



AGENDA

Town Council

June 23, 2025 - 3:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, JUNE 23, 2025 AT 3:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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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 - ATAI SECTION 19(1)(C)(I) DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY

12. ADJOURNMENT



Meeting: June 23, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes
Item For: ☒ Public Information -or- ☐ Closed Session

Minutes of the Regular Council Meeting on May 12, 2025, as presented.

To accept the Minutes of the Regular Council meeting on May 12, 2025, as presented.

[2025 05 12 Council Meeting Minutes](#)

June 19, 2025
Date

June 19, 2025
Date



MINUTES

Town Council Meeting

Monday, May 12, 2025 - 3:00 PM
Town Administration Building - Council Chambers

1.	<p>CALL TO ORDER REGULAR COUNCIL MEETING & RECORD OF ATTENDANCE</p> <p>Mayor Pankiw called the meeting to order at 3:00 p.m. with the following in attendance:</p> <p>Mayor Rick Pankiw Councillor Wayne Clark Councillor Lana Curle - Via Conference Call Councillor Gayle Rondeel Councillor Jeff Johnstone Bonnie Rybak - Executive Assistant Craig Douglas - Chief Administrative Officer Breanna Engerdahl - Director of Community Services</p> <p>Delegates: Garreth Jones - Associated Ambulance Gene Thompson - Rimbey Lions Club Derek Prue & Jacob Hegerfeldt - NJHL Hockey</p> <p>Public: (4) members of the public</p> <p>1.1. <u>LAND ACKNOWLEDGEMENT</u></p>										
2.	<p>AGENDA APPROVAL AND ADDITIONS</p> <p><u>Motion 095/2025</u></p> <p>Moved by Councillor Clark to accept the Agenda for the May 12, 2025, Regular Council Meeting, as amended.</p> <table><tr><td>Mayor Pankiw</td><td>In Favor</td></tr><tr><td>Councillor Clark</td><td>In Favor</td></tr><tr><td>Councillor Curle</td><td>In Favor</td></tr><tr><td>Councillor Rondeel</td><td>In Favor</td></tr><tr><td>Councillor Johnstone</td><td>In Favor</td></tr></table> <p>CARRIED</p>	Mayor Pankiw	In Favor	Councillor Clark	In Favor	Councillor Curle	In Favor	Councillor Rondeel	In Favor	Councillor Johnstone	In Favor
Mayor Pankiw	In Favor										
Councillor Clark	In Favor										
Councillor Curle	In Favor										
Councillor Rondeel	In Favor										
Councillor Johnstone	In Favor										
3.	<p>MINUTES</p> <p>3.1. <u>Minutes</u></p> <p><u>Motion 096/2025</u></p> <p>Moved by Councillor Rondeel to accept the Minutes of the Committee of the Whole Meeting of April 14, 2025, as presented.</p> <table><tr><td>Mayor Pankiw</td><td>In Favor</td></tr><tr><td>Councillor Clark</td><td>In Favor</td></tr><tr><td>Councillor Curle</td><td>In Favor</td></tr><tr><td>Councillor Rondeel</td><td>In Favor</td></tr><tr><td>Councillor Johnstone</td><td>In Favor</td></tr></table> <p>CARRIED</p>	Mayor Pankiw	In Favor	Councillor Clark	In Favor	Councillor Curle	In Favor	Councillor Rondeel	In Favor	Councillor Johnstone	In Favor
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Councillor Clark	In Favor										
Councillor Curle	In Favor										
Councillor Rondeel	In Favor										
Councillor Johnstone	In Favor										

Motion 097/2025

Moved by Councillor Johnstone to accept the Minutes of the Regular Council Meeting of April 28, 2025, as presented with the inclusion of dates added to Motion 086/2025.

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. Garreth Jones - AED Proposal

Motion 098/2025

Moved by Councillor Clark to accept the presentation from Garreth with Associated Ambulance and Services regarding AEDs, and that the matter be brought back to Council following the 2025 Municipal Election

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

CARRIED

5.2. Rimbey Lions Club - Great Actions Project

Motion 099/2025

Moved by Mayor Pankiw that the presentation regarding the Great Project from the Lions Club be accepted as information, and that five daily family swim passes, valued at \$20 each, be donated in support.

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

CARRIED

5.3. NJHL Hockey - Derek Prue & Jacob Hegerfeldt -ADDITION TO AGENDA

Motion 100/2025

Moved by Councillor Johnstone that the (NJHL) National Junior Hockey League Hockey presentation from Derek Prue be accepted as information, and that the discussion be brought back to the Regular Council Meeting to be held on June 23, 2025.

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

CARRIED

6. BYLAWS

6.1. Bylaws of the Town of Rimbey Library

Motion 101/2025

Moved by Councillor Clark that the Bylaws of the Town of Rimbey Library is not accepted as presented. It is noted that the reference in Section 6(4) to Section 6(5) does not coincide with the bylaw content, as there is no Section 6(5) included.

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

CARRIED

7. NEW AND UNFINISHED BUSINESS

7.1. Proclamation Request - BGC Club Day

Motion 102/2025

Moved by Mayor Pankiw to proclaim June 6, 2025, as BGC Club Day, as presented.

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

CARRIED

7.2. 2025 Seniors' Week - Community Declaration

Motion 103/2025

Moved by Mayor Pankiw to declare June 2 - 8, 2025 to be Seniors' Week in Rimbey, Alberta, as presented.

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

CARRIED

7.3. Policy 3301

Motion 104/2025

Moved by Councillor Clark to accept the changes to Policy 3301, as presented.

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

CARRIED

8. REPORTS

8.1. DEPARTMENT REPORTS

Motion 105/2025

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 106/2025

Moved by Councillor Rondeel 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
11. CLOSED SESSION - FOIP SECTION 17(1) PERSONAL PRIVACY

11.1. FOIP Section 17(1) Personal Privacy - Application for the Rimbey Municipal Library Board

Motion 107/2025

Moved by Councillor Johnstone to enter closed session at 4:36 p.m.

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

CARRIED

Motion 108/2025

Moved by Mayor Pankiw to revert to open session at 4:39 p.m.

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

CARRIED

Motion 109/2025

Moved by Mayor Pankiw to appoint Samantha Sansome to be a Municipal Library Board Member in Rimbey for a three-year term, ending October 31, 2027.

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 110/2025

Moved by Councillor Johnstone to adjourn the meeting at 4:41 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: June 23, 2025
Submitted By: Liz Armitage, Development Officer
Subject: Bylaw 1014/25 Amendment to Land Use Bylaw 1008/24 - Re-Designation of Land
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Administration has received an application for redesignation to a Direct Control (DC) District from Phil Swanson for the parcel located at Lot 18, Block 9, Plan 972 2593 in the N.W. ¼ SEC. 21-42-2-W5M (5030-49 Avenue).

The following images show the approximate location of the lands to be redesignated:

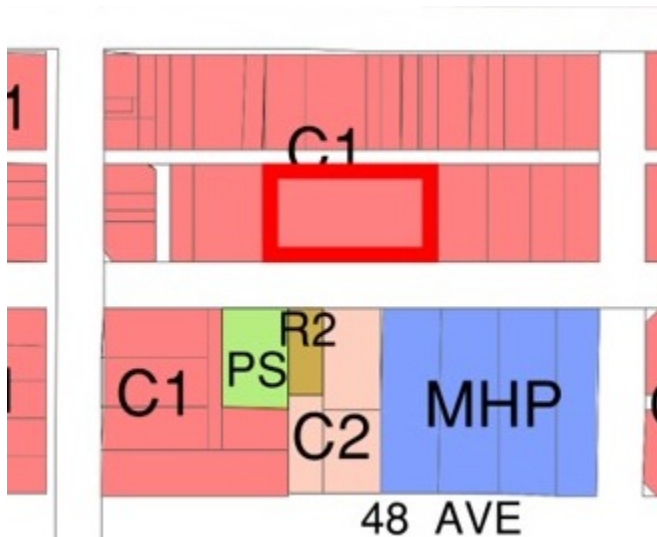


DISCUSSION:

Analysis of Existing Conditions:

Council Agenda Item 6.1

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



Application Overview:

A private company, Missing Link, has purchased the noted site (previous Town Fire Hall). They are a company that has several contracts to pull fiber through multiple municipalities across Alberta.

The Applicant is proposing to utilize the subject site for storage and also intend to create a security perimeter by surrounding the site with eight (8) shipping containers as a barrier/security wall. The application also proposes to use an additional four (4) shipping containers for temporary storage.

As the Rimbey Land Use Bylaw only allows for a maximum of three (3) shipping containers (c-cans) on one parcel within the Town, Administration directed the Applicant to consider applying for a redesignation to a Direct Control (DC) District to allow for the additional number of c-cans that they would like to utilize on the site. Administration did not advise pursuing a development permit given the significant variance that would be required to the number of sea-cans on the site. This process will require a redesignation to Direct Control and then a subsequent development permit application that would be under the review of Council to make a decision on in accordance with the Bylaw.

The proposed number of c-cans changes the character and general nature of the site and may have significant impacts on adjacent properties and the area as a whole. This is why a redesignation application and the public hearing process that accompanies that is most appropriate from a planning and development perspective, as well as from a public transparency and oversight viewpoint.

Municipal Development Plan Review:

One of the main goals of Rimbey's MDP is outlined in 6.1 which states one MDP goal is to "to ensure the orderly, complementary, contiguous, and efficient development of the physical environment within the Town." The impact of a site in the downtown area and heart of the community having such a significant number of c-cans, more in line with an industrial area or more appropriate in a sparsely populated rural area is counter to this MDP goal in terms of ensuring complementary development.

Policy 7.3 states that “a high level of quality and aesthetic appeal will be encouraged in all development and redevelopment.” Council, in their decision to proceed with this redesignation application, will have to consider whether this policy goal is achieved through this development.

When considering a land use redesignation application, the MDP notes that Council should have consideration for the following items outlined in Section 7.7:

- 1.The goals and policies of this and other applicable statutory and non-statutory plans and/or policies adopted by Council.
 - 2.The views of the public.
 - 3.The physical characteristics of the subject and adjacent land.
 - 4.The use of other land in the vicinity.
 - 5.The availability of and possible impact on public and private utilities.
 - 6.Access to and possible impact on the transportation systems.
 - 7.The overall design; and
- Any other matters which, in the opinion of Council, are relevant.

While aesthetically this proposed development does not align with the overall goals of the MDP and may also impact other lands in the vicinity from a visual perspective, Council should also take into consideration the views of the public made at a subsequent public hearing, if this Bylaw receives 1st Reading as well as any other matters which, in the opinion of Council, are relevant.

This proposed development is located within the commercial area of the downtown. Policy 11.4 notes that “the Town will strive to develop and implement an overall downtown streetscape plan to ensure the downtown commercial area is pedestrian friendly and aesthetically pleasing while providing adequate vehicular access and parking.” The proposed development, will likely have a negative impact on the streetscape and this should be considered by Council.

If Council does decide to approve this Land Use Bylaw amendment, a rationale can be made for alignment with the Economic Development section of the MDP as outlined in Section 22. Goals of this section speak to encouraging economic development and opportunity for the Town. This is a growing business in Rimbey that will grow the economic base of the Town which is something that the MDP does encourage.

Land Use Bylaw Review:

Section 9.13 of the Land Use Bylaw outlines regulations regarding c-cans. As proposed, this development is counter to a number of the supporting regulations for c-cans, not simply the maximum number allowed.

The Bylaw notes that c-cans cannot be located in the exterior side or front yard. This proposal will have shipping containers located within the side yards and the front yard.

Policy 9.13.7 notes that c-cans shall be visually screened from public roads and adjacent properties. Policy 9.13.8 notes that shipping containers shall have no visual or material impacts on neighboring properties. The shipping containers, as proposed with this development, would not be visually screened and encircle the site.

Policy 9.13.10 provides allowances for temporary c-cans during active construction and during temporary loading and unloading for period of not more than ten (10) days in any six-month period.

The temporary shipping containers proposed for this site will exceed those requirements and require further special allowances in a DC district, if approved by Council.

Summary:

This application has significant contradictions with the policy framework outlined in Rimbey’s Municipal Development Plan (MDP) and the regulatory requirements of the Town’s Land Use Bylaw. Council must weigh these considerations, with any public input at the Public Hearing and consideration of the Town’s economic development goals and priorities when making a decision on this application.

RELEVANT POLICY/LEGISLATION:

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

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION:

Administration recommends Council give first reading of Bylaw 1014-25 Amendment to Land Use Bylaw 1008/24.

Administration recommends advertising Bylaw 1014-25 Amendment to Land Use Bylaw 1008/24 for two consecutive weeks as per the Municipal Government Act.

Administration recommends setting a public hearing for Bylaw 1014-25 Amendment to Land Use Bylaw 1008/24 on July 21, 2025 at 3:00pm.

ATTACHMENTS:

- [Proposed Site Plan](#)
- [Bylaw 1014-25 Amendment to the Land Use Bylaw 1008 24](#)

PREPARED BY: Liz Armitage, Development Officer

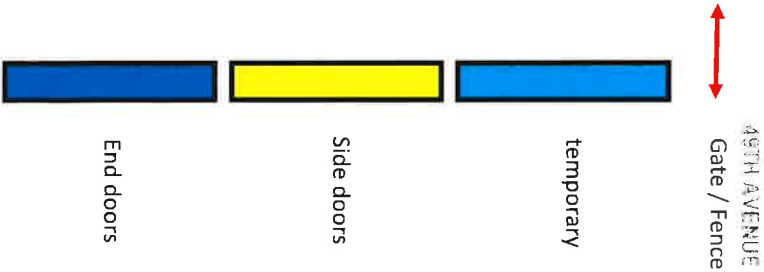
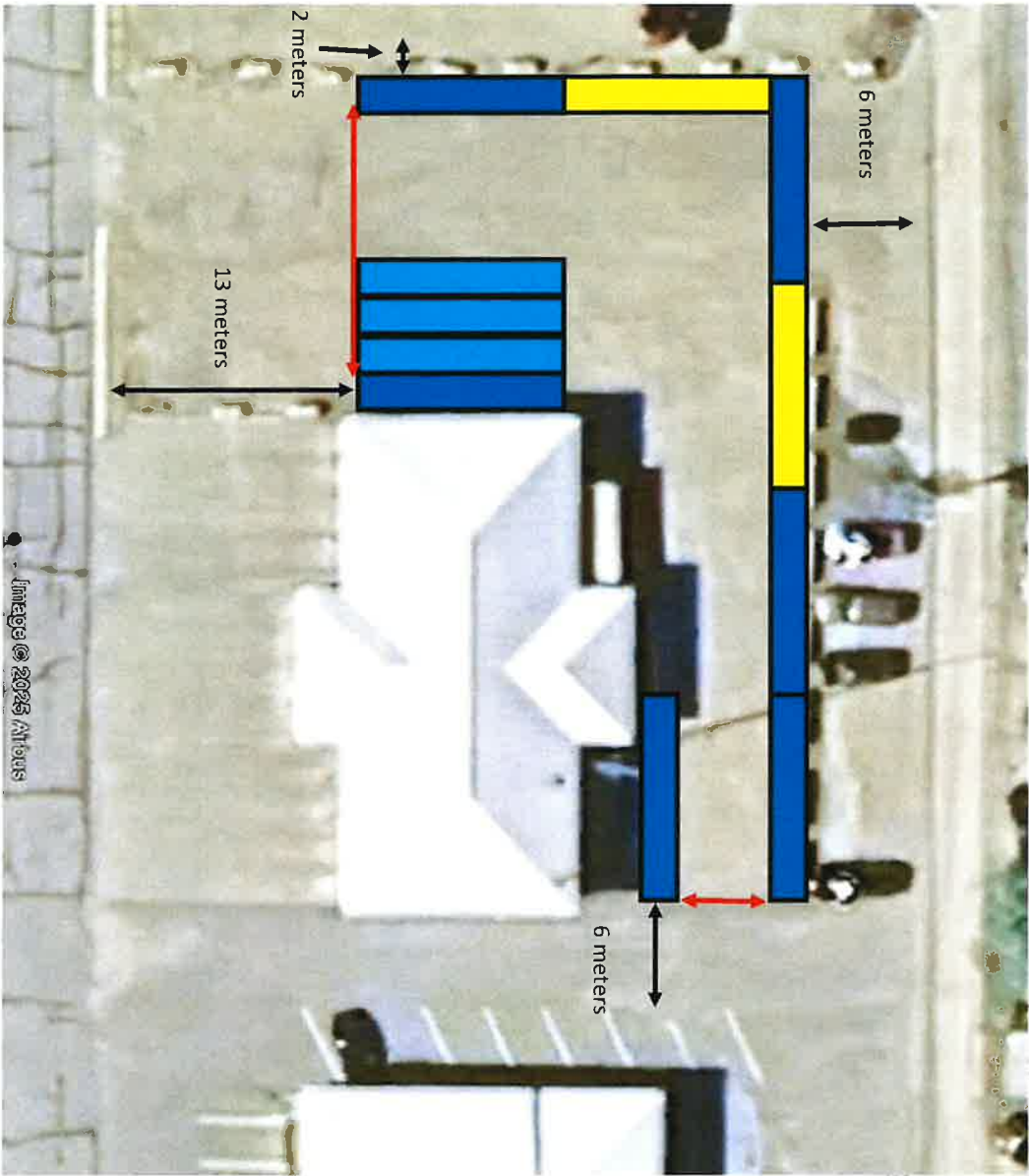
June 19, 2025
Date

ENDORSED BY:


Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

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





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

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

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

PART I - TITLE

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

PART II – DIRECT CONTROL – 2020-01

- 1) Add Section 12.18, Direct Control District – 2025-01 as follows:
- (1) **Location**
Lot 18, Block 9, Plan 972 2593 (5030-49 Ave)
 - (2) **Purpose**
To accommodate and allow for a maximum of eight (8) permanent c-cans and four (4) temporary c-cans to be located on an otherwise designated Central Commercial (C1) district.
 - (3) **Permitted Uses**
 - (a) As per the permitted uses contained within the Central Commercial (C1) designation.
 - (4) **Discretionary Uses**
 - (a) Eight (8) permanent c-cans
 - (b) A maximum of four (4) temporary c-cans allowed for a maximum one (1) year period from date of development permit issuance.
 - (c) As per the permitted uses contained within the Central Commercial (C1) designation.
 - (5) **Development Standards and Setback Requirements**
 - (a) As per the requirements contained within the Central Commercial (C1) designation unless otherwise exempted within this Direct Control (DC) District.
 - (b) A maximum of eight (8) permanent c-cans are exempt from the regulations outlined in Section 9.13 (6(a)), (7), (8), (9) and (11) of the Bylaw. This allows for the c-cans allowed on the parcel to exceed the Bylaw maximum of three (3) c-cans, be located within the side or rear yard and be located adjacent to the property line. Furthermore, the eight (8) permanent c-cans do not have to comply with other setback regulations of the Bylaw.
 - (c) Temporary c-cans may be approved to a maximum of four (4) and for a period not exceeding one (1) year. The temporary c-cans are exempt from the regulations of 9.13 (10) and (11).
 - (d) Additional development standards as determined by Council or its delegate.



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

(6) **Maximum Number of Lots**

- (a) One (1)

PART III – REDESIGNATION

- 1) Lot 18, Block 9, Plan 9722593 from Central Commercial (C2) to Direct Control (DC) as identified on Schedule A.
- 2) That the Land Use District Map of Bylaw No. 1008/24 is hereby amended as per attached map in Schedule A.

PART IV - EFFECTIVE DATE

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

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

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

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

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

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

BYLAW NO. 1014-25



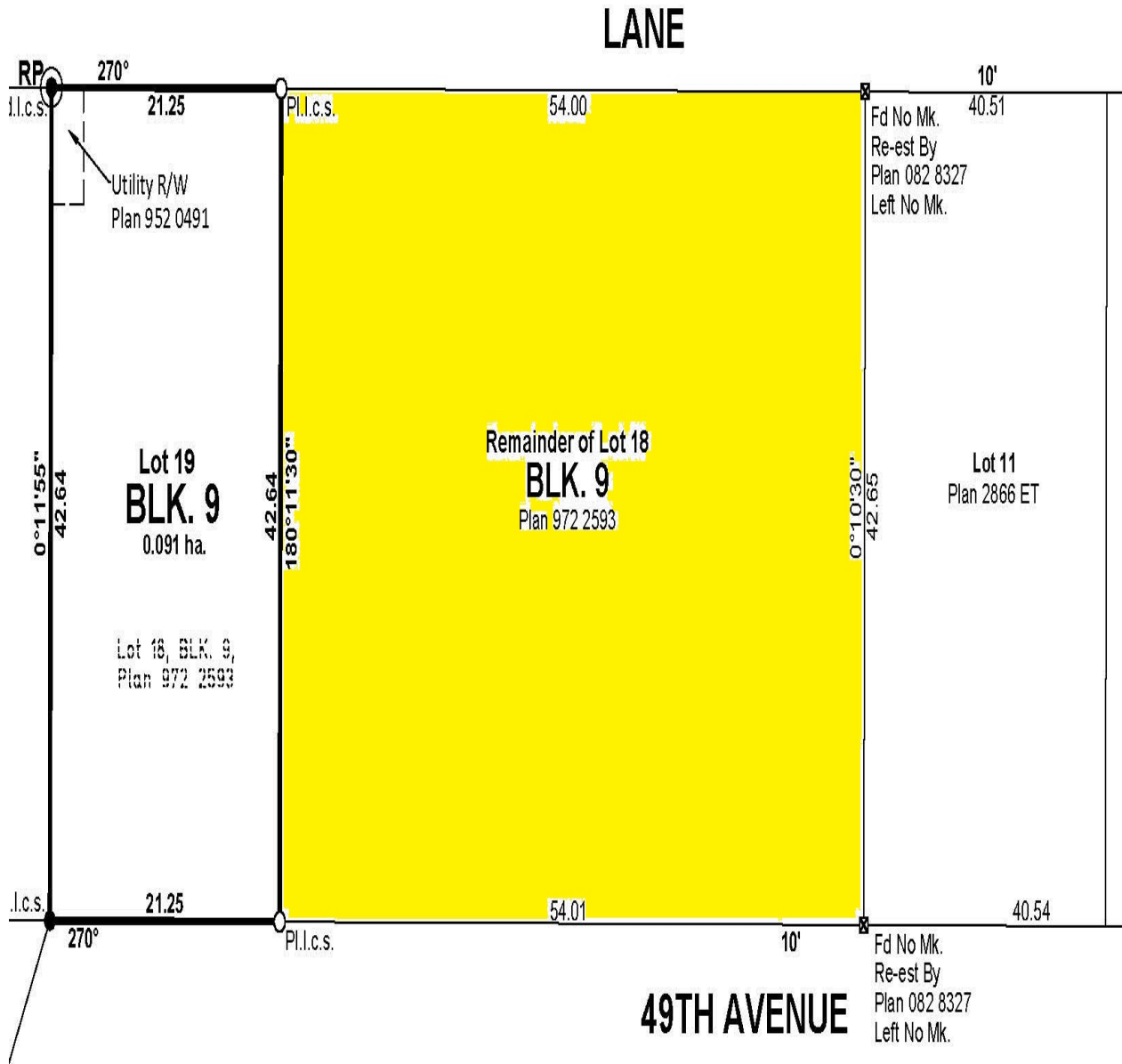
A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO
AMEND LAND USE BYLAW 1008/24.

