



# **AGENDA**

## **Town Council**

**April 28, 2025 - 3:00 PM**

**Town Administration Building - Council Chambers**

---

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, APRIL 28, 2025 AT 3:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.**

Page

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

#### **1.1 LAND ACKNOWLEDGEMENT**

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

### **3. MINUTES**

- 3.1 Minutes 4 - 10  
[Request for Decision - RFD-25-050 - Pdf](#)

### **4. PUBLIC HEARINGS**

### **5. DELEGATIONS**

- 5.1 Seniuk & Company - Auditors Report 11 - 40  
[Request for Decision - RFD-25-018 - Pdf](#)
- 5.2 Sherry Stuart / Rock the Track 41  
[Request for Decision - RFD-25-063 - Pdf](#)

### **6. BYLAWS**

- 6.1 1011/25 Fees for Services Bylaw 42 - 58  
[Request for Decision - RFD-25-045 - Pdf](#)

|     |  |         |
|-----|--|---------|
| 6.2 | 1012/25 - 2025 Property Tax Bylaw<br><a href="#">Request for Decision - RFD-25-051 - Pdf</a> | 59 - 61 |
|-----|--|---------|

|     |   |         |
|-----|---|---------|
| 6.3 | 1013/25 Council Procedural Bylaw<br><a href="#">Request for Decision - RFD-25-059 - Pdf</a> | 62 - 81 |
|-----|---|---------|

## **7. NEW AND UNFINISHED BUSINESS**

|     |  |         |
|-----|--|---------|
| 7.1 | Rimbey Nursery School Agreement<br><a href="#">Request for Decision - RFD-25-060 - Pdf</a> | 82 - 87 |
|-----|--|---------|

|     |  |         |
|-----|--|---------|
| 7.2 | Rimbey Christian School Annual Fundraiser<br><a href="#">Request for Decision - RFD-25-065 - Pdf</a> | 88 - 90 |
|-----|--|---------|

|     |  |         |
|-----|--|---------|
| 7.3 | Blindman Handivan Society<br><a href="#">Request for Decision - RFD-25-066 - Pdf</a> | 91 - 92 |
|-----|--|---------|

|     |   |          |
|-----|---|----------|
| 7.4 | The Royal Canadian Legion - Veteran Memorial Banner Project & Rename 48 Street<br><a href="#">Request for Decision - RFD-25-064 - Pdf</a> | 93 - 102 |
|-----|---|----------|

|     |   |           |
|-----|---|-----------|
| 7.5 | National Nursing Week 2025 Declaration<br><a href="#">Request for Decision - RFD-25-062 - Pdf</a> | 103 - 105 |
|-----|---|-----------|

## **8. REPORTS**

### **8.1. Department Reports**

|       |   |     |
|-------|---|-----|
| 8.1.1 | Department Reports<br><a href="#">Request for Decision - RFD-25-048 - Pdf</a> | 106 |
|-------|---|-----|

|       |   |     |
|-------|---|-----|
| 8.1.2 | Chief Administrative Officer Report<br><a href="#">CAO Report-28 Apr 2025 - Pdf</a> | 107 |
|-------|---|-----|

|       |  |           |
|-------|--|-----------|
| 8.1.3 | Director of Finance Report<br><a href="#">Director of Finance Report-28 Apr 2025 - Pdf</a> | 108 - 113 |
|-------|--|-----------|

### **8.2. Boards/Committee Reports**

|       |   |           |
|-------|---|-----------|
| 8.2.1 | Boards/Committee Reports<br><a href="#">Request for Decision - RFD-25-047 - Pdf</a> | 114 - 123 |
|-------|---|-----------|

## **9. CORRESPONDENCE**

## **10. OPEN FORUM**

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

## **11. CLOSED SESSION**

## **12. ADJOURNMENT**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Minutes  
**Item For:** ☒ Public Information    -or-    ☐ Closed Session

Minutes of the Regular Council Meeting on March 24, 2025, as presented.

To accept the Minutes of the Regular Council meeting on March 24, 2025, as presented.

[2025 03 24 Council Meeting Minutes](#)

April 24, 2025  
**Date**

April 24, 2025  
**Date**



# MINUTES

## Town Council Meeting

Monday, March 24, 2025 - 3:00 PM  
Town Administration Building - Council Chambers

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

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

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Lana Curle – Via Conference Call
- Councillor Gayle Rondeel
- Councillor Jeff Johnstone
- Liz Armitage - Development Officer – Via Conference Call
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer

Delegates: Nancy Hansen - Team Hansen Curling Sponsorship

Public: (3) members of the public

1.1. LAND ACKNOWLEDGEMENT

**2. AGENDA APPROVAL AND ADDITIONS**

Motion 057/2025

Moved by Councillor Clark to accept the Agenda for the March 24, 2025, Regular Council Meeting, as amended.

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

CARRIED

**3. MINUTES**

3.1. Minutes

Motion 058/2025

Moved by Councillor Johnstone to accept the Minutes of the Regular Council Meeting of February 24, 2025, as presented.

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

CARRIED

Motion 059/2025

Moved by Councillor Clark to accept the and Minutes of the Special 2025 Budget Meeting on March 6, 2025, as presented.

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

CARRIED

**4. PUBLIC HEARINGS**

**5. DELEGATIONS**

5.1. Nancy Hansen - Curling Sponsorship Request

Motion 060/2025

Moved by Mayor Pankiw to accept Nancy Hansen's presentation for sponsorship for curling, as information.

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

CARRIED

**6. BYLAWS**

**7. NEW AND UNFINISHED BUSINESS**

7.1. 43rd Street Road Construction & Paving - (Addition of Curb & Gutter)

Motion 061/2025

Moved by Mayor Pankiw for Administration to add the curb and gutter work to the 43rd Street Road Construction & Paving Project.

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

CARRIED

7.2. Schedule "A" Fees for Services Bylaw 1003/24

Motion 062/2025

Moved by Councillor Rondeel to amend Bylaw 1003/24 – Fees for Services, adjusting the wastewater disposal fee to \$8.50 per cubic meter for vehicles with a capacity of up to 5 cubic meters and a flat rate of \$50 plus tax for vehicles exceeding 5 cubic meters.

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

CARRIED

7.3. Rimbey Curling Club Lease Agreement

Motion 063/2025

Moved by Councillor Johnstone to revise the Curling Club Lease Agreement to include summer hours for pickleball. The 5-year lease rates in "Schedule C" will begin at \$1273.58, with an annual increase of 3%. The months of occupancy will be adjusted to January through December.

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

CARRIED

7.4. Subdivision Application - TR2501

Motion 064/2025

Moved by Councillor Johnstone to approve subdivision TR2501 with the conditions as follows:

1. Engage an Alberta Land Surveyor to prepare a plan of subdivision to be registered at Land Titles Office based on the Plan Showing Proposed Subdivision of Lot 20, Block 3, Plan 0820416 in the N.W. 1/4 Sec. 21-42-2-W5M prepared by High Country Surveys. On completion of the survey plan, the surveyor must submit the plan to the Town of Rimbey for endorsement.
2. Any outstanding taxes on the property are to be paid in full.
3. Registration of a Deferred Services Agreement on title to the satisfaction of the Town.
4. Ensure all rights-of-way are carried forward and registered on the newly created lot.
5. The applicant is to pay an endorsement fee as per the Town of Rimbey’s fee schedule at the time of endorsement.
6. Municipal Reserves are not owing as the land that is to be subdivided is not creating any additional lots.
7. For the landowner to apply for a land use amendment to redesignate the properties to match the same land use.

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

CARRIED

7.5. Subdivision Application - TR2502

Motion 065/2025

Moved by Councillor Clark to approve subdivision TR2502 with the conditions as follows:

- 1. Engage an Alberta Land Surveyor to prepare a plan of subdivision to be registered at Land Titles Office based on the Plan Showing Proposed Subdivision of Lot 18, Block 9, Plan 972 2593 in the N.W. 1/4 Sec. 21-42-2-W5M prepared by LN Land Development Technologies inc. On completion of the survey plan, the surveyor must submit the plan to the Town of Rimbey for endorsement.
- 2. Any outstanding taxes on the property are to be paid in full.
- 3. Ensure all rights-of-way are carried forward and registered on the newly created lot.
- 4. The applicant is to pay an endorsement fee as per the Town of Rimbey’s fee schedule at the time of endorsement.
- 5. Municipal Reserves are not owing as the land as it has been previously subdivided with no deferred reserve caveat registered on title.

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

CARRIED

7.6. Library Board Member - ADDITION TO AGENDA

Motion 066/2025

Moved by Councillor Rondeel to appoint Jamie Coston as a member of the Rimbey Library Board with the 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



8.                   REPORTS

**8.1.   DEPARTMENT REPORTS**

Motion 067/2025

Moved by Councillor Johnstone 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 068/2025

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

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

CARRIED

9.                   CORRESPONDENCE

10.                  OPEN FORUM

11.

CLOSED SESSION - FOIP SECTION 17(1) PERSONAL PRIVACY –  
DELETION TO AGENDA

12.

ADJOURNMENT

12.1. Adjournment

Motion 069/2025

Moved by Councillor Clark to adjourn the meeting at 4:07 p.m.

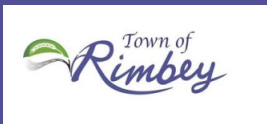
|                      |          |
|----------------------|----------|
| Mayor Pankiw         | In Favor |
| Councillor Clark     | In Favor |
| Councillor Curle     | In Favor |
| Councillor Rondeel   | In Favor |
| Councillor Johnstone | In Favor |

CARRIED

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

\_\_\_\_\_  
Craig Douglas, Chief Administrative Officer

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Seniuk & Company - Auditors Report  
**Item For:** ☒ Public Information    -or-    ☐ Closed Session

**BACKGROUND:**

Seniuk & Company, Chartered Accountants will be presenting the Town of Rimbey Financial Statements for the year ending December 31, 2024.

**RECOMMENDATION:**

Administration recommends Council accept the 2024 financial statement draft, as presented.

**ATTACHMENTS:**

[Draft 2024 financial statements #2](#)

**PREPARED BY:** Craig Douglas, Chief Administrative Officer  
**Date** April 24, 2025

**ENDORSED BY:**   
**Date** April 24, 2025  
Craig Douglas, Chief Administrative Officer

**TOWN OF RIMBEY**  
**Financial Statements**  
**Year Ended December 31, 2024**

*Draft for discussion purposes only*

**Index to Financial Statements**  
**Year Ended December 31, 2024**

---

|  | Page    |
|--|---------|
| MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING              | 1       |
| INDEPENDENT AUDITOR'S REPORT                                     | 2 - 3   |
| FINANCIAL STATEMENTS   |         |
| Statement of Financial Position                                  | 4       |
| Statement of Operations and Accumulated Surplus                  | 5       |
| Statement of Changes in Net Financial Assets                     | 6       |
| Statement of Cash Flows  | 7       |
| Schedule of Property and Other Taxes ( <i>Schedule 1</i> )       | 8       |
| Schedule of Government Transfers ( <i>Schedule 2</i> )           | 8       |
| Schedule of Expenditures by Object ( <i>Schedule 3</i> )         | 8       |
| Schedule of Changes in Accumulated Surplus ( <i>Schedule 4</i> ) | 9       |
| Schedule of Segmented Disclosure ( <i>Schedule 5</i> )           | 10      |
| Schedule of Tangible Capital Assets ( <i>Schedule 6</i> )        | 11      |
| Notes to Financial Statements                                    | 12 - 27 |

---

## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

---

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management, in accordance with Canadian Public Sector Accounting Standards. They necessarily include some amounts that are based on the best estimates and judgments of management. Financial data elsewhere in the report is consistent with that in the financial statements.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of the financial statements.

Management reports directly to Council on an ongoing basis, carrying out its audit program to ensure internal controls and their application are reviewed and financial information is tested and independently verified.

Prior to their submission to Council, the financial statements have been reviewed and recommended for approval by management. The financial statements have been audited by the independent firm of Seniuk and Marcato, Chartered Professional Accountants. Their report to the Council, stating their opinion, basis for opinion, other information, responsibilities of management and those charged with governance for the financial statements, and auditors' responsibilities for the audit of the financial statements, follows.

---

Mr. Craig Douglas, CAO

Rimbey, AB  
April 28, 2025

---

## INDEPENDENT AUDITOR'S REPORT

---

To the Members of Council of Town of Rimbey

### *Opinion*

We have audited the financial statements of Town of Rimbey (the "Municipality"), which comprise the statement of financial position as at December 31, 2024, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, 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 Municipality as at December 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

### *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 Municipality in accordance with 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 PSAS, 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 Municipality'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 Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality'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.

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:

(continues)

\*Denotes professional corporation

#102, 12750 – 127 St. NW, Edmonton Alberta T5L 1A5

Telephone (780) 482-3431 Fax: (780) 488-5710 Website: [www.seniuk.com](http://www.seniuk.com)

Independent Auditor's Report to the Members of Council of Town of Rimbey (*continued*)

- 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 Municipality'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 Municipality'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 Municipality 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.

Edmonton, Alberta  
April 28, 2025

**Seniuk and Marcato,**  
**Chartered Professional Accountants**



## Statement of Financial Position

December 31, 2024

|   | 2024                 | 2023                 |
|---|----------------------|----------------------|
| <b>FINANCIAL ASSETS</b>   |                      |                      |
| Cash and temporary investments (Note 2)                         | \$ 5,769,942         | \$ 4,775,941         |
| Restricted cash (Note 2)  | 68,573               | 68,573               |
| Property taxes and grants in place of taxes receivable (Note 3) | 69,936               | 55,834               |
| Grants and receivables from other governments (Note 4)          | 837,365              | 168,612              |
| Trade and other receivables                                     | 204,159              | 197,753              |
| Notes receivable (Note 6)                                       | 20,000               | 30,000               |
| Long term Investments   | 2,613                | 2,613                |
|   | <b>6,972,588</b>     | <b>5,299,326</b>     |
| <b>LIABILITIES</b>  |                      |                      |
| Accounts payable  | 354,746              | 347,358              |
| Deposits received   | 120,931              | 139,020              |
| Deferred income (Notes 8, 18)                                   | 653,777              | 313,784              |
| Long term debt (Note 9)   | 798,138              | 1,061,433            |
| Designated donations  | 26,790               | 27,578               |
| Asset retirement obligations (Note 18)                          | 1,055,065            | 1,005,686            |
| Contaminated sites (Note 17)                                    | 28,000               | -                    |
|   | <b>3,037,447</b>     | <b>2,894,859</b>     |
| <b>NET FINANCIAL ASSETS</b>                                     | <b>3,935,141</b>     | <b>2,404,467</b>     |
| <b>NON-FINANCIAL ASSETS</b>                                     |                      |                      |
| Prepaid expenses  | 137,622              | 129,333              |
| Deferred charges - fire services agreement (Note 5)             | 138,514              | 164,486              |
| Tangible capital assets (Note 7)                                | 32,674,162           | 34,354,175           |
|   | <b>32,950,298</b>    | <b>34,647,994</b>    |
| <b>ACCUMULATED SURPLUS</b>                                      | <b>\$ 36,885,439</b> | <b>\$ 37,052,461</b> |

## APPROVED ON BEHALF OF COUNCIL

---

Mayor

---

Councilor

**Statement of Operations and Accumulated Surplus**  
**Year Ended December 31, 2024**

|   | Budget<br>(Unaudited)<br>2024 | 2024          | 2023          |
|---|-------------------------------|---------------|---------------|
| <b>REVENUES</b>                                 |                               |               |               |
| Net municipal taxes (Schedule 1)                | \$ 2,976,861                  | \$ 2,977,891  | \$ 2,759,472  |
| User fees                                       | 1,259,863                     | 1,263,350     | 1,346,155     |
| Government transfers for operating (Schedule 2) | 695,705                       | 765,830       | 678,096       |
| Investment income                               | 100,102                       | 273,316       | 236,922       |
| Penalties and costs of taxes                    | 49,000                        | 56,613        | 46,190        |
| Licenses and permits                            | 76,081                        | 59,480        | 68,115        |
| Rentals   | 215,116                       | 255,584       | 227,499       |
| Franchise fees & concession contracts           | 685,539                       | 697,927       | 657,084       |
| Other   | 198,575                       | 270,089       | 213,033       |
|   | 6,256,842                     | 6,620,080     | 6,232,566     |
| <b>EXPENSES</b>                                 |                               |               |               |
| Administration and legislative                  | 1,201,711                     | 1,089,857     | 1,100,592     |
| Protective services                             | 471,203                       | 387,524       | 378,644       |
| Transportation services                         | 996,900                       | 1,601,157     | 1,603,681     |
| Environmental services                          | 1,163,917                     | 2,056,401     | 1,371,043     |
| Land use planning, zoning and development       | 541,492                       | 491,420       | 507,558       |
| Parks, recreation, culture and family support   | 1,646,021                     | 1,468,814     | 1,458,657     |
|   | 6,021,244                     | 7,095,173     | 6,420,175     |
| <b>SURPLUS (DEFICIT) FROM OPERATIONS</b>        | 235,598                       | (475,093)     | (187,609)     |
| <b>OTHER INCOME (EXPENSES)</b>                  |                               |               |               |
| Government transfers for capital (Schedule 2)   | -                             | 297,631       | 2,173,041     |
| Gain on disposal of tangible capital assets     | -                             | 10,440        | 5,838         |
|   | -                             | 308,071       | 2,178,879     |
| <b>ANNUAL SURPLUS (DEFICIT)</b>                 | 235,598                       | (167,022)     | 1,991,270     |
| <b>ACCUMULATED SURPLUS - BEGINNING OF YEAR</b>  | 37,052,461                    | 37,052,461    | 35,061,191    |
| <b>ACCUMULATED SURPLUS - END OF YEAR</b>        | \$ 37,288,059                 | \$ 36,885,439 | \$ 37,052,461 |

**Statement of Changes in Net Financial Assets**  
**Year Ended December 31, 2024**

|  | Budget<br>2024 | 2024         | 2023         |
|--|----------------|--------------|--------------|
| <b>ANNUAL SURPLUS (DEFICIT)</b>                    | \$ 235,598     | \$ (167,022) | \$ 1,991,270 |
| Amortization of tangible capital assets            | -              | 1,570,016    | 1,560,711    |
| Purchase of tangible capital assets                | (254,138)      | (600,894)    | (1,735,987)  |
| Proceeds on disposal of tangible capital assets    | -              | 14,040       | 5,838        |
| Loss (gain) on disposal of assets                  | -              | (10,440)     | (5,838)      |
| Decrease (increase) in prepaid expenses            | -              | (8,290)      | (11,819)     |
| Decrease in deferred charges                       | -              | 25,972       | 25,972       |
| Asset retirement obligations (Note 18)             | -              | 707,292      | (1,005,686)  |
|  | (254,138)      | 1,697,696    | (1,166,809)  |
| <b>INCREASE (DECREASE) IN NET FINANCIAL ASSETS</b> | (18,540)       | 1,530,674    | 824,461      |
| <b>NET FINANCIAL ASSETS - BEGINNING OF YEAR</b>    | 2,404,467      | 2,404,467    | 1,580,006    |
| <b>NET FINANCIAL ASSETS - END OF YEAR</b>          | \$ 2,385,927   | \$ 3,935,141 | \$ 2,404,467 |

**Statement of Cash Flows**  
**Year Ended December 31, 2024**

|   | 2024                | 2023                |
|---|---------------------|---------------------|
| <b>OPERATING ACTIVITIES</b>                     |                     |                     |
| Annual surplus (deficit) for the year           | \$ (167,022)        | \$ 1,991,270        |
| Items not affecting cash:                       |                     |                     |
| Amortization of tangible capital assets         | 1,570,016           | 1,560,711           |
| Gain on disposal of tangible capital assets     | (10,440)            | (5,838)             |
| Amortization of fire services agreement         | 25,971              | 25,971              |
| Asset retirement obligation expense (Note 18)   | 756,671             | -                   |
| Contaminated site expense (Note 17)             | 28,000              | -                   |
|   | <b>2,203,196</b>    | <b>3,572,114</b>    |
| Changes in non-cash working capital:            |                     |                     |
| Trade and other receivables                     | (6,406)             | (22)                |
| Grants and receivables from other governments   | (668,753)           | (116,677)           |
| Taxes and grants in place of taxes              | (14,102)            | (3,369)             |
| Accounts payable                                | 7,388               | (137,255)           |
| Deferred income                                 | 339,993             | (669,485)           |
| Prepaid expenses                                | (8,289)             | (11,819)            |
| Deposits received                               | (18,089)            | 2,930               |
| Designated donations                            | (788)               | (3,762)             |
|   | <b>(369,046)</b>    | <b>(939,459)</b>    |
| Cash flow from operating activities             | <b>1,834,150</b>    | <b>2,632,655</b>    |
| <b>CAPITAL ACTIVITIES</b>                       |                     |                     |
| Cash used to acquire tangible capital assets    | (600,894)           | (1,735,987)         |
| Proceeds on disposal of tangible capital assets | 14,040              | 5,838               |
| Cash flow used by capital activities            | <b>(586,854)</b>    | <b>(1,730,149)</b>  |
| <b>INVESTING ACTIVITIES</b>                     |                     |                     |
| Decrease (increase) in restricted cash          | -                   | 834,541             |
| Decrease (increase) note receivable             | 10,000              | 10,000              |
| Decrease (increase) in term deposits            | -                   | 750,000             |
| Decrease (increase) long term Investments       | -                   | (86)                |
| Repayment of long term debt                     | (263,295)           | (327,955)           |
| Cash flow from (used by) investing activities   | <b>(253,295)</b>    | <b>1,266,500</b>    |
| <b>INCREASE IN CASH FLOW</b>                    | <b>994,001</b>      | <b>2,169,006</b>    |
| Cash - beginning of year                        | <b>4,775,941</b>    | <b>2,606,935</b>    |
| <b>CASH - END OF YEAR (Note 2)</b>              | <b>\$ 5,769,942</b> | <b>\$ 4,775,941</b> |

