent uses, the proposed tire shop and automotive services would have minimal impact on the area and fit within the local area. This proposed change would also facilitate other tire shops and automotive service businesses throughout the C1 lands in the Town. There are a significant number of C1 zoned parcels so this would open up economic opportunities and new business opportunities that are popular in the Town of Rimbey.

As it's a discretionary use, any potential impacts to adjacent properties could be mitigated through conditions and the review process on approving new development permit applications.

Municipal Development Plan

This proposed change to the LUB aligns with the Commercial Development section of the MDP. Goals of this section include:

- 10.1: To promote and encourage the provision of a full range of goods and services for the citizens of the Town.
- 10.2: To minimize potential conflicts between commercial and non-commercial land uses.

The proposed amendment aligns with these goals as it facilitates new businesses and vital services for the Town while ensuring potential conflicts can be minimized through the discretionary nature of the use.

Overall, Rimbey's MDP focuses on economic development balancing the importance a strong quality of life for residents. This amendment furthers that overall objective and ensures appropriate planning for this type of use across the C1 district.

RELEVANT POLICY/LEGISLATION:

Municipal Government Act
Municipal Development Plan
Land Use Bylaw 1008/24

RECOMMENDATION:

- 1. Administration recommends Council give first reading of Bylaw 1017/25 Amendment to Land Use Bylaw 1008/24.
- 2. Administration recommends advertising Bylaw 1017/25 Amendment to Land Use Bylaw 1008/24 for two consecutive weeks as per the Municipal Government Act.
- 3. Administration recommends setting a public hearing for Bylaw 1017/25 Amendment to Land Use Bylaw 1008/24 on September 22, 2025, at 3:00pm.

ATTACHMENTS:

[Bylaw 1017-25 - 1st Reading Bylaw](#)
[Bylaw 1017-25 Application Redacted](#)

PREPARED BY: Liz Armitage, Development Officer

August 22, 2025
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

August 22, 2025
Date



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO
AMEND LAND USE BYLAW 1008/24.

WHEREAS Part 6, Section 6.1(2), of the Town of Rimbey Land Use Bylaw 1008/24 states
that Council may initiate an amendment to the Land Use Bylaw,

NOW THEREFORE After due compliance with the relevant provisions of the Municipal
Government Act RSA 2000, ch. M-26, as amended, the Council of the Town
of Rimbey duly assembled enacts as follows:

PART I - TITLE

This Bylaw may be cited as the Amendment to the Land Use Bylaw.

PART II – REDESIGNATION

- 1) That the C1 – Central Commercial designation is amended to allow
Automotive Service and/or Paint Shop as a discretionary use in this
land use district and the district table outlined in 12.10.1 is updated
as per the attached Schedule “A”

PART III - EFFECTIVE DATE

AND FURTHER THAT this Bylaw shall take effect on the date of third and final
reading.

READ a First Time in Council this _____ day of _____ 2025.

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

READ a Second Time in Council this ____ day of _____ 2025.

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

BYLAW NO. 1017-25



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO
AMEND LAND USE BYLAW 1008/24.

READ a Third Time and Finally Passed this ____ day of ____ 2025.

Mayor Rick Pankiw

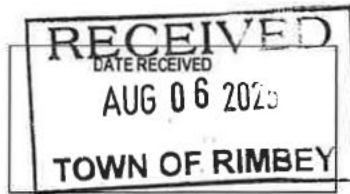
Chief Administrative Officer Craig Douglas

SCHEDULE A

Amended List of Uses – C1 – Central Commercial District

Table 12.10.1

Permitted Uses	Discretionary Uses
Art gallery	Adult entertainment
Bakery	Automotive sales and/or rental
Club	Automotive supply store
Convenience store	Automotive service and/or paint shop
Dry cleaning/Laundromat services	Car/Truck wash
Financial Services	Contracting services
Funeral home	Gas bar
Grocery store	Housing, apartment (low rise)
Hotel	Housing, apartment (high rise)
Housing, mixed use	Liquor store
Office	Nightclub
Medical clinic	Parking facility
Motel	Pawn shop
Personal Services	Recycling depot
Public administration	Repair shop
Religious administration	Restaurant-drive thru
Religious Institution	Solar Collectors
Restaurant	Utility installations
Retail	
Sign	
Theatre	



Planning and Development Services

4938-50th Ave P.O. Box 350
Rimbey, Alberta T0C 2J0
403-383-2366 or 403-843-2113
Website: www.rimbey.com; Email: liz@rimbey.com

PLANNING AND LAND USE APPLICATION

SECTION A – CONTACT INFORMATION

Applicant: RIM BEE TIRES LTD.
Mailing Address: [REDACTED]
City: RIMBEY Province: AB Postal Code: T0C2J0
Phone: [REDACTED] Cell: [REDACTED] Fax: [REDACTED]
Email: [REDACTED]

SECTION B – SITE INFORMATION

Street/Rural Address: 4905 50 Ave Parcel Size: [REDACTED] Tax Roll No.: [REDACTED]
Legal Subdivision: [REDACTED] Lot: 19 AND 20 Block: 10 Plan: 148BT Plan: [REDACTED]
Part of: ☐ NE ☐ NW ☐ SE ☐ SW ¼ Section: [REDACTED] Township: [REDACTED] Range: [REDACTED] West of: [REDACTED] M
Land Use District: C1 Parcel Size: [REDACTED]

SECTION B – LAND USE BYLAW AMENDMENT OR NEW PLAN OR PLAN AMENDMENT

Application for: ☐ New Statutory Plan ☐ New Non-Statutory Plan ☐ Statutory Plan Amendment
☒ Land Use Bylaw Text Amendment ☐ Land Use Redesignation

Name of Plan [REDACTED]

Proposed Land Use Designation: [REDACTED]

Explain, in detail, reasons for request: (use extra paper if required)

Add Automotive Service and/or Paint Shop as a Discretionary Use in a C1 Zoning.

SECTION C – FINAL AUTHORIZATION

By submitting an application I am allowing right of entry for inspection purposes. I hereby make application and acknowledge all plans and information submitted are, to the best of my knowledge, true and accurate.

LAURIZ NAZARREA

Permit Applicant's Name (print)

[Signature]
Permit Applicant's Signature

August 6, 2025

Date

PAYMENT INFORMATION

☐ Cash ☐ Debit ☒ Credit Card ☐ Cheque No.: [REDACTED] ☐ Call for Payment (credit card only)

Credit Card No.: [REDACTED] Exp. Date: [REDACTED]

Name on Card: [REDACTED] Signature of Card Holder: [Signature]

FOR OFFICE USE ONLY

Date Received: [REDACTED] File Number: [REDACTED] Legal File No.: [REDACTED]
Application Fee: [REDACTED] Region/Division: [REDACTED] Linc No.: [REDACTED]
Tax Roll: [REDACTED] Dev Permit #: [REDACTED] Receipt No.: [REDACTED]

Checklist: ☐ Completed Application Form
☐ Certificate of Title
☐ Application Fee
☐ Land Owner Authorization
☐ 1 Paper copy and 1 Digital copy

Please Note: The personal information provided as part of this application is collected under section 39 of the Safety Codes Act and sections 303 and 295 of the Municipal Government Act and in accordance with section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the Chief Administrative Officer/ Development Officer at the Town of Rimbey.

Town Council REQUEST FOR DECISION



Meeting: August 25, 2025
Submitted By: Liz Armitage, Development Officer
Subject: DP 13/25 – Request for Decision on Approval of a Direct Control (DC) District Development Permit Application 13/25
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

On July 21, 2025, Council approved third and final reading for the redesignation of Lot 18, Block 9, Plan 972 2593 (5030-49 Ave) to a Direct Control (DC) District. This redesignation from Central Commercial (C1) District to a DC District was to facilitate the use of multiple permanent c-cans that exceeded the allowable amount in the c-can section of the Land Use Bylaw.

