



AGENDA

Committee of the Whole

October 16, 2024 - 3:00 PM

Town Administration Building - Council Chambers

AGENDA FOR COMMITTEE OF THE WHOLE TO BE HELD ON WEDNESDAY, OCTOBER 16, 2024 AT 3:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

Page

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

1.1 LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

3. MINUTES

3.1 Minutes

[Request for Decision - RFD-24-170 - Pdf](#)

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4. PUBLIC HEARINGS

5. DELEGATIONS

6. BYLAWS

6.1 To Repeal Inoperative, Obsolete, Expired, Spent and Ineffective Bylaws

[Request for Decision - RFD-24-168 - Pdf](#)

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7. NEW AND UNFINISHED BUSINESS

7.1 Direct Control Development Permit 28-24

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| 7.2 | Policy 3211
Request for Decision - RFD-24-169 - Pdf | 25 - 29 |
| 7.3 | Change to Speed Zones in the Town of Rimbey
Request for Decision - RFD 24-170-Pdf - Pdf | 30 - 32 |

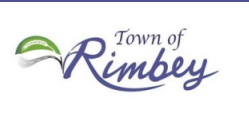
8. OPEN FORUM

(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

10. ADJOURNMENT

Committee of the Whole
REQUEST FOR DECISION



Meeting: October 16, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes
Item For: Public Information -or- Closed Session

BACKGROUND:

Minutes of Committee of the Whole Meeting on September 9, 2024, as presented.

RECOMMENDATION:

To accept the Minutes of Committee of the Whole Meeting on September 9, 2024, as presented.

ATTACHMENTS:

[2024 09 09 COW Meeting Minutes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 9, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

October 9, 2024
Date



MINUTES

Committee of the Whole Meeting

Monday, September 9, 2024 - 3:00 PM
Town Administration Building - Council Chambers

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

Mayor Pankiw called the meeting to order at 3:00 pm with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Councillor Jeff Johnstone
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer

- Delegates:
- Lisa Shukin - Sentinal Curling Championship
 - Garreth Jones - AED Proposal
 - Mark Grundy, Herb Grutterink and Earl Repas - Sewage Concerns

Public: (10) members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 034/2024 COW

Moved by Councillor Clark to accept the Agenda for the September 9, 2024, Committee of the Whole Meeting, as presented.

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

CARRIED

3. MINUTES

3.1. Minutes

Motion 035/2024 COW

Moved by Councillor Curle to accept the Minutes of the Committee of the Whole Meeting of June 10, 2024, as presented.

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

CARRIED

4. PUBLIC HEARINGS

5. DELEGATIONS

5.1. Lisa Shukin - Sentinal Curling Championship

Motion 036/2024 COW

Moved by Councillor Clark to bring the discussion to waive the rental fee to become a platinum sponsor for the Sentinal Curling Championships, forward to the next Regular Council meeting to be held on September 23, 2024.

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

CARRIED

5.2. Garreth Jones - AED Proposal

Motion 037/2024 COW

Moved by Councillor Curle to accept Garreth Jones AED presentation, as information.

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

CARRIED

5.3. Mark & Tammy Grundy

Motion 038/2024 COW

Moved by Councillor Curle to bring forward the discussion of options for Mark Grundy’s sewage connection to the next Regular Council Meeting to be held on September 23, 2024,

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

CARRIED

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1. Resident - Request for Credit

7.2. Rimbey Elementary School - Annual Chili Cook Off

7.3. Rimbey Entrance Sign

Motion 039/2024 COW

Moved by Councillor Clark to bring the discussion of the Rimbey entrance sign forward to the next Regular Council meeting to be held on September 23, 2024.

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

CARRIED

7.4. Historical Society - Fence Proposal

Motion 040/2024 COW

Moved by Councillor Johnstone to bring the discussion of the Rimbey Historical Society fence forward to the next Regular Council meeting to be held on September 23, 2024.

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

CARRIED

7.5. Legacy Lane - Green Compost Carts

Motion 041/2024 COW

Moved by Councillor Johnstone to bring forward the discussion of the Legacy Lane Corporation's waste management to the next Regular Council meeting to be held on September 23, 2024.

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

CARRIED

8. OPEN FORUM

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

9.1. FOIP Section 17(1) Personal Privacy - Application for Bylaw Committee Members at Large

Motion 042/2024 COW

Moved by Councillor Clark to enter closed session at 4:51 pm.

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

CARRIED

Motion 043/2024 COW

Moved by Councillor Clark to revert to open session at 5:01 pm.

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

CARRIED

Motion 044/2024 COW

Moved by Mayor Pankiw bring the closed session discussion forward to the next Regular Council Meeting to be held on September 23, 2024.

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

CARRIED

10. ADJOURNMENT

10.1. Adjournment

Motion 045/2024 COW

Moved by Councillor Clark to adjourn the meeting at 5:01pm.

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

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Committee of the Whole REQUEST FOR DECISION



Meeting: October 16, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: To Repeal Inoperative, Obsolete, Expired, Spent and Ineffective Bylaws
Item For: Public Information -or- Closed Session

BACKGROUND:

On October 1, 2024, the Bylaw Committee reviewed Bylaw 828/08 concerning the Rimbey Solid Waste Transfer Station located at NE 28-42-2-W5. The committee determined that the bylaw is no longer valid or necessary, as the transfer station is managed by the County of Ponoka. Bylaw 807/07 Transfer Site Operations, which is referenced in Bylaw 828/08 also needs to be repealed.

