

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON TUESDAY, APRIL 28, 2020 AT 5:00 PM VIA ZOOM VIDEO CONFERENCE:

LOGIN IN:

<https://us02web.zoom.us/j/89543558668?pwd=UTZnakQxZUUxbmR4VStRRVVlcDR3QT09>  
Meeting ID: 895 4355 8668, Password: 006132

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1	<b>Call to Order Regular Council Meeting &amp; Record of Attendance</b>	
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9.	<b>Correspondence - None</b>	
10.	<b>Open Forum</b> (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.	<b>Closed Session - None</b>	
12.	<b>Adjournment</b>	



REQUEST FOR DECISION

<b>Council Agenda Item</b>	3.0
<b>Council Meeting Date</b>	April 28, 2020
<b>Subject</b>	Minutes
<b>For Public Agenda</b>	Public Information
<b>Attachments</b>	3.1 Minutes of Regular Council April 14, 2020
<b>Recommendation</b>	Motion by Council to accept the Minutes of the Regular Council Meeting of April 14, 2020, as presented.

**Prepared By:**



Lori Hillis, CPA, CA  
Chief Administrative Officer

Apr 23, 2020

Date

**Endorsed By:**



Lori Hillis, CPA, CA  
Chief Administrative Officer

Apr 23, 2020

Date

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON TUESDAY, APRIL 14, 2020 VIA ZOOM VIDEO CONFERENCE DURING THE CORONAVIRUS COVID 19 HEALTH EPIDEMIC

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1. Call to Order Mayor Pankiw called the meeting to order at 5:00 pm, with the following in attendance via zoom video conference:

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel  
Chief Administrative Officer – Lori Hillis, CPA, CA  
Director of Finance – Wanda Stoddart  
Director of Public Works – Rick Schmidt  
Development Officer – Liz Armitage  
Recording Secretary – Kathy Blakely

Absent:

Public:

0 member(s) of the general public  
John Hull –Rimbey Municipal Library Board Building Committee Chair  
Jean Keetch – Rimbey Library Manager  
Phil Swanson – Missing Link Internet  
Craig Bondy - Missing Link Internet  
Mike Seniuk – Seniuk & Company  
Collette Flegal – Bylaw Amendment Applicant  
William Weenink – Subdivision Applicant

2. Adoption of Agenda

2.1 April 14, 2020 Agenda

Motion 075/20

Moved by Councillor Rondeel to accept the Agenda for the April 14, 2020 Regular Council Meeting, as presented.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

3. Minutes

3.1. Minutes of Regular Council Meeting March 10, 2020

3.2 Minutes of Special Council 2020 Budget Meeting March 20, 2020

Motion 076/20

Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of March 10, 2020, as presented.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 077/20

Moved by Councillor Payson to accept the Minutes of the Special Council Meeting 2020 Budget of March 20, 2020, as presented.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

## 4. Public Hearings

4.1 Bylaw 962/20 Amendment to Land Use Bylaw 917/16

Mayor Pankiw called the Public Hearing to order at 5:01 pm.

Mayor Pankiw advised Bylaw 962/20 Amendment to Land Use Bylaw 917/16 is a land use bylaw amendment application to redesignate Lot 1, Block 9, Plan 148BT (4906 – 50 Street) from Central Commercial (C1) to Direct Control (DC).

Mayor Pankiw requested confirmation of notice of the Public Hearing from the Development Officer.

Development Officer Liz Armitage advised notice of the Public Hearing was placed in the March 3rd and March 10th editions of the Rimbey Review, notice was given to adjacent property owners by regular mail 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 Office as well as at the front counter.

Mayor Pankiw inquired if the applicant was present and advised she would have 20 minutes to present her position on the requested amendment to the Land Use Bylaw.

The applicant indicated when she purchased the property in 2006, she was told from the seller there was approval for the commercial/residential units. She is requesting this Bylaw amendment to allow for residential units.

Mayor Pankiw requested a report from the Development Officer regarding Bylaw 962/20 Amendment to Land Use Bylaw 917/16.

The applicant has indicated that she “purchased the building in 2006 and was told that there was approval for commercial/residential units.” In 2019 she approached the town to convert an additional commercial to residential. At that time the town determined that there are no permits providing approval for the residential units. The applicant has indicated that she would like to proceed with a land use bylaw resignation that would allow the existing residential units to be an approved use.

The property is currently zoned C1, as per Land Use Bylaw 917/16. Land Use Bylaw 917/16 does not allow ground level residential in the C1 district as either a permitted or discretionary use. A review of the past Land Use Bylaw 762/04, in effect when Ms. Flegal purchased the property, also designated this parcel as C1. Bylaw 762/04 also did not allow ground level residential in the C1 district as either permitted or discretionary uses.

As per Land Use Bylaw 917/16, the property is surrounded by lands designated C1 on the north, east and west. The property to the south is residential and is designated MHP.

The Municipal Development Plan indicates that the subject property is in keeping with the Land Use Bylaw. The MDP indicates that the lands are intended to continue to be C1.

Administration recommends that the best way to accommodate the request for residential on the ground floor in the C1 district is to redesignate this property to a Direct Control District. The Direct Control district will retain all the standard C1 district

requirements, while accommodate the existing ground floor residential units. The proposed direct control district regulations are attached.

Should council approve the land use redesignation, effectively permitting the ground floor residential in this location, the applicant will be responsible for applying for building permits to ensure the residential units have the appropriate building permits in place.

Council gave first reading to Bylaw 962/20 Amendment to the Land Use Bylaw on February 25, 2020.

Mayor Pankiw asked the Development Officer if there had been any written submission received.

Mrs. Armitage indicated written submissions were received from:

- March 20, 2020, Alberta Transportation – No Objections
- March 31, 2020, Gas Transmission, Atco Pipelines & Liquid Global Business Unit – No Objections
- March 2, 2020 , Gas Distribution, Atco Pipelines & Liquid Global Business Unit – standard conditions for future development

Mayor Pankiw asked if there were any persons wishing to be heard regarding Bylaw 962/20 Amendment to Land Use Bylaw 917/16 noting each person would have 20 minutes to state their case for or against the bylaw amendment.

There were no members of the general public in attendance to be heard.

Mayor Pankiw asked a second time if any persons wished to be heard.

There were no members of the general public in attendance to be heard.

Mayor Pankiw asked a third time if any persons wished to be heard.

There were no members of the general public in attendance to be heard.

Mayor Pankiw asked the applicant if she had any closing comments.

The applicant advised she had no further comments.

Mayor Pankiw asked if the Development Officer had any further comments.

Mrs. Armitage reiterated to Council this would become a Direct Control property and all changes to this property, such as development permits, would come to Council for approval, not the Development Officer.

Mayor Pankiw closed the Public Hearing for Bylaw 962/20 Amendment to Land Use Bylaw 917/16 at 5:08 pm.

Collet Flegal logged out of the Council Meeting at 5:09 pm.

## 5. Delegations

5.1 Rimbey Municipal Library Expansion – John HullMotion 078/20

Moved by Mayor Pankiw to accept the proposal to expand the Town of Rimbey Library at 4938 50 Avenue in principle, with the understanding that:

- a. the Town will be involved in the design process to address the future needs of the Library and the Town.
- b. Council will provide approval of the final design prior to commencing construction.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

John Hull and Jean Ketch logged out of the Council Meeting at 5:20 pm.

5.2 Missing Link Internet – Phil Swanson/Craig BondyMotion 079/20

Moved by Councillor Curle to table further discussion regarding the fibre optic line project to the April 28, 2020 Regular Meeting of Council.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Phil Swanson and Craig Bondy logged out of the Council Meeting at 5:36 pm.

5.3 Seniuk & Company – Mike Seniuk Audited Financial StatementsMotion 080/20

Moved by Councillor Curle to accept the Town of Rimbey Financial Statements for the year ending December 31, 2019, prepared by Seniuk & Company, Chartered Accountants, as presented.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Mike Seniuk logged out of the Council Meeting at 6:02 pm.

## 6. Bylaws

6.1 962/20 Amendment to Land Use Bylaw 917/16Motion 081/20

Moved by Councillor Rondeel to give second reading of Bylaw 962/20 Amendment to Land Use Bylaw 917/16.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 082/20

Moved by Councillor Curle to give third and final reading of Bylaw 962/20 Amendment to Land Use Bylaw 917/16.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

6.2 966/20 2020 COVID 19 Emergency Tax Penalty CancellationMotion 083/20

Moved by Councillor Payson to give first reading to Bylaw 966/20 2020 COVID 19 Tax Penalty Cancellation.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 084/20

Moved by Councillor Rondeel to give second reading to Bylaw 966/20 2020 COVID 19 Tax Penalty Cancellation.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 085/20

Moved by Councillor Rondeel to unanimously consider to give third and final reading to Bylaw 966/20 2020 COVID 19 Tax Penalty Cancellation.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 086/20

Moved by Councillor Curle to give third and final reading to Bylaw 966/20 2020 COVID 19 Tax Penalty Cancellation.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

6.3 967/20 2020 COVID 19 Emergency Tax Installment Payment Plan BylawMotion 087/20

Moved by Councillor Payson to first reading to 967/20 2020 COVID-19 Emergency Tax Installment Payment Plan Bylaw.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 088/20

Moved by Councillor Curle to give second reading 967/20 2020 COVID-19 Emergency Tax Installment Payment Plan Bylaw.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED



Motion 089/20

Moved by Councillor Rondeel to unanimously consider to give third and final reading to 967/20 2020 COVID-19 Emergency Tax Installment Payment Plan Bylaw.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 090/20

Moved by Mayor Pankiw to give third and final reading to 967/20 2020 COVID-19 Emergency Tax Installment Payment Plan Bylaw.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

7. New and  
Unfinished  
Business

7.1 Subdivision ApplicationMotion 091/20

Moved by Councillor Payson approve the subdivision application from 1182211 Alberta Ltd and Christine J Ellis Professional Corp for a duplex located at Lot 1 and Part of Lot 2, Block 2, Plan 8328ET in the S.E. ¼ SEC. 29-42-2-W5M (5102 51 Street), with the following conditions:

1. Engage an Alberta Land Surveyor to prepare a plan of subdivision to be registered at Land Titles Office based on the Tentative Plan March 10, 2020 Filed No: LN006636 prepared by Land Development Technologies. On completion of the survey plan, the surveyor must submit the plan to the Town of Rimbey for endorsement.
2. Any outstanding taxes on the property are to be paid in full.
3. Ensure all right-of-ways are carried forward and registered on the newly created lot.
4. The applicant is to pay an endorsement fee as per the Town of Rimbey fee schedule at the time of endorsement.
5. Municipal Reserves are not owing as the land that is to be subdivided is less than 0.8 hectares.
6. Both units shall have independent utility services. The applicant must submit documentation to the Town's satisfaction proving the installation of independent water service lines and sanitary service lines from the Town's main lines to the property line and through to each unit.
7. Preparation of and registration of utility right-of-way as per the 2.0m utility right-of-way indicated on the plan showing proposed subdivision.

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In Favor Opposed  
 Mayor Pankiw  
 Councillor Coulthard  
 Councillor Curle  
 Councillor Payson  
 Councillor Rondeel

CARRIED

William Weenink logged out of the Council Meeting at 6:25 pm.

### 7.2 Streetlights

#### Motion 092/20

Moved by Councillor Rondeel to increase the 2020 Capital Budget by \$17,554 for the replacement of the streetlights along 50 Ave from 55 St. to 51 St. with funding to come from Streetlight Reserve.

In Favor Opposed  
 Mayor Pankiw  
 Councillor Coulthard  
 Councillor Curle  
 Councillor Payson  
 Councillor Rondeel

CARRIED

### 7.3 Hawk Tail Brewery Request for Waiver of Development Damage Deposit

#### Motion 093/20

Moved by Mayor Pankiw to approve the request from Hawk Tail Brewery to waive the required \$3,000 development damage deposit on Development Permit DP 02/20 during this coronavirus COVID 19 health crisis epidemic and resulting financial crisis.

