



AGENDA

Town Council

January 27, 2025 - 3:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, JANUARY 27, 2025 AT 3:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

Page

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

1.1 LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

3. MINUTES

3.1 Minutes of Regular Council Meeting [Request for Decision - RFD-25-006 - Pdf](#)

4 - 9

4. PUBLIC HEARINGS

5. DELEGATIONS

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1 Town of Rimbey Revolving Operating Loan Bylaw 1009/24 [Request for Decision - RFD-24-184 - Pdf](#)

10 - 13

7.2 2025 Budget Meeting Dates [Request for Decision - RFD-24-200 - Pdf](#)

14

7.3	2025 Municipal Election - Advance Voting Request for Decision - RFD-24-217 - Pdf	15
7.4	2025 Municipal Election - Wolf Creek School Division No. 72 Request for Decision - RFD-24-216 - Pdf	16 - 26
7.5	Hockey Championship Sponsorship Request Request for Decision - RFD-25-002 - Pdf	27 - 30
7.6	Rimbey Community Home Help Services Proposal Request for Decision - RFD-25-003 - Pdf	31 - 41
7.7	Physicians of Rimbey Medical Clinic Request for Decision - RFD-25-005 - Pdf	42 - 43
7.8	Administration Office Relocation Request for Decision - RFD-25-004 - Pdf	44

8. REPORTS

8.1. Department Reports

8.1.1	Department Reports Request for Decision - RFD-25-007 - Pdf	45
8.1.2	CAO Report CAO Report-27 Jan 2025 - Pdf	46
8.1.3	Director of Finance Report -Director of Finance Report - Pdf	47 - 51
8.1.4	Director of Public Works Report Public Works Report-27 Jan 2025 - Pdf	52 - 53
8.1.5	Director of Community Services Report Community Services Report-27 Jan 2025 - Pdf	54 - 55
8.1.6	Development Officer Report Development Officer Report-27 Jan 2025 - Pdf	56 - 59

8.2. Boards/Committee Reports

8.2.1	Boards/Committee Reports Request for Decision - RFD-24-213 - Pdf	60 - 68
-------	---	---------

9. CORRESPONDENCE

10. OPEN FORUM

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

11. CLOSED SESSION

12. ADJOURNMENT

Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes of Regular Council Meeting
Item For: Public Information -or- Closed Session

BACKGROUND:

Minutes of Regular Council Meeting on December 9, 2024, as presented.

RECOMMENDATION:

To accept Minutes of the Regular Council Meeting on December 9, 2024, as presented.

ATTACHMENTS:

[2024 12 09 Council Meeting Minutes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

January 24, 2025
Date



MINUTES

Town Council Meeting

Monday, December 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:
 Garrett Dick - PowerZone Athletics
 Misty Griffiths - RCHHS

Public: (4) members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 212/2024

Moved by Councillor Johnstone to accept the Agenda for the December 9, 2024, Regular Council 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 of Regular Council Meeting

Motion 213/2024

Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of November 25, 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. Power Zone Athletics - Garrett Dick

Motion 214/2024

Moved by Councillor Clark to accept the proposal and grant Garrett Dick's request to install the ice at the Rimbey Vern Poffenroth Memorial Arena by September 1, 2025.

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

CARRIED

5.2. Rimbey Community Home Help Services Proposal

Motion 215/2024

Moved by Councillor Clark to accept the proposal from Rimbey Community Home Help Services, as information and bring forward to the next Committee of the Whole Meeting on January 13, 2025.

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. Rimbey Curling Club Lease Agreement

Motion 216/2024

Moved by Councillor Rondeel To bring forward the discussion regarding the Rimbey Curling Club Lease Agreement, set to expire in March 2025, to the Committee of the Whole Meeting on February 10, 2025.

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

CARRIED

7.2. Returning Officer for the 2025 General Municipal Election

Motion 217/2024

Moved by Councillor Curle to appoint Bonnie Rybak as the Returning Officer and Chief Administrative Officer Craig Douglas as the Substitute Returning Officer for the 2025 General Municipal Election, and in the event, Bonnie Rybak is unable to perform the duties of Returning Officer, Chief Administrative Officer Craig Douglas will fulfill the duties of Returning Officer.

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

CARRIED

7.3. Christmas Hours 2024

Motion 218/2024

Moved by Councillor Johnstone to approve the closure of operations during the holiday season as follows:

- Tuesday, December 24 (12:00 pm - 4:30 pm)
- Friday, December 27, 2024 (all day)
- December 31, 2024 (12:00 pm - 4:30 pm)

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

CARRIED

8. REPORTS

8.1. DEPARTMENT REPORTS

Motion 219/2024

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

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

CARRIED

8.2. BOARDS/COMMITTEE REPORTS

Motion 220/2024

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

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

CARRIED

9. CORRESPONDENCE

10. OPEN FORUM

A resident brought up concerns regarding snow removal in the business district.

11. CLOSED SESSION - 11.1 FOIP SECTION 17(1) PERSONAL PRIVACY

11.1. FOIP Section 17(1) Personal Privacy

Motion 221/2024

Moved by Councillor Clark enter closed session at 4:05 pm.

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

CARRIED

Motion 222/2024

Moved by Councillor Curle to revert to open session at 4:22 pm.

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

CARRIED

12. ADJOURNMENT

12.1. Adjournment

Motion 223/2024

Moved by Councillor Curle to adjourn the meeting at 4:22 pm.

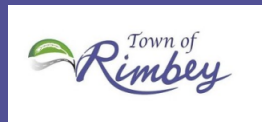
Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor
Councillor Johnstone	In Favor

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Town of Rimbey Revolving Operating Loan Bylaw 1009/24
Item For: Public Information -or- Closed Session

BACKGROUND:

The Town of Rimbey has a revolving operating loan with Servus Credit Union in the amount of \$1,000,000. As a general condition of credit, a new Borrowing Bylaw is required every three years.

At the Regular Council Meeting held on November 25, 2024, Council made the following motions:

Motion 198/2024

Moved by Councillor Rondeel give first reading to Bylaw 1009/24 Town of Rimbey Revolving Operating Loan Bylaw.

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

CARRIED

Motion 199/2024

Moved by Councillor Clark to advertise Bylaw 1009/24 Town of Rimbey Operating Loan Bylaw for two consecutive weeks in the Rimbey Review.

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

CARRIED

DISCUSSION:

On November 25, 2024, first reading was given to to Bylaw 1009/24 Town of Rimbey Revolving Operating Loan Bylaw.

Bylaw 1009/24 Town of Rimbey Operating Loan Bylaw was advertised in the Rimbey Review on December 3 and December 10, 2024.

RELEVANT POLICY/LEGISLATION:

MGA s 251(1), 252, 253(1), 256(1)(2)(3)

RECOMMENDATION:

1.Administration recommends Council give second reading to Bylaw 1009/24 Town of Rimbey Revolving Operating Loan Bylaw.

2.Administration recommends Council give third and final reading to Bylaw 1009/24 Town of Rimbey Revolving Operating Loan Bylaw.

ATTACHMENTS:

[1009 24 Town of Rimbey Revolving Operating Loan Bylaw](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

January 24, 2025
Date



Town of Rimbey Revolving Operating Loan Bylaw

Bylaw 1009/24

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE MUNICIPAL COUNCIL TO INCUR AN INDEBTEDNESS ON BEHALF OF THE SAID TOWN BY THE ISSUANCE OF A REVOLVING OPERATING LOAN FACILITY FOR THE PURPOSE OF MAINTAINING A POSITIVE OPERATING CASH FLOW.

WHEREAS, pursuant to Section 256 of the Municipal Government Act to maintain a positive operating cash flow thereto, the Council may pass Bylaws in relation to maintain a positive operating cash flow: and

AND WHEREAS, it is necessary to secure a revolving operating loan facility for a maximum of \$1,000,000.00 on the terms and conditions referred to in this bylaw:

AND WHEREAS, the amount of the existing debenture and loan debt of the Town of Rimbey at October 31, 2024 is \$798,137.83 and no part of the principal or interest is in arrears;

WHEREAS, all required approvals for operating expenditures have been obtained, and are in compliance with all Acts and regulations of the Province of Alberta:

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

1. For the purpose of maintaining a positive operating cash flow, the sum of ONE MILLION DOLLARS (\$1,000,000.00) be borrowed by way of a revolving operating loan on the credit and security of the Municipality at large, of which amount the full sum of \$1,000,000.00 is to be paid by the Municipality at large.
2. The Mayor and the Chief Administrative Officer of the Town of Rimbey are hereby authorized to borrow on behalf of the Town of Rimbey for the amount and purpose as authorized by this bylaw, namely the maintaining of a positive operating cash flow.
3. The Town of Rimbey shall repay the indebtedness according to the repayment structure in effect, namely monthly payments of combined principal and interest installments as determined by Servus Credit Union, calculated at a rate not exceeding the interest rate fixed by Servus Credit Union on the date of the borrowing, and not to exceed FIVE (5) percent.
4. The Town of Rimbey shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Town of Rimbey.
6. The amount borrowed under the bylaw shall be applied only to the purpose specified by this bylaw.
7. Bylaw 975/21 is hereby rescinded.

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



Town of Rimbey Revolving Operating Loan Bylaw

Bylaw 1009/24

READ a first time this 25th day of November, 2024.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
CRAIG DOUGLAS

READ a second time this _____ day of _____, 2025.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
CRAIG DOUGLAS

READ a third and final time this _____ day of _____, 2025.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
CRAIG DOUGLAS

Town Council REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: 2025 Budget Meeting Dates
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole Meeting held on January 13, 2025, Council made the following motion:

Motion 006/2025 COW

Moved by Councillor Johnstone to consider holding a Special Meeting of Council on Thursday, March 6, 2025, commencing at 9:00 A.M., for the 2025 budget deliberations, and bring forward to the next Regular Council Meeting to be held on January 27, 2025.

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

CARRIED

RECOMMENDATION:

Administration recommends Council determine if they wish to hold the Special Meeting for the 2025 budget deliberations on Thursday, March 6, 2025 commencing at 9:00 am in Council Chambers.

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: 2025 Municipal Election - Advance Voting
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole meeting held on January 13, Council made a motion to bring the 2025 Municipal Election - Advance Voting item forward to the Regular Council meeting on January 27, 2025.

Motion 004/2025 COW

Moved by Councillor Curle to bring the discussion of advance voting for the 2025 Municipal Election in the Town of Rimbey to the next Regular Council meeting on January 27, 2025.

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

CARRIED

RELEVANT POLICY/LEGISLATION:

Local Authorities Election Act, current as of October 31, 2024

RECOMMENDATION:

The Returning Officer recommends Council pass a motion to provide for advance voting in the Town of Rimbey for the 2025 Municipal Election.

PREPARED BY: Craig Douglas, Chief Administrative Officer

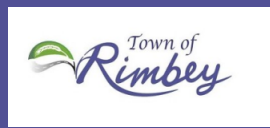
January 23, 2025
Date

ENDORSED BY:

January 23, 2025
Date

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: 2025 Municipal Election - Wolf Creek School Division No. 72
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole Meeting held on January 13, 2025 Council made the following motion:

Motion 005/2025 COW

Moved by Councillor Clark to consider entering into an agreement with Wolf Creek School Division No. 72 to provide election services during the 2025 Municipal Election and bring forward to the next Regular Council meeting on January 27, 2025.

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

CARRIED

DISCUSSION:

The Local Authorities Election Act allows, by resolution, an elected authority to enter into an agreement with one or more elected authorities in the same area for the conduct of an election.