RECOMMENDATION:

Administration recommends that Council bring the discussion to repeal Bylaw 828/08 and Bylaw 807/07 forward to the next Regular Council Meeting to be held on October 28, 2024.

ATTACHMENTS:

[Bylaw 807-07 & Bylaw 828-08](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 9, 2024
Date

ENDORSED BY:

October 9, 2024
Date

Craig Douglas, Chief Administrative Officer



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO REGULATE THE OPERATION OF THE RIMBEY SOLID WASTE TRANSFER STATION:

WHEREAS

The Council of the Town of Rimby deems it desirable to establish regulations for the operation of the Rimby Solid Waste Transfer Station located at NE 28-42-2-W5, and

WHEREAS

The Council of the Town of Rimby deems it appropriate to establish fees for the use of the Rimby Solid Waste Transfer Station:

NOW THEREFORE

Council of the Town of Rimby duly assembled, hereby enacts as follows:

DEFINITIONS – for the purposes of this Bylaw.

Transfer Station shall mean any lands and buildings located at NE 28-42-2-W5 used to process and store solid waste materials

Pick up Trucks shall include ¼, ½, and regular boxed ¾-Ton trucks.

1. No person other than a resident or rate payer of the Town of Rimby, Summer Village of Parkland Beach, or Ponoka County, shall deposit or cause to be deposited, refuse, garbage or waste materials unless written permission has been obtained from the Town Manager, and
2. No person shall deposit, or cause to be deposited at the transfer station
 - a) The whole or any major portion of a motor vehicle, farm, or industrial machinery or equipment, or a tank or a vessel of a size greater than 3 cubic meters.
 - b) Sand, gravel or stones
 - c) Grain, hay straw or grass except when in a form acceptable for composting, as determined by the transfer station attendant.
 - d) Dead animals, dead fowl, manure or sewage.
 - e) Inflammable liquids, industrial waste, oil, chemicals, or other materials which may be a public hazard.
3. Trees larger than 2 inches (50mm) in diameter shall be cut into 16 inch lengths prior to acceptance.
4. Prior approval for the disposal of demolition and/or building materials at the Transfer Station must be obtained from the Foreman of Public Works.
5. No person shall burn or ignite garbage or refuse deposited at the Transfer Station excepting wood designated for burning in the hot burn area by the Station Attendant and under the supervision of the Attendant.
6. No person shall deposit or cause to be deposited any refuse or garbage within the station area in a place other than designated by the Station Attendant.
7. The fees for depositing refuse or garbage at the Transfer Station shall be levied as a price per load as follows: *per the Solid Waste Transfer Site Operations' Policy 3302*
 - ~~a) Cars, sports utility vehicles, single axle utility trailers, and pick up trucks of ½ and ¾ ton size shall be at NO CHARGE.~~
 - ~~b) Trucks over ¾-ton and dual axle utility trailers shall be charged \$30.00/load, payable to the Town of Rimby.~~
8. A person having deposited any refuse, garbage, object, or material at or near the Transfer Station in contravention of this bylaw shall be issued with a notice requiring such refuse, garbage, object or material be removed within a

see 8/28/08

BYLAW 807/07

**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO
REGULATE THE OPERATION OF THE RIMBEY SOLID WASTE TRANSFER
STATION:**

specified time period.

- 9. Any person who contravenes any of the provisions of this bylaw is guilty of an offense, and is liable upon summary conviction to a fine of not less than \$200.00 and not more than \$2,500.00.
- 10. The "Attendant Procedures" as outlined at Schedule "A" form part of this bylaw, as they pertain to the operation of the Transfer Station.
- 11. This bylaw shall come into force and effect upon final passage.

Schedule "A" shall form part of this bylaw and may be amended from time to time by resolution of Council.

This Bylaw shall come into effect upon the final passage thereof.

Bylaw Nos. 639/95 and 644/95 are hereby rescinded.

READ a First Time in Council this 27th day of February, 2007

READ a Second Time in Council this 13th day of March, 2007

UNANIMOUSLY AGREED to Present Bylaw No. 807/07 for Third & Final Reading.

Read a Third Time and Finally Passed this 13th day of March, 2007


MAYOR


TOWN MANAGER

BYLAW 807/07

SCHEDULE "A"

ATTENDANT PROCEDURES

- a) The attendant shall be responsible to ensure that the access road is completely free of litter when he arrives at and leaves the waste management facility each day.
- b) The attendant shall ensure that the waste transfer facility is completely free of litter and maintained in a clean efficient manner. It shall be the responsibility of the Town to ensure that adequate gravel and grading is provided.
- c) ~~Every person that arrives at the site to deposit waste must sign a ledger and identify their civic and mailing address and vehicle size on the form provided by the Town.~~ Sic
8/28/08
- d) The attendant must inspect every load and satisfy himself that the contents are acceptable at the site in accordance with Bylaw No. 807/07 and these operating regulations.
- e) After inspection and confirmation that the load's contents are acceptable, the attendant shall direct the person to the appropriate area(s) to deposit the waste.
- f) The attendant shall ensure that the load is deposited in a clean and proper manner.
- g) The attendant shall ensure that the household waste is pushed to the back of the transfer building on a regular basis so that no litter can escape.
- h) The attendant shall ensure that any litter that may escape when loading the transfer trailer is picked up immediately.
- i) Should any person be uncooperative or not agreeable to the directions provided, the attendant shall contact the contracted operator. If, in the judgment of the attendant the situation warrants, he shall contact the RCMP first and then the contracted operator immediately following.
- j) The attendant shall ensure that the gate to the site is locked when he leaves the site.
- k) The attendant shall ensure that fences, roads, buildings, and facilities are in good repair and advise the contracted operator if a concern arises.
- l) Should the attendant find waste deposited along the road or at the gate of the facility, he shall inspect the waste in an attempt to identify the owner. Should he be successful in finding a name, he shall contact the contracted operator immediately.