In Favor Opposed  
 Mayor Pankiw  
 Councillor Coulthard  
 Councillor Curle  
 Councillor Payson  
 Councillor Rondeel

CARRIED

### 7.4 Members from the Town of Rimbey at large appointed by Council

#### Motion 094/20

Moved by Councillor Curle to re-appoint Michael Boorman to the Rimbey Municipal Library Board for the period of April 14, 2020 to April 14, 2023.

In Favor Opposed  
 Mayor Pankiw  
 Councillor Coulthard  
 Councillor Curle  
 Councillor Payson  
 Councillor Rondeel

CARRIED

Motion 095/20

Moved by Councillor Rondeel to re-appoint Bev Ewanchuk to the Rimbey Municipal Library Board for the period of April 14, 2020 to April 14, 2023.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

## 8. Reports

8.1 Department Reports

- 8.1.1 Chief Administrative Officer Report
- 8.1.2 Director of Finance Report
- 8.1.3 Director of Public Works Report
- 8.1.4 Director of Community Services
- 8.1.5 Development Officer Report

Motion 096/20

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

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

8.2 Boards/Committee Reports

- 8.2.1 Tagish Engineering Project Status Update to March 5, March 19, and April 2, 2020
- 8.2.2 FCSS/RCHHS Board Meeting Minutes of January 16, 2020

Motion 097/20

Moved by Councillor Curle to accept the Tagish Engineering Project Status Updates to March 5, March 19, and April 2, 2020, and the FCSS/RCHHS Board Meeting Minutes of January 16, 2020, as information.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

- 9. Correspondence 9.1 Correspondence - None
- 10. Open Forum 10.1 Open Forum
- 11. Closed Session 11.1 Closed Session - None

12. Adjournment

12.1 Adjournment

Motion 098/20

Moved by Councillor Curle to adjourn the meeting.

- In Favor
- Mayor Pankiw
- Councillor Coulthard
- Councillor Curle
- Councillor Payson
- Councillor Rondeel

Opposed

CARRIED

Time of Adjournment: 6:35 pm.

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MAYOR RICK PANKIW

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CHIEF ADMINISTRATIVE OFFICER LORI HILLIS

<b>Council Agenda Item</b>	4.1
<b>Council Meeting Date</b>	April 28, 2020
<b>Public Hearing</b>	965/20 Amendment to Land Use Bylaw 917/16 Public Hearing
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>Bylaw 917/16, the Town of Rimbey Land Use Bylaw was approved by Council on July 25, 2016.</p> <p>On March 3, 2020, the Rimbey Christian School submitted a land use bylaw amendment application to redesignate the remaining portion of Lot 9, Block 10, Plan 0721276 from UH to PS.</p>

**Discussion**

The subject lands are as follows:

Upon completion of the land use bylaw amendment, the Rimbey Christian school will likely be completing a consolidation of the remainder of Lot 9, Block 10, Plan 072 1276 and the Remainder of Lot 10, Block 10, Plan 072 1276. This process is done through Land Titles and not through the Town of Rimbey.

Further, once the lots are consolidated, the Rimbey Christian School has indicated their intention to submit a development permit for a development on the consolidated lot.

Council gave first reading to Bylaw 965/20 Amendment to Land Use Bylaw 917/16 on March 10, 2020. Council set the Public Hearing date of April 28, 2020 and directed administration to circulate notice of Bylaw 965/20 to relevant agencies and adjacent

	<p>neighbours. Additionally, Council directed administration to advertise the public hearing in the Rimbey Review for 2 consecutive weeks prior to the Public Hearing.</p> <p>The Public Hearing was advertised as follows:</p> <ul style="list-style-type: none"> <li>• Notice was placed in the March 17, 2020 and March 24, 2020 editions of the Rimbey Review; and</li> <li>• Notice was given to adjacent property owners by regular mail; and</li> <li>• 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 office and at the front counter.</li> <li>• Additional discussions were held with Alberta Municipal Affairs, in regards to the need to re-advertise the Public Hearing as a virtual meeting. Municipal Affairs indicated that the meeting did not need to be re-advertised, so long as details of the virtual meeting are posted online and on the front and back doors of the Town of Rimbey Administration Building.</li> </ul> <p>Written submission were received from:</p> <ul style="list-style-type: none"> <li>• Alberta Transportation, March 23, 2020 – <i>“We have reviewed the information provided and offer no objections in principle to the proposed land use amendment and rezoning. Please be advised that the lands subject of this application falls within the development control zone of a provincial highway (300 m from a provincial right-of-way 800 m of the centerline of a highway and public road intersection). If the rezoning is approved and a development is proposed, we would appreciate a referral from the Town at the development application stage and the applicant is required to obtain a Roadside Development Permit from Alberta Transportation.”</i></li> <li>• Atco Pipelines &amp; Liquids Global Business Unit, April 8, 2020 – No Objections</li> </ul>
<p><b>Relevant Policy/Legislation</b></p>	<p>Town of Rimbey Land Use Bylaw 917/16 Municipal Government Act RSA 2000, ch. M-26, as amended</p>
<p><b>Financial Implications</b></p>	<p>Not Applicable</p>
<p><b>Attachments</b></p>	<p>Bylaw 965/20 Amendment to Land Use Bylaw 917/16 Application Circulation responses</p>
<p><b>Recommendation</b></p>	<p>Administration recommends Council close Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 917/16.</p>



REQUEST FOR DECISION

**Prepared By:**

*Elizabeth Armitage*

Elizabeth Armitage, MEDES, MCIP, RPP  
Planning and Development Officer

April 22, 2020

Date

**Endorsed By:**

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

Apr 23, 2020

Date



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 917/16.

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WHEREAS Part 6, Section 6.1(2), of the Town of Rimbey Land Use Bylaw 917/16 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) The remainder of Lot 9, Block 10, Plan 0721276 will be redesignated from UH to PS.**
- 2) That the Land Use District Map of Bylaw No. 917/16 is hereby amended as per attached map in 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 \_\_\_\_\_ 2020.

\_\_\_\_\_  
Mayor Rick Pankiw

\_\_\_\_\_  
Chief Administrative Officer Lori Hillis

READ a Second Time in Council this \_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
Mayor Rick Pankiw

\_\_\_\_\_  
Chief Administrative Officer Lori Hillis





BYLAW NO. 965/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO  
AMEND LAND USE BYLAW 917/16.

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READ a Third Time and Finally Passed this \_\_\_\_ day of \_\_\_\_\_, 2020.

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Mayor Rick Pankiw

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Chief Administrative Officer Lori Hillis

**SCHEDULE A**  
**Land Use Re-designation Map**





Town of Rimbey  
Application for Land-Use Re-designation

I / We hereby make application to amend the Land-Use Bylaw.

Applicant Darren Dolman Telephone: 403 704 0802

Mailing Address: Box 1937 Rimbey AB  
TOC 250

Registered Owner's Name: The Rimbey Christian School Society

Telephone: \_\_\_\_\_

Mailing Address: Box 1305 Rimbey AB  
TOC 250

Legal Description: Lot: 9 Block: 10 Plan: 072 1276  
Or Certificate of Title: \_\_\_\_\_

**Amendment Proposed**

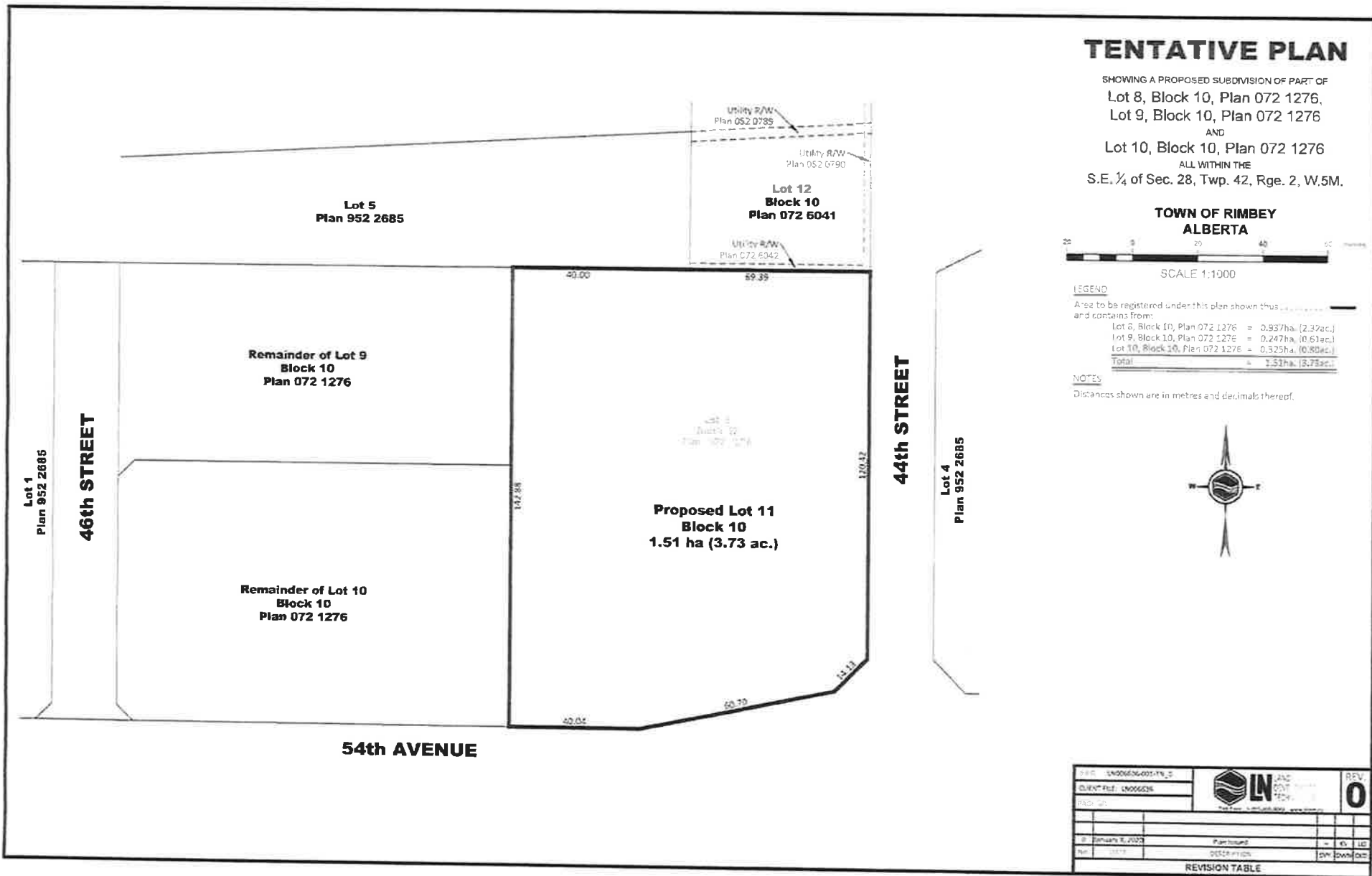
From: UX To: PS

Reasons for Support of Application For Amendment:

To allow for construction of gymnasium  
addition to school

I/We enclose \$ 500.00 Being the application fee.

Date: March 3, 2020 Applicant: [Signature]  
Signature



# TENTATIVE PLAN

SHOWING A PROPOSED SUBDIVISION OF PART OF  
 Lot 8, Block 10, Plan 072 1276,  
 Lot 9, Block 10, Plan 072 1276  
 AND  
 Lot 10, Block 10, Plan 072 1276  
 ALL WITHIN THE  
 S.E. ¼ of Sec. 28, Twp. 42, Rge. 2, W.5M.