Joint elections:

(1) An elected authority may hold an election separately or in conjunction with another elected authority in the same area.

(2) An elected authority may by resolution enter into an agreement with one or more elected authorities in the same area for the conduct of an election.

(3) The agreement referred to in subsection (2) must state which elected authority is responsible for the conduct of the election, and that elected authority must ensure that the procedures prescribed under this Act for holding an election are complied with, including procedures in respect of the retention and destruction of election materials.

(4) The elected authority that is responsible for the conduct of the election under an agreement referred to in subsection (2) has all the rights, powers and duties of the elected authorities that have entered into that agreement respecting the conduct of the election in the area to which the agreement applies, including the power to pass bylaws and resolutions but not the power to pass bylaws under section 27.

In 2021, the Town of Rimbey and Wolf Creek School Division No. 72 entered into an agreement for election services.

An agreement has been prepared, identical to previous years, with updates only to the dates, times, locations, for 2025 and a deadline for receiving ballots from Wolf Creek Public School.

RELEVANT POLICY/LEGISLATION:

Local Authorities Election Act s2(1)(2)

FINANCIAL IMPLICATIONS:

As per the agreement.

RECOMMENDATION:

Administration recommends Council enter into an agreement with Wolf Creek School Division No. 72 to provide elections services during the 2025 Municipal Election.

ATTACHMENTS:

[Wolf Creek Public School Request - Elections 2025](#)
[2025 Election Agreement with Wolf Creek School Div 72](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 23, 2025
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

January 23, 2025
Date



Wolf Creek Public Schools

December 12, 2024

VIA EMAIL

Town of Rimbey
Box 350
Rimbey, AB T0C 2J0

Attention: Craig Douglas, CAO

RE: October 20, 2025 Civic Elections

In previous civic elections Wolf Creek School Division has contracted with our municipal authorities to hold joint elections as provided under Section 2 of the Local Authorities Election Act. It would be our intention to enter into this same arrangement for the upcoming elections on October 20, 2025. As in past elections we will be appointing an individual to act as Returning Officer for our jurisdiction. Wolf Creek School Division will advertise for, and receive nominations for the positions of School Board Trustee for the Wolf Creek School Division. Where elections are necessary, it is our desired intent to contract with the respective municipalities to undertake a joint election as provided in the *Local Authorities Election Act*.

We trust that you will once again be interested in providing this service and would like to discuss contract arrangements at your earliest convenience. Please respond to the undersigned with your intentions and comments.

Sincerely,


Kevin Pobuda, CPA-CGA
Secretary Treasurer

/jc

Luci Henry
Board Chair, Ward A

Lana Thompson
Vice Chair, Ward B

Trudy Bratland
Ward C

Kelly Lowry
Ward D

Brent Buchanan
Ward D

Darryl Stendle
Ward E

Tim De Ruyck
Superintendent of Schools

6000 Highway 2A
Ponoka, Alberta T4J 1P6

Phone: (403) 783-3473
Fax: (403) 783-3483



THIS AGREEMENT entered into this ____ day of _____, 2025.

BETWEEN:

Town of Rimbey

Being a municipal corporation incorporated pursuant to the provisions of the **Municipal Government Act**, R.S.A. 2000, Chapter M-26. (the "Municipality")

AND

Wolf Creek School Division No. 72

Being a School Division established pursuant to the laws of the Province of Alberta (the "School Division")

ELECTION SERVICES AGREEMENT

WHEREAS the General Election will be held on October 20th, 2025 (the "Election");

AND WHEREAS Ward Nos. 3 of the School Division are located within the boundaries of the Municipality (the "Wards");

AND WHEREAS Section 3 of the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21, as amended, authorizes elected authorities to enter into an agreement for a joint election;

AND WHEREAS the School Division requires the Services of the Municipality for the purpose of handling the School Division election on October 20th, 2025 for the Wards, as outlined in the attached Schedule "A" (the "Election Services");

AND WHEREAS the Municipality agrees to provide such Election Services to the School Division with respect to the Wards pursuant to the terms of this Agreement;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the covenants and other good and valuable consideration herein contained, the parties hereto agree as follows:

1. **Preamble and Schedules**

1.1 The Parties hereby confirm and ratify the matters contained and referred to in the Preamble to this Agreement and agree that the same and the various schedule(s) hereto are expressly incorporated into and form part of this Agreement:

1.1.1 Schedule "A" - Election Services

2. **Fees**

2.1 Subject to Paragraphs 2.2 and 2.3, the parties agree that the School Division will pay the Municipality 50% of the actual costs of the Election as it pertains to the Wards upon being presented with an invoice by the Municipality with supporting documentation evidencing the actual costs of staffing, Election supplies, facility rentals and all other costs relating to the Election as it pertains to the Wards.

2.2 In the event that the Municipality is not required to hold an Election, the School Division will pay the entire actual costs of the Election upon being presented with an invoice by the Municipality with supporting documentation evidencing the actual costs of staffing, Election supplies, facility rentals and all other costs relating to the Election.

2.3 In the event that the School Division is not required to hold an Election for any Ward then the parties are relieved of all obligations under this Agreement as it pertains to that Ward. The School Division shall notify the Municipality in writing no later than September 20, 2025 if it is not required to hold an Election any of the Wards.

3. **Municipality's Responsibilities**

3.1 The Municipality shall:

- a) provide the Election Services as set out in Schedule "A" to the School Division for the Election relating to the Wards,
- b) perform the Election Services in accordance with the ***Local Authorities Election Act***, R.S.A. 2000, c. L-21 as well as the Municipality's bylaws, policies and standards in relation to the Election Services,
- c) appoint a Returning Officer for the purposes of providing the Election Services to the School Division (the "Returning Officer"), and
- d) issue an invoice to the School Division for the Fees within 30 days of the Election.

4. **School Division's Obligations**

4.1 The School Division shall:

- a) provide the Municipality with a sufficient number of ballots for the Election as required for the designated Wards, by Monday, October 6, 2025.
- b) appoint the Returning Officer as being the returning officer for the purpose of being responsible for providing the Election Services in relation to the Wards,
- c) give notice of nomination for school trustees in relation to the Wards,
- d) receive trustee nominations at the local Ward office,
- e) given notice of the Election in relation to the Wards,
- f) provide all required advertising of the Election, as it pertains to the Wards,
- g) pick up the sealed trustee ballot boxes and ballot accounts from the voting stations after the close of the voting stations on the Election day,
- h) declare the result of the Election for the School Division, and
- i) retain and subsequently destroy the trustee ballot boxes in relation to the Wards,

all in accordance with the **Local Authorities Election Act**, R.S.A. 2000, Chapter L-21.

4.2 The School Division shall pay the fees to the Municipality within thirty (30) days of receipt of the Municipality's invoice. Any amount not paid within thirty (30) days shall incur interest at the rate established in the Municipality's Master Rates Bylaw.

5. **Termination**

5.1 Subject to the earlier termination in accordance with the provisions of this Agreement, this Agreement shall terminate upon the successful completion of the October 20th, 2025 Election.

5.2 Either party may terminate this Agreement at any time and for any reason upon providing the other party with ten (10) days' advance written notice of its intention to terminate this Agreement.

5.3 Upon termination of this Agreement as set forth in Paragraphs 5.1 or 5.2, neither party shall have any further claims against, or be entitled to any further remuneration or compensation from, the terminating party.

6. **Liability and Indemnity**

6.1 The parties agree that Election Services provided under this Agreement by the Municipality are solely at the request of and for the benefit of the School Division. Accordingly, the parties agree that all risk and liability, of whatever nature and kind, arising directly or indirectly out of the provision of the Election Services by the Municipality to the School Division shall be borne by the School Division including but not limited to any risk and liability relating directly or indirectly, to a judicial recount, ballot inspection, controverted election, invalid election, and any and all manner of legal proceedings brought pursuant to the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21, other statute or the common law, including but not limited to any costs incurred by the Municipality or School Division or awarded against the Municipality or School Division as result of legal proceedings brought pursuant

to the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21, other statute or common law, including the costs of producing election materials, legal costs calculated on a solicitor and his own client basis (both as may be incurred by and awarded against the Municipality and the School Division) and the cost of holding a new election.

- 6.2 The School Division agrees that neither the Returning Officer nor the Municipality or any of its elected officials, officials, officers, employees, volunteers, representatives, contractors, insurers or agents or anyone else engaged by or on behalf of the Municipality in the delivery or performance of Election Services under this Agreement shall be liable for the manner in which the Election Services were provided including, but not limited to, negligence in the provision of the Election Services or failure to adhere to the provisions of the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21. The School Division hereby releases the Returning Officer, the Municipality, its elected officials, officials, officers, employees, volunteers, representatives, contractors, insurers and agents and anyone else engaged by or on behalf of the Municipality in the delivery of or performance of Election Services under this Agreement from any and all claims, demands, loss, costs, damages, actions, suits or other proceedings by whomsoever made, brought or prosecuted, in any manner based upon the provision of, the manner of provision of, or any failure to provide Election Services under or attributable to this Agreement including negligence in providing Election Services under this Agreement or failure to adhere to the provisions of the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21, including but not limited to any claims, demands, loss, costs, damages, actions, suits or other proceedings whatsoever relating, directly or indirectly, to a judicial recount, ballot inspection, controverted election, invalid election and any and all manner of legal proceedings brought pursuant to the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21, other statute or common law, including but not limited to the costs of producing election materials, legal costs calculated on a solicitor and his own client basis (both as may be incurred by and awarded against the Municipality and the School Division) and the cost of holding a new election.
- 6.3 The School Division agrees to indemnify and save harmless the Returning Officer, the Municipality, its elected officials, officials, officers, employees, volunteers, representatives, contractors, insurers or agents and anyone else engaged by or on behalf of the Municipality in the performance of Election Services under this Agreement from and against all claims, demands, loss, costs (including legal costs on a solicitor and his own client basis incurred by or awarded against the Municipality), damages, actions, suits or other proceedings by whomsoever made, brought or prosecuted, in any manner based upon, occasioned by or attributable to this Agreement or any action taken or not done, including any negligent action, under this Agreement or failure to adhere to the provisions of the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21, or any loss, cost, or damage resulting from the provision of Election Services under this Agreement including but not limited to any matters relating, directly or indirectly, to a judicial recount, ballot inspection, controverted election, invalid election and any manner of legal proceedings brought pursuant to the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21, other statute or common law, including but not limited to the costs of producing election materials, legal costs calculated on a solicitor and his own client basis (both as may be incurred by and awarded against the Municipality and the School Division) and the cost of holding a new election.
- 6.4 The School Division shall have the obligation to defend with all due diligence, at its sole cost, all claims, demands, loss, costs, damages, actions, suits or other proceedings by whomsoever made, brought or prosecuted, in any manner based upon, occasioned by or attributable to this Agreement or any action taken or not done under this Agreement arising from the provision of Election Services by the Municipality under this Agreement including but not limited to any matters relating, directly or indirectly, to a judicial recount, ballot inspection, controverted election, invalid election and any and all manner of legal proceedings brought pursuant to the **Local Authorities Election Act**, R.S.A. 2000 Chapter L-21, other statute or common law (collectively referred to as the "Claim").
- 6.5 If any Claim is threatened, asserted, suggested, filed, brought or commenced against the Municipality, the Returning Officer or any of the Municipality's elected officials, officials, officers, employees, volunteers, representatives, contractors, insurers, agents or anyone else engaged by or on behalf of the Municipality (the "Municipality Group") in the performance of Election Services under this Agreement relating to any of the matters for which the Municipality Group is indemnified hereunder,

the Municipality shall notify the School Division in writing thereof, and the School Division shall promptly assume the legal representation and defence thereof, including the employment of legal counsel acceptable to the Municipality to represent the interests of the Municipality Group in any such Court proceedings including any appeals, arbitration, and in the negotiation of any settlement, whether such negotiation is direct, facilitated or occurs through mediation. Any failure of the Municipality to notify the School Division of such Claim shall not impair or reduce the obligations of the School Division hereunder. The Municipality Group shall have the right, at the sole expense of the School Division (which expense shall be included in the indemnified claims), to employ separate legal counsel in connection with any Claim and to participate independently in the defence thereof. If the School Division fails to discharge or undertake to defend the Municipality Group against any Claim, the Municipality Group, at its sole option and election, may defend or settle such Claim at the sole expense of the School Division. In the event that the School Division fail to discharge or undertake to defend any Claim, the liability of the School Division to the Municipality Group hereunder shall be conclusively established by any settlement entered into by the Municipality Group in good faith, such good faith shall be conclusively established if the settlement is made on the advice of independent legal counsel for the Municipality Group. The amount of the Claims for which the Municipality Group is entitled to indemnity hereunder shall include any amount paid through arbitration proceedings or settlement negotiations and full indemnity of all costs and expenses relating thereto (including legal fees on a full indemnity basis).