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

SCHEDULE A

Land Use Re-designation Map



Town Council
REQUEST FOR DECISION



Meeting: June 23, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Bylaw 1015/24 Schedule "A" Fees for Services
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

1. In the last revision to Schedule 'A' of the Fees for Services Bylaw, an Administration Fee for the Ash Garden was added. At this time, the bylaw requires further amendment to include a Perpetual Care Fee and a Plaque Fee specific to the Ash Garden.

Administration Fee:

An Administration Fee is hereby established for all services rendered pertaining to the Ash Garden. This fee covers the administrative tasks associated with the management and operation of the Ash Garden.

Perpetual Care Fee:

In recognition of the ongoing maintenance and long-term care required, a Perpetual Care Fee shall be levied. This fee is intended to fund the continuous upkeep and conservation efforts of the Ash Garden, ensuring its preservation for future generations.

Plaque Fee:

A Plaque Fee is introduced to cover the cost of designing, producing, and installing a commemorative plaque for the Ash Garden. This fee ensures that the historical and cultural significance of the Ash Garden is appropriately recognized and preserved.

Plaque Panel:

The plaque panel in the Ash Garden is a dignified, communal monument designed to respectfully display individual name plaques in memory of those whose ashes have been interred within the garden. The panel is typically made of granite or another durable, weather-resistant material, and is mounted securely on a base within the landscaped memorial area.

2. Administration has also removed fees for children's plots and cremation plots as these options are no longer available in Rimbey.

DISCUSSION:

The cost for each individual name plaque is \$276, plus applicable shipping and taxes. The total cost for the plaque panel was \$3,706.50. When divided by the 42 name plaques it can accommodate, the panel cost per plaque amounts to \$88.25.

Council Agenda Item 6.2

To recover the cost of both the individual plaque and the portion of the plaque panel, it is proposed to set the total fee at \$400. While this amount was initially intended to be lower to accommodate affordability, the \$400 fee would allow the Town to recover:

\$276 for the Plaque

\$88.25 for the Plaque Panel

Leaving \$35.75 to help offset shipping and tax expenses

This approach balances cost recovery while keeping the fee within a reasonable range.

RELEVANT POLICY/LEGISLATION:

Bylaw 1011/25

RECOMMENDATION:

Administration recommends that Council establish the plaque fee to be applied in the Fees for Services Bylaw.

ATTACHMENTS:

[DRAFT 1015 25 Schedule A Fees for Services](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

63.+

Schedule "A" Fees for Services Bylaw 1011/25 <u>1015/25</u>	
Administrative Charges	
County Maps	\$15.00 Plain Paper
	\$20.00 Laminated
F.O.I.P Requests	\$25.00 Application Fee per request, plus as allowed by the FOIP Regulations for research.
Land Use Bylaw	\$25.00 including GST
Municipal Development Plan	\$25.00 including GST
N.S.F. Cheques	\$42.50 no GST
Special Meetings with Council	\$50.00 per Council Member in attendance, fee may be waived
Tax Certificates	\$35.00 no GST, written request only
Tax Recovery Notification	\$25.00 no GST
Tax Searches	\$15.00 no GST
Local Assessment Review Board Appeal (LARB)	\$50.00
Composite Assessment Review Board Appeal (CARB)	\$100.00
Business License Fees	
Resident Business	\$35.00
Local Area Business	\$85.00
Home Office or Home Business	\$50.00
Non-Resident Business	\$250.00
Daily License (any category)	\$50.00
Annual business license fees shall be prorated from the month of application. This does not apply to a Non-Resident Business or Daily License.	
Cemetery Fees	
Plot	\$500.00/plot
Niche	\$1850.00 per niche (includes Perpetual Care Fee)
Children's Plots	50% of the above price if only half plot is requested.
Cremation Plot	\$175.00/plot
Indigent Status	50%of conventional Plot sale charge
Legion Members (Not including spouse)	50%of conventional Plot sale charge
Opening and Closing of plot in Summer	\$400.00
Opening and Closing of plot in Winter	\$600.00
Double Depth Opening and Closing of plot in Summer	\$700.00
Double Depth Opening and Closing of plot in Winter	\$800.00
Opening and Closing of Cremation Plot in Summer	\$125.00
Opening and Closing of Cremation Plot in Winter	\$200.00
Additional Opening and Closing of Niche	\$50.00
Opening and Closing of plot on Statutory Holiday or Weekend	\$250.00 in addition to regular fee
Opening and Closing of Niche on Statutory Holiday or weekend	\$150.00 in addition to regular fee
Disinterment of Remains Not Cremated	\$1,000.00
Mount Auburn and West Haven Cemetery Perpetual Care	\$110.00/plot
Perpetual Care of Cremation Plot	\$110.00/plot
Monument Permits	\$25.00 no GST

Ash Garden Administration Fee	\$25.00
<u>Ash Garden Plaque Fee</u>	
<u>Ash Garden Perpetual Care Fee</u>	<u>\$110.00</u>
Animal License Fee	
Dog License Fee	\$20.00 per year
Dog Impound Fee	\$40.00 per day
Cat License Fee	\$20.00 per year
Cat Impound Fee	\$40.00 per day
Urban Hen License Fees	\$50.00 per year
Municipal Enforcement	
Vehicle Impound Fees	\$20.00 per day
RECREATION SERVICES – (Peter Lougheed Community Centre)	
Main Auditorium	
Sunday to Thursday - All Day	\$325.00
Friday to Saturday - All Day	\$375.00
Monday to Thursday – (8:30am to 4:30pm - excluding holidays)	\$150.00
Funerals Weekdays – (8:00am-5:00pm – excluding holidays)	\$200.00
Full Weekend Rate (Friday 8:00am to Sunday noon)	\$850.00
Guaranteed Setup Day	\$100.00
Cleaning Fee	\$200.00
Security Deposit	\$375.00
Upper Auditorium	
Evenings and Weekends	\$150.00
Days (8:30am to 4:30pm)	\$100.00
Hourly Rate	\$ 45.00
Security Deposit	\$150.00
Kinsmen Room	
All Day	\$ 80.00
Hourly Rate	\$ 35.00
Security Deposit	\$ 80.00
Lion’s Room	
All Day	\$ 90.00
Hourly Rate	\$ 45.00
Security Deposit	\$100.00
Kitchen	
All Day	\$200.00
Prep/Staging	\$ 50.00
Security Deposit	\$300.00
Curling Lounge (April 1-September 30th each year)	
All Day	\$150.00
Hourly Rate	\$45.00
Security Deposit	\$150.00
Mezzanine (April 1-September 30th each year)	
All Day	\$ 75.00
Hourly	\$ 20.00

Council Agenda Item 6.2

Security Deposit	\$ 50.00
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Fitness Centre Memberships				
	2023	2024	2025	2026
Adult (year)	\$248.00	\$253.00	\$258.00	\$263.00
Adult (6 months)	\$157.00	\$160.00	\$163.00	\$167.00
Adult (3 months)	\$95.00	\$97.00	\$99.00	\$101.00
Adult (1 month)	\$45.00	\$46.00	\$47.00	\$48.00
Family (year)	\$412.00	\$420.00	\$429.00	\$437.00
Family (6 months)	\$236.00	\$241.00	\$246.00	\$250.00
Family (3 months)	\$157.00	\$160.00	\$163.00	\$167.00
Family (1 month)	\$75.00	\$77.00	\$78.00	\$80.00
Senior / Student (year)	\$113.00	\$115.00	\$118.00	\$120.00
Senior / Student (6 months)	\$87.00	\$89.00	\$91.00	\$92.00
Senior / Student (3 months)	\$63.00	\$64.00	\$66.00	\$67.00
Senior / Student (1 month)	\$30.00	\$31.00	\$31.00	\$32.00
Drop In (Adult)	\$6.00	\$6.00	\$6.00	\$6.00
Punch Card	\$90.00	\$90.00	\$90.00	\$90.00
Ice Rental Rates (Effective September 1, 2024)				
Youth (local)			\$115.00/hour	
Youth (local Effective September 1, 2025)			\$125.00 / hour	
Youth (out of Town)			\$130.00 / hour	
Adult (local)			\$140.00 / hour	
Adult (out of Town)			\$150.00 / hour	
Adult Tournament Rate/Junior B			\$115.00 / hour	
Competitive Tri / Hub Team (Out of Town)			\$120.00 / hour	
Public Skating/Shinny			Free	
Programs Learn to Skate			\$80.00	
Arena – Summer Rates (April-August)				
Per Day			\$350.00/day	
Programs			\$ 45.00	
Hourly Rate Mon-Thurs			\$100.00	
Mon-Thurs 8:30am - 4:30pm per day (Non-Profit)			\$150.00	
Security Deposit			\$500.00	
Rimbey Aquatic Centre Includes GST				
Adult (18+)				
Daily			\$ 6.00	
10 Punch			\$ 54.00	
Season			\$130.00	
Seniors (65+)				
Daily			\$ 5.00	
10 Punch			\$ 45.00	
Season			\$115.00	
Student (13-17)				
Daily			\$ 5.00	
10 Punch			\$ 45.00	
Season			\$115.00	
Youth (7-12)				
Daily			\$ 4.50	
10 Punch			\$ 40.50	
Season			\$ 95.00	
Child (3-6)				
Daily			\$ 4.00	
10 Punch			\$ 36.00	
Season			\$ 95.00	

Family (2 Adults – 3 Children – Immediate Family)	
Daily	\$ 20.00
10 Punch	\$180.00
Season	\$280.00
Lessons	
Preschool	\$ 40.00
Levels 1-3	\$ 45.00
Levels 4-6	\$ 55.00
Swim Patrol	\$ 60.00
Private	\$ 25.00 Per day
Semi-Private (Max 2 Children)	\$ 20.00 Per day, Per Child
Adult	\$ 40.00 Per day
Rentals (per Hour)	
Pool & Area (0-30)	\$100.00
Every extra 30	\$ 30.00
Party Room	\$ 30.00
Party Room (day)	\$ 80.00
School Rentals - Open Swim	
May - June (8:30 -11:30am & 12:30-3:00pm)	\$ 45.00 Per hour/lifeguard
*0-39 Students = 1 lifeguard	
*40-79 Students= 2 lifeguards	
*80-119 Students= 3 lifeguards	
Miscellaneous	
Swim Diapers	\$ 3.00
Goggles	\$ 13 - \$22
Swim Caps	\$ 8.00
Ear Plugs	\$ 4.00
Programs	
Bronze Medallion	\$140.00 (Price may vary)
Bronze Cross	\$110.00 (Price may vary)
Junior Lifeguard Club	\$120.00
Public Works	
Sanding Truck	\$100.00 per hour
Sand/Salt	\$45.00 per cubic meter
Street Sweeper	\$150.00 per hour
Tandem Truck	\$115.00 per hour
Backhoe	\$130.00 per hour
Loader	\$175.00 per hour
Skid Steer	\$100.00 per hour
Snow Blower	\$100.00 per hour
Street Grader	\$175.00 per hour
Municipal Vehicles	\$75.00 per hour
Grass Cutting Equipment	\$65.00 per hour
Vac Con Hydro Vac	\$285.00 per hour
John Deere Gator & Weed Sprayer	\$130.00 per hour (herbicide is extra)
Dust Control (will not be provided after Sept 1 of each year)	Actual Cost of Dust Agent (min 100m)
All equipment comes with an operator.	GST will be added to the above rates
Recycle Facility	
Residential (Town/County/Summer Village Parkland Beach)	FREE
Commercial/Schools/Churches	FREE
Burn Pit (All materials to be under 6’ in length and 1’ diameter)	\$40.00 - \$50.00
Disposal of Concrete Without Rebar	\$25.00 per Tonne
Disposal of Concrete with Rebar	\$40.00 per Tonne
Disposal of Asphalt	\$22.00 per Tonne

Sale of Crushed Asphalt	\$22.00 per Tonne
Sale of Crushed 1' Concrete	\$22.00 per Tonne
Sale of Crushed 2' Concrete	\$21.00 per Tonne
Sale of Crushed 3' – 5 'Concrete	\$19.00 per Tonne
Utilities	
Water Consumption	\$2.10m3 (April 1, 2019)
Sewer	70% of water consumption
Meter Service Charges (flat Rate)	
5/8" meter	\$4.69 monthly
5/8" x 3/4" meter	\$4.69 monthly
3/4" meter	\$4.69 monthly
1" meter	\$7.81 monthly
1 1/2" meter	\$10.94 monthly
2" meter	\$15.63 monthly
3" meter	\$31.25 monthly
4" meter	\$62.50 monthly
Wastewater Disposal Fee	\$8.50 per cubic meter for vehicles with up to 5 cubic meters capacity. \$50 Flat rate for vehicles with capacity exceeding 5 cubic meters.
Garbage Fee (Residential)	\$17.68 per month (April 1, 2019)
Recycle Fee (Residential)	\$3.12 per month (April 1, 2019)
Organic / Compost (Residential)	\$5.85 per month (March 1, 2024)
Utility Disconnection Fee / Connection Fee	\$65.00 per operation.
Commercial meter rate depends on meter size.	
All properties are required to have water meters.	
If a utility account is in arrears, the charges levied, penalties and fees may be transferred to the tax roll of the property and be collected by the same procedures as taxes levied by the Town of Rimbey.	
Subdivision Fees	
Application of three lots or less	\$900.00 + \$100.00 per new lot created
Application of four lots or more	\$1000.00 + \$200.00 per new lot created
Time Extension of Subdivision Approval (first)	\$250.00
Time Extension of Subdivision Approval (additional)	\$300.00
Endorsement (3 lots or less)	\$100.00 per new lot + remainder
Endorsement (4 lots or more)	\$200.00 per new lot + remainder
Lot line Adjustments Where No New Parcels are Created	\$1,000.00 (flat fee)
Separation of Title	\$800 (flat fee)
Condominium Unit Conversion	\$40.00 per unit
Miscellaneous Fees	
Land Use Bylaw Amendments	\$750.00 (minor), \$1,500.00 (major)
Land Use Bylaw Amendments for Registered Non-Profit Societies and Churches	\$500.00 (minor), \$1000.00 (major)
Area Structure Plan Amendments	\$750.00 (minor), \$1,500.00 (major)
Area Structure Plan Amendments for Registered Non-Profit Societies and Churches	\$500.00 (minor), \$1000.00 (major)
Municipal Development Plan Amendment	\$750.00 (minor), \$1,500.00 (major)
Municipal Development Plan Amendment for Registered Non-Profit Societies and Churches	\$500.00 (minor), \$1000.00 (major)
Outline Plan Amendment	\$750.00 (minor), \$1,500.00 (major)
Development Appeal Board	\$250.00

Encroachment Permit	\$275.00
Variance	\$200.00
Developments and Buildings Without a Permit	\$2000 for accessory buildings or \$5000 for principal buildings
Compliance Certificates	\$60.00 including GST
Compliance Certificate (Rush order, when available)	\$100.00 including GST
Confirmation of Zoning	\$50.00 including GST.
Planning and Development Development Permit Fees	
Permitted Use Development Permit (Development Permit Fee waived for home office or home business motion 051/17)	\$70.00
Discretionary Use Permit	\$150.00
Building Accessories (decks, sheds, garages, etc.)	\$50.00/Accessory
Modular, Manufactured or Mobile Homes	\$70.00
Multi-Unit Dwellings	\$70.00 + \$25.00/unit (permitted use) \$120.00 + \$25.00/unit (discretionary use)
Performance/Security Deposit	\$3000.00 minimum or 1% of construction up to \$1,000,000.00 + \$1.50/\$1000.00 of construction value over \$1,000,000.00

TOWN OF RIMBEY
BUILDING PERMIT FEE SCHEDULE

Residential Installations

Description	Permit Fee -not including SCC Levy*
New Single-Family Dwellings, Additions	\$5.00 per \$1000 of Project Value**
Relocation of a Building (on crawlspace or basement)	\$0.30 per square foot of main floor
Relocation of a Building (on piles or blocking only)	\$150.00
Garage, Renovation, Basement Development (not at time of new home construction)	\$0.25 per square foot of developed area
Minimum Residential Building Permit Fee	\$100.00

Commercial, Industrial, Institutional

Description	Permit Fee - not including SCC Levy*
New, Addition, Renovation	\$5.50 per \$1000 of Project Value**
Change of Use (no structural changes)	\$250.00
Minimum Building Permit Fee (including Demolition Permits)	\$250.00

****NOTE: Project Value is based on the actual cost of material and labour. Verification of cost may be requested prior to permit issuance.**

*** SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.**

TOWN OF RIMBEY
ELECTRICAL PERMIT FEE SCHEDULE

Single Family Dwellings, Additions			
Square Footage	Permit Fee	SCC Levy	Total Fee
0 - 1200	\$125.00	\$5.00	\$130.00
1200 - 1500	\$150.00	\$6.00	\$156.00
1501 - 2000	\$175.00	\$7.00	\$182.00
2001 - 2500	\$200.00	\$8.00	\$208.00
2501 - 3500	\$225.00	\$9.00	\$234.00
Over 3500	\$225.00 plus \$0.10 per square foot		

Other than New Single Family Residential (basement development, garage, renovation, minor work)			
Installation Cost	Permit Fee	SCC Levy	Total Fee
\$0 - \$500	\$100.00	\$4.50	\$104.50
\$501-\$1000	\$125.00	\$5.00	\$130.00
\$1001 - \$2000	\$140.00	\$5.60	\$145.60
\$2001 - \$3000	\$150.00	\$6.00	\$156.00
\$3001 - \$4000	\$160.00	\$6.40	\$166.40
\$4001 - \$5000	\$170.00	\$6.80	\$176.80

Projects over \$5000 use the square footage fee schedule above.

Description	Permit Fee	SCC Levy	Total Fee
Permanent Service Connection Only	\$100.00	\$4.50	\$104.50
Temporary Power/ Underground Service	\$100.00	\$4.50	\$104.50

*** SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.**

TOWN OF RIMBEY
ELECTRICAL PERMIT FEE SCHEDULE
Commercial, Industrial, Institutional (Contractors Only)

Installation Cost	Permit Fee	SCC Levy	Total Fee
0 - 500.00	\$85.00	\$4.50	\$89.50
500.01 - 1,000	\$95.00	\$4.50	\$99.50
1,001 - 1,500.00	\$100.00	\$4.00	\$104.00
1,500.01 - 2,000.00	\$110.00	\$4.40	\$114.40
2,000.01 - 2,500.00	\$115.00	\$4.60	\$119.60
2,500.01 - 3,000.00	\$120.00	\$4.80	\$124.80
3,000.01 - 3,500.00	\$125.00	\$5.00	\$130.00
3,500.01 - 4,000.00	\$130.00	\$5.20	\$135.20
4,000.01 - 4,500.00	\$135.00	\$5.40	\$140.40
4,500.01 - 5,000.00	\$145.00	\$5.80	\$150.80
5,000.01 - 5,500.00	\$150.00	\$6.00	\$156.00
5,500.01 - 6,000.00	\$160.00	\$6.40	\$166.40
6,000.01 - 6,500.00	\$165.00	\$6.60	\$171.60
6,500.01 - 7,000.00	\$170.00	\$6.80	\$176.80
7,000.01 - 7,500.00	\$175.00	\$7.00	\$182.00
7,500.01 - 8,000.00	\$180.00	\$7.20	\$187.20
8,000.01 - 8,500.00	\$185.00	\$7.40	\$192.40
8,500.01 - 9,000.00	\$195.00	\$7.80	\$202.80
9,000.01 - 9,500.00	\$205.00	\$8.20	\$213.20
9,500.01 - 10,000.00	\$210.00	\$8.40	\$218.40
10,000.01 - 11,000.00	\$215.00	\$8.60	\$223.60
11,000.01 - 12,000.00	\$225.00	\$9.00	\$234.00
12,000.01 - 13,000.00	\$235.00	\$9.40	\$244.40
13,000.01 - 14,000.00	\$245.00	\$9.80	\$254.80
14,000.01 - 15,000.00	\$255.00	\$10.20	\$265.20
15,000.01 - 16,000.00	\$265.00	\$10.60	\$275.60
16,000.01 - 17,000.00	\$275.00	\$11.00	\$286.00
17,000.01 - 18,000.00	\$285.00	\$11.40	\$296.40
18,000.01 - 19,000.00	\$295.00	\$11.80	\$306.80
19,000.01 - 20,000.00	\$305.00	\$12.20	\$317.20
20,000.01 - 21,000.00	\$310.00	\$12.40	\$322.40
21,000.01 - 22,000.00	\$315.00	\$12.60	\$327.60
22,000.01 - 23,000.00	\$320.00	\$12.80	\$332.80
23,000.01 - 24,000.00	\$325.00	\$13.00	\$338.00
24,000.01 - 25,000.00	\$330.00	\$13.20	\$343.20
25,000.01 - 26,000.00	\$335.00	\$13.40	\$348.40
26,000.01 - 27,000.00	\$340.00	\$13.60	\$353.60
27,000.01 - 28,000.00	\$345.00	\$13.80	\$358.80
28,000.01 - 29,000.00	\$350.00	\$14.00	\$364.00
29,000.01 - 30,000.00	\$355.00	\$14.20	\$369.20
30,000.01 - 31,000.00	\$360.00	\$14.40	\$374.40
31,000.01 - 32,000.00	\$365.00	\$14.60	\$379.60
32,000.01 - 33,000.00	\$370.00	\$14.80	\$384.80
33,000.01 - 34,000.00	\$375.00	\$15.00	\$390.00
34,000.01 - 35,000.00	\$380.00	\$15.20	\$395.20
35,000.01 - 36,000.00	\$385.00	\$15.40	\$400.40
36,000.01 –37,000.00	\$390.00	\$15.60	\$405.60
37,000.01- 38,000.00	\$395.00	\$15.80	\$410.80