**TOWN OF RIMBEY  
 ALBERTA**



**LEGEND**

Area to be registered under this plan shown thus and contains from:

Lot 8, Block 10, Plan 072 1276	=	0.937ha (2.32ac.)
Lot 9, Block 10, Plan 072 1276	=	0.247ha (0.61ac.)
Lot 10, Block 10, Plan 072 1276	=	0.325ha (0.80ac.)
<b>Total</b>	=	<b>1.511ha (3.73ac.)</b>

**NOTES**  
 Distances shown are in metres and decimals thereof.



PROJECT: 1400066-001-19_0		REV. <b>0</b>
CLIENT FILE: 1400666		
DATE: 01/27/2017	DATE: 01/27/2017	DATE: 01/27/2017
BY: J. J. J.	DESCRIPTION: Part 10/11	BY: J. J. J.
REVISION TABLE		

March 23, 2020

File: Rimbey:DEV:SE28-42-02-W5

Town of Rimbey  
Box 350  
Rimbey, AB T0C 2J0  
Sent via email to: [generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)

Attention: Development Officer

**RE: BYLAW 965/20 AMENDMENT TO LAND USE BYLAW 917/16  
PLAN 0721276, BLOCK 10, LOT 9 WITHIN SE 28-42-02-W5  
REDESIGNATE REMAINDER OF LOT 9 FROM URBAN HOLDINGS (UH) TO PUBLIC  
SERVICE (PS)**

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With reference to Bylaw 965/20 to redesignate the remaining portion of Lot 9, Block 10, Plan 0721276 from UH (Urban Holdings) to PS (Public Service).

We have reviewed the information provided and offer no objections in principle to the proposed land use amendment and rezoning. Please be advised that the lands subject of this application falls within the development control zone of a provincial highway (300 m from a provincial right-of-way 800 m of the centerline of a highway and public road intersection). If the rezoning is approved and a development is proposed, we would appreciate a referral from the Town at the development application stage and the applicant is required to obtain a Roadside Development Permit from Alberta Transportation.

If you have any questions, please contact me s at 403-340-7179. Thank you for the referral and opportunity to comment.

Sincerely,



Sandy Choi  
Development & Planning  
SC/sc

**Subject:** FW: 20-1039 Response - Notice of Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 917/16  
**From:** "Kathy" <[generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)>  
**Sent:** 2020-04-08 1:22:06 PM  
**To:** "Liz Armitage" <[liz@viciniaplanning.com](mailto:liz@viciniaplanning.com)>; "Karen" <[karen@rimbey.com](mailto:karen@rimbey.com)>;  
**Attachments:** 965 20 Amendment to Land Use Bylaw Notice to Affected Agencies.pdf

---

**From:** Circulations, HP [mailto:[HP.Circulations@atco.com](mailto:HP.Circulations@atco.com)]  
**Sent:** Wednesday, April 8, 2020 1:21 PM  
**To:** Kathy  
**Subject:** 20-1039 Response - Notice of Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 917/16

Good Afternoon,

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to [hp.circulations@atco.com](mailto:hp.circulations@atco.com).

Thank you,

**Maira Wright**

Sr. Land Administrative Coordinator | Operations Engineering | Gas Transmission  
ATCO Pipelines & Liquids Global Business Unit

 7210 42 Street, Edmonton, AB T6B 3H1

 [Maira.wright@atco.com](mailto:Maira.wright@atco.com)

[ATCO.com](https://www.atco.com) [Facebook](#) [Twitter](#) [LinkedIn](#)



**From:** Kathy <[generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)>  
**Sent:** Wednesday, March 11, 2020 10:51 AM  
**To:** Circulations, HP <[HP.Circulations@atco.com](mailto:HP.Circulations@atco.com)>  
**Subject:** Notice of Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 917/16  
**Importance:** High

**\*\*Caution - This email is from an external source. If you are concerned about this message, please forward it to [spam@atco.com](mailto:spam@atco.com) for analysis.\*\***

Good morning,

Please find attached a Notice of Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 965/20.

2020-04-22

Kathy Blakely  
Executive Assistant  
Town of Rimbey  
403.843.2113



The information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any unauthorized review, distribution or other use of or the taking of any action in reliance upon this information is prohibited. If you receive this in error, please contact the sender and delete or destroy this message and any copies.

<b>Council Agenda Item</b>	5.1
<b>Council Meeting Date</b>	April 28, 2020
<b>Subject</b>	Missing Link Internet
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Phil Swanson, on behalf of Missing Link Internet, submitted a letter to Mayor and Council on March 31, 2020. The letter requests the Town financially engage with Missing Link to submit an application to CRTC for a fiber optic network within the Town of Rimbey.
<b>Discussion</b>	<p>Missing Link Internet is proposing the Town partner with Missing Link Internet to submit an application to CRTC for funding to construct a fiber optic network within the Town of Rimbey. Mr. Swanson indicated that “the CRTC has clearly stated that applications that have a municipality engaged financially are more likely to be chosen than those just submitted by an ISP.”</p> <p>Missing Link proposes using the model they developed with Ponoka County for the application. The model is as follows:</p> <p style="padding-left: 40px;"><i>“25% of the costs upfront are born by the county for which the county gets 25% ownership. This is with an understanding that over the course of 15 years from completion we buy the %25 share back. We have used this structure with the County of Ponoka before and we completed the buyback within 3 years time far ahead of the 15 year time period.”</i></p> <p>At this time, Missing Link is in discussions with the County of Wetaskiwin No. 10, Clearwater County and the Village of Alix to submit similar applications.</p> <p>The grant application deadline is April 30, 2020. As such, Mr. Swanson is requesting a response as soon as possible to enable Missing Link to prepare the grant application.</p> <p>Based on previous builds, Mr. Swanson estimates that the total cost of the project in the Town of Rimbey is expected to be approximately \$2,000,000.00.</p> <p>Missing link proposes that this would be a conditional partnership and should the grant be awarded then the partnership details would be formalized based on actual costs. Should the grant not be awarded to Missing Link and the Town of Rimbey, a partnership would not be entered into.</p> <p>Municipalities are limited in what investments they can make. Should Council be interested in pursuing this grant application partnership, town administration will need to conduct further research to determine if this is an investment the Town is able to make.</p>



At the Regular Meeting of Council held April 14, 2020 Council passed the following motion:

Motion 079/20

*Moved by Councillor Curle to table further discussion regarding the fibre optic line project to the April 28, 2020 Regular Meeting of Council.*

In Favor  
 Mayor Pankiw  
 Councillor Coulthard  
 Councillor Curle  
 Councillor Payson  
 Councillor Rondeel

Opposed

**CARRIED**

On April 17 and 21, Missing Link Internet submitting additional information for the Town to consider. This information is attached.

**Attachments**

Letters from Phil Swanson on behalf of Missing Link Internet.

**Recommendation**

Should council wish to pursue the grant application with Missing Link Internet, administration recommends council pass the following motion:  
 Council supports the grant application, while acknowledging that the final partnership agreement between the Town of Rimbey and Missing Link Internet will be finalized after the award of the grant. Furthermore, council acknowledges that this motion cannot fetter the discretion of a future council in negotiating the partnership agreement.

**Prepared By:**

  
 \_\_\_\_\_  
 Elizabeth Armitage, MEdes, MCIP, RPP  
 Planning and Development Officer

April 23, 2020  
 \_\_\_\_\_  
 Date

**Endorsed By:**

  
 \_\_\_\_\_  
 Lori Hillis, CPA, CA  
 Chief Administrative Officer

Apr 23, 2020  
 \_\_\_\_\_  
 Date



## Missing Link Internet

Box 379, 5031-50<sup>th</sup> ave

Rimbey Ab, T0C 2J0

[support@MissLink.ca](mailto:support@MissLink.ca)

1-855-887-5465

[www.missinglinkinternet.ca](http://www.missinglinkinternet.ca)

To Town of Rimbey

Att: Mayor Rick, CAO Laurie & Council

My name is Phil Swanson and I am one of the owners of Missing Link Internet.

Missing Link Internet is an internet provider servicing central Alberta since 2012. Office based in Rimbey.

We are what is called a hybrid network which means we have wireless and fibre deployments.

The reason I am reaching out to you today is that we would like to submit a grant to the CRTC for the Town of Rimbey for a fibre optic network.

The CRTC has clearly stated that applications that have a municipality engaged financially are more likely to be chosen than those just submitted by an ISP.

We have been successful in securing 2 federal grants in the last 2 years. In fact, we are one of only 6 entities in the province of Alberta to be chosen for Federal monies in the previous round of funding.

<https://www.ic.gc.ca/eic/site/119.nsf/eng/00009.html>

We are currently submitting joint applications with Ponoka county and are in talks with Wetaskiwin county, Clear Water County as well as The Village of Alix to submit applications.

The Structure with Ponoka County that we are using is as follows.

25% of the costs upfront are born by the county for which the county gets 25% ownership.

This is with an understanding that over the course of 15 years from completion we buy the %25 share back.

We have used this structure with the County of Ponoka before and we completed the buyback within 3 years time far ahead of the 15 year time period.

We would endeavor to do the same with the Town of Rimbey. Based on previous builds we would expect the Rimbey Project to be approximately \$2,000,000.

The ask is for a conditional partnership. If we are awarded the Grant then the Municipality would become our partner in this Fibre network.

In the end the municipality has no financial burden and the community, communication wise, has all the benefits of the big city with the benefits of small-town living.

The closing date for this round of grants is April 30th, 2020. We ask for answer as soon as possible as there is quite a bit of paperwork involved in the grant application.

I have attached the CRTC webpage for this round of grants for reference.

<https://crtc.gc.ca/eng/internet/internet.htm>

Thanks for your consideration,



Phil Swanson

Missing Link Internet

Office 403 843-2460

Cell 403 350-0310

[admin@misslink.ca](mailto:admin@misslink.ca)

## Rimbey Fiber Project

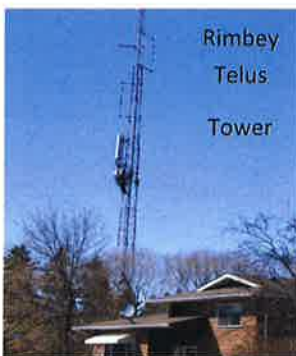
There may be some urgency if Rimbey wishes to participate in this Federal grant program.

Currently Rimbey is still considered underserved in that Rimbey doesn't classify as serviced by 50/10Mbps .

You may or may not have noticed a single piece of equipment that went up in Rimbey this weekend on the Telus tower.

**I believe it is a 5g antenna that Telus could then classify Rimbey as covered in the 50/10Mbps category which in turn would make Rimbey ineligible after this year.** This has been already done in other communities to protect the incumbent from other competitors moving in. (e.g. Pigeon Lake)

5G technology is good but its not Fiber! And as everything else that is wireless, there is potential for saturation and interference.



[Facebook](#)



<https://crtc.gc.ca/cartovista/>

## Financial Benefit to Town

Missing Link Internet has discussed internally a couple scenarios for the direct financial benefit to the town. A choice of one or the other.

1.
  - A. MLI provides a 100/100Mbps connection to the town at no cost until the town share is bought out (after that a 50% retail service rate and continued connection to sites).
  - B. MLI provides a fiber backbone to the current internet required town facilities to centralize phone and internet and only have one connection.
2. Financial compensation—an investment revenue of 2% / annum and 50% savings on internet / location

**Scenario 1**—We would recommend going to a completely centralized digital phone and internet system to reduce costs on phone and communication services for an added savings. With this scenario town would also have the ability to add camera systems to entrance/exists to town as a theft deterrent in our community. (Rough math would guesstimate a minimum \$900/month in savings)

**Scenario 2**—Town would have an approximate revenue of about \$14,000/yr during the partnership period and somewhat of reduced communication costs.



&



***A Joint Fiber Project***

***Connecting Our Neighbors to the World***

**Attract more businesses and residents to your community's with high speed Internet services.**

Missing Link Internet is an internet service provider delivering high-speed internet services throughout Central Alberta. We are based in Rimbey, AB since 2012. We use fixed wireless and fiber-optic technology to provide high-speed internet solutions to customers in rural areas. We strive daily towards the cutting edge of technology, spending every moment ensuring that our networks are always poised to provide the absolute best internet solutions to the rural residents that live here.