The Applicant submitted a site plan to Administration that proposes eight (8) permanent c-cans and three (3) temporary c-cans on August 13th, 2025. The proposed eight (8) permanent c-cans meet the maximum of eight (8) c-cans allowed in the Direct Control (DC) District as well as the maximum allowance for up to three (3) temporary c-cans.

DISCUSSION:

The proposed development permit (attached) is in alignment with the regulations of the recently approved DC district. The conditions ensure that the permanent perimeter c-cans are maintained in good condition and painted to ensure a reasonable level of exterior finish for the parcel. Furthermore, the temporary c-cans are to be located within the perimeter of the permanent c-cans preventing further visual clutter on the exterior of the parcel.

The proposed development will incorporate 1.52m (5 foot) chain link fencing and gates for security purposes. This proposal was reviewed against the MDP and LUB of the Town of Rimbey.

Municipal Development Plan

In alignment with the general commercial and industrial economic policies of the MDP, the proposed approval aligns with the MDP of supporting new business opportunities within the Town of Rimbey.

Land Use Bylaw

The proposed application has been reviewed against the recently approved DC District and aligns with the rules and regulations of this district as this district was drafted specifically with this development in mind and has been recently approved by Council last month.

RELEVANT POLICY/LEGISLATION:

Municipal Government Act
Municipal Development Plan
Land Use Bylaw 1008/24

FINANCIAL IMPLICATIONS:

Not Applicable

RECOMMENDATION:

Administration recommends Council approve Development Permit 13/25 Approval of a Direct Control (DC) District subject to the conditions as outlined in the draft attached Notice of Decision.

ATTACHMENTS:

- [DP 13 25 - Application Redacted](#)
- [DP 13/25 - 250819 lot lay out](#)
- [DP 13/25 Notice of Decision](#)

PREPARED BY: Liz Armitage, Development Officer August 22, 2025
Date

ENDORSED BY:  August 22, 2025
Date

Craig Douglas, Chief Administrative Officer

**PLANNING & DEVELOPMENT SERVICES**

4938-50th Ave P.O. Box 350
Rimbey, Alberta
T0C 2J0
403-383-2366 or 403-843-2113
www.rimbey.com; Email: liz@rimbey.com

DEVELOPMENT PERMIT APPLICATION INFORMATION PACKAGE**INFORMATION AND CHECKLIST REQUIREMENTS**

A development permit is to ensure the proposed development is compliant in accordance with Town of Rimbey's Land Use Bylaw. A building permit approves the applicant for the structure(s) being built in accordance with the Alberta Building Code and Safety Code Act of Alberta.

Required Information Checklist

- | | | |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Application Form |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Signatures of all Registered Landowners |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Site Plan – Please see pg. 4 for requirements. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Building Plans – 1 copy (i.e., floor plan, elevations including all dimensions) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Landowner Authorization – if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | Statutory Declaration Form – if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | Site Access Application – if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | Rural Address Application – if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | Storm Water Management Plan, Landscaping Plan & Letters of Credit – if applicable |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Application Fee - \$70.00 – Permitted Development Permit |
| | | ✓\$150.00 – Discretionary Permit |
| | | \$200.00 – Variance |
| | | \$3000.00 - Security Deposit - \$3000.00 minimum or 1% of construction up to 1,000,000.00 + \$1.50/\$1000.00 of construction value over 1,000,000.00. |

Please be advised that additional information may be required by the Development Authority

Applicant Name: Phil Swanson

Signature:

Date: April 28, 2025

IMPORTANT INFORMATION

- An application is not complete until a development officer has deemed it so.
- The Development Authority has 40 days to render a decision upon receipt of this application.
- Colour renderings are required for all sign, industrial, commercial, and institutional developments.
- In consideration of any permit issued in respect to this application, the Applicant shall indemnify and hold harmless Town of Rimbey, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized.
- Any development or changes to your property may affect your property assessment and taxes. If you have any questions or concerns, please call the Town of Rimbey at 403-843-2113.

ADDITIONAL PERMIT REQUIREMENTS

Please be advised that your development project may require approvals and permits other than those issued by the Town of Rimbey. Approval may be required from the following agencies, but are not limited to:

- | | |
|--|--|
| ➤ Alberta Environment | ➤ Alberta Energy and Utilities Board |
| ➤ Alberta Infrastructure & Transportation | ➤ Alberta Health Services |
| ➤ National Resources Conservation Board (NRCB) | ➤ Petroleum Tank Management Association of Alberta |
| ➤ Alberta Agriculture | ➤ Other agencies as required |

It is the applicant's responsibility to obtain any necessary permits as Planning & Development Services may require copies. All projects should commence with consideration of the Homeowners FireSmart Guidelines and the Provincial Fire Code.

Property owners can obtain information regarding utilities, well, pipeline etc., that may be located on, over or below their property by contacting Alberta Energy Regulator Toll Free at 1.855.297.8311 or visit the website: www.aer.ca.



DEVELOPMENT PERMIT APPLICATION

 Permit Applicant: ☒ Owner ☒ Applicant

 Applicant Name: Missing Link Internet

 Mailing Address: [REDACTED]

 City: Rimbey

 Province: AB

 Postal Code: T0C2J0

 Phone: [REDACTED]

 Cell: [REDACTED]

 Fax: [REDACTED]

 Email: [REDACTED]

Landowner Name

(If Applicant is not the landowner provide landowner authorization):

Phil Swanson - Missing Link Internet

PLEASE NOTE: When your permit is ready, you will receive an electronic copy and a hard copy will follow in the mail. Please contact the Planning and Development Desk if you require more information.

SECTION B – SITE INFORMATION

 Street/Rural Address: 5030 49ave Lot: 18 Block: 9 Plan: 9722593

 Legal Subdivision: Part of: ☐ NE ☐ NW ☐ SE ☐ SW ¼ Section: _____ Township: _____ Range: _____ West of: _____ M

 Land Use District: C1

Parcel Size: _____

☐ Ha

☐ Acres

ROLL # _____

SECTION C – DEVELOPMENT DETAILS

☐ Residential ☒ Commercial/ Industrial/ Institutional

Is demolition required?

 Yes ☐

 No ☒

Describe the proposed development (i.e., single family dwelling, accessory building, demolition, etc.):

Require fencing to secure lot with product, would like to use sea cans as a perimeter fence / barrier with gates to control entrance and exit, requesting a discretionary permit to allow for more than 3 sea cans on one lot.

Purchase is subject to passing Environmental Assessment May 30, 2025

There was sea cans on the lot previously.

 Existing buildings & present use: old firehall

 Approx Value of Proposed Development: \$24,000

 Size: 20,480
☒ Sq ft.

☐ Sq m.

If the development is a Manufactured home, please provide the following (Please Note: If manufactured home is greater than 5 years old, provide pictures):

Manufacturer: _____

Model: _____

CSA/CAN #: _____

Year: _____

SECTION D – GEOGRAPHIC INFORMATION

Are any of the following within ¼ mile of the proposed development?

Landfill or garbage disposal site

☐ Yes

☒ No

Sewage treatment plant or lagoon

☐ Yes

☒ No

River or water body

☐ Yes

☒ No

Slopes of 15% or greater

☐ Yes

☒ No

Confined livestock operation

☐ Yes

☒ No

Multi lot residential subdivision

☐ Yes

☒ No

Provincial Highway

20a Mainstreet
☒ Yes

☐ No

Sour gas well, pipeline & abandoned wells

☐ Yes

☒ No



SECTION F - HOME BUSINESS OPERATION DETAILS

The home business shall be in accordance with the Land Use Bylaw 917/16 and will be reviewed to ensure the scale and intensity is appropriate for the character of the neighborhood and that it is complementary and compatible with adjacent land uses.

