



# AGENDA

## Committee of the Whole

April 12, 2023 - 5:00 PM

Town Administration Building - Council Chambers

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AGENDA FOR COMMITTEE OF THE WHOLE TO BE HELD ON MONDAY, APRIL 12, 2023 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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

#### 1.1 LAND ACKNOWLEDGEMENT

### 2. AGENDA APPROVAL AND ADDITIONS

### 3. MINUTES

#### 3.1 Minutes

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### 4. PUBLIC HEARINGS

### 5. DELEGATIONS

#### 5.1 Delegation - Charles Hendricks

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#### 5.2 Delegation - Rimbey Rodeo Association

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### 6. BYLAWS

### 7. NEW AND UNFINISHED BUSINESS

- 7.1 Bylaw Enforcement Request  
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## **8. 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.

## **9. CLOSED SESSION**

**FOIP Section 29(1) Information that is or will be available to the public.**

**FOIP Section 17(1) Personal Privacy**

## **10. ADJOURNMENT**

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** April 12, 2023  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Minutes  
**Item For:**  Public Information -or-  Closed Session

**RECOMMENDATION:**

Motion by Council to accept the Minutes of March 13, 2023, Committee of the Whole Meeting.

**ATTACHMENTS:**

[RFD 3.1.1 Committee of the Whole Minutes Mar 13, 2023](#)

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

April 4, 2023  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA, Chief Administrative Officer

April 4, 2023  
**Date**



# MINUTES

## Committee of the Whole Meeting

Monday, March 13, 2023 - 5:00 PM

Town Administration Building - Council Chambers

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

Deputy Mayor Jamie Coston called the meeting to order at 5:00pm with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Deputy Mayor Jamie Coston
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Lori Hillis, CPA, CA - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant

Delegates:

**Rimbey Food Bank:** Rod Schaff

**Central Alberta Raceways:**

- Travis Jaffray – President, Kinsmen Club of Rimbey
- Roy Keessar – President, CAR Executive Board
- Phil Swanson – Kinsmen Representative, CAR Executive Board
- Sherry Stuart – Director of Oval, CAR Executive Board
- Leah Bousfield– Director of Marketing, CAR Executive Board
- Al Adam – Director of Motocross, CAR Executive Board

Public: (3) members of the public

**1.1. LAND ACKNOWLEDGEMENT**

**2. AGENDA APPROVAL AND ADDITIONS**

Motion 009/2023 COW

Moved by Mayor Pankiw to accept the Agenda for the March 13, 2023, Committee of the Whole 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**

3.1. Minutes

Motion 010/2023 COW

Moved by Councillor Clark to accept the minutes for the February 13, 2023, Committee of the Whole Meeting, 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**

**5. DELEGATIONS**

5.1. Rimbey Food Bank

Motion 011/2023 COW

Moved by Councillor Curle to accept the presentation from Rimbey Food Bank, as information and bring forward to the next Regular Council Meeting being held on March 27, 2023.

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

CARRIED

5.2. MX Track Expansion Proposal

Motion 012/2023 COW

Moved by Councillor Clark to accept the presentation from Central Alberta Raceways, as information and bring forward to the next Regular Council Meeting being held on March 27, 2023.

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

CARRIED

**6. BYLAWS**

**7. NEW AND UNFINISHED BUSINESS**

7.1. Neighbourhood Place Society

Motion 013/2023 COW

Moved by Councillor Rondeel to bring the Neighbourhood Place Society's request to maintain the BYAS building back to the next Council meeting being held on March 27, 2023.

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

CARRIED

Motion 014/2023 COW

Moved by Mayor Pankiw for Administration to collect all the 2022 expenses associated with the Blindman Youth Association Building.

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

CARRIED

**8. OPEN FORUM**

**9. CLOSED SESSION**

**10. ADJOURNMENT**

10.1. Adjournment

Motion 015/2023 COW

Moved by Mayor Pankiw to adjourn the meeting at 5:57pm.

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

CARRIED

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Jamie Coston, Deputy Mayor

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Lori Hillis, Chief Administrative Officer

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** April 12, 2023  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Delegation - Charles Hendricks  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

On March 22, 2023, Administration received a letter from Charles Hendricks requesting a park on 58th Avenue.