- 6.6 The School Division shall not, without the prior written consent of the Municipality Group, settle or compromise any Claim or consent to the entry of any judgment (i) in which the claimant or plaintiff does not unconditionally release the Municipality Group from all liability in respect of such Claim and a dismissal of such Claim with prejudice, or (ii) that may adversely affect (as determined by the Municipality) the Municipality Group or obligate the Municipality Group to pay any sum or perform any obligation.
- 6.7 The School Division shall pay to the Municipality the amount of all Claims within ten (10) days after written notice from the Municipality itemizing the amounts thereof incurred by the Municipality to the date of such notice without waiting for the final determination of any such Claim. Any such amounts not paid within such ten (10) day period shall bear interest at the interest rate established in the Municipality's Master Rates Bylaw from the date incurred until paid in full.
- 6.8 During the term of this Agreement, the School Division shall, at its own expense, maintain or have maintained with insurers allowed by the laws of the Province of Alberta to issue insurance policies in Alberta and in forms satisfactory to the Municipality and its insurers, acting reasonably, insurance in a form satisfactory to satisfy the School Division's obligations to the Municipality under this Agreement in an amount of not less than TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000.00) DOLLARS for any one occurrence.
- 6.9 Prior to September 30, 2025, the School Division shall provide to the Municipality documentary evidence of such insurance. Failure for any reason of the School Division to furnish or have furnished such evidence may be considered a breach of this Agreement allowing the Municipality, at its sole option, the right to terminate the Agreement immediately.
- 6.10 The indemnity set out in this Part shall include any claim, demand, loss, cost, damage, action or suit that is not covered by insurance or, if insured, is under insured.
- 6.11 The Provisions of Section 6 of this Agreement are in addition to and shall not prejudice any other rights of the Municipality at law or in equity.
- 6.12 The School Division's obligations under this Part shall survive the termination of this Agreement for any reason whatsoever and shall remain binding on the School Division until all such obligations are satisfied in full.

7. **Miscellaneous**

- 7.1 The Municipality is an independent contractor and shall not be deemed to be a servant, employee, or agent of the School Division.
- 7.2 The terms contained within this Agreement, including any recital and any Schedules attached hereto, shall constitute the entire agreement between the parties. Words within this Agreement importing number or gender shall be construed in grammatical conformance with the context or the party or parties in reference. Any term or provision of this Agreement which is found to be invalid or unenforceable shall be severed from the balance of the document and shall not affect the enforceability of the remainder of this Agreement.
- 7.3 Whether or not so stipulated herein, all notices, communication, requests and statements (the "Notice") required or permitted hereunder shall be in writing. Notice shall be served by one of the following means:
- (a) personally, by delivering it to the party on whom it is to be served at the address set out herein, provided such delivery shall be during normal business hours. Personally delivered Notice shall be deemed received when delivered as aforesaid; or
 - (b) by telecopier or by any other like method by which a written or recorded message may be sent, directed to the party on whom it is to be served at that address set out herein. Notice so served shall be deemed received on the earlier of:
 - (i) upon transmission with answerback confirmation if received within the normal working hours of the business day; or
 - (ii) at the commencement of the next ensuing business day following transmission with answer back confirmation thereof; or
 - (c) by mailing via first class registered post, postage prepaid, to the party on whom it is served. Notice so served shall be deemed to be received seventy-two (72) hours after the date it is postmarked. In the event of postal interruption, no notice sent by means of the postal system during or within seven (7) days prior to the commencement of such postal interruption or seven (7) days after the cessation of such postal interruption shall be deemed to have been received unless received.

Except as herein otherwise provided, Notice required to be given pursuant to this Agreement shall be deemed to have been received by the addressee on the date received when served by hand or courier, or three (3) days after the same has been mailed in a prepaid envelope by double registered mail to:

(a) To the Municipality:

**Town of Rimbey
Box 350
Rimbey, AB T0C 2J0
Via Email: generalinfo@rimbey.com
Via Fax: 403-843-6599
Phone: 403-843-2113**

**Attention: Craig Douglas
Chief Administrative Officer**

(b) To the School Division:

**Wolf Creek Public Schools
6000 Highway 2A
Ponoka, AB T4J 1P6**

**Via Fax: 403-783-3483
Phone: 403-783-3473**

Attention: Secretary -Treasurer

or to such other address as each party may from time to time direct in writing.

- 7.4 This Agreement is not assignable, either in whole or in part, without the assigning Party having obtained the prior written consent of the other Party, which consent shall not be unreasonably withheld.
- 7.5 Any term or condition of this Agreement may be amended or added by exchange of letters signifying mutual agreement between the parties to amend or add such term and condition and all other terms and conditions of this Agreement shall remain unchanged.
- 7.6 If either party shall be prevented or delayed from performing any of its obligations hereunder by reason of any act of God or nature, the Queen's enemies, strike, threat of imminent strike, lock-out, fire, flood, war, insurrection or mob violence, requirement or regulation of government (including complete or partial road ban) or any disabling cause beyond the control of such party or which cannot be overcome by the means normally employed in the performance of such obligations, then, and in such event, failure to perform shall not be deemed a breach of this Agreement but performance of the aforesaid obligations of the parties hereto under this Agreement shall be suspended during such period.
- 7.7 This Agreement shall be governed by the laws of the Province of Alberta.
- 7.8 This agreement shall ensure to the benefit of and be binding upon the Parties hereto, their heirs, executors, successors, and assigns.

IN WITNESS WHEREOF the parties have hereunto affixed its seal as witnessed by the hands of its proper signing officers duly authorized in that behalf as of the day and year first above written.

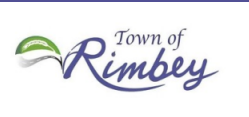
Wolf Creek School Division No. 72

Town of Rimbey

Schedule "A"**"Election Services"**

1. The Municipality shall provide Election training sessions to individuals working at the voting stations in the Municipality prior to October 20, 2025.
2. The Municipality shall provide all necessary Election officials to conduct the Election in accordance with the **Local Authorities Election Act**, R.S.A. 2000, L-21, as amended.
3. The Municipality shall set up the following voting stations in the Municipality for the Election (the "Voting Stations"):
 - a. Advance Poll
 - b. Institutional Advance Poll
 - c. Election Day
4. The Municipality shall ensure that the Voting Stations comply with the requirements of the **Local Authorities Election Act**, R.S.A. 2000, L-21, as amended. In particular, the Municipality shall ensure that the Voting Stations are:
 - a. Furnished with one or more voting compartments arranged and that voting instructions are posted in each voting compartment;
 - b. Supplied with separate ballot boxes for the School Division Election;
 - c. Supplied with all necessary Election materials including a sufficient number of ballots for the School Division Election as provided by the School Division in accordance with Part 4 of this Agreement;
 - d. Open from 10 00 a.m. until 8:00 p.m. on October 20th, 2025; and
 - e. Such other requirements as may be set out in the **Local Authorities Election Act**, R.S.A. 2000, L-21, as amended and regulations enacted thereunder.
5. The Municipality shall ensure that all ballots for the School Division Election are issued, collected, examined, counted and recorded in accordance with the **Local Authorities Election Act**, R.S.A. 2000, L-21, as amended.
6. The Municipality shall report the ballot counts for the trustees pertaining to the Wards to the School Division on Election day.
7. The Municipality shall release the sealed School Division Election trustee ballot boxes to the School Division after the completion of the Election.

Town Council REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Hockey Championship Sponsorship Request
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole meeting held on January 13, 2025, Kevin Stelmaschuk, presented a requested to Council. Council made the following motion:

Motion 003/2025 COW

Moved by Councillor Rondeel to accept the presentation from Kevin Stelmaschuck, with a request of sponsorship for the 2025 Provincial Championship for the female U15 A Division and bring forward to the next Regular Council meeting held on January 27, 2025.

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

CARRIED

RECOMMENDATION:

Administration recommends that Council determine if they wish to sponsor the 2025 Provincial Championship female U15 A Division, being held March 27-30, 2025.

ATTACHMENTS:

[U15-1 Wildcats - Provincials in Rimbey March 28-30th Redacted](#)
[Provincial Sponsorship Letter - Google Docs Redacted](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

ENDORSED BY:

January 24, 2025
Date

Craig Douglas, Chief Administrative Officer

From: [Laurel Barton](#)
To: [General Info](#)
Subject: U15-1 Wildcats are hosting provincials in Rimbey March 28-30th
Date: Wednesday, January 8, 2025 10:47:26 PM

Hi! Could you please forward this to whomever you feel is best suited to respond to it please?

To whom it concerns,

You might have already heard the exciting news, but the girls U15-1 Hockey Club (West Central Wildcats) are hosting provincials out of Rimbey March 28-30th. I'm contacting the town today on behalf of the U15-1 WCW hockey team, as a parent and as a member of the provincial committee. It's been a long time since Rimbey hosted hockey provincials and we are very excited to be a part of it.

In an effort to raise the profile of this event in the community, and that of female hockey in general, I'm approaching the town about trying to both promote this event and to see if the town might be willing to provide any support for the endeavour. In addition to asking to be added to the community newsletter, I also wanted to inquire as to whether the town would consider some form of support for the event? This support could take the form of a reduced arena or community centre rental fee, or perhaps a sponsorship/donation towards the event. All contributions and sponsorship will be recognized at the event and on social media. We will be hosting a banquet, having an opening ceremony, renting both the ice and room in the community centre.

I have attached our formal sponsorship letter in a link below for reference, as it contains more information about our event and our team.

Let me know your thoughts on this.

You can contact me at [REDACTED] with any further questions,
Laurel Barton

https://docs.google.com/document/d/1RQxwnGAKuzcY-GqWwcYIBjOYASeWYA_cnkJbWJWLU54/edit?usp=sharing



December 7, 2024

Dear Community Stakeholder,

Blindman Valley Minor Hockey Association along with the West Central Wildcats are very excited to announce that they will be hosting the 2025 Provincial Championship for the Female U15 A Division from March 27-30th, 2025. We will be relying on community and local businesses to help us make this happen. We would like to give you an opportunity to be one of those partners.