For all non-residential developments (i.e., COMMERCIAL, INDUSTRIAL, HOME BUSINESS MAJOR OR MINOR, etc.) please provide the following additional information.

Describe the business operation:

Business Name: _____

Office Location: _____

HOME BUSINESS ADVERTISING / MARKETING / SIGNAGE

Will the business be advertised / marketed / have a sign? ☐ Yes ☐ No

Advertising / Marketing / Signage details: _____

HOME BUSINESS TRAFFIC

Will the development generate additional traffic to the business / home? ☐ Yes ☐ No

Traffic Details: _____

HOME BUSINESS STAFFING & VEHICLES

How many people will your business employ? _____ Residential employees
 _____ Non-residential employees

How many vehicles will be directly associated with the business? _____

HOME BUSINESS OUTDOOR STORAGE

Will there be outdoor storage? ☐ Yes ☐ No

Will it be visible from the road? ☐ Yes ☐ No

Outdoor storage screening / securing details: _____



PLANNING & DEVELOPMENT SERVICES
DEVELOPMENT PERMIT – PAGE 4

1. All site plans must indicate all buildings and signs and provide the distance measurements **from all property boundaries** as well as distances **between** all existing and proposed structures and the property lines (i.e., from the closest point of structure to closest point of another structure and/or property lines).
2. All site plans must indicate abandoned pipelines and oil and gas wells if they exist on the subject property as well as the required set back distances.
3. Your site plan must include the location of all roads and/or road allowances. Show the location of the access to your property.
4. Include location of existing shelterbelts, septic systems, utility lines, watercourses, steep slopes, or any other feature used to determine the location of the proposed development.
5. Measurements must be recorded in either metres or feet. Other units will not be accepted. (ie: centimetres)
6. All Site Plans may be hand drawn; however, it **must** be legible and to a scale that is satisfactory to the development officer.

SECTION G – FINAL AUTHORIZATION

By submitting an application for development, I am allowing the right of entry for inspection purposes. I hereby make application and acknowledge all plans and information submitted are to the best of my knowledge, true and accurate.

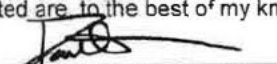
Phil Swanson

Applicant's Name (print)

Craig Bondy

Owner Name

Owner Name


 Applicant's Signature

Owner Signature

Owner Signature

April 28, 2025

Date

April 28, 2025

Date

Date

PAYMENT INFORMATION

☐ Cash ☐ Debit ☒ Credit Card ☐ Cheque No.: ☐ Please call for payment (credit card only)

Credit Card No.:

Exp. Date:

Name on Card:

Signature of Card Holder:

FOR OFFICE USE ONLY

Date Received:

File Number:

Legal File No.:

Application Fee:

☐ ☐

Linc No.:

Roll No.:

☐ ☐

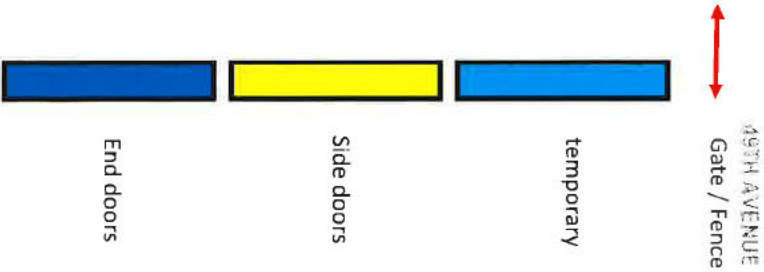
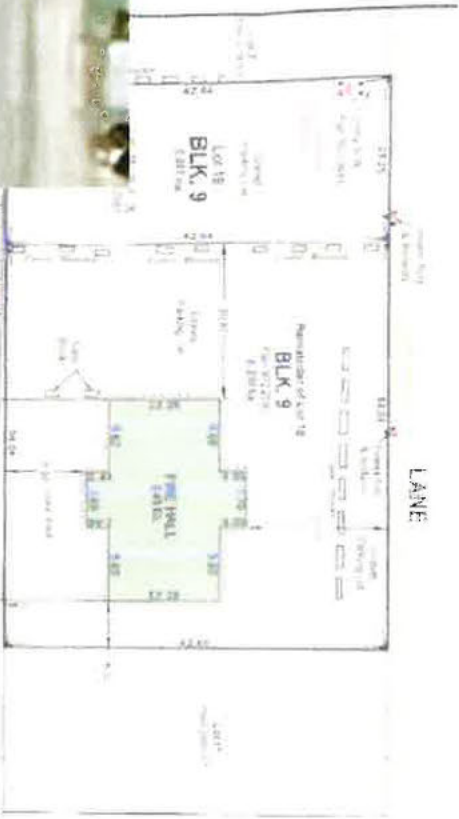
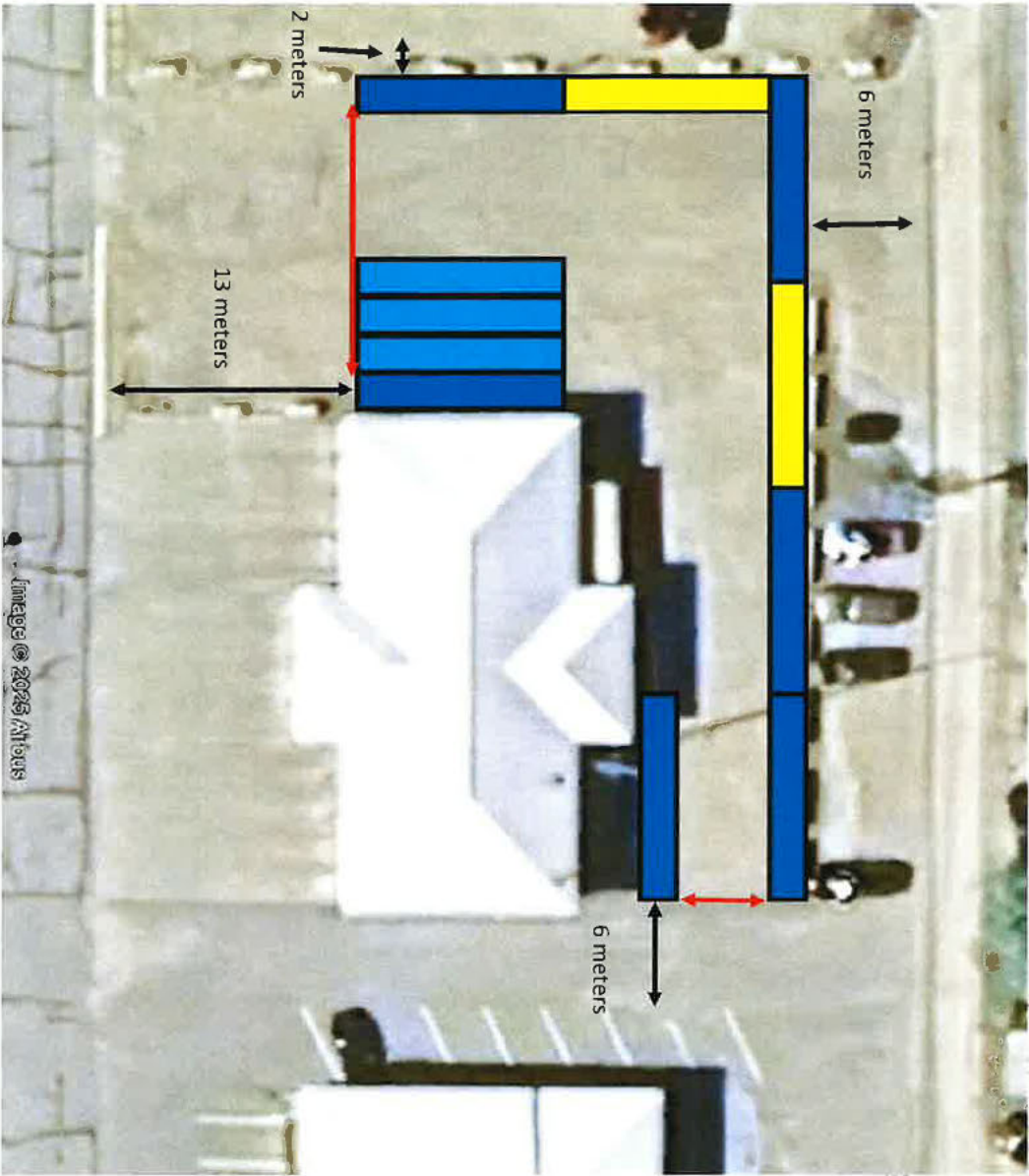
Receipt No.:

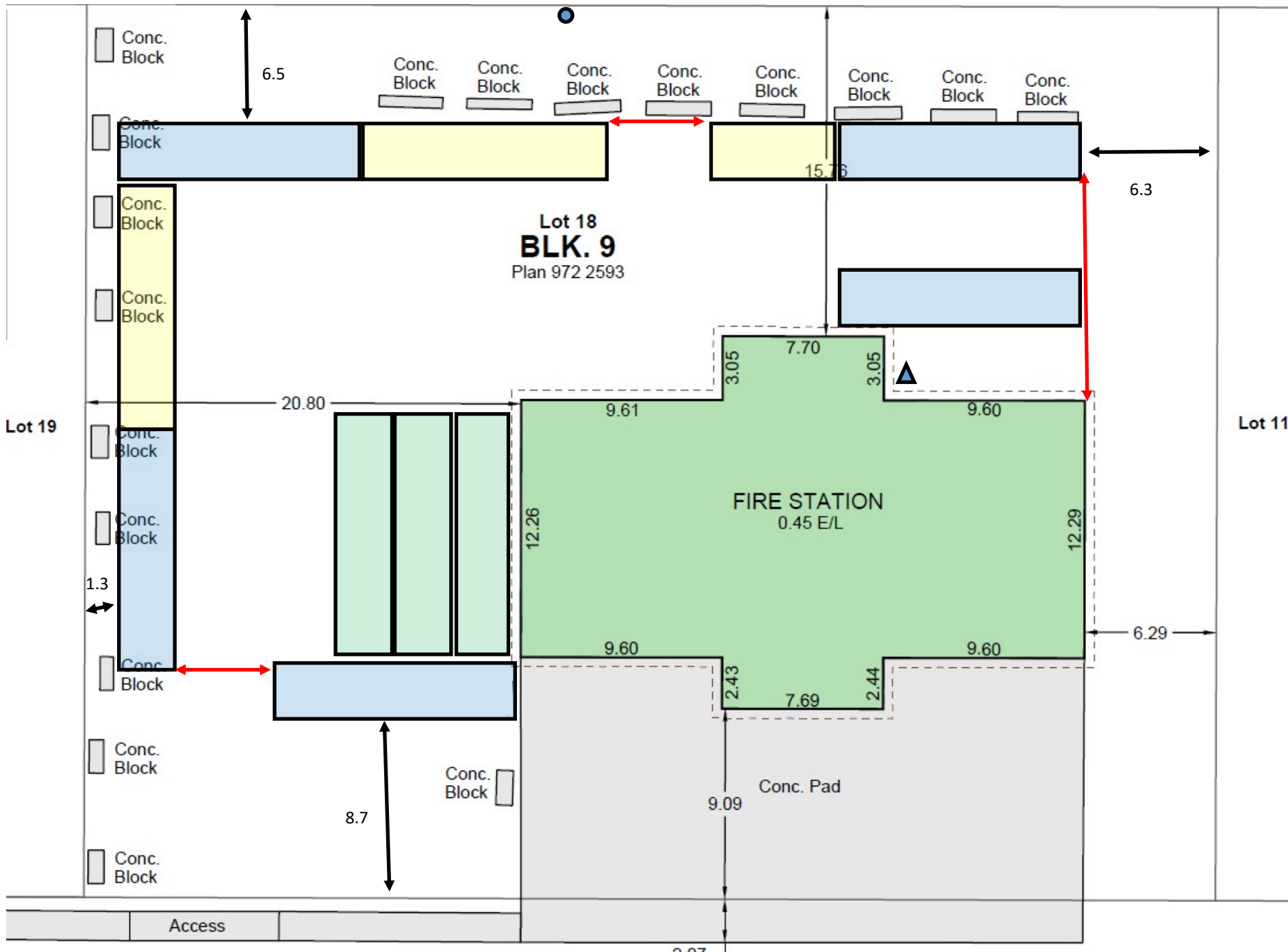
Region:

Division:

Please Note: The personal information provided as part of this application is collected under section 39 of the Safety Codes Act and sections 303 and 295 of the Municipal Government Act and in accordance with section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the Chief Administrative Officer/ Development Officer at the Town of Rimbey.

Sea Cans all to be same color, or painted same color on outside.





8''x40' sea can end door	8''x40' sea can side door	8''x40' temp sea can	8''x20' can
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Fence /gate





Town Of Rimbey
Development Services Department
4938-50th Avenue, Rimbey AB, Box 350 T0C 2J0
P: (403) 843-2113 F: (403) 843-6599
E: generalinfo@rimbey.com
www.rimbey.com

NOTICE OF DECISION

APPLICATION NO: 13/25

APPLICANT: Missing Link Internet
Phil Swanson
ADDRESS: Box 379
Rimbey, AB T0C 2J0

LOT 18 BLOCK 9 PLAN 9722593
Part Of _____ ¼ Sec _____ TWP _____ RG _____ W _____
CIVIC ADDRESS: 5030-49 Avenue
ROLL No.: 21680
DESIGNATION: Direct Control (DC) District 2025-01

APPLICATION FOR A DEVELOPMENT PERMIT TO CONSTRUCT AND/OR COMPLETE THE FOLLOWING IMPROVEMENTS (the “development”):

- 1. Eight permanent c-cans and three temporary c-cans – DISCRETIONARY

CONDITIONS: Subject to the qualifications stated below, it is hereby certified that:

- 1. The following documents/plans form part of this Development Permit:
 - a. Application dated April 29, 2025
 - b. Site plan dated August 13, 2025.
- 2. The eight (8) permanent c-cans are permitted to be:
 - a. Developed in accordance with the regulations outlined in DC 2025-01.
 - b. Shall be maintained in good condition and painted.
 - c. The permanent c-cans shall be located in accordance with the setbacks identified on the site plan provided with the application.
 - i. The west edge side yard setback is a minimum of 1.3m from the property line
 - ii. The east edge side yard setback is a minimum of 6.3m from the property line
 - iii. The rear yard setback is a minimum of 6.5m
 - iv. The front yard setback is a minimum of 8.7m
- 3. The temporary c-cans shall not exceed (3) three and meet the minimum setback requirements outlined for the permanent c-cans and be located within their perimeter on the interior of the site in alignment with the approved site plan.
 - a. The 3 temporary c-can will be permitted for a maximum of 1 year from the date this development permit is issued.
 - b. Extensions for the temporary c-cans beyond 1 year will require a new development permit.
- 4. Additional c-cans (temporary or permanent) will require a new development permit.
- 5. Proposed fencing shall be a maximum of 1.52m in height and maintained in an attractive and neat manner.
- 6. During the construction of the Development, the applicant shall keep the development site in a safe, neat, and orderly manner and shall undertake the work in a way that creates a minimum amount of dust and noise.
- 7. The lot must be positively graded away from proposed or existing structures, with a typical grade of no less than 2%.
- 8. Stormwater must be managed on site and/or directed to Town stormwater systems. No stormwater can be directed to adjacent properties.
- 9. Prior to the commencement of work the applicant shall:
 - a. Contact all utility companies for line locations prior to any excavating (1-800-242- 3447); and
 - b. Conform to all regulations required by Provincial Authorities (ex. Alberta Building Code) administered by the Town of Rimbey’s Building Inspection Agency and all Federal Authorities, including obtaining an approved building permit prior to construction if required.
 - c. Confirm that the building is not located on any utility right-of-ways or easements.
- 10. The applicant is required to post security in the amount of \$3000.00 to ensure the completion of any repairs to Town Property. The Town may draw on this security to cover the costs of any required repairs to Town Property in the event that the applicant fails to complete the required repairs in the thirty (30) days of being notified by the Town that Town Property has been damaged and must be repaired. The security shall be released by the Town once all the required repairs have been completed to the Town’s satisfaction.



