



# AGENDA

## Town Council

Tuesday, June 22, 2021 - 5:00 PM  
Via Zoom Conference

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**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON TUESDAY, JUNE 22, 2021 AT 5:00 PM VIA ZOOM CONFERENCE.**

**LOGIN:**

<https://us02web.zoom.us/j/81027758822?pwd=Tm1ibngvZXdwOTFVa1BvZGNiZmZVZz09>

**Meeting ID: 810 2775 8822**

**Passcode: 193616**

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## **9. CORRESPONDENCE - NONE**

## **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 - RFD 11.1 FOIP SECTION 17(1) PERSONAL PRIVACY**

## **12. ADJOURNMENT**



REQUEST FOR DECISION

<b>Council Agenda Item</b>	3.0
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Minutes
<b>For Public Agenda</b>	Public Information
<b>Attachments</b>	3.1 Minutes of Regular Council June 8, 2021
<b>Recommendation</b>	Motion by Council to accept the Minutes of the Regular Council Meeting of June 8, 2021, as presented.

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 14, 2021

Date

**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 14, 2021

Date



# MINUTES

## Town Council Meeting

Tuesday, June 8, 2021 - 5:00 PM  
Via Zoom Conference

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**1. CALL TO ORDER REGULAR COUNCIL MEETING & RECORD OF ATTENDANCE**  
Mayor Pankiw called the meeting to order at 5:00 PM with the following in attendance:

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson - Joined at 5:01 pm.  
Councillor Rondeel  
Chief Administrative Officer – Lori Hillis, CPA, CA  
Director of Finance – Wanda Stoddart  
Director of Public Works - Rick Schmidt  
Recording Secretary – Bonnie Rybak

Delegates:  
Jackie Stratton - District Chambers of Commerce  
Honorable Jason Nixon, MLA

Public: (0) members of the public

**2. AGENDA APPROVAL AND ADDITIONS**

Motion152/21

Moved by Councillor Coulthard to accept the Agenda for the June 8, 2021 Regular Council Meeting, as amended.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

**3. MINUTES**

3.1. Minutes of Regular Council May 25, 2021

Motion153/21

Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of May 25, 2021, as presented.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

**4. PUBLIC HEARINGS - NONE**

**5. DELEGATIONS**

5.1. Chamber of Commerce Funding Request

Motion154/21

Moved by Councillor Coulthard to bring back the funding request for the video collaboration with the Rimbey and District Chamber of Commerce to the next meeting to make a decision on what monies, if any, the Town will contribute.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

5.2 Honorable Jason Nixon, MLA

Motion155/21

Moved by Councillor Coulthard to accept the presentation by Honorable Jason Nixon, MLA, as information.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

**6. BYLAWS - NONE**

**7. NEW AND UNFINISHED BUSINESS**

7.1. 35th Avenue Upgrade

Motion156/21

Moved by Councillor Rondeel to approve the upgrade of 35th Avenue using SB90 with funding to come from Road Reserves.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

7.2. Vern Poffenroth Arena Concession Lease

Motion157/21

Moved by Councillor Rondeel to award the Vern Poffenroth Memorial Arena concession contract to Jolene Frew.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

7.3. Drowning Prevention Week

Motion158/21

Moved by Councillor Curle to proclaim July 18-24, 2021 as National Drowning Prevention Week in the Town of Rimbey.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

7.4. Municipal Election Agreement

Motion159/21

Moved by Councillor Payson to enter into an agreement with Wolf Creek School Division No. 72 to provide election services during the 2021 Municipal Election.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

Town Council  
June 8, 2021



7.5. Municipal Advanced Vote

Motion160/21

Moved by Councillor Curle to pass a motion to provide for advance voting in the Town of Rimbey for the 2021 Municipal Election, providing any advance votes must not be held within 24 hours of election day and the Returning Officer shall determine the dates, times and locations of the advance voting.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

**8. REPORTS**

**8.1. DEPARTMENT REPORTS**

8.1.1 Chief Administrative Officer Report

8.1.2 Director of Finance Report

Motion 161/2021

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

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

## 8.2. BOARDS/COMMITTEE REPORTS

### 8.2.1 Motion 162/2021

Moved by Councillor Curle to accept the April 15, 2021 FCSS Meeting Minutes, as information.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

## 9. CORRESPONDENCE

### 9.1. Motion163/21

Moved by Councillor Rondeel for Administration to write a letter of support for the RCMP to the government.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

### Motion164/21

Moved by Councillor Coulthard to accept the correspondence from Shannon Stubbs, MP; Dave Schebek from Improvement District No. 9, Banff National Park. and the letter from Craig Lukinuk, Reeve of Smoky Lake County, as information.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

Town Council  
June 8, 2021

**10. OPEN FORUM**

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

Motion165/21

Moved by Councillor Curle to open the closed session at 6:13 pm to discuss:11.1 FOIP Section 17(1) Personal Privacy –with Mayor Pankiw, Councillor Coulthard, Councillor Curle, Councillor Payson, Councillor Rondeel, Chief Administrative Officer Lori Hillis as Administrative Support, and Bonnie Rybak as Administrative Support.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion166/21

Moved by Councillor Coulthard to end the closed meeting at 6:18 pm.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion167/21

Moved by Councillor Rondeel to appoint Carrie Korpiniski and Jamie Coston to the Rimbey Municipal Library Board for a three year term, effective June 8, 2021.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED  
Town Council  
June 8, 2021

**12. ADJOURNMENT**

Motion168/21

Moved by Councillor Coulthard to adjourn the meeting.

Mayor Pankiw	In Favor
Councillor Coulthard	In Favor
Councillor Curle	In Favor
Councillor Payson	In Favor
Councillor Rondeel	In Favor

CARRIED

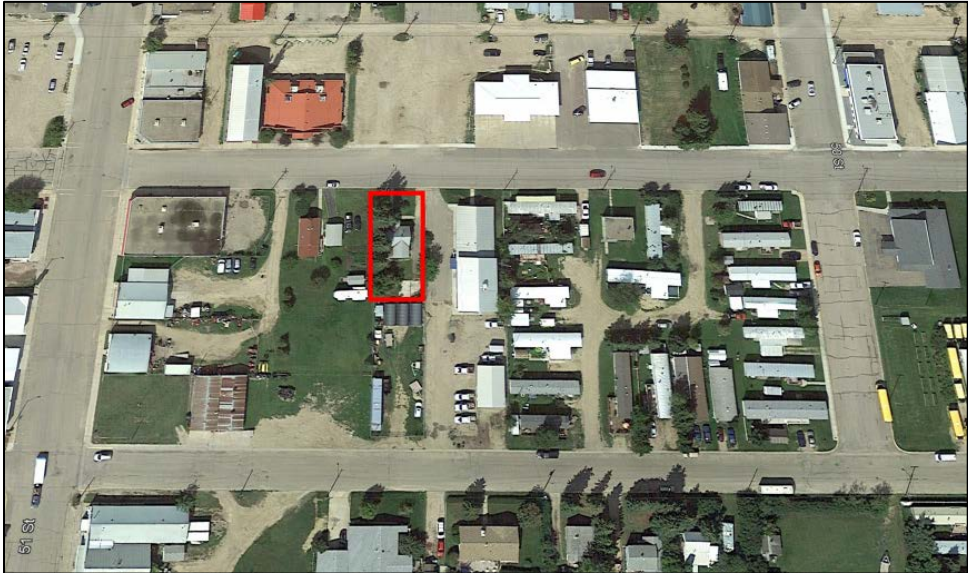
Time of Adjournment: 6:20 PM.

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Rick Pankiw, Mayor

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Lori Hillis, Chief Administrative Officer

<b>Council Agenda Item</b>	4.1
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Bylaw 982/21 Amendment to Land Use Bylaw 917/16
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>Bylaw 917/16, the Town of Rimbeey Land Use Bylaw was approved by Council on July 25, 2016.</p> <p>On May 11, 2021 Dennis Oelhaupl submitted a land use bylaw amendment application to redesignate Lot 6A, Block 1, Plan 782 3240 (5021 49 Avenue) from Central Commercial (C1) to Residential (R2). The owner of the property, Karen Magee, provided authorization for the application on May 12, 2021.</p> <p>The following image show the location of the property:</p>  <p>The following image shows a street view of the property. Please note that the garage has been removed from the property.</p>



The applicant indicates that the purchaser wants the property designated as residential as they plan to live in the home.

The Town has determined that there are no permits providing approval for the building to be used for primarily residential purposes.

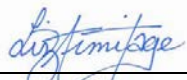

The property is currently zoned C1, as per Land Use Bylaw 917/16. Land Use Bylaw 917/16 does not allow ground level residential in the C1 district as either a permitted or discretionary use.

As per Land Use Bylaw 917/16, the property is surrounded by lands designated C1 on the north. The property to the south and east are C2. The property directly to the west is R2.

Should council approve the land use redesignation, effectively permitting residential in this location, the applicant will be responsible for applying for building permits to ensure the residential use has the appropriate building permits in place.

Council gave first reading to Bylaw 982/21 Amendment to Land Use Bylaw 917/16 on May 25, 2021. Council set the Public Hearing date of June 22, 2021 and directed administration to circulate notice of Bylaw 982/21 to relevant agencies and adjacent neighbours. Additionally, Council directed administration to advertise the public hearing in the Rimbey Review for 2 consecutive weeks prior to the Public Hearing.