Missing Link Internet would like to partner with the Town of Rimbey to secure federal broadband infrastructure funding to build a fiber network to the property line, 75% fed 25% local. Missing Link will build the final connection to the home (FTTH) network as our investment in the community. The grant program is operated by the CRTC.

We credit our success in securing 4 federal grants, 1 of only 6 grant recipients to be chosen in Alberta in the last 2 years, to the fact that we engage our community leaders and form mutually beneficial partnerships. Clearly these relationships have been looked upon favorably by the CRTC!

Currently we have a partnership with the County of Ponoka on 2 projects and The Village of Clive. We have engaged with Clearwater County, The Summer Village of Gull Lake, The Village of Alix, The county of Wetaskiwin, The Town of Bashaw and the Village of Caroline on potential fiber projects in their communities. We would like to add The Town of Rimbey to our fiber project partner list.

We are proposing a partnership structure by which the Town of Rimbey owns 25% of the Town of Rimbey Fiber project to get fiber to the property line. Missing Link Internet will invest \$2500 per customer from the property line to the final connection. Over the course of the next 15 years Missing Link will gradual purchase buy back the town's 25% ownership of Rimbey's fiber network.

We have experience using this structure, in fact we completed a previous buyback with County of Ponoka ahead of schedule!

At this time we are seeking confirmation, that should Missing Link be awarded grant funding, that the Town of Rimbey would become our partner in this fiber network project.

In the end the municipality has no financial burden and the community receives high speed fiber internet and all the benefits associated both commercially and socially in the ever increasing online world of tomorrow.

The closing date for this round of grants is April 30th 2020.

Sincerely,



Craig Bondy  
President / Owner



Phil Swanson  
Vice President / Owner



Internet is no longer a luxury, it's a necessity. Having a fast, reliable internet connection is crucial for how we live, work, and play.

Whether for working remotely at home or coffee shops, watching movies or playing online games, connecting with medical professionals through online portal, accessing online education platforms or storing business data and software in the cloud, it's time for members of your community to get the best internet connectivity available.

Fiber networks can instantly connect residents with services they have been missing out on like super fast high speed internet. We believe no matter whether they live in the city or rural Canada every Canadian should have equal access to connectivity and opportunities.

## Missing Link Internet is here to help you!

At Missing Link Internet we work with towns, hamlets, municipalities, counties and municipal districts to build fiber ecosystems. Typically, this work starts with ensuring there is adequate fiber backbone and bandwidth available to serve the needs of the community. From there, the objective is to push fiber further into the community and ultimately connect all homes and businesses. This fiber infrastructure also enables enhanced wireless solutions to those parts of the community where the fiber has not yet reached.

We are hoping to bring the solution of a fiber network to your community at a fraction of the cost with the support of a government funding initiative and a short term investment from your community.



Connecting our Neighbors to the World

# How municipal and county fiber networks can advance your community

## Job Creation

By connecting your municipality or county to a fiber network, you will keep businesses in your community and be able to attract new businesses to the community. Businesses can access new markets and scale their growth, while residents can access remote working opportunities from around the world.

## Enhanced Education

Whether for online public schools, college classes, advanced certification courses, or online coaching for adult learners, fast internet and video services will provide educational opportunities that were not previously accessible.

## Expanded Access

Especially for historically underserved areas, fiber networks will provide world-class broadband to places that have long been ignored by traditional providers. Municipal/County fiber networks drive fiber connections further into the community and support enhanced wireless services where fiber is not feasible

## Increased Tax Revenues

It has been demonstrated that large and small businesses will make investment and location decisions based on a region's access to fiber optic internet. Keeping and attracting businesses to your community will expand your tax base enabling further investments back into the community.

- Fiber Optic Networks are in the top of every list to draw Businesses to a community
- Fiber brings value to real estate
- Fiber is more important than location





# Frequently Asked Questions

## Cost to the community?

- The project outline we have will be a net cost zero to the community.
- Partnership in the project will give the community an ownership in the fiber project in your community, and within a 15yr period Missing Link will buy back the community's share.
- The partnership structure works out to be \$500 to \$1700 per lot (community dependent)

## Cost to home owner?

- Homeowners will be charged a one time \$300 hook up fee based on an up to 50m connection and a 1yr contract.
- This installation is heavily subsidized by MLI as the costs on each drop are approximately \$2500

## Monthly Costs?

- For the 1<sup>st</sup> year the minimum service level would be a 50Mbps service for \$100.
- In the 2<sup>nd</sup> year lower rate services would be available. For current offerings, [Click here](#)

## TV and Phone services available?

- Missing Link currently offers a IP phone service and is looking into a IPTV service.
- Alternatively there are many TV streaming and telephony services available online

## Is there really a business model for this project for our community?

- With the joint grant application we have carefully selected your community and have come up with a working business plan.
- Our plan is a conservative one starting with 30% uptake in the 1<sup>st</sup> year and a 60% by year 5

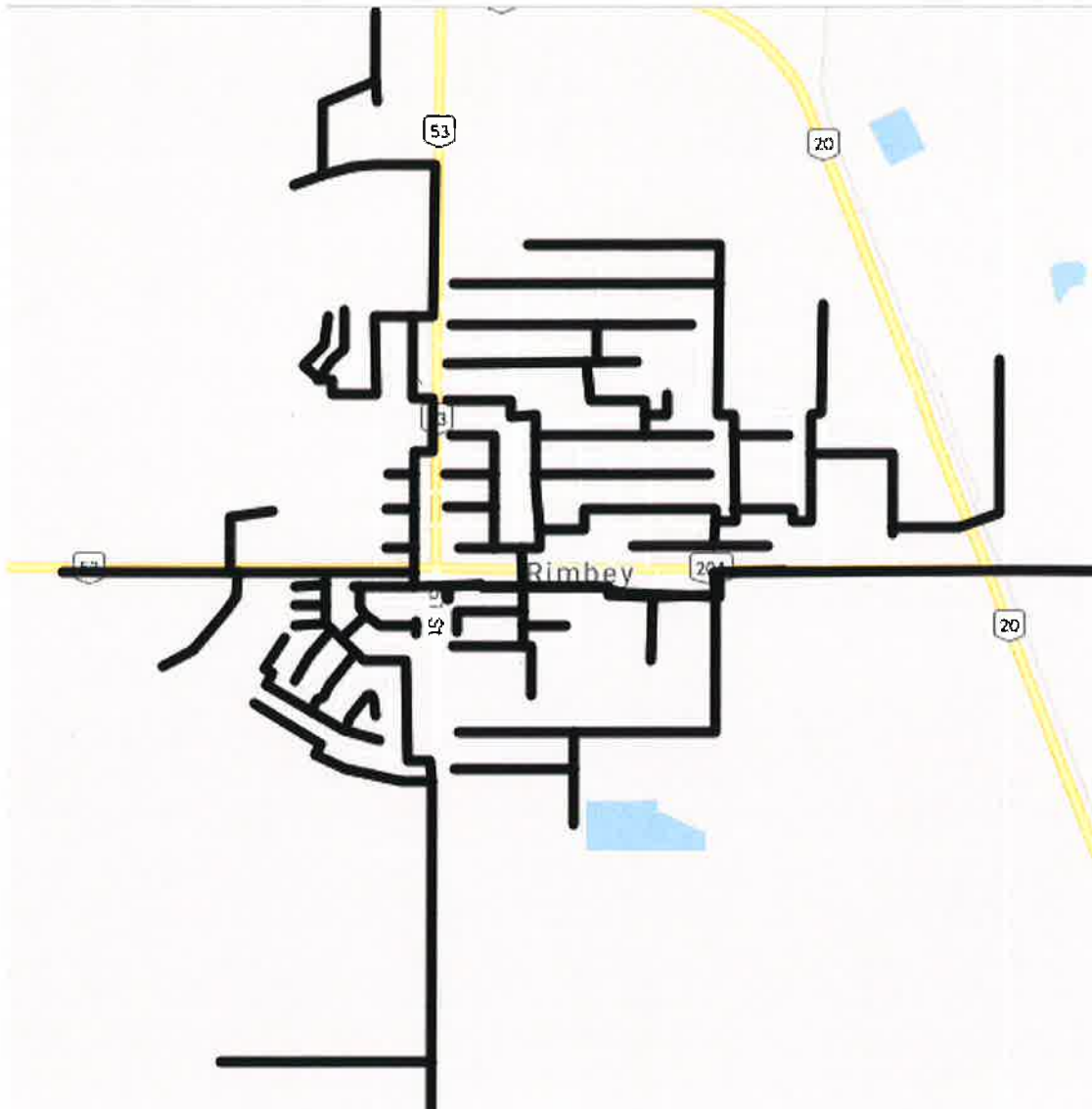
## When does the community need to come up with the money?

- Based on previous grants we would expect an approval in 2021 or 2022.
- The build window is expected to be 3 yrs from approval, with funds being outlaid at this period.

## Financial benefit to the community?

- Value of properties goes up = tax revenue increases
- More info on how fiber increases commercial real estate values, [Click here](#)

## Expected Routing



An added benefit for the Town of Rimby, all town facilities shall be all intra connected creating a private internal network under one connection fee.

**Thanks for your consideration !**



**Missing Link Internet**  
Box 379, 5031-50th ave  
Rimby, Ab.  
T0C-2J0

admin@misslink.ca  
Craig Bondy (780) 312-6595  
Phil Swanson (403) 350-0319  
[www.MissingLinkInternet.ca](http://www.MissingLinkInternet.ca)

## Rimbey Fiber Project

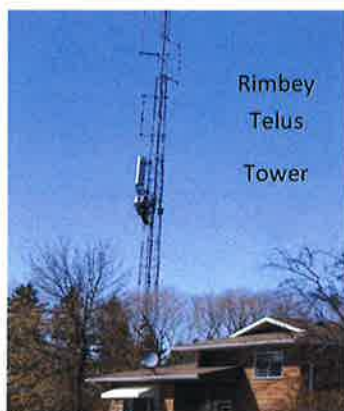
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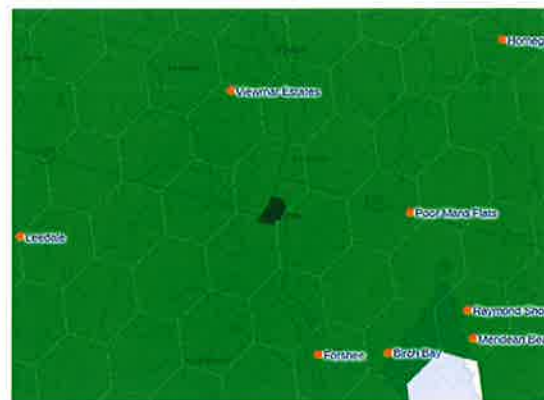
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[Facebook](#)



<https://crtc.gc.ca/cartovista/>

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B. MLI provides a fiber backbone to the current internet required town facilities to centralize phone and internet and only have one connection.

2. Financial compensation—an investment revenue of 2% / annum and 50% savings on internet / location

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**Scenario 2**—Town would have an approximate revenue of about \$14,000/yr during the partnership period and somewhat of reduced communication costs.



## A Message from the Minister of Rural Economic Development

As Canada's first-ever Minister of Rural Economic Development, I am pleased to present *High-Speed Access for All: Canada's Connectivity Strategy*.

In my travels as Minister, I have heard from Canadians from coast to coast to coast that access to affordable high-speed Internet and mobile wireless coverage is critical to the continued vibrancy and success of rural Canada.

The Internet is driving social and economic progress on a scale that is comparable with past leaps forward, like bringing electricity into our communities. It increases our quality of life, and our country's prosperity.