Town Of Rimbey
Development Services Department
4938-50th Avenue, Rimbey AB, Box 350 T0C 2J0
P: (403) 843-2113 F: (403) 843-6599
E: generalinfo@rimbey.com
www.rimbey.com

- a. Pre and post inspection are required before and after construction occurs. If work commences before a pre-inspection is completed by the Town of Rimbey, all damages to Town infrastructure noted on the post inspection will be attributed to this development whether or not they have occurred as a result of this development. Any damages to Town property are the responsibility of the “Property Owner.”
- 11. If the development authorized by this permit is not commenced within twelve (12) months from the date of issue on the development permit and completed three (3) years of the date of issue, the permit is deemed to be void, unless an extension to this period is granted by the Development Authority.
- 12. The development must be in accordance with the Land Use Bylaw 1008/24, Direct Control District 2025-01 and all applicable Town bylaws and policies.
- 13. Any changes to the Development approved under this Development Permit will require a new Development Permit.

It has been decided that the application be: APPROVED

DATE NOTICE OF DECISION GIVEN: [insert date here]

DEVELOPMENT AUTHORITY

IMPORTANT NOTICE

- 1. A Development Permit is NOT A BUILDING PERMIT and, notwithstanding that plans and specification for the building have been submitted as part of an application for a Development Permit, work or construction shall neither commence nor proceed until a Building Permit has been issued pursuant to application Bylaws and regulations.

Town Council
REQUEST FOR DECISION



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Junior Hockey League
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

At the Regular Council meeting held on July 28, 2025, Garrett Dick and Bill Moody brought forward a delegation requesting Council to consider providing ice time for a junior hockey league. Council made the following motion:

Motion 139/2025

Moved by Councillor Clark to accept the delegation from Garrett Dick & Bill Moody regarding a junior hockey league, as information and to bring the discussion forward to the next Regular Council meeting on August 25, 2025.

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

CARRIED

Director of Community Services, Breanna Engerdahl, has provided attachments regarding the arena scheduling and availability of ice time for a junior hockey league.

RECOMMENDATION:

Administration recommends that Council determine if they choose to provide a letter of intent to Garret Dick and Bill Moody to proceed with a junior hockey league.

ATTACHMENTS:

[Arena Weekly Practice Schedule Layout 2025-26 - Director of Community Services](#)
[Assessment of Jr B Hockey Team Request 2025 - Director of Community Services](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer	<u>August 21, 2025</u> Date
---	---------------------------------------

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas", followed by a large, stylized flourish or checkmark.

Craig Douglas, Chief Administrative
Officer

August 21, 2025

Date

Weekly Practice Schedule 2025-2026

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
3:00 PM						BVMH 8:00 am	BVMH 9:30 am-4:30pm
3:15 PM						-	
3:30 PM						8:30pm	
3:45 PM						***	
4:00 PM	Falcons Pond	BVMH 4pm-4:45pm	BVMH 4pm-4:45pm	Rimbey Skating Club	Falcons Pond	See Notes	
4:15 PM	4pm-5pm			2 hrs	4pm-5pm	* See Notes	Flood
4:30 PM				4pm-6pm		BVMH 4:45 pm	Open
4:45 PM	Falcons Pond	BVMH 4:45pm-5:45pm	BVMH 4:45pm-5:45pm		Falcons Pond	-	Public Skate 5:15pm-7:30pm
5:00 PM	5pm-6pm				5pm-6pm	9:45 pm	
5:15 PM		Flood	Flood			**	
5:30 PM						See Notes	
5:45 PM	Flood	BVMH 6pm-7pm	BVMH 6pm-7pm		Flood		
6:00 PM	Falcons Pond or BVMH			Flood	Falcons Pond		
6:15 PM	6:15pm-7:15pm			BVMH 6:15pm-7:15pm	6:15pm-7:15pm		
6:30 PM		Flood	Flood				
6:45 PM	Flood	BVMH 7:15pm-8:15pm	BVMH 7:15pm-8:15pm	Flood	Flood		
7:00 PM	Falcons Pond or BVMH			BVMH 7:30pm-8:30pm	Falcons Pond		
7:15 PM	7:30pm-8:30pm				7:30pm-8:30pm		
7:30 PM		Flood	Flood				
7:45 PM	Flood	BVMH 8:30pm-9:30pm	BVMH 8:30pm-9:30pm	Flood	Flood	Flood	
8:00 PM	Zen Hockey Adult			Rimbey Tigers Adult	Falcons Pond		Safety Hawks 7:45pm-9:30pm Adult
8:15 PM	8:45pm-9:45pm			8:45pm-10:15pm	8:45pm-9:45pm		
8:30 PM							
8:45 PM							
9:00 PM							
9:15 PM							
9:30 PM							
9:45 PM						Flood	
10:00 PM							
10:15 PM							
10:30 PM							
10:45 PM							

Notes:

*Pond Hockey goes 8:00 am - 4:30 pm from October - December & 8:00 am -8:00 pm January to March; 1-2 Saturdays a month

** Minor only used 4:45-9:45 after Pond Hockey from October to December

*** Minor Hockey Saturdays do vary from ending at 7:30-9:45 pm depending on games scheduled. They anticipate this year going to 8:30 with some Saturdays going later.

Assessment of Jr B Hockey Team Request – 2026/2027 Ice Season**Objective:**

To assess the potential impact on existing ice users should a Jr B hockey team be accommodated during the 2026/2027 season and provide information for council consideration.

Current Projected Ice Schedule (2025/2026):

Day	Time	Users/Groups
Monday	4:00 – 9:45 pm	Pond / Minor (BVMH) / Zen
Tuesday	4:00 – 9:30 pm	Minor (BVMH)
Wednesday	4:00 – 9:30 pm	Minor (BVMH)
Thursday	4:00 – 10:15 pm	Skate Club / Minor (BVMH) / Rimbey Tigers
Friday	4:00 – 9:45 pm (Previously 4:30 – 9:15)	Pond
Saturday	8:00 am – 8:30 pm	Minor (BVMH)
	8:00 am – 9:45 pm (Oct - Dec)	Pond/ BVMH
Sunday	9:30 am – 4:30 pm (some later)	Minor (BVMH)
	5:15 – 7:30 pm	Public Skate
	7:45 – 9:30 pm	Safety Hawks

Requested Jr B Schedule:

- **Tuesday & Thursday:** Practice sessions, 8:00 – 9:30 pm
- **Friday & Saturday Evenings:** Games, 7:30 pm warm-up (15 min), ice flood, opening faceoff 8:00 pm; games average 3-hour time slots (may extend if overtime occurs)
- **Sunday:** Games, 2:30 pm warm-up, opening faceoff 3:00 pm

Assessment – Potential Impact on Existing User Groups:**1. Weekday Practices (Tuesday & Thursday):**

- Jr B practices at 8:00 pm would overlap with Minor hockey and other weekday groups (e.g., Rimbey Tigers Adult Team).
- An 8:00 pm practice time cannot be accommodated without impacting existing users.
- Minor hockey currently has is short practice slots, and Pond hockey may see an additional team this season, increasing overall ice demand.
- Any Jr B practices would require scheduling at a later time, and adjustments to current weekday allocations are necessary.