The public hearing was advertised as follows:

	<ul style="list-style-type: none"> <li>• Notice was placed in the June 1, 2021 and June 8, 2021 editions of the Rimbey Review;</li> <li>• Notice was given to adjacent property owners by regular mail on May 27, 2021;</li> <li>• Notice was given to government agencies on May 27, 2021; and,</li> <li>• Notice of this public hearing was posted on the Town of Rimbey web site under important notices with a copy of the complete package available for public review, and on the front and back doors of the Town of Rimbey Administration Building and at the front counter.</li> </ul> <p>All written comments received from neighbours and/or government agencies are attached to this RFD. Written submission received after June 16, 2021 will be read aloud at the Public Hearing. The following comments were received:</p> <ul style="list-style-type: none"> <li>• June 12, 2021 – ATCO Pipelines &amp; Liquids Global Business Unit indicated that they have no objections.</li> <li>• June 13, 2021 – Alberta Transportation indicated they have no objections.</li> </ul>
<p><b>Attachments</b></p>	<ul style="list-style-type: none"> <li>• Bylaw 982/21 Amendment to Land Use Bylaw 917/16</li> <li>• Application</li> <li>• Circulation Comments</li> </ul>
<p><b>Recommendation</b></p>	<p>Upon closure of the Public Hearing:</p> <ol style="list-style-type: none"> <li>1. Pass second reading of Land Use Bylaw Redesignation – Bylaw 982/21.</li> <li>2. Pass third and final reading of Land Use Bylaw Redesignation – Bylaw 982/21.</li> </ol>
<p><b>Prepared By:</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">               _____              Elizabeth Armitage, MEdes, MCIP, RPP              Planning and Development Officer         </div> <div style="text-align: right;"> <u>June 17, 2021</u>              Date         </div> </div> <p><b>Endorsed By:</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">               _____              Lori Hillis, CPA, CA              Chief Administrative Officer         </div> <div style="text-align: right;"> <u>June 17, 2021</u>              Date         </div> </div>	



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 917/16.

WHEREAS

Part 6, Section 6.1(2), of the Town of Rimbey Land Use Bylaw 917/16 states that Council may initiate an amendment to the Land Use Bylaw,

NOW THEREFORE

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

**PART I - TITLE**

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

**PART II – REDESIGNATION**

- 1) Lot 6, Block 1, Plan 782 3240 will be redesignated from C1 to R2.
- 2) That the Land Use District Map of Bylaw No. 917/16 is hereby amended as per attached map in Schedule A.

**PART III - EFFECTIVE DATE**

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

READ a First Time in Council this 25 day of May 2021.

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

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

READ a Second Time in Council this \_\_\_\_ day of \_\_\_\_\_ 2021.

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

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

READ a Third Time and Finally Passed this \_\_\_\_ day of \_\_\_\_\_ 2021.

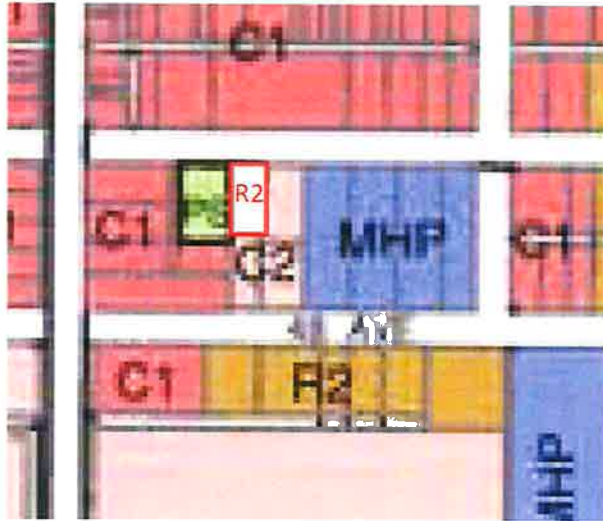
\_\_\_\_\_  
Mayor Rick Pankiw

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



**SCHEDULE A**

**Land Use Re-designation Map**





Town of Rimbey
Application for Land-Use Re-designation

# 17800

I / We hereby make application to amend the Land-Use Bylaw.

Applicant Dennis Delhaupt Eugene Krupnyk Telephone: [redacted]

Mailing Address: RR# 2, site 1, Box 7 Bluffton, TOC-OMD

Registered Owner's Name: Karen Magee

Telephone: [redacted]

Mailing Address: RR# 1, site 4, Box 1 Bentley, Alberta TOC-OJO

Legal Description: Lot: 6A Block: 1 Plan: 782 3240 Or Certificate of Title:

Amendment Proposed

From: C1 To: R1

Reasons for Support of Application For Amendment: Purchaser wants as residential plans to live in the home.

I/We enclose \$ 750.00 Being the application fee.

Date: May 11/21 Applicant: [Signature] Signature



Delivery Services, Transportation  
Central Region, Red Deer District  
4920 - 51 Street  
Red Deer, Alberta T4N 6K8

AT Reference No.: RSDP036225  
AT File Number: NW21-42-02-W5(DEV)  
Municipality File Number: Bylaw 982/21

June 13, 2021

Town of Rimbey  
Box 350  
Rimbey, AB T0C 2J0

Email: [generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)

Attention Town of Rimbey

**Subject: Referral for the items identified below within Rimbey (“Municipality”)**

Regarding application for the following rezoning:

Reference / File Number	Description	Location
RSDP036225-1	Land Use Re-designation Bylaw 982/21 Amendment to Land Use Bylaw 917/16 Oelhaupl	Highway 53 NW-21-42-2-5 Lot 6A Block 1 Plan 782 3240

Thank you for the referral for the proposed land and use re-designation of Lot 6A, Block 1, Plan 782 3240 from Commercial (C1) to Residential (R2).

Alberta Transportation would offer no objections in principle to the rezoning as the change of land use from C1 to R2 is a de-intensification of use.

If you have any questions about the application process or requirements, please contact the undersigned Development and Planning Technologist.

Signed:

Sandy Choi  
Dev and Planning Tech  
[sandy.choi@gov.ab.ca](mailto:sandy.choi@gov.ab.ca)

**Subject:** FW: 21-2031 Response - Land use re-designation  
**From:** "Karen" <[karen@rimbey.com](mailto:karen@rimbey.com)>  
**Sent:** 2021-06-14 8:03:52 AM  
**To:** "Liz" <[liz@rimbey.com](mailto:liz@rimbey.com)>;  
**Attachments:** 982 21 Affected Agency.docx

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**From:** Circulations, HP [mailto:[HP.Circulations@atco.com](mailto:HP.Circulations@atco.com)]  
**Sent:** Saturday, June 12, 2021 11:49 AM  
**To:** Karen  
**Subject:** 21-2031 Response - Land use re-designation

Good Morning,

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to [hp.circulations@atco.com](mailto:hp.circulations@atco.com).

Thank you,

**Maira Wright**

Sr. Land Administrative Coordinator | Land | Gas Transmission  
ATCO Pipelines & Liquids Global Business Unit

E: [Maira.wright@atco.com](mailto:Maira.wright@atco.com)

[ATCO.com](http://ATCO.com) [Facebook](#) [Twitter](#) [LinkedIn](#)



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**From:** Karen <[karen@rimbey.com](mailto:karen@rimbey.com)>  
**Sent:** Thursday, May 27, 2021 9:39 AM  
**To:** Solis-Jarek, Isabel <[Isabel.Solis@atco.com](mailto:Isabel.Solis@atco.com)>  
**Cc:** Circulations, HP <[HP.Circulations@atco.com](mailto:HP.Circulations@atco.com)>  
**Subject:** Land use re-designation

**\*\*Caution – This email is from an external source. If you are concerned about this message, please forward it to [spam@atco.com](mailto:spam@atco.com) for analysis.\*\***

Please see attached affected agency circulation letter regarding a land use re-designation in Rimbey.

Thank you

**Karen Dawn**  
**Town of Rimbey**  
[karen@rimbey.com](mailto:karen@rimbey.com)  
**403-843-2113**

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REQUEST FOR DECISION

<b>Council Agenda Item</b>	5.1
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Rimbey Municipal Library Expansion
<b>For Public Agenda</b>	Public Information
<b>Background</b>	On June 16, 2021 Administration received a letter with an update on the Library expansion.
<b>Attachments</b>	Letter from Rimbey Municipal Library
<b>Recommendation</b>	Administration recommends that Council accepts the presentation, as information.

Prepared By:

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

\_\_\_\_\_  
June 17, 2021  
Date

Endorsed By:

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

\_\_\_\_\_  
June 17, 2021  
Date



**June 16, 2021**

**To: Town of Rimbey**

**Re: Library Expansion Update**

**Attn: Mayor, Council and CAO Lori Hillis**

In early June the Board received pricing from Shunda to construct the Library expansion.

The price was substantially higher than we had expected, based on our construction estimates prepared over a year ago.

At that time, no one knew how the Covid pandemic would affect costs in various sectors. Many thought construction prices would actually be lower when we finally got through the pandemic.

Unfortunately for us, the construction industry is one that has continued to thrive over the last 15 months. We see that in lumber and steel costs, the construction labour market and heated housing costs.

The Library Board had hoped to start construction this spring with the fundraising we had in place. Unfortunately, we are now dependent on the CEFM Major Project grant application to be in a financial position to proceed. We will be applying for this matching funds grant by June 15 and results are not announced until mid-December 2021.