**Schedule of Property and Other Taxes**  
**Year Ended December 31, 2024****(Schedule 1)**

|                                  | Budget<br>(Unaudited)<br>2024 | 2024         | 2023         |
|----------------------------------|-------------------------------|--------------|--------------|
| <b>TAXATION</b>                  |                               |              |              |
| Real property tax                | \$ 3,765,908                  | \$ 3,765,828 | \$ 3,537,773 |
| Linear property taxes            | 73,610                        | 73,610       | 69,721       |
| Special assessments              | 75,068                        | 75,068       | 75,068       |
| Grants in lieu of property taxes | 16,272                        | 17,382       | 15,493       |
|                                  | 3,930,858                     | 3,931,888    | 3,698,055    |
| <b>REQUISITIONS</b>              |                               |              |              |
| Alberta school foundation        | 923,397                       | 923,397      | 907,388      |
| Seniors' housing requisition     | 30,600                        | 30,600       | 31,195       |
|                                  | 953,997                       | 953,997      | 938,583      |
| <b>NET MUNICIPAL TAXES</b>       | \$ 2,976,861                  | \$ 2,977,891 | \$ 2,759,472 |

**Schedule of Government Transfers****(Schedule 2)****TRANSFERS FOR OPERATING**

|                         |            |            |            |
|-------------------------|------------|------------|------------|
| Provincial Government   | \$ 304,670 | \$ 374,415 | \$ 296,528 |
| Federal Government      | 2,500      | 2,880      | 2,880      |
| Other Local Governments | 388,535    | 388,535    | 378,689    |
|                         | 695,705    | 765,830    | 678,097    |

**TRANSFERS FOR CAPITAL**

|                       |   |         |           |
|-----------------------|---|---------|-----------|
| Provincial Government | - | 297,631 | 2,173,041 |
|-----------------------|---|---------|-----------|

|                                   |            |              |              |
|-----------------------------------|------------|--------------|--------------|
| <b>TOTAL GOVERNMENT TRANSFERS</b> | \$ 695,705 | \$ 1,063,461 | \$ 2,851,138 |
|-----------------------------------|------------|--------------|--------------|

**Schedule of Expenditures by Object****(Schedule 3)****Year Ended December 31, 2024****EXPENSES**

|                                       |              |              |              |
|---------------------------------------|--------------|--------------|--------------|
| Salaries, wages & benefits            | \$ 2,485,486 | \$ 2,101,297 | \$ 2,118,773 |
| Contracted and general services       | 1,612,048    | 1,188,984    | 1,191,866    |
| Materials, goods and utilities        | 1,093,007    | 858,066      | 916,066      |
| Transfer to local boards and agencies | 477,321      | 476,630      | 472,745      |
| Bank charges and short term interest  | 15,700       | 17,619       | 15,677       |
| Interest and bank charges             | 30,276       | 25,660       | 37,096       |
| Amortization                          | -            | 1,570,018    | 1,560,711    |
| Accretion Expense (Note 18.)          | -            | 756,671      | -            |
| Contaminated Site Expense (Note 17.)  | -            | 28,000       | -            |
| Other expenditures                    | 307,406      | 72,228       | 107,241      |

|                                     |              |              |              |
|-------------------------------------|--------------|--------------|--------------|
| <b>Total Expenditures by Object</b> | \$ 6,021,244 | \$ 7,095,173 | \$ 6,420,175 |
|-------------------------------------|--------------|--------------|--------------|

**TOWN OF RIMBEY****Schedule of Changes in Accumulated Surplus****(Schedule 4)****Year Ended December 31, 2024**

|  | Unrestricted<br>Surplus | Operating<br>Reserves | Capital<br>Reserves | Equity in<br>Tangible<br>Capital Assets | <b>Total<br/>2024</b> | Total<br>2023 |
|--|-------------------------|-----------------------|---------------------|---|-----------------------|---------------|
| <b>BALANCE, BEGINNING OF YEAR</b>                                    | \$ 1,815,441            | \$ 692,010            | \$ 1,252,267        | \$ 33,292,743                           | <b>\$ 37,052,461</b>  | \$ 35,061,191 |
| Excess (deficiency) of revenues<br>over expenses                     | (167,022)               | -                     | -                   | -                                       | <b>(167,022)</b>      | 1,991,270     |
| Disposal net of proceeds on<br>tangible capital assets               | 3,600                   | -                     | -                   | (3,600)                                 | -                     | -             |
| Current year funds used to<br>purchase of tangible capital<br>assets | (600,894)               | -                     | -                   | 600,894                                 | -                     | -             |
| Annual amortization expense  | 1,570,016               | -                     | -                   | (1,570,016)                             | -                     | -             |
| Principle repayments on long term<br>debt                            | (263,295)               | -                     | -                   | 263,295                                 | -                     | -             |
| Asset retirement<br>obligations (Note 18.)                           | (298,394)               | -                     | -                   | 298,394                                 | -                     | 4,022,743     |
| Operating reserve transfers  | (5,516)                 | 5,516                 | -                   | -                                       | -                     | -             |
| Capital reserve transfers  | (406,619)               | -                     | 406,619             | -                                       | -                     | -             |
|  | (168,124)               | 5,516                 | 406,619             | (411,033)                               | <b>(167,022)</b>      | 6,014,013     |
| <b>BALANCE, END OF YEAR</b>  | \$ 1,647,317            | \$ 697,526            | \$ 1,658,886        | \$ 32,881,710                           | <b>\$ 36,885,439</b>  | \$ 41,075,204 |

The accompanying notes form an integral part of these financial statements

**TOWN OF RIMBEY**  
**Schedule of Segmented Disclosure**  
**Year Ended December 31, 2024**

**(Schedule 5)**

|  | General<br>Government | Protective<br>Services | Transportation<br>Services | Planning &<br>Development | Recreation &<br>Culture | Environmental<br>Services | 2024         |
|--|-----------------------|------------------------|----------------------------|---------------------------|-------------------------|---------------------------|--------------|
| <b>REVENUE</b>   |                       |                        |                            |                           |                         |                           |              |
| Net municipal taxes  | \$ 2,977,891          | \$ -                   | \$ -                       | \$ -                      | \$ -                    | \$ -                      | \$ 2,977,891 |
| Government transfers   | 59,686                | 15,671                 | 46,428                     | 13,646                    | 630,399                 | -                         | 765,830      |
| User fees and sales of goods                                     | 4,878                 | -                      | 7,566                      | 2,200                     | 122,979                 | 1,125,727                 | 1,263,350    |
| Investment income  | 273,185               | -                      | -                          | -                         | 131                     | -                         | 273,316      |
| Other revenues   | 796,014               | 64,112                 | 18,636                     | 33,160                    | 247,114                 | 180,657                   | 1,339,693    |
|  | 4,111,654             | 79,783                 | 72,630                     | 49,006                    | 1,000,623               | 1,306,384                 | 6,620,080    |
| <b>EXPENSES</b>  |                       |                        |                            |                           |                         |                           |              |
| Contract and general services                                    | 235,489               | 236,138                | 125,853                    | 64,012                    | 155,569                 | 371,922                   | 1,188,983    |
| Salaries and wages   | 698,049               | 114,314                | 390,502                    | 63,170                    | 532,352                 | 302,911                   | 2,101,298    |
| Materials, goods and utilities                                   | 79,727                | 18,032                 | 269,534                    | 7,547                     | 310,202                 | 173,024                   | 858,066      |
| Bank Charges   | 17,619                | -                      | -                          | -                         | -                       | -                         | 17,619       |
| Transfers to local boards  | -                     | -                      | -                          | 302,488                   | 174,142                 | -                         | 476,630      |
| Amortization   | 54,036                | 18,623                 | 800,574                    | 9,899                     | 242,236                 | 444,650                   | 1,570,018    |
| Long term debt interest  | -                     | -                      | 14,211                     | -                         | 4,226                   | 7,223                     | 25,660       |
| Accretion expense (Note 18.)                                     | -                     | -                      | -                          | -                         | -                       | 756,671                   | 756,671      |
| Contaminated Site expense (Note 17.)                             | -                     | -                      | -                          | -                         | 28,000                  | -                         | 28,000       |
| Other expenses   | 4,937                 | 417                    | 483                        | 44,304                    | 22,087                  | -                         | 72,228       |
|  | 1,089,857             | 387,524                | 1,601,157                  | 491,420                   | 1,468,814               | 2,056,401                 | 7,095,173    |
| <b>Excess (deficiency) of revenue over expenses before other</b> | 3,021,797             | (307,741)              | (1,528,527)                | (442,414)                 | (468,191)               | (750,017)                 | (475,093)    |
| <b>OTHER</b>   |                       |                        |                            |                           |                         |                           |              |
| Government transfers for capital                                 | -                     | -                      | 254,460                    | -                         | 43,171                  | -                         | 297,631      |
| Gain (loss) on disposal of capital assets                        | -                     | -                      | 10,440                     | -                         | -                       | -                         | 10,440       |
|  | -                     | -                      | 264,900                    | -                         | 43,171                  | -                         | 308,071      |
| <b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>              | \$ 3,021,797          | \$ (307,741)           | \$ (1,263,627)             | \$ (442,414)              | \$ (425,020)            | \$ (750,017)              | \$ (167,022) |

The accompanying notes form an integral part of these financial statements

**Schedule of Tangible Capital Assets**  
**Year Ended December 31, 2024****(Schedule 6)**

|   | Opening<br>Balance | Additions and<br>Transfers | Disposals,<br>Impairments<br>and Transfers | Closing<br>Balance |
|---|--------------------|----------------------------|--|--------------------|
| <b>For the year ended December 31, 2024</b> |                    |                            |  |                    |
| <b>Cost</b>                                 |                    |                            |  |                    |
| Land  | \$ 3,651,512       | \$ -                       | \$ -                                       | \$ 3,651,512       |
| Land improvements                           | 1,178,842          | 73,309                     | -  | 1,252,151          |
| Buildings                                   | 6,383,458          | -                          | -  | 6,383,458          |
| Engineered structures                       | 47,137,589         | 359,548                    | (602,611)                                  | 46,894,526         |
| Motor vehicles                              | 657,175            | 86,553                     | (40,901)                                   | 702,827            |
| Machinery and equipment                     | 2,520,203          | 81,485                     | (12,000)                                   | 2,589,688          |
|   | 61,528,779         | 600,895                    | (655,512)                                  | 61,474,162         |
| <b>Accumulated Amortization</b>             |                    |                            |  |                    |
| Land improvements                           | (864,931)          | (35,118)                   | -  | (900,049)          |
| Buildings                                   | (3,664,902)        | (177,803)                  | -  | (3,842,705)        |
| Engineered structures                       | (20,733,414)       | (1,140,178)                | (104,680)                                  | (21,978,272)       |
| Motor vehicles                              | (316,037)          | (45,193)                   | 40,901                                     | (320,329)          |
| Machinery and equipment                     | (1,595,320)        | (171,725)                  | 8,400                                      | (1,758,645)        |
|   | (27,174,604)       | (1,570,017)                | (55,379)                                   | (28,800,000)       |
| <b>Net Book Value</b>                       | \$ 34,354,175      | \$ (969,122)               | \$ (710,891)                               | \$ 32,674,162      |

**For the year ended December 31, 2023**

|                                 |               |             |              |               |
|---------------------------------|---------------|-------------|--------------|---------------|
| <b>Cost</b>                     |               |             |              |               |
| Land                            | \$ 3,651,512  | \$ -        | \$ -         | \$ 3,651,512  |
| Land improvements               | 1,178,842     | -           | -            | 1,178,842     |
| Buildings                       | 6,349,328     | 34,130      | -            | 6,383,458     |
| Engineered structures           | 44,621,639    | 1,510,264   | 1,005,686    | 47,137,589    |
| Motor vehicles                  | 664,817       | -           | (7,642)      | 657,175       |
| Machinery and equipment         | 2,341,510     | 191,593     | (12,900)     | 2,520,203     |
|                                 | 58,807,648    | 1,735,987   | 985,144      | 61,528,779    |
| <b>Accumulated Amortization</b> |               |             |              |               |
| Land improvements               | (829,814)     | (35,118)    | -            | (864,932)     |
| Buildings                       | (3,481,185)   | (183,717)   | -            | (3,664,902)   |
| Engineered structures           | (19,607,726)  | (1,125,688) | -            | (20,733,414)  |
| Motor vehicles                  | (274,263)     | (49,415)    | 7,642        | (316,036)     |
| Machinery and equipment         | (1,441,447)   | (166,773)   | 12,900       | (1,595,320)   |
|                                 | (25,634,435)  | (1,560,711) | 20,542       | (27,174,604)  |
| <b>Net Book Value</b>           | \$ 33,173,213 | \$ 175,276  | \$ 1,005,686 | \$ 34,354,175 |

Additions to assets under construction are reported net of those tangible capital assets placed in service during the year which are shown in their respective asset classifications.



**Notes to Financial Statements**  
**Year Ended December 31, 2024**

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Town of Rimbey (the Municipality) are prepared by management in accordance with Canadian Public Sector Accounting Standards (PSAS). It is a municipality in the Province of Alberta, Canada and operates under the provisions of the Municipal Government Act, R.S.A., 2000, c. M-26, as amended (MGA). Significant aspects of the accounting policies adopted by the Municipality are as follows:

Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the Town of Rimbey (the "Municipality"). The entity is comprised of the municipal operations including all departments and functions including all of the organizations that are owned or controlled by the Municipality and are; therefore, accountable to the Municipality Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. Revenues are accounted for in the period in which they are earned and measurable. Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

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

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed or goods have yet to be provided.

Revenue is recognized in the period when the related expenses are incurred, services performed/goods provided, or the tangible capital assets are acquired.

Use of Estimates

Certain amounts in the financial statements are subject to measurement uncertainty and are based on the Municipality's best information and judgment. Actual results could differ from these estimates.

Significant estimates include:

- estimated accrued receivables;
- the estimated useful lives of assets;
- assessment of impairment of long term assets; and
- estimated accrued payables.

*(continues)*

## Notes to Financial Statements

### Year Ended December 31, 2024

---

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

##### Segment disclosures

The Schedule of Segment Disclosures – Schedule 5 has been prepared in accordance with PS2700 Segment Disclosures. Segment disclosures are intended to enable users to better understand the government reporting entity as well as the major expense and revenue activities of the Municipality. For each reported segment, revenues and expenses represent amounts directly or reasonably attributable to the segment.

The segments have been selected based on a presentation similar to that adopted for the municipal financial planning and budget processes.

Segments include:

- a) Transportation Services includes roadway and parking services.
- b) Protective Services is comprised of police, traffic safety, bylaw enforcement and fire rescue.
- c) Recreation and Culture includes parks and recreation, community and family services, planning and corporate properties and public housing.
- d) General Government includes municipal administration and council governance.
- e) Planning and Development includes related services for the betterment of the municipality.
- f) Environmental Services include water, sewage, and garbage services.

##### Financial instruments

PS3450, Financial Instruments, establishes recognition, measurement, and disclosure requirements for derivative and non- derivative financial instruments. The standard requires fair value measurement of derivatives and equity instruments; all other financial instruments can be measured at cost, amortized cost, or fair value at the election of the government. There is the requirement to disclose the nature and extent of risks arising from financial instruments and clarification is given for the de-recognition financial liabilities. This standard is applicable for fiscal years beginning on or after April 1, 2022.

##### Cash and Short Term Investments

Cash and cash equivalents consist of cash on deposit, bankers' acceptances, treasury bills and commercial paper, at cost, which approximates market value. These cash equivalents generally mature within 90 days from the date of purchase, are capable of reasonably prompt liquidation and may be used to manage the Municipality's cash position throughout the year.

##### Investments

Investments in derivatives and equity instruments quoted in an active market are carried at fair value with transactions costs expensed upon initial recognition. Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses. When the investment is disposed of the accumulated gains or losses are reclassified to the statement of operations. Investments in interest bearing securities are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

*(continues)*

**Notes to Financial Statements**  
**Year Ended December 31, 2024**

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(continued)*Land Inventory for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks, and street lighting are recorded as physical assets under the respective function.

Loans Receivable

Loans receivable are initially recognized at cost, net of any transaction costs, with interest income recognized using the effective interest method. Loans receivable are subsequently measured at amortized cost net of any valuation allowances.

Debt Charges Recoverable

Debt recoverable consists of long term debt amounts borrowed that are recoverable under loans or other financial arrangements made to non-profit organizations. These debt recoverable amounts are recorded at a value equivalent to the offsetting outstanding long term debt balances as at December 31. Loans are recorded at the lower of cost and net recoverable value. A valuation allowance in the debt recoverable is recognized when there is no longer any reasonable assurance of collection.

Local Improvements

When a service or improvement is deemed to benefit a specific area more than the municipality as a whole, the project may be classified as a local improvement under the MGA to be paid in whole or in part by a tax imposed on the benefiting property owners. The property owners' share of the improvement is recognized as revenue and established as a receivable in the period that the project expenditures are completed.

Tangible Capital Assets

Tangible capital assets are stated at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less accumulated amortization of the tangible capital assets, is amortized on a straight-line basis at the following rates:

|                         |               |
|-------------------------|---------------|
| Land improvements       | 10 - 25 years |
| Buildings               | 25 - 50 years |
| Machinery and equipment | 5 - 40 years  |
| Motor vehicles          | 10 - 40 years |
| Engineered structures   | 10 - 80 years |

The Municipality regularly reviews its tangible capital assets to eliminate obsolete items.

One-half of the annual amortization is charged in the year of acquisition.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

*(continues)*

**Notes to Financial Statements**  
**Year Ended December 31, 2024**

---

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

Impairment of Long Lived Assets

The Municipality tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

Deferred Revenue

Deferred revenue comprises funds received in advance of services performed or where the use of funds is externally restricted. These amounts are recognized as revenue in the period the service is performed or when the funds are used for the purpose specified. When agreements stipulate that interest earned on contributions should be restricted for a specific purpose that interest is treated as a contribution received and recorded as an addition to deferred revenue.

Deposits

Deposits are held for the purposes of securing the compliance of a third party to contractual stipulations. Deposits are returned when compliance with contractual stipulations is determined. Deposits are recognized as revenue when a third party defaults on the contractual stipulations that the deposits were securing against.

Non-Financial Assets

Non-financial assets are not available to discharge liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. Non-financial assets include tangible capital assets, inventory of materials and supplies, and other assets.

Long-term Debt

Long-term debt is initially recognized net of any premiums, discounts, fees and transactions costs, with interest expense recognized using the effective interest method. Long-term debt is subsequently, measured at amortized cost.

Reserves and Equity in Tangible Capital Assets

Certain amounts, as approved by Council, are designated within accumulated surplus as reserves for future operating and capital expenditures.

Equity in tangible capital assets is included within accumulated surplus. It represents the investment in tangible capital assets after deducting the portion financed by long term debt.

(*continues*)

**Notes to Financial Statements**  
**Year Ended December 31, 2024**

---

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)Tax Revenue

Annually, the Municipality bills and collects property tax revenues for municipal purposes. Tax revenues are based on market value assessments determined in accordance with the Municipal Government Act (MGA) and annually established tax rates. Municipal tax rates are set each year by the Municipality Council in accordance with legislation and the Municipality Council approved policies to raise the tax revenue required to meet the Municipality's budget requirements. Tax revenues are recorded at the time tax billings are issued. Property assessments are subject to tax appeal. Expenses related to tax appeals and allowances are separately disclosed in the Schedule of Property and Other Taxes.

The Municipality also bills and collects education tax on behalf of the Province of Alberta (the Province). Education tax rates are established by the Province each year in order to fund the cost of education on a province-wide basis. Education taxes collected are remitted to the Province and are excluded from revenues and expenses in the Schedule of Property and Other Taxes (Schedule 1).

Government Transfers

Government transfers are the transfer of monetary assets or tangible capital assets from other orders of government that are not the result of an exchange transaction and for which there is no expectation of repayment or direct financial return to the transferor in the future. The Municipality receives government transfers from the Federal and Provincial governments to fund operating and capital expenditures. These transfers to the Municipality are recognized as revenues when the transfers are authorized and all the eligibility criteria, if any, has been met except when and to the extent that the transfer gives rise to an obligation that meets the definition of a liability for the recipient. Prior to that time, any amounts received along with restricted interest thereon are recorded as deferred revenue.

Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(continues)

**Notes to Financial Statements**  
**Year Ended December 31, 2024**

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(continued)*Asset Retirement Obligations

A liability for an asset retirement obligation is recognized at the best estimate of the amount required to retire a tangible capital asset at the financial statement date when there is a legal obligation for the town to incur retirement costs, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made. The best estimate of the liability includes all costs directly attributable to asset retirement activities, based on information available at year-end. The best estimate of an asset retirement obligation incorporates a present value technique, when the cash flows required to settle or otherwise extinguish an asset retirement obligation are expected to occur over extended future periods.

When a liability for an asset retirement obligation is initially recognized, a corresponding asset retirement cost is capitalized to the carrying amount of the related tangible capital asset. The asset retirement cost is amortized over the useful life of the related asset. Asset retirement obligations which are incurred incrementally with use of the asset are recognized in the period incurred with a corresponding asset retirement cost expensed in the period.

At each financial reporting date, the town reviews the carrying amount of the liability. The town recognizes period-to-period changes to the liability due to the passage of time as accretion expense. Changes to the liability arising from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate are recognized as an increase or decrease to the carrying amount of the related tangible capital asset. The town continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

Contaminated Sites Liability

Contaminated sites are the result of a chemical, organic or radioactive material or live organism in amounts that exceed an environmental standard being introduced into soil, water or sediment. The Municipality recognizes a liability for remediation of contaminated sites when the following criteria have been met:

- an environmental standard exists,
- there is evidence that contamination exceeds an environmental standard,
- the Municipality is directly responsible or accepts responsibility for the contamination,
- it is expected that future economic benefits will be given up, and
- a reasonable estimate of the amount can be made

Sites that are currently in productive use are only considered contaminated sites if an unexpected event results in remediation. In cases where the Municipality's responsibility is not determinable, a contingent liability may be disclosed.

The liability reflects the Municipality's best estimate, as of December 31, of the amount required to remediate non-productive sites to the current minimum standard of use prior to contamination. Where possible, provisions for remediation are based on environmental assessments completed on a site; for those sites where an assessment has not been completed, estimates of the remediation are completed using information available for the site and by extrapolating from the cost to clean up similar sites. The liability is recorded net of any estimated recoveries from third parties. When cash flows are expected to occur over extended future periods the Municipality will measure the liability using present value techniques. This liability is reported in in the Statement of Financial Position.

*(continues)*

**Notes to Financial Statements**  
**Year Ended December 31, 2024****1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(continued)*Revenue

PS3400, Revenue establishes standards on how to account for and report on revenue, specifically in regard to revenue arising from transactions with performance obligations (exchange transactions) and those without performance obligations (non-exchange transactions). This standard is applicable for fiscal years beginning on or after April 1, 2023.