Our government is taking real action to build high-speed networks to connect all Canadians. In 2016, we started with the Connect to Innovate program that will enhance access for more than 380,000 homes in 900 communities, including 190 Indigenous communities. Broadband projects are also eligible through a suite of programs, including the \$2 billion Rural and Northern Stream of the Investing in Canada Infrastructure Program, and the CRTC's \$750 million Broadband Fund.

In Budget 2019, we made a bold commitment to connect all Canadians to reliable high-speed Internet. This commitment came with an additional \$1.7 billion in new funding that will build upon our action to date. In total, we are delivering up to \$6 billion in investments to connect all Canadians.

Connectivity is creating new possibilities for communities – it enables economic development opportunities and access to key tools like tele-health and learning applications.

This Strategy outlines how we are aligning efforts to reach our ambitious goal through collaboration. We look forward to building on existing partnerships with the private sector, provinces, territories, municipalities, Indigenous communities, and official language minority communities. This Strategy is linked with the Rural Economic Development Strategy's vision to build strong and resilient local communities.

We are working together with partners to ensure that all Canadians have access to high-speed connectivity, no matter where they live. It is essential that Canadians in rural and remote communities can fully engage with each other, the rest of Canada, and the global economy.

I am proud to present this commitment and action plan to my fellow Canadians.

*The Honourable Bernadette Jordan*, Minister of Rural Economic Development

<b>Council Agenda Item</b>	6.1
<b>Council Meeting Date</b>	April 14, 2020
<b>Subject</b>	965/20 Amendment to Land Use Bylaw 917/16
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>Bylaw 917/16, the Town of Rimbeby Land Use Bylaw was approved by Council on July 25, 2016.</p> <p>On March 3, 2020, the Rimbeby Christian School submitted a land use bylaw amendment application to redesignate the remaining portion of Lot 9, Block 10, Plan 0721276 from UH to PS.</p>

<b>Discussion</b>	<p>The subject lands are as follows:</p> <p>Upon completion of the land use bylaw amendment, the Rimbeby Christian school will likely be completing a consolidation of the remainder of Lot 9, Block 10, Plan 072 1276 and the Remainder of Lot 10, Block 10, Plan 072 1276. This process is done through Land Titles and not through the Town of Rimbeby.</p> <p>Further, once the lots are consolidated, the Rimbeby Christian School has indicated their intention to submit a development permit for a development on the consolidated lot.</p> <p>Council gave first reading to Bylaw 965/20 Amendment to Land Use Bylaw 917/16 on March 10, 2020. Council set the Public Hearing date of April 28, 2020 and directed administration to circulate notice of Bylaw 965/20 to relevant agencies and adjacent</p>
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neighbours. Additionally, Council directed administration to advertise the public hearing in the Rimbey Review for 2 consecutive weeks prior to the Public Hearing.

The Public Hearing was advertised as follows:

- Notice was placed in the March 17, 2020 and March 24, 2020 editions of the Rimbey Review; and
- Notice was given to adjacent property owners by regular mail; 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 Office and at the front counter.
- Additional discussions were held with Alberta Municipal Affairs, in regards to the need to re-advertise the Public Hearing as a virtual meeting. Municipal Affairs indicated that the meeting did not need to be re-advertised, so long as details of the virtual meeting are posted online and on the front and back doors of the Town of Rimbey Administration Building.

Written submission were received from:

- Alberta Transportation, March 23, 2020 – *“We have reviewed the information provided and offer no objections in principle to the proposed land use amendment and rezoning. Please be advised that the lands subject of this application falls within the development control zone of a provincial highway (300 m from a provincial right-of-way 800 m of the centerline of a highway and public road intersection). If the rezoning is approved and a development is proposed, we would appreciate a referral from the Town at the development application stage and the applicant is required to obtain a Roadside Development Permit from Alberta Transportation.”*
- Atco Pipelines & Liquids Global Business Unit, April 8, 2020 – No Objections

<b>Relevant Policy/Legislation</b>	Town of Rimbey Land Use Bylaw 917/16 Municipal Government Act RSA 2000, ch. M-26, as amended
<b>Financial Implications</b>	Not Applicable
<b>Attachments</b>	Bylaw 965/20 Amendment to Land Use Bylaw 917/16 Application Circulation responses
<b>Recommendation</b>	Administration recommends Council give second reading to Bylaw 965/20 Amendment to Land Use Bylaw 917/16.  Administration recommends Council give third and final reading to Bylaw 965/20 Amendment to Land Use Bylaw 917/16.



REQUEST FOR DECISION

**Prepared By:**

*for* *Lori Hillis* *Apr 23, 2020*  
Elizabeth Armitage, MEDES, MCIP, RPP  
Planning and Development Officer  
Date

**Endorsed By:**

*Lori Hillis* *Apr 23, 2020*  
Lori Hillis, CPA, CA  
Chief Administrative Officer  
Date



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 917/16.

---

WHEREAS

Part 6, Section 6.1(2), of the Town of Rimbey Land Use Bylaw 917/16 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) The remainder of Lot 9, Block 10, Plan 0721276 will be redesignated from UH to PS.**
- 2) That the Land Use District Map of Bylaw No. 917/16 is hereby amended as per attached map in 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 \_\_\_\_\_ 2020.

\_\_\_\_\_  
Mayor Rick Pankiw

\_\_\_\_\_  
Chief Administrative Officer Lori Hillis

READ a Second Time in Council this \_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
Mayor Rick Pankiw

\_\_\_\_\_  
Chief Administrative Officer Lori Hillis





BYLAW NO. 965/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO  
AMEND LAND USE BYLAW 917/16.

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READ a Third Time and Finally Passed this \_\_\_\_ day of \_\_\_\_\_, 2020.

---

Mayor Rick Pankiw

---

Chief Administrative Officer Lori Hillis

**SCHEDULE A**  
**Land Use Re-designation Map**





Town of Rimbeey
Application for Land-Use Re-designation

I / We hereby make application to amend the Land-Use Bylaw.

Applicant Darren Dolman Telephone: 403 704 0802

Mailing Address: Box 1937 Rimbeey AB
TOC 250

Registered Owner's Name: The Rimbeey Christian School Society

Telephone:

Mailing Address: Box 1305 Rimbeey AB
TOC 250

Legal Description: Lot: 9 Block: 10 Plan: 072 1276
Or Certificate of Title:

Amendment Proposed

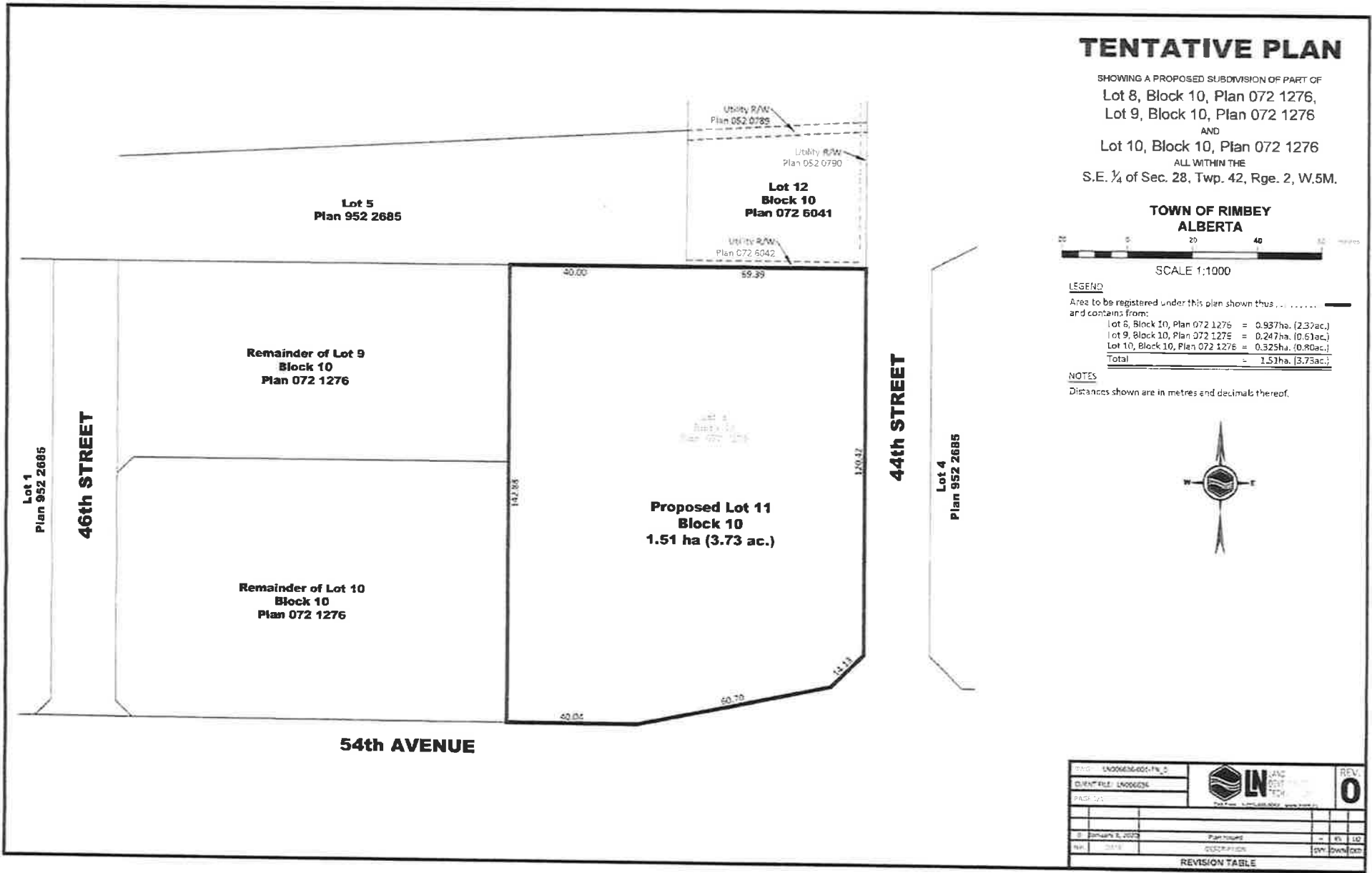
From: UX To: +PS

Reasons for Support of Application For Amendment:

To allow for construction of gymnasium
addition to school

I/We enclose \$ 500.00 Being the application fee.

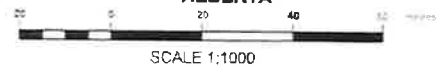
Date: March 3, 2020 Applicant: [Signature]
Signature



# TENTATIVE PLAN

SHOWING A PROPOSED SUBDIVISION OF PART OF  
 Lot 8, Block 10, Plan 072 1276,  
 Lot 9, Block 10, Plan 072 1276  
 AND  
 Lot 10, Block 10, Plan 072 1276  
 ALL WITHIN THE  
 S.E. ¼ of Sec. 28, Twp. 42, Rge. 2, W.5M.

**TOWN OF RIMBEY  
 ALBERTA**



SCALE 1:1000

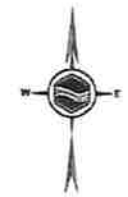
**LEGEND**

Area to be registered under this plan shown thus: ————  
 and contains from:

Lot 8, Block 10, Plan 072 1276	= 0.937ha. (2.37ac.)
Lot 9, Block 10, Plan 072 1276	= 0.247ha. (0.61ac.)
Lot 10, Block 10, Plan 072 1276	= 0.325ha. (0.80ac.)
<b>Total</b>	<b>= 1.51ha. (3.73ac.)</b>

**NOTES**

Distances shown are in metres and decimals thereof.