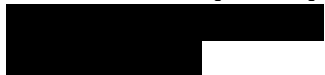
West Central Wildcats currently has 5 female hockey teams, with approximately 100 girls registered within our association. The success of females in hockey is growing and hosting provincials would not only ignite the spirit and enthusiasm that our communities have for the game but also promote young female athletes in the sport of hockey in Central Alberta. The 2024-2025 West Central Wildcats U15 A team is a group of 13-14 year old female hockey players from across Central Alberta. These girls and their families are an ambitious group of individuals dedicated to the sport of hockey, in particular the success of female hockey in Central Alberta. The team consists of athletes from Eckville, Leslieville, Red Deer, Caroline, Rocky Mountain House, Sylvan Lake, Rimbey and Bentley.

Costs to host a provincial championship are well over \$20,000. Some of these funds are covered through spectator fees, 50/50 sales and merchandise sales. Qualifying teams are not expected to pay a fee to attend provincial championships, so we are asking for your help with meeting our projected budget.

We have included with this letter a sponsorship opportunity for you and your business. There are many levels in which you can invest in our provincial event. Becoming a sponsor of the 2025 U15 Female A Provincial Championship will provide you or your company with prominent advertising and a lasting statement that you care about our young female athletes. We hope you will see this opportunity as a valuable and memorable contribution to the female hockey program in Central Alberta. I look forward to hearing from you. Please do not hesitate to contact me if you have any questions.

Thank you for your time and consideration.

Sincerely,
Connie Holbein
Provincial Championship Chair



Laurel Barton
Sponsorship Coordinator





**Hockey Alberta 2025
U15 Female A Provincial Championship
Sponsorship Recognition Program**

- **Platinum (\$2500 + Value)**
 - Extra Large sized name and/or logo prominently displayed at tournament in the lobby
 - Full page ad in tournament program
 - Thank you post on tournament Instagram page
 - 10 weekend passes to Provincial Event

- **Gold (\$1000 Value)**
 - Medium sized name and/or logo prominently displayed at tournament in the lobby
 - 3/4 page ad in tournament program
 - Thank you post on tournament Instagram page
 - 5 weekend passes to Provincial Event

- **Silver (\$500 Value)**
 - Medium sized name and/or logo prominently displayed at tournament in the lobby
 - Half page ad in tournament program
 - Thank you post on tournament Instagram page
 - 2 weekend passes to Provincial Event

- **Bronze (\$250 Value)**
 - Small sized name and/or logo prominently displayed at tournament in the lobby
 - Quarter page ad in tournament program
 - Thank you post on tournament Instagram page
 - 1 weekend pass to Provincial Event

Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rimbey Community Home Help Services Proposal
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole Meeting held on January 27, 2025, Council discussed the request by Misty Griffiths with the Rimbey Community Home Help Services, to purchase the BYAS building. Council made the following motion:

Motion 007/2025 COW

Moved by Councillor Clark to bring Rimbey Community Home Help Services' proposal to purchase the BYAS building forward to the next Regular Council meeting held on January 27, 2025.

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

CARRIED

RECOMMENDATION:

Administration recommends Council determine if they wish to accept the proposal from Rimbey Community Home Help Services to purchase the BYAS building.

ATTACHMENTS:

[BYAS Building Proposal](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

The Nourishment Centre

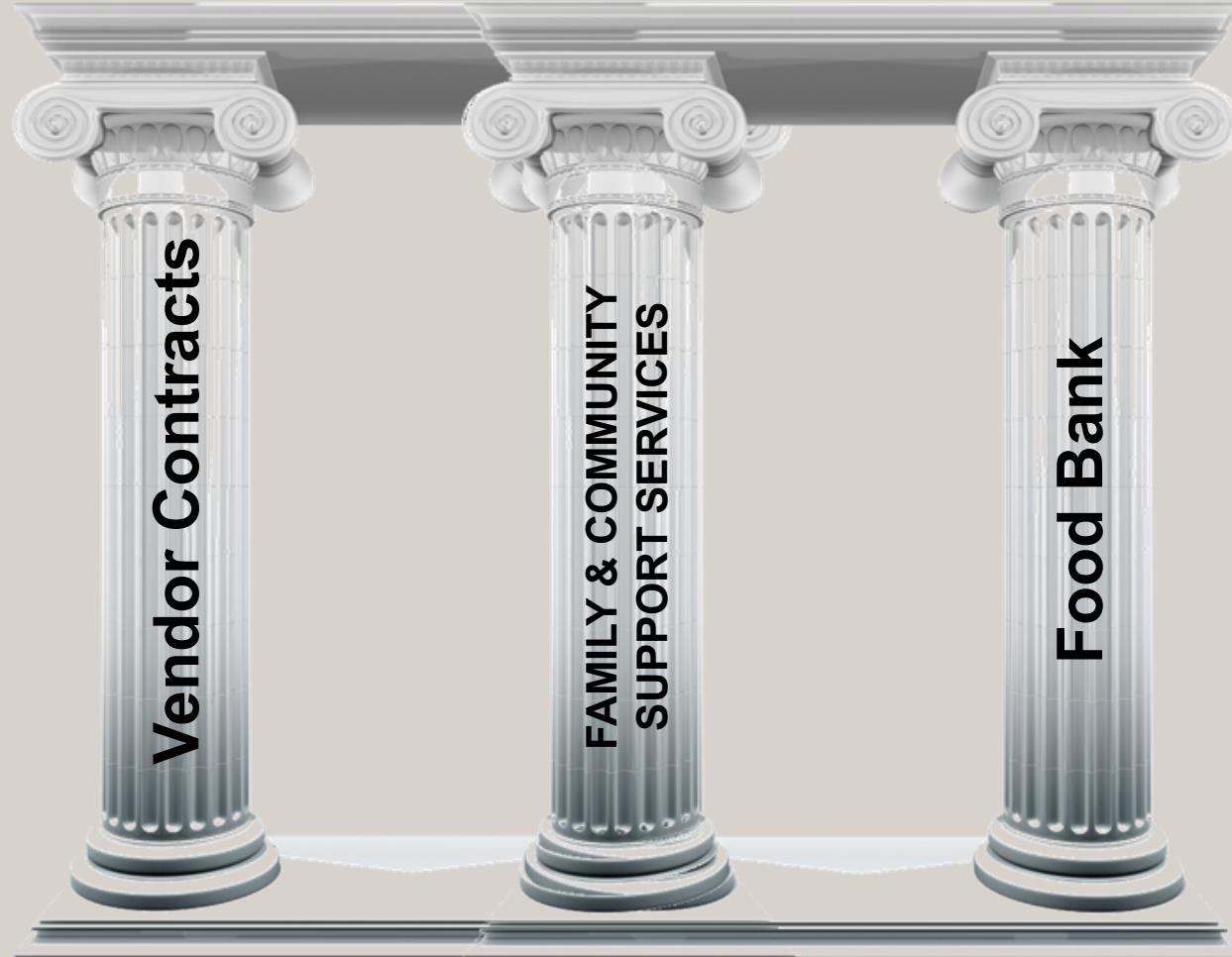
Feeding the community; body, heart and soul .

Presented by:

Misty Griffith, Executive Director



Organization Overview



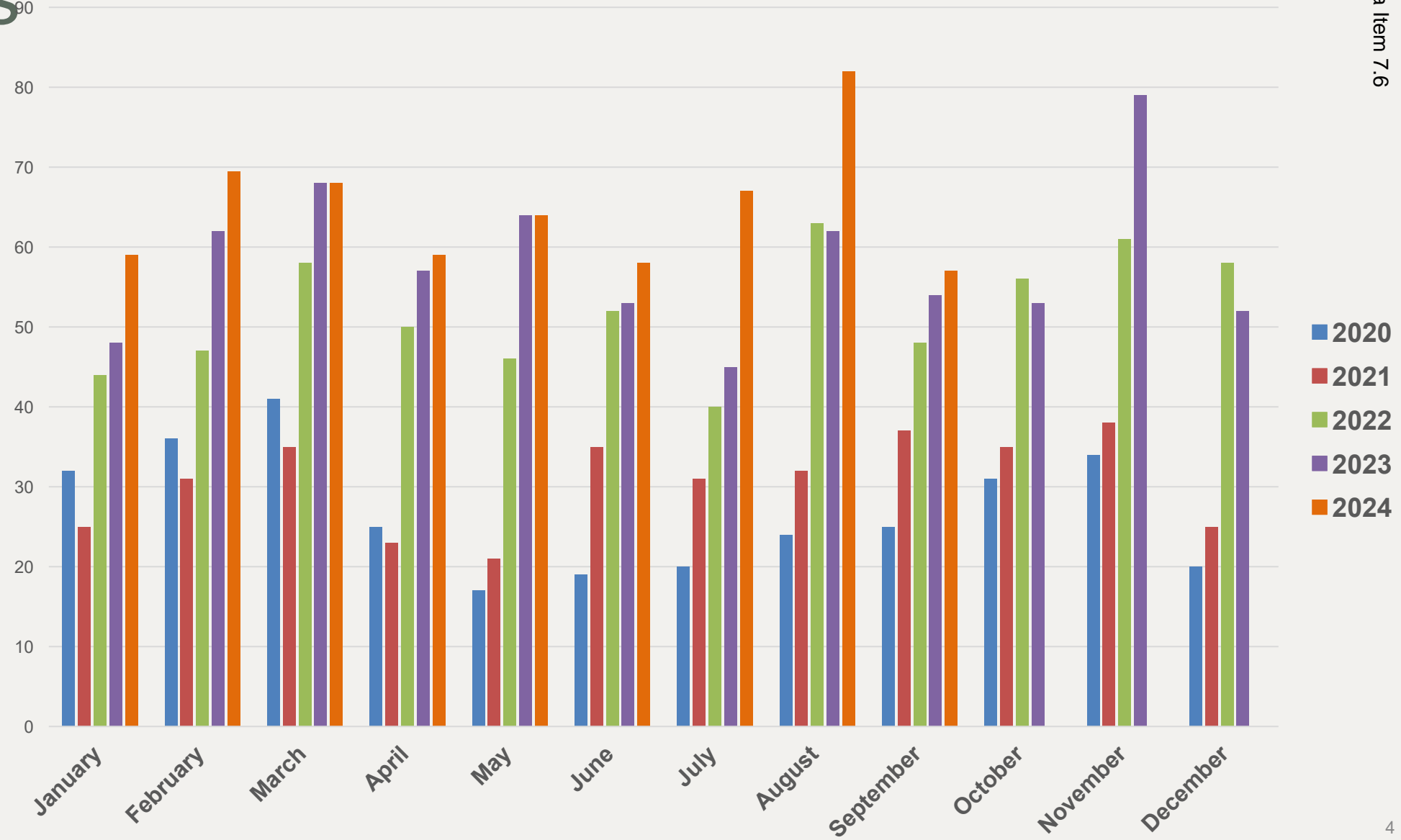
Rimbey Food Bank

- Moved from the Church of Nazarene October 2023
- Dedicated Volunteers
- Ongoing Community Support
- Unified Partnerships



Rimbey Food Bank Stats

FOOD HAMPERS



Renovations

- Phase 1
 - Neighbourhood Place Space
 - Food Bank Storage Addition
 - Reception Area
- Phase 2
 - Kitchen



— Educational Kitchen

- **Increased Storage Space for Food Bank Education Cooking Programs**
 - How to cook on a budget**
 - How to cook using canned goods**
 - Children's Cook Programs**
 - Family Cooking Programs**
 - Growing, Canning and Freezing**

Why Does RCHHS Want to Purchase the Building?