Mike Boorman and I met with Shunda on Friday June 4 to review the costs, our budget, and our possibilities. Shunda is extremely eager to work with us and offered several ideas and possible cost reductions. One large savings in early cash flow is to complete the building, but leave the two Library rooms at the drywall stage until the grant is received.

Shunda's trade quotes of will only hold for a few weeks. Building next spring will mean re-tendering.

Shunda's strong recommendation is that if we can find a way to start construction this season, it will almost certainly be less expensive. Their assessment is that the construction sector is well into a period of inflation, which means paying more for the same in the future.

...continued



At its meeting June 16th, the Board moved unanimously to ask Town Council on June 22 for approval to proceed with construction this season.

We are going to work hard on fundraising over the next two weeks. Also, we know of a few donors willing to take out demand notes to bridge finance some of our shortfall. Their risk rides on the success of the CFEP grant.

We will need a big team effort with the Library, the Community, and the Town to get us in the ground this summer, but we are optimistic it will move forward.

We look forward to finalizing our options and financing over the next few days and presenting them to Council on June 22nd.

Yours truly,

A handwritten signature in blue ink, appearing to read "John Hull", enclosed in a light blue rectangular box.

John Hull

cc: Rimbey Library Board



<b>Council Agenda Item</b>	6.1
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	961/20 Responsible Pet Ownership Bylaw
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>On June 10, 2021 the Bylaw Committee made the following motions:</p> <p><u>Motion 2021BC044</u></p> <p>Moved by Committee Member Allan Tarleton to accept Bylaw 961/20 Responsible Pet Ownership Bylaw as amended.</p> <p><u>In Favor</u> <span style="float: right;"><u>Opposed</u></span></p> <p>Chairperson Gayle Rondeel  Councillor Lana Curle  Deputy Chairperson Janet Carlson  Committee Member Connor Ibbotson  Committee Member Allan Tarleton</p> <p style="text-align: right;">CARRIED</p> <p><u>Motion 2021BC045</u></p> <p>Moved by Committee Member Connor Ibbotson to present the amended Bylaw 961/20 Responsible Pet Ownership Bylaw to Council at the next Council meeting on June 22, 2021 for review.</p> <p><u>In Favor</u> <span style="float: right;"><u>Opposed</u></span></p> <p>Chairperson Gayle Rondeel  Councillor Lana Curle  Deputy Chairperson Janet Carlson  Committee Member Connor Ibbotson  Committee Member Allan Tarleton</p> <p style="text-align: right;">CARRIED</p>
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Bylaw 961/20 Responsible Pet Ownership Bylaw – Amended June 9, 2021</li> <li>• Bylaw 961/20 Responsible Pet Ownership Bylaw</li> </ul>
<b>Recommendation</b>	Administration recommends that Council accept amended Bylaw 961/20 Pet Ownership Bylaw, as information.



REQUEST FOR DECISION

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 14, 2021

\_\_\_\_\_  
Date

**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 14, 2021

\_\_\_\_\_  
Date



# Town of Rimbey

## Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

**WHEREAS** A Council of a Municipality may, pursuant to the Municipal Government Act, Chapter M-26, R.S.A. 2000, pass bylaws for the purpose of regulating and controlling domestic animals and activities in relation to them and to provide for the imposition of a fine and or imprisonment due to contravention of said bylaw; and

**WHEREAS** The Council of the Town of Rimbey deems it necessary and expedient to pass a bylaw for the purpose of regulating and controlling dogs and cats within the corporate boundaries of the Town of Rimbey;

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF RIMBEY, DULY ASSEMBLED, ENACTS AS FOLLOWS:

### PART ONE- TITLE

1. The Bylaw shall be cited as the “Responsible Pet Ownership Bylaw”.

### PART TWO- DEFINITIONS

2. In this bylaw, unless the context otherwise requires, the word, term or expressions:

- a) “Altered” means neutered or spayed.
- b) “Animal” means dog or cat, aggressive dog or dangerous dog
- ~~c) “Animal Control Officer” means a person or firm engaged by the Town to administer and/or enforce the provisions of the bylaw.~~
- ~~e)d) “Animal License” means the numbered tag issued by the Town of Rimbey on an annual basis.~~
- ~~d)e) “Aggressive Dog” means any dog that:~~
  - i. has been designated an aggressive dog by an Animal Control Officer.
- ~~e)f) “Cat” means either a male or female animal of the feline family.~~
- ~~f) “Cat License” means the numbered tag issued by the Town of Rimbey on an annual basis.~~
- ~~g) “Contractor” means a person or firm engaged by the Town to perform Animal Control Services.~~
- ~~g)h) “Dangerous Dog” means:~~
  - i. A dog which has been made the subject of an order under the Dangerous Dog Act.
- ~~h)i) “Dog” means either a male or female animal of the canine family.~~
- ~~i) “Dog License” means the numbered tag issued by the Town of Rimbey on an annual basis.~~
- ~~j) “Exotic Animals” means an animal not indigenous to Canada and not commonly kept as a household pet in Canada.~~
- ~~k)j) “Former Owner” means the person at the time of impoundment who was the Owner of an Animal which has been subsequently sold or destroyed.~~
- ~~h)k) “Justice” has the meaning as defined in the Provincial Offences and Procedure Act, R.S.A 2000, c. P-34 and amendments thereto.~~
- ~~m)l) “Kennel” means any place, owned by a person, group of persons or corporation engaged in the business of breeding, buying, selling, or boarding more than three dogs and/or three cats.~~
- ~~n)m) “Leash” means a restraint that is less than two meters in length and made of material capable of restraining an animal on which it is being used.~~

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# Town of Rimbey

## Bylaw 961/20

### A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

- o)n) "Livestock" includes but is not limited to:
  - i. a horse, mule, ass, swine, emu, ostrich, camel, alpaca, sheep, or goat.
  - ii. domestically reared or kept deer, reindeer, moose, elk or bison.
  - iii. fur bearing animals including fox, coyote, wolf, weasels, or mink.
  - iv. animals of the bovine species.
  - v. animals of the avian species excluding chickens.
  - vi. Bees.
  - vii. all other animals normally kept for agriculture purposes.
- p)o) "Major Injury" means any physical injury to a domestic animal or person, caused by an animal that results in major bruising large puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.
- q)p) "Microchip" means a tiny transponder, about the size of a grain of rice, that can be implanted in your pet's skin by a veterinarian for a good back-up option for pet identification.
- r)q) "Minor Injury" means any physical injury to a domestic animal or person, caused by an animal that results in minor bruising, small puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.
- r)r) "Municipal Ticket" means a municipal ticket issued on behalf of the Town for a violation under this bylaw.
- s)s) "Muzzle" means a device of sufficient strength placed over an animals mouth to prevent it from biting.
- t)t) "Officer" includes an Animal Control Officer, a ~~B~~ylaw ~~E~~enforcement ~~O~~fficer, a Peace Officer, a Special Constable and a Member of the Royal Canadian Mounted Police.
- u)u) "Owner" includes any person, partnership, association or corporation:
  - i. owning, possessing, having charge of, or control over any animal.
  - ii. harboring any animal.
  - iii. suffering or permitting any animal to remain about his or her house or premises.
  - iv. any person to whom a License has been issued under this bylaw.

For the purpose of this Bylaw, an animal can have more than one Owner at the same time, any, or all, who may be charged with offences under this Bylaw.
- v)v) "Park or Parkland" means all recreational land areas owned or controlled by the town, lying within the Town boundaries, and whether improved or in whole or in part, or in its natural state: and includes all buildings or other improvements situated on these land areas.
- w)w) "Running at Large" shall mean any animal off the premises of the owner and not on a leash held by a person able to control the animal.
- x)x) "Tattoo" means a permanent means of identification with a series of letters and numbers.
- y)y) "Threatening Behavior" means behavior that creates a reasonable apprehension of a threat of harm and may include growling, lunging, snarling, charging, or chasing.
- z)z) ~~"Unaltered" means not neutered or spayed.~~

#### PART THREE- RESPONSIBILITY OF THE OWNER

3.1 No more than three (3) dogs over 4 months old shall be kept or harbored at one time on land or premise occupied by their owners unless approval to operate a



## Town of Rimbey

Bylaw 961/20

### A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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- kennel is received by way of a Development Permit from the Town of Rimbey. Kennels will not be permitted in residential areas.
- 3.2 No more than three (3) cats over 4 months old shall be kept or harbored at one time on land or premise occupied by their owners.
- ~~3.3 Puppy's may be kept up to a maximum of four (4) months.~~
- ~~3.4 Dog runs may be constructed on private lots in lieu of fencing the total property. All regulations of this by-law shall apply.~~
- ~~3.5~~3.3 A female dog in heat shall be confined and housed on the property of the owner or person having control over the dog in such a manner as to prevent male dogs from accessing the female during the whole period that the dog is in heat.
- 3.6 If an animal defecates on any public or private property other than the property of its owner, the owner shall cause such defecation to be removed immediately. The owner shall be responsible for carrying the necessary apparatus to remove the offending substance.
- 3.7 If an animal defecates on its owners property to the extent that an excessive smell results, the owner shall immediately remove the defecation upon receipt of notice from an Officer, or Health Authority having jurisdiction.
- 3.8 The owner of a dog ~~or aggressive dog~~ is guilty of an offence if such dog barks or howls so as to disturb a person.
- 3.9 a) no owner shall permit his animal to damage public or private property.  
b) when public or private property is damaged by an animal, its owner shall be deemed to have breached the requirements of subsection (a) and is subject to the fines outlined in Schedule "A".
- 3.10 When an aggressive or dangerous dog is on the premises of its owner, it shall be kept confined indoors under the effective control of a person sixteen years (16) or older, or confined in a secured enclosed and locked pen, or other structure constructed and secured in such a fashion as to prevent the escape of the aggressive or dangerous dog, and to prevent the entry of person unauthorized by the owner.
- 3.11 When an aggressive or dangerous dog is off the premises of the owner, it shall be securely muzzled and shall be either harnessed or leashed securely and under the direct control of a person sixteen years (16) or older to effectively prevent it from threatening or harassing any person. This requirement shall not apply when the aggressive or dangerous dog is confined in a pen meeting the requirements of 3.10~~4~~ above.