**ATTACHMENTS:**

[Request Letter for Park Redacted](#)

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

April 4, 2023  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA, Chief Administrative Officer

April 4, 2023  
**Date**

March 22, 2023

re. Kids park on 58 Ave.

We need a kids park on 58 Ave., the block is loaded with kids. The idea is lease a lot near the west end of 58 Ave (slower traffic) from Ken Buist for \$1.00 and in turn give a tax break, on the vacant lot, take equipment from park, that doesn't get much use, and relocate.

This I believe is a win, win, and will benefit all, till the economy changes

Respectfully

  
Charles Hendricks



RECEIVED  
MAR 22 2023  
TOWN OF RIMBEY

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** April 12, 2023  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Delegation - Rimbey Rodeo Association  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

At the Special Council Meeting held on March 8, 2023, the following motion was made:

Motion 039/2023

Moved by Councillor Clark to invite the Rodeo Association to the Committee of the Whole Meeting being held on April 12, 2023, to discuss the parade.

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

CARRIED

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

April 4, 2023  
**Date**

**ENDORSED BY:**

Lori Hillis, CPA, CA, Chief Administrative Officer

April 4, 2023  
**Date**

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** April 12, 2023  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Bylaw Enforcement Request  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

On March 27, 2023, Administration received a letter from Cyril Fortney, CAO of Summer Village of Parkland Beach (SVPB). The Summer Village of Parkland Beach has been without formal Bylaw Enforcement Services since March of 2022. They are requesting Council to consider entering into an agreement for Bylaw Enforcement Services.

**ATTACHMENTS:**

[Bylaw Enforcement Request](#)

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

April 4, 2023  
**Date**

**ENDORSED BY:**   
Lori Hillis, CPA, CA, Chief Administrative Officer

April 4, 2023  
**Date**



Summer Village of Parkland Beach  
Box 130  
Rimbey, AB T0C 2J0

Ph: 403-843-2055  
Fax: 888-470-2762  
Email: admin@parklandbeachsv.ca

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March 27, 2023

Town of Rimbey

Attention Town of Rimbey Council and CAO,

**Re: Formal request of entering into agreement for Bylaw Enforcement Services**

The Summer Village of Parkland Beach (SVPB) has been without formal Bylaw Enforcement Services since March of 2022. This is due to the officer of MD Bylaw Services, Jay Klause, no longer renewing his contract.

The SVPB is proposing that the Shared Community Peace Officer Services Agreement (SCPO) between Ponoka County, Town of Rimbey and SVPB be utilized as the Bylaw Enforcement service for SVPB. The feeling of SVPB council is that this would allow expertise to be maintained under a larger shared services platform that will ensure services over the long-term. The SVPB equally shares 2 full-time employees on staff, the CAO and Administrative Assistant, with the Summer Village of Gull Lake to maintain the administration of the two summer villages.

The SVPB council would like to formally request the town of Rimbey, under your Bylaw Enforcement and CPO, provide the ongoing Bylaw Enforcement needs for SVPB. The current SCPO facilitates this already, although formalization of it would be required. The SVPB has put aside funding for Bylaw Enforcement services and is prepared to offer this funding to the Town of Rimbey.

The SVPB is looking to have ongoing Bylaw Enforcement services that would include;

- **Virtual Patrols:** directions given by the SVPB CAO to enforce Bylaw infractions by way of letter communications, phone calls, and if required fines.
- **Physical Patrols:** boots on the ground within the summer village – random patrols through out year, and **consistent weekend patrols** between May and October of each year.
- Monthly reporting for Council – through written reports, once a year in Council reporting and verbal reports as needed.

This request has been verbally discussed with your CAO and CPO. But, this letter is the official request of the SVPB Council to enter into a negotiation with the Town of Rimbey and SCPO for the Bylaw Enforcement services for the SVPB.

I respectfully request that this be brought to the Town of Rimbey Council at your next meeting of Council for consideration.

Sincerely,

Cyril Fortney,  
CAO