Installation Cost	Permit Fee	SCC Levy	Total Fee
38,001.00 - 39,000.00	\$400.00	\$16.00	\$416.00
39,001.00 - 40,000.00	\$405.00	\$16.20	\$421.20
40,001.00 - 41,000.00	\$410.00	\$16.40	\$426.40
41,001.00 - 42,000.00	\$415.00	\$16.60	\$431.60
42,001.00 - 43,000.00	\$420.00	\$16.80	\$436.80
43,001.00 - 44,000.00	\$425.00	\$17.00	\$442.00
44,001.00 - 45,000.00	\$430.00	\$17.20	\$447.20
45,001.00 - 46,000.00	\$435.00	\$17.40	\$452.40
46,001.00 - 47,000.00	\$440.00	\$17.60	\$457.60
47,001.00 - 48,000.00	\$450.00	\$18.00	\$468.00
48,001.00 - 49,000.00	\$460.00	\$18.40	\$478.40
49,001.00 - 50,000.00	\$470.00	\$18.80	\$488.80
50,001.00 - 60,000.00	\$490.00	\$19.60	\$509.60
60,001.00 - 70,000.00	\$510.00	\$20.40	\$530.40
70,001.00 - 80,000.00	\$550.00	\$22.00	\$572.00
80,001.00 - 90,000.00	\$590.00	\$23.60	\$613.60
90,001.00 - 100,000.00	\$630.00	\$25.20	\$655.20
100,001.00 - 110,000.00	\$670.00	\$26.80	\$696.80
110,001.00 - 120,000.00	\$710.00	\$28.40	\$738.40
120,001.00-130,000.00	\$750.00	\$30.00	\$780.00
130,001.00 - 140,000.00	\$895.00	\$35.80	\$930.80
140,001.00 - 150,000.00	\$935.00	\$37.40	\$972.40
150,001.00 - 160,000.00	\$975.00	\$39.00	\$1,014.00
160,001.00 - 170,000.00	\$1,015.00	\$40.60	\$1,055.60
170,001.00 - 180,000.00	\$1,050.00	\$42.00	\$1,092.00
180,001.00 - 190,000.00	\$1,090.00	\$43.60	\$1,133.60
190,001.00 - 200,000.00	\$1,125.00	\$45.00	\$1,170.00
200,001.00 - 210,000.00	\$1,160.00	\$46.40	\$1,206.40
210,001.00 - 220,000.00	\$1,190.00	\$47.60	\$1,237.60
220,001.00 - 230,000.00	\$1,225.00	\$49.00	\$1,274.00
230,001.00 - 240,000.00	\$1,255.00	\$50.20	\$1,305.20
240,001.00 - 250,000.00	\$1,390.00	\$55.60	\$1,445.60
250,001.00 - 300,000.00	\$1,520.00	\$60.80	\$1,580.80
300,001.00 - 350,000.00	\$1,650.00	\$66.00	\$1,716.00
350,001.00 - 400,000.00	\$1,785.00	\$71.40	\$1,856.40
400,001.00 - 450,000.00	\$1,915.00	\$76.60	\$1,991.60
450,001.00 - 500,000.00	\$2,050.00	\$82.00	\$2,132.00
500,001.00 - 550,000.00	\$2,180.00	\$87.20	\$2,267.20
550,001.00 - 600,000.00	\$2,310.00	\$92.40	\$2,402.40
600,001.00 - 650,000.00	\$2,445.00	\$97.80	\$2,542.80
650,001.00 - 700,000.00	\$2,575.00	\$103.00	\$2,678.00
700,001.00 - 750,000.00	\$2,710.00	\$108.40	\$2,818.40
750,001.00 - 800,000.00	\$2,840.00	\$113.60	\$2,953.60
800,001.00 - 850,000.00	\$2,975.00	\$119.00	\$3,094.00
850,001.00 - 900,000.00	\$3,105.00	\$124.20	\$3,229.20
900,001.00 - 950,000.00	\$3,235.00	\$129.40	\$3,364.40
950,001.00 - 1,000,000.00	\$3,370.00	\$134.80	\$3,504.80

For projects over \$1,000,000 divide the total installation cost by \$1,000 and then times by 3.370 plus SCC Levy

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560
HOMEOWNER PERMITS: Add \$75.00 when the installation cost is greater than \$500.00.

TOWN OF RIMBEY
ELECTRICAL PERMIT FEE SCHEDULE

Annual Electrical Permits

Description	Permit Fee	SCC Levy	Total Fee
Annual Electrical Maintenance	\$350.00	\$14.00	\$364.00

*** SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.**

**TOWN OF RIMBEY
GAS PERMIT FEE SCHEDULE**

Residential Installations

Number of Outlets	Permit Fee	SCC Levy	Total Fee
1	\$100.00	\$4.50	\$104.50
2	\$115.00	\$4.60	\$119.60
3	\$130.00	\$5.20	\$135.20
4	\$145.00	\$5.80	\$150.80
5	\$155.00	\$6.20	\$161.20
6	\$165.00	\$6.60	\$171.60
7	\$175.00	\$7.00	\$182.00
8	\$185.00	\$7.40	\$192.40
9	\$195.00	\$7.80	\$202.80
10	\$205.00	\$8.20	\$213.20
Over 10	\$205.00 plus \$8.00 per outlet over 20		

Description	Permit Fee	SCC Levy	Total Fee
Propane Tank Set (Does not include connection to appliance)	\$100.00	\$4.50	\$104.50
Temporary Heat	\$100.00	\$4.50	\$104.50

- SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.

TOWN OF RIMBEY
GAS PERMIT FEE SCHEDULE

Commercial, Industrial, Institutional

BTU Input	Permit Fee	SCC Levy	Total Fee
Oto 150,000	\$100.00	\$4.50	\$104.50
150,001 to 250,000	\$125.00	\$5.00	\$130.00
250,001 to 500,000	\$175.00	\$7.00	\$182.00
500,001 to 1,000,000	\$225.00	\$9.00	\$234.00
Over 1,000,000	\$225.00 plus \$5.00 per 100,000 (or portion of) over 1,000,000 BTU		

Propane Tank Sets (Does not include connection to appliance)			
Description of Work	Permit Fee	SCC Levy	Total Fee
Tank Set	\$100.00	\$4.50	\$104.50
Propane Cylinder Refill Centre	\$160.00	\$6.40	\$166.40

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.

TOWN OF RIMBEY
PLUMBING PERMIT FEE SCHEDULE
Residential & Non-residential Installations

Number of Fixtures	Permit Fee	SCC Levy	Total Fee
1	\$75.00	\$4.50	\$79.50
2	\$75.00	\$4.50	\$79.50
3	\$75.00	\$4.50	\$79.50
4	\$80.00	\$4.50	\$84.50
5	\$90.00	\$4.50	\$94.50
6	\$100.00	\$4.50	\$104.50
7	\$110.00	\$4.50	\$114.50
8	\$125.00	\$5.20	\$130.20
9	\$130.00	\$5.20	\$135.20
10	\$150.00	\$6.00	\$156.00
11	\$155.00	\$6.20	\$161.20
12	\$160.00	\$6.40	\$166.40
13	\$170.00	\$6.80	\$176.80
14	\$180.00	\$7.20	\$187.20
15	\$190.00	\$7.60	\$197.60
16	\$205.00	\$8.20	\$213.20
17	\$210.00	\$8.40	\$218.40
18	\$220.00	\$8.80	\$228.80
19	\$225.00	\$9.00	\$234.00
20	\$235.00	\$9.40	\$244.40
21	\$245.00	\$9.80	\$254.80
22	\$250.00	\$10.00	\$260.00
23	\$260.00	\$10.40	\$270.40
24	\$270.00	\$10.80	\$280.80
25	\$280.00	\$11.20	\$291.20
26	\$290.00	\$11.60	\$301.60
27	\$300.00	\$12.00	\$312.00
28	\$305.00	\$12.20	\$317.20
29	\$310.00	\$12.40	\$322.40
30	\$315.00	\$12.60	\$327.60
31	\$320.00	\$12.80	\$332.80
32	\$330.00	\$13.20	\$343.20
33	\$335.00	\$13.40	\$348.40
34	\$345.00	\$13.80	\$358.80
35	\$350.00	\$14.00	\$364.00
36	\$360.00	\$14.40	\$374.40
37	\$365.00	\$14.60	\$379.60
38	\$375.00	\$15.00	\$390.00
39	\$380.00	\$15.20	\$395.20
40	\$390.00	\$15.60	\$405.60
41	\$400.00	\$16.00	\$416.00
42	\$405.00	\$16.20	\$421.20
43	\$410.00	\$16.40	\$426.40
44	\$420.00	\$16.80	\$436.80
45	\$430.00	\$17.20	\$447.20
46	\$440.00	\$17.60	\$457.60
47	\$450.00	\$18.00	\$468.00
48	\$460.00	\$18.40	\$478.40
49	\$470.00	\$18.80	\$488.80
50	\$480.00	\$19.20	\$499.20

Add \$5.00 for each fixture over 50.

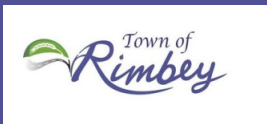
• SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$56.

TOWN OF RIMBEY
PRIVATE SEWAGE PERMIT FEE SCHEDULE

Description	Permit Fee	SCC Levy	Total Fee
Holding Tanks	\$200.00	\$8.00	\$208.00
Fields, Open Discharge, Mounds, Sand Filters, Treatment Tanks, etc.	\$300.00	\$12.00	\$312.00

* **SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.**

Town Council
REQUEST FOR DECISION



Meeting: June 23, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Policy 2203 - Community Centre Kitchen Use
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Administration has revised Policy 2203 to update the community centre daily kitchen rental fee from \$150 to \$200, as per the Fees for Services Bylaw.

RELEVANT POLICY/LEGISLATION:

Policy 2203 - Community Centre Kitchen Use
1011/25 Fees for Services Bylaw

RECOMMENDATION:


Administration recommends Council approve the revised Policy 2203, as presented.

ATTACHMENTS:

[2203 Community Centre Kitchen Use- Track changes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer
Date June 19, 2025

ENDORSED BY: 
Craig Douglas, Chief Administrative Officer
Date June 19, 2025

		<h2 style="text-align: center; color: blue;">Town of Rimbey Policy Manual</h2>	
Title: Community Centre Kitchen Use		Policy No: 2203	
Date Approved: January 23, 2017		Resolution No: 028/17	
Date Effective: January 23, 2017			
Purpose:	To provide public use of the Community Centre kitchen facility.		
<p>Policy Statement:</p> <p>The Town of Rimbey will provide public use of the Community Centre Kitchen at a rate of \$50.00 per hour or \$150.00 <u>\$200.00</u> per day. A deposit of \$300.00 will be required for all kitchen rentals. Priority of use will be given to users that hold their event within the Community Centre.</p> <p>A day rate of \$50.00 for the purposes of providing time to prepare a meal for the next day providing that the preparation time would be during regular office hours of 8:30 am-4:30 pm. and the kitchen is not already booked.</p> <p>All renters must agree to the terms and conditions provided in the Community Centre Kitchen Rental Agreement and Disclaimer, as amended from time to time by resolution of Council, and attached to this policy.</p>			
Initial Policy Date:	February 24, 2005	Resolution No:	74/05
Revision Date:	April 11, 2012	Resolution No.	60/12
Revision Date:	February 11, 2013	Resolution No.	037/13
Revision Date	January 23, 2017	Resolution No.	028/17
Revision Date		Resolution	



Meeting: June 23, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Policy 3211 - Utility Service Fee, Payment and Penalties Policy
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Administration is recommending that Policy 3211 be revised to remove the reference to the Fees and Services Bylaw number in Section 1.4 and to update the connection/disconnection fee from \$50 to the current fee of \$65, as shown in Section 2.1.

RELEVANT POLICY/LEGISLATION:

Policy 3211

RECOMMENDATION:

Administration recommends that Council approve Policy 3211 with changes, as presented.

ATTACHMENTS:

3211 Utility Service Fee, Payment and Penalties Policy - 2025

PREPARED BY: Craig Douglas, Chief Administrative Officer


June 19, 2025
Date

ENDORSED BY:

CS

Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

		<h1>Town of Rimbey</h1> <h2>Policy Manual</h2>	
Title: Utility Service Fee, Payment and Penalties Policy		Policy No: 3211	
Date Approved: January 23, 2017		Resolution No: 028/17	
Date Effective: January 23, 2017			
Purpose:		To provide service fee rates, payment and penalty policies for utility accounts.	
<p>Policy Statement:</p> <p>1.0 <u>Utility Billings</u></p> <p>1.1 All utility billings shall be processed and forwarded in the name of the property owner(s) as listed on the tax roll.</p> <p>1.2 Utility rates and charges shall be levied for water, sewer, solid waste collection and disposal, recycle and meter service charges commencing when water is turned on to a property.</p> <p>1.3 Utility billings shall be mailed out and collected on a regular schedule as determined by Council.</p> <p>1.4 Billings for services shall be in accordance with rates set out in Schedule A ,(as amended from time to time, by resolution of Council) of Fees for Services Bylaw_ 905/15.</p> <p>1.5 Billings shall be mailed no later than ten (10) days after the first day of the month following the end of the period for which the account was rendered.</p> <p>1.6 Utility bills shall cease only when an employee or agent of the Town of Rimbey physically turns off the water to a property, however, the owner shall still receive a utility bill if there is an outstanding balance owing. If the utility bill is not paid accordingly, then section 5.1 shall apply.</p>			

2.0 Connection / Disconnection Fee

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

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

3.0 Utility Account Transfers & Fees

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

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

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

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

4.0 Payment and Penalties

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

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

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

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

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

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

Town Council
REQUEST FOR DECISION



Meeting: June 23, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: JDL Developments
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

On May 12, 2025, JDL Developments requested the opportunity to "piggyback" #4 and #5 Capital paving projects listed below. They proposed to cover the cost but requested to enter into an agreement with the Town that provides for repayment over a 15-year term.

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

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

At the Committee of the Whole Meeting held on June 9, 2025, Council made the following motion:

Motion 044/2025 COW

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

- #4. Project: 53 Avenue. Road Construction & Paving, 53 Avenue - from 42 Street to 43 Street
- #5. Project: 42 Street. Road Paving, 42 Street – from 53 Ave. to 54th Ave (Hwy. 20). from the Capital Projects.

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

CARRIED

DISCUSSION:

Administration received advice from Municipal Affairs recommending that the Town not proceed with an agreement with JDL Developments. Municipal Affairs considers the arrangement to constitute the lending of money, and therefore Section 264 of the Municipal Government Act (MGA) would apply, despite the intention for repayment. Under the MGA, the Town may only enter into such agreements with nonprofit organizations.

RECOMMENDATION:

Administration recommends that Council rescind Motion 044/2025 COW, following advice from Municipal Affairs to not enter into an agreement with JDL Developments, as per Section 264 of the MGA.

PREPARED BY: Craig Douglas, Chief Administrative Officer June 19, 2025
Date

ENDORSED BY:  June 19, 2025
Date
Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: June 23, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rock the Track Sponsorship Packages
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

At the Committee of the Whole Meeting held on June 9, 2025, Council discussed the request from Terry Raymond from the Founder-President of Fire & Flood regarding sponsorship opportunities for the 2025 Rock the Track Event. Council made the following motion:

Motion 038/2025 COW

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

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

CARRIED

RECOMMENDATION:

Administration recommends that Council deliberate on the request to sponsor the 2025 Rock the Track Event.

ATTACHMENTS:

[Rock the track 2025 Email](#)
[Rock The Track 2025 Sponsorship package](#)

PREPARED BY:	Craig Douglas, Chief Administrative Officer	<u>June 19, 2025</u> Date
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ENDORSED BY:	 Craig Douglas, Chief Administrative	<u>June 19, 2025</u> Date
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From: Terry Raymond <Terry@fire-flood.com>
Sent: May 22, 2025 8:03 AM
To: Rick Pankiw <rick.pankiw@rimbey.com>
Subject: Rock the track 2025

Good day Rick,

Hope all is well,

Attached is the sponsorship opportunities for our 2025 Rock the track event. I am hoping you could bring this to town council and look at being a partner in this years event. I feel I put my money where my mouth is with a 500,000 up front cash to execute the event. My group of companies donate over 250,000 to this as well as over 50,000 to the oval operations per year. I would really like to see a commitment from the town as they all benefit the most from the people who come to the event and enjoy the weekend at Rimbey with local business also benefiting the most . Please share far and wide with anyone willing to be a partner we have lots opportunities 25,000 and under!!

Any questions or concerns please call look forward to this year and hope the Town will be a sponsor and partner this year with a continued success story for 2026.

Thanks,

Terry



Terry Raymond
Founder-President

☎ Mobile [1-403-318-2368](tel:1-403-318-2368)
☎ Dispatch 1-403-600-0044
☎ Toll Free 1-833-611-3337
🌐 www.fire-flood.com



ROCK THE TRACK



@

2025 Sponsorship Packages

ROCK THE TRACK



Lets Rock The Track Together

August 8th & 9th
Rimbey, Alberta

2025 Sponsorship Opportunities

Your brand in front of over 4000 Rock & Roll Rodeo Fans

Make it a VIP Event and host your guests in one of our exclusive viewing areas

We have sponsorship opportunities for every budget

Contact; Sherry Stuart or Allison Mcwilliam, info.rockthetrack@gmail.com
Sherry, 403-304-2117 or Allison 403-341-0302

ROCK THE TRACK



THE ULTIMATE MUSIC FESTIVAL, BULLRIDING & STOCK CAR EXPERIENCE!

2 Days of High Speed, High Energy and Incredible Music

Kids 10 & under FREE

Thursday August 7th

90's Kick Off Night Featuring The Discmen bringing you Big Shiny Tunes

Friday August 8th & Saturday August 9th

Doors 12:00pm // Bull Riding 1:00pm // Oval Track 4:00pm // Concert 7:30pm

2 Night Concert Series

The biggest sounds of the season are coming your way with an electrifying Concert Series that will have you dancing, singing, and feeling the music like never before. Epic Performances. Unforgettable Nights. Non-Stop Entertainment, Incredible Atmosphere & Unmatched Energy

2 Day Frank Wilson Memorial Bull Riding

Get ready for an adrenaline-pumping, edge-of-your-seat bull riding spectacle like no other. Watch as fearless cowboys go head-to-head with 1,500-pound beasts, battling to stay on for a heart-stopping 8 seconds of pure power, grit, and determination. CPRA Event with \$25,000 in prizes to attract the best action out there Thundering Hooves. Flying Dirt. Unstoppable Action.

2 Day Rock The Oval Track Stock Car Races

Full-Throttle Racing. High-Stakes Action. Non-Stop Excitement. The thrill of speed, the roar of engines, and the smell of burning fuel—this is STOCK CAR RACING at its finest!

Get ready for an adrenaline-fueled afternoon of high-speed action, heart-stopping passes, and intense wheel-to-wheel battles as the fastest drivers from all over Western Canada take on the track!

PLUS: Food Trucks, Drinks, and Festival Vibes!

DON'T JUST ATTEND—LIVE THE EXPERIENCE

Camp out and soak it all in

Tents, RVs, & VIP Options Available

FRANK WILSON MEMORIAL BULL RIDING

2 Day CPRA Sanctioned Event

The Frank Wilson Memorial Bull Riding is a premier rodeo event honoring the legacy of a true rodeo and wagon fan. Held in memory of Frank Wilson, a beloved husband, father, grandfather, and visionary, this event celebrates his enduring impact on Alberta communities.

Whether you're a seasoned rodeo fan or a first-time spectator, the Frank Wilson Memorial Bull Riding promises an unforgettable experience that honors the heart and grit of Western culture.

With top bull riders, live music, and thrilling entertainment, it's an Alberta tradition you won't want to miss

ROCK THE TRACK



LEGENDARY HEADLINER | \$100,000

Limited to 1

Title Event Sponsor

Central Logo placement on all promotional materials (posters, website, social media, etc.)

Video or print activations with brand integration pre/post event

Prime banner placement at the event

Social media takeover (dedicated promotional posts, branded content)

Exclusive activation space for brand engagement if requested

Banner exposure at all 3 on property venues

40 complimentary full-weekend general admission tickets for staff, clients, or giveaways

VIP hospitality package for 50 Guests which includes

- 50 Weekend VIP Passes
- 22 Sponsor Campsites
- Branded VIP Grandstand at the Frank Wilson Memorial Bull Riding Event Both Days
- Branded VIP viewing space for the Stock Car Racing Event Both Days
- Legends' Loft Concert Access
- VIP Entry to Concert Grounds
- 20 VIP Parking Passes for non camping guests
- Catered meal both nights for 50 guests with 2 drink tickets per person

In Addition

Frank Wilson Memorial Bull Riding Perks

- Opportunity for your group to send guests into the shark cage
- Name the bull, come up with a name for one of the top bulls at this event

Oval Racetrack Perks

- Winners circle signage seen trackwide
- Trophy Sponsor mention

Legends Loft Perks

- VIP washrooms in that area
- Logo on Big Event Screens during changeovers
- Custom lanyards for you and your guests

Opportunity to add additional guests

Please see last Page

ROCK THE TRACK



PLATINUM ROCKER | \$50,000

Limited to 2

Concert Presenting Sponsor - 1 Night

Prominent Logo placement on all promotional materials (posters, website, social media, etc.)

Video or print activations with brand integration pre/post event

Prime banner placement at the event

Social media takeover (dedicated promotional posts, branded content)

Exclusive activation space for brand engagement if requested

Banner exposure at all 3 on property venues

30 complimentary full-weekend general admission tickets for staff, clients, or giveaways

VIP hospitality package for 30 Guests which includes

- 30 Weekend VIP Passes
- 12 Sponsor Campsites
- Branded VIP Grandstand at the Frank Wilson Memorial Bull Riding Event Both Days
- Branded VIP viewing space for the Stock Car Racing Event Both Days
- Legends' Loft Concert Access
- VIP Entry to Concert Grounds
- 10 VIP Parking Passes for non camping guests
- Catered meal one night for 30 guests with 2 drink tickets per person

In Addition

Frank Wilson Memorial Bull Riding Perks

- Opportunity for your group to send guests into the shark cage
- Name the bull, come up with a name for one of the top bulls at this event

Oval Racetrack Perks

- Winners circle signage seen trackwide
- Trophy Sponsor mention

Legends Loft Perks

- VIP washrooms in that area
- Logo on Big Event Screens during changeovers
- Custom lanyards for you and your guests

Opportunity to add additional guests

Please see last Page

ROCK THE TRACK



HEADLINER | \$25,000

Limited to 6

Prominent Logo placement on all promotional materials (posters, website, social media, etc.)