**2. CASH**

|                                | <b>2024</b>         | <b>2023</b>  |
|--------------------------------|---------------------|--------------|
| Cash and temporary investments | <b>\$ 5,769,942</b> | \$ 4,775,941 |
| Restricted portion of cash     | <b>68,573</b>       | 68,573       |
|                                | <b>\$ 5,838,515</b> | \$ 4,844,514 |

Restricted amounts received from municipal grants and are held exclusively for future approved projects. (Note 8.)

**3. PROPERTY TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLE**

Taxes receivable are comprised of:

|   | <b>2024</b>      | <b>2023</b> |
|---|------------------|-------------|
| Current property taxes and grants in place of taxes | <b>\$ 60,164</b> | \$ 55,834   |
| Arrears property taxes and grants in place of taxes | <b>9,772</b>     | -           |
|   | <b>\$ 69,936</b> | \$ 55,834   |

**4. GRANTS AND RECEIVABLES FROM OTHER GOVERNMENTS**

Grants and receivables from other governments are comprised of:

|  | <b>2024</b>       | <b>2023</b> |
|--|-------------------|-------------|
| Canada Community-Building Fund grant receivable              | <b>\$ 354,593</b> | \$ 160,698  |
| Local Government Fiscal Framework - Capital grant receivable | <b>465,628</b>    | -           |
| Subtotal   | <b>820,221</b>    | 160,698     |
| Goods and services tax refundable                            | <b>17,144</b>     | 7,914       |
|  | <b>\$ 837,365</b> | \$ 168,612  |

**Notes to Financial Statements**  
**Year Ended December 31, 2024****5. DEFERRED CHARGES - FIRE SERVICES AGREEMENT**

In 2015 the Town entered into a long term agreement with Ponoka County. In exchange for providing fire services to the Town until 2030, Ponoka County received title to the firehall, related equipment and related vehicles with a net book value of \$389,572. The net book value of the assets transferred has been set up as a deferred charge asset and will be amortized over the life of the agreement.

|                                  | <b>2024</b>       | <b>2023</b> |
|----------------------------------|-------------------|-------------|
| Deferred fire services agreement | \$ <b>389,572</b> | \$ 389,572  |
| Accumulated amortization         | <b>(251,058)</b>  | (225,086)   |
|                                  | <b>\$ 138,514</b> | \$ 164,486  |

**6. NOTES RECEIVABLE**

|   | <b>2024</b>      | <b>2023</b> |
|---|------------------|-------------|
| Town of Rimbey Library loan receivable bearing interest at 0% per annum, repayable in annual payments of \$10,000. The loan matures on December 31, 2026 and is unsecured | \$ <b>20,000</b> | \$ 30,000   |

Principal repayment terms are approximately:

|      |                  |
|------|------------------|
| 2025 | \$ 10,000        |
| 2026 | 10,000           |
|      | <u>\$ 20,000</u> |

**7. TANGIBLE CAPITAL ASSETS**

|                         | <b>Cost</b>          | <b>Accumulated<br/>amortization</b> | <b>2024<br/>Net book<br/>value</b> | <b>2023<br/>Net book<br/>value</b> |
|-------------------------|----------------------|-------------------------------------|------------------------------------|------------------------------------|
| Land                    | \$ 3,651,512         | \$ -                                | \$ <b>3,651,512</b>                | \$ 3,651,512                       |
| Land improvements       | 1,252,150            | 900,049                             | <b>352,101</b>                     | 313,911                            |
| Engineered structures   | 46,894,526           | 21,978,272                          | <b>24,916,254</b>                  | 26,404,175                         |
| Buildings               | 6,383,458            | 3,842,704                           | <b>2,540,754</b>                   | 2,718,556                          |
| Machinery and equipment | 2,589,688            | 1,758,645                           | <b>831,043</b>                     | 924,883                            |
| Motor vehicles          | 702,827              | 320,329                             | <b>382,498</b>                     | 341,138                            |
|                         | <b>\$ 61,474,161</b> | <b>\$ 28,799,999</b>                | <b>\$ 32,674,162</b>               | <b>\$ 34,354,175</b>               |



**Notes to Financial Statements**  
**Year Ended December 31, 2024****8. DEFERRED REVENUE**

Deferred revenue is comprised of:

| <b>2024</b>                                 | <b>2023</b><br><b>Balance</b> | <b>Allocations</b> | <b>Disbursements</b> | <b>2024</b><br><b>Balance</b> |
|---|-------------------------------|--------------------|----------------------|-------------------------------|
| <b>Grant Funding</b>                        |                               |                    |                      |                               |
| Canada Community-Building Fund              | \$ 229,270                    | \$ 193,895         | \$ -                 | \$ 423,165                    |
| Local Government Fiscal Framework - Capital | -                             | 465,628            | (316,559)            | 149,069                       |
|   | 229,270                       | 659,523            | (316,559)            | 572,234                       |
| <b>Other Deferred Revenue</b>               |                               |                    |                      |                               |
| Prepaid Taxes                               | 22,857                        | 4,096              | -                    | 28,196                        |
| Prepaid Utilities                           | 14,393                        | -                  | (4,096)              | 10,297                        |
| BYAS Building Donations                     | 42,550                        | -                  | -                    | 42,550                        |
| Deferred Bus Licenses                       | 205                           | 75                 | -                    | 280                           |
| Prepaid Local Improvements                  | 4,209                         | -                  | (4,209)              | -                             |
| Other Prepaid Revenue                       | 300                           | -                  | (80)                 | 220                           |
|   | \$ 313,784                    | \$ 663,694         | \$ (324,944)         | \$ 653,777                    |

| <b>2023</b>                                   | <b>2022</b><br><b>Balance</b> | <b>Allocations</b> | <b>Disbursements</b> | <b>2023</b><br><b>Balance</b> |
|---|-------------------------------|--------------------|----------------------|-------------------------------|
| <b>Grant Funding</b>                          |                               |                    |                      |                               |
| Canada Community-Building Fund                | 68,573                        | 160,699            | -                    | 229,272                       |
| Municipal Sustainability Initiative - Capital | 834,541                       | 296,423            | (1,130,964)          | -                             |
|   | 903,114                       | 457,122            | (1,130,964)          | 229,272                       |
| <b>Other Deferred Revenue</b>                 |                               |                    |                      |                               |
| Prepaid Taxes                                 | 21,685                        | 1,171              | -                    | 22,856                        |
| Prepaid Utilities                             | 9,482                         | 4,911              | -                    | 14,393                        |
| BYAS Building Donations                       | 40,000                        | 2,550              | -                    | 42,550                        |
| Deferred Bus Licenses                         | 170                           | 35                 | -                    | 205                           |
| Prepaid Local Improvements                    | 8,417                         | -                  | (4,209)              | 4,208                         |
| Other Prepaid Revenue                         | 400                           | -                  | (100)                | 300                           |
|   | 983,268                       | 465,789            | (1,135,273)          | 313,784                       |

Grant funding is comprised of the funds noted above and is allocated to the Municipality by the Provincial Government as approved by the individual restricted funding agreements. These grants are restricted to specific projects that must be approved per the agreement and are scheduled for completion in the next few years. These funds are recognized as revenue in the period they are used for the purpose specified. Unexpended funds related to the advances, less amounts receivable from the Provincial Government, are supported by restricted cash held exclusively for these projects (refer to Notes 2. and 17.).

**Notes to Financial Statements**  
**Year Ended December 31, 2024**

9. LONG TERM DEBT

|   | 2024              | 2023                |
|---|-------------------|---------------------|
| Alberta Capital Finance Authority debenture loan bearing interest at 4.48% per annum, repayable in semi-annual blended payments of \$28,145. The loan matured on December 31, 2024 and was secured by the credit and security of the Town at large. This loan was fully repaid during the year. | \$ -              | \$ 27,529           |
| Alberta Capital Finance Authority debenture loan bearing interest at 2.297% per annum, repayable in semi-annual blended payments of \$23,648. The loan matures on September 15, 2041 and is secured by the credit and security of the Town at large.  | 581,947           | 609,645             |
| CMHC loan bearing interest at 4.15% per annum, repayable in semi-annual blended payments of \$137,694. The loan matures on May 1, 2025 and is secured by the credit and security of the Town at large.  | 132,207           | 259,146             |
| Alberta Capital Finance Authority debenture loan bearing interest at 3.49% per annum, repayable in monthly blended payments of \$43,094. The loan matures on September 15, 2025 and is secured by the credit and security of the Town at large.   | 83,984            | 165,113             |
|   | <b>\$ 798,138</b> | <b>\$ 1,061,433</b> |

Principal repayment terms are approximately:

|            |                   |
|------------|-------------------|
| 2025       | \$ 244,529        |
| 2026       | 28,993            |
| 2027       | 29,662            |
| 2028       | 30,348            |
| 2029       | 31,049            |
| Thereafter | 433,557           |
|            | <b>\$ 798,138</b> |

Interest on long term debt amounted to \$25,660 (2023 - \$37,096).

**Notes to Financial Statements**  
**Year Ended December 31, 2024****10. DEBT LIMITS**

Section 276(2) of the Municipal Government Act requires that debt and debt limits, as defined by Alberta Regulation 255/00 for the Town of Rimbey, be disclosed as follows:

|                                       | <b>2024</b>         | <b>2023</b>  |
|---------------------------------------|---------------------|--------------|
| Total debt limit                      | <b>\$ 9,930,120</b> | \$ 9,348,849 |
| Total debt                            | <b>(798,138)</b>    | (1,061,433)  |
| Amount of debt limit unused           | <b>9,131,982</b>    | 8,287,416    |
|                                       |                     |              |
| Debt servicing limit                  | <b>1,655,020</b>    | 1,558,142    |
| Debt servicing                        | <b>(274,804)</b>    | (293,570)    |
| Amount of debt servicing limit unused | <b>\$ 1,380,216</b> | \$ 1,264,572 |

The debt limit is calculated at 1.5 times revenue of the Municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk, if further debt is acquired. The calculation taken alone does not represent the financial stability of the Municipality. Rather, the financial statements must be interpreted as a whole.

**11. EQUITY IN TANGIBLE CAPITAL ASSETS**

Equity in tangible capital assets is comprised of:

|                                    | <b>2024</b>          | <b>2023</b>   |
|------------------------------------|----------------------|---------------|
| Tangible capital assets (Note 7.)  | <b>\$ 61,474,160</b> | \$ 61,528,779 |
| Accumulated amortization (Note 7.) | <b>(28,799,999)</b>  | (27,174,604)  |
| Long term debt (Note 9.)           | <b>(798,138)</b>     | (1,061,433)   |
|                                    | <b>\$ 31,876,023</b> | \$ 33,292,742 |

**Notes to Financial Statements**  
**Year Ended December 31, 2024****12. ACCUMULATED SURPLUS**

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

|                                   | <b>2024</b>          | <b>2023</b>          |
|-----------------------------------|----------------------|----------------------|
| Unrestricted surplus              | <b>\$ 2,653,003</b>  | <b>\$ 1,815,443</b>  |
| Special Projects                  | <b>42,766</b>        | 42,766               |
| Snow Removal                      | <b>140,000</b>       | 140,000              |
| Community Policing (Legal)        | <b>40,000</b>        | 40,000               |
| IT Replacement                    | <b>66,480</b>        | 34,873               |
| Community Policing                | <b>25,809</b>        | 20,290               |
| Vehicles and Equipment            | <b>238,395</b>       | 287,666              |
| Parks                             | <b>61,870</b>        | 55,247               |
| Community Centre                  | <b>82,206</b>        | 71,168               |
| Restricted surplus - operating    | <b>697,526</b>       | 692,010              |
| Water & Sewer                     | <b>118,359</b>       | 216,656              |
| Roads                             | <b>891,009</b>       | 483,946              |
| Pool Equipment                    | <b>146,331</b>       | 115,408              |
| Cemetery                          | <b>4,456</b>         | 16,336               |
| Recycle                           | <b>43,471</b>        | 43,471               |
| Recreation (Ponoka County)        | <b>125,128</b>       | 81,958               |
| Street Lights                     | <b>94,959</b>        | 94,959               |
| Arena (Zamboni)                   | <b>158,091</b>       | 124,147              |
| Fitness Centre                    | <b>3,054</b>         | 1,357                |
| Restricted Municipal Reserve      | <b>74,028</b>        | 74,028               |
| Restricted Surplus - Capital      | <b>1,658,886</b>     | 1,252,266            |
| Equity in tangible capital assets | <b>31,876,024</b>    | 33,292,742           |
|                                   | <b>\$ 36,885,439</b> | <b>\$ 37,052,461</b> |

**Notes to Financial Statements**  
**Year Ended December 31, 2024**

---

**13. LOCAL AUTHORITIES PENSION PLAN**

Employees of the Town 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 is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due. The Town is required to make current service contributions to the LAPP of 7.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 10.65% on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 8.45% of pensionable salary up to the year's maximum pensionable salary and 11.65% on pensionable salary above this amount.

Total current service contributions by the Town to the LAPP in 2024 were \$130,921 (2023 - \$158,761). Total current service contributions by the employees of the Town to the Local Authorities Pension Plan in 2024 were \$116,433 (2023 - \$141,638).

The LAPP reported a surplus for the overall plan as at December 31, 2023 of \$15,057,000. Information as at December 31, 2024 was not available at the time of preparing these financial statements.

**14. SEGMENTED DISCLOSURE**

The Town of Rimbey provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 4).

**Notes to Financial Statements**  
**Year Ended December 31, 2024****15. SALARY AND BENEFITS DISCLOSURE**

Disclosure of salaries and benefits for municipal officials, the Chief Administrative Officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

|                                      |                   |                           | <b>2024</b>       |           | <b>2023</b>    |  |
|--------------------------------------|-------------------|---------------------------|-------------------|-----------|----------------|--|
|                                      | Salary (1)        | Benefits & allowances (2) | Total             |           | Total          |  |
| R. Pankiw - Mayor                    | \$ 41,015         | \$ 6,051                  | \$ <b>47,066</b>  | \$        | 43,608         |  |
| L. Curle - Councilor                 | 19,671            | 4,673                     | <b>24,344</b>     |           | 22,331         |  |
| G. Rondeel - Councilor               | 19,994            | 4,693                     | <b>24,687</b>     |           | 22,321         |  |
| J. Coston - Councilor                | 18,196            | 2,826                     | <b>21,022</b>     |           | 24,456         |  |
| W. Clark - Councilor                 | 20,541            | 4,725                     | <b>25,266</b>     |           | 23,209         |  |
| J. Johnstone - Councilor             | 6,446             | 1,555                     | <b>8,001</b>      |           | -              |  |
| Former Chief Administrative Officer  | 24,706            | 5,413                     | <b>30,119</b>     |           | 211,211        |  |
| Current Chief Administrative Officer | 130,495           | 25,423                    | <b>155,918</b>    |           | 53,240         |  |
| Designated Officers (3)              | 46,391            | -                         | <b>46,391</b>     |           | 45,218         |  |
|                                      | <b>\$ 327,455</b> | <b>\$ 55,359</b>          | <b>\$ 382,814</b> | <b>\$</b> | <b>445,594</b> |  |

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
2. Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial and retirement planning services, concessionary loans, travel allowances, car allowances and club memberships.

**16. FINANCIAL INSTRUMENTS**

The Municipality's financial instruments consist of cash and cash equivalents investments, accounts receivable, accounts payable and accrued liabilities, deposit liabilities, and long-term debt. It is management's opinion that the Municipality is not exposed to significant currency risks arising from these financial instruments. Tax receivables and requisition over/under-levy are compulsory in nature, rather than contractual, however, the Municipality manages risk exposure on these items similar to other receivables and payables

The municipality is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the company's risk exposure and concentration as of December 31, 2024.

**Credit risk**

The Municipality is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Municipality provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

(continues)

**Notes to Financial Statements**  
**Year Ended December 31, 2024**

16. FINANCIAL INSTRUMENTS (continued)

Liquidity risk

Liquidity risk is the risk that the Municipality will be unable to meet its financial obligations as they come due. The Municipality is exposed to this risk through its accounts payable, long-term debt, and lease obligations. This risk is influenced by the timing and collection of property taxes and other municipal revenues. If taxpayers delay or default on payments, it could impact the Municipality's cash flow and ability to fund operations.

Interest rate risk

Interest rate risk is the risk that changes in market interest rates will affect the Municipality's financial position, potentially increasing borrowing costs or reducing investment income. This risk can indirectly impact taxpayers through higher future funding requirements. The Municipality is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

Unless otherwise noted, it is management's opinion that the Municipality is not exposed to significant other risks arising from these financial instruments.

17. CONTAMINATED SITES LIABILITY

In the current year, the municipality identified the Scout Hall as a contaminated site. Accrued liabilities have been estimated for the cost of tearing down and clean up of the Scout Hall. The following estimate has been prepared for the costs. No remediation has taken place in the current year.

|                                  | 2024             | 2023        |
|----------------------------------|------------------|-------------|
| Estimated Remediation Costs      | \$ 28,000        | \$ -        |
| Less: Reclamation work performed | -                | -           |
|                                  | <b>\$ 28,000</b> | <b>\$ -</b> |

18. ASSET RETIREMENT OBLIGATION

The Municipality identified the following asset retirement obligations:

|              | 2024                | 2023                |
|--------------|---------------------|---------------------|
| South Lagoon | \$ 598,243          | \$ 570,244          |
| North Lagoon | 456,822             | 435,442             |
|              | <b>\$ 1,055,065</b> | <b>\$ 1,005,686</b> |

The Municipality has a license to operate lagoons. The Municipality is legally required to decommission and reclaim these lagoons at the end of thier useful life. In accordance with PS 3280, Asset Retirement Obligations (ARO), the Municipality estimated the ARO using the undiscounted future expenditures expected to be incurred within an 75 years period. The Municipality applied a discount rate of 4.91% to estimate the present value of the associated AROs. The total estimated ARO is \$1,055,065 (2023 - \$1,005,686). The original liability calculated in the year of implementation is added to the cost of the associated asset and amortized on a straight-line basis over the remaining useful life of the asset.

19. APPROVAL OF FINANCIAL STATEMENTS

Council and management have approved these financial statements.

**Notes to Financial Statements**  
**Year Ended December 31, 2024**

---

20. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

21. BUDGET AMOUNTS

Budget amounts are included for information purposes only and are not audited.





**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Sherry Stuart / Rock the Track  
**Item For:** ☒ Public Information -or- ☐ Closed Session

Sherri Stuart requested to present to Council regarding Rock the Track.

Administration recommends that Council accept the presentation from Sherry Stuart with Rock the Track, as information.

April 24, 2025  
**Date**



April 24, 2025  
**Date**

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** 1011/25 Fees for Services Bylaw  
**Item For:** ☒ Public Information    -or-    ☐ Closed Session

**BACKGROUND:**

At the Regular Council meeting held on March 24, 2025 Council discussed the request from Cory Glenn, from Silver Star Septic, to change the "wastewater disposal fee" of \$8.50 per cubic meter to a flat rate per load and made the following motion:

**Motion 062/2025**

Moved by Councillor Rondeel to amend Bylaw 1003/24 – Fees for Services, adjusting the wastewater disposal fee to \$8.50 per cubic meter for vehicles with a capacity of up to 5 cubic meters and a flat rate of \$50 plus tax for vehicles exceeding 5 cubic meters.

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

CARRIED

**RELEVANT POLICY/LEGISLATION:**

1003/24 Schedule "A" Fees and Services Bylaw

**RECOMMENDATION:**

1. Administration recommends Council give first reading to Bylaw 1011/25 Fees for Services Bylaw.
2. Administration recommends Council give second reading to Bylaw 1011/25 Fees for Services Bylaw.
3. Administration recommends Council unanimously consent to give third and final reading to Bylaw 1011/25 Fees for Services Bylaw.
4. Administration recommends Council give third and final reading to Bylaw 1011/25 Fees for Services Bylaw.

ATTACHMENTS:

[DRAFT 1011 25 Fees for Services Readings - March 26, 2025](#)

**PREPARED BY:**

Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**

**ENDORSED BY:**

  
Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**

| Schedule "A" Fees for Services Bylaw 1011/25   |  |
|--|--|
| 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  |

| 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 30 <sup>th</sup> each year) |                  |
| All Day   | \$150.00         |
| Hourly Rate   | \$45.00          |
| Security Deposit  | \$150.00         |
| Mezzanine (April 1-September 30 <sup>th</sup> each year)      |                  |
| All Day   | \$ 75.00         |
| Hourly  | \$ 20.00         |
| Security Deposit  | \$ 50.00         |

| 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        |          |

|  |  |
|--|--|
| <b>Family (2 Adults – 3 Children – Immediate Family)</b>             |  |
| Daily  | \$ 20.00                               |
| 10 Punch   | \$180.00                               |
| Season   | \$280.00                               |
| <b>Lessons</b>   |  |
| 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                       |
| <b>Rentals (per Hour)</b>  |  |
| Pool & Area (0-30)   | \$100.00                               |
| Every extra 30   | \$ 30.00                               |
| Party Room   | \$ 30.00                               |
| Party Room (day)   | \$ 80.00                               |
| <b>School Rentals - Open Swim</b>                                    |  |
| 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                                       |  |
| <b>Miscellaneous</b>   |  |
| Swim Diapers   | \$ 3.00                                |
| Goggles  | \$ 13 - \$22                           |
| Swim Caps  | \$ 8.00                                |
| Ear Plugs  | \$ 4.00                                |
| <b>Programs</b>  |  |
| Bronze Medallion   | \$140.00 (Price may vary)              |
| Bronze Cross   | \$110.00 (Price may vary)              |
| Junior Lifeguard Club  | \$120.00                               |
| <b>Public Works</b>  |  |
| 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   |
| <b>Recycle Facility</b>  |  |
| Residential (Town/County/Summer Village Parkland Beach)              | FREE                                   |
| Commercial/Schools/Churches  | FREE                                   |
| Burn Pit<br>(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  |
| <b>Utilities</b>   |  |
| 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.<br><br>\$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. |  |
| <b>Subdivision Fees</b>  |  |
| 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   |
| <b>Miscellaneous Fees</b>  |  |
| 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.  |
| <b>Planning and Development<br/>Development Permit Fees</b>  |   |
| Permitted Use Development Permit<br>(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)<br>\$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<br>(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)<br>over 1,000,000 BTU |          |           |

| Propane Tank Sets<br>(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,<br>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.**



**BYLAW NO. 1011/25  
Fees for Services**

**A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA  
TO ESTABLISH A FEE STRUCTURE TO PROVIDE INFORMATION,  
GOODS OR SERVICES TO THE PUBLIC**

---

**WHEREAS** Every person has a right to obtain information in the possession of a municipality unless there is a reason why the information should not be disclosed;

**WHEREAS** The Council of the Town of Rimbey deem it appropriate to establish a fee structure to provide information, goods or services to the public;

**THEREFORE** The Council of the Town of Rimbey, duly assembled, hereby enacts as follows:  
  
The attached “Schedule A” for By-Law 1011/25 establishes the fee services to the public.