PLAN: LND06636001-PA_0		REV. <b>0</b>
CLIENT FILE: LND06636		
PASS DATE:	REVISED BY:	DATE:
DATE: 2007	PREPARED BY:	DATE: 05/10/07
REVISION TABLE		

March 23, 2020

File: Rimbey:DEV:SE28-42-02-W5

Town of Rimbey  
Box 350  
Rimbey, AB T0C 2J0  
Sent via email to: [generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)

Attention: Development Officer

**RE: BYLAW 965/20 AMENDMENT TO LAND USE BYLAW 917/16  
PLAN 0721276, BLOCK 10, LOT 9 WITHIN SE 28-42-02-W5  
REDESIGNATE REMAINDER OF LOT 9 FROM URBAN HOLDINGS (UH) TO PUBLIC  
SERVICE (PS)**

---

With reference to Bylaw 965/20 to redesignate the remaining portion of Lot 9, Block 10, Plan 0721276 from UH (Urban Holdings) to PS (Public Service).

We have reviewed the information provided and offer no objections in principle to the proposed land use amendment and rezoning. Please be advised that the lands subject of this application falls within the development control zone of a provincial highway (300 m from a provincial right-of-way 800 m of the centerline of a highway and public road intersection). If the rezoning is approved and a development is proposed, we would appreciate a referral from the Town at the development application stage and the applicant is required to obtain a Roadside Development Permit from Alberta Transportation.

If you have any questions, please contact me s at 403-340-7179. Thank you for the referral and opportunity to comment.

Sincerely,



Sandy Choi  
Development & Planning  
SC/sc

**Subject:** FW: 20-1039 Response - Notice of Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 917/16  
**From:** "Kathy" <[generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)>  
**Sent:** 2020-04-08 1:22:06 PM  
**To:** "Liz Armitage" <[liz@viciniaplanning.com](mailto:liz@viciniaplanning.com)>; "Karen" <[karen@rimbey.com](mailto:karen@rimbey.com)>;  
**Attachments:** 965 20 Amendment to Land Use Bylaw Notice to Affected Agencies.pdf

---

**From:** Circulations, HP [mailto:[HP.Circulations@atco.com](mailto:HP.Circulations@atco.com)]  
**Sent:** Wednesday, April 8, 2020 1:21 PM  
**To:** Kathy  
**Subject:** 20-1039 Response - Notice of Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 917/16

Good Afternoon,

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to [hp.circulations@atco.com](mailto:hp.circulations@atco.com).

Thank you,

**Maira Wright**

Sr. Land Administrative Coordinator | Operations Engineering | Gas Transmission  
ATCO Pipelines & Liquids Global Business Unit

A: 7210 42 Street, Edmonton, AB T6B 3H1

E: [Maira.wright@atco.com](mailto:Maira.wright@atco.com)

[ATCO.com](http://ATCO.com) [Facebook](#) [Twitter](#) [LinkedIn](#)



**From:** Kathy <[generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)>  
**Sent:** Wednesday, March 11, 2020 10:51 AM  
**To:** Circulations, HP <[HP.Circulations@atco.com](mailto:HP.Circulations@atco.com)>  
**Subject:** Notice of Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 917/16  
**Importance:** High

**\*\*Caution – This email is from an external source. If you are concerned about this message, please forward it to [spam@atco.com](mailto:spam@atco.com) for analysis.\*\***

Good morning,

Please find attached a Notice of Public Hearing for Bylaw 965/20 Amendment to Land Use Bylaw 965/20.

2020-04-22

Kathy Blakely  
Executive Assistant  
Town of Rimbey  
403.843.2113



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REQUEST FOR DECISION

<b>Council Agenda Item</b>	6.2
<b>Council Meeting Date</b>	April 28, 2020
<b>Subject</b>	Bylaw 968/20 2020 Property Tax Bylaw
<b>For Public Agenda</b>	Public Information
<b>Background</b>	The Municipal Government Act Section 353 states that each council must pass a property tax bylaw annually. A property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures, transfers and requisitions set out in the budget of the municipality.
<b>Discussion</b>	The Town of Rimbey will be mailing out the combined assessment/tax notices in mid-May.
<b>Relevant Policy/Legislation</b>	MGA s.353
<b>Attachments</b>	Bylaw 968/20 2020 Property Tax Bylaw
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1. Administration recommends Council give first reading to Bylaw 968/20 2020 Property Tax Bylaw.</li> <li>2. Administration recommends Council give second reading to Bylaw 968/20, 2020 Property Tax Bylaw.</li> <li>3. Administration recommends Council unanimously consent to give third and final reading to Bylaw 968/20 2020 Property Tax Bylaw.</li> <li>4. Administration recommends Council give third and final reading to Bylaw 968/20 2020 Property Tax Bylaw.</li> </ol>

Prepared By:

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*Apr 23, 2020*

Date

Endorsed By:

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*Apr 23, 2020*

Date





# Town of Rimbey 2020 Property Tax Bylaw

Bylaw 968/20

**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF RIMBEY FOR THE 2020 TAXATION YEAR.**

WHEREAS, The total requirements of the Town of Rimbey as shown in the annual estimates are as follows:

MUNICIPAL	General	\$2,520,598
	Rimoka Seniors Foundation Requisition	\$31,290
	Designated Industrial Properties	\$541
SCHOOL	School Foundation Requisition – Res.	\$583,925
	School Foundation Requisition – Non Res	\$310,582

and,

WHEREAS, the total assessment of taxable land, buildings and improvements amounts to \$311,751,770 and

WHEREAS, the estimated revenue other than from taxation is \$3,721,154 and

WHEREAS, the rates hereinafter set out are deemed necessary to provide the amounts required for municipal, school and other purposes, after making due allowance for the amount of taxes which may reasonably be expected to remain unpaid,

NOW THEREFORE, by virtue of the power conferred upon it by the Municipal Government Act, Chapter M-26, R.S.A. 2000, and amendments thereto, the Council of the Town of Rimbey, duly assembled, enacts as follows:

The municipal administration is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

Assessment Class	Municipal	Rimoka	School	Designated Industrial Properties	Total Mills
Residential/Farm	7.66656	.10135	2.57975		10.34766
Country Residential	4.66656	.10135	2.57975		7.34766
Non-Residential	9.73083	.10135	3.83311		13.66529
M & E	9.73083	.10135	0		9.83218
Farm – Annexed	5.99500	.10135	2.57975		8.67610
Residential - Annexed	1.69000	.10135	2.57975		4.37110
Non-Residential Annexed	10.82000	.10135	3.83311		14.75446
DIP Non-Residential	9.73083	.10135	3.83311	.07600	13.74129
DIP Non-Residential Annexed	10.82000	.10135	3.83311	.07600	14.83046
DIP M & E	9.73083	.10135	0	.07600	9.90818
DIP M & E Annexed	10.82000	.10135	0	.07600	10.99735

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



**Town of Rimbey 2020 Property Tax Bylaw**

Bylaw 968/20

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**UNANIMOUSLY AGREED** to present this Bylaw for Third & Final Reading.

READ a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
MAYOR RICK PANKIW

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER LORI HILLIS



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.1								
<b>Council Meeting Date</b>	April 28, 2020								
<b>Subject</b>	Community Centre Washrooms								
<b>For Public Agenda</b>	Public information								
<b>Background</b>	At the Special Council 2020 Budget Meeting held on March 20, 2020, Council discussed renovations to the Community Centre Washrooms.								
<b>Discussion</b>	<p>Director of Community Services has obtained quotes from 4 contractors as follows:</p> <table border="1"> <tr> <td>Will Weenink</td> <td>\$35,000.00 plus GST Plus electrical</td> </tr> <tr> <td>Python Contracting</td> <td>\$33,834.76 plus GST Plus electrical</td> </tr> <tr> <td>Guy Lucas</td> <td>\$46,914.00 plus GST Plus electrical</td> </tr> <tr> <td>Tom Lee</td> <td>\$30,872.00 plus GST</td> </tr> </table>	Will Weenink	\$35,000.00 plus GST Plus electrical	Python Contracting	\$33,834.76 plus GST Plus electrical	Guy Lucas	\$46,914.00 plus GST Plus electrical	Tom Lee	\$30,872.00 plus GST
Will Weenink	\$35,000.00 plus GST Plus electrical								
Python Contracting	\$33,834.76 plus GST Plus electrical								
Guy Lucas	\$46,914.00 plus GST Plus electrical								
Tom Lee	\$30,872.00 plus GST								
<b>Recommendation</b>	Administration recommends Council determine if they wish to proceed with the Community Centre Washroom renovations and award the Community Centre Washroom renovations to the Contractor of their choice.								

Prepared By:

*Cindy Bowie*

April 23, 2020

Cindy Bowie  
Director of Community Services

Date

Endorsed By:

*Lori Hillis*

*Apr 23, 2020*

Lori Hillis, CPA, CA  
Chief Administrative Officer

Date



REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.1
<b>Council Meeting Date</b>	April 28, 2020
<b>Subject</b>	Department Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Department managers supply a report to Council, bi monthly advising Council of the work progress for the time period.
<b>Discussion</b>	8.1.1 Chief Administrative Officer Report 8.1.2 Director of Finance Report
<b>Recommendation</b>	Motion by Council to accept the department reports, as information.

**Prepared By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

Apr 23, 2020

Date

**Endorsed By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

Apr 23, 2020

Date

## Highlights

### **Emergency Management:**

- Our Regional Emergency Management group continues to have weekly conference calls regarding COVID-19 updates and coordination of any regional response if it becomes necessary.
- Provincial Operations Center continues to host weekly conference calls with updates regarding the Provincial response to the pandemic.

### **COVID-19:**

- All Town facilities and playgrounds remain closed to the Public until further notice.

Lori Hillis  
Chief Administrative Officer

## Council Board Report



Supplier : 1020405 to ZIM1598  
 Fund : 1 GENERAL FUND  
 Include all Payment Types : Yes

Date Range: 08-Apr-2020 to 22-Apr-2020  
 Sequence by: Cheque/EFT#  
 Fund No. Masked: No

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Rimbey Ventures Inc.	46170	08-Apr-2020	Rimbey Ventures Inc. - refund - prepaid property	59,442.86
Buist Motor Products Ltd.	46171	15-Apr-2020	Buist Motor Products - 2020 Chev Truck	43,872.21
Alberta One-Call Corporation	46172	16-Apr-2020	Alberta One Call - March 2020 Notifications	12.60
Beagle Electric	46173	16-Apr-2020	Beagle Electric - Material Advance - Arena lights	6,898.50
Black Press Group Ltd.	46174	16-Apr-2020	Black Press Media - March 2020 advertising invo	1,738.60
City Of Red Deer	46175	16-Apr-2020	City of Red Deer - March 2020 - lab analysis -No	1,243.20
Longhurst Consulting	46176	16-Apr-2020	Longhurst Consulting - April 2020 Datto Backup	2,197.39
Rimbey Family & Community Support Services	46177	16-Apr-2020	Rimbey Family/Com. Support Services - Apr.202	15,869.00
Staples Advantage	46178	16-Apr-2020	Staples Advantage - supplies	134.42
Stationery Stories & Sounds (2005)	46179	16-Apr-2020	Stationery Stories Sounds - envelopes	2,579.85
Tagish Engineering Ltd.	46180	16-Apr-2020	Tagish Engineering - RB139	5,531.57
Wolseley Industrial Canada INC	46181	16-Apr-2020	Wolseley Industrial - bleach	1,370.25
WOODLIFFE,TOM	46182	16-Apr-2020	Woodliffe, T. - facility rental refund	157.50
Government of Alberta	46183	17-Apr-2020	Gov't of AB - Solicitor General - Appointment	100.00
AMSC Insurance Services Ltd.	46184	22-Apr-2020	AMSC - May 2020 invoice	39.04
AN Adventure Distribution & Consulting	46185	22-Apr-2020	An Adventure- janitorial supplies	250.40
CENTRAL SQUARE CANADA SOFTWARE INC.	46186	22-Apr-2020	Central Square - Vadim - Project Management	15,797.25
Digitex Inc.	46187	22-Apr-2020	Digitex - copies - CC	31.49
Hi-Way 9 Express Ltd.	46188	22-Apr-2020	Hi-Way 9 - freight - Industrial Machine	50.95
LOR-AL SPRINGS LTD.	46189	22-Apr-2020	Lor-Al Springs - water	16.50
Petty Cash	46190	22-Apr-2020	Petty Cash - misc/supplies	165.70
Ponoka County	46191	22-Apr-2020	Ponoka County - tippage fees - Jan-Mar.2020	1,969.00
Rimbey Fas Gas o/a 1662899 Alberta Ltd	46192	22-Apr-2020	Rimbey Fas Gas - propane	71.40
Rimbey Implements Ltd.	46193	22-Apr-2020	Rimbey Implements - parts	17.42
RMA Insurance Ltd.	46194	22-Apr-2020	RMA Insurance - Bond/Crime-Curling Club	142.14
Uni First Canada Ltd.	46195	22-Apr-2020	UniFirst - coveralls/supplies	201.16
ALBERTA MUNICIPAL SERVICE CORPORATION	00021-0001	16-Apr-2020	AMSC - gas/power - March 2020	42,092.13
Canada Revenue Agency	00021-0002	16-Apr-2020	CRA - Apr.17/20 payroll (Mar.29-Apr.11/20)	17,700.04
LAPP	00021-0003	16-Apr-2020	LAPP - Apr.17,20 (Mar.29-Apr.11/20)	9,901.99
Servus Credit Union Ltd.	00021-0004	16-Apr-2020	Servus - Debenture - Water Reservoir	137,693.81
Servus Credit Union - Mastercard	00021-0005	16-Apr-2020	Servus M/C - C.Bowie - Mar.2020	5,753.73
Telus Mobility Inc.	00021-0006	16-Apr-2020	Telus Mobility - March. 2020 inv.	139.86
LAPP	00022-0001	22-Apr-2020	LAPP - FCSS - Apr.22/20 bi-weekly payroll	2,209.60
Telus Communications Inc.	00022-0002	22-Apr-2020	Telus - Apr.2020 - Beatty House	69.85
<b>Total:</b>				<b>375,461.41</b>



REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.2
<b>Council Meeting Date</b>	April 28, 2020
<b>Subject</b>	Boards/Committee Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Various Community Groups supply Minutes of their board meetings to Council for their information.
<b>Attachments</b>	8.2.1 Tagish Engineering Project Status Update to April 16, 2020 8.2.2 FCSS Board Meeting Minutes of March 25, 2020 8.2.3 FCSS AGM Meeting of March 25, 2020
<b>Recommendation</b>	Motion by Council to accept the Tagish Engineering Project Status Update to April 16, 2020 and the FCSS Board Meeting Minutes of March 25, 2020 and the FCSS AGM Meeting Minutes of March 25, 2020, as information.

**Prepared By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

Apr 23, 2020  
Date

**Endorsed By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

Apr 23, 2020  
Date

Date	Project Manager	Status Update
<b>Town of Rimbey</b>		
<b>Project: RBYM00000.20 RB00 - 2020 General Engineering</b>		
March 5, 2020	Quarty, Debi	No assignment this period .
March 19, 2020	Matichuk, Gerald	No assignment this period .
March 19, 2020	Matichuk, Gerald	Working with Contractors to
April 2, 2020	Matichuk, Gerald	Staff and Tagish are working with Border Paving to extend the 2019 - Street Improvement program to cover work to be completed in 2020.
April 16, 2020	Matichuk, Gerald	No assignment this period.
<b>Project: RBYM00135.00 RB135 - Standby Generator Comm Centre</b>		
March 5, 2020	Quarty, Debi	Highline Electrical Constructors Ltd. is scheduled to complete the installation and commissioning of the stand-by generator and the transfer switch will be completed in the spring of 2020.
March 19, 2020	Matichuk, Gerald	Highline Electrical Constructors Ltd. is scheduled to complete the installation and commissioning of the stand-by generator and the transfer switch will be completed in the spring of 2020.
April 2, 2020	Matichuk, Gerald	Highline Electrical Constructors Ltd. is scheduled to complete the installation and commissioning of the stand-by generator and the transfer switch will be completed in the spring of 2020.
April 16, 2020	Matichuk, Gerald	Highline Electrical Constructors Ltd. is scheduled to complete the installation and commissioning of the stand-by generator and the transfer switch will be completed in the spring of 2020.
<b>Project: RBYM00136.01 RB136.01 - 2019/20 Street Improvements</b>		
April 16, 2020	Matichuk, Gerald	Tagish is working with Border Paving Ltd. to extend the 2019 - Street Improvement program contact to complete additional paving work in 2020.
<b>Project: RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply</b>		
March 5, 2020	Matichuk, Gerald	Access Land Services is waiting for landowner to return from holidays to complete the land purchase for Well PW(17-15). Access Land Services is working with Ponoka County on Subdivision Approval.
March 19, 2020	Matichuk, Gerald	Access Land Services has contacted the landowner to purchase the land or well (PW (15-17). Meeting is scheduled for March 24, 2020. Landowner was out of the country and is self isolating. Access Land is working with Ponoka County on Subdivision application.
April 2, 2020	Matichuk, Gerald	Access Land Services has met with landowner to finalize offer to purchase agreement for Well PW(17-15). Access Land is working with CAO to complete the purchase agreement with landowner.
April 16, 2020	Matichuk, Gerald	Tagish has sent out an RFQ to two (2) legal land surveying companies to complete the legal survey for the well site and the right-of-way raw water supply line. Access Land Services is working with landowner to finalize offer to purchase agreement for Well PW(17-15). West Central Planning Agency (WCPA) has sent out the subdivision referrals to adjacent landowners and is waiting for comments.



Family and Community Support Services (FCSS)  
Rimbey Community Home Help Services (RCHHS)  
**BOARD MEETING MINUTES**  
March 25, 2020  
10:00 a.m. Rimbey Provincial Building

PRESENT: N. Hartford, Chairperson – virtual, joined at 10:50 a.m.  
M. Josephison, Board Member - virtual  
I. Steeves, Vice Chairperson  
K. Maconochie, Recording Secretary  
P. Makofka, Executive Director  
G. Rondeel, Board Member - virtual  
B. Coulthard, Board Member - virtual  
D. Noble, Board Member - virtual  
F. Pilgrim, Board Member - virtual  
R. Schaff, Board Member - virtual

1. CALL TO ORDER  
The meeting was called to Order by: I. Steeves at 10:05 a.m.

2. APPROVAL OF AGENDA

**20-03-01 MOTION:** By: D. Noble: That the agenda is adopted as presented.

**CARRIED**

3. Declaration of Conflicts of Interest and Commitment (Real, Potential or Perceived)

*A conflict of interest is defined as an actual or perceived interest by a staff or Board member in an action that results in, or has the appearance of resulting in, personal, organizational, or professional gain.*

4. PREVIOUS MEETING MINUTES – January 16, 2020

**20-03-02 MOTION:** By: R. Schaff: That the Minutes of the January 16, 2020 Board Meeting be adopted as presented.

**CARRIED**

5. BUSINESS ARISING FROM THE MINUTES

5.1 Family Resource Network – EOI results

Neighborhood Place and Parent Link (from Rimbey) that put in a proposal, were not successful.

6. OLD BUSINESS

6.1 Ministerial Letter of Support

The Ministerial Letter of Support was received and we can use the Parent Link space for Adult Day Support Program.

6.2 Spruce Haven Golf Resort - booked

Spruce Haven Golf Resort has been booked for August 20<sup>th</sup>, 2020. Pauline is happy to have us come back and says "FCSS can do whatever they want" and please let her know if she can help in any way.

7. FINANCE

7.1 March 19, 2020 Finance Committee Meeting Highlights

**20-03-03 MOTION:** By: I. Steeves: That the Highlights of the March 19, 2020 Finance Committee Meeting be accepted as information.

**CARRIED**

8. WRITTEN REPORTS

8.1 Monthly Board Reports

8.2 Parent Link Centre – quarterly-program ending on March 31, 2020.

8.3 Big Brothers Big Sisters – quarterly- The coordinator is off on medical leave and they have a replacement working until summer.

8.4 Catholic Social Services – quarterly-none

**20-03-04 MOTION:** By: M. Josephison: To accept the Monthly Board Reports as information.

**CARRIED**

9. QUALITY IMPROVEMENT/RISK MANAGEMENT COMMITTEE

Next QIRM Meeting will be on Tuesday, May 12, 2020 at 10:30 a.m.

10. DIRECTOR'S REPORT

**20-03-05 MOTION:** By: D. Noble: That the Director's Report is accepted as information.

**CARRIED**

11. NEW BUSINESS

11.1 Canada Summer Jobs

**20-03-06 MOTION:** By: F. Pilgrim: That K. Maconochie apply for the Canada Summer Jobs grant and if not successful, to hire a summer student for 9 weeks at the expense of the agency.

**Seconded by:** M. Josephison

Recorded vote: 1 opposed. G. Rondeel-no to the applying for the grant and yes to hiring at the expense of the agency a summer student for 9 weeks.

1 absent

**CARRIED**

11.2 FCSS/RCHHS Staff wage review

**20-03-07 MOTION:** By: F. Pilgrim: To give the Staff wages a 2.3% increase across the grid, effective April 1, 2020.

**Seconded by:** B. Coulthard

Recorded vote: 1 opposed  
1 absent

**CARRIED**

11.3 F/T Employee's Salaries

**20-03-08 MOTION:** By B. Coulthard : To give the 2 full time staff a 2.3% increase, effective April 1, 2020.

**Seconded by:** R. Schaff

Recorded vote: 1 opposed  
1 absent

**CARRIED**

11.4 Notice to Beneficiary

Rimbey Food Bank has been named as a beneficiary in an estate. The Rimbey Food Bank will receive 1/6 of 50% of the residue of the estate. Glennis Salls from Bentley is waiting for a judge to approve.

11.5 Executive Director Performance Review forms and self evaluation

Executive Director's Performance Review and self evaluation have been completed by the Board Chairperson.

11.6 Volunteer Week Celebration

Volunteer Week Celebration that was to be held on Wednesday, April 22, 2020 (Earth Day) has been cancelled.

11.7 Ponoka County Special Projects

Charlie Cutforth says that we can go ahead with applications for 2020, but the County will be reviewing it for 2021. Applications can be accepted until March 31, 2020. The FCSS Board will review applications at the April Board meeting and make recommendations to the County.

11.8 West Central FCSS Spring Meeting

Save the date for May 20, 2020 in Ponoka.

11.9 Partnership – Soup Sales initiative

Looking at getting frozen soups from the Manor. This will enhance the MOW program.

11.10 FCSS Director's Network request

Provincial Conference that was scheduled for May 2020 has been cancelled.

12. Workplace Health & Safety Committee – next Meeting: May 19, 2020 at 1:30 p.m.

The online Joint Work Site HS Committee/HS Representative Training that K. Maconochie -to represent the employer, and R. Glennon – to represent the employee,

were registered for after the January Board Meeting has been completed by both members.