#### PART FOUR- LICENSING PROVISIONS AND OFFENCES

- 4.1 Every person, who owns, keeps or harbors an animal, which is four (4) months of age, or older must obtain a license for each animal from the Town of Rimbey yearly. Furthermore, any person who obtains an animal during any point of the calendar year shall within 30 days of obtaining the animal obtain a license from the Town of Rimbey. Also, any person who moves into the Town of Rimbey at any point during the calendar year with an animal shall within 30 days apply for a license from the Town of Rimbey.
- 4.2 Animal licenses must be renewed each year that ownership continues. Renewal of animal licenses are due and payable to the Town of Rimbey on the first day of January in each year and shall be for the period of January 1st to December 31st, each year.
- 4.3 At the time of purchase of a license, the owner shall record with the Town, their name, mailing address, and physical address if different from mailing address. A description of the animal, including sex, breed, age, along with microchip or tattoo number, or other information pertaining to the animal as requested by the Town.



## Town of Rimbey

Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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- 4.4 Upon payment of the current yearly license~~s~~ fee, the Town or its designate shall issue a license and a tag with a number and year on it to the owner. ~~Every owner shall provide their animal with a collar to which the license tag shall be attached to at all times, which shall be worn by the animal or aggressive dog for which it is issued at all times.~~
  - 4.5 Every person who fails to purchase a license, for any animal ~~or aggressive dog~~ they own, on or before the 31st day of January in any year, shall be guilty of an offence and subject to the penalties provided for in this Bylaw.
  - 4.6 The license fee for each year or any part thereof for each ~~dog animal~~ shall be as outlined in the current Fees for Services Bylaw.
  - 4.7 If a tag is lost or destroyed, the owner shall apply for a replacement, which shall be issued by the Town of Rimbey upon presentation by owner of a receipt showing payment of the license fee for the current year and upon payment of 50% of the original fee.
  - 4.8 A tag is not transferable from one animal to another ~~or one aggressive dog to another~~ and no refund will be made for any issued tag.
  - 4.9 No refund shall be made on any paid animal license fee because of death, sale of animal, or upon the owner leaving the Town of Rimbey prior to the expiry date of the license.

### PART FIVE- ANIMAL CONTROL PROVISIONS

- 5.1 The owner of an animal is guilty of an offence if the animal:
  - a) is running at large.
  - b) destroys or damages any public or private property.
- ~~5.2 The owner of a cat is guilty of an offence if the cat defecates or sprays on property other than the owner's property, or the cat stalks birds.~~
- 5.3 Any person who owns or occupies a dwelling unit(as defined by the land use bylaw), is guilty of an offence if he or she has more than three(3) dogs over the age of four months on any land which contains or is permitted under the Land Use Bylaw to contain, a dwelling unit.
- 5.4 Any person who owns or occupies a dwelling unit(as defined by the land use bylaw), is guilty of an offence if he or she has more than three(3) cats over the age of four months on any land which contains or is permitted under the Land Use Bylaw to contain, a dwelling unit.
- 5.5 Sections 5.3 or 5.4 does not apply to the premises lawfully used for the care and treatment of animals operated by a licensed veterinarian or a person in possession of a development permit to operate a kennel or cattery as authorized by the Town's current Land Use Bylaw.
- 5.6 The owner of an animal is guilty of an offence if he or she allows the defecation of an animal to accumulate on private property to such an extent that is it likely to annoy people or constitute a nuisance due to odor or unsightliness.
- 5.7 A person is guilty of an offence if such person springs or otherwise tampers with or damages a live trap in which animals are being trapped, or have been trapped, so as to allow any animal to escape from the trap.
- 5.8 Any owner of an animal in the Town for a period of 30 days in a calendar year is required to have a current license for the Town unless the owner is visiting and the animal is licensed in another municipality.
- 5.9 A person is guilty of an offence if he or she exercises an animal while he or she is driving a motor vehicle.
- 5.10 The owner of an animal is guilty of an offence if he or she fails to ensure the animal wears a collar and tag or is microchipped or tattooed, when the animal is off the owner's premises.



# Town of Rimbey

## Bylaw 961/20

### A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

- 5.11 The owner of ~~a dog an animal~~ is guilty of an offence if such ~~dog animal~~ is in an area where signs prohibit the presence of ~~dogs animals~~.
- 5.12 No person shall keep or cause to be kept:
  - ~~a) any exotic animal.~~
  - ~~b)a) venomous snake, reptile, insect or spider~~
  - ~~c)b) any wild animal.~~
  - ~~d)c) any livestock on any property unless the property is designated as an Agriculture District as provided under the Town Land Use Bylaw and has been approved for such by the Development Officer.~~

#### PART SIX- THREATEN, ATTACK, OR BIT ANIMAL PROVISION

- 6.1 The owner of an animal is guilty of an offence if the animal:
  - a) exhibits threatening behavior towards a person or other domestic animal;
  - b) bites, attacks or causes minor injury to a domestic animal.
  - c) bites, attacks or causes minor injury to a person.
  - d) bites, attacks or causes major injury to a domestic animal.
  - e) bites, attacks or causes major injury or death to a person.
  - f) causes death to a domestic animal.
- 6.2 Section 6.1 applies to the conduct of an animal whether on or off the property of the owner.

#### ~~PART SEVEN- ADDITIONAL PENALTIES~~

- ~~7.1 A Justice, after convicting an owner of dog of an offence under this Bylaw, may, in addition to the fine specified under this Bylaw, order one or more of the following:~~
  - ~~a) the dog be designated as a dangerous dog.~~
  - ~~b) the dog be humanely euthanized.~~
  - ~~c) the owner be prohibited from owning any dog for a specified period of time.~~

#### PART EIGHT- INTERFERENCE WITH AN OFFICER

- 8.1 Any person, whether or not he or she is the owner of an animal which is being or has been pursued and or captured, is guilty of an offence if he or she:
  - a) interferes with, or attempts to obstruct, an Officer who is attempting to capture, or who has captured, any animal.
  - b) unlocks or unlatches or otherwise opens the vehicle in which animals captured for impoundment have been placed, so as to allow or attempt to allow any animal to escape there from.
  - c) removes, or attempts to remove, any animal from the possession of an Officer.
  - d) refuses to provide identification (name, address, and date of birth) and proof thereof to an Officer upon request.
  - e) provides false or misleading information to an Officer.

#### PART 9 - CONDITIONS AND PROCEDURES TO RENT CAT TRAPS

- 9.1 A resident of the Town of Rimbey who finds a cat on its property may report a complaint to the Contractor and request a cat trap from the Contractor.
- 9.2 ~~The person with the complaint (Complainant) can attend at the office of the Contractor during normal business hours and request a cat trap. In order to obtain a cat trap, the Complainant must sign the form and agreement provided~~





# Town of Rimbey

## Bylaw 961/20

### A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

- ~~by the Contractor, and the Contractor will then provide a cat trap to the Complainant.~~ The Contractor is responsible to have the Complainant sign a cat trap agreement stating that they will treat the cat humanely.
- ~~9.3 The Complainant will be required to pay a \$100.00 deposit to the Contractor. This deposit will be returned to the Complainant at such time as the trap is returned and is found to be in the same condition it was at the time it was obtained from the Contractor. If the trap is damaged or stolen the deposit is forfeited to the Contractor and it shall be the responsibility of the Complainant to pay the balance of the cost of the trap to be replaced.~~
- ~~9.4 It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Contractor and, if an animal is caught, the Complainant must make arrangements to have the animal picked up or delivered to the Contractor within 24 hours following the trapping. During the week the Contractor will arrange the scheduling of their officers patrols in such a manner to reduce the length of time a cat is kept in a trap to a minimum. Traps are not to be set on weekends or when outside temperatures are constantly below zero (0) degrees. Traps shall be set in a shaded area of the property, away from the sun.~~
- ~~9.59.3~~ The Contractor Officer may enter the property of the Complainant (but not a dwelling house) to ascertain if a cat trap has been properly placed or set and if a cat has been trapped subject to the provisions of the Animal Protection Act.
- ~~9.6 The Complainant shall not leave a trap set on his property unattended when absent from the property for any period of time more than 3 hours, except as approved by the Contractor.~~
- ~~9.7 When the Contractor takes possession of a trapped cat, the Contractor will try to locate an identifying tag, tattoo or microchip on the cat and if found will make reasonable efforts to contact the owner of the cat in order to report that it has been impounded by the Contractor.~~
- ~~9.8 If the cat owner attends the Contractor's office to claim his or her cat that was trapped on another person's property, an offence ticket for the cat running at large may be issued in accordance with the Bylaw.~~
- ~~9.9 If a Complainant is disabled and therefore unable to pick up the cat trap, the Contractor will deliver the trap to the Complainants property, and pick up the trap 72 hours later. No fee shall be charged to the Complainant.~~
- ~~9.10 Any person renting a cat trap or the Animal Control Officer shall be responsible for treating any animal caught as humanely as possible.~~
- ~~9.11 Any person who abuses, teases or pokes an animal in a cat trap or is causing pain, suffering, or injury to any animal may be charged with an offence under section 446 of the Criminal Code of Canada.~~
- ~~9.12 Any person seeing a cat in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor will, if warranted during investigation, attend at the premises where the alleged abuse has taken place and remove the cat and the trap forthwith.~~