**AND FURTHER THAT** Bylaw 1003/24 is hereby repealed.

This By-Law shall come into effect on the date of final passage thereof.

Read a First Time in Council this 28th day of April , 2025.

Read a Second Time in Council this 28<sup>th</sup> day of April , 2025.

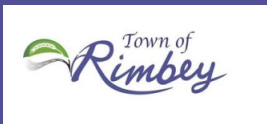
UNANIMOUSLY AGREED to present this By-Law for Third and Final Reading.

Read a Third Time and Finally Passed this 28th day of April, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** 1012/25 - 2025 Property Tax Bylaw  
**Item For:** ☒ Public Information   -or-   ☐ Closed Session

**BACKGROUND:**

The Municipal Government Act Section 353 states that each council must pass a property tax bylaw annually. A property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures, transfers and requisitions set out in the budget of the municipality.

**DISCUSSION:**

The Town of Rimbey will be mailing out the combined assessment/tax notices in mid-May.

**RECOMMENDATION:**

- 1. Administration recommends Council give first reading to Bylaw 1012/25, 2025 Property Tax Bylaw.
- 2. Administration recommends Council give second reading to Bylaw 1012/25, 2025 Property Tax Bylaw.
- 3. Administration recommends Council unanimously consent to give third and final reading to Bylaw 1012/25, 2025 Property Tax Bylaw.
- 4. Administration recommends Council give third and final reading to Bylaw 1012/25, 2025 Property Tax Bylaw.

**ATTACHMENTS:**

[1012 25 2025 Property Tax Bylaw](#)

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**

**ENDORSED BY:**

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

Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**



Town of Rimbey 2025 Property Tax Bylaw

Bylaw 1012/25

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF RIMBEY FOR THE 2025 TAXATION YEAR.

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

|           |   |             |
|-----------|---|-------------|
| MUNICIPAL | General                                 | \$3,094,798 |
|           | Rimoka Seniors Foundation Requisition   | \$29,920    |
|           | Designated Industrial Properties        | \$554       |
| SCHOOL    | School Foundation Requisition – Res.    | \$679,488   |
|           | School Foundation Requisition – Non Res | \$355,263   |

and,

WHEREAS, the total assessment of taxable land, buildings and improvements amounts to \$359,180,260 and

WHEREAS, the estimated revenue other than from taxation is \$4,491,994 and

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

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

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

| Assessment Class            | Municipal | Rimoka | School  | Designated Industrial Properties | Total Mills |
|-----------------------------|-----------|--------|---------|----------------------------------|-------------|
| Residential/Farm            | 8.17709   | .08409 | 2.57470 |                                  | 10.83588    |
| Country Residential         | 5.17709   | .08409 | 2.57470 |                                  | 7.83588     |
| Non-Residential             | 10.37882  | .08409 | 3.93238 |                                  | 14.39529    |
| M & E                       | 10.37882  | .08409 | 0       |                                  | 10.46291    |
| Farm – Annexed              | 7.50000   | .08409 | 2.57470 |                                  | 10.15879    |
| Residential - Annexed       | 2.01000   | .08409 | 2.57470 |                                  | 4.66879     |
| Non-Residential Annexed     | 10.50000  | .08409 | 3.93238 |                                  | 14.51647    |
| DIP Non-Residential         | 10.37882  | .08409 | 3.93238 | .07010                           | 14.46539    |
| DIP Non-Residential Annexed | 10.50000  | .08409 | 3.93238 | .07010                           | 14.58657    |
| DIP M & E                   | 10.37882  | .08409 | 0       | .07010                           | 10.53301    |
| DIP M & E Annexed           | 10.50000  | .08409 | 0       | .07010                           | 10.65419    |

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



**Town of Rimbey 2025 Property Tax Bylaw**  
**Bylaw 1012/25**

---

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

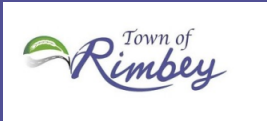
**UNANIMOUSLY AGREED** to present this Bylaw for Third & Final Reading.

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

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

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER CRAIG DOUGLAS

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** 1013/25 Council Procedural Bylaw  
**Item For:** ☒ Public Information   -or-   ☐ Closed Session

**BACKGROUND:**

At the Committee of the Whole meeting on April 14, 2025, Council discussed the amendments to the Council Procedural Bylaw and made the following motion:

Motion 030/2025 COW

Moved by Councillor Curle to bring forward the revised Council Procedural Bylaw as required by Bill 20, to the next Regular Council meeting on April 28, 2025.

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

CARRIED

With the introduction of Bill 20 – the Municipal Affairs Statutes Amendment Act, a proposed change would require municipalities to offer digital options for public hearings related to planning and development, while also restricting them from holding additional hearings beyond those required by legislation.

Administration has amended 1001/23 Council Procedural Bylaw to include Zoom meetings as our digital option for Public Hearings and has removed *“Adjourn” used in relation to a Public Hearing, means to take a break in the Public Hearing with the intent of returning to the Public Hearing at another meeting* from the Council Procedural Bylaw draft to meet the requirements of Bill 20.

Red Deer County has chosen zoom meetings for their digital option. This allows the attendees to be seen and heard at the public hearing.

After Council has determined the preferred digital option for public hearings Administration will bring 1013/25 Council Procedural Bylaw forward to the April 28, 2025, for all three readings in order to meet the deadline of April 30, 2025.

**RELEVANT POLICY/LEGISLATION:**

Bill 20

**RECOMMENDATION:**

- 1. Administration recommends Council give first reading to Bylaw 1013/25, Council Procedural Bylaw.
- 2. Administration recommends Council give second reading to Bylaw 1013/25, Council Procedural Bylaw.
- 3. Administration recommends Council unanimously consent to give third and final reading to Bylaw 1013/25, Council Procedural Bylaw.
- 4. Administration recommends that Council give third and final reading to Bylaw 1013/25, Council Procedural Bylaw.

**ATTACHMENTS:**

[1013 25 Council Procedural Bylaw DRAFT](#)

**PREPARED BY:**

Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**

**ENDORSED BY:**

  
Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

---

WHEREAS Pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, the Council may pass Bylaws in relation to the procedure and conduct of Council; and

WHEREAS The Council of the Town of Rimbey desires to establish a procedural and conduct Bylaw;

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

**PART I BYLAW TITLE**

- 1. This bylaw may be cited as the “Council Procedural Bylaw”.

**PART II - DEFINITIONS**

In this Bylaw, unless the context otherwise requires:

- 1. “Administrative Inquiry” shall mean a written request from a Member of Council to the Administration, for the future provision of information and report.
- 2. “Bylaw” shall mean a Bylaw of the Town of Rimbey.
- 3. “Chairperson” or chair shall mean the Mayor, Deputy Mayor or any other duly appointed Presiding Officer at a constituted meeting.
- 4. “Chief Administrative Officer” has the meaning prescribed under the Municipal Government Act and may be referred to as the “CAO”.
- 5. “Closed session” means "in private" meeting. It involves a confidential meeting, or a portion of a meeting, taking place with only Council members, the CAO, or any other person invited by Council, present and are within one of the exceptions to disclosure as outlined in the Freedom of Information and Protection of Privacy Act.
- 6. “Conflict of Interest” means an occurrence where a Councillor’s personal or private interests are, or may be perceived as, influencing the Councillor on a matter of public interest before Town Council, including occurrences which may result in common law bias, including direct or indirect pecuniary interest, prejudgment, close mindedness, or undue influence.
- 7. A Conflict-of-Interest occurrence also includes using the Councillor’s position, confidential information or Town of Rimbey employees, materials, or facilities for personal or private gain or advancement or the expectation of personal or private gain or advancement. A Conflict of Interest may include advancing the interests of the Councillor’s family, friends, or business associates.
- 8. “Council” means the Town of Rimbey Council.
- 9. “Councillor(s)” has the meaning described under the Municipal Government Act, including an individual elected member of the Town of Rimbey Council and the Chief Elected Official (Mayor).





A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

- 
10. “Delegation” shall mean a person or group of persons wishing to appear before the Council to address a specific matter.
11. “Deputy Mayor” shall mean the member who is appointed pursuant to the Municipal Government Act to act as Mayor in the absence or incapacity of the Mayor.
12. “Discrimination” means differential treatment of an individual or group of individuals based on cultural background, religious belief, gender, gender identification, marital status, positions, physical characteristics, or age. Discrimination can be intentional or unintentional and includes systemic discrimination in which neutral systems often have an inconsistent or unequal effect upon a particular group.
- 12.13. “Electronic” means official gatherings of a council that are conducted using electronic means such as video conferencing, teleconferencing, or other digital communication platforms. These meetings allow members and public to participate remotely in real time.”
- 13.14. “Harassment” means any unwanted physical or verbal conduct that is based on, but not restricted to cultural background, age, religion, gender, marital status, position, mental or physical disability, pardoned conviction, gender identification or any other conduct that a reasonable person ought to have deemed as being unwelcome.
- 14.15. “Mayor” shall mean the Chief Elected Official elected in accordance with the Municipal Government Act.
- 15.16. “Member” shall mean a member of Council.
- 16.17. “MGA” means the Municipal Government Act.
- 17.18. “Person” shall include an individual, partnership, corporation, trustee, executor or administrator.
- 18.19. “Point of Order” shall mean the raising of a question by a member or staff to call attention to any departure from the Procedure Bylaw.
- 19.20. “Procedural Bylaw” means the current, active Procedural Bylaw of the Town of Rimbey, which established the procedural guidelines of Council.
- 20.21. “Public Forum” shall mean the portion of the meeting where a person(s) present at the meeting are allowed to address Council regarding issues arising from the meeting in progress.
- 21.22. “Public Hearing” shall mean a meeting of Council convened to hear matters pursuant to the Municipal Government Act, any other Act, and any other matter at the direction of Council.
- 22.23. “Quorum” shall mean a majority of those members elected and serving on Council.
- 23.24. The “**Town**” means the municipality of Rimbey.
- 24.25. “Written Notice” shall mean letter, email, or facsimile.



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

---

**PART III - GENERAL**

- 1. This Bylaw shall govern the proceedings of Council.
- 2. When any matter relating to the proceedings of Council is not addressed in the Bylaw, reference shall be made in accordance with the Municipal Government Act.
- 3. In the absence of any statutory obligations, any provision of this Bylaw may be waived by resolution of Council, provided a majority of the members vote in favor thereof, to deal with a matter under consideration.
- 4. In the absence of, or in the inability of the Mayor or Deputy Mayor to act, Council shall appoint any other member as Acting Mayor as provided for by the Act.

**PART IV - INAUGURAL MEETING**

- 1. The Organizational Meeting immediately following a General Municipal Election shall be called the Inaugural Meeting.
- 2. During the Inaugural Meeting the Chief Administrative Officer shall:
  - a. Take the Chair;
  - b. Call the meeting to order;
  - c. Preside over the meeting until the Oath, prescribed by the Oaths of Office Act, has been administered to the Mayor.
- 3. After the Mayor has taken the Oath and assumed the Chair, the Councillors who have been elected at an election, immediately preceding the meeting shall take the official oath as prescribed by the Oaths of Office Act.

**PART V- ORGANIZATIONAL MEETING**

- 1. An Organizational Meeting of Council shall be held annually pursuant to Section 192 of the Municipal Government Act.
- 2. The Chief Administrative Officer shall fix the time and place of the Organizational Meeting.
- 3. The agenda for the Organizational Meeting shall be restricted to:
  - a. the administration of the oath and the introduction of new members, should the meeting follow the General Municipal Election;
  - b. the establishment of regular meeting dates and times for Council Meetings;
  - c. the appointment of the Deputy Mayor;
  - d. the appointment of Signing Authorities;
  - e. the appointment of members to act on committees, board and other bodies on which Council is entitled to representation;
  - f. any such other business as is required by the Act.



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

**PART VI – REGULAR MEETINGS OF COUNCIL**

- 1. The Regular Meetings of Council shall be held in the Council Chambers of the Town on days and times established, by resolution of Council, at the annual Organizational Meeting of Council.
- 2. In the case where a Regular Council Meeting conflicts with a General Holiday, the Regular Council Meeting shall be held in the Council Chambers of the Town on a day and time established, by resolution of Council, at the annual Organizational Meeting of Council.
- 3. Regular Meetings of Council may be cancelled or rescheduled by resolution of Council at any duly constituted meeting.

**PART VII - CLOSED SESSION MEETINGS**

- 1. Council may, by resolution, go into a Closed session meeting to consider a matter which is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, which meeting:
  - a. may be held in private;
    - i. may exclude any person or persons therefrom; or include any person or persons and shall not have the power to pass any resolution except one to revert to the open meeting.
- 2. Councillors are to keep in confidence matters discussed in Closed session at a Council Meeting until discussed at a meeting held in public.

**PART VIII - SPECIAL COUNCIL MEETINGS**

- 1. The Mayor may call a Special Meeting of Council pursuant to Section 194 of the Municipal Government Act, whenever he or she considers it expedient to do so.
- 2. The Mayor must call a Special Council meeting if he or she receives a written request for the meeting, stating its purpose, from a majority of the Councillors.
- 3. Where a Special Meeting is requested by a majority of Council, the Mayor shall call such meeting within fourteen (14) days of the date on which the request in writing was delivered to the Mayor.
- 4. The Mayor calls a Special Meeting of Council by giving at least 24 hours’ notice in writing to each Councillor and the public stating the purpose of the meeting and the date, time and place at which it is to be held.
- 5. A Special Council meeting may be held with less than 24 hours’ notice to all councilors and without notice to the public if at least 2/3 of the whole Council agrees to this in writing before the beginning of the meeting.
- 6. No business other than that stated in the notice calling the Special Council meeting shall be transacted at any Special Meeting of Council, unless the whole Council is present at the meeting and the Council agrees to deal with the matter in question.



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

---

- 7. The Chief Administrative Officer shall place at the disposal of each Council member a copy of the agenda and supporting material as soon as possible after the call of a Special Meeting.

**PART IX - MEETINGS THROUGH ELECTRONIC COMMUNICATIONS**

- 1. A meeting may be conducted by means of electronic or other communication facilities if,
  - a. Notice is given to the public of the meeting, including the way in which the meeting is to be conducted.
  - b. The facilities enable the public to watch and listen to the meeting at a place specified in that notice and a designated officer is in attendance at that place; and
  - c. The facilities enable all of the meeting’s participants to watch or hear each other.
- 2. Councillors participating in a meeting held by means of a communication facility are deemed to be present at the meeting.
- 3. With the unanimous consent of Council, an electronic Special Council Meeting via email may be conducted for a very high priority or time sensitive ~~matter~~ matter and only in exceptional circumstances. The email notice of such meeting shall include the meeting Agenda, any supporting material and the motion to be voted on. Members will vote using “Reply All” to the email indicating “In Favor” or “Opposed” to the motion. At the discretion of the Chief Administrative Officer if there is significant discussion or debate by the members on the resolution, the meeting will be adjourned and the matter brought forward at the next Council Meeting.

**PART X - NOTICE OF MEETINGS**

- 1. Section 196(2) of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 states: Notice of Council or Council Committee meeting to the public is sufficient if the notice is given in a manner specified by Council.
- 2. Notice to the public of Regular Council Meetings and Special Council Meetings shall be deemed to be given by the Chief Administrative Officer posting notice of all meeting dates and times at the ~~Town Office,~~ OR Town Office OR advertising the meeting dates and times in the local newspaper OR on its website.

**PART XI - QUORUM**

- 1. As soon as there is a quorum of Council after the hour fixed for the meeting, the Chairperson shall call the members to order.
- 2. In the event the Mayor and Deputy Mayor are not in attendance within fifteen (15) minutes after the hour of a scheduled meeting and a quorum is present, the Chief Administrative Officer shall call the



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

---

meeting to order and a Chairperson shall be selected by the Council members in attendance, who shall preside during the meeting until the arrival of the Mayor or Deputy Mayor.

- 3. If a quorum is not present within thirty (30) minutes after the time fixed for a Regular or Special Meeting, the Chief Administrative Officer shall record the names of the members of Council present and the Council shall stand adjourned until the next Regular Council Meeting or another Special Meeting is called.

**PART XII - COUNCIL AGENDA**

- 1. The Agenda shall be prepared by the Chief Administrative Officer or designate in conjunction with the Mayor.
- 2. All items for the Agenda, including all documents and notice of delegations, shall be delivered in writing to the Chief Administrative Officer by noon on the Wednesday of the week preceding the meeting of Council.
- 3. No further additions to the Agenda will be presented unless the addition is of an emergent nature and the Mayor is in agreement.
- 4. The Chief Administrative Officer shall place at the disposal of each member of Council, a copy of the Agenda and all supporting materials no later than 4:30 p.m. local time on the Friday prior to the Regular Meeting of Council.
- 5. The order of business on the agenda shall be as follows:
  - 1) Call to Order
    - 1.1) Land Acknowledgment
  - 2) Adoption of Agenda
  - 3) Approval of Minutes
  - 4) Public Hearings
  - 5) Delegations
  - 6) Bylaws
  - 7) New and Unfinished Business
  - 8) Reports
  - 9) Correspondence
  - 10) Open Forum
  - 11) Closed session
  - 12) Adjournment
- 6. The order of business established in Part XII 6. shall apply unless Council otherwise determines by a majority vote of the members in attendance.



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

---

**PART XIII - REQUEST FOR DECISION**

- 1. A Request for Decision must be used to introduce a matter for consideration by Council.
- 2. A Request for Decision, with all supporting documentation shall be submitted to the Chief Administrative Officer to be included in a Regular Council Meeting Agenda.

**PART XIV - MEMBER DEBATING**

- 1. A member wishing to speak on a matter before the meeting should indicate their intentions by raising their hand and being recognized by the Chair, should not speak more than once until every member has had the opportunity to speak, except:
  - a. In the explanation of a material part of the speech which may have been misunderstood; or
  - b. In reply, to close debate, after everyone else wishing to speak has spoken, provided that the member presented the resolution to the meeting.
- 2. The member shall confine themselves to the question and avoid personality.
- 3. Should more than one member of Council desire to speak at the same time, the Chair shall determine who is entitled to the floor.
- 4. Supplementary questions or a series of questions relating to the matter before the meeting may be raised by the member, but each such question requires consent of the Chair.
- 5. Through the chairperson, a member may ask:
  - a. For an explanation of any part of the previous speaker’s remarks; and
  - b. Questions to obtain information relating to the minutes presented to the meeting, or to any clause contained therein, at the commencement of the debate on the minute or clause.
- 6. All questions or debate shall be directed through the Chair.

**PART XV - MOTIONS**

- 1. A member of Council may present a motion for consideration. The motion does not require a seconder. The motion shall be recorded and the motion shall be deemed to be “on the floor” and open for formal discussion and debate.
- 2. Following debate on the motion under consideration, the Chair may call for a vote on the motion.
- 3. When any member of Council desires to speak, they shall address their remarks to the Chair, confine themselves to the question, and avoid personality. Should more than one member of Council desire to speak at the same time, the Chair shall determine who is entitled to the floor.
- 4. All motions shall be voted upon by all members of Council in



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

- 
- attendance unless abstention by a member is duly noted in the minutes for reasons of conflict of interest.
5. Every motion, when moved and presented to the Chairperson is the property of Council; a motion may only be withdrawn with the unanimous consent of Council.
  6. Any member may require the motion under discussion to be read at any time during the debate, except when a member is speaking.
  7. The mover of a motion must be present when the vote on the motion is taken.
  8. The Chief Administrative Officer or designate shall record all motions in writing before being debated or voted upon.
  9. No motion shall be offered that is substantially the same as the one that has already been expressed during the same meeting.
  10. Where a matter under consideration contains several distinct propositions, a member may request; or the Chairperson may direct, that each proposition be made as a separate motion.
  11. After the Chairperson has called the vote, no member shall speak to the motion, nor shall any other motion be made until after the result of the vote has been declared.
  12. Voting on all motions shall be done by clearly raising the hand so that the Chairperson may easily count them. After the Chairperson has counted the vote, he or she shall declare whether it was carried or defeated. Except where provided for in this Bylaw or by the applicable legislation, a majority vote of the members present who are eligible to vote, shall decide a motion or question before the Council.
  13. A motion relating to a matter not within the jurisdiction of the Council shall not be in order.
  14. A “Motion to Table” may be made when a member wishes Council to decline to take a position on the main question.
  15. Amendment:
    - a. Only one amendment at a time shall be presented to the main motion. When the amendment has been disposed of, another may be introduced. All amendments must relate to the matter being discussed in the main motion and shall not so substantially alter the motion so as to change the basic intent or meaning of the main motion. The Chairperson shall rule on the disputes arising from amendments.
  16. Rescinding Motions:
    - a. A Motion to Rescind a previous motion may be accepted by the Chair under special circumstances; and, if passed by a majority vote of the members present, the previous motion referred to would be declared null and void.
    - b. A Motion to Rescind a previous motion may be offered at any time subsequent to the meeting at which the original motion was passed.
    - c. Notice to rescind a motion shall be a request for decision or the



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

inclusion of the item on an agenda delivered to the members of Council before the meeting.

PART XVI - VOTING

- 1. When the Chairperson, having ascertained that no further information is required, commences to take a vote, no member shall speak to or present another motion until the vote has been taken on such motion or amendment.
- 2. A member who disagrees with the announcement made of the result of a vote may immediately object to the declaration and the vote shall be retaken.
- 3. Every member present, including the Mayor or Chairperson, shall vote on every matter, unless
  - a. In a specific case, the member is excused by motion of Council from Voting; or
  - b. Disqualified from voting by reason of pecuniary interest.
- 4. A member who has a reasonable belief that he or she has a pecuniary interest as defined in the Municipal Government Act in any matter before Council, shall so declare and disclose his or her interest and shall abstain from debate and voting on the matter and shall remove him or herself from Council Chambers until the matter is concluded. The minutes shall indicate the declaration disclosure, the time at which the member left the room and the time the member returned. A member whose pecuniary interest arises due to the paying of the bills shall not be required to leave the Council Chambers.

PART XVII - THE VOTE

- 1. Any Bylaw or motion on which there is a tie shall be deemed to be defeated.
- 2. All votes shall be recorded with the names of those “in favour” and “opposed” and then declared as carried or defeated.