Video or print activations with brand integration pre/post event

Prime banner placement at the event

Social media takeover (dedicated promotional posts, branded content)

Exclusive activation space for brand engagement if requested

Banner exposure at all 3 on property venues

20 complimentary full-weekend general admission tickets for staff, clients, or giveaways

VIP hospitality package for 16 Guests which includes

- 16 Weekend VIP Passes
- 6 Sponsor Campsites
- 2 VIP tables at the Frank Wilson Memorial Bull Riding Event Both Days
- 1 Private VIP viewing space for the Stock Car Racing Event Both Days
- Legends' Loft Concert Access
- VIP Entry to Concert Grounds
- 5 VIP Parking Passes for non camping guests
- Catered meal one night for 16 guests with 2 drink tickets per person

In Addition

Frank Wilson Memorial Bull Riding Perks

- Opportunity for your group to send guests into the shark cage
- Name the bull, come up with a name for one of the top bulls at this event

Oval Racetrack Perks

- Winners circle signage seen trackwide
- Trophy Sponsor mention

Legends Loft Perks

- VIP washrooms in that area
- Logo on Big Event Screens during changeovers
- Custom lanyards for you and your guests

Opportunity to add additional guests

Please see last Page

ROCK THE TRACK



MAIN STAGE SPONSOR | \$10,000

Limited to 10

Co-branding with a banner in the VIP concert area

Logo placement on major promotional materials and select on-site branding

Print activations and brand integration pre/post event

Branded content opportunities on social media and event website

Option for on-site activation (sampling, giveaways, or interactive engagement)

Banner exposure at all 3 on property venues

10 complimentary full-weekend general admission tickets for staff, clients, or giveaways

VIP hospitality package for 8 Guests which includes

- 8 Weekend VIP Passes
- 3 Sponsor Campsites
- 1 VIP table at the Frank Wilson Memorial Bull Riding Event Both Days
(Limited quantities beyond the first 10 packages sold. Beyond that seating will be in the VIP Gold Grandstand)
- Gold Grandstand seating for the Stock Car Racing Event Both Days
- Legends' Loft Concert Access
- VIP Entry to Concert Grounds
- 3 VIP Parking Passes for non camping guests
- Catered meal one night for 8 guests with 2 drink tickets per person
- Custom lanyards for you and your guests

Opportunity to add additional guests

Please see last Page

ROCK THE TRACK



ROCKSTAR SPONSOR | \$7,500

Logo featured on select promotional materials and website

Recognition in event press releases and social media mentions

On-site branding (banner)

On-site engagement opportunity upon request (small activation or promotional giveaway)

8 complimentary full-weekend general admission tickets for staff, clients, or giveaways

VIP hospitality package for 4 Guests which includes

- 4 Weekend VIP Passes
- 2 Sponsor Campsites
- Gold Grandstand seating at the Frank Wilson Memorial Bull Riding Event Both Days
- Gold Grandstand seating for the Stock Car Racing Event Both Days
- Legends' Loft Concert Access
- VIP Entry to Concert Grounds
- 2 VIP Parking Passes for non camping guests

ROCK THE TRACK



SUPERFAN SPONSOR | \$5,000

Logo featured on select promotional materials and website

Recognition in event press releases and social media mentions

On-site branding (banner)

On-site engagement opportunity upon request (small activation or promotional giveaway)

8 complimentary full-weekend general admission tickets for staff, clients, or giveaways

VIP hospitality package for 4 Guests which includes

- 4 Weekend VIP Passes
- 2 Sponsor Campsites
- Gold Grandstand seating at the Frank Wilson Memorial Bull Riding Event Both Days
- Gold Grandstand seating for the Stock Car Racing Event Both Days
- Legends' Loft Concert Access
- VIP Entry to Concert Grounds
- 2 VIP Parking Passes for non camping guests

ENCORE SPONSOR | \$2,500

Logo inclusion on event website and select digital promotions

Social media recognition in group sponsor shoutouts

Acknowledgment in post-event "Thank You" messages

Option for swag bag inclusion (promotional material or product samples)

4 complimentary full-weekend general admission tickets for staff, clients, or giveaways

VIP hospitality package for 2 Guests which includes

- 2 Concert VIP Wristbands
- 1 Gold Campsite
- Legends' Loft Concert Access
- VIP Entry to Concert Grounds

ROCK THE TRACK



Add Additional Guests VIP ADD ONS

\$130

Sponsor Weekend Camping

\$525

ALL IN WEEKEND GOLD PASS (Includes Day Activations)

VIP seating, entry, bar and washrooms
plus premium concert viewing space

\$425

Weekend GOLD Concert Only (Excludes Day Activations)

VIP Seating, entry, bars and washrooms
plus premium concert viewing space

\$120

Per Night Catering Add On

If you have more guests, we have you covered.

Upgrades available for additional VIP parking, camping and concert tickets.

Bull Riding and Racing capacity is limited but we have a gold grandstand to accommodate extra guests there as well.

Available exclusively to sponsors in limited quantities

Kids 10 & under FREE

Any questions please let us know

Contact; Sherry Stuart or Allison McWilliam, info.rockthetrack@gmail.com

Sherry, 403-304-2117 or Allison 403-341-0302

ROCK THE TRACK



We appreciate your partnership in
making our event a success.

Sponsorship checks can be made payable to:

Fire & Flood Emergency Services Speedway Society

38419 RR 12

Red Deer County, AB

T4E 0H8

We look forward to hosting you and your team at Rock The Track!

Any questions please let us know

Contact; Sherry Stuart or Allison McWilliam, info.rockthetrack@gmail.com

Sherry, 403-304-2117 or Allison 403-341-0302



Meeting: June 23, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Plant Based Treaty Inquiry
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

On June 18, 2025, Peggy Bayne submitted documents regarding her concerns pertaining to the Plant Based Treaty.

RECOMMENDATION:

Administration recommends that Council accept the documents submitted by Peggy Bayne, as information.

ATTACHMENTS:

Email from Peggy Bayne
The Plant Based Treaty - Marked up by Peggy Bayne

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

ENDORSED BY:

Crang

Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

From: [peggy bayne](#)
To: [General Info](#)
Subject: Council meeting June 23
Date: Wednesday, June 18, 2025 9:15:00 AM

June 17/25

Rimbey town council

It has come to our attention that Councilor Gayle Rondeel, Rimbey, is named as an Endorser of The Plant Based Treaty and is listed on the website plantbasedtreaty.org.

We wish to respectfully ask what is your intention with endorsing this and why?

What is the Plant Based Treaty?

According to their website:

Our Mission

To promote a shift towards a just, plant-based food system that would enable us to live safely within our planetary boundaries and reforest the Earth.

Our Vision

Our vision is a global Plant Based Treaty attached to the Paris Agreement, and best practices in plant-based food policy implemented by cities and other institutions.

Their number 4 objective is

Advocacy at Global Climate Talks

We engage in UN advocacy at global climate conferences like UNFCCC Conference of the Parties (COPs), the Bonn Climate Conference, and UN ECOSOC Sustainable Development Goal (SDG) consultations to encourage them to adopt a plant-based food transition into their programs. We published our first annual report, Safe and Just, in December 2023.

Our Values

Incorporate deep ecology and climate justice, a democratic organizational structure, DEI, and a globally representative core team and local leadership development.

The "Plant Based Treaty" is an initiative aiming to halt the expansion of animal agriculture and promote a shift towards plant-based diets. While it appears to address crucial environmental concerns (based on the WEF/UN 2030 'woke' agenda) the potential negatives and challenges associated with its implementation include:

- **Economic Disruption:**

- A rapid shift will significantly impact industries reliant on animal agriculture, leading to job losses and economic instability in those sectors.
- This will particularly affect rural communities such as Rimbey and economies heavily dependent on livestock farming.
- Generations of family farms will become obsolete.

- **Social and Cultural Resistance:**

- Dietary habits are deeply ingrained in cultural traditions and personal preferences.
-
- Significant resistance will arise from those who view plant-based diets as a threat to their cultural identity or personal freedom.
- There could be social inequity, where access to plant based food is not equal for all economic levels.

-

- **Nutritional Considerations:** While plant-based diets can be healthy, careful planning is essential to ensure adequate intake of essential nutrients.

- Concerns exist about potential nutrient deficiencies, especially in vulnerable populations

- Ensuring that plant based alternatives can provide nutrition that is equal to or better than animal products is essential.

-

- **Implementation Challenges:** Enacting and enforcing a global treaty on dietary habits would be complex and face significant political and logistical hurdles.

-

- Residents of Canada, in particular Alberta have voiced their concerns over any WEF/UN agenda interference and this is clearly one of their tactics.

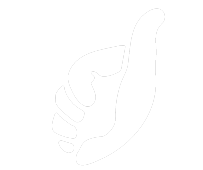
-

- Variations in agricultural practices, economic development, and

cultural norms across countries would require tailored approaches, making a uniform treaty difficult.

-
- **Potential for Unintended Consequences:**
- *Large-scale shifts in agricultural production could have unforeseen environmental consequences, such as increased reliance on certain crops with their own environmental impacts.*
- *Land use changes could occur that create new ecological problems.*
-
- *It's important to note that the Plant Based Treaty is a response to the supposed pressing problems caused by animal agriculture. Whether those "problems" are valid or not is questionable. However, like any large scale change, there are potential problems that must be considered.*
-
- *At this time we the citizens of the town of Rimbey ask that you unendorse the plantbasedtreaty.org. We are a farming community in a rural area that is in agreement with sustainable farming practices that include animals and wish to remain to promote animal protein diets.*
-
- *In a very brief exchange with Gayle Rondeel I'm suspecting this endorsement is part of a larger broader scope problem.....Rimbey's participation in iclei. I request that the relationship with iclei also be examined to determine if it is in the best interests of our town.*
-
- *Thank you for your time and consideration. I will be attending the Town council meeting June 23 to hear discussion on these matters.*
-
- *Peggy Bayne*
- *403-963-7721*

Sent from my iPhone



The Plant Based Treaty

We are a grassroots initiative creating bottom-up pressure for the **negotiation of a global Plant Based Treaty as a companion to the UNFCCC Paris Agreement.** Modeled on the Fossil Fuel Treaty, the Plant Based Treaty aims to put food systems at the forefront of combating the climate crisis to **halt the widespread degradation of critical ecosystems caused by animal agriculture and to promote** a shift towards healthier, sustainable plant-based diets.

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English

▼

The Treaty

Individuals, **groups, businesses** and **cities** that endorse the Plant Based Treaty are expressing their support for national governments to come together to negotiate a global Plant Based Treaty, including the three core principles and 40 suggested proposals as outlined below.



Demand 1 | Redirect

Eliminate the driving forces behind the problem

Promotion of plant-based foods and actively transition away from animal-based food systems to plant-based systems

- 1.** Declare a climate emergency – join the 2,000+ local governments in 39 different countries that have already done so
- 2.** Address the methane emergency:
According to the United Nations, a 0.3°C temperature rise could be averted by 2045 if methane emissions were cut by 45% this decade. As the leading source of human-caused methane emissions, a **transition away from animal agriculture** to a sustainable plant-based food system

would help us meet these goals as soon as possible

3. Food security should be placed as a priority for all nations, with a focus on ending poverty and hunger and making nutritious food accessible for all

4. Acknowledge and support the pivotal role small farmers have in feeding the planet; support them to maintain (or restore) autonomy over their lands, water, seeds and other resources

5. Shift away from monoculture-based arable farming that depletes soil, decreases biodiversity and is reliant on external inputs such as animal manure and agrochemicals towards diversified, agroecological, **veganic (vegan and organic) farming** using regenerative, permaculture and natural principles that restore soil and ecosystems, enhance food security and provide nutrient-dense foods

6. **Calculate greenhouse gas emissions based on consumption** and develop a food strategy for Climate Action Plans that prioritizes a switch to plant-based foods and public education

7. Update government food and dietary guidelines to promote wholefood, plant-based food

8. Design public information campaigns to raise awareness about the climate and the environmental advantages and health

benefits of plant-based food, nutrition and cooking

9. Aim to reduce the public's consumption of animal-based food through education in schools

10. Transition to plant-based meal plans in schools, hospitals, nursing homes, prisons, government institutions, universities and businesses

11. Mandate honest labelling of food products including carbon labelling and cancer warning labels on all processed meats which have been declared carcinogenic by the World Health Organization

12. Introduce a meat (including fish) and methane tax with proceeds funding restoration of land destroyed by animal agriculture

13. Subsidize fruits, vegetables and legumes to make a wholefoods, plant-based diet more affordable and end food deserts that hurt low income communities

14. Redirect government subsidies for animal agriculture, slaughterhouses and industrial fishing to environmentally-friendly production of plant-based food

15. End government subsidized advertising for the meat, dairy and egg industry

16. Create green bonds to fund a transition to a plant-based economy

17. Provide financial support and training for farmers, ranchers and fisherpeople to move **away from animal production** to diversified agroecological, plant-based (veganic) systems



Demand 2 | Relinquish

Stop the problem increasing

***No land use change, including
deforestation, for animal agriculture***

18. No building of new animal farms

19. No building of new slaughterhouses

20. No expansion or intensification of existing farms

21. No conversion of plant-based agriculture to animal agriculture

22. No conversion of any land for animal feed production

23. No clearing of forests or other ecosystems for animal grazing, animal rearing or animal farming of any kind

24. No new fish farms or expansion of existing aquaculture farms

25. Protection of Indigenous Peoples; their land, rights and knowledge

26. Ban all live exports

27. No new large-scale industrial fishing vessels



Demand 3 | Restore

**Actively healing the problem while
building resilience and mitigating
climate change**

***Restore key ecosystems and reforest the
earth***

28. Reforestation projects to be rolled out in appropriate ecosystems using native tree species to restore habitats to a previously similar state

29. Reforestation and restoration of the oceans is prioritized by designating additional areas of the oceans as zero fishing Marine Protected Areas (known as Highly Protected Marine Areas – HPMAs)

30. All existing Marine Protected Areas should be declared strictly no fishing zones and converted to HPMAs

31. Active programs rolled out to replant critical carbon absorbers in the oceans, such as seagrass beds

32. Restore key degraded ecosystems which are essential for carbon sequestration cycles: mangroves, peat bogs, forests, some types of grassland

33. Focus shift on nature-based solutions for climate change mitigation and adaptation

34. Subsidies made available for farmers

and landowners who practice good land stewardship and are actively restoring the land and the associated ecosystem services (such as carbon sequestration, biodiversity, flood defence, general climate change resilience)

35. Subsidies made available for rewilding and reforestation projects

36. Incentivised subsidies / grants for farmers to switch from animal agriculture to diversified plant production

37. Cities: increase trees and wildflowers, increase green community projects, wildlife corridors, green rooftops, local growing schemes, work towards biodiversity increases

38. Enhance food justice by providing access to healthy food for all, especially low-income communities

39. Repurpose available land freed up from animal grazing and animal feed production for: rewilding, reforestation (if appropriate), returning land to Indigenous people, nature reserves, hiking zones, community growing, allotments (if appropriate), agroecological veganic food growing (where possible)

40. Shift of some land ownership into community hands so the land can be repurposed for reforestation, green space and community food gardens and allotments

Cities that endorse the Plant Based Treaty are not legally bound by the 40 proposals and it does not mean they are obliged or able to fulfill the treaty demands. However, cities that endorse the Plant Based Treaty are encouraged to make meaningful changes and implement good practices in plant-based food policies and rewilding within their own jurisdiction and priorities.



Translations of the Plant Based Treaty:

Česky | English | Español | ქართული |
Türkçe | हिन्दी | Italiano | Română | 漢語 |
Deutsch | Português | தமிழ் | Русский
| नेपाली | 日本語 | Català | Français |
Nederlands

Don't see your language here? [Contact us](#) to help with a translation.

Plant Based Treaty in Action Report

What would a Plant Based Treaty look like in practice?
Here it is in action...

Read now



Donate



'A **vegan diet is probably the single biggest way to reduce your impact on planet Earth, not just greenhouse gases, but global acidification, eutrophication, land use and water use.'**

- Joseph Poore, Oxford University

Donate

'A **vegan diet is probably the single biggest way to reduce your impact on planet Earth.'**

- Joseph Poore, Oxford University



Plant Based Treaty 2025

Donate

June 23, 2025
CAO Report



HIGHLIGHTS

MEETINGS

- Land Transfer Sale - May 30
- Baytex Meeting - June 4
- DEM Webinar - June 4
- Waste Transfer Meeting Ponoka County - June 5
- Completion of AMVIR Agreement - June 10
- Property Governance Webinar - June 12
- Emergency management meeting - June 13
- Preconstruction meeting - June 17

ADMINISTRATIVE

- OHS review completed
- Citizen concerns

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 23, 2025

Director of Finance Report



ATTACHMENTS

[Accounts Payables Listing May 09 - June 17, 2025](#)

PREPARED BY: Wanda Stoddart, Director of Finance



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

Date Range: 09-May-2025 to 17-Jun-2025
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.	51211	13-May-2025	Accu-Flo - software renewal	4,683.00
Alberta Elevating Devices &	51212	13-May-2025	Alberta Elevating Devices - CC - elevator insp	131.50
AMSC Insurance Services Ltd.	51213	13-May-2025	AMSC Insurance - Mayor/Council - May 2025	49.91
Black Press Group Ltd.	51214	13-May-2025	Black Press Media - April 2025 ads	540.17
BLUE MOUNTAIN POWER COOP	51215	13-May-2025	Blue Mountain Power Coop - facility deposit refun	675.00
CADMAN,KENT	51216	13-May-2025	Kent Cadman - facility deposit refund (Legends o	375.00
Curle,Lana	51217	13-May-2025	Lana Curle - refund - cancelled class	90.00
DOUGLAS,CRAIG	51218	13-May-2025	C.Douglas - mtg expenses	70.00
Empringham Disposal Corp.	51219	13-May-2025	Empringham Disposal - April 2025 - fees	11,471.25
Environmental 360 Solutions (Alberta) Ltd	51220	13-May-2025	E360 -4938-50 Ave - bin dumps - April 2025	1,105.91
Expert Security Solutions	51221	13-May-2025	Expert Security - Reservoir #2 - yearly monitoring	478.17
FISHER,ZOBEIDA	51222	13-May-2025	Z.Fisher - Mindfulness - April 2025 classes	130.00
GREGG DISTRIBUTORS LP	51223	13-May-2025	Gregg Distributors - supjplies	87.10
Joe Johnson Equipment Inc.	51224	13-May-2025	Joe Johnson Equipment - CR from July 22/24 - p	6.29
LMC LEANNE CROSS	51225	13-May-2025	LMC - April 2025 - fitness classes	150.00
Longhurst Consulting	51226	13-May-2025	Longhurst Consulting - May 2025 fees	4,185.16
Missing Link Internet	51227	13-May-2025	Missing Link Internet - CC	173.24
MLA Benefits Inc.	51228	13-May-2025	MLA Benefits - May 2025 - HSA admin fees (Apr.	1,650.23
NEW WEST TRUCK CENTRES	51229	13-May-2025	New West Truck Centres - Unit #48 - supplies	369.77
RAM ELEVATORS & LIFTS INC	51230	13-May-2025	RAM Elevators & Lifts Inc. - maint - CC	908.25
Rimbey Express	51231	13-May-2025	Rimbey Express - freight	230.00
Rimbey Fas Gas Division of 1662899 Alberta Ltd	51232	13-May-2025	Rimbey Fas Gas - propane	109.20
Rimbey Home Hardware	51233	13-May-2025	Home Hardware - batteries	792.62
Rimbey Implements Ltd.	51234	13-May-2025	Rimbey Implements - battery - Unit #61	194.24
Rimbey Janitorial Supplies	51235	13-May-2025	Rimbey Janitorial - supplies - arena	1,061.55
Seniuk & Marcato	51236	13-May-2025	Seniuk & Marcato - professional services	25,082.40
SKJONSBURG,JESSICA	51237	13-May-2025	Jessica Skjonsberg - BYAS - April 2025 - janitorie	350.00
Staples Professional	51238	13-May-2025	Staples Professional - supplies	78.75
Stationery Stories & Sounds (2005)	51239	13-May-2025	Stationery Stories Sounds - labels	2.84
Superior Safety Codes Inc.	51240	13-May-2025	Superior Safety Codes - March 2025 - closed per	2,139.38
Town Of Rimbey	51241	13-May-2025	Town of Rimbey - 2025 taxes - Roll# 24620	5,707.53
UniFirst Corporation	51242	13-May-2025	UniFirst - coveralls/supplies	88.62
United Farmers Of Alberta	51243	13-May-2025	UFA - supplies	432.22
Wolseley Industrial Canada INC	51244	13-May-2025	Wolseley- CR to inv#993041	1,234.05
ADT Security Services Canada Inc.	51245	15-May-2025	ADT Security (Telus) - monitoring - annual alarm	415.80
Hi-Way 9 Express Ltd.	51246	15-May-2025	Hi-Way 9 - freight - Joe Johnson Equip	50.17
Korpiniski,Ted	51247	15-May-2025	Ted Korpiniski - cardlock refund	25.00
Municipal Property Consultants (2009) Ltd.	51248	15-May-2025	Municipal Property Consultants - June 2025 fees	3,711.40
Rimbey & District Volunteer Week Committee	51249	15-May-2025	Rimbey & District Volunteer Week Committee - 21	263.15
Staples Professional	51250	15-May-2025	Staples Professional - supplies	227.55
Tagish Engineering Ltd.	51251	15-May-2025	Tagish - 2025 General Engineering - April 2025	14,409.53
UniFirst Corporation	51252	15-May-2025	UniFirst - coveralls/supplies	182.55
Animal Control Services	51253	28-May-2025	Animal Control - April 2025 fees	2,247.00
Automated Aquatics Canada Ltd.	51254	28-May-2025	Automated Aquatics - supplies	740.62
Brandt Tractor Ltd	51255	28-May-2025	Brandt Tractor - window	464.98
Campbell,Duncan	51256	28-May-2025	D.Campbell - expenses - training	320.00
Canadian Pacific Railway Company	51257	28-May-2025	CP Railway - Hoadley crossing	365.50
Centratech Technical Services	51258	28-May-2025	Centratech - parts/supplies	793.75
CHRETIEN,DALE	51259	28-May-2025	D.Chretien - expenses - training	320.00
Cimco Refrigeration	51260	28-May-2025	Cimco - supplies	670.95
CORNERSTONE PILATES STUDIO	51261	28-May-2025	Cornerstone - pilates classes - April 2025	275.00
Evergreen Co-operative Association	51263	28-May-2025	Evergreen - bulk fuel	4,610.98
GREGG DISTRIBUTORS LP	51264	28-May-2025	Gregg Distributors - parts	1,923.79
Hi-Way 9 Express Ltd.	51265	28-May-2025	Hi-Way 9 - freight - Oakcreek	238.45
IMRIE,HEATHER	51266	28-May-2025	H.Imrie - expenses - HHW Roundup	41.75
Kansas Ridge Mechanical Ltd.	51268	28-May-2025	Kansas Ridge Mechanical - CC - repairs	2,870.74
Ladies Auxiliary to Rimbey Hospital	51269	28-May-2025	Ladies Auxiliary to Rimbey Hospital - 2025 budge	263.15
LINDE CANADA INC.	51270	28-May-2025	Linde - cylinder rent	43.92