2. Friday Games:

- Pond hockey is projected to occupy 4:00 – 9:45 pm. (Previously 4:30-9:15)
- Scheduling 2-3 games on a Friday would result in a loss of 4-6 practice slots for Pond Hockey.

3. Saturday Games:

- Minor hockey (BVMH) and Pond hockey occupy most Saturdays.
- Pond hockey runs 8:00 am – 4:30 pm 1-2 Saturdays a month from Oct – December and then 8:00 am – 8:00 pm Jan – March. Minor Hockey picks up open slots from 4:45-9:45 pm from Oct – December.
- Minor hockey and Pond hockey are expecting increased participation this year, which may reduce availability.
- Based on the 2024 season, 9 ice slots were available to accommodate a 7:30 pm warm up with 8 pm puck drop and there were 14 ice slots available for an 8 pm warm up and 8:30 pm puck drop. With 4 of the slots being September and the remainder 5-10 being Oct- Feb.
- Saturday is potentially disruptive option for game times, and the majority of Jr B games could possibly be scheduled here.

4. Sunday Games:

- Minor hockey occupies 9:30 am – 4:30 pm, with some sessions running later and starting earlier.
- Scheduling 2–3 Jr B Sunday games could result in loss of 2–3 game 2.5-hour game slots for minor hockey throughout the season.
- If game time was moved later, it would cause less disruption to user groups, though would impact public skate.

Additional Considerations:

- Dressing Room Availability: No designated dressing room would be available for Jr B, and coordination for shared space will be necessary.
- Storage: Storage space in the facility is limited, and there is no capacity for additional equipment. Careful planning would be required for team gear.
- Relationship Management: It is recommended that Garrett focus on developing stronger collaborative relationships with Minor Hockey (BVMH), Pond Hockey, and facility staff to support smooth scheduling and operations.

Summary of Potential Impact: Based on above Recommended Schedule

Impact Type	Estimated Impact
Weekday Practice Loss	2 Minor Hockey Slots & 1.5-2 Pond Hockey slots per Friday game
Weekend Game Slot Loss	1 - 2.5-hour BVMH game slots per Sunday Game.
Ice Availability Adjustments	Adjustments to Rimbey Tigers, BVMH, & Pond Hockey

Conclusion / Recommendation

It is recommended that Council consider the potential impacts to current user groups if a Jr B team is approved. To minimize disruption, the following adjustments are suggested:

- **Practices:** Jr B practice times should be scheduled in later evening slots, such as 9:45 – 11:00 pm, to reduce overlap with Minor Hockey and Pond Hockey. While this will still require schedule adjustments, though it would lessen the impact on current groups.
- **Games – Saturday and Sunday:** Jr B is anticipated to require 19 home games. The majority of these games should be scheduled on Saturday evenings, with warm-up at 8:00 pm and puck drop at 8:30 pm, and some on Sundays, with warm-up at 4:30 pm and puck drop at 5:00 pm. These adjusted times would minimize disruption to Minor Hockey and Pond Hockey while still providing reasonable slots for Jr B.
- **Games – Friday:** Only a limited number of games should be scheduled on Fridays. If Friday games are required, they should start as late as possible, with an 8:00 pm warm-up and 8:30 pm puck drop. Even with this adjustment, Pond Hockey would lose approximately 1.5 to 2 practice slots for each Friday Jr B game.

These recommendations aim to balance the Jr B team's request with the needs of existing user groups, recognizing that some level of schedule adjustment and impact will still be required.



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Wellness Account
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

At the Regular Council meeting held on July 28, 2025, Council made the following motion:

Motion 141/2025

Moved by Councillor Johnstone that Administration explore the options of a Health and Wellness Account for Council and to bring forward to the next Regular Council meeting on August 25, 2025.

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

CARRIED

DISCUSSION:

Administration is recommending that Council implement an increase to the Health Spending Account to provide additional funding for wellness.

RECOMMENDATION:

Administration recommends that Council determine if they wish to increase the current Health Spending Account and establish the amount.

PREPARED BY: Craig Douglas, Chief Administrative Officer

August 21, 2025
Date

ENDORSED BY:

Craig

Craig Douglas, Chief Administrative
Officer

August 21, 2025
Date

Town Council
REQUEST FOR DECISION



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Policy 155 Council Remuneration
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

At the Regular Council meeting held on July 28, 2025, Council reviewed Policy 155, Council Remuneration Policy and made the following motion:

Motion 142/2025
Moved by Councillor Clark for Administration to remove "FCM Convention" under Hourly Rates in Policy 155 and bring forward to next Regular Council meeting on August 25, 2025.

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

CARRIED

RELEVANT POLICY/LEGISLATION:

Policy 155

RECOMMENDATION:

Administration recommends that Council determine if they wish to accept the revisions to Schedule A of the Council Remuneration Policy 155, as presented.

ATTACHMENTS:

[0155 Council Remuneration Policy](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer


July 25, 2025
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

July 25, 2025
Date

		<h2 style="text-align: center; color: blue;">Town of Rimbey Policy Manual</h2>	
Title: Council Remuneration		Policy No: 155	
Date Approved: August 25, 2025		Resolution No:	
Date Effective: August 25, 2025			
Purpose:	<ol style="list-style-type: none"> 1. To set appropriate rates of pay for Council 2. Members of Town Council should be reimbursed for all direct expenses as a result of their duties 		
<p><i>Policy Statement:</i></p> <p><u>Base Fees</u></p> <p>The Mayor will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, all background work, general public interaction, in-Town charity functions, local meetings, committee meetings, attendance to functions and gatherings where the Mayor's presence is requested but not required; but he/she deems it appropriate to attend.</p> <p>Councillors will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Councilor's attendance is requested but not required by Council.</p> <p>The Deputy Mayor will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Deputy Mayor's attendance is requested but not required by Council.</p> <p><u>Other Expenses</u></p> <p>Travel and subsistence expenses shall be paid in accordance with Policy #1108.</p> <p>Cell Phone Costs – The Mayor shall receive a cell phone paid for by the Town or an allowance of \$46.15 bi-weekly for use of their personal phone.</p>			

Initial Policy Date:	October 20, 2003	Resolution No:	457/03
Revision Date:	October 13, 2009	Resolution No:	321/09
Revision Date:	February 23, 2011	Resolution No:	046/11
Revision Date:	February 24, 2014	Resolution No:	055/14
Revision Date	December 12, 2016	Resolution No:	532/16
Revision Date	July 24, 2017	Resolution No.:	222/17
Revision Date	February 28, 2022	Resolution No.	042/22
Revision Date	August 25, 2025	Resolution No.	

TOWN OF RIMBEY
COUNCIL REMUNERATION
POLICY NO 155
SCHEDULE A

Base Fees – 2025				
	Bi-Weekly	Annually	Meeting rates per hour	Maximum Daily rate
Mayor	1305.36	33,939.51	41.94	419.40
Deputy Mayor	708.61	18,423.95	41.94	419.40
Councillor	653.27	16,985.04	41.94	419.40



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Proclamation Policy
Item For: ☒ Public Information -or- ☐ Closed Session

Some municipalities have implemented a proclamation policy to avoid formally endorsing events, messages, interests, or activities that are not sponsored or initiated by the municipality.

Administration recommends that Council determine if they wish to accept 114 Proclamation Policy for the Town of Rimbey.