- Leaser vs Owning the building
- Maintaining the building as a community hub
- Creating partnerships and future opportunities

Steps we have taken to have a successful future:

- Developed a Food Bank Steering Committee and Volunteer Leadership Team
- Partnership with Neighbourhood Place
- Hired a Community Engagement Coordinator
- Standards of Excellence
- Engaged Non-profit supported resources

Closing

Thank-you for the ongoing Town support regardless of the outcome of today's proposal. You all have been a huge part of our Food Banks success.



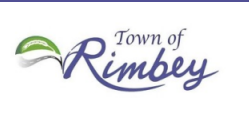
Misty Griffith

misty.griffith@rimbeyfcss.com



Questions

Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Physicians of Rimbey Medical Clinic
Item For: Public Information -or- Closed Session

BACKGROUND:

On January 16, 2025, Administration received a letter from the physicians at the Rimbey Medical Clinic requesting the Town purchase and maintain the property that is currently being used as parking at the medical clinic (portion of 5030 49 Avenue).

RECOMMENDATION:

Administration recommends Council determine if they wish to purchase the lot (portion of 5030 49 Avenue) beside the Rimbey Medical Clinic.

ATTACHMENTS:

[Rimbey Medical Clinic](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

Rimbey Medical Clinic
PO Box 650, Rimbey, Alberta, T0C 2J0
p. 403.843.2256 f. 855.941.4627
www.rimbeymedicalclinic.com
*denotes professional corporation

Dr. Lisa Boere ~ Dr. Paula Burke* ~ Dr. Jurie deBruyn* ~ Dr. Christine Ellis*
Dr. Olivier Ilunga ~ Dr. Kristen Rylance* ~ Dr. Wedad Saqar* ~ Dr. Jude Unuafe*

16 January 2025

To Rimbey Town Council,

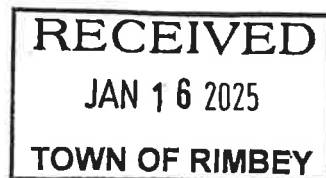
In follow up to the meeting January 6, 2025 between a number of the local physicians, members of Ponoka county council, mayor Rick Pankiw and the CAO, the physician group is requesting that the town, perhaps along with the county, purchase and maintain the property that is currently used as parking at the medical clinic.

While we understand Rimbey Medical Clinic is a private business, the physicians who work there provide an invaluable public service to the populations of the town of Rimbey and County of Ponoka. Collaborating with us to maintain adequate parking for your constituents to attend medical appointments would demonstrate a commitment to the ongoing recruitment and retention of a robust medical staff. The physician group at Rimbey Medical Clinic have demonstrated a long-term commitment to Rimbey and surrounding area for nearly 40 years. This commitment has maintained access to primary care that is significantly greater than many similar-sized communities in the province. In the recent years of healthcare uncertainty and frequent service disruptions, this group of physicians have gone above and beyond, ensuring that Rimbey Hospital has not once experienced an emergency room closure, something not many other facilities in our area can say. Without political fanfare or media outcries, we have gone about ensuring quality and consistent care to our residents; not because our workforce is always adequate, but because we prioritize the needs of the patients we serve.

It was said in the meeting Rimbey Medical Clinic needs the parking. It can also be said that the population of Rimbey needs access to healthcare. We appreciate your consideration of this request.

Yours sincerely,

The Physicians of Rimbey Medical Clinic



Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Administration Office Relocation
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole meeting held on January 27, 2025, Council discussed the possibility of relocating the Town Administration Office to the Provincial Building. Council made the following motion:

Motion 008/2025 COW

Moved by Councillor Johnstone to bring the discussion of the relocation of the Rimbey Administration Office to the Provincial Building to the next Regular Council meeting on January 27, 2025.

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

CARRIED

PREPARED BY: Craig Douglas, Chief Administrative Officer

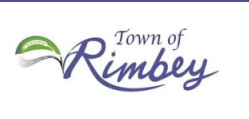
January 24, 2025
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Department Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

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

RECOMMENDATION:

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

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

January 27, 2025
CAO Report



HIGHLIGHTS

MEETINGS

- Permanent Electors' Seminar - December 12, 2024
- Rural AFCA Roundtable - December 12, 2024
- EPR Seminar - December 16, 2024
- Meet with Peter Hall and local doctors - January 6, 2025
- Town Radio Repeater Meeting - January 8, 2025
- EML Meeting - January 9, 2025
- Tri Municipal Meeting (Rimoka)- January 10, 2025
- Library Board Meeting - January 16, 2025
- Ponoka Emergency Meeting - January 23, 2025

ADMINISTRATIVE

- Longhurst Budgetary Items - December 18, 2024
- Information Session on Policing Legislation Changes - December 18, 2024
- Interview for Receptionist - January 20, 2025
- Budget discussions and preparation with Directors

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 27, 2025

Director of Finance Report



HIGHLIGHTS

- Working on balancing asset and liability accounts for month end reports year to date.
- Working on the Tangible Capital Asset amounts and project worksheets for 2024.
- Dealing with Local Authorities Pension Plan regarding queries and balancing for year-end preparation.
- Checking on LAPP regarding leaves and balancing remittances.
- Working on ICITY system re: year end and closing modules, updating constants for payroll for the 2025 year, etc.
- Updating estimate of earnings for Workers Compensation for 2024.
- Working on operating and capital budget.
- Working with insurance company and their queries and dealing with the additionally named insured organizations under the Town's policy.

ATTACHMENTS

[RFD 8.1.2 Copy of Variance Report - December 31, 2024](#)
[Accounts Payable Listing Dec 04 - 31, 2024](#)

PREPARED BY: Wanda Stoddart, Director of Finance

TOWN OF RIMBEY								
VARIANCE REPORT								
FOR THE TWELVE MONTH PERIOD ENDING DECEMBER 31, 2024								
OPERATING	2024 Revenues				2024 Expenses			
	Budget	Year to Date	% Revenue to Date	Variance	Budget	Year to Date	% Expenses to Date	Variance
	General Municipal Revenues	4,801,083	5,235,806	109%	-434,723	953,997	953,997	100%
Council (11)					250,425	191,432	76%	58,993
Administration (12)	38,616	41,580	108%	-2,964	804,138	765,264	95%	38,874
General Administration (13)				0	147,148	113,068	77%	34,080
Police (21)	66,510	51,399	77%	15,111	261,684	222,973	85%	38,711
Fire (23)				0	25,971	25,971	100%	0
Disaster Services (24)				0	4,060	531	13%	3,529
Intern	0	0	0%	0	0	0	0%	0
Bylaw Enforcement (26)	28,100	25,570	91%	2,530	179,488	124,746	70%	54,742
Public Works (32)	25,400	37,877	149%	-12,477	974,100	830,904	85%	143,196
Airport (33)	0	0	0%	0	0	0	0%	0
Storm sewer (37)	0	0	0	0	22,800	6,923	30%	15,877
Water (41)	554,600	550,923	99%	3,677	434,862	334,303	77%	100,559
Sewer (42)	349,500	438,804	126%	-89,304	442,225	296,686	67%	145,539
Garbage (43)	210,215	215,332	102%	-5,117	89,863	82,385	92%	7,478
Recycle (43-01)	40,068	40,760	102%	-692	119,047	115,476	97%	3,571
Compost	60,700	59,330	98%	1,370	77,920	76,230	98%	1,690
Community Services (FCSS)	238,984	238,984	100%	0	303,746	303,056	100%	690
Cemetery (56)	18,427	14,596	79%	3,831	54,885	37,051	68%	17,834
Development (61)	29,845	16,494	55%	13,351	116,059	78,648	68%	37,411
Econ.Development (61-01)	24,360	28,488	117%	-4,128	66,802	62,361	93%	4,441
Recreation Office (72)	431,706	431,746	100%	-40	109,821	107,457	98%	2,364
Pool (72-04)	91,300	92,515	101%	-1,215	300,114	229,359	76%	70,755
Parks (72-05)	0	6,311	0%	-6,311	139,958	56,467	40%	83,491
Fitness Center (72-06)	33,534	39,886	119%	-6,352	48,502	27,629	57%	20,873
Arena (72-09)	119,000	163,586	137%	-44,586	365,909	329,575	90%	36,334
Recreation Programs (72-11)	5,714	6,383	112%	-669	49,506	60,230	122%	-10,724
Community Centre (74)	62,500	59,123	95%	3,377	339,192	235,835	70%	103,357
Library (74-06)	0	0	0%	0	153,606	149,596	97%	4,010
Blindman Youth Action Society (74-08)	23,000	16,555	72%	6,445	16,844	12,540	74%	4,304
Curling Club (74-09)	848	848	100%	0	33,060	25,547	77%	7,513
Museum (74-12)				0	89,509	91,435	102%	-1,926
Total Revenues	7,254,010	7,812,896		-558,886	6,975,241	5,947,675		1,027,566
Debenture & Loan Principal Payments					263,295	263,295		0
Total operating and debt repayment	7,254,010	7,812,896		-558,886	7,238,536	6,210,970		1,027,566

Council Agenda Item 8.1.3

TOWN OF RIMBEY							
VARIANCE REPORT							
FOR THE TWELVE MONTH PERIOD ENDING DECEMBER 31, 2024							
CAPITAL	Grants and reserves	Operating surplus				Year to Date	Variance
							0
IT - Computers - 6 workstations replacements	14,000						14,000
Council Surface Pro		2,336				2,336	0
Community Peace Officer -Dash/Body Cam/Radio upgrade/e-ticketing software	25,000					15,671	9,329
							0
2024 GMC Sierra Crew Cab Pickup	65,000					65,530	-530
Flat Bed Trailer PW - replace stolen one	25,000					21,023	3,977
Water Meters	50,000					48,918	1,082
Main Water Valves 6 valves and 3 hydrants	80,000					84,820	-4,820
Curb cock Stand Replacements	12,000						12,000
Water Level Transmitters		14,560				14,560	0
2024 Street Improvements							
SB-90 35 Ave.	29,800					20,268	9,532
Drader Crescent Road Paving, Concrete Work- from 56th Ave to Laneway	221,000					254,460	-33,460
Parks							
Dog Park- off 40 Ave - Fencing/Benches/Poop bags/Dispensers and materials	50,000					46,428	3,572
Cemetery							
4 New Pillow Blocks (West Haven)	25,000					26,880	-1,880
Pool							
Spray Park Flow through System	60,000						60,000
Community Centre							
North Wall - Insulate and Tin-Estimate	20,000						20,000
	676,800	16,896				600,894	92,802
Total operating and capital	7,930,810	7,829,792				6,811,864	1,120,368