PART XVIII - MAYOR

- 1. Pursuant to Section 154 (1)(a) of the MGA, the Mayor shall preside at meetings of Council, and the Mayor, at their discretion, may allow the Deputy Mayor to preside at a Council meeting at which the Mayor is in attendance.
- 2. The Mayor shall preside over the conduct of the meetings, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting, subject to an appeal by any member of Council from any ruling of the Chair.





A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

---

**PART XIX - APPEAL RULING**

- 1. The decision of the Chairperson shall be final, subject to an immediate appeal by a member of Council
- 2. If the decision is appealed, the Chairperson shall give concise reasons for their ruling and Council without debate, shall decide the question. The ruling of Council shall be final.

**PART XX - DELEGATIONS**

- 1. A person or representative of a delegation of persons who wishes to bring any matter to the attention of Council:
  - a. shall address correspondence to the Chief Administrative Officer clearly stating the matter or issue to be discussed. Such correspondence shall be included with the Agenda.
- 2. A delegation, scheduled to address Council on a topic shall address the Chair upon recognition by the Chair. The scheduled delegate shall be limited to a ten (10) minute presentation unless such time is extended by permission of the Chair.
- 3. The Delegation portion of the Council meeting shall provide:
  - a. An opportunity for any person or representative of any delegation who wishes to bring any matter to the attention of Council, provided they have submitted information in accordance with this Bylaw and their submission has been distributed to Council with the Agenda package.
- 4. Delegations from the same party or parties, or for the same matter as a previous delegation, held within the previous six months, shall not be allowed to appear before Council unless, in the opinion of the Mayor and Chief Administrative Officer new and compelling information comes to light which would warrant the delegation within the six-month period.
- 5. Any delegation wishing to address Council, regarding a matter which is the subject of a Public Hearing, may attend at the Council Chambers at the Public Hearing and shall be heard.
- 6. Notwithstanding the provisions of the Act respecting petitions, where a person or group of persons wishes to bring any matter to the attention of Council or to have any matter considered by Council, a letter, petition, or other communication shall be addressed to the Chief Administrative Officer, which letter, petition or other communication shall:



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

- 
- a. be printed, typewritten or legibly written;
  - b. clearly set out the matter at issue and the request made of Council in respect thereof;
  - c. in the case of a letter or communication, be signed with the correct name of the writer and contain the correct mailing address of the writer;
  - d. in the case of a petition, be prepared and presented in accordance with the Act or other Provincial Statute.
7. The Delegation portion of the meeting shall last for a maximum of twenty (20) minutes unless the majority of Council members present agree to extend the time.
8. Council will not entertain submissions from the public on issues that are before the Subdivision and Development Appeal Board, a Statutory Public Hearing; or any other public consultation/communication process.

**PART XXI – OPEN FORUM**

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.

**PART XXII - MINUTES**

1. The Chief Administrative Officer or their designate shall:
- a. Attend all Regular Council and Special Council meetings of the Council;
  - b. record all minutes of Council Meetings and Special Meetings in the English language, without note or comment;
  - c. record the names of the Councillors present at Council Meetings;
  - d. record the time of arrival and/or departure of Council members at meetings should a member of Council arrive late at a meeting or depart prior to the completion of a meeting;
  - e. ensure the minutes of each Council Meeting or Special Meeting are given to Council for adoption at a subsequent Council Meeting.
2. Minor changes may be made to the minutes to correct errors in grammar, spelling and punctuation or to correct the omission of a word necessary to the meaning or continuity of a sentence. No change shall be allowed which would alter the actual decision made by Council.
3. Administration is authorized to electronically record the Regular Council and Special Council meetings to ensure accuracy of the motions.
4. If a member wishes to challenge the accuracy of the minutes of a previous meeting, the Member must make the challenge known to the Chief Administrative Officer before Council has officially confirmed the minutes.



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

---

- 5. Ensure that the last page of the minutes of each meeting is signed by the Mayor or presiding officer and the Chief Administrative Officer.
- 6. The Chief Administrative Officer may delegate any duties to the Recording Secretary, but the Chief Administrative Officer shall accept all responsibilities of the Recording Secretary.

**PART XXIII - ADJOURNMENT**

- 1. A motion to Adjourn the meeting shall be in order except:
  - a. When a member is in possession of the floor; or when it has been decided that the vote now be taken; or
  - b. During the taking of a vote.

**PART XXIV - BOARDS AND COMMITTEES**

- 1. The Mayor shall appoint Council representatives to such Committees, Boards and Commissions as required by legislation, agreement or bylaw as they deem necessary. The Mayor will consult with Councillors regarding their appointments prior to the organizational meeting. Unless an addition is required mid-term, these appointments shall be made on an annual basis at the Organizational Meeting.
- 2. The Mayor may make appointments to a Committee at any time, providing that the Council has adopted a motion or Bylaw specifying the Terms of Reference of the Committee.
- 3. Appointed Councillors shall keep the rest of the Council informed of the Board/Committee actions by providing regular activity highlights through their Councillor reports.
- 4. The Mayor shall act as ex-officio to all Committee/Board appointments and may attend any meetings.

**PART XXV - PROHIBITIONS**

- 1. A member shall not:
  - a. Use offensive words or parliamentary language or conduct in Council;
  - b. Disobey the rules of the Council or decision of the Chairperson or of Council on questions of order or practice, or upon the interpretation of the rules of Council;
  - c. Leave his or her seat or make any noise or disturbance while a vote is being taken and the result is declared;
  - d. Enter the Council Chambers while a vote is being taken;
  - e. Interrupt a member while speaking, except to raise a point of order or question of privilege.
- 2. A member who persists in a breach of Section XXV 1, after having been called to order by the Chairperson, may at the discretion of the Chair be



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

---

ordered to leave their seat for the duration of the meeting.

- 3. At the discretion of the Chair, the member may resume their seat following an apology.
- 4. Should the individual refuse to leave their seat, the Mayor may request their removal by the police.
- 5. A member who wishes to leave the meeting of Council, without intent to return prior to the adjournment, shall advise the Chairperson and the time of departure shall be recorded in the minutes.

**PART XXVI - QUESTION OF PRIVILEGE**

- 1. A member who desires to address Council upon a matter which concerns the rights or privileges of the Council collectively, or of him or herself as a member thereof, shall be permitted to raise such question of privilege. A question of privilege shall take precedence over other matters. While the Chairperson is ruling on the question of privilege, no one shall be considered to be in possession of the floor.

**PART XXVII - POINTS OF ORDER**

- 1. A member who desires to call attention to a violation of the rules of procedure shall ask leave of the Chairperson to raise a point of order with a concise explanation and shall attend the decision of the Chairperson upon the point of order. The speaker in possession of the floor when the point of order was raised shall have the right to the floor when debate resumes.
- 2. A member called to order by the Chairperson shall immediately vacate the floor until the point of order is dealt with, and shall not speak again without the permission of the Chairperson unless to appeal the ruling of the Chair.

**PART XXVIII - BYLAWS**

- 1. Where a Bylaw is presented to Council for enactment, the Chief Administrative Officer shall cause the number and short title of the Bylaw to appear on the Agenda.
- 2. A motion on first reading of a Bylaw shall be decided without amendment or debate.
- 3. Pursuant to the MGA, every proposed Bylaw shall receive three separate readings but not more than two on the same day, unless the members of Council present unanimously agree to consider third reading. It shall be read twice before it is committed and engrossed, and the third time before it is signed by the Mayor and Chief Administrative Officer. The Chief Administrative Officer shall include the date of the passing upon every Bylaw.
- 4. When a Bylaw is not subject to a statutory public hearing;
  - a. Council shall vote on the motion for first reading of a Bylaw without amendment or debate;
  - b. A member may ask a question or questions concerning the Bylaw, provided such questions do not indicate the member's



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

- 
- opinion for or against the Bylaw;
  - c. A Bylaw shall be introduced for second reading by a motion that it be read a second time, specifying the number of the Bylaw;
  - d. After a motion for second reading of the Bylaw has been presented, Council may debate the substance of the Bylaw and propose and consider amendments to the Bylaw;
  - e. A proposed amendment shall be put to a vote and if carried, shall be considered as having been incorporated in the Bylaw at second reading;
  - f. The Chief Administrative Officer or designate shall be responsible for keeping a record of any amendments to the Bylaw passed by Council;
  - g. A motion for third reading shall be introduced specifying the number of the Bylaw, and the Bylaw, upon being passed shall be signed by the Mayor and Chief Administrative Officer and sealed.
5. A Bylaw which requires a statutory public hearing shall be presented on a motion for first reading.
- a. Council may at this point:
    - i. Debate the substance of the Bylaw, and
    - ii. Propose and consider amendments to the Bylaw.
  - b. A proposed amendment shall be put to a vote and if carried shall be considered as having been incorporated into the Bylaw at first reading.
  - c. When all amendments have been dealt with, the motion for first reading of the Bylaw shall be placed.
  - d. Following the Public Hearing, a motion for second reading may be placed and further amendments presented.
  - e. Those members of Council who have not attended the Public Hearing for said Bylaw are not eligible to vote on second and third readings of the Bylaw.
  - f. A motion for third reading shall be introduced specifying the number of the Bylaw, and the Bylaw upon being passed, shall be signed by the Mayor and the Chief Administrative Officer and sealed.
6. A Bylaw shall not be given more than two readings at one meeting unless the members present at the meeting unanimously agree that the Bylaw may be presented to Council for third reading at the same meeting at which it received two readings.
7. When Council unanimously agrees that a Bylaw may be presented for third reading at a meeting at which it has received two readings, the third reading requires no greater majority of affirmative votes to pass the Bylaw than if it had received third reading at a subsequent meeting.
8. A Bylaw shall be passed when a majority of the members present vote in favour of third reading, provided that any applicable provincial statute does not require a greater majority.
9. When a Bylaw is defeated at third reading, the first reading and second reading are deemed to be rescinded.
10. When a Bylaw has been given three readings by Council, it is



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

- a. A municipal enactment of the Town; and
- b. Effective immediately unless the Bylaw or an applicable provincial statute provides otherwise.

**PART XXIX - PUBLIC HEARINGS**

~~“Adjourn” used in relation to a Public Hearing, means to take a break in the Public Hearing with the intent of returning to the Public Hearing at another meeting.~~

“Close” used in relation to a Public Hearing, means to terminate the Public Hearing.

- 1. At the commencement of a Public Hearing, the Chairperson shall:
  - a. State the matter to be considered at the hearing;
  - b. Inform those present of the ~~procedure, which procedure which~~ shall be followed in hearing the respective submissions; advise those members of the public in attendance who wish to speak in favour of or ~~opposed to~~ oppose the Bylaw to include their name and address on the sign-in sheet. A copy of the rules of procedure for public hearings will also be made available to the public.
  - c. Ask the Development Authority if the Public Hearing has been advertised in accordance with the Act;
  - d. Request that the Development Authority present a report on the issue at hand;
  - e. Allow the applicant, and/or their representative(s), up to twenty (20) minutes to present their position, exclusive of the time required to answer questions put to the applicant by a Council member, unless granted a time extension by Council.
- 2. Any person or group who claims to be affected by the subject matter of the Public Hearing shall be afforded an opportunity to speak or provide written submissions in the following order:
  - a. The Development Authority will read out each written submission in favour of the matter being considered.
  - b. The Chairperson will call on each person who is in favour of the matter being considered.
  - c. The Development Authority will read out each written submission opposed to the matter being considered.
  - d. The Chairperson will call on each person who is opposed to the matter being considered.
- 3. If a person is unable to attend a Public Hearing, that person may authorize an individual to speak on their behalf. The authorization must:
  - a. be in legible writing;
  - b. name the individual authorized to speak;
  - c. indicated the proposed matter be considered to be spoken to; and
  - d. be signed by the person giving the authorization.
- 4. The authorized speaker must state the name of the person that the



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

speaker represents and provide written authorization to the Chief Administrative Officer.

- 5. All speakers shall adhere to the timeframes as set out in the “Rules of Procedure for Public Hearings”.
- 6. The Chairperson will allow the Development Authority to make closing comments.
- 7. The Chairperson will allow the applicant to make closing comments.
- 8. If there is more than one Public Hearing on the Agenda, the Chairperson shall adjourn or close the Public Hearing before opening another Public Hearing.
- 9. If a Public Hearing is adjourned, Council shall not receive any additional submissions in relation to the subject matter unless it re-opens the Public Hearing.
- 10. If a Public Hearing is closed, Council shall not receive any additional submissions from the public in relation to the subject matter, until it has voted on the subject matter of the Public Hearing.
- 11. An outline of the Rules of Procedure shall be provided in written form to any person who indicates that he will make a written submission, and further there shall be printed copies of the same available to those in attendance at the Hearing.
- 12. Any member of Council, who has not attended a Public Hearing for a Bylaw or resolution, is not eligible to vote on said Bylaw or resolution.

13. “Public Hearings” will be conducted by electronic means or a combination of in-person and electronic means.

**PART XXX COUNCIL REVIEW OF ORDERS ISSUED UNDER THE MUNICIPAL GOVERNMENT ACT – SECTION 545/546**

- 1. In this section, the following terms have the following meanings:
  - a. “Appellant” means the person who received a written order under Section 545 or 546 of the Municipal Government Act;
  - b. “Order to Remedy” means an order issued under Section 545 or Section 546 of the Municipal Government Act;
  - c. “Staff” means a designated officer of the Town of Rimbey or an employee whom has been delegated the responsibility to issue an Order to Remedy.
- 2. Upon receipt of a written request pursuant to Section 547 of the Municipal Government Act, the Chief Administrative Officer will schedule a Council Review at a Regular Council Meeting as soon as practicable after ensuring that all parties have sufficient time to prepare for the Council Review.
- 3. Written materials, videos, and slide presentations received as submissions from the Appellant and Staff must be submitted not less than seven (7) calendar days prior to the Council Review and will be distributed as part of the Council Agenda.
- 4. The Appellant is entitled to appear before Council, in person or by an authorized agent, and to be represented by legal counsel.





A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

- 
- 5. The rules of evidence in judicial proceedings do not apply to a Council Review and evidence may be given in any manner Council considers appropriate.
  - 6. The procedure in a Council Review is as follows:
    - a. The Chair will open the Council Review; introduce members of Council Staff and the Appellant or their representative;
    - b. The Chair will describe the Council Review process and deal with any preliminary matters;
    - c. The Appellant will be invited to make opening remarks and presentations (maximum of ten (10) minutes) followed by questions to the Appellant by councilors;
    - d. Staff will be invited to make opening remarks and presentation (maximum of ten (10) minutes) followed by questions to the Staff by Councillors;
    - e. The Appellant will be invited to make a rebuttal (maximum of five (5) minutes) followed by questions to the Appellant by Councillors;
    - f. Staff will be invited to make a rebuttal (maximum of five (5) minutes) followed by questions to the Staff by Councillors; and
    - g. The Appellant will be invited to make closing remarks (maximum of five (5) minutes) followed by questions to the Appellant by Councillors.
  - 7. If the Appellant fails to attend the Council Review despite having been given notice, Council may proceed with the Council Review in the absence of the Appellant.
  - 8. At the conclusion of the Council Review, Council may confirm, vary, substitute, or cancel the Order to Remedy.

**PART XXXI - CONDUCT OF THE PUBLIC IN COUNCIL MEETINGS**

- 1. Members of the public and media who constitute the audience in the Council Chambers during a Council meeting shall:
  - a. not address Council without permission from the Chairperson;
  - b. maintain order and quiet;
  - c. not applaud or otherwise interrupt any speech or action of the members, or any other person addressing Council;
  - d. refrain from wearing headwear, unless for ethnic/religious reason, in Council Chambers;
  - e. refrain from any use of recording devices in the Council Chambers
- 2. A member of the public who persists in a breach of this section, after having been called to order by the Chairperson may, at the discretion of the Chair, be ordered to leave Council Chambers.
- 3. The Chair may, upon request, authorize a person in the public gallery to address Council only on the topic being debated at that time in the meeting and the Chair shall specify the time limit provided to the person wishing to address the matter.

**PART XXXII - REPEAL**

- 1) Bylaw No. ~~984/21- 1001/23~~ is hereby repealed.

**PART XXXIII - EFFECTIVE DATE**

AND FURTHER THAT this bylaw shall take effect on the date of third and final





A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE OF COUNCIL.

\_\_\_\_\_  
reading.

| READ a First Time in Council this \_\_\_\_\_ day of \_\_\_\_\_ 202~~5~~3.

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

\_\_\_\_\_  
Chief Administrative Officer, Craig Douglas

| READ a Second Time in Council this \_\_\_\_ day of \_\_\_\_\_  
202~~5~~3.

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

\_\_\_\_\_  
Chief Administrative Officer, Craig Douglas

| READ a Third Time and Finally Passed this \_\_\_\_\_ day of \_\_\_\_\_,  
202~~5~~3.

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

\_\_\_\_\_  
Chief Administrative Officer, Craig Douglas

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Rimbey Nursery School Agreement  
**Item For:** ☒ Public Information   -or-   ☐ Closed Session

**BACKGROUND:**

At the Committee of the Whole meeting held on April 14, 2025, Council reviewed the lease rates for the Rimbey Nursery School at the Peter Lougheed Community Centre and passed the following motion.

Motion 031/2025 COW

Moved by Councillor Clark to bring back the discussion of the Rimbey Nursery School Agreement to the Regular Council Meeting on April 28, 2025.

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

CARRIED

**RECOMMENDATION:**

Administration recommends Council determine the lease rates for the Rimbey Nursery School at the Peter Lougheed Community Centre.

**ATTACHMENTS:**

[Rimbey Nursery School Lease Agreement Jan 1, 2020 to December 31, 2024](#)

|                     |   |                                      |
|---------------------|---|--------------------------------------|
| <b>PREPARED BY:</b> | Craig Douglas, Chief Administrative Officer | <u>April 24, 2025</u><br><b>Date</b> |
|---------------------|---|--------------------------------------|

|                     |  |                                      |
|---------------------|--|--------------------------------------|
| <b>ENDORSED BY:</b> | <br>Craig Douglas, Chief Administrative Officer | <u>April 24, 2025</u><br><b>Date</b> |
|---------------------|--|--------------------------------------|

**RIMBEY NURSERY SCHOOL LEASE AGREEMENT**

This agreement made in duplicate this 17 day of Dec 2019 A.D., between:

**The Town of Rimbey**  
(referred to as "the Town" in this agreement)

AND

**The Rimbey Nursery School**  
(referred to as "the Nursery School" in this agreement)

*WHEREAS* the Town is the owner of the facility known as the Peter Lougheed Community Centre located at 5109 54<sup>th</sup> St. in Rimbey, Alberta;

*AND WHEREAS* the Nursery School desires to lease a portion of the Peter Lougheed Community Centre upon the terms contained in this Agreement;

*NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:*

**AREAS**

- 1. The Town gives the Nursery School the exclusive right to use the Nursery School premises.
- 2. In conjunction with the Nursery School the right to access and to use those amenities not within the Nursery School, such amenities being listed on Schedule A.

**TERM**

- 3. This Agreement shall be in effect for five years commencing January 1st, 2020 to December 31<sup>st</sup>, 2024.

**RENTAL**

- 4. The Nursery School will pay to the Town the lease fees sums as follows:

|      |                     |
|------|---------------------|
| 2020 | \$3,343.36 plus GST |
| 2021 | \$3,443.66 plus GST |
| 2022 | \$3,546.97 plus GST |
| 2023 | \$3,653.38 plus GST |
| 2024 | \$3,762.99 plus GST |

This represents an annual increase of 3% over the amount of the previous year's leaser fee. Lease fees must be paid no later than Sept. 30<sup>th</sup> of each year for the term of this Agreement. The lease fee includes the payment of all utilities.

## **OCCUPANCY**

5. The Nursery School shall have exclusive use of the demised premises for the full term of the lease, without financial assistance or contribution from the Town.

## **NURSERY SCHOOL OBLIGATIONS**

6. The Nursery School shall:
  - a) Refrain from, without Town's prior written consent, assigning the whole or part of this Agreement or any obligation contained herein; the Town may unreasonably withhold any assignment proposed by the Nursery School.
  - b) Ensure that the rates for the use of the demised premises by all groups shall be sufficient to cover all costs of janitorial cleaning and supervisory services necessitated by all such uses conducted thereon.
  - c) Ensure that the premises will be used for the operation of a Nursery School and the related business and social activities during the lease period.
  - d) Provide janitorial and cleaning services, and maintain the interior of the demised premises in a neat and clean condition to the satisfaction of the Town.
  - e) Ensure that the entrance and sidewalks are kept clear of snow.
  - f) Promptly notify the Town of any condition, natural or otherwise, that has or may seriously damage the premises or amenities.
  - g) Permit the Town at all reasonable times to enter and review the state of repair of the premises and amenities used by the Nursery School and the Nursery School's operations.
  - h) Comply with all Provincial, Federal and Municipal legislation and regulations including, without limiting the foregoing, ensuring that the premises and the Nursery School's activities within the amenities are in compliance with the Public Health Act. A copy shall be supplied to the Town of Rimbey.
  - i) Pay any costs or expenses incurred in or make any repairs or replace any parts of the facility damaged or destroyed by the Nursery School or person using or occupying the facility with the express or implied consent of the Nursery School.
  - j) Refrain from constructing or permitting to be constructed any structure or other thing that is, in the opinion of the Town, a permanent improvement unless the Town provides approval in writing to the Nursery School. Any such structure or other thing that is erected shall comply with all relevant Municipal, Provincial and Federal

legislation.

- k) Insure and maintain insurance satisfactory to the Town, including general public liability insurance against claims for personal injury, death or property damage occurring on, in or about or to the Facility, such insurance to afford protection initially to be not less than \$2,000,000 in respect of bodily injury or death of one person and not less than \$2,000,000 in respect of one occurrence and not less than \$2,000,000 for property damage. A copy shall be supplied to the Town of Rimbey.
- l) Indemnify and save harmless the Town against all liabilities, damages, claims or expenses arising out of any act or neglect of the Nursery School or its servants, employees, agents, invitees or licensees in or about the demised premises, or arising out of any breach, violation or non-performance by the Nursery School of any of the provisions of this lease, including liabilities, injuries or damage to the persons or property of the Nursery School's servants, employees, agents, invitees or licensees.
- m) Indemnify and save harmless the Town of and from any and all damages caused to the demised premises resulting from the negligence of the Nursery School or the failure of the Nursery School to properly and adequately supervise the demised premises.

#### **CAPITAL IMPROVEMENTS**

- 7. Capital improvements made to the premises must be approved by the Town.