114 Proclamation Policy DRAFT

PREPARED BY: Craig Douglas, Chief Administrative Officer


August 21, 2025
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

August 21, 2025
Date

		<h2 style="text-align: center; color: blue;">Town of Rimbey Policy Manual</h2>	
Title: Proclamation Policy		Policy No: 114	
Date Approved:		Resolution No:	
Date Effective:			
Purpose:	To guide Council and Administration in dealing with requests for Proclamation. Council by resolution, has established a policy of not granting Proclamations.		
<p>Policy Statement:</p> <p>Council shall not make or authorize a formal endorsement of any non-Town of Rimbey sponsored or initiated event, message, interest or activity.</p> <p>Applicability:</p> <ol style="list-style-type: none"> 1. This Policy applies to any person or entity promoting non-Town matters. 2. This Policy comes into effect upon approval of Council. <p>Definitions and Abbreviations:</p> <ol style="list-style-type: none"> 1. CAO- The Town of Rimbey's Chief Administrative Officer. 2. Town – The Town of Rimbey. 3. Proclamation – a formal public statement made by a mayor, on behalf of council; to express, support, condemn, raise awareness, or advocate for any event, cause or phenomenon not directly impacting the Town of Rimbey. <p>Roles and Responsibilities:</p> <p>Council</p> <ol style="list-style-type: none"> 1. Approve Policy 2. Comply with this Policy. <p>Chief Administrative Officer</p> <ol style="list-style-type: none"> 1. Ensure staff compliance of this Policy. 2. Ensure that the public is appropriately informed of this Policy. 			

Policy Title	Policy No:XXX	Page 2
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Policy Details:

Standards

- 1. Any requests for a Proclamation received by the Town shall be directed to the Office of the CAO.
- 2. The requesting group or individuals shall be informed of this Policy.

Initial Policy Date:		Resolution No:	
Revision Date:		Resolution No.	
Revision Date:		Resolution No.	



Meeting: August 25, 2025
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

August 22, 2025
Date

ENDORSED BY:

Gray

Craig Douglas, Chief Administrative Officer

August 22, 2025
Date

August 25, 2025
CAO Report



HIGHLIGHTS

MEETINGS

- Fortis street light kick-off meeting - August 5
- ICF Meeting - August 6
- Townhall Access to Information Changes

ADMINISTRATIVE

- Citizen concerns
- Work with Director of Finance on Health versus Wellness account information
- Posted Janitorial Services contract proposal. Review underway
- CPO position competition candidate review
- Rock the Track emergency response plan review
- Coordinate payment for 42 St paving with property owner
- Performance appraisals being completed and conducted

PREPARED BY: Craig Douglas, Chief Administrative Officer

August 25, 2025

Director of Finance Report



ATTACHMENTS

[Payables Listing July 22 - August 21, 2025](#)

PREPARED BY: Wanda Stoddart, Director of Finance

Council Board Report

Council Agenda Report 8.1.3



Supplier : 1020405 to ZINCK
Fund : 1 GENERAL FUND
Include all Payment Types : No

Date Range: 22-Jul-2025 to 21-Aug-2025
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Automated Aquatics Canada Ltd.	51438	30-Jul-2025	Automated Aquatics - heater	2,339.93
BEATTY HERITAGE HOUSE	51439	30-Jul-2025	Beatty Heritage House - Community Events Gran	263.15
Canadian Pacific Railway Company	51440	30-Jul-2025	Canadian Pacific Railway - Hoadley crossing	365.50
Centratech Technical Services	51441	30-Jul-2025	Centratech - Beatty House - annual inspection	239.93
CORNERSTONE PILATES STUDIO	51442	30-Jul-2025	Cornerstone Pilates - June 2025 classes	275.00
Engerdahl,Breanna	51443	30-Jul-2025	B.Engerdahl - expenses	109.99
ICONIX WATERWORKS LP	51444	30-Jul-2025	Iconix - replacement hydrant - 51St.	3,844.09
Johnson,Jordy	51445	30-Jul-2025	Jordy Johnson - refund - swimming lessons	190.00
Lacombe Signmasters Ltd.	51446	30-Jul-2025	Lacombe Signmasters - dog park sign	212.92
Lifesaving Society	51447	30-Jul-2025	Lifesaving Society - annual fee	469.93
LINDE CANADA INC.	51448	30-Jul-2025	Linde Canada - June 2025 cylinder rent	46.57
Municipal Property Consultants (2009) Ltd.	51449	30-Jul-2025	Municipal Property Consultants - August 2025 fee	3,711.40
Ponoka County	51450	30-Jul-2025	Ponoka County - tippage fees - April - June 2025	3,081.60
PROVOST,SIENNA	51451	30-Jul-2025	Sienna Provost - cardlock refund	25.00
Reynolds Mirth Richards & Farmer LLP	51452	30-Jul-2025	Reynolds Mirth Richards & Farmer - general matt	1,612.08
Rimbey & District Oldtimers' Association	51453	30-Jul-2025	Rimbey & District Old Timers Assoc. - 2025 Budg	263.15
Rimbey Historical Society	51454	30-Jul-2025	Rimbey Historical Society - Canada Day Event - \	325.00
Rimbey Implements Ltd.	51455	30-Jul-2025	Rimbey Implements - parts	94.42
Rimbey Trees	51456	30-Jul-2025	Rimbey Trees - prune trees	4,842.60
RJ Plumbing and Heating	51457	30-Jul-2025	RJ Plumbing - installation - new hot tub heater	374.85
Staples Professional	51458	30-Jul-2025	Staples Professional - supplies	153.87
Stationery Stories & Sounds (2005)	51459	30-Jul-2025	Stationery Stories Sounds - supplies	1,699.95
TRAVIS GOETZ WELDING & MAINTENANCE	51460	30-Jul-2025	Travis Goetz Welding - repairs - arena	299.25
UniFirst Corporation	51461	30-Jul-2025	UniFirst - coveralls/supplies	271.22
VERDI,SUZANNE	51462	30-Jul-2025	Suzanne Verdi - facility deposit refund	300.00
Wolseley Industrial Canada INC	51463	30-Jul-2025	Wolseley - PW - bleach	3,380.47
AMSC Insurance Services Ltd.	51465	20-Aug-2025	AMSC Insurance - Mayor/Council - Aug.2025	49.91
Anderson's Service	51466	20-Aug-2025	Anderson Service - trimmer string	147.00
Animal Control Services	51467	20-Aug-2025	327241 Alberta Ltd - July 2025 - patrols	2,887.50
Aquam	51468	20-Aug-2025	Aquam - supplies	1,641.93
Automated Aquatics Canada Ltd.	51469	20-Aug-2025	Automated Aquatics - supplies	253.37
Black Press Group Ltd.	51470	20-Aug-2025	Black Press Media - July 2025 ads	1,298.03
Buist Motor Products Ltd.	51471	20-Aug-2025	Buist Motors - repairs - 2020 Chev Silverado	191.09
Centerline Auto Service	51472	20-Aug-2025	Centerline Auto - repairs - 2013 Ford - PW	423.05
Central City Asphalt	51473	20-Aug-2025	Central City Asphalt - PPC#2 - RB148 - 43 St.	527,743.68
CENTRAL LABS	51474	20-Aug-2025	Central Labs - lab analysis	5,955.82
CORNELL,SARAH	51475	20-Aug-2025	S.Cornell - cardlock refund	25.00
Empringham Disposal Corp.	51476	20-Aug-2025	Empringham Disposal - July 2025 - waste fees	14,621.25
Engerdahl,Breanna	51477	20-Aug-2025	B.Engerdahl - expenses - Pool Operator Course	489.92
Environmental 360 Solutions (Alberta) Ltd	51478	20-Aug-2025	E360 - RCMP - bin dump/rent	1,120.04
Evergreen Co-operative Association	51480	20-Aug-2025	Co-op - Canada Day - 4 cakes	2,525.24
Foster,Frank	51481	20-Aug-2025	Frank Foster - gopher removal	250.00
GREGG DISTRIBUTORS LP	51482	20-Aug-2025	Gregg Distributors - tools	166.39
GRUNDY,MIKHAELA	51483	20-Aug-2025	M.Grundy - cardlock refund	25.00
HOLTKAMP,JULIA	51484	20-Aug-2025	J.Holtkamp - facility deposit refund	650.00
ICONIX WATERWORKS LP	51485	20-Aug-2025	Iconix - parts	440.80
LEWIS,AL	51486	20-Aug-2025	Al Lewis - facility deposit refund	100.00
LINDE CANADA INC.	51487	20-Aug-2025	Linde - cylinder rent - July 2025	507.78
Longhurst Consulting	51488	20-Aug-2025	Longhurst Consulting - August 2025 - fees	8,603.83
LOR-AL SPRINGS LTD.	51489	20-Aug-2025	Lor-Al Springs - water	19.35
Miller,Jonathan	51490	20-Aug-2025	J.Miller - expenses - Pool Operator Course	540.61
Missing Link Internet	51491	20-Aug-2025	Missing Link Internet - CC - Aug.2025	173.24
MLA Benefits Inc.	51492	20-Aug-2025	MLA Benefits - Aug 2025 - HSA admin fees (July	1,534.38
MOTOROLA SOLUTIONS CANADA INC.	51493	20-Aug-2025	Motorola Solutions - support/subscription - Aug.21	59.39
NAPA Auto Parts - Rimbey	51494	20-Aug-2025	Napa - supplies	65.69
ORNAMENTAL BRONZE LIMITED	51495	20-Aug-2025	Ornamental Bronze - columbarium plaque - Fyles	1,974.00
Rimbey Express	51496	20-Aug-2025	Rimbey Express - freight - July 2025	213.00
Rimbey Home Hardware	51497	20-Aug-2025	Home Hardware - tools	542.13