DUMPING OF WASTE MATERIALS

- a) All waste entering the Waste Transfer Facility must be separated and deposited in designated areas that are clearly signed. These areas are as follows:
 - i. Household waste must be dumped in the transfer building as close to the back of the building as possible.
 - ii. Burnable materials (wood only) must be deposited in the burn pit south of the household waste building. A sign will clearly identify the burn area. Fence posts (untreated or rotten) and barbed wire are acceptable as well as unpainted burnable wood building material. Heavily or newly painted wood is not acceptable and must be deposited in the household waste building.
 - iii. Tires must be deposited in a designated area for this purpose. Tires must be separated from the rims.

- iv. Metal and iron must be deposited in the enclosed area signed for this purpose. It is located beside the burn pit.
- v. Pesticide containers will not be accepted and must be taken to the Bluffton landfill or other designated sites.

EMERGENCY RESPONSE PLAN

- a) BURNING SHALL BE STRICTLY CONTROLLED BY THE ATTENDANT AND SHALL TAKE PLACE IN THE HOT BURN PIT ONLY!
- b) Should a fire start in any of the facilities, the attendant shall contact the Rimbey Fire Department immediately and request assistance. Following this contact the attendant shall contact the contracted operator.
 - i. Rimbey RCMP – 843-2223
 - ii. Rimbey Fire Department – 843-2026
 - iii. Nikirk Bros. Contracting – 843-2664
 - iv. Town Office – 843-2113

BYLAW 828/08

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND THE OPERATION OF THE RIMBEY SOLID WASTE TRANSFER STATION BYLAW 807/07



REAS The Council of the Town of Rimbey deems it desirable to amend regulations for the operation of the Rimbey Solid Waste Transfer Station located at NE 28-42-2-W5, and

THEREFORE Council of the Town of Rimbey duly assembled, hereby enacts as follows:

Point 7. of Bylaw 807/07, be amended to read as follows:

“The fees for depositing refuse or garbage at the Transfer Station shall be levied as per the Solid Waste Transfer Site Operations Policy 3302”.

THAT Point 7. a) and 7. b) of Bylaw 807/07 be deleted,

THAT Schedule “A”, Attendant Procedures, Point c) be deleted.

This Bylaw shall come into effect upon the final passage thereof.

READ a First Time in Council this 8 day of April, 2008

READ a Second Time in Council this 8 day of April, 2008

UNANIMOUSLY AGREED to Present Bylaw No. 828/08 for Third & Final Reading.

Read a Third Time and Finally Passed this 8 day of April, 2008


MAYOR


TOWN MANAGER

Committee of the Whole REQUEST FOR DECISION



Meeting: October 16, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Direct Control Development Permit 28-24
Item For: Public Information -or- Closed Session

BACKGROUND:

On August 28, 2024, Collette Flegal submitted a Development Permit application to convert unit C within 4906 – 50 Street (Lot 1, Block 9, Plan 148BT) from commercial to residential. Additional information was submitted on September 6, 2024. In reviewing the application, Administration has had additional conversations with Superior Safety Codes.

The following images show the location of the property:





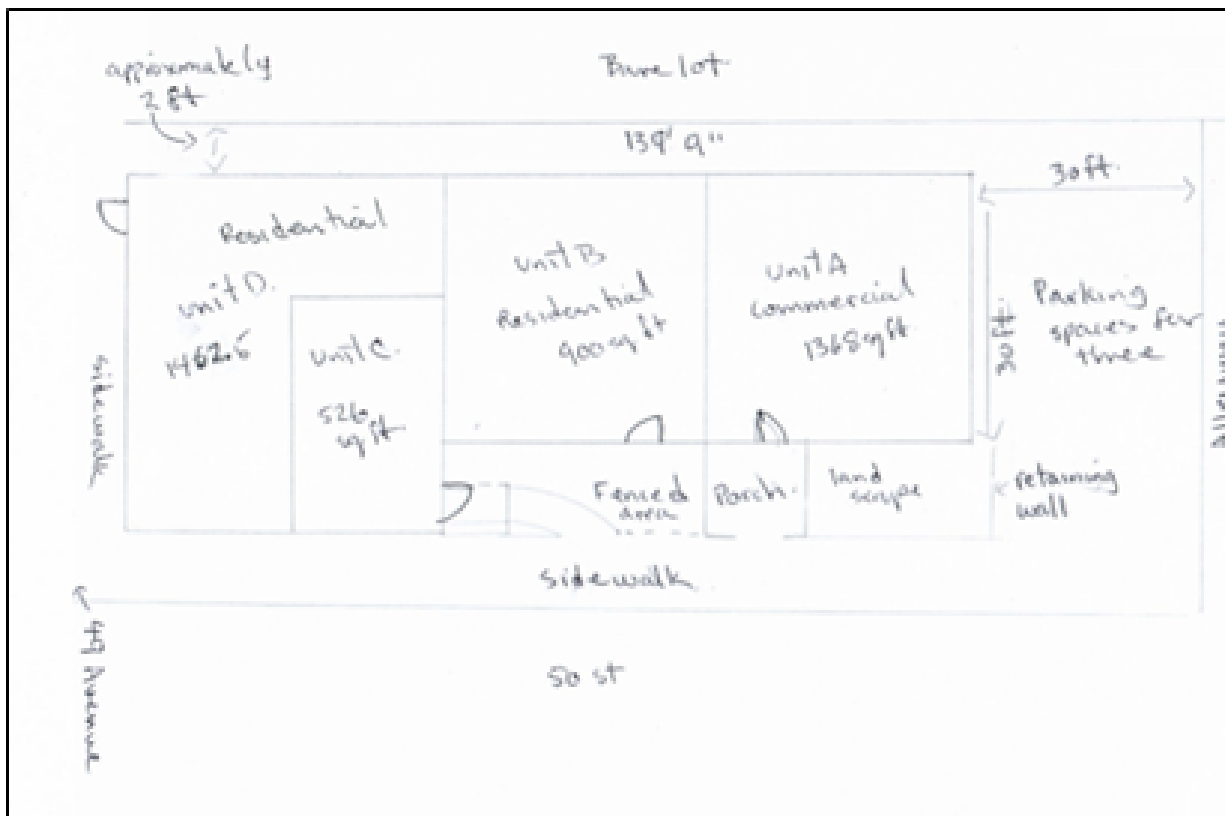
The property received council approval for redesignation from Commercial to Direct Control (Direct Control – 2020-01) on April 14, 2020. The Land Use Bylaw 1008/24 maintains the Direct Control district.

DISCUSSION:

As a Direct Control District, per the Municipal Government Act and Land Use Bylaw 1008/24, Council must review the Development Permit and provide approval or refusal.

Currently Units A, B and C are utilized for commercial purposes and Unit D is a residential unit.

The applicant has indicated that they would like to convert Unit C to an additional residential unit. The following is a drawing of the proposed site plan.



Note the following from the applicant regarding renovations:

“Unit C will require the change of a toilet area to a shower. The Electrical will need to be altered for a stove and the addition of an HRV unit. Otherwise, there will be minimal change to the space.”

No external renovations requiring a Development Permit are anticipated.

Based on the description from the applicant, a Development Permit for renovations is not required. However, the applicant will be required to obtain building permits to ensure the residential units have the appropriate building permits in place. All costs associated with obtaining the required building permits are the responsibility of the landowner.

Administration has had a discussion with Superior Safety Codes regarding ensuring the property has the appropriate building permits. This process is not the Town’s responsibility, and therefore the applicant will have to work with Superior Safety Codes to satisfy the building code requirements.

It appears that while the Land Use Bylaw amendment was processed in 2020, a development permit was never applied for and/or issued for Unit D to become a residential unit. Therefore, Administration recommends including Unit D within the Development Permit to ensure all uses on site are appropriately permitted.

Administration has reviewed the application and drafted a Development Permit for Council’s consideration. The Development Permit is attached to this report.

RELEVANT POLICY/LEGISLATION:

- Town of Rimbey Land Use Bylaw 2008/24
- Municipal Government Act RSA 2000, ch. M-26, as amended.

RECOMMENDATION:

Council to bring forward the Direct Control Development Permit 28-24 to the next Regular Council Meeting to be held on October 28, 2024.

ATTACHMENTS:

- [DP 28 24 - Application - Change in Use](#)
- [Rimbey plan 2](#)
- [DP 28 24](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 9, 2024
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

October 9, 2024
Date



PLANNING & DEVELOPMENT SERVICES

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

DEVELOPMENT PERMIT APPLICATION INFORMATION PACKAGE

INFORMATION AND CHECKLIST REQUIREMENTS

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

Required Information Checklist

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

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

Applicant Name: Collette Flegal Signature: [Signature] Date: Aug 28, 2024

IMPORTANT INFORMATION

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

ADDITIONAL PERMIT REQUIREMENTS

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

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

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

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

PLANNING & DEVELOPMENT SERVICES
DEVELOPMENT PERMIT – PAGE 2



DEVELOPMENT PERMIT APPLICATION

Permit Applicant: Owner Applicant

Applicant Name: Collette Flegal Professional Corporation

Mailing Address: Box 762

City: Red Deer Province: Alberta Postal Code: T4N 5H2

Phone: 403-872-4709 Cell: _____ Fax: _____

Email: collette.flegal@gmail.com

Landowner Name (If Applicant is not the landowner provide landowner authorization): Collette Flegal

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

SECTION B – SITE INFORMATION

Street/Rural Address: 4906 - 50 ST Lot: _____ Block: _____ Plan: _____

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

Land Use District: _____ Parcel Size: 0.1507 Ha Acres ROLL # 10730

SECTION C – DEVELOPMENT DETAILS

Residential Commercial/ Industrial/ Institutional Is demolition required? Yes No

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

I would like to convert one unit from commercial to bachelor suite

Existing buildings & present use: commercial / residential

Approx Value of Proposed Development: \$ 10,000 Size: _____ Sq ft. Sq m.