#### **TERMINATION**

- 8. The parties have the right to terminate this Agreement upon giving the other thirty (30) days written notice.

#### **NOTICE**

- 9. Notice shall be served by registered mail addressed or personally delivered to:

a) The Town: Chief Administrative Officer  
Town of Rimbey  
Box 350  
Rimbey, AB  
T0C 2J0

b) The Nursery School: Rimbey Nursery School  
Box 778  
Rimbey, AB  
T0C 2J0

10. Any notice served pursuant to this Agreement shall be deemed to have been received seven (7) days after mailing or in the case of personal delivery, on the date delivered to the party receiving the notice.

Default of any of the terms by either party will be considered a breach of this contract and will render the contract null and void.

This agreement can be amended upon mutual agreement.

Signed this 17 day of December, 2019 at Rimbey, Alberta.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals the day and year first above written.

**THE TOWN OF RIMBEY**

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

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

**THE RIMBEY NURSERY SCHOOL**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Treasurer

***SCHEDULE A***

The Rimbey Nursery School shall have controlled access to the following amenities of the Rimbey Community Centre:

- Community Centre Lobby
- Community Centre Main Washrooms

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Rimbey Christian School Annual Fundraiser  
**Item For:** ☒ Public Information   -or-   ☐ Closed Session

**BACKGROUND:**

On April 14, 2025 at the Committee of the Whole Meeting Council discussed the Rimbey Christian School request for a contribution towards the Annual Fundraising Auction. The following motion was made:

Motion 032/2025 COW

Moved by Councillor Rondeel to bring forward the request to donate Rimbey Christian School's Annual Fundraiser to the next Regular Meeting on April 28, 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 discuss the request for a donation to the Rimbey Christian School's Annual Fundraiser.

**ATTACHMENTS:**

[Rimbey Christian School - Auction Canvas Letter & Form](#)

|                     |   |                                      |
|---------------------|---|--------------------------------------|
| <b>PREPARED BY:</b> | Craig Douglas, Chief Administrative Officer | <u>April 24, 2025</u><br><b>Date</b> |
|---------------------|---|--------------------------------------|

|                     |  |                                      |
|---------------------|--|--------------------------------------|
| <b>ENDORSED BY:</b> | <br>Craig Douglas, Chief Administrative Officer | <u>April 24, 2025</u><br><b>Date</b> |
|---------------------|--|--------------------------------------|





**Rimbey Christian School**

Box 90 • Rimbey, Alberta T0C 2J0  
Phone 403-843-4790 • Fax 403-843-3904  
office@rimbeychristianschool.com

***Equipping Students for God's Kingdom***

March 4, 2025

Dear Business Owner:

Each year the Rimbey Christian School holds a fundraising auction to help meet our operational costs for the current school year. Would you be interested in donating to this year's fundraising auction? Any donation is greatly appreciated. If you choose to donate, the name of your business will be displayed at the school, and either on the online platform or with the silent auction item, it will also be printed in a thank you ad in the Rimbey Review.

This year we are splitting the auction into two separate parts. We will have an online auction (April 25<sup>th</sup> - May 1<sup>st</sup>), followed by a silent auction & complimentary supper (May 2<sup>nd</sup>).

**VJV Auction Services Ltd. has generously offered to host the online auction for us this year. The online auction will open for bidding on Friday, April 25th and will soft close the evening of Thursday, May 1<sup>st</sup> beginning at 7:00 pm.**  
[www.vjvauction.com](http://www.vjvauction.com)

**The Silent Auction and complimentary supper will be on Friday May 2<sup>nd</sup> at the Rimbey Christian School gym (4522-54<sup>th</sup> Ave Rimbey, AB). Doors will open at 5:30 pm, supper will be at 6pm.**

We would like to invite you to participate in the online auction and attend our silent auction & complimentary supper.

**If you choose to donate an item(s) to our auction this year, please fill out the attached form and return it with the donated item(s). To be included in the advertising all donations need to be picked up or dropped off at the school by Thursday April 9<sup>th</sup>.**

If you have any questions, or would like your item picked up, please call Michael at 403-358-9415

Sincerely,  
Rimbey Christian School Fundraising Committee



**RIMBEY CHRISTIAN SCHOOL**  
Phone 403-843-4790 \* Fax 403-843-3904  
office@rimbeychristianschool.com

***Equipping Students for God's Kingdom***

**R.C.S FUNDRAISING AUCTION  
Donation Form**

**Online Fundraising Auction April 25<sup>th</sup> – May 1<sup>st</sup>, 2025  
Silent Auction May 2<sup>nd</sup>, 2025**

Thank you for contributing to our Auction.  
Please complete this form and return with your donation.

**Donor Name:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Mailing Address:**

\_\_\_\_\_

**Phone:**\_\_\_\_\_

\_\_\_\_\_

**Email:**

\_\_\_\_\_

**Donating:**

\_\_\_\_\_

**Please provide an approximate retail value:** \_\_\_\_\_

**We appreciate your support. Thank you!**

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Blindman Handivan Society  
**Item For:** ☒ Public Information    -or-    ☐ Closed Session

**BACKGROUND:**

On April 14, 2025 at the Committee of the Whole meeting Council discussed the letter from Blindman Handivan Society requesting a donation from the town to purchase a new van. The following motion was made:

Motion 033/2025 COW  
Moved by Councillor Clark to bring the forward the request from the Blindman Handivan Society for a new van, to the next Regular Council Meeting on April 28, 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 donate to the Blindman Handivan Society for a new van.

**ATTACHMENTS:**

[Blindman Handivan Letter 2](#)

|                     |   |                                      |
|---------------------|---|--------------------------------------|
| <b>PREPARED BY:</b> | Craig Douglas, Chief Administrative Officer | <u>April 24, 2025</u><br><b>Date</b> |
|---------------------|---|--------------------------------------|

|                     |  |                                      |
|---------------------|--|--------------------------------------|
| <b>ENDORSED BY:</b> | <br>Craig Douglas, Chief Administrative Officer | <u>April 24, 2025</u><br><b>Date</b> |
|---------------------|--|--------------------------------------|

Blindman Handivan Society

Box 982

Rimbey, Alberta

T0C 2J0

April 1/2025

To Whom It May Concern;

We had a board meeting last night and have realized that we have a problem to address.

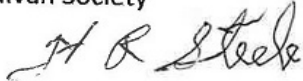
We would like to thank you for the \$15,000 donation you have already given us to help pay for the in-town driver to operate the handivan. The problem we have though is the ramp for wheelchairs on the van no longer works and cannot be repaired. Because of this happening we are now looking to purchase a new van for the town. We were wondering if you could donate \$5,000 in funds to make it the \$20,000 that we have received in the past few years as we were really depending on that amount this year. This would help us to be able to purchase a replacement in town van.

It would be greatly appreciated as the town van does transport a lot of wheelchair clients. It would be detrimental to the town to no longer be able to offer this service.

Thankyou in advance for looking into this matter

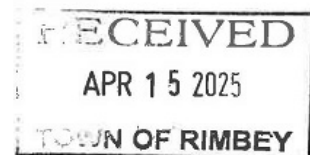
Sincerely

Handivan Society



President

Howard Steele



Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** The Royal Canadian Legion - Veteran Memorial Banner Project & Rename 48 Street  
**Item For:** ☒ Public Information    -or-    ☐ Closed Session

**BACKGROUND:**

At the Committee of the Whole meeting held on April 14, 2025, Council discussed the presentation from Christine Fernie with the Royal Canadian Legion and made the following motion:

Motion 029/2025 COW

Moved by Councillor Johnstone to bring forward the discussion of The Royal Canadian Legion - Veteran Memorial Banner Project and the request to rename 48th Street to the next Regular Council meeting on April 28, 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 from The Royal Canadian Legion to install veteran memorial banners annually with the assistance from public works and to rename 48th Street.

**ATTACHMENTS:**

- [Legion - Veteran Memorial Banner Project Redacted](#)
- [Email with Pictures - Les Johnson President of Royal Canadian Legion Redacted](#)
- [Legion - Renaming of 48 Street to Veterans Way Redacted](#)

|   |                                      |
|---|--------------------------------------|
| <b>PREPARED BY:</b> Craig Douglas, Chief Administrative Officer | <u>April 24, 2025</u><br><b>Date</b> |
|---|--------------------------------------|

**ENDORSED BY:**

A handwritten signature in blue ink, appearing to read "Craig Douglas", followed by a large, stylized flourish or checkmark.

Craig Douglas, Chief Administrative  
Officer

April 24, 2025

**Date**



The Royal Canadian Legion  
Rimbey Branch No. 36  
PO Box 508, Rimbey, AB T0C 2J0

March 28, 2025

Craig Douglas, CAO  
Town of Rimbey  
PO Box 350, Rimbey, AB, T0C 2J0

**Subject: Veteran Memorial Banner Project**

Dear Craig,

In 2026, the Rimbey Legion will celebrate its 100<sup>th</sup> anniversary. As part of our branch's centennial celebrations we want to offer community members the opportunity to honour their veterans by purchasing and displaying **Veteran Memorial Banners**.

On behalf of The Royal Canadian Legion Rimbey Branch No. 36, I am writing to request the support of the Public Works department and the Town of Rimbey in putting up annually Veteran memorial banners on or before the 2nd last Friday in October and taking them down in November anytime after Remembrance Day when the Town of Rimbey puts up its Christmas decorations.

The banners would be displayed for approximately a month every year to remind us of the sacrifices that have been made by veterans and their family members.

We are hoping that the Town will be able to support this project by allowing the public works department to put the banners up and take them down. Banners will be ordered in batches of 15 minimum to 20 maximum. We are hoping to order 1 batch in 2025 to work out any glitches and will order a second batch of banners in 2026.

We have designed a banner hanger prototype that is compatible with the Town's current Christmas decoration brackets so they should easily slide into the existing Christmas decoration hanging hardware on the poles around town.

The Legion will assume the responsibility of cleaning, maintaining and storing the banners. Legion volunteers will avail themselves on the date the Public Works Department chooses to put the banners up and take the banners down. Christine would be willing to give the Town Council a brief 10 minute presentation of the project if desired.

Please feel free to contact Christine Fernie, the Veteran Memorial Banner Committee Chair at your earliest convenience to discuss this project further. Her cell phone number is [REDACTED] and her email is [REDACTED]. You may contact her directly.

Thank you for your time and consideration in this matter. At Rimbey Legion Branch No. 36, we are dedicated to honoring and supporting veterans, promoting remembrance, and serving our community. Your support for this project would make a meaningful impact, and we would greatly appreciate your consideration. We look forward to your response and the opportunity to collaborate.

Sincerely,



Shane Kreil  
President

On behalf of The Royal Canadian Legion Rimbey Branch No. 36



**lesbj@telusplanet.net**

---

**From:**

**Sent:**

March 26, 2025 4:10 PM

**To:**

**Cc:**

**Subject:**

**Attachments:**

IMG\_1607.jpg; Untitled attachment 00004.txt; IMG\_1609.jpg; Untitled attachment 00007.txt

Dear Legion Comrades of the Centennial Team

Yesterday we installed the first porotype of the Rimbey Legion Veteran Banner and Frame on a light pole at my farm.

This was done to order to observe how the banner and frame can handle the wind and other environmental issues for a month or so.

We will take it down for a day to take the frame to Red Deer to get a cost for "powder coating" the frame.

The frame was made locally in Rimbey and is designed to be able to tighten the banner downwards and can also be tighten top and bottom on the lefthand side of the frame to the tighten the banner sideways using a mechanical screw system. In an addition there are four (4) grommets on each corner for zip ties.

The banner frame was designed to be mounted directly on the current Town of Rimbey's Christmas decorations on their light pole support bracket.

It is easy to remove the banner from the frame.

Please feel free to come to my farm to have a look at this porotype and for you to make suggestions and comments for improvements etc.

This will be discussed at the next Centennial Meeting at 19:00 Monday, 31 March 2025.

Thanks, and Regards

Les.

Les Johnson, C.E.T.

Rimbey, Alberta











The Royal Canadian Legion  
Rimbey Branch No. 36  
PO Box 508, Rimbey, AB T0C 2J0

March 28, 2025

Craig Douglas, CAO  
Town of Rimbey  
PO Box 350, Rimbey, AB, T0C 2J0

**Subject: Renaming 48th Street to VETERANS WAY**

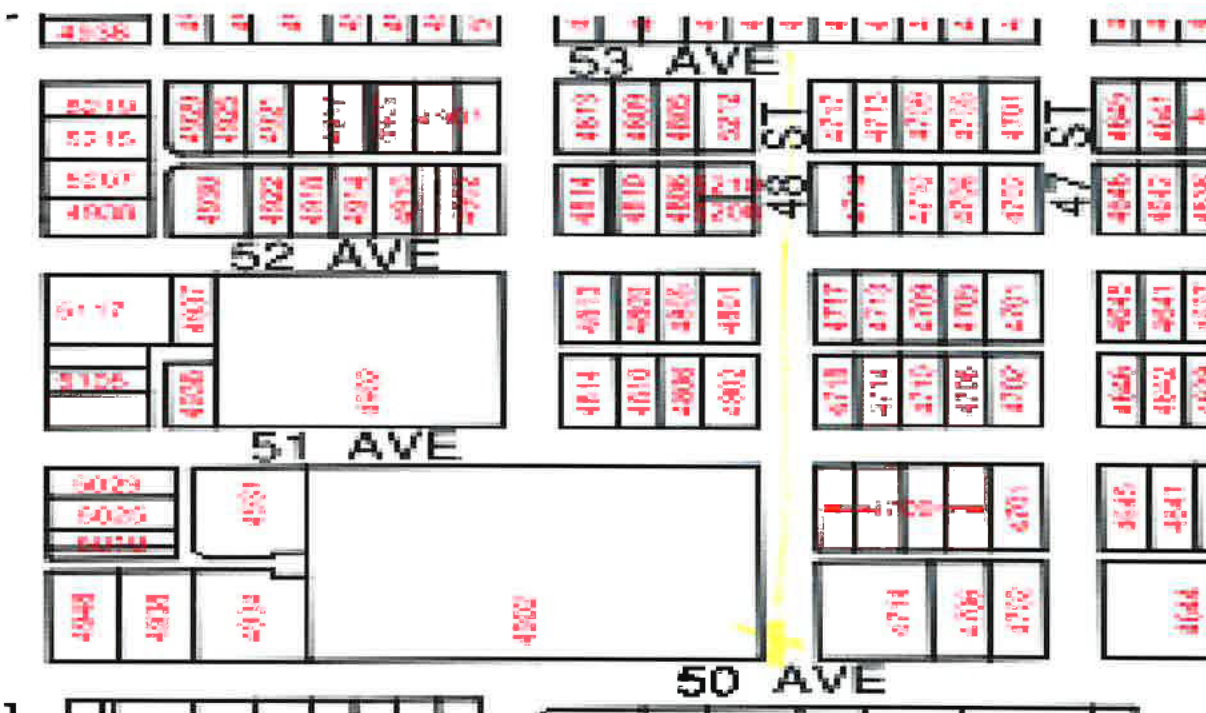
Dear Craig,

On 27 December 2026, the Rimbey Legion will celebrate its 100<sup>th</sup> anniversary. As part of The Rimbey Legion Branch's centennial celebrations we want to acknowledge our veterans by asking the Town of Rimbey to rename the 3 blocks of 48th Street between 50th & 53rd Avenue to "**VETERANS WAY**".

The Rimbey Legion also requests that in 2026, a new **VETERANS WAY** street sign be put up at the corner where 48th Street intersects 50th Avenue. 48th street is of interest to the Legion because it passes in front of the S.E. corner of the cemetery which is where the Veterans **Field Of Honour** is located.

Early in 2026, I would ask to meet with the mayor or the Rimbey Town Council to determine the best date and time to unveil and celebrate this event. The Legion would like to propose a few dates to consider for the unveiling of the new street name, should it occur. The Legion has considered two dates which are:

- a) In the fall of 2026 at the same time as the unveiling of the new Cenotaph, or
- b) the street name change could be announced by the mayor at the Remembrance Day service.



If you have any questions or need further information, please feel free to contact Lance Hannesson at [REDACTED] or by email at [REDACTED]

Thank you for your time and consideration in this matter. At Rimbey Branch No. 36, we are dedicated to honoring and supporting veterans, promoting remembrance, and serving our community. Your support for this project would make a meaningful impact, and we would greatly appreciate your consideration. We look forward to your response and the opportunity to collaborate.

Sincerely,

Shane Kreil  
President

On behalf of The Royal Canadian Legion Rimbey Branch No. 36

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** National Nursing Week 2025 Declaration  
**Item For:** ☒ Public Information    -or-    ☐ Closed Session

**BACKGROUND:**

At the Committee of the Whole meeting held on April 14, 2025, Council discussed the request from the Alberta Association of Nurses to declare May 12 to 18, 2025, as Nursing Week in Alberta. Council made the following motion:

Motion 036/2025 COW

Moved by Councillor Clark to discuss the request to declare May 12-18, 2025, National Nursing Week in Rimbey, and bring forward to the next Regular Council meeting held on April 28, 2025.

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

CARRIED

**RECOMMENDATION:**

Administration recommends Council discuss the request to declare May 12-18, 2025, National Nursing Week in Rimbey.

**ATTACHMENTS:**

[Email Request - National Nurses Week Declaration](#)  
[Nursing Week 2025 Declaration](#)

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**

**ENDORSED BY:**

Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**

**From:** [Terri Shaul](#)  
**Subject:** Let's Celebrate Nurses!  
**Date:** Tuesday, April 1, 2025 9:27:11 AM  
**Attachments:** [Nursing Week 2025 Declaration.pdf](#)

---

Good day – I hope this email finds you well. As we approach National Nurses Week, which will be celebrated from May 12 to May 18, 2025, I am writing to encourage Alberta communities to recognize and honor the invaluable contributions of nurses in our province.

Nurses are the backbone of our healthcare system, providing compassionate care, support, and expertise to patients and their families. Their dedication and hard work often go unrecognized, yet they continue to serve with unwavering commitment, especially during challenging times.

National Nurses Week is an opportunity for us to express our gratitude and appreciation for the nurses who work tirelessly to ensure our well-being. I urge you to join me in celebrating their efforts by:

1. Organizing a community event such as an appreciation lunch, award ceremonies, or public acknowledgments to honor the nurses in your area.
2. Sharing stories and messages by encouraging community members to share their positive experiences with nurses on social media or through local media outlets.
3. Provide support by offering resources and support to local nursing staff, things like wellness programs, professional development opportunities, or simply a heartfelt thank-you.

By coming together to recognize the vital role of nurses, we show our appreciation for their dedication and inspire others to pursue this noble profession. Let us make National Nurses Week a memorable and meaningful celebration for all the nurses in our communities.

Thank you for your time and ongoing support.

Sincerely,

**Terri Shaul** (she/hers)  
Operations Director  
403-998-7229  
Web: [albertanursing.ca](http://albertanursing.ca)







# DECLARATION

---

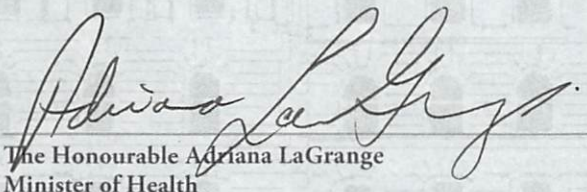
**WHEREAS:** Nurses play an integral role in the delivery of high quality care to Albertans;

**AND WHEREAS:** The annual Nursing Week provides an opportunity to celebrate the numerous contributions that nurses make, and will continue to make, to the health care system;

**AND WHEREAS:** The Government of Alberta recognizes the Alberta Association of Nurses' important mission to enhance, promote and advocate on behalf of nurses and the nursing profession;

**AND WHEREAS:** Alberta's government commends the important work of nurses in the province.

**THEREFORE: THE HONOURABLE ADRIANA LAGRANGE IS PROUD TO DECLARE MAY 12 TO 18, 2025 AS NURSING WEEK IN ALBERTA.**



The Honourable Adriana LaGrange  
Minister of Health



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Department Reports  
**Item For:** ☒ Public Information -or- ☐ Closed Session

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

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

April 24, 2025  
**Date**

*Gray*

April 24, 2025  
**Date**

April 28, 2025  
**CAO Report**



**HIGHLIGHTS**

**MEETINGS**

- OH&S Webinar - March 25
- EMS MFR meeting - March 26
- Meeting with RCMP Sgt.- March 26
- AB Munis Towns West meeting - April 2
- Provincial Priorities Act Webinar - April 3
- Public Hearing Seminar - April 7
- Digital Dashboard seminar - April 10
- Municipal Grants overview webinar - April 11
- Legislative Compliance checks webinar - April 15
- Attracting workers to Rimbey presentation - April 15
- Bill 50 webinar - April 15
- Health and Safety Seminar - April 23
- Analysis of Bill 50 - April 24

**ADMINISTRATIVE**

- Orientation with new Director of Community Services - April 1, 2025

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

April 28, 2025

## Director of Finance Report



### ATTACHMENTS

[Payables Listing Feb.14 - Mar. 17, 2025](#)

[Payables Listing Mar.18 - April 23, 2025](#)

