



AGENDA

Town Council

October 27, 2025 - 3:00 PM

Town Administration Building - Council Chambers

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

Page

1. CALL TO ORDER ORGANIZATIONAL MEETING & RECORD OF ATTENDANCE

1.1 LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

3. GENERAL ITEMS

- | | | |
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| 3.1 | Committee of the Whole Meeting Dates and Times
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| 3.2 | Council Meeting Dates and Times
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4. APPOINTMENTS

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| 4.1 | Committee Board Appointments
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| 4.2 | Library Appointments
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| 4.3 | Library Council Member Appointment
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| 4.4 | Bylaw Committee - Town of Rimbey Members at Large Appointed by Council
Request for Decision - RFD-25-147 - Pdf | 11 |

- 4.5 RCHHS (formerly FCSS) - Town of Rimbey Members at Large
Appointed by Council
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5. ADJOURNMENT

Town Council
REQUEST FOR DECISION



Meeting: October 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Committee of the Whole Meeting Dates and Times
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Council has previously held the Committee of the Whole Meetings every second Monday of the month commencing at 3:00 pm. If the statutory holiday falls on a Monday, the meeting was scheduled on the following Wednesday. Committee of the Whole Meetings were not scheduled in the months of July and August.

RELEVANT POLICY/LEGISLATION:

988/22 Committee of the Whole Section 5 - Frequency of Meetings

RECOMMENDATION:

- 1. Administration recommends Council determine dates and times for their Committee of the Whole Meetings.
- 2. Administration recommends Council determine if they wish to schedule Committee of the Whole Meetings in the months of July and August.

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

Town Council
REQUEST FOR DECISION



Meeting: October 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Council Meeting Dates and Times
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Council has previously held Regular Council Meetings every fourth Monday of the month commencing at 3:00 pm. For the month of December Council held only one meeting on the second Monday of the month. The 4th Monday in January and February were scheduled for 1:00 pm to allow for the elementary schools to attend during school hours. In the months of July and August Council held only one meeting on the fourth Monday of each month.

RELEVANT POLICY/LEGISLATION:

MGA 192(1)
MGA 193 (1), (2), (3)

RECOMMENDATION:

1. Administration recommends Council determine dates and times for their Regular Council Meetings.
2. Administration recommends Council determine the dates and times for their Regular Council Meeting in July and August of 2026.
3. Administration recommends Council determine times for the second meeting of the month in January and February to allow for the elementary schools to attend the Council meeting during school hours.

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

ENDORSED BY:

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Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

Town Council
REQUEST FOR DECISION



Meeting: October 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Committee Board Appointments
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Council Members sit on various Committees and Boards throughout the community.

As per the Council Procedural Bylaw 1013/25, Part XXIV

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 organization 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. The Mayor shall act as ex-officio to all Committee/Board appointments and may attend any meetings.

RELEVANT POLICY/LEGISLATION:

Council Procedural Bylaw 1013/25, Part XXIV

RECOMMENDATION:

To review and accept the appointments of Mayor and Councillors to the Boards and Committees, as presented.

ATTACHMENTS:

[Committee-Boards 2025 - 2026](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

October 23, 2025
Date



Committee / Boards October 2025 – 2026 Schedule A

Committees / Boards	Mayor Pankiw	Councillor Curle	Councillor Grundy	Councillor Jaycox	Councillor Johnstone	CAO Craig Douglas	Finance Wanda Stoddart	Enforcement
Deputy Mayor								
Signing Authorities	X	X	X	X	X	X	X	
<i>Council Internal Committee Appointments</i>								
Bylaw Committee – As required					X	X		
Emergency Management Advisory Committee	X	X	X	X	X			
<i>Council Community Committee Appointments</i>								
Beatty Heritage House Society (1) (1 st Monday of the month at 7:30pm)			X					
Chamber of Commerce (1)	X							
Citizens on Patrol Society (1) (1 st Monday of month at 7pm Rimbey Alliance Church)				X				
Deputy Director of Emergency Management						X		
Director of Emergency Management						X		
Emergency Management Agency						X		
F.O.I.P. Coordinator						X		
FCSS Board (1) (4th Thursday each month at 10am- except Nov 21 and Dec TBD)					X			
Fire Commission (1) (meetings as required)	X							
Historical Society Board (1) (3 rd Wednesday of the month at 4pm)				X				

Committees / Boards	Mayor Pankiw	Councillor Curle	Councillor Grundy	Councillor Jaycox	Councillor Johnstone	CAO Craig Douglas	Finance Wanda Stoddart	Enforcement
Interagency Committee (2) (Thursdays of every month at 12 noon- Next meeting Nov 16 at the Rimbey Library)					X			
Intermunicipal Collaboration Framework/Intermunicipal Development Plan Committee (ICF/IDP) (meetings as required)	X							
Municipal Library Board (1)		X						
Neighborhood Place (1) (Thursdays of each month- next meeting Nov 23 at 5:15pm)			X					
Parkland Regional Library Board (1) (3 rd Thursday at 10am – 4 times per year)		X						
Physician Retention Committee (1) (Meetings as needed)			X					
Ponoka Regional Emergency Management Advisory Committee Meetings as required	X					X		
Rimoka Foundation Board (2) (3 rd Wednesday of the month at 10am)		X		X				