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

Manufacturer: _____ Model: _____ CSA/CAN #: _____ Year: _____

SECTION D – GEOGRAPHIC INFORMATION

Are any of the following within ½ mile of the proposed development?

- | | | | |
|-----------------------------------|---|---|---|
| Landfill or garbage disposal site | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Confined livestock operation | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Sewage treatment plant or lagoon | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Multi lot residential subdivision | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| River or water body | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Provincial Highway | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Slopes of 15% or greater | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Sour gas well, pipeline & abandoned wells | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

PLANNING & DEVELOPMENT SERVICES
DEVELOPMENT PERMIT – PAGE 3



SECTION F - HOME BUSINESS OPERATION DETAILS

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

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

Describe the business operation:

Business Name:

Office Location:

HOME BUSINESS ADVERTISING / MARKETING / SIGNAGE

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

Advertising / Marketing / Signage details:

HOME BUSINESS TRAFFIC

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

Traffic Details:

HOME BUSINESS STAFFING & VEHICLES

How many people will your business employ? _____ Residential employees

_____ Non-residential employees

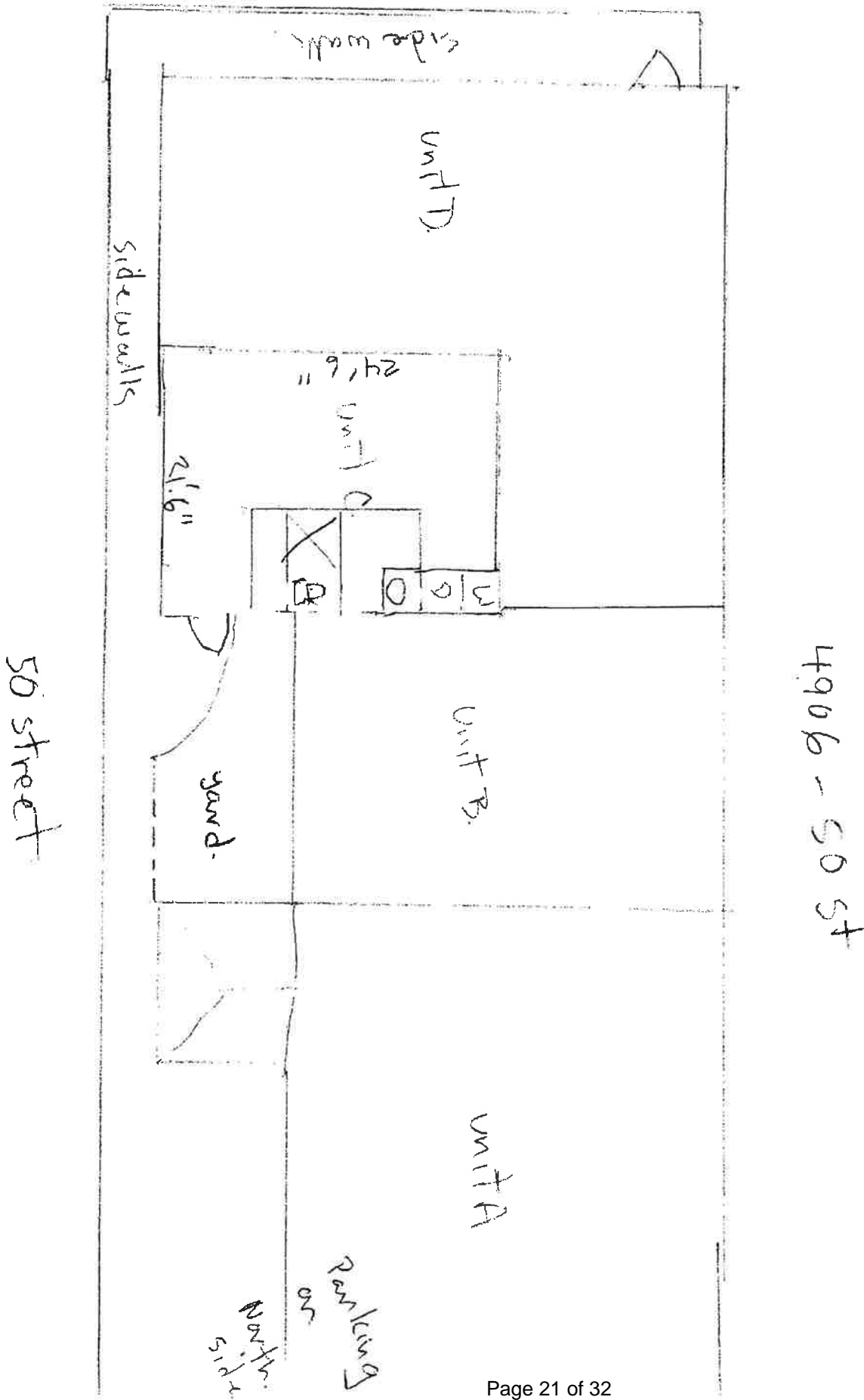
How many vehicles will be directly associated with the business? _____

HOME BUSINESS OUTDOOR STORAGE

Will there be outdoor storage? Yes No

Will it be visible from the road? Yes No

Outdoor storage screening / securing details:



**PLANNING & DEVELOPMENT SERVICES
 DEVELOPMENT PERMIT – PAGE 4**



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

SECTION G – FINAL AUTHORIZATION

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

Collette Flegal	<i>Collette Flegal</i>	Aug 28, 2024
Applicant's Name (print)	Applicant's Signature	Date
Same		
Owner Name	Owner Signature	Date
Owner Name	Owner Signature	Date

PAYMENT INFORMATION

<input type="checkbox"/> Cash	<input type="checkbox"/> Debit	<input checked="" type="checkbox"/> Credit Card	<input type="checkbox"/> Cheque No.:	<input type="checkbox"/> Please call for payment (credit card only)
Credit Card No.:		Exp. Date:		
4520 7060 3720 5031		08/24		
Name on Card:		Signature of Card Holder:		
Collette Flegal		<i>Collette Flegal</i>		

FOR OFFICE USE ONLY

Date Received:	File Number:	Legal File No.:
Application Fee: <input type="checkbox"/> <input type="checkbox"/>		Linc No.:
Roll No.: <input type="checkbox"/> <input type="checkbox"/>	Receipt No.:	Region: Division:

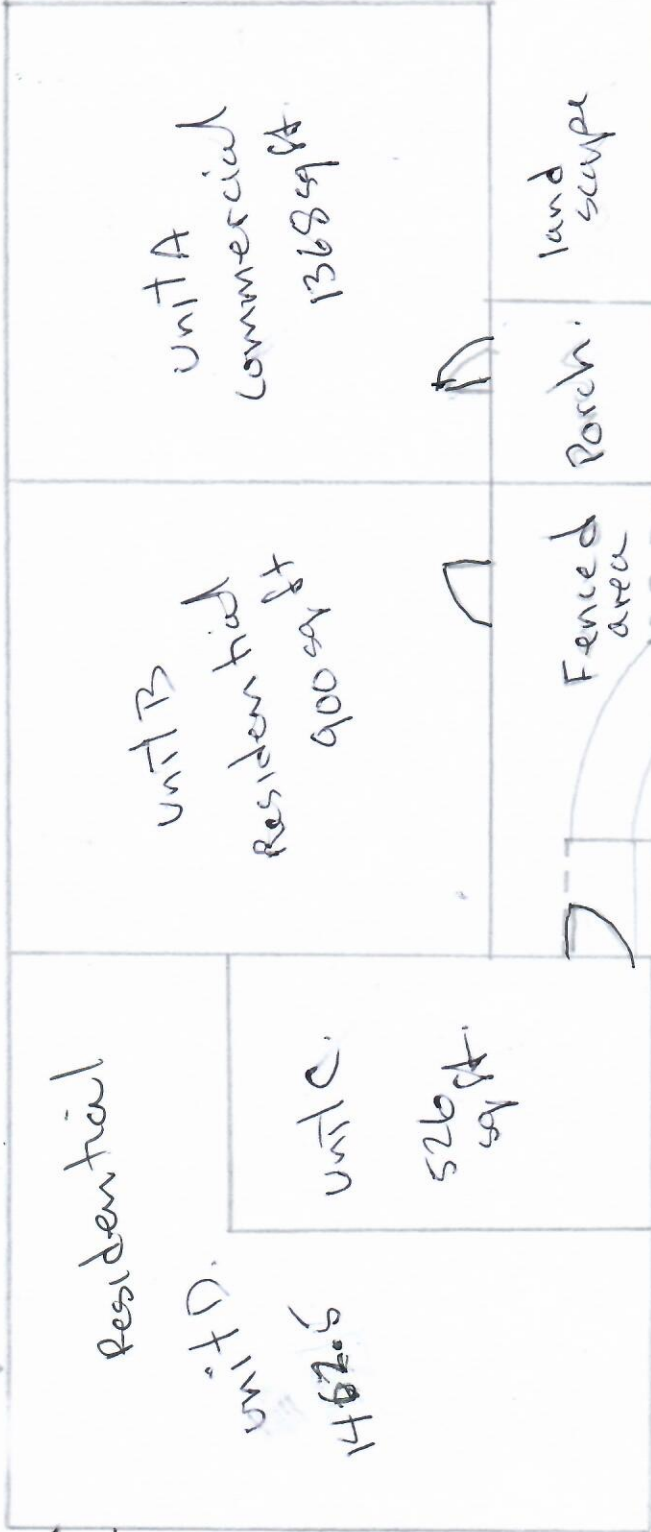
Please Note: The personal information provided as part of this application is collected under section 39 of the Safety Codes Act and sections 303 and 295 of the Municipal Government Act and in accordance with section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is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

Bare lot

approximately 2 ft

139' 9"

30ft.