Council Board Report

Council Board Report 18.1.3



Supplier : 1020405 to ZINCK
Fund : 1 GENERAL FUND
Include all Payment Types : No

Date Range: 22-Jul-2025 to 21-Aug-2025
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Rimbey Implements Ltd.	51498	20-Aug-2025	Rimbey Implements -supplies	170.66
Rimbey Janitorial Supplies	51499	20-Aug-2025	Rimbey Janitorial - CC - supplies	1,123.50
Silver Star Septic Service	51500	20-Aug-2025	Silver Star Septic - outhouse - transfer station	68.25
Staples Professional	51501	20-Aug-2025	Staples Professional - paper	428.02
Superior Safety Codes Inc.	51502	20-Aug-2025	Superior Safety Codes - June 2025 - closed perr	929.78
Tagish Engineering Ltd.	51503	20-Aug-2025	Tagish - RB148 - 2025 Road Improvements	43,400.99
Town Of Rimbey	51504	20-Aug-2025	Town of Rimbey - July 2025 - utilities	3,200.60
UniFirst Corporation	51505	20-Aug-2025	UniFirst - coveralls/supplies	323.61
United Farmers Of Alberta	51506	20-Aug-2025	UFA - supplies	180.39
West Country Glass	51507	20-Aug-2025	West Country Glass - Unit #10 - rear driver side d	315.00
Wolseley Industrial Canada INC	51508	20-Aug-2025	Wolseley - PW - bleach	1,320.07
Total:				655,491.16



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Boards/Committee Reports
Item For: ☒ Public Information -or- ☐ Closed Session

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

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

Tagish Engineering Updates August 14, 2025

August 22, 2025
Date

August 22, 2025
Date

Date	Project Manager	Status Update
Town of Rimbey		
RBYM0000.25 RB00 - 2025 General Engineering		
July 3, 2025	Smith, Greg	There are no current general assignments.
July 16, 2025	Smith, Greg	There are no current general assignments.
July 31, 2025	Smith, Greg	There are no current general assignments.
August 14, 2025	Smith, Greg	There are no current general assignments.
RBYM00148.00 RB148 - 2025 Road Improvements		
July 3, 2025	Kunkel, Chadwick	Northside Construction mobbed to site on July 25th. Completed installation of CBs 5 to CB-12, installed 59m of new 500mm CSP culverts. CCA base crew is schedule to mob in next week, July 8th.
July 17, 2025	Kunkel, Chadwick	Northside Construction has completed all underground work. CCA has mobbed in and have started base work. Olds concrete has installed string line on 54th Ave. Potentially pour this Friday weather pending, if not Monday. Base work has been completed for curb & gutter on 54th Ave, Union Street tested GBC densities along 54th Ave and all passed.
July 31, 2025	Kunkel, Chadwick	Olds concrete completed all the concrete work on Wed 30th. Central have completed the culverts and base work to 42nd St, as well as additional topsoil placement on the east side of 42nd. Crush gravel to all areas will commence after the long weekend once the concrete has cured.
August 14, 2025	Kunkel, Chadwick	CCA will be completed paving today along 42nd Street. Other roads are completed now. Landscaping will start on Thursday and line painting as well. Signs have been installed already, we bagged them until line painting is completed. Site should be ready for final inspection early next week.
RBYM00151.00 RB151 - 51st Ave Infrastructure Replacement		
July 3, 2025	Smith, Greg	No change.
July 16, 2025	Smith, Greg	No change.
July 31, 2025	Smith, Greg	No change.
August 14, 2025	Smith, Greg	No change.
RBYM00152.00 RB152 - 53rd Avenue Infrastructure Replacement		
July 3, 2025	Smith, Greg	No change.
July 16, 2025	Smith, Greg	No change.
July 31, 2025	Smith, Greg	No change.
August 14, 2025	Smith, Greg	No change.



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rimbey Community Home Help Services
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

On July 22, 2025, Administration received a letter from the Rimbey Community Home Help Services to update the Town on the newest member at large.

RECOMMENDATION:

To accept the correspondence from the Rimbey Community Home Help Services, as information.

ATTACHMENTS:

RCHHS Rimbey Community Home Help Services

PREPARED BY: Craig Douglas, Chief Administrative Officer

August 22, 2025
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

August 22, 2025
Date

July 22, 2025

Town of Rimbey
Box 350
Rimbey, AB T0C 2J0

Attn: Mr. Craig Douglas
Chief Administrative Officer

Dear Mr. Craig Douglas and Members of the Town of Rimbey Council:

On behalf of the Rimbey Community Home Help Services Association Board, I am pleased to inform you that Mr. Dave Bechard has been appointed as a member at large, representing the community of Rimbey.

Mr. Bechard has been a dedicated volunteer with our organization over the past year and brings a wealth of experience in community service. He served in the Navy for 20 years and has a strong background in Quality Risk Management and Emergency Response. We are very fortunate to welcome him to our board and are confident Mr. Bechard will be a valuable asset to our team.

Thank you for your continued support of our organization.

Warm regards,



Misty Griffith
Executive Director

Town Council
REQUEST FOR DECISION



Meeting: August 25, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Final Distribution for Curling Alberta Women's Championship Event
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Lisa Shunkin provided the final distribution for the Curling Alberta Women's Championship Event held in Rimbey, Alberta.

The total amount to be distributed was \$175,102.33 which was divided equally into three for the following:

Town of Rimbey	from RSCC	\$58,367.44
Rimbey Curling Club	from RSCC	\$58,367.44
Rimbey Lions Club	from RSCC	\$58,367.45

PREPARED BY: Craig Douglas, Chief Administrative Officer

August 21, 2025
Date

ENDORSED BY:

Gray

Craig Douglas, Chief Administrative Officer

August 21, 2025
Date