Council Board Report 8.1.3



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

Date Range: 04-Dec-2024 to 31-Dec-2024
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Accu-Flo Meter Service Ltd.	50826	05-Dec-2024	Accu-Flo - 1 1/2" meter	1,713.60
AMSC Insurance Services Ltd.	50827	05-Dec-2024	AMSC Insurance - Mayor/Council - Dec. 2024	52.29
AN Adventure Distribution & Consulting	50828	05-Dec-2024	An Adventure - supplies	68.46
Black Press Group Ltd.	50829	05-Dec-2024	Black Press Media - Nov. 2024 ads	1,274.78
Buist Motor Products Ltd.	50830	05-Dec-2024	Buist - Unit #58 - oil change	119.34
CENTRAL LABS	50831	05-Dec-2024	Central Labs - north / south lagoons	1,410.53
CORNERSTONE PILATES STUDIO	50832	05-Dec-2024	Cornerstone Pilates - Sept. 2024 classes	1,050.00
DOUGLAS,CRAIG	50833	05-Dec-2024	C.Douglas - expenses - mtg	129.00
Evergreen Co-operative Association	50835	05-Dec-2024	Co-op - supplies	4,011.52
FISHER,ZOBEIDA	50836	05-Dec-2024	Zobeida Fisher - programming - CC	300.00
Imperial Esso Service (1971)	50837	05-Dec-2024	Esso - arena - propane	335.00
Ledieu,Brent& Ledieu, Anna	50838	05-Dec-2024	Brent & Anna Ledieu - cardlock refunds	50.00
LMC LEANNE CROSS	50839	05-Dec-2024	LMC - fitness classes - Sept. 2024	500.00
Longhurst Consulting	50840	05-Dec-2024	Longhurst Consulting - December 2024 fees	4,304.23
Nikirk Bros. Contracting Ltd.	50841	05-Dec-2024	Nikirk - snow removal - CC	1,645.88
PitneyWorks	50842	05-Dec-2024	Pitney Works - postage refill	4,000.00
Reynolds Mirth Richards & Farmer LLP	50843	05-Dec-2024	Reynolds Mirth Richards & Farmer - general matt	233.10
Rimbey Express	50844	05-Dec-2024	Rimbey Express - Nov.2024 - freight	170.00
Rimbey Home Hardware	50845	05-Dec-2024	Home Hardware - supplies	355.83
Rimbey Hospital Legacy Committee	50846	05-Dec-2024	Rimbey Hospital Legacy Committee - grant - Rim	238.10
Rimbey Janitorial Supplies	50847	05-Dec-2024	Rimbey Janitorial Supplies - supplies	2,281.87
Staples Professional	50848	05-Dec-2024	Staples Professional - cartridges	592.95
Stationery Stories & Sounds (2005)	50849	05-Dec-2024	Stationery Stories Sounds - debit machine rolls	126.00
Town Of Rimbey	50850	05-Dec-2024	Town of Rimbey - Nov. 2024 util	810.57
Uni First Canada Ltd.	50851	05-Dec-2024	UniFirst - coveralls/supplies	82.26
VERMA,AARYAN	50852	05-Dec-2024	Aaryan Verma - cardlock refund	25.00
Wolseley Industrial Canada INC	50853	05-Dec-2024	Wolseley - bleach - PW	1,137.68
556436 Alberta Ltd.	50854	10-Dec-2024	Central Sharpening - sharpen ice knife	184.80
Bowie,Cindy	50855	10-Dec-2024	C.Bowie - reimbursement - expenses	283.84
Empringham Disposal Corp.	50856	10-Dec-2024	Empringham Disposal Corp - Nov. 2024 - fees	11,471.25
HAWK TAIL BREWERY	50857	10-Dec-2024	Hawk Tail Brewery - Christmas Party	1,377.30
Kansas Ridge Mechanical Ltd.	50859	10-Dec-2024	Kansas Ridge Mechanical - CC - repairs	173.25
MLA Benefits Inc.	50860	10-Dec-2024	MLA Benefits - Nov. 2024 - HSA admin fees	1,533.55
Rimbey Implements Ltd.	50861	10-Dec-2024	Rimbey Implements - supplies	758.98
Rondeel,Gayle	50862	10-Dec-2024	G.Rondeel - reimbursement - Emerging Trends	156.45
Superior Safety Codes Inc.	50863	10-Dec-2024	Superior Safety Codes - closed permits - October	600.47
Uni First Canada Ltd.	50864	10-Dec-2024	UniFirst - coveralls/supplies	87.30
Imperial Esso Service (1971)	50865	12-Dec-2024	Esso - propane - arena	136.00
Outlaw Electric Ltd.	50866	12-Dec-2024	Outlaw Electric - repairs - Town Office/North Lift	955.36
Schmidt,Rick& SCHMIDT, GRACE	50867	12-Dec-2024	Refund on account 001-18190-005.	21.68
Tagish Engineering Ltd.	50868	12-Dec-2024	Tagish Engineering - Nov. 2024 - general eng.	5,309.64
Animal Control Services	50869	18-Dec-2024	Animal Control - Nov. 2024 fees	2,877.00
Border Paving Ltd.	50870	18-Dec-2024	Border Paving - PPC## - RB150 - Drader Cresce	38,151.83
Houghton,Annie	50872	18-Dec-2024	Refund on account 004-13260-001.	74.88
Staples Professional	50873	18-Dec-2024	Staples Professional - office supplies - Town/PW	499.47
Uni First Canada Ltd.	50874	18-Dec-2024	UniFirst - coveralls/supplies	82.26
Vicinia Planning & Engagement Inc.	50875	18-Dec-2024	Vicinia - Nov. 2024 fees	1,270.50
Pankiw,Rick	50876	18-Dec-2024	R.Pankiw - December 2024 expenses	100.80
Accu-Flo Meter Service Ltd.	50877	20-Dec-2024	Accu-Flo - 4" meter/parts	7,030.80
Longhurst Consulting	50878	20-Dec-2024	Longhurst Consulting - CC - high speed internet f	7,102.75
Nikirk Bros. Contracting Ltd.	50879	20-Dec-2024	Nikirk - snow removal - CC parking lot	1,126.13
Petty Cash	50880	20-Dec-2024	Town of Rimbey - petty cash	131.45
SKJONSBURG,JESSICA	50881	20-Dec-2024	Jessica Skjonsberg - BYAS janitorial - prorated N	525.00
Uni First Canada Ltd.	50882	20-Dec-2024	UniFirst - coveralls/supplies	87.30
Wolseley Industrial Canada INC	50883	20-Dec-2024	Wolseley - CR to inv#977722	1,137.68
Advanced Fire Alarm Systems Inc.	50884	31-Dec-2024	Advanced Fire Alarm Systems - service call Towr	361.20
AN Adventure Distribution & Consulting	50885	31-Dec-2024	An Adventure - supplies	110.25
Animal Control Services	50886	31-Dec-2024	Animal Control - December 2024	2,215.50



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

Date Range: 04-Dec-2024 to 31-Dec-2024
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Black Press Group Ltd.	50887	31-Dec-2024	Black Press Media - Dec. 2024 ads	888.76
Brandt Tractor Ltd	50888	31-Dec-2024	Brandt Tractor - repairs - JD 770	5,441.30
Canadian Pacific Railway Company	50889	31-Dec-2024	Canadian Pacific Railway - Hoadley Crossing - Di	365.50
CENTRAL LABS	50890	31-Dec-2024	Central Labs - December 2024 - north/south lago	1,410.53
Cimco Refrigeration	50891	31-Dec-2024	Cimco - repairs - compressor	1,438.27
CORNERSTONE PILATES STUDIO	50892	31-Dec-2024	Cornerstone Pilates - Dec. 2024 classes	300.00
DURAND,MELVIN	50893	31-Dec-2024	Melving Durand - RhPAP - Christmas candy/hot c	268.74
Empringham Disposal Corp.	50894	31-Dec-2024	Empringham Disposal Corp - Dec. 2024 collectio	11,471.25
Environmental 360 Solutions (Alberta) Ltd	50895	31-Dec-2024	E360 - 4938-50 Ave - bin dumps - Dec./24	1,075.62
Evergreen Co-operative Association	50896	31-Dec-2024	Co-op - supplies	4,084.31
FISHER,ZOBEIDA	50897	31-Dec-2024	Zobeida Fisher (Mindfulness) - Dec.2024 - classe	110.00
Holly's Greenhouse	50898	31-Dec-2024	Holly's Greenhouse - 2024 season - flowers/plant	3,713.85
Imperial Esso Service (1971)	50899	31-Dec-2024	Esso - propane - arena	102.00
Kansas Ridge Mechanical Ltd.	50900	31-Dec-2024	Kansas Ridge Mechanical - repairs - vestibule he	346.50
LINDE CANADA INC.	50901	31-Dec-2024	Linde Canada Inc - cylinder rent - Oct-Nov/24	88.83
LMC LEANNE CROSS	50902	31-Dec-2024	LMC - Dec. 2024 classes	200.00
Longhurst Consulting	50903	31-Dec-2024	Longhurst Consulting - laptop - Council Chamber	2,043.09
LOR-AL SPRINGS LTD.	50904	31-Dec-2024	Lor-Al Springs - water	25.10
NAPA Auto Parts - Rimbey	50905	31-Dec-2024	Napa - supplies	14.60
New Can Truck Parts	50906	31-Dec-2024	New Can Truck Parts- Unit #48 - repairs	557.92
Nikirk Bros. Contracting Ltd.	50907	31-Dec-2024	Nikirk - snow removal - Community Centre	606.38
Ponoka County	50908	31-Dec-2024	Ponoka County - tippage fees - Oct-Dec/24	2,863.20
Rimbey Art Club	50909	31-Dec-2024	Rimbey Art Club - Fall Classes/Art Fushion 2024	2,575.00
Rimbey Express	50910	31-Dec-2024	Rimbey Express - Dec. 2024 freight	170.00
Rimbey Home Hardware	50911	31-Dec-2024	Home Hardware - supplies	394.75
Rimbey Janitorial Supplies	50912	31-Dec-2024	Rimbey Janitorial - arena - supplies	798.00
South Hill Window & Awning (Red Deer) Ltd.	50913	31-Dec-2024	South Hill Window & Awning - repairs - CC	2,655.45
Staples Professional	50914	31-Dec-2024	Staples Professional - cartridge	616.59
Superior Safety Codes Inc.	50915	31-Dec-2024	Superior Safety Codes - closed permits - Nov.202	524.27
Tagish Engineering Ltd.	50916	31-Dec-2024	Tagish - December 2024 - General Engineering	7,577.96
Town Of Rimbey	50917	31-Dec-2024	Town of Rimbey - Dec.2024 util	626.29
Uni First Canada Ltd.	50918	31-Dec-2024	UniFirst - coveralls/supplies	82.26
Vicinia Planning & Engagement Inc.	50919	31-Dec-2024	Vicinia - December 2024 - fees	1,097.25
Canada Revenue Agency	00209-0001	05-Dec-2024	CRA - deductions (Nov.17-30/24) biweekly payrol	17,081.65
LAPP	00209-0002	05-Dec-2024	LAPP - Library (Dec 1 - 31/24) PP #12 2024	9,840.05
MYHSA	00209-0003	05-Dec-2024	myHSA - Dec.04/24	770.32
Waste Management	00209-0004	05-Dec-2024	Waste Management - Nov. 2024 fees	3,973.92
Alberta Education	00210-0001	10-Dec-2024	Alberta Education- 4th quarter school req - 2024	230,849.34
ALBERTA MUNICIPAL SERVICES CORPORATION	00210-0002	10-Dec-2024	Alberta Municipal Services Corp - gas/power - No	54,876.27
Eastlink	00210-0003	10-Dec-2024	Eastlink - cable - fitness centre - Dec.2024	110.46
MYHSA	00211-0001	12-Dec-2024	myHSA - Dec.11/24	159.35
Telus Mobility Inc.	00211-0002	12-Dec-2024	Telus Mobility- Dec.06/24	385.69
Workers' Compensation Board - Alberta	00211-0003	12-Dec-2024	WCB - issue date: Dec.06/24	936.36
Canada Revenue Agency	00212-0001	18-Dec-2024	CRA - deductions (Dec.01-14/24) biweekly payrol	15,322.07
LAPP	00212-0002	18-Dec-2024	LAPP - Town (Dec.1-14/24) PP #26 2024	8,484.63
Telus Communications Inc.	00212-0003	18-Dec-2024	Telus - Town - Dec.10/24	2,154.07
MYHSA	00213-0001	18-Dec-2024	myHSA - Dec.18/24	1,594.84
INNOV8 DIGITAL SOLUTIONS INC.	00214-0001	20-Dec-2024	Innov8 - copies Nov/Dec 2024	298.37
ALBERTA MUNICIPAL SERVICES CORPORATION	00215-0001	31-Dec-2024	Alberta Municipal Services Corp - gas/power - De	53,474.42
Servus Credit Union - Mastercard	00215-0002	31-Dec-2024	Servus M/C - combined statement - Nov.29/24	8,558.04
Waste Management	00215-0003	31-Dec-2024	Waste Management - Dec. 2024 fees	4,585.67
Total:				580,941.75

January 27, 2025

Public Works Report



HIGHLIGHTS

ROADS

- Monthly staff meetings and daily tailgate meetings.
- Vehicle & equipment maintenance, repairs and CVIP inspections.
- Sidewalk and walking trail snow & ice removal / maintenance.
- Roads – Snow removal on priority 1 business area.
- Roads – Grading residential priority levels.
- Road sanding.
- Hauling of snow from temporary snow storage (PW yard) to snow dump area.
- Training staff on winter snow removal policies, procedures, areas of responsibility and equipment operation.
- Property pre & post inspection reports.
- First call locates, emergency locates.
- Property failure to remove snow/ice from sidewalks notifications (as per bylaw 990/22, 13. Snow, Ice, Dirt, Debris, Definition: 13.1) and notifications follow up.
- Property failure to keep vegetation trimmed (as per bylaw 990/22, 14. Miscellaneous Restrictions and Prohibitions, Definition: 14.9) and notification follow up.
- Building & property quarterly inspections (Town owned properties).
- Batteries collected at Recycle (x4 garbage cans)- Electrical tape positive & negative ends and separate types as required for disposal (Will be completed by public works as time permits to prevent interference with operational duties and service level).
- Make up and mount welcome curlers sign for towns east entrance.