Parking spaces for three

Unit A Commercial 1368 sq ft

Unit B Residential 900 sq ft

Unit C 526 sq ft

Unit D 1462.6

retaining wall

land scape

Porch

Fenced area

sidewalk

50 st

sidewalk

49 Avenue

Alleyway



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

DEVELOPMENT PERMIT

APPLICATION NO: 28/24

APPLICANT: Collette Flegal Professional Corporation

ADDRESS: Box 762
Red Deer, AB T4N 5H2

LOT S1/2 1 BLOCK 9 PLAN 148BT
Part Of 1/4 Sec TWP RG W MER

CIVIC ADDRESS: 4906-50 Street

ROLL No.: 10730

DESIGNATION: DC

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

- 1. Change in Use – Changing commercial unit to a residential unit. – DISCRETIONARY

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

- 1. The development must be located in accordance with the requirements in Land Use Bylaw 1008/24 and those outlined in the application dated August 28, 2024 and additional site plan submitted on September 6, 2024.
a. Unit C and Unit D, 4906-50 Street be approved as a residential unit.
2. This Development Permit does not authorize any renovations / construction activities.
3. If the development authorized by this permit in not commenced within twelve (12) months from the date of issue on the development permit, and completed three (3) years of the date of issue, the permit is deemed to be void, unless an extension to this period is granted by the Development Authority
4. The development must be in accordance with the Land Use Bylaw 1008/24.
5. Any changes to the Development approved under this Development Permit will require a new Development Permit.
6. Contact all utility companies for line locations prior to any excavating (1-800-242-3447).
7. Conform to all regulations required by Provincial Authorities (ex. Alberta Building Code) administered by the Town of Rimbey's Building Inspection Agency and all Federal Authorities, including obtaining an approved building permit prior to construction.

It has been decided that the application be: APPROVED

DATE NOTICE OF DECISION GIVEN: October 16, 2024

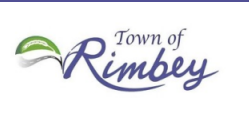
MAYOR

IMPORTANT NOTICE

- 1. A Development Permit may be appealed up to Twenty-one (21) days after the Notice of Decision is given to the applicant.
2. A Development Permit DOES NOT BECOME VALID until twenty-one (21) days after the date of decision is given. This period allows for the affected individuals to file any appeals.
3. A Development Permit is NOT A BUILDING PERMIT and, notwithstanding that plans and specification for the building have been submitted as part of an application for a Development Permit, work or construction shall neither commence nor proceed until a Building Permit has been issued pursuant to application Bylaws and regulations.
4. In accordance with MGA s.685, s.686 and s.687, an appeal may be made by a person claiming to be affected by a decision made by the Development Officer pursuant to the Town of Rimbey Land Use Bylaw in effect at the time of issuance.
5. An appeal shall be made by servicing a written NOTICE OF APPEAL, including fee, to the secretary of the Subdivision and Development Appeal Board within twenty-one (21) days after the Notice of Decision has been given.

NOTE: BEFORE PROCEEDING WITH THE DEVELOPMENT IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE THAT NO APPEALS HAVE BEEN RECEIVED, THAT THE DECISION OF APPROVAL IS FINAL AND A DEVELOPMENT PERMIT ISSUED.

Committee of the Whole
REQUEST FOR DECISION



Meeting: October 16, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Policy 3211
Item For: Public Information -or- Closed Session

BACKGROUND:

April 22, 2024, the Council passed Motion 056/2024, approving Bylaw 1003/24 Fees for Service Bylaw, a bylaw of the Town of Rimbey, Province of Alberta, to establish a fee structure for providing information, goods, or services to the public. This bylaw includes amendments to Schedule "A" Fees for Services.

As a result, Policy 3211, Utility Service Fee, Payment, and Penalties Policy, must be updated to reflect the changes made to the fees and services outlined in Bylaw 1003/24.

RECOMMENDATION:

Administration recommends that Council bring Policy 3211 forward to the next Regular Council Meeting to be held on October 28, 2024.

ATTACHMENTS:

[3211 Utility Service Fee, Payment and Penalties Policy with Track Changes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer


October 9, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

October 9, 2024
Date

		<h2 style="color: blue;">Town of Rimbey Policy Manual</h2>	
Title: Utility Service Fee, Payment and Penalties Policy		Policy No: 3211	
Date Approved: January 23, 2017		Resolution No: 028/17	
Date Effective: January 23, 2017			
Purpose:		To provide service fee rates, payment and penalty policies for utility accounts.	
<p>Policy Statement:</p> <p>1.0 Utility Billings</p> <p>1.1 All utility billings shall be processed and forwarded in the name of the property owner(s) as listed on the tax roll.</p> <p>1.2 Utility rates and charges shall be levied for water, sewer, solid waste collection and disposal, recycle and meter service charges commencing when water is turned on to a property.</p> <p>1.3 Utility billings shall be mailed out and collected on a regular schedule as determined by Council.</p> <p>1.4 Billings for services shall be in accordance with rates set out in Schedule A ,(as amended from time to time, by resolution of Council) of Fees for Services Bylaw-905/15.</p> <p>1.5 Billings shall be mailed no later than ten (10) days after the first day of the month following the end of the period for which the account was rendered.</p> <p>1.6 Utility bills shall cease only when an employee or agent of the Town of Rimbey physically turns off the water to a property, however, the owner shall still receive a utility bill if there is an outstanding balance owing. If the utility bill is not paid accordingly, then section 5.1 shall apply.</p>			

2.0 Connection / Disconnection Fee

2.1 A fee of fifty dollars (~~\$50.00~~**65.00**) shall be charged to any accounts to defray the costs for any of the following:

- a) Shutting off a service.
- b) Reconnecting of service following shutoff.
- c) New service.

3.0 Utility Account Transfers & Fees

3.1 An administration fee of forty dollars (**\$40.00**) shall be charged to any account, when a new owner purchases a property. The non-refundable transfer fee will be charged to the new account holder on the first utility billing.

3.2 **NO utility account** for any property *shall be transferred into the name of a ~~renter, but~~renter but* shall be forwarded in the name of the property owner only.