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

Date Range: 09-May-2025 to 17-Jun-2025
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Nexom Inc.	51271	28-May-2025	Nexom - 2025 Maintenance	14,490.00
Outlaw Electric Ltd.	51272	28-May-2025	Outlaw Electric - north lagoon repairs	351.06
Python Contracting	51273	28-May-2025	Python Contracting - refund - comp. cert	100.00
Rimbey Christian School Society	51274	28-May-2025	Rimbey Christian School - volunteer - HHW Roun	500.00
RJ Plumbing and Heating	51275	28-May-2025	RJ Plumbing - repair hot water tank	237.30
RMA Insurance Ltd.	51276	28-May-2025	RMA Insurance - JD backhoe	121.54
UniFirst Corporation	51277	28-May-2025	UniFirst - coveralls/supplies	267.39
West Country Glass	51278	28-May-2025	West Country Glass - windshield	304.50
Wolseley Industrial Canada INC	51279	28-May-2025	Wolseley - PW - bleach	5,516.99
Accu-Flo Meter Service Ltd.	51280	11-Jun-2025	Accu-Flo - annual fee - Smartcover Renewal	5,536.48
Alberta Development Officers Association	51281	11-Jun-2025	ADOA - Conference - G.Cornell	550.00
Alberta Water & Wastewater Operators Assoc	51282	11-Jun-2025	AWWOA - A.Robertson - annual membership	120.00
AMSC Insurance Services Ltd.	51283	11-Jun-2025	AMSC Insurance - Mayor/Council - June 2025	49.91
Automated Aquatics Canada Ltd.	51284	11-Jun-2025	Automated Aquatics - parts	604.66
BJORNSON,CHARMAINE	51285	11-Jun-2025	Charmaine Bjornson - refund - season pass	85.00
Black Press Group Ltd.	51286	11-Jun-2025	Black Press Media - May 2025 ads	2,314.24
Brandt Tractor Ltd	51287	11-Jun-2025	Brandt Tractor - fenders - unit #2 - new backhoe	1,023.75
Capital H2O Systems Inc.	51288	11-Jun-2025	Capital H2O - supplies - reservoir #2	4,704.00
CENTRAL LABS	51289	11-Jun-2025	Central Labs - May 2025 - north/south lagoon	1,763.16
Cimco Refrigeration	51290	11-Jun-2025	Cimco - repairs pressure relief valve replacement	23,741.60
CORNERSTONE PILATES STUDIO	51291	11-Jun-2025	Cornerstone Pilates - May fitness classes	325.00
County Cast-A-Waste Inc.	51292	11-Jun-2025	County Cast-A-Waste - BYAS - bin rent/dump - N	142.80
Empringham Disposal Corp.	51293	11-Jun-2025	Empringham - May 2025 - fees	14,621.25
Engerdahl,Breanna	51294	11-Jun-2025	B.Engerdahl - expenses - inservice training	93.44
Environmental 360 Solutions (Alberta) Ltd	51295	11-Jun-2025	E360 - 5109-54 St - bin dump/rent - May 2025	944.77
Expert Security Solutions	51296	11-Jun-2025	Expert Security Solutions - PW - repairs	1,159.20
FISHER,ZOBEIDA	51297	11-Jun-2025	Mindfulness (Zobeida Fisher) - May 2025 - fitness	100.00
GREGG DISTRIBUTORS LP	51298	11-Jun-2025	Gregg Distributors - supplies	486.64
KEMPT,COURTNEY	51299	11-Jun-2025	Courtney Kempt - Canada Day 2025 - fireworks	8,000.00
KENNEDY,SUSAN	51300	11-Jun-2025	Susan Kennedy - cardlock refund	25.00
Longhurst Consulting	51301	11-Jun-2025	Longhurst Consulting - June 2025 fees	4,206.58
Missing Link Internet	51302	11-Jun-2025	Missing Link Internet - June 2025 fees	173.24
MLA Benefits Inc.	51303	11-Jun-2025	MLA Benefits - June 2025 - HSA admin fees (Ma	1,701.86
MORGAN,SHANDELL	51304	11-Jun-2025	Shandell Morgan - facility deposit refund	375.00
MRF GEOSYSTEMS CORPORATION	51305	11-Jun-2025	MRF Geosystems Corp - annual fees	2,882.25
NAPA Auto Parts - Rimbey	51306	11-Jun-2025	Napa - parts	24.14
NEW LIFE FELLOWSHIP CHURCH	51307	11-Jun-2025	New Life Fellowship Church - facility deposit refu	375.00
NORTH WEST CRANE ENTERPRISES LTD.	51308	11-Jun-2025	North West Crane - inspection	2,009.72
Oakcreek Golf & Turf LP	51309	11-Jun-2025	Oakcreek - unit #49 - supplies	1,171.46
RHINO INTEGRATED SAFETY SERVICES LTD.	51310	11-Jun-2025	Rhino Safety Services - respirator Fit test	706.13
Rimbey Express	51311	11-Jun-2025	Rimbey Express - freight	212.50
Rimbey Home Hardware	51312	11-Jun-2025	Rimbey Home Hardware - herbicide	92.89
Rimbey Implements Ltd.	51313	11-Jun-2025	Rimbey Implements - unit 12 - parts	58.04
Rimbey Janitorial Supplies	51314	11-Jun-2025	Rimbey Janitorial - CC - supplies	575.40
RMA Insurance Ltd.	51315	11-Jun-2025	RMA Insurance - Handivan Society - 2018 Dodge	693.19
SCHULTZ,CHARLENE	51316	11-Jun-2025	Charlene Schultz - fitness member refund	128.95
Silver Star Septic Service	51317	11-Jun-2025	Silver Star Septic - outhouse rental - PW	157.50
SKJONSBURG,JESSICA	51318	11-Jun-2025	Jessica Skjonsberg - BYAS - May 2025 cleaning	350.00
Stationery Stories & Sounds (2005)	51319	11-Jun-2025	Stationery Stories Sounds - magnetic signs - par	819.00
Superior Safety Codes Inc.	51320	11-Jun-2025	Superior Safety Codes - closed permits - April 20	2,560.43
Towle,Jeanette	51321	11-Jun-2025	J.Towle - NPI Conference expenses - Calgary	1,620.53
Town of Ponoka	51322	11-Jun-2025	Town of Ponoka - compost - May 2025	120.00
Town Of Rimbey	51323	11-Jun-2025	Town of Rimbey - utilities	9,659.51
ULINE CANADA CORPORATION	51324	11-Jun-2025	Uline - supplies - dog park	2,918.71
UniFirst Corporation	51325	11-Jun-2025	UniFirst - covealls/supplies	182.55
Vicinia Planning & Engagement Inc.	51326	11-Jun-2025	Vicinia - April 2025 fees	1,905.75
Wolseley Industrial Canada INC	51327	11-Jun-2025	Wolseley - CR to inv#996745	5,058.61
ATB FINANCIAL	51328	12-Jun-2025	ATB - Calgary Campus - return tax cert fee	35.00

Council Board Report

Financial Report 18.1.2



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

Date Range: 09-May-2025 to 17-Jun-2025
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Evergreen Co-operative Association	51330	12-Jun-2025	Co-op - fuel	3,836.19
Staples Professional	51332	12-Jun-2025	Staples Professional - office supplies	243.71
Tagish Engineering Ltd.	51333	12-Jun-2025	Tagish - RB148 - 2025 Road Improvements - May	4,668.96
AERZEN CANADA	51334	17-Jun-2025	Aerzen - repairs	9,282.08
Alberta Water & Wastewater Operators Assoc	51335	17-Jun-2025	AWWOA - D.Williams-Ste.Marie - Level 1 Cert.Pr	577.50
All About Bouncing	51336	17-Jun-2025	All About Bouncing - 2025 Canada Day Celebrat	885.15
Animal Control Services	51337	17-Jun-2025	Animal Control - May 2025 fees	5,817.00
DOUGLAS,CRAIG	51338	17-Jun-2025	C.Douglas - expenses - Emerg. Manag. Stakehol	159.20
GLENN,CORY	51339	17-Jun-2025	Cory Glen - 2025 Canada Day hayrides (2 teams	400.00
Hi-Way 9 Express Ltd.	51340	17-Jun-2025	Hi-Way 9 - freight - Aerzen Canada	200.42
Lacombe Signmasters Ltd.	51341	17-Jun-2025	Lacombe Signmasters - dog park signs	1,097.54
On The Mark Productions	51342	17-Jun-2025	On the Mark Productions - Canada Day Celebrati	577.50
PIGGOTT,DENIKA	51343	17-Jun-2025	Denika Piggott - 2025 Canada Day Celebrations -	700.00
Silver Star Septic Service	51344	17-Jun-2025	Silver Star Septic Service - transfer station - outh	68.25
Stationery Stories & Sounds (2005)	51345	17-Jun-2025	Stationery Stories Sounds - magnetic signs	21.00
UniFirst Corporation	51346	17-Jun-2025	UniFirst - coveralls/supplies	88.62
ALBERTA MUNICIPAL SERVICES CORPORATION	00229-0001	15-May-2025	Alberta Municipal Services - gas/power Apr.2025	43,385.00
LAPP	00229-0002	15-May-2025	LAPP - RCHHS (Apr.21-May 4/25) PP #10 2025	549.24
Telus Mobility Inc.	00229-0003	15-May-2025	Telus Mobility - May 06 2025	366.29
Telus Communications Inc.	00229-0004	15-May-2025	Telus - Beatty House - May 10/25	2,155.37
Workers' Compensation Board - Alberta	00229-0005	15-May-2025	WCB - issue date: May 06, 2025	3,357.75
BENEFITS BY DESIGN (BBD)	00230-0001	28-May-2025	BBD - June 2025	14,210.70
Canada Revenue Agency	00230-0002	28-May-2025	CRA - deductions (Apr.20-May.03/25) biweekly p	44,885.11
Eastlink	00230-0003	28-May-2025	Eastlink - May 2025 - cable fitness centre	110.46
LAPP	00230-0004	28-May-2025	LAPP - RCHHS (May 5-18/25) PP #11 2025	19,914.14
MYHSA	00230-0005	28-May-2025	myHSA - May 28, 2025	1,419.92
Servus Credit Union - Mastercard	00230-0006	28-May-2025	Servus M/C - combined statement - Apr.30/25	3,946.19
Waste Management	00230-0007	28-May-2025	Waste Management - April 2025 fees	2,766.84
ISN SOFTWARE CANADA LTD	00231-0001	28-May-2025	ISN Software - 2025 subscription	4,173.75
Alberta Education	00232-0001	12-Jun-2025	Alberta Education - 2nd quarter school req 2025	230,849.34
ALBERTA MUNICIPAL SERVICES CORPORATION	00232-0002	12-Jun-2025	Alberta Municipal Services - gas/power - May 202	41,412.00
Canada Revenue Agency	00232-0003	12-Jun-2025	CRA - deductions (May 18-31/25) biweekly payro	22,410.91
Eastlink	00232-0004	12-Jun-2025	Eastlink - cable - fitness centre - June 2025	110.46
LAPP	00232-0005	12-Jun-2025	LAPP - Town (May 18-31/25) PP#12 2025	9,795.34
MYHSA	00232-0006	12-Jun-2025	myHSA - June 04,2025	573.93
Servus Credit Union - Mastercard	00232-0007	12-Jun-2025	Servus M/C - combined statement - May 30, 2025	4,630.83
Telus Mobility Inc.	00232-0008	12-Jun-2025	Telus Mobility - June 06 2025	368.25
Telus Communications Inc.	00232-0009	12-Jun-2025	Telus - Town - June 10, 2025	2,179.72
Waste Management	00232-0010	12-Jun-2025	Waste Management - May 2025 fees	5,569.39
Workers' Compensation Board - Alberta	00232-0011	12-Jun-2025	WCB - issue date: June 06, 2025	3,357.75
SIRRS LLP	00233-0001	12-Jun-2025	SIRRS LLP in trust - Town p/f County of Ponoka	36,373.33
Canada Revenue Agency	00234-0001	17-Jun-2025	CRA - deductions (June 01-14/25) biweekly payrc	19,741.63
LAPP	00234-0002	17-Jun-2025	LAPP - Town (June 01-14/25) PP #13 2025	8,206.47
Total:				784,805.93



Meeting: June 23, 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

June 19, 2025
Date

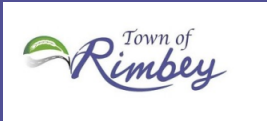
ENDORSED BY:

Gray

Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

Town Council
REQUEST FOR DECISION



Meeting: June 23, 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 Minutes April 7th, 2025](#)
- [Beatty Heritage House Minutes May 5th, 2025](#)
- [PRL Report to the Audit Committee 2024](#)
- [PRLS Financial Statements 2024](#)
- [PRLS Board Talk - May 15, 2025](#)
- [PRLS Board Meeting Minutes May 15, 2025 - draft](#)
- [PRLS Return on Investment - Town of Rimbey](#)
- [Rimbey Community Library Board Meeting April 17, 2025](#)
- [Rimbey Library Board Financial Statements December 31, 2024](#)
- [Rimoka Housing Foundation Minutes Jan - April 2025](#)
- [Tagish Engineering Project Updates May 8, 2025](#)
- [Tagish Engineering Project Updates May 22, 2025](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

June 19, 2025
Date

Beatty Heritage House Society Minutes

April 7th, 2025

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

In attendance: Audreyann Bresnahan Florence Stemo

Lana Curle (Councillor) Teri Ormberg
Ed Grumbach. Mario Renauld
Evie Burns (Member)

MINUTES of March 19th Meeting read. Adopted as presented.

CORRESPONDENCE : Email from Travis Kuschminder of MNP explaining details re the company's sponsorship of our rodeo barbecue. Audreyann asked for clarification as to how the vouchers for MNP clients would be handled. Secretary will contact Travis for an explanation.

Invitation to Event acknowledging the contribution of VOLUNTEERS in Rimbey-May 1st.

TREASURER'S REPORT: No Report as Treasurer was absent.

OLD BUSINESS:

CHRISTMAS LIGHTS: Thanks to the Rimbey Public Works crew for their help in replacing the faulty string of lights high up in the Peace Tree and lifting down the Star.

BHH - 100th BIRTHDAY - 2025:

MONTHLY EVENTS -

April 8th - Home Routes Concert: Orit Shimoni.

April 22nd - EARTH DAY - 2025 Theme - "OUR POWER OUR PEOPLE"

Two showings (3:30pm and 7:30pm) at the BHH - DW 2023 Documentary -

"Global Renewables - Powering the Energy Transition"

Earth Day Bingo for children and adults. Prizes - packets of seeds and chocolate treats.

May 9th - A concert with emphasis on Ragtime Music (popular at the time the Beattys moved to Rimbey)

ARTICLES FOR RIMBEY REVIEW - one each month.

May - Jack and Violet's Garden by Board Member Judy Larmour.

May ?- Planting of two heritage crabapple trees(Trail) that will be in the garden to replace the two aged crabapple trees planted by the Beattys. Our sincere thanks to the Rimbey Town Council for the gift of the trees.

CO-OP BARBECUE: BHH Society will host on June 27th.

SUMMER EMPLOYEE: Landry Montieth from Bentley has been hired.

NEW BUSINESS:

WOODDALE LADIES' GIFT of a QUILT for raffle - "Wooddale Stars" 1525 tickets.

RODEO BARBECUE: MNP will sponsor - details to be worked out. Blindman Valley Lions will assist us.

Thanks to the Town Council for granting the BHH Society \$263. to offset costs for this.

NEXT MEETING: May 5, 2025.

ADJOURNMENT: by Ed at 9:00pm.

Florence Stemo - Secretary. Minutes approved - May 5th, 2025

Beatty Heritage House Society Minutes

May 5th, 2025

The meeting was called to order at 7:45 by Chairperson Audreyann Bresnahan.

In attendance: Audreyann Bresnahan Florence Stemo
Jackie Anderson
Phayrene Altman Teri Ormberg
Annette Boorman. Mario Renaud
Lana Curle (Councillor) Annelise Wettstein
Judy Larmour

Guests: Gladys Johnson Georgina Trenson

MINUTES of April 7th Meeting read. Adopted as presented.

PRESENTATION OF 2025 QUILT ("Wooddale Stars") by Wooddale Ladies' Club Members, Gladys Johnson and Georgina Trenson. Gratefully accepted by Florence on behalf of the BHH Society.

CORRESPONDENCE : None.

TREASURER'S REPORT: Jackie reported a Balance of \$17,424.05.

OLD BUSINESS:

EARTH DAY (April 22nd): 2025 Theme - OUR POWER, OUR PEOPLE
Documentary - "Global Renewables - Powering the Energy Transition"
Excellent - on topic, current information, interesting, informative.
Some discussion during refreshments - a general feeling of hope and optimism in the knowledge that there is a definite transition to alternate forms of energy happening, particularly in China, India, and a number of countries in Europe.
Earth Day Bingo: A good "Opener" - The "prizes" (packages of seeds) were much appreciated.

HOME ROUTES CONCERT : April 8th - Orit Shimoni - 22 in attendance.

IN-HOUSE REPAIRS: Thanks to Mario for repairing the handle on the antique fridge; and to Les Bergen for restablizing the falling curtain rod in the livingroom.

GROUNDS CARE: Thanks to the Town Maintenance Crew for repairing and reseeding the damaged areas on the lawn.

NEW BUSINESS:

BHH - 100th BIRTHDAY - 2025 - May Events

ARTICLES FOR RIMBEY REVIEW -

May - Jack and Violet's Garden (Part 2) by Board Member Judy Larmour.

CONCERT: "Road To Ragtime" - Peter Network at the piano - May 9th.

PLANTING OF TWO HERITAGE CRABAPPLE TREES - May 14th - 10:00 AM.

Rimbey Town Council to be invited. Open to the public. Refreshments to be served.

UPSTAIRS WINDOWS: MOVED by Florence seconded by Jackie that we hire Lovell Nelson to paint the window frames (following repair of same) at a cost of \$1811.25. CARRIED.

SUMMER EMPLOYEE:

Orientation: Fri. May 16th - 9:00 AM - Audreyann, Jackie, Murray.

Schedule set for supervisors of summer employee.

NEXT MEETING: June 2nd, 2025 7:30 PM.

ADJOURNMENT: Audreyann at 9:45.

RODEO BARBECUE: MNP will sponsor - details to be worked out. Blindman Valley Lions will assist us.

Thanks to the Town Council for granting the BHH Society \$263. to offset costs for this.

NEXT MEETING: June 2nd, 2025.

ADJOURNMENT: by Ed at 9:00pm.

Florence Stemo - Secretary. Minutes approved - May 5th, 2025



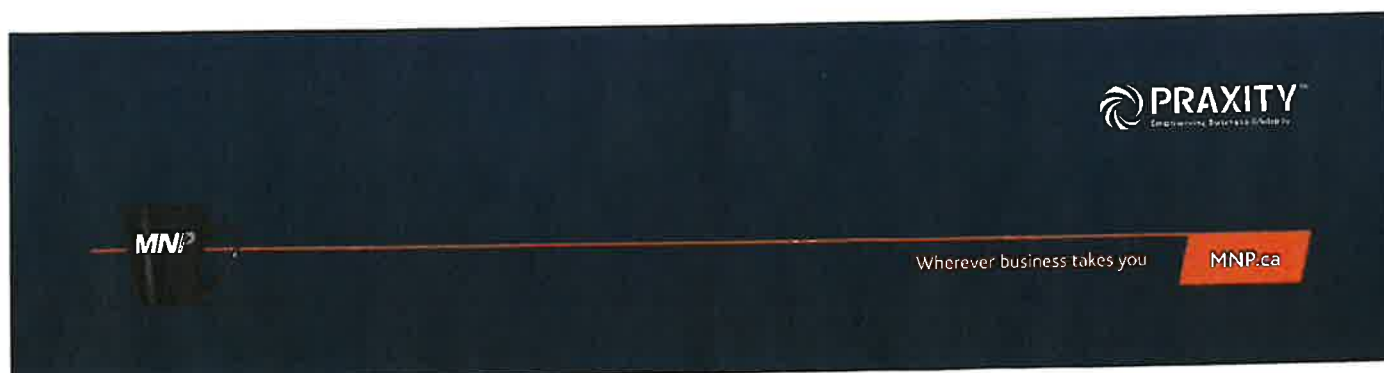
The Parkland Library Board

2024 Audit Findings

Report to the Audit Committee

December 31, 2024

Lindsey Bauman, CPA
T: 403.786.2410
E: lindsey.bauman@mnp.ca



Overview

We are pleased to submit to you this Audit Findings Report (the "Report") for discussion of our audit of the financial statements of The Parkland Library Board (the "Library") as at December 31, 2024 and for the year then ended. In this report we cover those significant matters which, in our opinion, you should be aware of as members of the Audit Committee.

As auditors, we report to the members on the results of our examination of the financial statements of the Library as at and for the year ended December 31, 2024. The purpose of this Report is to assist you, as members of the Audit Committee, in your review of the results of our audit.

This Report is intended solely for the information and use of the Audit Committee and management and should not be distributed to or used by any other parties than these specified parties.

We appreciate having the opportunity to meet with you and to respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

Engagement Status

We have completed our audit of the financial statements of the Library which has been carried out in accordance with Canadian generally accepted auditing standards and are prepared to sign our Independent Auditor's Report subsequent to completion of the following procedures:

- Receipt of the signed management representation letter;
- Discussion of subsequent events with the Audit Committee;
- The Board of Directors / Executive Committee review and approval of the financial statements.

No significant limitations were placed on the scope or timing of our audit.

Independent Auditor's Report








We expect to have the above procedures completed and to release our Independent Auditor's Report on March 27, 2025.

Unless unforeseen complications arise, our Independent Auditor's Report will provide an unmodified opinion to the members of the Library. A draft copy of our proposed Independent Auditor's Report has been included with this report. The matters disclosed in the Independent Auditor's Report are discussed further in the relevant sections of the Report.

Audit Reporting Matters

The following significant matters arose during the course of audit that we wish to bring to your attention.

Significant Audit, Accounting and Reporting Matters

Area		Comments
	Changes from Audit Service Plan	There were no deviations from the Audit Service Plan previously presented to you. Please refer to Appendix B for the significant areas and our audit responses.
	Final Materiality	Final materiality used for our audit was \$200,000 for December 31, 2024, and \$140,000 for December 31, 2023.
	Identified or Suspected Fraud	<p>Due to the inherent limitations of an audit and the nature of fraud, including attempts at concealment through forgery or collusion, an audit conducted in accordance with Canadian generally accepted auditing standards cannot be relied upon to detect fraud.</p> <p>While our audit cannot be relied upon to detect all instances of fraud, no incidents of fraud, or suspected fraud, came to our attention in the course of our audit.</p>
	Identified or Suspected Non-Compliance with Laws and Regulations	Nothing has come to our attention that would suggest any non-compliance with laws and regulations that would have a material effect on the financial statements
	Matters Arising in Connection with Related Parties	No significant matters arose during the course of our audit in connection with related parties of the Library.
	Matters Arising From Discussions with Management	<p>We would like to formally acknowledge the cooperation and assistance we received from the management and staff of the Library.</p> <p>There were no significant matters discussed, or subject to correspondence, with management that in our judgment need be brought to your attention.</p>
	Budgeting	It is important to ensure that the budget is appropriate for the entity's purposes. Consider whether it would be relevant to budget for items like amortization or capital items. With these items missing the budget is inconsistent with financial reporting. Amortization is common to be budgeted for as a proxy for future capital expenditures.