WATER

- Routine maintenance and testing (on going).
- AEP reporting.
- Meter reads.
- Water meter replacements for zero read list (ongoing).
- Annual water reporting data input.
- First call locates, emergency locates.
- Utility building housekeeping and maintenance.
- [Training of staff member\(s\) for on call weekend rotation.](#)

WASTEWATER

- Routine monitoring and maintenance.
- Testing and AEP reporting.
- ERRIS reporting (Lagoons) to Federal Government.
- Utility building housekeeping and maintenance.
- Snow clearing on lagoon berms.
- Training of staff member(s) for on call weekend rotation.

RECYCLE

- Assist Ponoka County staff as required.
- Load garbage trailer.
- Haul yard waste/compost from facility to Ponoka landfill.

R.C.M.P. STATION

- Building maintenance, as requested.
- Sidewalk and parking area snow clearing.

B.Y.A.S BUILDING

- Building maintenance as requested.
- Sidewalk and parking area snow clearing.

CEMETERY

- Opening and closing of graves, cremations and columbarium as requested.
- Assist families with their needs.

OTHER

- Administration – Documentation hard copies to data copies.
- Storm water annual sampling and testing.

PREPARED BY: Duncan Campbell, Director of Public Works

January 27, 2025

Community Services Report



HIGHLIGHTS

PETER LOUGHEED COMMUNITY CENTRE

- Cleaning and maintenance of the facility
- Facility Bookings - Curling Bonspiels, fundraising events, markets, meetings, weddings, Grad
- Home School using facility every Monday from 9 am-3 pm (25 students + siblings)
- Install Door parts - Front Door, Arena Doors, Fitness Centre Door hinge replaced
- Roof Top Unit HVAC #4 - needs Engineered Air part to work this winter - installation in ??.
Waiting for part!
- Pickleball is starting to get busy in the afternoon and evenings
- Parking lot improvements
- Art Club Door quote received for card lock entrance
- Curling Event - staffing, Facility Tours, storage space available
- Elevator inspected

COMMUNITY FITNESS CENTRE

- New Memberships continue
- Daily cleaning and maintenance of the area
- Quarterly maintenance performed by Fitness Mechanics when needed and extra maintenance items on existing equipment
- Wallyball net fixed - league started up (Mondays)

RIMBEY AQUATIC CENTRE

- Spray Park Operational System - GLVT to provide quote on water hook up and cabinet install in the spring - budget item
- Lifeguards for the spring - returning
- Weekly checks at the pool for water leaks and building temperatures
- 2025 wish list

ARENA

- Regular ice rentals by BVMH, Pond, Rimbey Skating Club, Zen, Safety Hawks, Tigers and schools
- BVMH (Rimbey) has been awarded the U15 Wildcats Provincials for March 28-30, 2025
- CIMCO in for Midseason check - brine issue
- Curling Event - using 1 compressor to keep ice at consistent temp - this is taxing on the small compressor and the ice plant may need to be replaced sooner than expected.
- Chiller quote received for budget
- Dehumidifier requoted for budget. 16-18 weeks to order/arrive. Install prior to ice start up on August 15, 2025 for ice to be ready on Sept. 1, 2025

PROGRAMS

- Mondays: Live /Move /Conquer Class 5:45pm - 6:45pm(4-6 attended); Yoga 7:00pm - 8:00pm (2-4 attended)
- Tuesday/Thursdays: Pickleball / Badminton:1:30pm - 3:00pm & 7:00pm - 8:30 pm (Attendance 7-16)
- Tuesdays/Thursdays: Gentle Fit 10:30am -11:00am (10); Walkers (8)
- Saturdays: Pilates 10:00am -11:00am (2-4)

EVENTS

- Canada Day Grant completed for 2025
- Santa Night/Light up - Thursday, Nov. 28 - cold night (300 hot dogs ate)
- 2025 Curling Alberta Women's Championships - Jan. 17 - 28 (Facility use)

PREPARED BY: Cindy Bowie, Director of Community Services

January 27, 2025

Development Officer Report



HIGHLIGHTS

- Resident Questions: Administration is answering ongoing development questions from residents. Questions are typically related to building decks, fences, house renovations and potential business locations.
- Development Permits: Administration has been answering resident questions regarding potential development permits on an on-going basis.
- Certificate of Compliance: Administration has been processing certificates of compliance and accompanying paperwork as requested.

The Following chart outlines the 2024 development statistics:
2024 Development Statistics - Up to December 31, 2024.

	Applied 2024	Issued 2024	In Progress 2024
Development Permit Applications (non change in use / home occupation)	28	26 21/24 - CANCELLED 08.22.2024 28/24 - ON HOLD	2
Change in Use / Home Occupation Development Permit Applications	5	5	0
Subdivision Applications	2	1 ISSUED 1 CANCELLED	0
Land Use Bylaw Amendments	2	2	0
Certificate of Compliance Requests	19	19	0
Building Permit Applications	14	12	2

**The Following chart outlines the 2025 development statistics:
2025 Development Statistics - Up to January 22, 2025**

	Applied 2025	Issued 2025	In Progress 2025
Development Permit Applications (non change in use / home occupation)	5	0	5
Change in Use / Home Occupation Development Permit Applications	0	0	0
Subdivision Applications	0	0	0
Land Use Bylaw Amendments	0	0	0
Certificate of Compliance Requests	0	0	0
Building Permit Applications	0	0	0

The following development permits have been approved in 2024:

Permit Number	Date Issued	Civic Address	Type of Development
01/24	03.04.2024	4922-46 Avenue	Widening approach by 21.366m & installing culvert.
02/24	02.05.2024	5049-54 Avenue	Home Occupational Business -Ripple Reclamation Solar Solutions Ltd.
03/24	03.04.2024	5302-52 Street	Signage
04/24	03.21.2024	5053-50 Avenue	Demolition as required, replacing Aluminum Doors and Windows.
05/24	03.21.2024	5604-52 Street	Variance Request for Accessory Building
06/24	03.04.2024	5310-44 Street	Setback variances on existing House.
07/24	03.28.2024	5105-45 Avenue	Covering existing deck with Sunroom.
08/24	03.28.2024	#30, 5011-49 Avenue	Moving out Manufactured Home - Rimbey Town Trailer Park

Council Agenda Item 8.1.6

09/24	03.28.2024	4606-57 Avenue	Home Occupational Business -DK Mowing & Snow Removal
10/24	03.28.2024	4718-51 Avenue	Demolition of Principal Building
11/24	05.27.2024	5014-53 Avenue	New Build - Duplex
12/24	04.29.2024	5037-50 Avenue	Signage
13/24	05.08.2024	5214-45 Avenue	Accessory Building (3.6576m X 6.096m)
14/24	06.27.2024	4938-50 Avenue	Signage
15/24	06.28.2024	5118-49 Avenue	Demolition of existing Shed and replace with new Accessory Building (4.8768m X 10.9728m)
16/24	06.27.2024	5316-Drader Crescent	Home Occupational Business
17/24	06.28.2024	4840-57 Avenue	Demolition of Principal Building and Accessory Building (7.3152m x 7.3152m)
18/24	07.02.2024	5218-45 Avenue	Accessory Building (4.8768m X 6.096m)
19/24	07.31.2024	4806-52 Avenue	Single Family Dwelling
20/24	09.06.2024	200 Legacy Lane	3 plex row houses - Units 26, 27, 28, 29, 30 & 31
21/24	CANCELLED 08.22.2024	4906-50 Street	Demo of porch on east side
22/24	07.30.2024	4922-57 Avenue	Demo of Principal Building
23/24	08.09.2024	5516 Drader Crescent	Build second accessory building - Discretionary
24/24	08.08.2024	4511 Eastview Crescent	Demo of two accessory buildings (3.048m x 6.096m) and build new accessory building (9.144m x 4.876m)
25/24	08.08.2024	4802-51 Avenue	Home occupational Business
26/24	09.06.2024	5008-50 Avenue	Change in Use & Signage
27/24	09.23.2024	4821-47 Street	Demo of accessory building on southside of barn.
28/24		-In Progress-	
29/24	12.17.2024	5025-49 Avenue	Addition onto Principal

			Building
30/24	10.11.2024	4625-52 Avenue	1676sqft modified Bi-Level with garage.
31/24	11.04.2024	5014-53 Avenue	Single Family Dwelling - Manufactured Home
32/24	12.19.2024	Unit A 4817-51 Street	Signage
33/24	12.17.2024	5318-45 Avenue	Variance on Accessory Building (3.74m x 4.38m)

The following development permits have been approved in 2025:

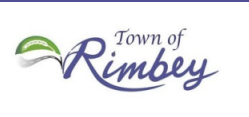
Permit Number	Date Issued	Civic Address	Type of Development
01/25		-In Progress-	
02/25		-In Progress-	
03/25		-In Progress-	
04/25		-In Progress-	
05/25		-In Progress-	

The following chart outlines historic development statistics:
Historic Development Statistics

	2024		2023		2022		2021		2020	
	Applied	Issued	Applied	Issued	Applied	Issued	Applied	Issued	Applied	Issued
Development Permit Applications	33	31	44	40	47	44	41	40	34	33
Change in Use / Home Occupation Development Permits Applications	5	5	3	3	8	8	9	9	13	13
Subdivision Applications	2	1	1	0	2	1	1	1	3	3
Land Use Bylaw Amendments	2	2	0	0	1	1	4	4	4	4
Certificate of Compliance Requests	19	19	10	8	11	11	18	18	12	12
Building Permit Applications	14	12	19	12	28	13	30	30	12	12

PREPARED BY: Liz Armitage, Development Officer

Town Council
REQUEST FOR DECISION



Meeting: January 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Boards/Committee Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

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

RECOMMENDATION:

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

ATTACHMENTS:

- [Beatty Heritage House Society Minutes - Nov 4, 2024](#)
- [Beatty Heritage House Society Minutes - Dec 7, 2024](#)
- [RCHHS Board Meeting Minutes November 6- Copy](#)
- [Tagish Engineering Project Status Updates December 19, 2024](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

January 24, 2025
Date

Beatty Heritage House Society Minutes

November 4th, 2024 Meeting

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

In attendance: AudreyAnn Bresnahan Florence Stemo
Annette Boorman Teri Ormberg
Judy Larmour Annelise Wettstein
Evie Burns (Member)

MINUTES of October 7th Meeting read by Florence and, with the addition of Judy Larmour's name to the list of those in attendance, Adopted.