#### PART TEN-IMPOUNDING ANIMALS

- 10.1 Any Officer or any designated Contractor with the Town may seize and impound:
- a) any animal running at large.
  - ~~b) any animal found on a park or playground where animals are prohibited or where the park or parkland area contains a playground apparatus and/or a sand rubber or other materials utilizes as a play area.~~
- 10.2 Upon receiving an animal for impound, an Animal Control Officer, Contractor, or its staff, shall make reasonable efforts to identify and contact the owner of the animal.





## Town of Rimbey

Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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- 10.3 Subject to the entry notice provisions of the Animal Protection Act, RSA 2000 CA-4(1), an Officer may enter upon privately owned property at all times, other than a dwelling house, for the purposes of enforcing the provisions of this Bylaw
- 10.4 An Officer, including an Animal Control Officer is hereby authorized to use live traps, nets or any other similar means to effect capture of animals. The Town or its Contractor shall not be held liable for the death or injury of any animal.
- 10.5 The Contractor shall not sell, euthanize or otherwise dispose of any impound animal until the animal is retained in the Contractors Impound facility for seventy-two(72) hours, not including the day of impounding, Sunday's or Statutory Holidays. After the expiration of the seventy-two (72) hours, if the owner has not claimed the impounded animal, the animal becomes property of the Contractor.
- 10.6 Section 10.5 may be overruled if an impounded animal is deemed to be in immediate and severe medical distress by a licensed veterinarian or other qualified animal health professional, whereas humane euthanasia is the only treatment option to end suffering.
- 10.7 The Contractor may retain an animal for a longer period if in the opinion of the Contractor the circumstances warrant the expense or they have reasonable grounds to believe that the animal is a continued danger to persons, animals or property
- 10.8 Any healthy animal may be returned to the owner during the seventy-two (72) hour period of impoundment upon payment to the Contractor the costs of impoundment and boarding (as specified between the Town and the Contractor).
- 10.9 Any person claiming an impounded animal shall present government issued photo identification to the Contractor or its staff.
- ~~10.10 Where an impounded animal has not been claimed by an owner within 72 hours of impoundment, the Contractor is authorized to sell, euthanize, or otherwise dispose of any impounded animal.~~

### PART ELEVEN FULL RIGHT AND TITLE

- ~~11.1 The purchaser of an animal from the Contractor pursuant to the provisions of this Bylaw shall obtain full right and title to it and the right and title of the former owner of the animal shall cease upon the purchase.~~

### PART TWELVE MUNICIPAL TICKETS AND VIOLATION TICKETS

- 12.1 Where an Officer has reasonable grounds to believe that a person has contravened any provision of the Bylaw:
- he or she may serve upon the person a Municipal Ticket allowing payment of the specified fine as set out in Schedule "A", which payment will be accepted by the Town or the Contractor on behalf of the Town in lieu of prosecution for the offence if paid within 21 days of the date of service; or
  - he or she may issue and serve a violation ticket in accordance with the Provincial Offences Procedure Act, R.S.A. 2000, c P-34 and amendments thereto, allowing a voluntary payment or requiring a person to appear in court, without the alternative of making a voluntary payment.
- 12.2 An Officer may, but is not required to issue a Municipal Ticket before issuing a violation ticket under the Provincial Offences Procedure Act.
- 12.3 A Municipal Ticket shall be deemed to be sufficiently served if:
- served personally on the owner of the animal, or left at the owners residence; or
  - mailed to the address of the owner of the animal.



# Town of Rimbey

## Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

12.4 Penalties for a second, third and subsequent offences will be applicable, where those offences occur within one (1) year of the first offence.

### PART THIRTEEN – SEVERABILITY CLAUSE

13.1 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

### PART FOURTEEN – EFFECTIVE DATE

14.1 This Bylaw shall take effect on ~~April 1, 2021~~ the date of the third and final reading.

14.2 Bylaw 755/03 is repealed on April 1, 2021.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.



**Town of Rimbey**

Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS

READ a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS



**Town of Rimbey**

Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

<b>Schedule "A"</b>	
Fail to license (5.8)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal running at large (5.1(a))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Animal on a park or parkland where prohibited (5.1(b))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Animal destroys or damages property (5.1(c))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Cat sprays/defecates/stalks birds (5.2)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Fail to Confine an animal in heat (3.5)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Dog barks or howls as to disturb a person (3.8)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Have more than three dogs (3) (5.3)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Have more than three cats (3) (5.4)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Fail to remove defecation (3.6)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Allowing defecation to accumulate on property (3.7)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Tampering/spring/damage trap (5.7)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Keeping or harboring an exotic animal (5.12)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Failure to ensure collar and tag are worn by animal (4.4)	\$75.00 first offence \$150. 00 second offence \$300.00 third and subsequent offence
Keeping or harboring wild or exotic animals or livestock (5.12(a)(b)(c))	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence



## Town of Rimbey

### Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

Aggressive dog not muzzled, in control and on a leash (3.12)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal exhibits threatening behavior to person/animal (6.1(a))	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal bites, attacks or causes minor injury to an animal (6.1(b))	\$200.00 first offence \$400. 00 second offence \$800.00 third and subsequent offence
Animal bites, attacks or causes major injury to an animal (6.1(d))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Animal bites, attacks or causes minor injury to a person (6.1(c))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Animal bites, attacks or causes major injury or death to person (6.1(e))	COURT first offence COURT second offence COURT third and subsequent offence
Animal causes death to an animal (6.1(f))	\$500.00 first offence COURT second offence COURT third and subsequent offence
Refuse to provide identification to an officer (8.1(d))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Interfere with an officer (8.1(a))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Unlock/unlatch a vehicle where an animal is confined (8.1(b))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Provide false or misleading information to an officer (8.1(e))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Remove or attempt to remove animal from an officer (8.1(c))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR  
THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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**WHEREAS** A Council of a Municipality may, pursuant to the Municipal Government Act, Chapter M-26, R.S.A. 2000, pass bylaws for the purpose of regulating and controlling domestic animals and activities in relation to them and to provide for the imposition of a fine and or imprisonment due to contravention of said bylaw; and

**WHEREAS** The Council of the Town of Rimbey deems it necessary and expedient to pass a bylaw for the purpose of regulating and controlling dogs and cats within the corporate boundaries of the Town of Rimbey;

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF RIMBEY, DULY ASSEMBLED, ENACTS AS FOLLOWS:

PART ONE- TITLE

1. The Bylaw shall be cited as the “Responsible Pet Ownership Bylaw”.

PART TWO- DEFINITIONS

2. In this bylaw, unless the context otherwise requires, the word, term or expressions:
  - a) “Altered” means neutered or spayed.
  - b) “Animal” means dog or cat, aggressive dog or dangerous dog
  - c) “Animal Control Officer” means a person or firm engaged by the Town to administer and/or enforce the provisions of the bylaw.
  - d) “Aggressive Dog” means any dog that:
    - i. has been designated an aggressive dog by an Animal Control Officer.
  - e) “Cat” means either a male or female animal of the feline family.
  - f) “Cat License” means the numbered tag issued by the Town of Rimbey on an annual basis.
  - g) “Dangerous Dog” means:
    - i. A dog which has been made the subject of an order under the Dangerous Dog Act.
  - h) “Dog” means either a male or female animal of the canine family.
  - i) “Dog License” means the numbered tag issued by the Town of Rimbey on an annual basis.
  - j) “Exotic Animals” means an animal not indigenous to Canada and not commonly kept as a household pet in Canada.
  - k) “Former Owner” means the person at the time of impoundment who was the Owner of an Animal which has been subsequently sold or destroyed.
  - l) “Justice” has the meaning as defined in the Provincial Offences and Procedure Act, R.S.A 2000, c. P-34 and amendments thereto.
  - m) “Kennel” means any place, owned by a person, group of persons or corporation engaged in the business of breeding, buying, selling, or boarding more than three dogs and/or three cats.
  - n) “Leash” means a restraint that is less than two meters in length and made of material capable of restraining an animal on which it is being used.
  - o) “Livestock” includes but is not limited to:
    - i. a horse, mule, ass, swine, emu, ostrich, camel, alpaca, sheep, or goat.
    - ii. domestically reared or kept deer, reindeer, moose, elk or bison.