3.3 If a property owner chooses, a utility billing may be forwarded in care of a renter, providing that the property owner has signed a 'Utilities Rental Agreement' form as per attached, allowing that utility account arrears, plus penalties and fees, may be transferred to the property owner's tax roll account, and acknowledging that there may be no notification of such transfers until tax levy notices are mailed in the spring of each year. The ~~forty dollar~~**forty-dollar** (\$40.00) transfer fee shall apply each time a new account needs to be created.

3.4 **Mobile Home Parks** – Utility billings shall be forwarded to the owner of the manufactured or mobile home. If the mobile ~~home owner~~**homeowner** chooses, a utility billing may be forwarded in care of a renter, as per section 3.3.

4.0 Payment and Penalties

4.1 The date fixed for payment of utility billings shall be the second last working day of the month in which the utility billings were mailed.

4.2 Any utility account, which remains unpaid on the last working day of the month in which the utility billings were mailed, shall have a **10% late payment penalty** added to the unpaid current balance which will form part of the rate levied.

4.3 Should an account or portion thereof become 2 months in arrears, a written notice shall be forwarded, giving notice of the arrears and final opportunity to pay prior to transferring the arrears to the **property tax roll account**.

Utility Service Fee, Payment and Penalties Policy	Policy No: 3211	Page 3
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5.0 Arrears Transfer to Tax Roll

- 5.1 In the event that payment for the arrears on a utility account is not received at the Town Office by the date and time specified in the written notice (4.3), the **arrears and penalties, plus a forty dollarforty-dollar (\$40.00)** administration fee, will be transferred to the tax roll of the property, without further notice.
- 5.2 These charges become an amount owing to the Municipality and subject to collections under the tax recovery process.

Initial Policy Date:	June 23, 2005	Resolution No:	229/05
Revision Date:	February 12, 2008	Resolution No.	57/08
Revision Date:	February 23, 2011	Resolution No.	50/11
Revision Date	January 23, 2017	Resolution No.	028/17
<u>Revision Date</u>		<u>Resolution No.</u>	



Policy 3211

Utilities Rental Agreement

Utility Account Number		Street Address			
Legal Description:					
Lot:		Block:		Plan:	
Owner's Name			Renter's Name:		
Owner's Mailing Address:			Renter's Mailing Address:		
Owner's Phone Number:			Renter's Phone Number:		

I, _____, being the owner of the property described above, hereby consent to having the Town of Rimbey utility billing forwarded to the renter at the renter's mailing address as noted above.

The utility billing shall be retained in my ~~name, but name but~~ forwarded in care of

the renter. I ALSO AGREE TO:

1. Allow any unpaid utility account balances not paid within the specified time to be transferred to the property tax account, plus fees and penalties, knowing that amounts transferred to the tax roll are then subject to penalties applicable to unpaid taxes.
2. Acknowledge that there may not be notification for late or nonpayment of utility billings until tax levy notices are mailed in the spring of each year.
3. A \$40.00 Administration fee being added to the first utility bill issued in care of the renter.

This agreement shall be effective:

_____ Date

Signature of Property Owner

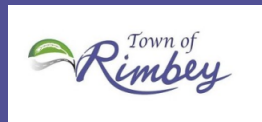
Signature of Renter

Print Name

Print Name

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Committee of the Whole REQUEST FOR DECISION



Meeting: October 16, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Change to Speed Zones in the Town of Rimbey
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Regular Council Meeting held on August 26, 2024, Council discussed the speed change in the Town of Rimbey and made the following motion:

Motion 145/2024

Moved by Councillor Curle to direct Administration to advertise for 2 weeks in Rimbey Review, in the monthly newsletters and on the website to notify the public of the speed change from 50km/hr to 40 km/hr within the Town of Rimbey, unless otherwise posted.

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

CARRIED

Administration placed an advertisement in the Rimbey Review on September 10 and September 17, notifying the public of the proposed speed change. If there were any concerns, the public was asked to submit them in writing to the Town no later than September 20, 2024. Administration did not receive any correspondence regarding the speed change.

RECOMMENDATION:

Administration recommends Council bring the discussion of the speed change in the Town of Rimbey forward to the next Regular Council Meeting to held on October 28, 2024.

ATTACHMENTS:

[Letter from Honourable Jason Nixon](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 9, 2024
Date

ENDORSED BY:

October 9, 2024
Date

Craig Douglas, Chief Administrative



LEGISLATIVE ASSEMBLY
ALBERTA

The Honourable Jason Nixon, ECA
MLA Rimbey-Rocky Mountain House-Sundre
Minister Seniors, Community & Social Services

January 12, 2024

Mayor Rick Pankiw
Town of Rimbey
Box 350
Rimbey, AB
T0M 2J0

Your Worship:

I write to inform you that the proposed changes by Alberta Transportation and Economic Corridors to speed limits on Highway 53 and Highway 20A within the Town of Rimbey are set to proceed. I know this has been a top priority for yourself and council and am pleased to see the changes go ahead.

More information will follow from Alberta Transportation in the coming weeks on the implementation of the speed limit adjustments and signage.

Sincerely,

Honourable Jason Nixon, ECA
MLA for Rimbey-Rocky Mountain House-Sundre

RECEIVED
FEB 23 2024
TOWN OF RIMBEY

RECEIVED
FEB 23 2024
TOWN OF RIMBEY