CORRESPONDENCE : None.

TREASURER'S REPORT: Treasurer absent - no Report.

AudreyAnn reported that she has applied for a Town's Special Events Grant, to help defray our Rodeo Barbecue Event expenses.

OLD BUSINESS:

HOME ROUTES: Oct. 20th - Sheena Legrand - hosted by Judy and Les.
Low attendance, perhaps because concert was held on a Sunday.
Next concert is scheduled for Nov. 27th. Teri and Murray will host.

GROUNDS CARE:

Work around the base of the House, and trimming of north portion of the hedge completed by Kelsey Korpinski (Apex Landscaping).

NEW BUSINESS:

IN-HOUSE PRESERVATION: To address the problem of the dry condition of some of the window-sills, it was MOVED by Florence seconded by AudreyAnn that we hire Lovell. whose estimate is \$1200-\$1500. CARRIED.

IN-HOUSE REPAIRS: Furnace, and toilet tank in the main-floor bathroom to be serviced by Kansas Ridge Mechanical.

BHH - 100th BIRTHDAY - 2025:

Re decision to host at least one event each month of the year -

AudreyAnn presented a list of suggestions of activities for Board consideration. Some discussion brought more ideas forward - all to be considered before we set a schedule.

It was decided by consensus that we invite Tim Isberg to start the year off with a concert in January, highlighting Western Canadian history with songs from his "Prairie Fire" album. Teri will contact Tim.

Florence reported an inquiry from Tracy-Lynn Byrne regarding a possible concert at the BHH. It was decided to invite her to come in the Fall of the coming year.

CHRISTMAS PREPARATIONS:

Exterior lights to be strung in time for Santa Night.

AudreyAnn and Florence will decorate the interior of the House before Dec. 1st.

MEETING TIME: in response to a request, it was decided that we hold our monthly meetings during the daytime, at least during the winter months. Our Dec. meeting will be held at 9:45am, Wed, Dec. 4th.

SUMMER EMPLOYMENT: MOVED by Annette seconded by Judy that we hire a "fulltime" employee -14 weeks for 30 h/wk at \$17/hr. CARRIED.

NEXT MEETING: December 4th - 9:45am.

ADJOURNMENT: By AudreyAnn at 9:501 pm.

Minutes Adopted - Dec. 2nd, 2024. Florence Stemo Secretary

Beatty Heritage House Society Minutes

December 7th, 2024 Meeting

The meeting was called to order at 9:50 am by Interim Vice-Chairperson Teri Ormberg.

In attendance: Teri Ormberg

Jackie Anderson

Florence Stemo

Phayrene Altman.

Mario Renaud

Ed Grumbach

Annelise Wettstein

MINUTES of November 4th Meeting read by Florence. Adopted as presented.

CORRESPONDENCE : None.

TREASURER'S REPORT: Jackie reported a Balance of \$16,859.66 and moved the adoption of her Report.

OLD BUSINESS:

IN-HOUSE PRESERVATION: Treatment of sun-dried wood, eg window sills, to be done in January.

IN-HOUSE REPAIRS: Furnace serviced. Problem with toilet tank solved.

BHH - 100th BIRTHDAY - 2025:

First Event: Tim Eisberg with his album "Prairie Fire" - Jan.10.

Songs and Stories about the opening of the Canadian West. Tickets: \$30.

SUMMER EMPLOYEE POSITION: Application for Federal Grant submitted.

NEW BUSINESS:

CHRISTMAS PREPARATIONS: Unanimous decision made to donate extra decorations, collected/donated through the years to The Tickle Trunk. Florence will deliver same.

EXTERIOR STAIRS: MOVED by Florence seconded by Annelise that we lay anti-slip covers on back and front entry steps.CARRIED. Research to be brought to next meeting.

NEXT MEETING: Monday, January 6th, 2025 at 9:45 am.

ADJOURNMENT: by Ed at 11:05 am.

Florence Stemo Secretary

Minutes Adopted - January 6th, 2025



Board Meeting Minutes Rimbey Provincial Building

Present: Donna Noble Vice Chair, Misty Griffith ED, Jalane Hanna Board Member, Sandy Bell Board Member, Faith Pilgrim Board Member, Rod Schaff- Board Member, Natalie Stefanyk Board Member, Jeff Johnstone- Board Member, Janet Carlson- Recording Secretary, Nancy Hartford Chair of the Board-joined remotely

Regrets:

1. Meeting Opening: Date: November 6, 2024

1.1 Call to order by: F. Pilgrim at 10:40a.m.

1.2 Approval of Agenda:

2024-11-01 MOTION: By R. Schaff -to accept the agenda with the following additions

Challenges facing FCSS report- we will review at the next meeting.

CARRIED

1.1 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.

1.2 Treaty 6 acknowledgement

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

1.4 Minutes from September 26, 2024, meeting

2024-11-02 MOTION: By N. Hartford to accept the September 26, 2024, meeting minutes as presented.

CARRIED

- Actions from that meeting- None

2. Reports & Statistics

2.1 Monthly Program Reports

Director Report

Office Report

2.2 Client Safety Reports (quarterly)

2.3 Ponoka Youth Centre (semi-annual)

<p>2.4 Catholic Social Services (quarterly) 2024-11-03 MOTION: By: N. Stefanyk to accept reports as information.</p> <p>CARRIED</p> <p>2.5 Monthly Program Stats 2.6 AHS Contracted HC & Private HS Client Stats 2.7 AHS (HC) & Private (HS) billing 2.8 AHS Client totals & hours 2.9 Private (HS) Client Totals & Hours 3.0 Food Bank Stats 2024-11-04 MOTION: By: S. Bell to accept Statistical reports as information.</p> <p>CARRIED</p>
<p>3. Finance Committee updates and recommendations 3.1 Budget 3.2 RCHHS Profit & Loss 3.3 Rimbey Food Bank Profit & Loss</p> <p>2024-11-05 MOTION: By F. Pilgrim to accept Finance updates as information CARRIED</p>
<p>4. Quality Improvement Management Committee- Next meeting January 8, 2025</p>
<p>5. Workplace Health & Safety Committee- Next meeting January 8, 2025</p>
<p>6. Ad hoc Committees 6.1 Special Event- November 13-15 FCSSAA Conference in Edmonton</p> <ul style="list-style-type: none">• November 19 Frauds and Scams Seminar at the Senior's Drop-In• November 28 -Festival Of Lights/Santa Night at Pask a poo Park – Details will be sent soon• November 24th RCHHS team and Board Christmas Party – Rimbey Curling Rink• December 5- Late Night Shopping <p>6.2 Policy Committee- S. Bell, N. Stefanyk, D. Noble have access and will begin reviewing policies.</p>
<p>7. Old Business 7.1 New Board Member – J. Johnstone- Welcome to Jeff</p>



Board Meeting Minutes Rimby Provincial Building

7.2 BYAS Building- There will be a presentation to the town council on Dec 9, as many board members as possible should attend.

7.3 FCSSAA Conference & Delegates

2024-11-06 MOTION By S. Bell that N. Stefanyk and F. Pilgrim will be our delegates at the FCSSAA conference and will be voting on our behalf. **CARRIED**

7.4 MSP IT Provider Update

2024-11-07 MOTION by J. Johnstone to move in camera at 11:15
2024-11-08 MOTION by R. Schaff to move out of camera at 11:32

7.5 External Grant Funding - Presentation by Misty on new applications, easier to determine eligibility. They need to be completed and returned by the end of November.

7.6 Transportation Steering Committee and Handi bus-

M. Griffith is doing a presentation for the Handivan association on the 25th of November 2024. J. Johnstone presented his findings about the bus and the specifics around owning and operating this bus, inspections, insurance etc.

2024-11-09 MOTION- by J. Johnstone to purchase the AHS bus.
SECONDED by R. Schaff **ALL IN FAVOR**
CARRIED

7.5 Board Member Terms- Two long time Board members terms are up in 2025. We have had some interest, and it was suggested that we interview applicants and have them join us early to have some mentoring before the current board members' terms are up.

8. New Business

8.1 2025 Draft Budget

2024- 11-10 MOTION by J. Johnstone to accept this budget with the addition of a line for transportation of \$2500.00 for expenses

Seconded by: N. Stefanyk **ALL IN FAVOR**

CARRIED

8.2 Christmas Party- Invitations handed out RSVP by November 15th

8.3 Year End Expenditures - If within budget do not need to come to Board for Motion

8.4 Staff Bonus- Increased staff and education will result in increased bonuses to be paid out could be as high as \$70,000.00

2024-11-11 MOTION: by R. Schaff to pay out bonuses.

Seconded by N. Stefanyk **ALL IN FAVOR**

CARRIED

8.5 Correspondence: Letter from County of Ponoka to confirm Nancy Hartford will be their representative on our Board for the 2024/2025 term.

Letter from Town of Rimbey that Jeff Johnstone has been appointed to act at the Towns's representative for the 2024/2025 term.

8.6 Continuing Care Announcement: Discussed Priemer Smiths announcement regarding continuing care.

9. Food Bank Steering Committee-

9.1 Storage Shed Straw Vote into Minutes

10. Quality Assurance



Board Meeting Minutes Rimbey Provincial Building

10.1 Policy Review

11. Operation Plan- Review- Meeting December 3 at 9:00 a.m. until 3:00 we will bring in lunch.

12. Meeting Finalization

- 12.1 Review Actions to be taken-
- 12.2 Update Board Calendar
- 12.3 Next Meeting Dec 4 at 9:30 a.m.
- 12.4 Meeting Close

2024-09-09 MOTION to adjourn. By F. Pilgrim at 12:40 p.m.

Donna Noble- Board Vice Chair

Janet Carlson-Recording Secretary

Date	Project Manager	Status Update
Town of Rimbey		
RBYM0000.24 RB00 - 2024 General Engineering		
November 7, 2024	Smith, Greg	We are assisting with the sanitary sewer for private properties as required. We are also completing two estimates for Duncan 51st and 53 Ave for budget consideration.
November 21, 2024	Smith, Greg	We have submitted two capital estimates to Duncan and are meeting next week to review.
December 5, 2024	Smith, Greg	We revised and re-submitted capital budgets today. We are working on a cost for design engineering of 51st and 53rd Ave.
December 19, 2024	Smith, Greg	All general assignments have been completed.
RBYM00149.00 RB149 - 2024 Rimbey Mapbook		
November 7, 2024	Smith, Greg	No change
November 21, 2024	Smith, Greg	No change
December 5, 2024	Smith, Greg	No change
RBYM00150.00 RB150 - 2024 Street & Utility Impro		
November 7, 2024	Smith, Greg	Just holdback release remaining.
November 21, 2024	Smith, Greg	Just holdback release remaining which will be completed at month end.
December 5, 2024	Smith, Greg	No change
RBYM00151.00 RB151 - 51st Ave Infrastructure Replacement		
December 19, 2024	Smith, Greg	The Town has approved this to start in January.
RBYM00152.00 RB152 - 53rd Avenue Infrastructure Replacements		
December 19, 2024	Smith, Greg	The Town has approved this to start in January.