### A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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- iii. fur bearing animals including fox, coyote, wolf, weasels, or mink.
  - iv. animals of the bovine species.
  - v. animals of the avian species excluding chickens.
  - vi. Bees.
  - vii. all other animals normally kept for agriculture purposes.
  - p) "Major Injury" means any physical injury to a domestic animal or person, caused by an animal that results in major bruising large puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.
  - q) "Microchip" means a tiny transponder, about the size of a grain of rice, that can be implanted in your pet's skin by a veterinarian for a good back-up option for pet identification.
  - r) "Minor Injury" means any physical injury to a domestic animal or person, caused by an animal that results in minor bruising, small puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.
  - s) "Municipal Ticket" means a municipal ticket issued on behalf of the Town for a violation under this bylaw.
  - t) "Muzzle" means a device of sufficient strength placed over an animals mouth to prevent it from biting.
  - u) "Officer" includes an Animal Control Officer, a bylaw enforcement officer, a Peace Officer, a Special Constable and a Member of the Royal Canadian Mounted Police.
  - v) "Owner" includes any person, partnership, association or corporation:
    - i. owning, possessing, having charge of, or control over any animal.
    - ii. harboring any animal.
    - iii. suffering or permitting any animal to remain about his or her house or premises.
    - iv. any person to whom a License has been issued under this bylaw.
- For the purpose of this Bylaw, an animal can have more than one Owner at the same time, any, or all, who may be charged with offences under this Bylaw.
- w) "Park or Parkland" means all recreational land areas owned or controlled by the town, lying within the Town boundaries, and whether improved or in whole or in part, or in its natural state: and includes all buildings or other improvements situated on these land areas.
  - x) "Running at Large" shall mean any animal off the premises of the owner and not on a leash held by a person able to control the animal.
  - y) "Tattoo" means a permanent means of identification with a series of letters and numbers.
  - z) "Threatening Behavior" means behavior that creates a reasonable apprehension of a threat of harm and may include growling, lunging, snarling, charging, or chasing.
  - aa) "Unaltered" means not neutered or spayed.

#### PART THREE- RESPONSIBILITY OF THE OWNER

- 3.1 No more than three (3) dogs over 4 months old shall be kept or harbored at one time on land or premise occupied by their owners unless approval to operate a kennel is received by way of a Development Permit from the Town of Rimbey. Kennels will not be permitted in residential areas.
- 3.2 No more than three (3) cats over 4 months old shall be kept or harbored at one time on land or premise occupied by their owners.

### A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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- 3.3 Puppy's may be kept up to a maximum of four (4) months.
- 3.4 Dog runs may be constructed on private lots in lieu of fencing the total property. All regulations of this by-law shall apply.
- 3.5 A female dog in heat shall be confined and housed on the property of the owner or person having control over the dog in such a manner as to prevent male dogs from accessing the female during the whole period that the dog is in heat.
- 3.6 If an animal defecates on any public or private property other than the property of its owner, the owner shall cause such defecation to be removed immediately. The owner shall be responsible for carrying the necessary apparatus to remove the offending substance.
- 3.7 If an animal defecates on its owners property to the extent that an excessive smell results, the owner shall immediately remove the defecation upon receipt of notice from an Officer, or Health Authority having jurisdiction.
- 3.8 The owner of a dog or aggressive dog is guilty of an offence if such dog barks or howls so as to disturb a person.
- 3.9
  - a) no owner shall permit his animal to damage public or private property.
  - b) when public or private property is damaged by an animal, its owner shall be deemed to have breached the requirements of subsection (a) and is subject to the fines outlined in Schedule "A".
- 3.10 When an aggressive dog is on the premises of its owner, it shall be kept confined indoors under the effective control of a person sixteen years (16) or older, or confined in a secured enclosed and locked pen, or other structure constructed and secured in such a fashion as to prevent the escape of the aggressive dog, and to prevent the entry of person unauthorized by the owner.
- 3.11 When an aggressive dog is off the premises of the owner, it shall be securely muzzled and shall be either harnessed or leashed securely and under the direct control of a person sixteen years (16) or older to effectively prevent it from threatening or harassing any person. This requirement shall not apply when the aggressive dog is confined in a pen meeting the requirements of 3.11 above.

#### PART FOUR- LICENSING PROVISIONS AND OFFENCES

- 4.1 Every person, who owns, keeps or harbors an animal, which is four (4) months of age, or older must obtain a license for each animal from the Town of Rimbey yearly. Furthermore, any person who obtains an animal during any point of the calendar year shall within 30 days of obtaining the animal obtain a license from the Town of Rimbey. Also, any person who moves into the Town of Rimbey at any point during the calendar year with an animal shall within 30 days apply for a license from the Town of Rimbey.
- 4.2 Animal licenses must be renewed each year that ownership continues. Renewal of animal licenses are due and payable to the Town of Rimbey on the first day of January in each year and shall be for the period of January 1st to December 31st, each year.
- 4.3 At the time of purchase of a license, the owner shall record with the Town, their name, mailing address, and physical address if different from mailing address. A description of the animal, including sex, breed, age, along with microchip or tattoo number, or other information pertaining to the animal as requested by the Town.
- 4.4 Upon payment of the current yearly licenses fee, the Town or its designate shall issue a license and a tag with a number and year on it to the owner. Every owner shall provide their animal with a collar to which the license tag shall be attached to at all times, which shall be worn by the animal or aggressive dog for which it is issued at all times.



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- 4.5 Every person who fails to purchase a license, for any animal or aggressive dog they own, on or before the 31st day of January in any year, shall be guilty of an offence and subject to the penalties provided for in this Bylaw.
- 4.6 The license fee for each year or any part thereof for each dog shall be as outlined in the current Fees for Services Bylaw.
- 4.7 If a tag is lost or destroyed, the owner shall apply for a replacement, which shall be issued by the Town of Rimbey upon presentation by owner of a receipt showing payment of the license fee for the current year and upon payment of 50% of the original fee.
- 4.8 A tag is not transferable from one animal to another or one aggressive dog to another and no refund will be made for any issued tag.
- 4.9 No refund shall be made on any paid animal license fee because of death, sale of animal, or upon the owner leaving the Town of Rimbey prior to the expiry date of the license.

**PART FIVE- ANIMAL CONTROL PROVISIONS**

- 5.1 The owner of an animal is guilty of an offence if the animal:
  - a) is running at large.
  - b) destroys or damages any public or private property.
- 5.2 The owner of a cat is guilty of an offence if the cat defecates or sprays on property other than the owner's property, or the cat stalks birds.
- 5.3 Any person who owns or occupies a dwelling unit(as defined by the land use bylaw), is guilty of an offence if he or she has more than three(3) dogs over the age of four months on any land which contains or is permitted under the Land Use Bylaw to contain, a dwelling unit.
- 5.4 Any person who owns or occupies a dwelling unit(as defined by the land use bylaw), is guilty of an offence if he or she has more than three(3) cats over the age of four months on any land which contains or is permitted under the Land Use Bylaw to contain, a dwelling unit.
- 5.5 Sections 5.3 or 5.4 does not apply to the premises lawfully used for the care and treatment of animals operated by a licensed veterinarian or a person in possession of a development permit to operate a kennel or cattery as authorized by the Town's current Land Use Bylaw.
- 5.6 The owner of an animal is guilty of an offence if he or she allows the defecation of an animal to accumulate on private property to such an extent that is it likely to annoy people or constitute a nuisance due to odor or unsightliness.
- 5.7 A person is guilty of an offence if such person springs or otherwise tampers with or damages a live trap in which animals are being trapped, or have been trapped, so as to allow any animal to escape from the trap.
- 5.8 Any owner of an animal in the Town for a period of 30 days in a calendar year is required to have a current license for the Town unless the owner is visiting and the animal is licensed in another municipality.
- 5.9 A person is guilty of an offence if he or she exercises an animal while he or she is driving a motor vehicle.
- 5.10 The owner of an animal is guilty of an offence if he or she fails to ensure the animal wears a collar and tag or is microchipped or tattooed, when the animal is off the owner's premises.
- 5.11 The owner of a dog is guilty of an offence if such dog is in an area where signs prohibit the presence of dogs.
- 5.12 No person shall keep or cause to be kept:
  - a) any exotic animal.
  - b) venomous snake, reptile, insect or spider
  - c) any wild animal.

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR  
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- d) any livestock on any property unless the property is designated as an Agriculture District as provided under the Town Land Use Bylaw and has been approved for such by the Development Officer.

**PART SIX- THREATEN, ATTACK, OR BIT ANIMAL PROVISION**

- 6.1 The owner of an animal is guilty of an offence if the animal:
- a) exhibits threatening behavior towards a person or other domestic animal;
  - b) bites, attacks or causes minor injury to a domestic animal.
  - c) bites, attacks or causes minor injury to a person.
  - d) bites, attacks or causes major injury to a domestic animal.
  - e) bites, attacks or causes major injury or death to a person.
  - f) causes death to a domestic animal.
- 6.2 Section 6.1 applies to the conduct of an animal whether on or off the property of the owner.

**PART SEVEN- ADDITIONAL PENALTIES**

- 7.1 A Justice, after convicting an owner of dog of an offence under this Bylaw, may, in addition to the fine specified under this Bylaw, order one or more of the following:
- a) the dog be designated as a dangerous dog.
  - b) the dog be humanely euthanized.
  - c) the owner be prohibited from owning any dog for a specified period of time.