**PREPARED BY:** Wanda Stoddart, Director of Finance

Council Board Report

Council Agenda Report 8.1.3



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

**Date Range:** 14-Feb-2025 to 17-Mar-2025  
**Sequence by:** Cheque/EFT#  
**Fund No. Masked:** Yes

| Supplier Name                              | Chq./EFT# | Chq./EFT Date | Purpose   | Amount Allocated to Fund |
|--|-----------|---------------|---|--------------------------|
| 556436 Alberta Ltd.                        | 51015     | 27-Feb-2025   | Central Sharpening - sharpen ice knives - arena     | 228.90                   |
| ALBERTA DAIRY CONGRESS                     | 51016     | 27-Feb-2025   | Alberta Dairy Congress - Motion 019/2025 - 38th     | 500.00                   |
| Alberta Elevating Devices &                | 51017     | 27-Feb-2025   | Alberta Elevating Devices - inpection fee - CC      | 270.90                   |
| Anderson's Service                         | 51018     | 27-Feb-2025   | Anderson Service - supplies                         | 94.50                    |
| Canadian Pacific Railway Company           | 51019     | 27-Feb-2025   | CP Railway - Hoadley crossing - Feb.2025            | 365.50                   |
| Expert Security Solutions                  | 51020     | 27-Feb-2025   | Expert Security Solution - Well #13 - install keypa | 367.50                   |
| Grumpy Pies Catering Company               | 51021     | 27-Feb-2025   | Grumpy Pies Catering Company - budget mtg lun       | 252.00                   |
| Hach Sales & Services Canada Ltd.          | 51022     | 27-Feb-2025   | Hach - supplies - PW                                | 3,091.83                 |
| John Deere Financial Inc.                  | 51023     | 27-Feb-2025   | John Deere Financial - Brandt inv - parts           | 148.38                   |
| LINDE CANADA INC.                          | 51024     | 27-Feb-2025   | Linde Canada - cylinder rent                        | 50.98                    |
| Municipal Property Consultants (2009) Ltd. | 51025     | 27-Feb-2025   | Municipal Property Consultants - March 2025 fee:    | 3,711.40                 |
| ORNAMENTAL BRONZE LIMITED                  | 51026     | 27-Feb-2025   | Ornamental Bronze - columbarium plaque - Fenw       | 299.25                   |
| Ponoka County                              | 51027     | 27-Feb-2025   | Ponoka County - maps                                | 130.00                   |
| Python Contracting                         | 51028     | 27-Feb-2025   | Python Contracting - refund - compliance certifica  | 100.00                   |
| Red Deer Overdoor                          | 51029     | 27-Feb-2025   | Red Deer OVERdoor - RCMP - garage door repa         | 2,336.10                 |
| RMA Insurance Ltd.                         | 51030     | 27-Feb-2025   | RMA Insurance - FCSS - veh ins- 2014 Chev           | 1,191.71                 |
| Staples Professional                       | 51031     | 27-Feb-2025   | Staples Professional - supplies - WS                | 545.20                   |
| Stationery Stories & Sounds (2005)         | 51032     | 27-Feb-2025   | Stationery Stories Sounds - supplies                | 815.06                   |
| TAXervice                                  | 51033     | 27-Feb-2025   | TAXervice - fees - #24800                           | 294.00                   |
| UniFirst Corporation                       | 51034     | 27-Feb-2025   | UniFirst - coveralls/supplies                       | 178.00                   |
| AMSC Insurance Services Ltd.               | 51035     | 05-Mar-2025   | AMSC Insurance - Mayor/Council - March 2025         | 47.53                    |
| Black Press Group Ltd.                     | 51036     | 05-Mar-2025   | Black Press Media - Feb. 2025 ads                   | 1,110.16                 |
| CENTRAL LABS                               | 51037     | 05-Mar-2025   | Central Labs - north/south lagoons                  | 1,410.53                 |
| DOUGLAS,CRAIG                              | 51038     | 05-Mar-2025   | C.Douglas - expenses - ICF meeting - Ponoka         | 110.00                   |
| Empringham Disposal Corp.                  | 51039     | 05-Mar-2025   | Empringham Disposal - Feb. 2025 fees                | 11,471.25                |
| Environmental 360 Solutions (Alberta) Ltd  | 51040     | 05-Mar-2025   | E360 - RCMP - bin dump/rent                         | 951.34                   |
| Evergreen Co-operative Association         | 51041     | 05-Mar-2025   | Co-op - fuel - PW                                   | 5,146.03                 |
| Expert Security Solutions                  | 51042     | 05-Mar-2025   | Expert Security Solutions - annual monitoring - PI  | 623.07                   |
| FISHER,ZOBEIDA                             | 51043     | 05-Mar-2025   | Z.Fisher - Mindfulness - yoga classes - Feb. 2025   | 130.00                   |
| GREGG DISTRIBUTORS LP                      | 51044     | 05-Mar-2025   | Gregg Distributors - supplies                       | 230.20                   |
| Imperial Esso Service (1971)               | 51045     | 05-Mar-2025   | Esso - propane - arena                              | 306.00                   |
| Longhurst Consulting                       | 51046     | 05-Mar-2025   | Longhurst - March 2025 - monthly fees               | 4,002.04                 |
| Missing Link Internet                      | 51047     | 05-Mar-2025   | Missing Link Internet - CC - March 2025             | 173.24                   |
| Rimbey Home Hardware                       | 51048     | 05-Mar-2025   | Home Hardware - supplies                            | 74.05                    |
| Rimbey Janitorial Supplies                 | 51049     | 05-Mar-2025   | Rimbey Janitorial - supplies                        | 894.08                   |
| Stationery Stories & Sounds (2005)         | 51050     | 05-Mar-2025   | Stationery Stories Sounds - envelopes               | 2,373.00                 |
| Town Of Rimbey                             | 51051     | 05-Mar-2025   | Town of Rimbey - utilities - Feb.2025               | 1,288.90                 |
| UniFirst Corporation                       | 51052     | 05-Mar-2025   | UniFirst - coveralls/supplies                       | 91.68                    |
| Vicinia Planning & Engagement Inc.         | 51053     | 05-Mar-2025   | Vicinia - Feb. 2025 fees                            | 2,021.25                 |
| Wolseley Industrial Canada INC             | 51054     | 05-Mar-2025   | Wolseley - CR to inv#983200                         | 568.58                   |
| ABSA                                       | 51055     | 17-Mar-2025   | ABSA - 2025 annual fee - CC                         | 133.75                   |
| Accu-Flo Meter Service Ltd.                | 51056     | 17-Mar-2025   | Accu-Flo - water meters (20)                        | 14,295.75                |
| AMSC Insurance Services Ltd.               | 51057     | 17-Mar-2025   | AMSC Insurance - volunteer premiums                 | 250.00                   |
| Animal Control Services                    | 51058     | 17-Mar-2025   | Animal Control - Feb. 2025 fees                     | 2,089.50                 |
| Beatty Heritage House Society              | 51059     | 17-Mar-2025   | Beatty Heritage House Society - 2025 grant          | 4,250.00                 |
| Blindman Handivan Society                  | 51060     | 17-Mar-2025   | Blindman Hanidvan Society - 2025 Budget             | 15,000.00                |
| Blindman Valley Lions Club                 | 51061     | 17-Mar-2025   | Blindman Valley Lions Club - 2024 Budget            | 238.10                   |
| Cimco Refrigeration                        | 51062     | 17-Mar-2025   | Cimco - repairs - arena                             | 532.59                   |
| CORNERSTONE PILATES STUDIO                 | 51063     | 17-Mar-2025   | Cornerstone Pilates - Feb. 2025 classes             | 375.00                   |
| Day,Terry                                  | 51064     | 17-Mar-2025   | Terry Day - cardlock refund                         | 25.00                    |
| DILIGENT CANADA                            | 51065     | 17-Mar-2025   | Diligent - (ICompass) annual fee                    | 4,375.73                 |
| Eadie,Rolanda                              | 51066     | 17-Mar-2025   | Roland Eadie - cardlock refund                      | 25.00                    |
| EURO TRENDS                                | 51067     | 17-Mar-2025   | Euro Trends - BYAS - repairs to blinds              | 861.00                   |
| Hi-Way 9 Express Ltd.                      | 51068     | 17-Mar-2025   | Hi-Way 9 - freight - Industrial Machine             | 70.62                    |
| Industrial Machine Inc.                    | 51069     | 17-Mar-2025   | Industrial Machine - parts - unit #52               | 250.82                   |
| LINDE CANADA INC.                          | 51070     | 17-Mar-2025   | Linde Canada - PW - cylinder rent                   | 43.92                    |
| LMC LEANNE CROSS                           | 51071     | 17-Mar-2025   | LMC - Feb. 2025 - fitness classes                   | 100.00                   |
| Longhurst Consulting                       | 51072     | 17-Mar-2025   | Longhurst Consulting - Project 678 - Curling Bons   | 7,041.30                 |



# Council Board Report

Council Agenda Report 8.1.3



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

**Date Range:** 14-Feb-2025 to 17-Mar-2025  
**Sequence by:** Cheque/EFT#  
**Fund No. Masked:** Yes

| Supplier Name                              | Chq./EFT#  | Chq./EFT Date | Purpose  | Amount Allocated to Fund |
|--|------------|---------------|--|--------------------------|
| MLA Benefits Inc.                          | 51073      | 17-Mar-2025   | MLA Benefits - Mar.2025 - Mayor/Council - HSA -  | 1,533.55                 |
| Nikirk Bros. Contracting Ltd.              | 51074      | 17-Mar-2025   | Nikirk Contracting - snow removal - CC           | 606.38                   |
| Outlaw Electric Ltd.                       | 51075      | 17-Mar-2025   | Outlaw Electric - repairs - water reservoir      | 472.50                   |
| Red Deer River Watershed Alliance          | 51076      | 17-Mar-2025   | Red Deer Watershed Alliance - 2025 Budget        | 1,284.00                 |
| RETZLAFF,DEBBIE                            | 51077      | 17-Mar-2025   | Debbie Retzlaff - cardlock refund                | 25.00                    |
| RIMBEY EXHIBITION & RODEO ASSOCIATION      | 51078      | 17-Mar-2025   | Rimbey Exhibition & Rodeo Association - 2025 Bt  | 2,000.00                 |
| Rimbey Express                             | 51079      | 17-Mar-2025   | Rimbey Express - freight - PW                    | 170.00                   |
| Rimbey Family & Community Support Services | 51080      | 17-Mar-2025   | Rimbey Family & Community Support Services -     | 24,874.00                |
| Rimbey Historical Society                  | 51081      | 17-Mar-2025   | Rimbey Historical Society - 2025 Budget          | 30,000.00                |
| Rimbey Implements Ltd.                     | 51082      | 17-Mar-2025   | Rimbey Implements - parts - road sander          | 85.64                    |
| RMA Insurance Ltd.                         | 51083      | 17-Mar-2025   | RMA Insurance - Art Club                         | 89.61                    |
| SKJONSBURG,JESSICA                         | 51084      | 17-Mar-2025   | Jessica Skjonsberg - BYAS - cleaning - Feb.2025  | 350.00                   |
| Staples Professional                       | 51085      | 17-Mar-2025   | Staples Professional - supplies                  | 11.01                    |
| Superior Safety Codes Inc.                 | 51086      | 17-Mar-2025   | Superior Safety Codes - closed permits - January | 271.53                   |
| Tagish Engineering Ltd.                    | 51087      | 17-Mar-2025   | Tagish Engineering - 2025 General Engineering    | 20,600.88                |
| UniFirst Corporation                       | 51088      | 17-Mar-2025   | UniFirst - coveralls/supplies                    | 86.32                    |
| VEILLEUX,BRANDON                           | 51089      | 17-Mar-2025   | Brandon Veilleux - cardlock refund               | 25.00                    |
| BENEFITS BY DESIGN (BBD)                   | 00220-0001 | 27-Feb-2025   | BBD - March 2025                                 | 13,506.65                |
| Canada Revenue Agency                      | 00220-0002 | 27-Feb-2025   | CRA - deductions (Feb.09-22/25) biweekly payrol  | 19,476.48                |
| INNOV8 DIGITAL SOLUTIONS INC.              | 00220-0003 | 27-Feb-2025   | Innov8 - copies - Feb.2025                       | 386.07                   |
| LAPP                                       | 00220-0004 | 27-Feb-2025   | LAPP - FCSS (Feb.10-23/25) PP #5 2025            | 11,321.00                |
| MYHSA                                      | 00220-0005 | 27-Feb-2025   | myHSA - Feb.12/25                                | 687.09                   |
| Telus Communications Inc.                  | 00220-0006 | 27-Feb-2025   | Telus - Beatty - Feb.10/25                       | 2,154.29                 |
| MYHSA                                      | 00221-0001 | 05-Mar-2025   | myHSA - Feb.28/25                                | 943.02                   |
| Waste Management                           | 00221-0002 | 05-Mar-2025   | Waste Management - Feb. 2025 fees                | 3,467.17                 |
| Alberta Education                          | 00222-0001 | 17-Mar-2025   | Alberta Education - 1st quarter req - 2025       | 230,849.34               |
| ALBERTA MUNICIPAL SERVICES CORPORATION     | 00222-0002 | 17-Mar-2025   | Alberta Municipal Services - gas/power - Feb.202 | 57,567.23                |
| Canada Revenue Agency                      | 00222-0003 | 17-Mar-2025   | CRA - deductions (Feb.23-Mar.08/25) biweekly p   | 20,591.62                |
| Eastlink                                   | 00222-0004 | 17-Mar-2025   | Eastlink - cable - fitness centre - Mar.2025     | 110.46                   |
| LAPP                                       | 00222-0005 | 17-Mar-2025   | LAPP - Buyback - Employer portion                | 10,851.37                |
| MYHSA                                      | 00222-0006 | 17-Mar-2025   | myHSA - March 07, 2025                           | 141.22                   |
| Servus Credit Union - Mastercard           | 00222-0007 | 17-Mar-2025   | Servus M/C - combined statement - Feb.28/25      | 2,966.26                 |
| Telus Mobility Inc.                        | 00222-0008 | 17-Mar-2025   | Telus Mobility - Mar.06/25                       | 325.05                   |
| Telus Communications Inc.                  | 00222-0009 | 17-Mar-2025   | Telus - Beatty - Mar.10/25                       | 2,154.22                 |
| Workers' Compensation Board - Alberta      | 00222-0010 | 17-Mar-2025   | WCB - issue date: Mar.06/25                      | 6,715.50                 |
| <b>Total:</b>                              |            |               |  | <b>564,651.68</b>        |

# Council Board Report

Financial Report 8.1.3



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

**Date Range:** 18-Mar-2025 to 23-Apr-2025  
**Sequence by:** Cheque/EFT#  
**Fund No. Masked:** Yes

| Supplier Name                              | Chq./EFT# | Chq./EFT Date | Purpose   | Amount Allocated to Fund |
|--|-----------|---------------|---|--------------------------|
| Capital H2O Systems Inc.                   | 51090     | 18-Mar-2025   | Capital H2O Systems - service/repairs               | 1,115.10                 |
| Central Alberta Raceways                   | 51091     | 18-Mar-2025   | Central Alberta Raceways - 2024 Budget - Comm       | 238.10                   |
| Pilgrim,Faith                              | 51092     | 18-Mar-2025   | Faith Pilgrim - RhPAP - St. Patrick's Day goodies   | 167.75                   |
| UniFirst Corporation                       | 51093     | 18-Mar-2025   | UniFirst - coveralls/supplies                       | 91.68                    |
| Alberta Water & Wastewater Operators Assoc | 51094     | 26-Mar-2025   | AWWOA - annual membership - D.Chretien              | 60.00                    |
| ANDREW COOPER INCORPORATED                 | 51095     | 26-Mar-2025   | Andrew Cooper Incorporated (Fitness Mechanics       | 1,439.71                 |
| Buist Motor Products Ltd.                  | 51096     | 26-Mar-2025   | Buist Motor Products - oil change - 202 Chev Silv   | 125.24                   |
| Canadian Pacific Railway Company           | 51097     | 26-Mar-2025   | Canadian Pacific Railway - March 2025               | 365.50                   |
| Clark,Wayne                                | 51098     | 26-Mar-2025   | W.Clark - RhPAP - expenses                          | 100.00                   |
| GOVERNMENT OF ALBERTA                      | 51099     | 26-Mar-2025   | Gov't of AB - Prov. Policing Agreement              | 136,382.00               |
| Kinsmen Club of Rimbey                     | 51100     | 26-Mar-2025   | Kinsmen Club of Rimbey - 2024 Budget - Comm         | 238.10                   |
| KRIEGER,DAN                                | 51101     | 26-Mar-2025   | Dan Krieger - cardlock refund                       | 25.00                    |
| MICHAELCHUK,MARICA                         | 51102     | 26-Mar-2025   | Marica Michaelchuk - facility deposit refund        | 120.00                   |
| Municipal Property Consultants (2009) Ltd. | 51103     | 26-Mar-2025   | Municipal Property Consultants - April 2025 Fees    | 6,109.91                 |
| NAPA Auto Parts - Rimbey                   | 51104     | 26-Mar-2025   | Napa - supplies - Well #13                          | 8.91                     |
| Nikirk Bros. Contracting Ltd.              | 51105     | 26-Mar-2025   | Nikirk - snow removal - CC (March)                  | 519.75                   |
| Parkland Regional Library                  | 51106     | 26-Mar-2025   | Parkland Regional Library - 2nd quarter requisitio  | 6,360.56                 |
| PitneyWorks                                | 51107     | 26-Mar-2025   | Pitney Works - postage refill                       | 6,300.00                 |
| Rimbey Lions Club                          | 51108     | 26-Mar-2025   | Rimbey Lions Club- Pancake Breakfast - 2024 Bu      | 238.10                   |
| Rimbey TV & Electronics 1998               | 51109     | 26-Mar-2025   | Rimbey TV & Electronics - supplies                  | 47.25                    |
| Rimoka Housing Foundation                  | 51110     | 26-Mar-2025   | Rimoka Housing Foundation - 2025 Requisition        | 29,920.00                |
| SKJONSBURG,JESSICA                         | 51111     | 26-Mar-2025   | Jessica Skjonsberg - BYAS - cleaning - March 20     | 350.00                   |
| Staples Professional                       | 51112     | 26-Mar-2025   | Staples Professional -office supplies               | 297.53                   |
| Town of Rimbey Library Board               | 51113     | 26-Mar-2025   | Town of Rimbey Library Board - 2nd quarter appr     | 28,506.91                |
| UniFirst Corporation                       | 51114     | 26-Mar-2025   | UniFirst - coveralls/supplies                       | 106.47                   |
| Wolseley Industrial Canada INC             | 51115     | 26-Mar-2025   | Wolseley - PW - supplies                            | 1,226.40                 |
| Brandt Tractor Ltd                         | 51116     | 01-Apr-2025   | Brandt Tractor Ltd. - 2024 JD 320P Backhoe purc     | 195,888.00               |
| ALDRICH,MIA                                | 51117     | 03-Apr-2025   | Mia Aldrich - cardlock refund                       | 25.00                    |
| AMSC Insurance Services Ltd.               | 51118     | 03-Apr-2025   | AMSC Insurance - Mayor/Council - April              | 49.91                    |
| Black Press Group Ltd.                     | 51119     | 03-Apr-2025   | Black Press Media - March 2025 ads                  | 540.17                   |
| CAZABON,NICOLE                             | 51120     | 03-Apr-2025   | Nicole Cazabon - cardlock refund                    | 25.00                    |
| Centerline Auto Service                    | 51121     | 03-Apr-2025   | Centerline Auto Service - PW - Unit #12 - repairs   | 237.71                   |
| CENTRAL LABS                               | 51122     | 03-Apr-2025   | Central Labs - north/south lagoons - March 2025     | 1,410.53                 |
| County Cast-A-Waste Inc.                   | 51123     | 03-Apr-2025   | County Cast-A-Waste - April 2025 (BYAS) - bin re    | 71.40                    |
| Empringham Disposal Corp.                  | 51124     | 03-Apr-2025   | Empringham Disposal - March 2025 - fees             | 11,471.25                |
| Environmental 360 Solutions (Alberta) Ltd  | 51125     | 03-Apr-2025   | E360 - 4938-50 Ave - bin dumps                      | 1,122.04                 |
| Grundy,Tammy                               | 51126     | 03-Apr-2025   | Tammy Grundy - cardlock refund                      | 25.00                    |
| Imperial Esso Service (1971)               | 51127     | 03-Apr-2025   | Esso - propane - arena                              | 204.00                   |
| Longhurst Consulting                       | 51128     | 03-Apr-2025   | Longhurst - April 2025 - fees                       | 4,185.16                 |
| Missing Link Internet                      | 51129     | 03-Apr-2025   | Missing Link Internet - CC                          | 173.24                   |
| MOORE,NATALIE                              | 51130     | 03-Apr-2025   | Natalie Moore - cardlock refund                     | 25.00                    |
| NAPA Auto Parts - Rimbey                   | 51131     | 03-Apr-2025   | Napa - unit #8 - supplies                           | 443.55                   |
| NICKOLEFF,CORY                             | 51132     | 03-Apr-2025   | Cory Nickoleff - cardlock refund (x2)               | 50.00                    |
| Nikirk Bros. Contracting Ltd.              | 51133     | 03-Apr-2025   | Nikirk - snow removal - CC                          | 1,039.50                 |
| Pankiw,Rick                                | 51134     | 03-Apr-2025   | R.Pankiw - March 2025 - expenses                    | 100.80                   |
| Petty Cash                                 | 51135     | 03-Apr-2025   | Town of Rimbey - petty cash                         | 126.15                   |
| Recycling Council Of Alberta               | 51136     | 03-Apr-2025   | Recycling Council of Alberta - 2025 Membership      | 195.00                   |
| Rimbey Express                             | 51137     | 03-Apr-2025   | Rimbey Express - freight                            | 170.00                   |
| Rimbey Home Hardware                       | 51138     | 03-Apr-2025   | Home Hardware - arena - supplies                    | 25.74                    |
| Rimbey Janitorial Supplies                 | 51139     | 03-Apr-2025   | Rimbey Janitorial - Town/RCMP                       | 422.10                   |
| SANSOME,SAMANTHA                           | 51140     | 03-Apr-2025   | Samantha Sansome - cardlock refund                  | 25.00                    |
| Silver Star Septic Service                 | 51141     | 03-Apr-2025   | Silver Star Septic - clean outhouse at transfer sta | 63.00                    |
| Staples Professional                       | 51142     | 03-Apr-2025   | Staples Professional - office supplies              | 480.65                   |
| Stationery Stories & Sounds (2005)         | 51143     | 03-Apr-2025   | Stationery Stories Sounds - PW - south lagoon m     | 656.25                   |
| Superior Safety Codes Inc.                 | 51144     | 03-Apr-2025   | Superior Safety Codes - closed permits - Februar    | 596.04                   |
| Town Of Rimbey                             | 51145     | 03-Apr-2025   | Town of Rimbey - util - March 2025                  | 1,352.11                 |
| UniFirst Corporation                       | 51146     | 03-Apr-2025   | UniFirst - coveralls/supplies                       | 93.93                    |
| WEILER,MIKE                                | 51147     | 03-Apr-2025   | Mike Weiler - cardlock refund                       | 25.00                    |