****Mayor ex officio to all Committees**

Members from the Town of Rimbey at large appointed by Council

BOARD	MEMBER AT LARGE	DATES
Family and Community Support Services	Faith Pilgrim	October 27, 2025 to October 27, 2026
Family and Community Support Services	Rod Schaff	October 27, 2025 to October 27, 2026
Family and Community Support Services	Natalie Stefanyk	October 27, 2025 to October 27, 2026
Family and Community Support Services	Mayor Pankiw	October 27, 2025 to October 27, 2026
Bylaw Committee	Rob Rondeel	October 27, 2025 to October 27, 2026
Bylaw Committee	Ellery Derksen	October 27, 2025 to October 27, 2026
Municipal Library Board		October 27, 2025 to October 27, 2026
Midtown Mayors and Central AB Mayors	Mayor Pankiw	October 27, 2025 to October 27, 2026



Meeting: October 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Library Appointments
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Administration received a letter from the Rimbey Municipal Library to reappoint Virginia Grinde and John Hull for another 3-year term, ending on October 31, 2028.

Mike Boorman and Marg Ramsey no longer wish to stay on the board, as of October 27, 2025.

RECOMMENDATION:

Administration recommends that Council reappoint Virginia Grinde and John Hull for another 3-year term, ending on October 31, 2028.

ATTACHMENTS:

Library Appointments

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 24, 2025
Date

ENDORSED BY:

Handwritten signature

Craig Douglas, Chief Administrative Officer

October 24, 2025
Date



TO: Rimbey Town Council

September 9, 2025

**RE:
Board Member Appointments**

Dear Council Members

On behalf of the Town of Rimbey Library Board I would like to request that you please renew the appointments of the following members:

Ginny Grinde
John Hull

Mike Boorman and Marg Ramsey have requested that their terms not be renewed.

A handwritten signature in blue ink, appearing to read "Jean Keetch", written in a cursive style.

JEAN KEETCH
Library Manager



Meeting: October 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Library Council Member Appointment
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Rimbey Library Board Members are appointed at the Organizational meeting in October. Councillor Wayne Clark's appointment ends October 2025. A newly appointed member is required with term ending October 31, 2026.

As per Municipal Affairs, a resolution is required along with first and last name, legal name of library board and length of term or expiry date.

RECOMMENDATION:

Administration recommends that Council appoint a new member to the Rimbey Municipal Library Board with term expiry date of October 31, 2026.

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

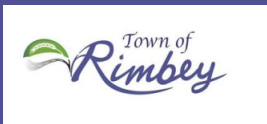
ENDORSED BY:

Gray

Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

Town Council
REQUEST FOR DECISION



Meeting: October 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Bylaw Committee - Town of Rimbey Members at Large Appointed by Council
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Bylaw 1010/24 Bylaw Committee allows up to three (3) members at large from the Town of Rimbey to be appointed to the Bylaw Committee annually at the Council Organizational Meeting.

DISCUSSION:

Administration contacted the two current bylaw committee members at large, Rob Rondeel and Ellery Derksen, and they have agreed to serve on the Bylaw Committee for another term ending on the next Organizational meeting of 2026.

RECOMMENDATION:

Administration recommends Council re-appoint Rob Rondeel and Ellery Derksen to the Bylaw Committee until the next Organizational Meeting in 2026.

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

ENDORSED BY:

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Craig Douglas, Chief Administrative Officer

October 23, 2025
Date



Meeting: October 27, 2025
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: RCHHS (formerly FCSS) - Town of Rimbey Members at Large Appointed by Council
Item For: ☒ Public Information -or- ☐ Closed Session

BACKGROUND:

Bylaw 668/97 which established the Rimbey Community Home Help Services Board (formerly FCSS) program has an agreement attached to it that requires three (3) members at large from the Town of Rimbey to be appointed by Town Council.

DISCUSSION:

Administration received correspondence on October 21, 2025, from Misty Griffiths, the Executive Director of (RCHHS) Rimbey Community Home Help Services Board who has indicated she has spoken to each of the current Town of Rimbey Members at Large serving on the RCHHS Board. Natalie Stefanyk, Rod Schaff, and Dave Bechard have indicated they are willing to stay on the Board for another year.

RECOMMENDATION:

Administration recommends Council appoint Natalie Stefanyk, Rod Schaff, and Dave Bechard to the Rimbey Community Home Help Services Board for the period of October 27, 2025, to the next Organizational Meeting in 2026.

PREPARED BY: Craig Douglas, Chief Administrative Officer

October 23, 2025
Date

ENDORSED BY:

Crang

Craig Douglas, Chief Administrative Officer

October 23, 2025
Date