



# AGENDA

## Bylaw Committee

June 4, 2024 - 3:00 PM

Town Administration Building - Council Chambers

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**AGENDA FOR BYLAW COMMITTEE MEETING TO BE HELD ON JUNE 4, 2024 AT 3:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.**

Page

### **1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE**

1.1 LAND ACKNOWLEDGMENT

### **2. AGENDA APPROVAL AND ADDITIONS**

### **3. MINUTES**

3.1 Minutes

2 - 5

[Request for Decision - RFD-24-100 - Pdf](#)

### **4. NEW AND UNFINISHED BUSINESS**

4.1 828/08 Solid Waste Transfer Station

6 - 11

[Request for Decision - RFD-24-103 - Pdf](#)

### **5. ADJOURNMENT**

5.1 Adjournment

Bylaw Committee  
**REQUEST FOR DECISION**



**Meeting:** June 4, 2024  
**Submitted By:** Bonnie Rybak, Executive Assistant  
**Subject:** Minutes  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

Minutes of May 7, 2024 Bylaw Committee Meeting.

**RECOMMENDATION:**

To accept the Minutes of May 7, 2024 Bylaw Committee Meeting, as presented.

**ATTACHMENTS:**

[2024 05 07 Bylaw Committee Minutes](#)

**PREPARED BY:** Bonnie Rybak, Executive Assistant

May 31, 2024  
**Date**

**ENDORSED BY:**

A handwritten signature in black ink, appearing to read "Gayle Rondeel".

Gayle Rondeel, Chairperson

May 31, 2024  
**Date**



# MINUTES

## Bylaw Committee Meeting

Tuesday, May 7, 2024 - 3:00 PM

Town Administration Building - Council Chambers

**1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE**

Chairperson Rondeel called the meeting to order at 3:00 P.M. with the following in attendance:

- Chairperson Gayle Rondeel
- Committee Member Jeff Johnstone
- Committee Member Camille McKay
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer
- Liz Armitage - Development Officer

Absent: Councillor Jamie Coston

Public: (0) members of the public

1.1. LAND ACKNOWLEDGMENT

**2. AGENDA APPROVAL AND ADDITIONS**

2.1. Agenda Approval and Additions

Motion 2024BC014

Moved by Committee Member Johnstone to approve the agenda for the meeting of May 7, 2024, as presented.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	Absent

CARRIED

**3. MINUTES**

3.1. Minutes

Motion 2024BC015

Moved by Committee Member McKay to accept the Minutes of the Bylaw Committee Meeting of April 2, 2024, as presented.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	Absent

CARRIED

**4. NEW AND UNFINISHED BUSINESS**

4.1. 917/16 Land Use Bylaw

Motion 2024BC016

Moved by Committee Member Johnstone to accept 917/16 Land Use Bylaw, with the following changes and to bring forward to Council for approval.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	Absent

CARRIED

4.2. 1007/24 Solid Waste Management Bylaw

Motion 2024BC017

Moved by Committee Member Johnstone to accept 1007/24 Waste Management Bylaw with the changes list below, and to bring forward to Council for review.

- Change "Administrator" to "CAO" throughout the bylaw
- Section 3.4 - Remove
- Section 3.5 - Add "situation" after "emergency"
- Section 3.1(d) Add "Recyclable Materials"
- Section 3.9 - Add "Recyclable Material or"
- Section 4.5 - Change "Householder" to "Utility Owner"
- Section 4.9 - Move up above 4.4

Bylaw Committee  
May 7, 2024

- Section 4.15 - Remove
- Section 5.5 - Remove
- Section 5.10 & 5.11 - Add the word "on" before "the day prior to Collection."
- Section 5.12 - Add "or in approved enclosure."
- Section 5.16 - Remove
- Section 5.17 - Remove the last sentence in this section.
- Section 5.16, 5.19, and 5.20 - Remove.
- Section 5.21 - Add "sealed" blue bags and "previously" approved containers for collection.
- Section 5.22 - Add " or recyclable container."
- Section 5.24 - Remove "or lane"
- Section 6.3 - Create a schedule "D."

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	Absent

CARRIED

## 5. ADJOURNMENT

### 5.1. Adjournment

#### Motion 2024BC018

Moved by Committee Member McKay to adjourn the meeting at 4:04 P.M.

Chairperson Rondeel	In Favor
Committee Member Johnstone	In Favor
Committee Member McKay	In Favor
Councillor Coston	Absent

CARRIED

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Gayle Rondeel, Chairperson

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Craig Douglas, Chief Administrative Officer

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Bylaw Committee  
**REQUEST FOR DECISION**



**Meeting:** June 4, 2024  
**Submitted By:** Bonnie Rybak, Executive Assistant  
**Subject:** 828/08 Solid Waste Transfer Station  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

At the Bylaw Committee Meeting held on May 7, 2024, the committee requested that Administration bring forward the Solid Waste Transfer Station Bylaw for review.

**ATTACHMENTS:**

[828-08 Solid Waste Transfer Station](#)

**PREPARED BY:** Bonnie Rybak, Executive Assistant

May 31, 2024  
**Date**

**ENDORSED BY:**

A handwritten signature in black ink, appearing to read "Gayle Rondeel".

Gayle Rondeel, Chairperson

May 31, 2024  
**Date**



BYLAW 828/08

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

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

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

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

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

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

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

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


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

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

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

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

  
MAYOR

  
TOWN MANAGER



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

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**WHEREAS**

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

**WHEREAS**

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

**NOW THEREFORE**

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

**DEFINITIONS** – for the purposes of this Bylaw.

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

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

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



BYLAW 807/07

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

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specified time period.

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

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

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

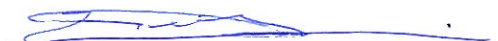
Bylaw Nos. 639/95 and 644/95 are hereby rescinded.

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

READ a Second Time in Council this 13<sup>th</sup> day of March, 2007

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

Read a Third Time and Finally Passed this 13<sup>th</sup> day of March, 2007

  
MAYOR

  
TOWN MANAGER

**ATTENDANT PROCEDURES**

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

**DUMPING OF WASTE MATERIALS**

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

*DIA*

SCHEDULE "A"

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

**EMERGENCY RESPONSE PLAN**

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

*D/E*