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

**Date Range:** 18-Mar-2025 to 23-Apr-2025  
**Sequence by:** Cheque/EFT#  
**Fund No. Masked:** Yes

| Supplier Name                                  | Chq./EFT#  | Chq./EFT Date | Purpose   | Amount Allocated to Fund |
|--|------------|---------------|---|--------------------------|
| Wolseley Industrial Canada INC                 | 51148      | 03-Apr-2025   | Wolseley - supplies - arena/curling rink          | 1,336.01                 |
| ALBERTA ASSOCIATION OF RECREATION FACILITY PE  | 51149      | 09-Apr-2025   | AARFP - membership - 2025 -B.Engerdahl            | 110.25                   |
| Alberta NWT Command                            | 51150      | 09-Apr-2025   | Alberta-NWT Command The Royal Canadian Leg        | 345.00                   |
| Animal Control Services                        | 51151      | 09-Apr-2025   | Animal Control - March 2025 fees                  | 2,535.75                 |
| CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRA   | 51152      | 09-Apr-2025   | CAMA - Canadian Assoc. of Municipal Administr     | 336.00                   |
| CAZABON,COLETTE                                | 51153      | 09-Apr-2025   | Colette Cazabon - refund - painting class         | 40.00                    |
| Clark,Wayne                                    | 51154      | 09-Apr-2025   | Wayne Clark - March 2025 expenses                 | 231.84                   |
| Evergreen Co-operative Association             | 51156      | 09-Apr-2025   | Co-op - supplies                                  | 1,793.20                 |
| Expert Security Solutions                      | 51157      | 09-Apr-2025   | Expert Security Solutions - pool - Apr.-June 2025 | 147.73                   |
| FISHER,ZOBEIDA                                 | 51158      | 09-Apr-2025   | Z.Fisher - Mindfulness - March 2025 classes       | 230.00                   |
| Kansas Ridge Mechanical Ltd.                   | 51159      | 09-Apr-2025   | Kansas Ridge Mechanical - Library - service call  | 115.50                   |
| KELLY,BRIAN                                    | 51160      | 09-Apr-2025   | Brian Kelly - cardlock refund                     | 25.00                    |
| KENNEY,JANE                                    | 51161      | 09-Apr-2025   | Jane Kenney - cardlock refund request             | 25.00                    |
| KOTECHA,ARTIBEN                                | 51162      | 09-Apr-2025   | Artiben Kotecha - cardlock refund                 | 25.00                    |
| Lacombe Signmasters Ltd.                       | 51163      | 09-Apr-2025   | Lacomber Signmasters Ltd - signs                  | 265.29                   |
| LEDIEU,ANNA                                    | 51164      | 09-Apr-2025   | Anna Ledieu - refund - painting class             | 40.00                    |
| LMC LEANNE CROSS                               | 51165      | 09-Apr-2025   | LMC - Leanne Cross - March 2025 fitness classe    | 250.00                   |
| MLA Benefits Inc.                              | 51166      | 09-Apr-2025   | MLA Benefits - Apr.2025 - Mayor/Council - HSA -   | 1,533.55                 |
| Rimbey Fas Gas Division of 1662899 Alberta Ltd | 51167      | 09-Apr-2025   | Rimbey Fas Gas - propane - PW - 2 tiger torch ta  | 91.46                    |
| Rimbey Lions Club                              | 51168      | 09-Apr-2025   | Rimbey Lions Club - Steak BBQ - June 6, 2025      | 780.00                   |
| UniFirst Corporation                           | 51169      | 09-Apr-2025   | UniFirst - coveralls/supplies                     | 88.62                    |
| Vicinia Planning & Engagement Inc.             | 51170      | 09-Apr-2025   | Vicinia - March 2025 fees                         | 1,905.75                 |
| Anderson's Service                             | 51171      | 23-Apr-2025   | Anderson Service - trim line - PW                 | 363.30                   |
| CANADA MORTGAGE AND HOUSI                      | 51172      | 23-Apr-2025   | Refund on PT Account 000 - 14790                  | 1,119.27                 |
| CHRISTIANSEN,LINDA                             | 51173      | 23-Apr-2025   | Linda Christiansen - facility deposit refund      | 375.00                   |
| CORNERSTONE PILATES STUDIO                     | 51174      | 23-Apr-2025   | Cornerstone Pilates - March 2025 Pilates session  | 450.00                   |
| LINDE CANADA INC.                              | 51175      | 23-Apr-2025   | Linde Canada - cylinder rent                      | 43.92                    |
| LOR-AL SPRINGS LTD.                            | 51176      | 23-Apr-2025   | Lor-Al Springs - water                            | 36.60                    |
| Municipal Property Consultants (2009) Ltd.     | 51177      | 23-Apr-2025   | Municipal Property Consultants - May 2025 fees    | 3,711.40                 |
| NAPA Auto Parts - Rimbey                       | 51178      | 23-Apr-2025   | Napa - supplies                                   | 34.69                    |
| Parkland Community Planning Services           | 51179      | 23-Apr-2025   | SDAB - annual service fee - 2025                  | 504.00                   |
| Pitney Bowes                                   | 51180      | 23-Apr-2025   | Pitney Bowes - Mar - May 2025 lease               | 182.04                   |
| Ponoka County                                  | 51181      | 23-Apr-2025   | Ponoka County - tippage fees - Jan-Mar/25         | 3,218.00                 |
| Rimbey Community Home Help Services            | 51182      | 23-Apr-2025   | Rimbey Community Home Help Services - 2025 f      | 89,739.27                |
| Rimbey Implements Ltd.                         | 51183      | 23-Apr-2025   | Rimbey Implements - unit #6 - supplies            | 286.84                   |
| Sanitec  | 51184      | 23-Apr-2025   | Sanitec - supplies                                | 308.14                   |
| Staples Professional                           | 51185      | 23-Apr-2025   | Staples Professional - office supplies            | 363.28                   |
| Tagish Engineering Ltd.                        | 51186      | 23-Apr-2025   | Tagish - RB148 - 2025 Road Improvements           | 22,097.69                |
| Towle,Jeanette                                 | 51187      | 23-Apr-2025   | J.Towle - expenses - Administrative Day           | 118.82                   |
| UniFirst Corporation                           | 51188      | 23-Apr-2025   | UniFirst - coveralls/supplies                     | 93.93                    |
| Wolseley Industrial Canada INC                 | 51189      | 23-Apr-2025   | Wolseley - PW - bleach                            | 1,250.81                 |
| Servus Credit Union Ltd.                       | 00223-0001 | 18-Mar-2025   | Servus - Debenture # 46 - Pool                    | 63,865.35                |
| BENEFITS BY DESIGN (BBD)                       | 00224-0001 | 26-Mar-2025   | BBD - April 2025                                  | 13,173.81                |
| Canada Revenue Agency                          | 00224-0002 | 26-Mar-2025   | CRA - deductions (Mar.09-22/25) biweekly payrol   | 19,543.95                |
| INNOV8 DIGITAL SOLUTIONS INC.                  | 00224-0003 | 26-Mar-2025   | Innov8 - copies - Mar.2025                        | 681.66                   |
| LAPP   | 00224-0004 | 26-Mar-2025   | LAPP - Town (Mar.9-22/25) PP #7 2025              | 8,666.84                 |
| MYHSA  | 00224-0005 | 26-Mar-2025   | myHSA - March 21, 2025                            | 13.65                    |
| LAPP   | 00225-0001 | 03-Apr-2025   | LAPP - FCSS (Mar.10-23/25) PP #7 2025             | 549.24                   |
| Servus Credit Union - Mastercard               | 00225-0002 | 03-Apr-2025   | Servus M/C - combined statement - Mar.31/25       | 2,581.38                 |
| Waste Management                               | 00225-0003 | 03-Apr-2025   | Waste Management - March 20025 fees               | 4,233.37                 |
| ALBERTA MUNICIPAL SERVICES CORPORATION         | 00226-0001 | 09-Apr-2025   | Alberta Municipal Services - gas/power-Mar.2025   | 50,764.62                |
| Canada Revenue Agency                          | 00226-0002 | 09-Apr-2025   | CRA - deductions (Mar.23-Apr.05/25) biweekly pa   | 21,307.05                |
| LAPP   | 00226-0003 | 09-Apr-2025   | LAPP - FCSS (Mar.24-Apr.06/25) PP #8 2025         | 9,216.08                 |
| Servus Credit Union Ltd.                       | 00226-0004 | 09-Apr-2025   | Servus - CMHC Debenture - water reservoir - fina  | 137,693.81               |
| Canada Revenue Agency                          | 00227-0001 | 23-Apr-2025   | CRA - deductions (Apr.06-19/25) biweekly payroll  | 20,967.37                |
| Eastlink                                       | 00227-0002 | 23-Apr-2025   | Eastlink - cable - fitness centre - Apr.2025      | 110.46                   |
| LAPP   | 00227-0003 | 23-Apr-2025   | LAPP - Town (Apr.6-19/25) PP #9 2025              | 10,088.78                |
| Meridian OneCap Credit Corp                    | 00227-0004 | 23-Apr-2025   | Meridian OneCap - copier lease (May-July 2025)    | 1,801.80                 |



**Council Board Report**  
Council Agenda Report 8.1.3

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

**Date Range:** 18-Mar-2025 to 23-Apr-2025  
**Sequence by:** Cheque/EFT#  
**Fund No. Masked:** Yes

| Supplier Name                         | Chq./EFT#  | Chq./EFT Date | Purpose                     | Amount Allocated to Fund |
|---------------------------------------|------------|---------------|-----------------------------|--------------------------|
| MYHSA                                 | 00227-0005 | 23-Apr-2025   | myHSA - April 16, 2025      | 798.46                   |
| Telus Mobility Inc.                   | 00227-0006 | 23-Apr-2025   | Telus Mobility - Apr.06/25  | 357.92                   |
| Telus Communications Inc.             | 00227-0007 | 23-Apr-2025   | Telus - Beatty - Apr.10/25  | 2,154.30                 |
| Workers' Compensation Board - Alberta | 00227-0008 | 23-Apr-2025   | WCB - issue date: Apr.06/25 | 3,357.75                 |
| <b>Total:</b>                         |            |               |                             | <b>950,253.80</b>        |

Town Council  
**REQUEST FOR DECISION**



**Meeting:** April 28, 2025  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Boards/Committee Reports  
**Item For:** ☒ Public Information -or- ☐ Closed Session

## BACKGROUND:

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

## RECOMMENDATION:

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

## ATTACHMENTS:

[Beatty Heritage House Society Minutes January 6th 2025](#)  
[Beatty Heritage House Society Minutes February 3rd, 2025](#)  
[RHHS Board Meeting Minutes March 02, 2025](#)  
[Beatty Heritage House Society Annual Meeting March 4 2024](#)

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**

**ENDORSED BY:**

*Gray*

Craig Douglas, Chief Administrative Officer

April 24, 2025  
**Date**

Beatty Heritage House Society Minutes

January 6th, 2025

The meeting was called to order at 10:00am by Interim Vice-Chairperson Teri Ormberg.

In attendance: Teri Ormberg Florence Stemo

Phayrene Altman

Ed Grumbach

Annette Boorman

Lana Curle (Town Councillor)

MINUTES of December 7th, 2024 Meeting read by Florence. Adopted as presented.

CORRESPONDENCE : None.

TREASURER'S REPORT: Balance of \$16,462.26 indicated in Treasurer's Report, which had been submitted by email.

OLD BUSINESS:

OUTDOOR ISSUES: Decision made to leave repair of out-of-service spotlight until frost is out of the ground.

Decision made to secure with screws, rubber non-slip mats on the steps at the front entrance. Member Mike Boorman will do the job.

IN-HOUSE REPAIR: Furnace serviced, but in need of repair. Problem is to be addressed.

HOME ROUTES: Concert scheduled for Feb. 7th - Andrina Tourenne. Phayrene will host the artist.

BHH - 100th BIRTHDAY - 2025:

Second Event: Discussion as to whether to consider the concert a Birthday Event, or to host a separate event in Feb. Decision to be made at Feb. meeting.

SUMMER EMPLOYEE POSITION: Jackie will place ads re the position with a view to early interviews.

NEW BUSINESS:

CHRISTMAS LIGHTS: Work Bee set for Tue., Jan. 21st at 1:00 pm.

COFFEE MAKER: The House commercial coffee maker is no longer working. Decision made to watch for a suitable used one before we replace it with a new one, as the cost would be in the \$400-\$500 range.

HOME ROUTES: Andrina Turenne Concert Feb. 7th. Phayrene will host the artist.

NEXT MEETING: Monday, February 3rd, 2025 at 9:45 am.

ADJOURNMENT: by Ed at 11:05.

Florence Stemo Secretary

Minutes Adopted - March 19th, 2025

Please note: Jan. Minutes - unavailable at Feb. Meeting - hence the late Adoption. FS.

Beatty Heritage House Society Minutes

February 3, 2025

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

In attendance: Teri Ormberg Florence Stemo

Phayrene Altman Ed Grumbach  
Annette Boorman Judy Larmour  
Lana Curle (Counsellor)

Evie Burns Member

MINUTES of January 6, 2025 Meeting unavailable. Apology by secretary. Minutes were recorded on Ipad which had been left at home.

CORRESPONDENCE : Phone call clarifying MNP's offer to sponsor our 2025 Rodeo Parade Day Barbecue. Decision by Consensus that we accept the offer.

TREASURER'S REPORT: Balance of \$14,302.79 indicated in Treasurer's Report, which had been submitted by email. Of Note: Insurance cost this year - \$2,305.14.

OLD BUSINESS:

IN-HOUSE REPAIRS: Thanks to Board Member Ed Grumbach for reasoning that the only problem with our coffee pot was the switch, and for replacing it.

GROUND'S: One string of lights high up on the Peace Tree is out. Lana will inquire as to possibility of assistance by the Town crew while the ground is frozen.

HOME ROUTES: January Concert - a Full House for Tim Isberg's concert  
Next concert scheduled for Feb. 7th - Andrina Tourenne. Phayrene will host the artist, and also the two performers set for a concert on March 8th. Florence will provide a vegetarian meal, as requested, upon their arrival at the Beatty House.

ECO TREE - Owner Shawn Moore's volunteer removal of two aged spruce from the grounds was a huge saving to us. As a token of the Board's appreciation for his act of kindness it was MOVED by Florence, seconded by Phayrene that we send him a gift of \$200. CARRIED.

BHH - 100th BIRTHDAY - 2025:

Plan for MONTHLY EVENTS - (a work in progress)

A concert of Ragtime Music (April or May)

A presentation (focusing on local history) designed for Grades 4-6 June?

PERIODIC ARTICLES FOR RIMBEY REVIEW -

Feb. - Introduction to the Beattys and their new home.

Mar. - The interior of their home.

SUMMER EMPLOYEE POSITION: Several applications received.

NEW BUSINESS:

EARTH DAY: 2025 Theme - Our Power Our People - to be planned.

ANNUAL MEETING: March - Wednesday, March 12th, 2025, 9:45 AM.

NEXT MEETING: March 12th, 2025 - following the Annual Meeting.

ADJOURNMENT: by Annette at 11:45 AM. Florence Stemo Secretary

Minutes Adopted: March 19th, 2025. FS

Florence Stemo Secretary

Minutes Adopted - , 2025



**Rimbey Community Home Help Services (RCHHS)  
BOARD MEETING MINUTES  
March 5, 2025 at 1:30 pm  
Rimbey Provincial Building**

PRESENT: **N. Hartford** Chair, **F. Pilgrim** Board Member, **J. Hanna** Board Member, **D. Noble** Vice-Chair, **J. Johnstone** Town Councillor/Board Member, **M. Griffith** Executive Director, **A. de Heer** Recording Secretary

REGRETS: **S. Bell** Board Member, **R. Schaff** Board Member, **N. Stefanyk** Board Member

**1. CALL TO ORDER**

The meeting was called to order by N. Hartford at 1:45 pm.

1.1. Approval of the Agenda with the following additions:

- 7.8. Learning Studio
- 7.9. WCB
- 8.2. Food Bank Conference

**25-03-01 MOTION** by D. Noble that the agenda be adopted with the above listed changes. **CARRIED.**

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

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

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

1.4. Minutes from February 5, 2025.

**2025-03-02 MOTION** by F. Pilgrim to accept the minutes from the February 5, 2025 meeting as presented. **CARRIED**

**2. STATISTICS AND REPORTS**

2.1. Monthly Program Reports

- 2.1.1. Director's Report
- 2.1.2. Office Report

2.2. Client Safety Reports (Quarterly)

2.3. Ponoka Youth Centre (Semi-Annually)

2.4. Catholic Social Services (Quarterly)

**2025-03-03 MOTION** by D. Noble to accept reports as information. **CARRIED.**

2.5. Monthly Program Stats

2.5.1. Rainbows is on hold due to the ED passing away. There is currently no training available.

2.5.2. Golf Cart & Tri-Shaw discussed.

2.5.3. A staff member will be trained to **run** compass.

2.6. AHS Contracted HC & Private HS Client Stats

2.7. AHS (HC) & Private (HS) Billing

2.8. AHS Client Totals & Hours

2.8.1. AHS CB Pilot discussed. Reporting has gotten better

2.9. Private (HS) Client Totals & Hours

2.10. Food Bank Stats

**25-03-04 MOTION** by D. Noble to accept statistics as information. **CARRIED.**

**3. FINANCE COMMITTEE UPDATES AND RECOMMENDATIONS**

3.1. Financial Coordinator Update

3.1.1. Refer to financial report

3.1.2. Discussed putting some money into reserves for IT and furniture

3.2. BDO Update

3.2.1. Refer to financial report

3.3. CV Pilot

3.3.1. It is coming along. AHS has been receptive to complaints.

3.4. External Grants

3.4.1. Discussion was held regarding timing of funds being released.

**25-03-04 MOTION** by D. Noble that external grants that are \$2000 and under will be paid by one cheque. Grants for special events will be paid by two cheques – One before the event, and the second after the event. **Seconded** by J. Johnstone. **CARRIED.**

**CHAIR PAUSED THE MEETING AT 2:27 PM, HAD TO LEAVE THE ROOM, MEETING RESUMED AT 2:32PM.**

**4. QUALITY IMPROVEMENT/RISK MANAGEMENT (QIRM) COMMITTEE**

Next meeting: March 24, 2025

**5. WORKPLACE HEALTH AND SAFETY COMMITTEE (WHS)**

Next meeting: March 24, 2025

**6. ADHOC COMMITTEES**

6.1. Special Events

6.1.1. ED reported on dates of special events

Volunteer Appreciation – May 1<sup>st</sup>

Seniors Fair – June 12<sup>th</sup>

Circus Camp – July 21 – 24

Block Party – July 24 @ 3 pm

Volunteer Income Tax started today. There are two drop in days and we are taking appointments.

6.2. Policy Committee

6.2.1. Updated board on policy review. Next meeting is March 20, 2025 at 4 pm.

**7. OLD BUSINESS**

7.1. ED review

7.1.1. It will be the same as last year plus a 360 survey to staff and community partners. D. Noble will help with the new evaluation.

7.2. Board retreat

7.2.1. Discussed ideas for training and activities.

7.3. Team Retreat

7.3.1. It will be one day, and the office will be closed. There will be someone on call for HCAs.

7.4. Staff Update

7.4.1. We are currently interviewing for the HCE, the other two jobs are posted.

7.5. The board was updated on the Bowl for kids event that is coming up on March 14, 2025.

7.6. An update was provided by the ED on the repairs being done to the ADS room. ADS is currently being held upstairs.

7.7. The ED updated the board on an exercise that was done with the office staff regarding professional communication.

7.8. There was discussion regarding sending staff to conferences and when approval is needed from the board.

7.9. The ED shared the Learning Studio report with the board.

7.10. The ED spoke regarding WCB requirements.

**8. NEW BUSINESS**

8.1. BYAS Building

8.1.1. ED update regarding the BYAS building purchase from the Town.

8.2. Food Bank Conference

8.2.1. The conference will be held in Red Deer on May 5, 6 & 7, 2025.

**25-03-05 MOTION** by J. Hanna to spend up to \$4000 to send staff, volunteers & board members to the Food Bank Conference to be held in Red Deer May 5 – 7, 2025. **CARRIED**

**9. TRANSPORTATION STEERING COMMITTEE**



9.1. Tabled to April 2, 2025

**10. GOVERNANCE PLANNING**

10.1. Tabled to April 2<sup>nd</sup>. J. Deal and Brenda S. will lead it.

**11. MEETING FINALIZATION**

11.1. Review actions to be taken

11.2. Updates to Board Calendar

11.3. Next meeting April 2, 2025

**12. ADJOURNMENT**

12.1. Meeting adjourned by N. Hartford at 3:45 pm.

DRAFT

Beatty Heritage House Society Annual Meeting

March 4, 2024

In the absence of Chairperson Audreyann Bresnahan, Teri Ormberg chaired the meeting with consensus of the Board Members.

Meeting was called to order by Teri at 7:25 pm.

In attendance: OFFICERS:

Florence Stemo  
Jackie Anderson

DIRECTORS:

Janet Herzog                      Teri Ormberg

MEMBERS:

Jamie Coston                      Katherine Renault  
Councillor Lana Curle      Mario Renault

GUESTS

Phayrene Altman              Deb Makofka

AGENDA: Accepted as presented.

MINUTES of previous Annual Meeting (March 14, 2023) read by Florence.  
Adopted as read.

CHAIRPERSON’S ANNUAL REPORT: Prepared by AudreyAnn. Presented by Teri Ormberg.

FINANCIAL REPORT: Reviewed prior to meeting by Donna Pecharsky. Presented by Treasurer. Year-end Balance is \$17,233.00. The significant drop in our Balance since last Annual Meeting is due to the fact that the BHH Society paid two-thirds of the cost of the painting of the exterior of the House in 2023. The remaining cost of \$5,053 was covered by a grant from the (Alberta) Heritage Preservation Partnership Program, for which we are extremely grateful. The Financial Report was Adopted by Jackie and seconded by Janet Herzog. CARRIED.

ELECTION OF EXECUTIVE:

|                   |                     |                |
|-------------------|---------------------|----------------|
| CHAIRPERSON:      | Audreyann Bresnahan | by Acclamation |
| VICE-CHAIRPERSON: | Janet Herzog        | by Acclamation |
| SECRETARY:        | Florence Stemo      | by Acclamation |
| TREASURER:        | Jackie Anderson     | by Acclamation |

DIRECTORS:                   Annette Boorman                   Judy Larmour  
                                  Ed Grumbach.                   Annelise Wettstein  
  by Acclamation

NEW DIRECTORS:   Councillor Lana Curle   Mario Renault  
                          Thanks to Lana and Mario for volunteering  
                          to sit as Directors.

BUDGET: Presented by Treasurer, Jackie Anderson. Moved for Adoption by Jackie; seconded by Jamie. CARRIED.

MEMBERSHIP FEE: MOVED by Florence, seconded by Jamie that the annual membership fee remain at \$10.00. CARRIED.

MEETING DATES: MOVED by Janet, seconded by Florence that meetings be held on the first Monday of each month unless it falls on a holiday. Alternate date to be chosen by consensus. CARRIED.

ADJOURNMENT: Teri adjourned the meeting at 8:00.

Florence Stemo - Secretary