Significant Risk Areas and Responses

Significant Risk Area	Response and Conclusion
Management override of internal controls Overall risk of material misstatement due to fraud regarding management's override of internal controls.	To respond to the overall risk of material misstatement due to fraud regarding management's override of controls, we have performed the following procedures: 1. Tested the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements using Mindbridge AI software. No issues were noted. 2. Reviewed accounting estimates for biases. There were no circumstances producing biases which represented a risk of material misstatement due to fraud found during testing. 3. Evaluated the rationale behind significant transactions not in the normal course of business. No circumstances were noted during testing which would point to management engaging in fraudulent financial reporting or concealing misappropriation of assets.
Deferred revenue and restricted contributions / Grant revenue Risk that deferred revenue has been overstated and/or understated.	Reviewed contracts for grant revenue to ensure appropriate amounts recorded as deferred versus revenue. Substantive testing completed on deferred revenue.
Expenses / expense claims Risk that expenses are overstated in the current year to align with budget or due to personal expenses being recorded. These risks are common for similar organizations.	Testing around expense claims was completed, consistent with the previous years. Further testing around accounts payables was completed to ensure that they appropriately exist. No issues were noted.

Other Areas

Area	Comments
Auditor Independence	We confirm to the Audit Committee that we are independent of the Library. Our letter to the Audit Committee discussing our independence is included as part of the additional materials attached to this report.

Area	Comments
Management Representations	We have requested certain written representations from management, which represent a confirmation of certain oral representations given to us during the course of our audit. This letter, provided by management, has been included as additional material to this report.

We appreciate having the opportunity to meet with you and respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

Sincerely,

MNP LLP

Chartered Professional Accountants

encls

PARKLAND REGIONAL LIBRARY SYSTEM
FINANCIAL STATEMENTS
December 31, 2024

PARKLAND REGIONAL LIBRARY SYSTEM
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December 31, 2024

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MANAGEMENT'S REPORT

To the Members of Parkland Regional Library System:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian generally accepted accounting principles. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The elected board is composed entirely of neither management nor employees of the Library. The board has the responsibility of meeting with management and external auditors to discuss the internal controls over the financial reporting process, auditing matters and financial reporting issues. The board is responsible for recommending the appointment of the Library's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the board to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the board and management to discuss their audit findings. The accompanying financial statements are the responsibility of the management of Parkland Regional Library System.

e-Signed by Ron Sheppard
2025-03-28 09:08:46 MDT

Ron Sheppard - Executive Director



Independent Auditor's Report

To the Members of The Parkland Library Board:

Opinion

We have audited the financial statements of The Parkland Library Board (the "Library"), which comprise the statement of financial position as at December 31, 2024, and the statements of operations, remeasurement gains and losses, changes in net financial assets and cash flows, and changes in accumulated operating surplus for the year then ended, and schedules and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2024, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Library in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Library's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Library or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Library's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

MNP LLP

Unit 201, 4711 – 49B Avenue, Lacombe AB, T4L 1K1

T: 403.782.7790 F: 403.782.7703



As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Library's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Library to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lacombe, Alberta

March 28, 2025

MNP LLP

Chartered Professional Accountants

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2024

	2024	2023
FINANCIAL ASSETS		
Cash and cash equivalents (note 4)	\$ 674,459	\$ 907,293
Accounts receivable	\$ 23,333	27,494
Investments (note 5)	\$ 798,013	765,417
TOTAL FINANCIAL ASSETS	\$ 1,495,805	1,700,204
LIABILITIES		
Accounts payable and accruals (note 6)	\$ 141,759	\$ 244,514
Book allotment	\$ 17,182	22,170
Deferred revenue (note 7)	\$ 130,940	152,703
TOTAL LIABILITIES	\$ 289,881	419,387
NET FINANCIAL ASSETS	\$ 1,205,924	1,280,817
NON-FINANCIAL ASSETS		
Inventory for consumption	\$ 24,930	\$ 8,770
Prepaid expenses	175,192	171,906
Tangible capital assets (schedule 1)	4,295,198	4,395,010
TOTAL NON-FINANCIAL ASSETS	4,495,320	4,575,686
COMMITMENTS (note 8)		
ACCUMULATED SURPLUS	5,701,244	5,856,503
ACCUMULATED SURPLUS CONSISTS OF:		
Accumulated operating surplus (note 9)	5,720,276	5,891,450
Accumulated remeasurement loss on investments	(19,032)	(34,947)
	5,701,244	5,856,503

Approved by the Library Board:

e-Signed by Barb Gilai
2025-03-27 16:55:24:24 MDT
Chairman

e-Signed by Twyla Hale
2025-03-31 08:50:50:50 MDT
Director

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	2024	2023
REVENUE			
Investment income	\$ 50,000	\$ 76,101	\$ 93,925
Member fees	2,123,362	2,123,362	2,001,335
Miscellaneous and donations	-	10,135	8,957
Outside sales - Books and supplies	-	155,043	117,125
Provincial funding (note 10)	1,654,817	1,676,580	1,678,455
	<u>3,828,179</u>	<u>4,041,221</u>	<u>3,899,797</u>
EXPENSES			
Administration	\$ 14,200	\$ 14,885	\$ 14,314
Amortization	-	165,019	163,163
Audit	21,000	24,701	21,700
Communications, marketing and promotions	20,000	24,770	19,396
Continuing education	20,000	17,128	13,870
Dues, fees, and memberships	13,000	12,011	12,295
OROS grant expense	84,756	106,518	108,394
Freight and postage reimbursement	3,500	2,557	2,916
Insurance	25,000	24,998	24,451
Investment fees	4,700	4,308	4,110
Library materials	457,957	449,070	448,637
Library service grant	452,928	452,928	452,928
Miscellaneous - distributions	-	7,500	7,500
Miscellaneous - outlet contributions	800	800	800
Outside purchases - books and supplies	-	154,339	116,770
Planned member technology purchases	69,391	185,146	325,326
Professional fees	-	14,463	15,420
Repairs and maintenance - building	60,000	65,566	52,325
Salaries and benefits	2,154,819	2,082,135	2,029,750
Supplies for library materials and inhouse stationary	48,000	44,195	44,633
Technology software, internet, maint. agreement, misc. supplies	240,128	243,187	224,567
Travel	8,000	1,242	4,792
Trustee	26,000	23,530	24,901
Utilities	34,000	27,757	27,774
Vehicle	56,000	45,460	56,499
Workshops, training for libraries	14,000	15,019	7,587
	<u>3,828,179</u>	<u>4,209,232</u>	<u>4,224,818</u>
Deficiency of revenue over expenses, before other expenses	-	(168,011)	(325,021)
OTHER EXPENSES			
Gain (loss) on disposal of investments	-	(2,367)	838
Gain (loss) on disposal of tangible capital assets	-	(796)	21,251
Deficiency of revenue over expenses	-	(171,174)	(302,932)
Accumulated operating surplus, beginning of year	<u>5,891,450</u>	<u>5,891,450</u>	<u>6,194,382</u>
Accumulated operating surplus, end of year (Note 9)	<u>5,891,450</u>	<u>5,720,276</u>	<u>5,891,450</u>

The accompanying notes are an integral part of these financial statements

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	2024	2023
Deficiency of revenue over expenses	\$ -	(171,174)	(302,932)
Acquisition of tangible capital assets	-	(66,003)	(112,162)
Amortization of tangible capital assets	-	165,019	163,163
Proceeds on disposal of tangible capital assets	-	-	60,000
Loss (gain) on disposal of tangible capital assets	-	796	(21,251)
Change in prepaid expenses	-	(3,286)	(47,452)
Change in inventory for consumption	-	(16,160)	7,862
Change in accumulated remeasurement loss on long-term investments	-	15,915	16,524
Decrease in net financial assets	-	(74,893)	(236,248)
Net financial assets, beginning of year	1,280,817	1,280,817	1,517,065
Net financial assets, end of year	1,280,817	1,205,924	1,280,817

The accompanying notes are an integral part of these financial statements

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Cash receipts from membership fees, contracts, and sales	\$ 2,292,700	\$ 2,129,019
Cash receipts from grants	1,654,817	1,654,817
Investment income received	76,101	93,925
Cash paid for materials and services	(1,726,373)	(1,607,526)
Cash paid for salaries and benefits	(1,987,091)	(1,918,985)
Cash paid for library service grant	(452,928)	(452,928)
Bank and investment fees paid	(5,008)	(4,970)
	<u>(147,782)</u>	<u>(106,648)</u>
CAPITAL ACTIVITY		
Purchase of tangible capital assets	(66,003)	(112,162)
Proceeds on disposal of tangible capital assets	-	60,000
	<u>(66,003)</u>	<u>(52,162)</u>
INVESTING ACTIVITY		
Purchase of investments	(92,049)	(96,934)
Proceeds on sale of investments	73,000	74,000
	<u>(19,049)</u>	<u>(22,934)</u>
Net increase (decrease) in cash	(232,834)	(181,744)
Cash and cash equivalents, beginning of year	907,293	1,089,037
Cash and cash equivalents, end of year	<u>674,459</u>	<u>907,293</u>

The accompanying notes are an integral part of these financial statements

PARKLAND REGIONAL LIBRARY SYSTEM
SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2024
SCHEDULE 1

	Vehicles	Building	Land	Technology equipment and systems	Equipment	Furniture and fixtures	2024	2023
Original Cost:								
Balance, beginning of year	181,266	3,946,960	610,000	359,984	49,684	58,967	5,206,861	5,191,801
Acquisition of tangible capital assets	-	-	-	66,003	-	-	66,003	112,162
Disposals of tangible capital assets	-	-	-	(78,950)	(490)	-	(79,440)	(97,102)
Balance, end of year	181,266	3,946,960	610,000	347,037	49,194	58,967	5,193,424	5,206,861
Accumulated Amortization:								
Balance, beginning of year	99,887	315,757	-	327,850	33,665	34,692	811,851	707,041
Annual amortization	24,414	78,939	-	53,647	3,164	4,855	165,019	163,162
Disposals	-	-	-	(78,355)	(289)	-	(78,644)	(58,352)
Balance, end of year	124,301	394,696	-	303,142	36,540	39,547	898,226	811,851
Net Book Value	56,965	3,552,264	610,000	43,895	12,654	19,420	4,295,198	4,395,010

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CHANGES IN ACCUMULATED OPERATING SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2024

	Unrestricted (Note 9)	Reserves (Note 9)	Equity in Tangible Capital Assets (Note 9)	2024	2023
Balance, beginning of year	216,746	1,279,694	4,395,010	\$ 5,891,450	\$ 6,194,382
Excess of revenue over expenses	(171,174)	-	-	(171,174)	(302,932)
Reserves used for (transferred from) operations	100,866	(100,866)	-	-	-
Purchases of tangible capital assets	-	(66,003)	66,003	-	-
Disposal of tangible capital assets	796	-	(796)	-	-
Annual amortization expense	165,019	-	(165,019)	-	-
Balance, end of year	312,253	1,112,825	4,295,198	5,720,276	5,891,450

The accompanying notes are an integral part of these financial statements

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF REMEASUREMENT GAINS AND LOSSES
FOR THE YEAR ENDED DECEMBER 31, 2024

	2024	2023
Accumulated remeasurement loss on investments, beginning of the year	(34,947)	(51,471)
Increase in market value	15,915	16,524
Accumulated remeasurement loss on investments, end of year	(19,032)	(34,947)

The accompanying notes are an integral part of these financial statements

PARKLAND REGIONAL LIBRARY SYSTEM
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

1. Nature of activities

Parkland Regional Library System (the "Library") is an independent body established under the Alberta Libraries Act for the purpose of providing a variety of support services for the public libraries of rural Central Alberta.

The Library is exempt from tax pursuant to Section 149(1)(l) of the Income Tax Act of Canada.

2. Change in account policy**Revenue**

Effective January 1, 2024, the Library adopted the Public Sector Accounting Board's (PSAB) new standard for the recognition, measurement and disclosure of revenue under PS 3400 Revenue. The new standard establishes when to recognize and how to measure revenue, and provides the related financial statement presentation and disclosure requirements. Pursuant to these recommendations, the change was applied prospectively, and prior periods have not been restated. Under the new standard, revenue is differentiated between revenue arising from transactions that include performance obligations, referred to as "exchange transactions", and transactions that do not have performance obligations, referred to as "non-exchange transactions", as described in Note 3. There was no material impact on the financial statements from the retroactive application of the new accounting recommendations.

3. Significant accounting policies

The financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards ("PSAS") and include the following significant accounting policies:

Cash and cash equivalents

Balances with original maturities of less than 3 months are included in cash and cash equivalents. Marketable securities with prices quoted in an active market are measured at fair value while those that are not quoted in an active market are measured at cost less impairment.

Revenue recognition

Member fees are recognized as revenue when the services have been provided.

Book and supply outside sales are recognized as product is shipped to the member library that placed the order through the Library.

Provincial funding and grants that are externally restricted are recorded as deferred contributions if the terms of the funding create a liability.

These funds are recognized as revenue in the year in which the related expenses are incurred and the terms of the funding are met.

Unrestricted provincial funding, miscellaneous and donations, and other revenue are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

All investment income is recognized when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Expenses

Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or legal obligation to pay.

Non-financial assets

Non-financial assets are assets that are not available to discharge existing liabilities but held for use in Library operations. Such assets have useful lives extending beyond the current year and are not intended for sale in the normal course of Library operations. The change in non-financial assets during the year, together with the excess of revenue over expenses, provides the changes in net financial assets for the year. Non-financial assets consist of the following:

i. Inventory for consumption

Inventory of materials and supplies for consumption is recorded in the financial statements at lower of the cost of the specific item or replacement cost.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

3. Significant accounting policies *(continued from previous page)*

ii. Tangible capital assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the assets. Contributed tangible capital assets are recorded in the financial statements at fair market value at the time of contribution.

	<i>Method</i>	<i>Rate</i>
Vehicles	declining balance	30%
Building	straight-line	50 years
Technology equipment and systems	declining balance	55%
Furniture and fixtures	declining balance	20%
Equipment	declining balance	20%

A full year of amortization is calculated in the year of acquisition. No amortization is calculated in the year of disposal.

Tangible capital assets are tested for impairment whenever events or changes in circumstances indicate that their carrying amounts may not be fully recoverable. An impairment loss is recognized when and to the extent that management assesses the future useful life of an asset to be less than originally estimated.

iii. Prepaid expenses

Expenses paid in advance where services have not been performed or materials have not been received.

Use of estimates

The preparation of financial statements in accordance with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the statement of financial position date, and the reported amounts of revenue and expenses during the reporting period. Key components of the financial statements requiring management to make estimates include the provision for doubtful accounts in respect of receivables, the cost and net realizable value of inventories, employee benefit obligations, the useful lives of long-lived assets and the potential impairment of assets. Actual results could differ from these estimates.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in excess of revenue over expenses in the periods in which they become known.

Long-term investment

Investments are recorded at fair market value, based on quoted prices in an active market, including accrued interest. Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations.

Foreign currency translation

These financial statements have been presented in Canadian dollars, the principal currency of the Library's operations.

Transaction amounts denominated in foreign currencies are translated into their Canadian dollar equivalents at exchange rates prevailing at the transaction date. Carrying values of monetary assets and liabilities reflect the exchange rates at the balance sheet date. Gains and losses on translation or settlement are included in the determination of excess of revenue over expenditures for the current period.

Reserves for future expenditures

Reserves are determined at the discretion of the board to set aside funds for future operating and capital expenditures. Transfers to and/or from reserves are reflected as an adjustment within accumulated surplus.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

3. Significant accounting policies *(continued from previous page)*

Financial instruments

The Library recognizes financial instruments when the Library becomes party to the contractual provisions of the financial instrument.

Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, the Library may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. The Library has not made such an election during the year. All financial assets and liabilities issued/assumed in an arm's length transaction are subsequently measured at amortized cost, except for marketable securities that are measured at fair value.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

Financial asset impairment

The Library assesses impairment of all its financial assets measured at cost or amortized cost. The Library groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Library determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

The Library reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

Any impairment, which is not considered temporary, is included in current year excess of revenue over expenses.

The Library reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess of revenue over expenses in the year the reversal occurs.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

4. Cash and cash equivalents

Cash accounts bear interest at bank prime rate of 5.45% (2023 - 7.20%) less a percentage based on balance held during the year. At year-end, the unrestricted cash balances bear interest at prime less 1.90% (2023 - prime less 1.90%) on \$ 719,261 (2023 - \$913,747).

5. Investments

	2024	2023
Bonds (original cost of \$813,825; 2023 - \$796,502)	798,013	765,417

Bonds bear interest at rates ranging from 1.10% to 3.80% and have maturity dates ranging from June 2025 to December 2034. Included in investments is \$3,220 (2023 - \$3,861) of accrued interest.

6. Accounts payable and accruals

	2024	2023
Trade accounts payable and accruals	\$ 48,742	148,727
Employee benefit obligations	76,990	81,946
Goods and Services Tax payable	16,027	13,841
	141,759	244,514

Included in trade accounts payable and accruals is a balance of \$3,719 (2023 - \$4,817) on ATB Financial Mastercards with a total credit limit of \$15,000 (2023 - \$15,000).

Employee benefit obligations consist of estimated sick leave benefits of \$65,500 (2023 - \$60,500) that accumulate but do not vest, as well as vacation and lieu time of \$11,490 (2023 - \$21,446) that employees have earned and deferred to future years.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

7. Deferred revenue

Deferred revenue represents unspent amounts from the Government of Alberta to offer library services to on-reserve and on-settlement First Nations populations.

	2024	2023
Opening balance	\$ 152,703	\$ 176,341
Add: amounts deferred	156,647	156,647
Less: amounts recorded as revenue	(178,410)	(180,285)
Ending balance	<u>130,940</u>	<u>152,703</u>

8. Commitments

In 2021, the Library entered into a 10 year agreement for maintenance on their elevator which commenced August 28, 2021 costing \$4,860 per year.

In 2023, the Library entered into a 5 year agreement for access to Polaris software commencing January 1, 2024 at a 2025 annual cost of \$95,177.78 which increases at 2% per year over the term.

9. Accumulated operating surplus

	2024	2023
Unrestricted reserve	<u>312,253</u>	<u>216,746</u>
Internally restricted		
Operating reserves		
Technology	312,117	474,773
Building	235,500	225,000
Contingent liability	69,518	38,851
	<u>617,135</u>	<u>738,624</u>
Capital reserves		
Amortization	278,531	323,911
Vehicle	179,454	179,454
Equipment/furnishings replacement	37,705	37,705
	<u>495,690</u>	<u>541,070</u>
Total reserves	<u>1,112,825</u>	<u>1,279,694</u>
Equity in tangible capital assets	<u>4,295,198</u>	<u>4,395,010</u>
	<u>5,720,276</u>	<u>5,891,450</u>

10. Provincial funding

	2024	2023
Government of Alberta - Municipal Affairs		
Operating grant	\$ 1,045,242	\$ 1,045,242
Library Service grant	452,928	452,928
OROS grant	178,410	180,285
	<u>1,676,580</u>	<u>1,678,455</u>

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2024

11. Local Authorities Pension Plan

Employees of the Library participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 304,451 people and 444 employers. The LAPP is financed by employee and employer contributions and by earning investment earnings in the LAPP fund.

Contributions for current service are recorded as expenses in the year in which they become due.

The Library is required to make current service contributions to the LAPP of 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan, and 11.65% on pensionable earnings above that amount.

Total service contributions by the Library to the LAPP in 2024 were \$146,356 (2023 - \$123,922). Total current service contributions by employees of the Library to the LAPP in 2024 were \$124,666 (2023 - \$110,539).

As at December 31, 2023, the LAPP disclosed an actuarial surplus of \$15,057 billion (2022 - \$12,671 billion). LAPP has not yet disclosed the actuarial surplus or deficiency as at December 31, 2024.

12. Economic dependence

The Library is dependent on funding from government grants to maintain its operations. In 2024, the Province of Alberta contributed \$1,681,580 (2023 - \$1,678,455) of revenue to the Library, equalling approximately 42% (2023 - 43%) of total revenue. If funding is not received, its operations would be significantly reduced.

13. Financial instruments

The Library, as part of its operations, carries a number of financial instruments. The financial instruments consist of cash and cash equivalents, accounts receivable, investments, accounts payable and accruals, and book allotment. It is management's opinion that the Library is not exposed to a significant interest, currency, market, liquidity, or credit risks arising from these financial instruments except as otherwise disclosed.

Credit risk

The Library is exposed to credit risk as it grants credit to its members in the normal course of operations. The risk is mitigated by the fact that the receivables are from municipalities. The Library is exposed to credit risk as it has purchased bonds which are included in investments. The risk is mitigated by the fact that the Library has only purchased bonds issued by the Federal or Provincial governments.

Accounts receivable from one member library (2023 - one member library and one grantor) in connection with trade receivables represents 10% (2023 - 42%) of total accounts receivable at December 31, 2024. The Library believes that there is minimal risk associated with the collection of these amounts. The balance of accounts receivable is widely distributed among the remainder of the library municipalities and customer base.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities known as price risk. In seeking to minimize the risks from interest rate fluctuations, the Library manages exposure through its normal operating and financing activities. The Library is exposed to interest rate price risk primarily through its fixed rate investments and variable rate cash.

Market rate risk

The Library is exposed to market rate risk on its investments due to changes in quoted market rates on investments.

14. Comparative figures

Comparative figures have not been reclassified to conform with current year presentation.

15. Approval of financial statements

These financial statements were approved by the Library board on March 27, 2025.



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

MAY 15, 2025

Vacant Seat on the Executive Committee

Twyla Hale, Parkland's representative on the Executive Committee for Area 6 has, due to unforeseen circumstances, surrendered her seat.

Area six represents the communities of Bashaw, Clive, Donald, Lacombe, the Summer Village of Rochon Sands, Stettler and the Summer Village of White Sands. These board members chose their representative for Area 6. Welcome Shaleah Fox to the Executive Committee!

2024 Parkland Audit

Parkland's audit was presented to the board by MNPs Lindsey Bauman and Erin Switenky. The audit reports were previously presented by Schmidt and Switenky at the March Executive Committee meeting where they were approved.

Switenky noted that there were no recommendations or management letter this year, which shows the commitment of Parkland Staff to ensuring Parkland has sound financial management.

A copy of the Auditor's Report and Report to the Board has been sent to your municipality.

LAPP Audit and Pension Policy

Every three years Parkland is required to have an audit of its Local Authorities Pension Plan.