13. **Review of Statistics**

- 13.1 2019 Monthly Program Statistics report
- 13.2 AHS Contracted HC and Private HS Client Stats combined 2019
- 13.3 AHS (HC) & Private (HS) billing 2015-2019
- 13.4 AHS (HC) Client Totals & Hours 2015-2019
- 13.5 Private (HS) Client Totals & Hours 2015-2019
- 13.6 Food Bank Hamper Stats 2015-2019
- 13.7 Client Safety Reports – quarterly

**20-03-09 MOTION:** By: R. Schaff: To accept the review of the above reports and statistics as information.

**CARRIED**

14. **CORRESPONDENCE**

15. **NEXT MEETING DATE:** Board Meeting: April 16, 2020  
May 21, 2020  
June 18, 2020  
No meetings in July and August  
September 17, 2020  
October 15, 2020  
November 19, 2020  
December 17, 2020

16. **ADJOURNMENT**

**20-03-10:** By: I. Steeves: That the FCSS Board meeting adjourns at 11:00 a.m.

**CARRIED**

17. **BOARD SHARING TIME**

---

I. Steeves, Chairperson

---

K. Maconochie, Recording Secretary

Family and Community Support Services (FCSS)  
Rimbey Community Home Help Services (RCHHS)  
ANNUAL GENERAL MEETING MINUTES  
March 25, 2020  
11:00 a.m. Rimbey Provincial Building

PRESENT: N. Hartford, Chairperson - virtual  
B. Coulthard, Board Member - virtual  
M. Josephison, Board Member - virtual  
G. Rondeel, Board Member - virtual  
F. Pilgrim, Board Member - virtual  
I. Steeves, Vice Chairperson  
K. Maconochie, Recording Secretary  
P. Makofka, Executive Director  
D. Noble, Board Member - virtual  
R. Schaff, Board Member - virtual

REGRETS:

1. CALL TO ORDER  
The meeting was called to Order by: I. Steeves at 11:10a.m.

2. APPROVAL OF AGENDA

**AGM 20-03-01 MOTION:** By: B. Coulthard: That the agenda is adopted as presented.

**CARRIED**

3. Declaration of Conflicts of Interest and Commitment (Real, Potential or Perceived)

*A conflict of interest is defined as an actual or perceived interest by a staff or Board member in an action that results in, or has the appearance of resulting in, personal, organizational, or professional gain.*

4. Elections

4.1 Chairperson

**AGM 20-03-02 MOTION:** By: M. Josephison: To nominate N. Hartford for the position of Rimbey FCSS/RCHHS Board Chairperson.

**Seconded by:** B. Coulthard

**AGM 20-03-03 MOTION:** By: I. Steeves: That nominations for Board Chairperson cease.

**CARRIED**

N. Hartford was declared Rimbey FCSS/RCHHS Board Chairperson.

4.2 Vice Chairperson

**AGM 20-03-04 MOTION:** By: N. Hartford: To nominate I. Steeves for the position of Rimbey FCSS/RCHHS Board Vice Chairperson.

**Seconded by:** R. Schaff

**AGM 20-03-05 MOTION:** By: I. Steeves: That nominations for Board Vice Chairperson cease.

**CARRIED**

I. Steeves was declared Rimbey FCSS/RCHHS Board Vice Chairperson.

4.3 Finance Committee (current committee: N. Hartford, I. Steeves, M. Josephison and R. Schaff as an alternate)

**AGM 20-03-06 MOTION:** By: B. Coulthard: To maintain the current members of the Finance Committee and current alternate members.

**CARRIED**

N. Hartford, I. Steeves, M. Josephison and R. Schaff as Alternate Finance Committee members are declared to sit on the Rimbey FCSS/RCHHS Finance Committee.

4.4 Quality Improvement/Risk Management Committee (current committee: N. Hartford, B. Coulthard, F. Pilgrim, M. Josephison, B. Soderberg, P. Makofka and members at large, V. Schneider).

**AGM 20-03-07 MOTION:** By: B. Coulthard: To maintain the current members of the Quality Improvement/Risk Management Committee.

**CARRIED**

N. Hartford, B. Coulthard, F. Pilgrim, M. Josephison, B. Soderberg, P. Makofka and members at large, V. Schneider, are declared to sit on the Quality Improvement/Risk Management Committee.

4.5 Workplace Health & Safety Committee (current committee is F. Pilgrim, L. Baker, N. Bauer, P. Makofka and K. Maconochie)

**AGM 20-03-08 MOTION:** By: N. Hartford: To maintain the current members of the Workplace Health & Safety Committee.

**CARRIED**

F. Pilgrim, L. Baker, N. Bauer, P. Makofka and K. Maconochie are declared to sit on the Workplace Health & Safety Committee.

5. Appointment of FCSS Board Members to RCHHS Board

**AGM 20-03-09 MOTION:** By: D. Noble: To nominate R. Schaff and F. Pilgrim from the FCSS Board Members to the RCHHS Board for a one-year term.

**CARRIED**

R. Schaff and F. Pilgrim were declared for the one-year term on the Rimbey RCHHS Board.

**AGM 20-03-10 MOTION:** By: N. Hartford : To nominate D. Noble and M. Josephison from the FCSS Board Members to the RCHHS Board for a two-year term.

**CARRIED**

D. Noble and M. Josephison were declared for the two-year term on the Rimbey RCHHS Board.

**AGM 20-03-11 MOTION:** By: M. Josephison : To nominate I. Steeves and B. Coulthard from the FCSS Board Members to the RCHHS Board for a three-year term.

**CARRIED**

I. Steeves and B. Coulthard were declared for the three-year term on the Rimbey RCHHS Board.

**AGM 20-03-12 MOTION:** By: I. Steeves: That nominations for appointments from FCSS Board Members to RCHHS Board cease.

**CARRIED**

6. RCHHS Annual Report for 2018

**AGM 20-03-13 MOTION:** By: B. Coulthard: That the Rimbey FCSS/RCHHS Annual Report for 2019 be adopted as presented.

**CARRIED**

7. Appointment of Accountant

**AGM 20-03-14 MOTION:** By: D. Noble: That the accounting firm of BDO is appointed as the Agency's accountant for review of financials for 2020.

Seconded by: R. Schaff

**CARRIED**

8. Financial Statements

**AGM 20-03-15 MOTION:** By: M. Josephison: That the 2019 Financial Statements be adopted as amended, signed by the Chair and Vice Chair of the Board and forwarded to the proper authorities.

Seconded by: F. Pilgrim

**CARRIED**

10. Delegation: Casey Kooyman, Accountant. Joined the meeting (by phone) at 11:35 a.m. and went over the Financial Statements for the year ended December 31, 2019 for Rimbey Community Home Help Services Association and Rimbey Food Bank. Casey left the meeting at 12:02 p.m.

C. Brassard-Financial Coordinator and P. McLauchlin-County Councillor (by phone) joined the meeting at 11:38 a.m. and left the meeting at 12:05 p.m.

11. ADJOURNMENT

**20-03-16 MOTION:** By: I. Steeves: That the RCHHS Annual General Meeting adjourns at 12:20 p.m.

**CARRIED**

10. BOARD SHARING TIME

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I. Steeves, Chairperson



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K. Maconochie, Recording Secretary





REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.3
<b>Council Meeting Date</b>	April 28, 2020
<b>Subject</b>	Council Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.
<b>Attachments</b>	8.3.1 Mayor Pankiw's Report 8.3.2 Councillor Coulthard's Report 8.3.3 Councillor Curle's Report 8.3.4 Councillor Payson's Report 8.3.5 Councillor Rondeel's Report
<b>Recommendation</b>	Motion by Council to accept the reports of Council, as information.
<b>Prepared By:</b>	<p> _____ Lori Hillis, CPA, CA Chief Administrative Officer</p> <p><u>Apr 23, 2020</u> Date</p>
<b>Endorsed By:</b>	<p> _____ Lori Hillis, CPA, CA Chief Administrative Officer</p> <p><u>Apr 23, 2020</u> Date</p>

**Highlights**

<b>Date</b>	<b>Event</b>	<b>Details of Event</b>
Mar 10	Council Meeting	See website for info
Mar 13	Meeting with Minister Nixon	Met with Minister Nixon to discuss issues regarding Town of Rimby
Mar 20	Budget Meeting	Passed our budgets
April 14	Council Meeting	Ran our Council meeting via zoom, see website

Cheque runs, Commissionaire signatures and meeting with citizens

I have been involved with and on approximately 3 conference calls per week since covid 19 has changed our lives, if someone would like a list feel free to call me as there were too many to list.

Rick Wm. Pankiw  
Mayor

**Highlights**

<b>Date</b>	<b>Event</b>	<b>Details of Event</b>
21 Jan 2020	Coffee with Council	No one attended. Took down Christmas tree lights with Gayle.
28 Jan 2020	Town Council Meeting	Attend the regularly scheduled Town Council meeting. Please see minutes.
28 Jan 2020	Coffee with Council	Attend Coffee with Council.
04 Feb 2020	Coffee with Council	Attend Coffee with Council. Gayle and Hellen Coers.
04 Feb 2020	Citizens on Patrol.	Attend the regularly scheduled Citizens on Patrol meeting.
11 Feb 2020	Town Council Meeting	Attend regularly scheduled Town Council meeting via cell phone. Please see minutes
25 Feb 2020	Town Council Meeting	Town Council meeting via cell phone. Please see minutes Attend regularly scheduled.
17 Mar 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request.
18 Mar 2020	FCSS Computer Test.	Computer test for FCSS meeting scheduled for 19 Mar 2020
19 Mar 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request
20 Mar 2020	Town Council 2020 Budget meeting.	Attend 2020 Town of Rimbey Budget meeting via cell phone.
20 Mar 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request
23 Mar 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request
23 Mar 2020	Town Council Meeting	Town Council meeting via cell phone. Please see minutes Attend regularly scheduled.
24 Mar 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request
25 Mar 2020	FCSS AGM.	Attend the FCSS AGM via Microsoft Team. Please see minutes.
25 Mar 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request
26 Mar 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request

## COUNCILLOR COULTHARD'S REPORT

27 Mar 2020	Deputy Director Emergency Management Conference call.	Attend Quarterly Emergency Management meeting via cell phone.
30 Mar 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request available upon request
07 Apr 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request available upon request
14 Apr 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request available upon request
14 Apr 2020	Rimbey Town Council meeting.	Attend the regularly scheduled Town Council meeting via ZOOM. Please see minutes.
16 Apr 2020	FCSS Meeting.	Attend the regularly scheduled FCCS Board meeting. Please see minutes.
21 Apr 2020	Corona Virus Teleconference	Attend Corona Virus Teleconference via phone. Minutes available upon request available upon request

J. W. Coulthard  
Councillor

**Highlights**

<b>Date</b>	<b>Event</b>	<b>Details of Event</b>
March 20	Town Council	Budget Meeting, 0900-1500.
March 25	Rimoka Board	Meeting by teleconference.
April 14	Town Council	Regular meeting of Town Council, attended by Zoom.
April 22	Rimoka Board	Meeting by teleconference.
April 22	Historical Society	Regular Meeting, attended an outside meeting to maintain appropriate social distance.
April 28	Town Council	Regular Meeting, attended by Zoom.

Completed 2 commissioning of documents and attended 2 teleconferences related to pandemic.

Submitted by  
Lana Curle  
Town Councillor

**Highlights**

<b>Date</b>	<b>Event</b>	<b>Details of Event</b>
April 6, 2020	Library Board Meeting	Library Board Meeting by Zoom
	Neighborhood Place	In contact by email. April meeting cancelled.
	Blindman Youth Actions Society	In contact by email and phone. April meeting cancelled.
April 14, 2020	Council Meeting	Attended Regular Meeting og Council via Zoom.

Paul Payson  
Councillor

Highlights

Date	Event	Details of Event
Jan 7/20	Chamber of Commerce Meeting	
Jan 8/20	Meeting with MLA Jason Nixon	Met with MLA Jason Nixon in Council Chambers
Jan 14/20	Regular Council Meeting	
Jan 16/20	FCSS Regular Board Meeting	
Jan 20/20	ARC Meeting	Doctor Retention
Jan 22/20	Chamber of Commerce AGM	
Jan 27/20	60's Scoop at United Church	
Jan 28/20	Regular Council Meeting	
Feb 11/20	Regular Council Meeting	
Feb 13/20	Brownlee Law	Emerging Trends Session in Edmonton
Feb 25/20	Regular Council Meeting	
Mar 9/20	ARC Meeting	Doctor Retention
Mar 10/20	Regular Council Meeting	
Mar 20/20	Special Council Meeting	2020 Budget
Apr 14/20	Regular Council Meeting	

## COUNCILLOR RONDEEL'S REPORT

Apr 16/20	FCSS Meeting	
Apr 28/20	Regular Council Meeting	

Attended two webinars.

Gayle Rondeel  
Councillor