Three small errors were found resulting from Parkland's practice of calculating full-time equivalency (FTE) in days rather than hours. Parkland's method of calculating FTE

has been a standing practice for decades without being flagged during previous LAPP audits.

the errors were very minor. Following the auditors' recommendations, Parkland has created a pension policy statement to be included in Parkland's Policy Manual. Previously, pension benefits were recorded in Parkland's Human Resource Manual.

Advocacy Committee Report

At their March 27th meeting, the committee determined the following were to be Parkland's advocacy goals for 2025:

- Continue to focus on advocacy to the system board
- Continue to help libraries and their boards advocate for themselves at the local level with a special emphasis on the fact that 2025 is a municipal election year.
- Continue demonstrating leadership in the formulation of unified advocacy efforts by the seven library systems. As it relates to this goal, Parkland is not to make provincial efforts its priority but rather concentrate on the other goals.

In cooperation with the six other library systems, Parkland is also to:

- Continue advocating with the Government of Alberta (GOA) to introduce a predictable library grant funding model that reflects population growth and inflation.
- Support a proposal to the GOA for adjustments to the funding model allowing intermunicipal library boards to remain financially viable while streamlining governance structures.
- Support a request to the GOA that they reassess bandwidth allocations for the SuperNet to ensure that library connectivity keeps pace with evolving internet standards, especially for rural communities.

One of the principal jobs of board members is advocacy. In an attempt to make resources related to advocacy readily available to both Parkland board members and to our libraries, an extensive array of advocacy tools has been put on Parkland's website. They can be found under the "About Us" menu by clicking the "Advocacy" link. A demonstration of the materials was provided at

the board meeting including a PowerPoint type presentation with narration provided by AI.

PRLS 2026 Budget

In response to direction provided by the Executive Committee, staff have prepared the draft 2026 budget.

A letter from Ric McIver, the Minister of Municipal Affairs, confirmed that library funding will be stable in 2026.

The Parkland budget with full notes will be brought back to the board in September for formal approval.

Penhold Library/School Partnership

The Penhold library has been noted in the press recently for losing a significant amount of funding due to the demise of the contract the library board had with the local school authority. The terms of the agreement were amended, stating that the library would provide services to all schools in the division without compensation. The Penhold Library board is looking into their options with the Public Library Services Branch.

Committee News from Trustees

The **Penhold & District Public Library** hosted a beekeeper and held a water color program. They are also working on their Strategic Plan.

The **Stettler Public Library** partnered with the high school and local county museum to build a 9-hole mini golf attraction that is located at the museum. They received a grant to pay for the materials. The Town of Stettler is also happy to be partnering with CPL to advocate for libraries.

The **Camrose Public Library** is partnering with the local performing arts centre to host 3 family events, and has space in the arts' brochure.

The **Clive Public Library** has started a nature school program with many families signed up. On June 5th the library is hosting an intergenerational garden tea party in partnership with the FCSS in the green space outside the library.

The **Sedgewick & District Municipal Library** held a garage sale at the beginning of May that brought in \$500 for the library. The first two weeks of June they are also holding an online auction with donated items.

The **Bentley Municipal Library** has started a nature school. They have also placed mini-libraries around the area and in the municipal campground.

The **Delburne Municipal Council** was presented with the Advocacy Framework Guide, and a copy is available on the Delburne Facebook page. There is also a copy at the library.

Board Chair Barb Gilliat said a few words regarding the retirement of long-time staff member Donna Williams.

Board Members Present

(In-Person) Barb Gilliat (Board Chair), Matthew Goudy, Gord Lawlor, Ray Reckseidler, Janice Wing **(Zoom)** Jackie Almberg, Paul Ashford, Alison Barker-Jevne, Laureen Clark-Rennie, Deb Coombes, Teresa Cunningham, Todd Dalke, Cal David, Jeff Eckstrand, Sarah Fahey, Tim Field, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Kathy Hall, Pam Hansen, Dana Kreil, Stephen Levy, Bryce Liddle, Philip Massier, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Jacquie Palm-Fraser, Paul Patterson, Jas Payne (alt. Megan Hanson), Dianne Roth, Sandy Shipton & alt. Diane Elliot, Les Stulberg, Harvey Walsh, Carlene Wetthuhn

Regrets

Delijiah Antaloczy, Ricci Matthews, Cody Hillmer

Absent

Jul Bissell, Wayne Clark, Edna Coulter, Les Fee, Cody Johnson, Julie Maplethorpe, Darryl Motley, Jordon Northcott, Shawn Peach, Leonard Phillips, Naomi Tercier, Shannon Wilcox, Bill Windsor

Guests

Lindsey Bauman & Erin Switenky, MNP, Maia Foster, Leslie Moody, Megan Ginther, Haley Amendt, Megan Hanson

Next Meeting: September 11, 2025 (Zoom)

For more information, or if you want a copy of the draft minutes from this board meeting, please contact PRLS.



PRLS Board Meeting Minutes

May 15, 2025

The regular meeting of the Parkland Regional Library System Board was called to order at 10:02 a.m. on Thursday May 15, 2025 in the Small Board Room, Lacombe.

Present: Barb Gilliat, Matthew Goudy, Gord Lawlor, Ray Reckseidler, Janice Wing

Present via Zoom: Jackie Almberg, Paul Ashford, Alison Barker-Jevne, Laureen Clark-Rennie, Deb Coombes, Teresa Cunningham, Todd Dalke, Cal David, Jeff Eckstrand, Sarah Fahey, Tim Field, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Kathy Hall, Pam Hansen, Dana Kreil, Stephen Levy, Bryce Liddle, Philip Massier, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Jacquie Palm-Fraser, Paul Patterson, Jas Payne (alt. Megan Hanson), Dianne Roth, Sandy Shipton & alt. Diane Elliot, Les Stulberg, Harvey Walsh, Carlene Wetthuhn

Guests: Lindsey Bauman & Erin Switenky, MNP, Maia Foster, Leslie Moody, Megan Ginther, Haley Amendt, Megan Hanson

With Regrets: Delijiah Antaloczy, Ricci Matthews, Cody Hillmer

Absent: Jul Bissell, Wayne Clark, Edna Coulter, Les Fee, Cody Johnson, Julie Maplethorpe, Darryl Motley, Jordon Northcott, Shawn Peach, Leonard Phillips, Naomi Tercier, Shannon Wilcox, Bill Windsor

Staff: Jessica Dinan, Karyn Goodwillie, Kara Hamilton, Patty Morrison, Paige Mueller, Andrea Newland, Ron Sheppard, Tim Spark, Donna Williams

Call to Order

Meeting called to order at 10:02 a.m. by Barb Gilliat. Gilliat reviewed the ground rules of the meeting.

As part of PRLS' legislative compliance procedures, board members who send regrets are excused at the beginning of each meeting.

Motion by Carlene Wetthuhn to excuse Delijiah Antaloczy, Ricci Matthews and Cody Hillmer from attendance at the board meeting on May 15, 2025 and remain a member of the Parkland Board in good standing.

CARRIED
PRLS 18/2025



Agenda

1.1.2 Adoption of the Agenda

Gilliat asked if there were any additions or deletions to the agenda. There were none.

Motion by Paul Patterson to accept the agenda as presented.

CARRIED

PRLS 19/2025

1.2. Approval of Minutes

Gilliat asked if there were any amendments to the February 27, 2025 minutes. Paul Ashford's name was listed incorrectly in the package and minutes.

Motion by Ray Reckseidler to approve the minutes of the February 27, 2025 meeting as amended.

CARRIED

PRLS 20/2025

1.3. Business arising from the minutes of the February 27, 2025 meeting

Gilliat asked if there was any business arising from the minutes. There was none.

2. Business Arising from the Consent Agenda

Gilliat asked if there was any business arising from the consent agenda. There was none.

Motion by Stephen Levy to approve the consent agenda as presented.

CARRIED

PRLS 21/2025

3.1 2024 Parkland Audit

Gilliat introduced Erin Switenky and Lindsey Bauman from MNP. Switenky reviewed the audit, which was included in the package. The auditors stated that;

"In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2024, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards."

According to policy 2.6.10, the Executive Committee is responsible for reviewing and approving Parkland's audit which they did at their March 27th meeting.

Bryce Liddle entered the meeting at 10:18 a.m.

Motion by Harvey Walsh to receive for information the Parkland Regional Library Board 2024 Audit Findings Report for December 31, 2024 and the Financial Statements for December 31, 2024 as presented.

CARRIED



PRLS 22/2025

Switenky and Bauman left the meeting at 10:19 a.m.

3.2 LAPP Audit and Pension Policy

Williams reviewed the LAPP Audit. Every three years Parkland is required to have an audit of its Local Authorities Pension Plan.

Three small errors were found resulting from Parkland's practice of calculating full-time equivalency (FTE) in days rather than hours. Parkland's method of calculating FTE has been a standing practice for decades without being flagged during previous LAPP audits. Of the three employees with errors in their calculations, two were on authorized leave and one passed away unexpectedly.

Following the auditors' recommendations, Parkland has created a pension policy statement to be included in Parkland's Policy Manual. Previously, pension benefits were recorded in Parkland's Human Resource Manual.

Motion by Cal David to receive the 2024 LAPP audit for information.

CARRIED

PRLS 23/2025

Motion by Gord Lawlor to approve the Pension Policy as presented.

CARRIED

PRLS 24/2025

3.3 Vacant Seat on Parkland's Executive Committee

Sheppard reviewed. Twyla Hale, Parkland's representative on the Executive Committee for Area 6 has, due to unforeseen circumstances, surrendered her seat. According to Parkland policy,

2.6.8 "Should a sitting member of the Executive Committee be unable to continue as a member of the committee prior to the conclusion of their one-year term, representatives from that group of municipalities may appoint a new representative to the Executive Committee at the next board meeting."

Area six represents the communities of Bashaw, Clive, Donalda, Lacombe, the Summer Village of Rochon Sands, Stettler and the Summer Village of White Sands. These board members entered a Zoom breakout room and chose their representative for Area 6.

Motion by Kathy Hall to appoint Shaleah Fox as Parkland's Executive Committee for Area 6.

CARRIED

PRLS 25/2025

3.4 Board Signing Authorities

Sheppard reviewed. Twyla Hale, who recently stepped off Parkland's board, was one of two board signing authorities. Board Chair Barb Gilliat is Parkland's one remaining board signing authority.



According to board policy 4.4.20, Parkland Regional Library System requires that two trustees act as signing authorities for cheques valued at \$45,000 or more, or, if the Director is unavailable to sign. It is most convenient if the board signing authorities live or work close to PRLS headquarters.

Matthew Goudy volunteered to be Parkland's second board signing authority.

Motion by Ray Reckseidler to accept Matthew Goudy as PRLS' board signing authority.

CARRIED

PRLS 26/2025

Diane Eliot entered the meeting at 10:38 a.m.

3.5 PRLS 2026 Budget

Sheppard reviewed. Due to the lengthy process Parkland must follow to obtain approval of Parkland's budget, staff are beginning work on the 2026 budget now. The Executive Committee has worked on the 2026 budget at their meetings on March 27th and April 24th. The two scenarios presented by staff were identical except that in "Option B" there is a legal line valued in the amount of \$20,000. This line was included at the direction of the Executive Committee because Parkland has had to consult lawyers in a variety of matters involving topics such as human resources, questions concerning the membership agreement, which population figures Parkland should be invoicing municipalities with, etc. While staff would welcome an additional \$20,000 in the budget, the unpredictable nature of legal costs means the funds might never be utilized.

In 2024, the board revised the Purchasing Policy Statement to allow the Director discretionary spending up to \$15,000 from the Contingent Liability and Consultation Reserve which can be used to cover unexpected legal costs. For this reason, staff did not believe there was a need for a separate legal line in the budget.

Les Stulberg left the meeting at 10:57 a.m.

The Executive Committee did not endorse adding a cost-of-living adjustment (COLA) to the salary grid for 2026 but did endorse that eligible staff receive a step up the salary grid in accordance with Parkland's Compensation Policy. According to the policy, steps up the grid are guaranteed for eligible staff but COLA adjustments are optional.

After some discussion, the board agreed that staff will bring one budget option to the board in September without the \$20,000 legal line, and a second option adding a COLA adjustment for staff.

3.6 Parkland Investments

Williams reviewed. According to Parkland's Annual Agenda policy, the Executive Committee is to review Parkland's investments at least twice a year.



Parkland's investor, Adam Lamb, contacted Parkland with the following recommendation:

"From an investment perspective, a lot is happening in the market with tariffs, but thankfully your bonds are very safe. Due to the unknowns of the tariffs, new bond prices have gone down, meaning old ones have gone up. So, it's been a positive on Parkland's portfolio.

I would strongly recommend keeping it as is. If governments are forced to lower interest rates due to recession risks from tariffs, this would be a positive for the bonds you hold."

At the April 24th Executive Committee meeting, staff recommend following Lamb's advice and made no change to Parkland's overall investment strategy of keeping funds in a conservative, managed bond portfolio. PRLS does not currently have funds invested in GICs.

The Executive Committee made no changes to Parkland's current investment strategy.

Motion by Janice Wing to receive for information.

CARRIED
PRLS 27/2025

3.7 Advocacy and Marketing Report

Lawlor reviewed the Advocacy report. At their March 27th meeting, the committee determined the following were to be Parkland's advocacy goals for 2025:

- Continue to focus on advocacy to the system board
- Continue to help libraries and their boards advocate for themselves at the local level with a special emphasis on the fact that 2025 is a municipal election year.
- Continue demonstrating leadership in the formulation of unified advocacy efforts by the seven library systems. As it relates to this goal, Parkland is not to make provincial efforts its priority but rather concentrate on the other goals.

In cooperation with the six other library systems, Parkland is also to:

- Continue advocating with the Government of Alberta (GOA) to introduce a predictable library grant funding model that reflects population growth and inflation.
- Support a proposal to the GOA for adjustments to the funding model allowing intermunicipal library boards to remain financially viable while streamlining governance structures.
- Support a request to the GOA that they reassess bandwidth allocations for the SuperNet to ensure that library connectivity keeps pace with evolving internet standards, especially for rural communities.

With the announcement of the provincial budget, Parkland sent a "thank-you" letter to Rick McIver, the Minister of Municipal Affairs, for providing stable operating grant funding. After Parkland sent our letter, the six other library systems agreed to a joint "thank-you" letter based on the one that Parkland produced.

Other advocacy activities include a joint initiative with Calgary Public Library. Calgary Public Library's CEO Sarah Meilleur contacted Parkland's Director to ask if Parkland and the Town of



Stettler would cooperate on the creation of a joint resolution for presentation at the fall Alberta Municipalities conference. For the motion to go forward, Calgary requires the cooperation of a smaller municipality. The Town of Stettler was chosen because Gord Lawlor was recognized for a presentation he made to Rick McIver, the Minister of Municipal Affairs, earlier this spring.

Parkland's 2024 Return on Investment (ROI) documents are ready for distribution and can be found on Parkland website.

Parkland's Director was contacted by the personal Secretary of the Minister of Municipal Affairs and asked to provide a quote for a press release related to library grant funding for the 2025-2026 budget year.

One of the principal jobs of board members is advocacy. In an attempt to make resources related to advocacy readily available to both Parkland board members and to our libraries, an extensive array of advocacy tools has been put on Parkland's website. A demonstration of the materials was provided at the board meeting including a PowerPoint type presentation with narration provided by AI.

In addition to online training, Parkland staff will provide in-person advocacy training. One such session was held at Parkland on March 17th.

Motion by Gord Lawlor to receive for information.

CARRIED
PRLS 28/2025

3.8 Penhold Library School Partnership

Teresa Cunningham spoke to this topic. The Penhold library has been noted in the press recently for losing a significant amount of funding due to the demise of the contract the library board had with the local school authority. The terms of the agreement were amended, stating that the library would provide services to all schools in the division without compensation. The Penhold Library board is looking into their options with the Public Libraries Services Branch.

Motion by Ray Reckseidler to receive for information.

CARRIED
PRLS 29/2025

3.9. Updates

3.9.1. Director's Report

3.9.2. Library Services Report

3.9.3. IT Report

3.9.4. Finance & Operations Report

Gilliat asked if there were any questions regarding the Director's Report, Library Services Report, IT Report, or the Finance and Operations Report. Joy-Anne Murphy wanted to clarify that the reason one library stopped being part of the complaint in process mentioned in the Director's report was because the library manager in question moved out of province.

Motion by Janice Wing to receive the Director's, Library Services, IT, and Finance & Operations Reports for information.



CARRIED
PRLS 30/2025

Dana Kreil left the meeting at 11:24 a.m.

Teresa Cunningham left the meeting at 11:25 a.m.

Todd Dalke left the meeting at 11:26 a.m.

3.10. **Parkland Community Update**

The **Penhold & District Public Library** hosted a beekeeper and held a water color program. They are also working on their Strategic Plan.

The **Stettler Public Library** partnered with the high school and local county museum to build a 9-hole mini golf attraction that is located at the museum. They received a grant to pay for the materials. The Town of Stettler is also happy to be partnering with CPL to advocate for libraries.

The **Camrose Public Library** is partnering with the local performing arts centre to host 3 family events, and has space in the arts' brochure.

The **Clive Public Library** has started a nature school program with many families signed up. On June 5th the library is hosting an intergenerational garden tea party in partnership with the FCSS in the green space outside the library.

The **Sedgewick & District Municipal Library** held a garage sale at the beginning of May that brought in \$500 for the library. The first two weeks of June they are also holding an online auction with donated items.

The **Bentley Municipal Library** has started a nature school. They have also placed mini-libraries around the area and in the municipal campground.

The **Delburne Municipal Council** was presented with the Advocacy Framework Guide, and a copy is available on the Delburne Facebook page. There is also a copy at the library.

Board Chair Barb Gilliat said a few words regarding the retirement of long-time staff member Donna Williams.

4. **Adjournment**

Motion by Matthew Goudy to adjourn the meeting at 11:50 a.m.

CARRIED
PRLS 31/2025

Chair



Town of Rimbey

2024 Return on Investment

Benefits to your Library

Total Financial Benefits

\$789,628.83

Return on Investment

\$1.00 = \$32.77

Based on a population of **2,625**, the cost of membership to the Parkland Regional Library System for the Town of Rimbey was **\$24,097.50** in 2024.

Cost benefits of PRLS services

The **direct financial return** as a result of membership to Parkland Regional Library System to Rimbey Municipal Library:

2024 materials allotment	\$ 2,966.25
Rural Library Services Grant	\$ 28,313.60
Allotment from S.V. of Parkland Beach 1	\$ 174.02
Allotment from Ponoka County 2	\$ 5,860.18
Computers for library use	\$ 6,409.92
Software & Licensing	\$ 7,913.78
SuperNet Connection	\$ 10,242.00
Items borrowed from other libraries 3	\$ 606,441.00
Digital items borrowed from PRLS 4	\$ 121,308.08
Combined Savings	\$789,628.83

1 S.V. of Parkland Beach assigned a rural population of 154 to the Rimbey Municipal Library

2 Ponoka County assigned its population of 5,186 to Rimbey Municipal Library

3 Average price of a physical item \$41.61

4 Average price of an eBook \$40.06, average price of an eAudiobook \$84.26



2024 Quick Facts



664,784 items
in the collection



1,310,828 physical items
circulated



44,398 items added
to the catalog



26,029
cardholders



925,450 items
sent on van runs



1,514 consulting
sessions



Over **170**
attendees at the
2024 PRLS
Conference



1,269,757 Wifi
usages



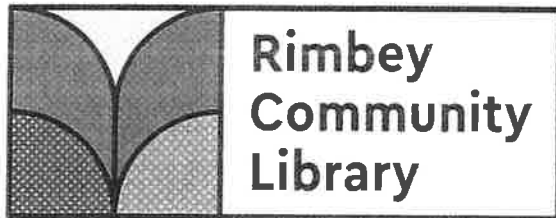
156,839 digital items
circulated



58,104 eLibrary
sessions

Other Parkland Facts:

- Provides access to virtual materials across the province through TRAC.
- Provides training for libraries, boards, friends' groups and more.
- Provides centralized IT support on hardware, software, internet, SuperNet.
- Provides access to shared regional collections of books, tech, program kits, and much more.



MINUTES: RIMBEY COMMUNITY LIBRARY BOARD MEETING April 17, 2025

- 1. Call to order:** The Chair called the meeting to order at approximately 2:02 PM. Attended by Jean Keetch, Mike Boorman, John Hull, Ginny Grinde, Jamie Coston, Wayne Clark, (Angela Bennik arrived at 2:18; Marg Ramsey arrived 2:10)
- 2. Land Acknowledgement:** John read the land acknowledgment (thanks Mike). Angela offered to do the next.
- 3. Approval of the Agenda:** Wayne moved to accept the Agenda. Approved.
- 4. Approval of the Minutes of Previous Meeting:** The Board welcomed new member Jamie Coston. Ginny moved to accept the Minutes of the previous meeting.
- 5. Approval of Financial, Correspondence, and Librarian's Report:**
 - a. Financial reports:** Ginny moved approval, carried.
 - b. Correspondence:** Jean read three letters which have been posted to the google drive site. Two from The Alberta Foundation for the Arts indicating our application had been approved and the other indicating they would be creasing their grant amounts. The third was from Ponoka County indicating no additional funding will be provided to our annual funding request. Jean discussed the implications of this last letter in more detail, and plans on meeting with the Ponoka Library manager soon to review the County's budget position. John moved approval, carried.
 - c. Manager's report:** The Board recommended that at a minimum Carrie be approved to attend a Senior's Programming Workshop in Edmonton. Ginny moved approval, carried.
- 6. Old Business:**
 - a. Five Year Service Plan Update:** Jean and Angela updated the Board on the Plan's progress. Jamie offered to join Carrie, Angela and Jean on the Plan's working committee. Camille McKay, a local community planning consultant is assisting as well.
 - b. Public Art Committee Update:** John noted the committee will be meeting formally shortly to present one or two ideas for projects for the Board's approval.
- 7. New Business:**
- 8. Next Meeting:**

Thursday May 15 2:00 pm at the Library
- 9. Adjournment:** Moved by Wayne 2:10pm



**The Town of Rimbey Library Board
Financial Statements
As at December 31, 2024**

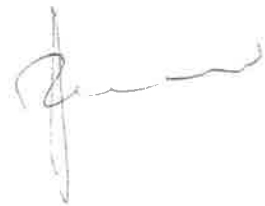
Notes to Financial Statement

I have reviewed the financial records of the Town of Rimbey Library Board as at December 31, 2024 and find them to be in order.

A handwritten signature in black ink, appearing to read "Dawn Nawrot". The signature is fluid and cursive, with the first name "Dawn" being more prominent.

Dawn Nawrot

Margaret A. Ramsey

A handwritten signature in black ink, appearing to read "Margaret A. Ramsey". The signature is more formal and structured than the one above, with a clear vertical line for the letter 'M'.

Rimbey Community Library **Balance Sheet As at 31/12/2024**

ASSET

Current Assets

GIC #13	25,000.00	
GIC #14	5,000.00	
GIC #15	5,000.00	
GIC #16	5,000.00	
GIC #17	5,000.00	
Total GIC		45,000.00
Cash Register Float	50.00	
Servus Rewards	312.66	
Common Share Account	1.64	
Capital Reserve	10,781.13	
Spec Grant Account (Skill Devel...	4,064.83	
Operating Reserve/Savings	36,066.20	
Chequing Bank Account	945.99	
Total Cash		52,222.45
Online Donations Receivable	800.00	
Total Receivable		800.00
Total Current Assets		98,022.45

TOTAL ASSET **98,022.45**

LIABILITY

Current Liabilities

Town of Rimbey Loan for Expan...	20,000.00
Mastercard Payable	324.89
GST Paid on Purchases	-4,259.30
GST Owing (Refund)	-4,259.30
Total Current Liabilities	16,065.59

TOTAL LIABILITY **16,065.59**

EQUITY

Retained Earnings

Retained Earnings - Previous Year	-26,960.25
Current Earnings	10,000.00
Total Retained Earnings	-16,960.25

Reserve Accounts

Operating Reserve	38,928.69
Capital Reserve	10,781.13
Designated Funds	49,207.29
Total Reserve Accounts	98,917.11

TOTAL EQUITY **81,956.86**

LIABILITIES AND EQUITY **98,022.45**

Rimbey Community Library

Income Statement 01/01/2024 to 31/12/2024

REVENUE

Operating Revenue

Programming Revenue		7,439.25
Damaged Books		397.93
Other Service Revenue		1,172.95
Book Donations	1,559.85	
Personal Donations	61,003.52	
Friends Group Donations	4,000.00	
Corporate/Service Club Donations	4,300.00	
Total Donations		70,863.37
Interest Income - Operating Reserve		1,219.96
Interest Income - Grant Account		64.83
Postage Reimbursement		240.50
Young Canada Works Grant	8,966.38	
Arts Presenting Grant	4,940.00	
Rural Library Services Grant	28,313.60	
Library Operating Grant	23,375.00	
County appropriation	55,690.50	
Town of Rimbey Appropriation	110,044.50	
Canada Summer Jobs Grant	4,733.00	
Skill Development Grant	5,000.00	
Total Grant Revenue		241,062.98
Total Operating Revenue		322,461.77

Capital Revenue

Interest Income - Capital		461.69
CIP Grant		8,791.00
Capital Reserve Donations		11,000.00
Total Capital Revenue		20,252.69

TOTAL REVENUE 342,714.46

EXPENSE

Operating Expenses

Wages/Honorariums	101,563.26	
Salaries	54,307.52	
EI Expense	3,622.46	
CPP Expense	7,067.96	
WCB Expense	514.48	
Pension Expense	4,588.97	
Employee Benefits	8,295.18	
Total Payroll Expense		179,959.83
Accounting/Professional Fees		90.00



BOARD MEETING
Wednesday, January 15, 2025
10:00 a.m.
Legacy Place, Ponoka

PRESENT: L. Curle, Board Chair K. Ferguson N. Hartford S. Lyon
 D. MacPherson G. Rondeel D. Weir L. Fundytus, CAO
 W. Sheppard, Recorder

1.	CALL TO ORDER
----	---------------

L. Curle, Board Chair called the meeting to order at 10:02 a.m.

2.	ADOPTION OF AGENDA
----	--------------------

L. Curle requested the addition of a closed session as part of Item 8.1 and the addition of Item 8.8 Staff Recognition.

MOVED by D. MacPherson that the Board meeting agenda be adopted with the addition of a closed session and Item 8.8 Staff Recognition. (RHF 25-01-01)

Carried

3.	APPROVAL OF MINUTES
----	---------------------

MOVED by D. Weir the Board approve the minutes of the November 27, 2024 Board meeting (RHF 25-01-02)

Carried

4.	CAO REPORT
----	------------

L. Fundytus provided an overview of the January CAO report.

MOVED by S. Lyon that the Board accept the CAO report as information. (RHF 25-01-03)

Carried

5.	FINANCIAL REPORTS
----	-------------------

W. Sheppard provided an overview of the financial reports for October and November.

MOVED by N. Hartford that the Board accept for the ten months ending October 31, 2024 and the eleven months ending November 30, 2024 as information:

- Statement of Financial Position;
- Financial Statements;
- Cash in Bank Report;
- the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 25-01-04)

L. Fundytus reviewed the next steps for the Ponoka Lodge Project following the January 10, 2025 meeting with the Town of Ponoka, Town of Rimbey and Ponoka County councils.

STRATEGIC PLANNING SESSION

8. NEW BUSINESS

S. Lyon seconds
Carried

Carried

Carried

S. Lyon seconds
Carried

Carried

Carried

pg. 2

MOVED by G. Rondeel the Board approve Policy HS-08 Hazard Identification Assessment and Controls as presented. (RHF 25-01-11)

Carried

POLICY HS-12 PERSONAL PROTECTIVE EQUIPMENT (PPE)

MOVED by N. Hartford the Board approve Policy HS-12 Personal Protective Equipment (PPE) as presented. (RHF 25-01-12)

Carried

POLICY CS-16 ASSISTANCE ANIMAL

MOVED by S. Lyon the Board approve Policy CS-16 Assistance Animal as presented. (RHF 25-01-13)

Carried

POLICY LL-10 RIGHTS IN COMMON SPACES

MOVED by D. MacPherson the Board approve Policy LL-10 Rights in Common Spaces as presented. (RHF 25-01-14)

Carried

STAFF RECOGNITION

L. Curle advised the Board that the Ponoka staff recognition is scheduled for 2:30 on February 6, 2025 if any Board Members wish to attend.

9. CORRESPONDENCE

Provided as information.

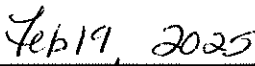
10. NEXT MEETING

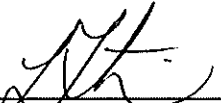
The next meeting will be scheduled for 10:00 a.m. on February 19, 2025 at Valley View Manor in Rimbey.

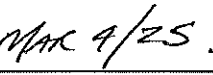
MOVED by D. MacPherson the meeting adjourn at 11:58 a.m. (RHF 25-01-15)

Carried


Lana Curle, Board Chair


Date Signed


Lorne Fundytus, CAO


Date Signed



BOARD MEETING
Wednesday, February 19, 2025
10:00 a.m.
Valley View Manor, Rimbey

PRESENT:	L. Curle, Board Chair	K. Ferguson	N. Hartford	B. Liddle (Alternate)
	S. Lyon	G. Rondeel	L. Fundytus, CAO	W. Sheppard, Recorder
ABSENT:	D. MacPherson	D. Weir		

1.	CALL TO ORDER
----	---------------

L. Curle, Board Chair called the meeting to order at 10:05 a.m.

2.	ADOPTION OF AGENDA
----	--------------------

L. Fundytus requested the addition of Item 8.8 New Development on 60 Avenue in Ponoka.

MOVED by S. Lyon that the Board meeting agenda be adopted with the addition of Item 8.8 New Development on 60 Avenue in Ponoka. (RHF 25-02-01)

Carried

3.	APPROVAL OF MINUTES
----	---------------------

MOVED by N. Hartford the Board approve the minutes of the January 15, 2025 Board meeting (RHF 25-02-02)

Carried

4.	CAO REPORT
----	------------

L. Fundytus provided an overview of the February CAO report.

MOVED by K. Ferguson that the Board accept the CAO report as information. (RHF 25-02-03)

Carried

5.	FINANCIAL REPORTS
----	-------------------

W. Sheppard provided an overview of the financial reports for December prior to the audit.

MOVED by G. Rondeel that the Board accept for the twelve months ending December 31, 2024 prior to the audit as information:

- Statement of Financial Position;
- Financial Statements;
- Cash in Bank Report;
- the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 25-02-04)

Carried

pg. 1

MOVED by B. Liddle the Board approve the endowment account expenditures for the months October, November and December as presented. (RHF 25-02-05)

Carried

6.	BUILDING COMMITTEE REPORT
----	---------------------------

L. Fundytus received a request from Ponoka County for an additional stabilization report based on occupancy variables. The cost for the requested report would be \$5,800 plus GST.

The Board agreed to discuss the report and costs associated further at the upcoming tri-municipal meeting being held with the Town of Ponoka, Town of Rimbey and Ponoka County.

- L. Fundytus provided the results of Round 3 for the GoA Affordable Housing Partnership Program:
- 118 projects for funding were submitted;
 - totaling a \$600M request as the GoA portion;
 - construction costs for the projects were \$2.7B;
 - and the funding available from the GoA was \$150M.

7.	OLD BUSINESS
----	--------------

STRATEGIC PLANNING SESSION

The strategic planning session is scheduled for April 9, 2025 at the Valley View Manor in Rimbey.
L. Fundytus recommended the strategic planning session be held after the upcoming tri-municipal meeting so the date is subject to change.

8.	NEW BUSINESS
----	--------------

PONOKA RISING SUN CLUBHOUSE

L. Fundytus and K. Ferguson provided an update on the Ponoka Rising Sun Clubhouse and the termination of their funding agreement by Recovery Alberta as of April 30, 2025.

K. Ferguson provided a copy of the letter prepared and submitted by his office to Minister Williams requesting reconsideration of the funding termination and the impact it will have on the members of the Clubhouse and the Town of Ponoka.

MOVED by S. Lyon that the Rimoka Housing Foundation also provide a letter of response and support of the Ponoka Rising Sun Clubhouse to Minister Williams. (RHF 25-02-06)

Carried

BOARD INFORMATION ACCESS SITE

L. Fundytus provided an overview of the options the Foundation is investigating to provide online access to information for Board Members.

POLICY HS-01 HEALTH & SAFETY STATEMENT

Council Agenda Item 8.2.1

MOVED by N. Hartford the Board approve Policy HS-01 Health & Safety Statement as presented.
(RHF 25-02-07) Carried

POLICY VS-01 VOLUNTEERS

MOVED by S. Lyon the Board approve Policy VS-01 Volunteers as presented. (RHF 25-02-08) Carried

POLICY VS-02 VOLUNTEER APPLICATION and INTERVIEW

MOVED by G. Rondeel the Board approve Policy VS-02 Volunteer Application and Interview as presented.
(RHF 25-02-09) Carried

POLICY VS-03 VOLUNTEER NAME TAG

MOVED by K. Ferguson the Board approve Policy VS-03 Volunteer Name Tag as presented.
(RHF 25-02-10) Carried

POLICY CS-11 RENT CALCULATION WITH \$365 RULE

MOVED by N. Hartford the Board approve Policy CS-11 Rent Calculation with \$365 Rule as presented.
(RHF 25-02-11) Carried

NEW DEVELOPMENT ON 60 AVE IN PONOKA

L. Fundytus updated the Board on a recent meeting with the owners of the new apartment complex being built on 60 Avenue in Ponoka.

9.	CORRESPONDENCE
----	----------------

Provided as information.

10.	NEXT MEETING
-----	--------------

The next meeting will be scheduled for 10:00 a.m. on March 26, 2025 at Legacy Place in Ponoka.


MOVED by S. Lyon the meeting adjourn at 11:29 a.m. (RHF 25-02-12) Carried



Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed



BOARD MEETING
Wednesday, March 26, 2025
10:00 a.m.
Legacy Place, Ponoka

PRESENT: L. Curle, Board Chair K. Ferguson N. Hartford S. Lyon D. MacPherson
 G. Rondeel D. Weir L. Fundytus, CAO W. Sheppard, Recorder

GUESTS: G. Parker & H. Snopek, Rowland Parker & Associates

1.	CALL TO ORDER
----	---------------

L. Curle, Board Chair called the meeting to order at 10:06 a.m.

2.	ADOPTION OF AGENDA
----	--------------------

MOVED by S. Lyon that the Board meeting agenda be adopted as presented. (RHF 25-03-01)

Carried

3.	APPROVAL OF MINUTES
----	---------------------

MOVED by N. Hartford the Board approve the minutes of the February 19, 2025 Board meeting
(RHF 25-03-02)

Carried

4.	AUDIT PRESENTATION
----	--------------------

G. Parker provided an overview of the draft 2024 audited financial statements and outlined the process and parameters involved in the audit.

G. Parker also reviewed the audit findings letter and the audit report on tenant income procedures with the Board.

The comparison report of operating results to budget was presented for Board consideration as well.

MOVED by S. Lyon that the Board accept the audited 2024 financial statements as presented.
(RHF 25-03-03)

Carried

G. Parker & H. Snopek left the meeting at 10:18 a.m.

2024 SURPLUS & RESERVE FUNDS

MOVED by N Hartford that the Board approve the transfer of \$1,000,000 to the building reserve fund from the 2024 surplus and balance from unrestricted net assets. (RHF 25-03-04)

K. Ferguson seconds
Carried

pg. 1

5.	CAO REPORT
----	------------

L. Fundytus provided an overview of the March CAO report.

MOVED by D. Weir that the Board accept the CAO report as information. (RHF 25-03-05) Carried

6.	FINANCIAL REPORTS
----	-------------------

W. Sheppard provided an overview of the financial reports for January.

MOVED by D. Weir that the Board accept for the one month ending January 31, 2025 as information:

- Statement of Financial Position;
- Financial Statements;
- Cash in Bank Report;
- the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 25-03-06)

Carried

2024 BAD DEBT WRITE OFF REQUEST

MOVED by N. Hartford that the Board approve the requested write-off amount of \$7,110.00 for uncollectable accounts as presented (RHF 25-03-06) Carried

7.	BUILDING COMMITTEE REPORT
----	---------------------------

L. Fundytus will try to coordinate a Tri-Municipal meeting on April 29 or 30 with our municipal partners.

8.	OLD BUSINESS
----	--------------

STRATEGIC PLANNING SESSION

The strategic planning session is currently scheduled for April 9, 2025 but will be postponed to May 21, 2025 following the regular Board meeting to allow for the Tri-Municipal meeting to be completed prior to the planning session.

PONOKA RISING SUN CLUBHOUSE

Board Members discussed the continued efforts by associated organizations, locally elected officials and community members to ensure the future of the Ponoka Rising Sun Clubhouse.

9.	NEW BUSINESS
----	--------------

2025 LODGE BUDGET - FINAL

MOVED by S. Lyon the Board approve the 2025 Lodge Budget as presented. (RHF 25-03-07)

Carried

2025 LEGACY PLACE BUDGET - FINAL

MOVED by K. Ferguson the Board approve the 2025 Legacy Place Budget as presented.
(RHF 25-03-08)

Carried

LEGACY PLACE OFFER TO LEASE AGREEMENT

The Legacy Place agreements have been amended to comply with the Consumer Protection (Life Leases) Amendment Act that was enacted in May 2024 by the GoA.

There is no provision in the current life lease agreements for the Rimoka Housing Foundation to buy out the contract of an existing resident in Legacy Place if the building was to transition to another type of residency.

MOVED by G. Rondeel the Board approve the Legacy Place Offer to Lease Agreement as presented.
(RHF 25-03-09)

Carried

LEGACY PLACE OCCUPANCY AGREEMENT

MOVED by D. Weir the Board approve the Legacy Place Occupancy Agreement as presented.
(RHF 25-03-10)

Carried

LEGACY PLAN LOAN AGREEMENT

MOVED by N. Hartford the Board approve the Legacy Place Loan Agreement as presented.
(RHF 25-03-11)

Carried

POLICY LL-02 LIFE LEASE ADMINISTRATIVE FEE

MOVED by L. Curle the Board approve Policy LL-02 Life Lease Administrative Fee as presented.
(RHF 25-03-12)

Carried

POLICY LL-05 USE OF COMMON ROOMS

MOVED by N. Hartford the Board approve Policy LL-05 Use of Common Rooms as presented.
(RHF 25-03-13)

Carried

POLICY CS-02 WAITLIST MANAGEMENT

MOVED by D. MacPherson the Board approve Policy CS-02 Waitlist Management as presented.
(RHF 25-03-14)

Carried

POLICY CS-03 RESIDENT ABUSE

Council Agenda Item 8.2.1

MOVED by D. Weir the Board approve Policy CS-03 Resident Abuse as presented.
(RHF 25-03-15)

Carried

POLICY CS-04 RESIDENT CLOTHING

MOVED by S. Lyon the Board approve Policy CS-04 Resident Clothing as presented.
(RHF 25-03-16)

Carried

POLICY CS-09 DEATH OF A RESIDENT

MOVED by D. MacPherson the Board approve Policy CS-09 Death of a Resident as presented.
(RHF 25-03-17)

Carried

POLICY CS-14 SECURITY

MOVED by N. Hartford the Board approve Policy CS-14 Security as presented.
(RHF 25-03-18)

Carried

10.	CORRESPONDENCE
-----	----------------

Provided as information.

11.	NEXT MEETING
-----	--------------


The next meeting will be scheduled for 10:00 a.m. on April 23, 2025 at Valley View Manor in Rimbey.

MOVED by S. Lyon the meeting adjourn at 11:51 a.m. (RHF 25-03-19)

Carried



Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed



BOARD MEETING
Wednesday, April 23, 2025
10:00 a.m.
Valley View Manor, Rimbey

PRESENT: L. Curle, Board Chair K. Ferguson N. Hartford S. Lyon D. MacPherson
 G. Rondeel D. Weir L. Fundytus, CAO W. Sheppard, Recorder

1.	CALL TO ORDER
----	---------------

L. Curle, Board Chair called the meeting to order at 10:02 a.m.

2.	ADOPTION OF AGENDA
----	--------------------

MOVED by S. Lyon that the Board meeting agenda be adopted as presented. (RHF 25-04-01)

Carried

3.	APPROVAL OF MINUTES
----	---------------------

MOVED by D. MacPherson the Board approve the minutes of the March 26, 2025 Board meeting
(RHF 25-04-02)

Carried

4.	CAO REPORT
----	------------

L. Fundytus provided an overview of the April CAO report.

MOVED by N. Hartford that the Board accept the CAO report as information. (RHF 25-04-03)

Carried

5.	FINANCIAL REPORTS
----	-------------------

W. Sheppard provided an overview of the financial reports for February.

MOVED by D. Weir that the Board accept for the two months ending February 28, 2025 as information:

- Statement of Financial Position;
- Financial Statements;
- Cash in Bank Report;
- the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 25-04-04)

Carried

6.	BUILDING COMMITTEE REPORT
----	---------------------------

A Tri-Municipal meeting is scheduled for April 30 at 10:00 in Ponoka County Council Chambers.

7.	OLD BUSINESS
----	--------------

STRATEGIC PLANNING SESSION

The strategic planning session will be held following the May 21, 2025 Board meeting to allow for the Tri-Municipal meeting to be completed prior to the planning session.

PONOKA RISING SUN CLUBHOUSE

Board Members advised there continues to be discussions with the GoA on funding for the Ponoka Rising Sun Clubhouse.

8.	NEW BUSINESS
----	--------------

ASCHA CONVENTION REVIEW

L. Fundytus, L. Curle, S. Lyon and G. Rondeel attended the ASCHA Convention held on March 31 to April 2 and provided their evaluation of the event.

POLICY LA-01 DISCLOSURE OF RESDIENT MEDICAL INFORMATION

MOVED by S. Lyon the Board approve Policy LA-01 Disclosure of Resident Medical Information as presented. (RHF 25-04-05) Carried

POLICY CS-06 CLIENT REQUESTS CONCERNS COMPLAINTS

MOVED by N. Hartford the Board approve Policy CS-06 Client Requests Concerns Complaints as presented. (RHF 25-04-06) Carried

POLICY CS-08 RESIDENT INCIDENT or SERIOUS EVENT

MOVED by D. MacPherson the Board approve Policy CS-08 Resident Incident or Serious Event as presented. (RHF 25-04-07) Carried

POLICY CS-17 MAXIMUM BASIC RENT REVIEW – SOCIAL HOUSING

MOVED by K. Ferguson the Board approve Policy CS-17 Maximum Basic Rent Review – Social Housing as presented. (RHF 25-04-08) Carried

POLICY MT-01 FLOWING HOT WATER TEMPERATURE CHECKS

MOVED by G. Rondeel the Board approve Policy MT-01 Flowing Hot Water Temperature Checks as presented. (RHF 25-04-09) Carried

9.	CORRESPONDENCE
----	----------------

Provided as information.

10.	NEXT MEETING
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The next meeting will be scheduled for 9:00 a.m. on May 21, 2025 at Legacy Place in Ponoka.

MOVED by K. Ferguson the meeting adjourn at 11:05 a.m. (RHF 25-04-10)


Carried



Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed

Date	Project Manager	Status Update
Town of Rimbey		
RBYM0000.25 RB00 - 2025 General Engineering		
March 26, 2025	Smith, Greg	There are no current general assignments.
April 9, 2025	Smith, Greg	There are no current general assignments.
April 24, 2025	Smith, Greg	There are no current general assignments.
May 8, 2025	Smith, Greg	There are no current general assignments.
RBYM00148.00 RB148 - 2025 Road Improvements		
March 27, 2025	Kunkel, Chadwick	Project has been approved by Council. Curb & Gutter to be added to x-section. Town would like to build 54th Ave, 43rd Street and tie in on 42nd Street. Tagish to Tender project ASAP. Detailed design work has been initiated. Tender Package to be reviewed internally the week of April 1-4th and to the Town of Rimbey shortly after.
April 10, 2025	Kunkel, Chadwick	Tender Package has been issued to the Town for review and comment. Tagish to add Sanitary MH installation on 49th Ave to the tender. Changed width of 51st Ave to 7.5m to match 53rd Ave, added gravel parking pad along the East side in front of Chevy Dealership. Tender will be posted today on Bids & Tenders @ 2pm
April 24, 2025	Kunkel, Chadwick	Pre-tender meeting will be held today on site @ 2pm. Tagish hasn't received any further comments from the Town regarding the prop. design. Tender scheduled to close on May 1st @ 2pm.
May 8, 2025	Kunkel, Chadwick	Tender closed on May 1st @ 2pm. Four bids were submitted. Tagish is completing tender reviews and recommendation letter today for Craig's review. Next council meeting is Monday.
RBYM00151.00 RB151 - 51st Ave Infrastructure Replacem		
March 26, 2025	Smith, Greg	No change
April 9, 2025	Smith, Greg	No change
April 24, 2025	Smith, Greg	Once tendering on 43rd is complete, we can schedule a meeting to complete preliminary design review.
May 8, 2025	Smith, Greg	No change.
RBYM00152.00 RB152 - 53rd Avenue Infrastructure Repl		
March 26, 2025	Smith, Greg	No change.
April 9, 2025	Smith, Greg	No change.
April 24, 2025	Smith, Greg	Once tendering on 43rd is complete, we can schedule a meeting to complete preliminary design review.
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May 22, 2025	Kunkel, Chadwick	Contracts have been issued to Central City Asphalt. She is waiting to receive these before letter to proceed. Will go out.
RBYM00151.00 RB151 - 51st Ave Infrastructure Replacem		
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