**PART EIGHT- INTERFERENCE WITH AN OFFICER**

- 8.1 Any person, whether or not he or she is the owner of an animal which is being or has been pursued and or captured, is guilty of an offence if he or she:
- a) interferes with, or attempts to obstruct, an Officer who is attempting to capture, or who has captured, any animal.
  - b) unlocks or unlatches or otherwise opens the vehicle in which animals captured for impoundment have been placed, so as to allow or attempt to allow any animal to escape there from.
  - c) removes, or attempts to remove, any animal from the possession of an Officer.
  - d) refuses to provide identification (name, address, and date of birth) and proof thereof to an Officer upon request.
  - e) provides false or misleading information to an Officer.

**PART 9 - CONDITIONS AND PROCEDURES TO RENT CAT TRAPS**

- 9.1 A resident of the Town of Rimbey who finds a cat on its property may report a complaint to the Contractor and request a cat trap from the Contractor.
- 9.2 The person with the complaint (Complainant) can attend at the office of the Contractor during normal business hours and request a cat trap. In order to obtain a cat trap, the Complainant must sign the form and agreement provided by the Contractor, and the Contractor will then provide a cat trap to the Complainant. The Contractor is responsible to have the Complainant sign a cat trap agreement stating that they will treat the cat humanely.
- 9.3 The Complainant will be required to pay a \$100.00 deposit to the Contractor. This deposit will be returned to the Complainant at such time as the trap is returned and is found to be in the same condition it was at the time it was

### A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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- obtained from the Contractor. If the trap is damaged or stolen the deposit is forfeited to the Contractor and it shall be the responsibility of the Complainant to pay the balance of the cost of the trap to be replaced.
- 9.4 It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Contractor and, if an animal is caught, the Complainant must make arrangements to have the animal picked up or delivered to the Contractor within 24 hours following the trapping. During the week the Contractor will arrange the scheduling of their officers patrols in such a manner to reduce the length of time a cat is kept in a trap to a minimum. Traps are not to be set on weekends or when outside temperatures are constantly below zero (0) degrees. Traps shall be set in a shaded area of the property, away from the sun.
- 9.5 The Contractor may enter the property of the Complainant (but not a dwelling house) to ascertain if a cat trap has been properly placed or set and if a cat has been trapped.
- 9.6 The Complainant shall not leave a trap set on his property unattended when absent from the property for any period of time more than 3 hours, except as approved by the Contractor.
- 9.7 When the Contractor takes possession of a trapped cat, the Contractor will try to locate an identifying tag, tattoo or microchip on the cat and if found will make reasonable efforts to contact the owner of the cat in order to report that it has been impounded by the Contractor.
- 9.8 If the cat owner attends the Contractor's office to claim his or her cat that was trapped on another person's property, an offence ticket for the cat running at large may be issued in accordance with the Bylaw.
- 9.9 If a Complainant is disabled and therefore unable to pick up the cat trap, the Contractor will deliver the trap to the Complainants property, and pick up the trap 72 hours later. No fee shall be charged to the Complainant.
- 9.10 Any person renting a cat trap or the Animal Control Officer shall be responsible for treating any animal caught as humanely as possible.
- 9.11 Any person who abuses, teases or pokes an animal in a cat trap or is causing pain, suffering, or injury to any animal may be charged with an offence under section 446 of the Criminal Code of Canada.
- 9.12 Any person seeing a cat in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor will, if warranted during investigation, attend at the premises where the alleged abuse has taken place and remove the cat and the trap forthwith.

#### PART TEN-IMPOUNDING ANIMALS

- 10.1 Any Officer or any designated Contractor with the Town may seize and impound:
- any animal running at large.
  - any animal found on a park or playground where animals are prohibited or where the park or parkland area contains a playground apparatus and/or a sand rubber or other materials utilizes as a play area.
- 10.2 Upon receiving an animal for impound, an Animal Control Officer, Contractor, or its staff, shall make reasonable efforts to identify and contact the owner of the animal.
- 10.3 Subject to the entry notice provisions of Municipal Government Act, R.S.A. 2000 c.M-26, an Officer may enter upon privately owned property at all times, other than a dwelling house, for the purposes of enforcing the provisions of this Bylaw
- 10.4 An Officer, including an Animal Control Officer is hereby authorized to use live traps, nets or any other similar means to effect capture of animals. The Town or its Contractor shall not be held liable for the death or injury of any animal.

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- 10.5 The Contractor shall not sell, euthanize or otherwise dispose of any impound animal until the animal is retained in the Contractors Impound facility for seventy-two(72) hours, not including the day of impounding, Sunday's or Statutory Holidays. After the expiration of the seventy-two (72) hours, if the owner has not claimed the impounded animal, the animal becomes property of the Contractor.
- 10.6 Section 10.5 may be overruled if an impounded animal is deemed to be in immediate and severe medical distress by a licensed veterinarian or other qualified animal health professional, whereas humane euthanasia is the only treatment option to end suffering.
- 10.7 The Contractor may retain an animal for a longer period if in the opinion of the Contractor the circumstances warrant the expense or they have reasonable grounds to believe that the animal is a continued danger to persons, animals or property
- 10.8 Any healthy animal may be returned to the owner during the seventy-two (72) hour period of impoundment upon payment to the Contractor the costs of impoundment and boarding (as specified between the Town and the Contractor).
- 10.9 Any person claiming an impounded animal shall present government issued photo identification to the Contractor or its staff.
- 10.10 Where an impounded animal has not been claimed by an owner within 72 hours of impoundment, the Contractor is authorized to sell, euthanize, or otherwise dispose of any impounded animal.

PART ELEVEN- FULL RIGHT AND TITLE

- 11.1 The purchaser of an animal from the Contractor pursuant to the provisions of this Bylaw shall obtain full right and title to it and the right and title of the former owner of the animal shall cease upon the purchase.

PART TWELVE MUNICIPAL TICKETS AND VIOLATION TICKETS

- 12.1 Where an Officer has reasonable grounds to believe that a person has contravened any provision of the Bylaw:
  - a) he or she may serve upon the person a Municipal Ticket allowing payment of the specified fine as set out in Schedule "A", which payment will be accepted by the Town or the Contractor on behalf of the Town in lieu of prosecution for the offence if paid within 21 days of the date of service; or
  - b) he or she may issue and serve a violation ticket in accordance with the Provincial Offences Procedure Act, R.S.A. 2000, c P-34 and amendments thereto, allowing a voluntary payment or requiring a person to appear in court, without the alternative of making a voluntary payment.
- 12.2 An Officer may, but is not required to issue a Municipal Ticket before issuing a violation ticket under the Provincial Offences Procedure Act.
- 12.3 A Municipal Ticket shall be deemed to be sufficiently served if:
  - a) served personally on the owner of the animal, or left at the owners residence; or
  - b) mailed to the address of the owner of the animal.
- 12.4 Penalties for a second, third and subsequent offences will be applicable, where those offences occur within one (1) year of the first offence.



# Town of Rimbey

## Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

### PART THIRTEEN – SEVERABILITY CLAUSE

13.1 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

### PART FOURTEEN – EFFECTIVE DATE

14.1 This Bylaw shall take effect on April 1, 2021.

14.2 Bylaw 755/03 is repealed on April 1, 2021.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS



## Town of Rimbeey

Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR  
THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

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READ a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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MAYOR RICK PANKIW

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CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

<b>Schedule "A"</b>	
Fail to license (5.8)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal running at large (5.1(a))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Animal on a park or parkland where prohibited (5.1(b))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Animal destroys or damages property (5.1(c))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Cat sprays/defecates/stalks birds (5.2)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Fail to Confine an animal in heat (3.5)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Dog barks or howls as to disturb a person (3.8)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Have more than three dogs (3) (5.3)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Have more than three cats (3) (5.4)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Fail to remove defecation (3.6)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Allowing defecation to accumulate on property (3.7)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Tampering/spring/damage trap (5.7)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Keeping or harboring an exotic animal (5.12)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Failure to ensure collar and tag are worn by animal (4.4)	\$75.00 first offence \$150. 00 second offence \$300.00 third and subsequent offence
Keeping or harboring wild or exotic animals or livestock (5.12(a)(b)(c))	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

Aggressive dog not muzzled, in control and on a leash (3.12)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal exhibits threatening behavior to person/animal (6.1(a))	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal bites, attacks or causes minor injury to an animal (6.1(b))	\$200.00 first offence \$400. 00 second offence \$800.00 third and subsequent offence
Animal bites, attacks or causes major injury to an animal (6.1(d))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Animal bites, attacks or causes minor injury to a person (6.1(c))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Animal bites, attacks or causes major injury or death to person (6.1(e))	COURT first offence COURT second offence COURT third and subsequent offence
Animal causes death to an animal (6.1(f))	\$500.00 first offence COURT second offence COURT third and subsequent offence
Refuse to provide identification to an officer (8.1(d))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Interfere with an officer (8.1(a))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Unlock/unlatch a vehicle where an animal is confined (8.1(b))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Provide false or misleading information to an officer (8.1(e))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Remove or attempt to remove animal from an officer (8.1(c))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence







REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.1
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Rimbey & District Chamber of Commerce Request for Funding
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>On June 8, 2021, Council made the following motion:</p> <p><u>Motion 154/21</u></p> <p>Moved by Bill Coulthard to bring back the funding request for the video collaboration with the Rimbey and District Chamber of Commerce to the next meeting to make a decision on what monies, if any, the Town will contribute.</p> <p><u>In Favor</u> <span style="float: right;"><u>Opposed</u></span></p> <p>Mayor Pankiw  Councillor Coulthard  Councillor Curle  Councillor Payson  Councillor Rondeel</p> <p style="text-align: right;">CARRIED</p>
<b>Discussion</b>	<p>As per 2021 Budget no funding for the Community Grants is available.</p> <p><u>Motion 080/21</u></p> <p>Moved by Councillor Bill Coulthard to approve the 2021 Operating Budget as amended as follows:</p> <p style="padding-left: 40px;">Add \$3200 as Revenue in Programs for the Canada Day Grant  Remove \$5000 for the Community Grants  Change Animal Bylaw Contracted Services from \$28,000 to \$18,000  Change Animal Bylaw Licenses from \$6000 to \$3300  Add \$30,000 Revenue from Contract to Ponoka County  Reduce Library funding \$5000  Add \$32,000 to Public Works Revenue for sale of equipment  Reduce Good and Utilities in entire budget by \$16,616  Reduce Administration Annual Contributions to Reserves \$7500, from 31,519 to \$24,019 in Operating</p> <p>attached to and forming part of these minutes.</p>



REQUEST FOR DECISION

	<p><u>In Favor</u>  Mayor Pankiw  Councillor Coulthard  Councillor Curle  Councillor Payson  Councillor Rondeel</p> <p style="text-align: right;"><u>Opposed</u></p> <p style="text-align: right;">CARRIED</p> <p>As there is no funding available for the Community Events Grants any money granted for this request would need to be transferred from reserves.</p>
<b>Attachments</b>	Email from Jackie Stratton with Rimbey & District Chamber of Commerce.
<b>Recommendation</b>	Administration recommends Council determine if they wish to grant the funding request for the video collaboration with the Rimbey and District Chamber of Commerce and, if the funding request is granted, to determine the dollar amount and if they wish the monies to be transferred from reserves.
<p><b>Prepared By:</b></p> <p style="text-align: center;"></p> <hr style="width: 40%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">Lori Hillis, CPA, CA Chief Administrative Officer</p> <p style="text-align: right;"><u>June 16, 2021</u> Date</p> <p><b>Endorsed By:</b></p> <p style="text-align: center;"></p> <hr style="width: 40%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">Lori Hillis, CPA, CA Chief Administrative Officer</p> <p style="text-align: right;"><u>June 16, 2021</u> Date</p>	

## Bonnie Rybak

---

**To:** Rick Pankiw  
**Subject:** RE: Video collaboration with Rimbey & District Chamber

**From:** Jackie Stratton [REDACTED]  
**Sent:** June 3, 2021 10:12 AM  
**To:** Rick Pankiw  
**Subject:** Video collaboration with Rimbey & District Chamber

Hi Mayor Rick!

Further to our phone conversation I wanted to give you information to present to Council. We are applying for a grant from the ACC (Alberta Chamber of Commerce) to help with Shop Local events. One of the things the ACC suggests is doing a video to be used on websites and social media.

The quotes we have received are from \$900 - \$1100 for shooting and editing. The results would be either three - 30-60 second videos or one 1:30 - 2:15 minute video. This doesn't sound like much but "video length is critical to maximize playback length and keep the viewer attentive".

We would like to collaborate with the Town to **double** our efforts in shooting video footage resulting in 6 - 30-60 second videos or two 1:30 - 2:15 minute videos. We would meet with you to discuss the details and ask the video companies for new quotes based on our "wish list". Would the town like to add to the grant amount and work with the Chamber on a Rimbey & District video project? With the province opening up it is the perfect time for this project.

Thanks so much for considering our proposal.  
We look forward to hearing from you soon. :)

Jackie Stratton  
Rimbey & District Chamber of Commerce

Scratchin the Surface Laser Engraving  
[REDACTED]  
[www.scratchinthesurface.ca](http://www.scratchinthesurface.ca)



REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.2
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Canada Day Activities 2021
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Canada Day activities are normally held each year at Pask-A-Poo Park. In keeping with Public Health Orders the Truck Museum has been open at 1/3 of fire code occupancy since June 10 when Stage 2 of the Government’s Open for Summer Plan came into effect.
<b>Discussion</b>	<p>Attached is the Current Stage 2 Guidance For Public Outdoor Gatherings</p> <p>The Historical Society feels that they are not ready to open all the Park Buildings or provide a pancake breakfast and midday concession for the July 1 activities.</p> <p>The Department of Canadian Heritage Celebrate Canada Program has given organizers 4 options to plan their Canada Day Activities:</p> <ol style="list-style-type: none"> <li>1. In person (following all current restrictions)</li> <li>2. Virtual</li> <li>3. Postpone – all activities must be completed by September 6, 2021</li> <li>4. Cancel – Grant money returned</li> </ol> <p>The Historical Society is in favor of postponing the event to Saturday, August 21, 2021 where we could plan the activities normally held on Canada Day.</p> <p>July 1<sup>st</sup> (Canada Day) will have Fireworks at 11 pm at the Ball Diamonds and the Pool/Spray park will be open from 1-4 pm.</p>
<b>Attachments</b>	Stage 2: Guidance for Public Outdoor Gatherings
<b>Recommendation</b>	Provide 2021 Canada Day activities in August, to ensure all interested community members can attend without public gathering restrictions.
<b>Prepared By:</b>	<p><u><i>Cindy Bowie</i></u> _____ <u>June 15, 2021</u> _____  Date</p> <p>Cindy Bowie  Director of Community Services</p>
<b>Endorsed By:</b>	<p><u><i>Lori Hillis</i></u> _____ <u>June 15, 2021</u> _____  Date</p> <p>Lori Hillis, CPA, CA  Chief Administrative Officer</p>

# STAGE 2: GUIDANCE FOR PUBLIC OUTDOOR GATHERINGS

## Overview

Chief Medical Officer of Health (CMOH) Order 25-2020 requires businesses and entities to:

- implement practices to minimize the risk of transmission of infection among attendees;
- provide procedures for rapid response if an attendee develops symptoms of illness;
- ensure that attendees maintain high levels of sanitation and personal hygiene;
- comply to the extent possible, with any applicable Alberta Health guidance found at: <https://www.alberta.ca/biz-connect.aspx>.

Where any part of this guidance is inconsistent or in conflict with enhanced or stronger public health restrictions set out in another CMOH Order, the enhanced or stronger public health measures would prevail. Operators are also required to follow the General Operational Guidance.

This document has been developed to support organizers and attendees of public outdoor gatherings in reducing the risk of transmission of COVID-19 among individuals (including organizers, attendees, staff, volunteers, and the general public). The guidance provided outlines public health and infection prevention and control requirements, specific to these settings and activities.

In all settings, it is important that measures are implemented to reduce the risk of transmission of COVID-19. This includes, but is not limited to ensuring: masking, physical distancing, barrier use (where appropriate), proper hand hygiene and respiratory etiquette.

## COVID-19 Risk Mitigation

<b>Descriptions of gatherings</b>	<ul style="list-style-type: none"><li>• Indoor public gatherings are not permitted at this time.</li><li>• <b>Outdoor social gatherings</b> are not outdoor public events, and must be limited to 20 individuals. This includes examples, such as:<ul style="list-style-type: none"><li>○ Wedding or funeral receptions, birthday or retirement parties, family reunions, graduation parties, backyard parties, etc.</li></ul></li><li>• <b>An outdoor public gathering</b> is an event at an outdoor public place, hosted, planned or organized by a business or organization, where the persons attending come together but are not required to remain seated or stationary for the duration of the function or gathering.<ul style="list-style-type: none"><li>○ Up to a maximum of 150 attendees are permitted at an outdoor public gathering.</li><li>○ The primary function of a public outdoor gathering is not to socialize.</li><li>○ Examples of outdoor public gatherings include, but are not limited to:<ul style="list-style-type: none"><li>○ Festivals, fairs, concerts, parades; or</li><li>○ Outdoor audience events that do not occur in a fixed-seating venue (e.g., amateur sports games or performances, school graduations).</li></ul></li></ul></li></ul>
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# STAGE 2: GUIDANCE FOR PUBLIC OUTDOOR GATHERINGS

	<ul style="list-style-type: none"> <li>Outdoor audience events that occur in fixed-seating venues must follow the guidance for these settings.</li> </ul>
<p><b>General Guidance</b></p>	<ul style="list-style-type: none"> <li>There must be an organizer for an outdoor public gathering to ensure compliance with this guidance, the <a href="#">General Operational Guidance</a>, and current public health measures.</li> <li>Event or venue staff, or other persons required for the operation the event are counted as not part of 150 attendee limit. This includes:             <ul style="list-style-type: none"> <li>Organizers, vendors, videographers, photographers;</li> <li>Individuals who are producing or participating in official programming (e.g., performers, athletes, Master of Ceremonies, graduating students). There can only be one public outdoor gathering at a venue at a time.</li> </ul> </li> <li>Attendees may chose to wear a face mask at the outdoor public event.</li> <li>All staff, volunteers and attendees should screen themselves for symptoms of COVID-19 using the <a href="#">Alberta Health Daily Checklist</a> prior to arrival to the venue.</li> <li>Organizers must prepare a rapid response plan in case an attendee becomes symptomatic while on-site. See the <a href="#">General Operational Guidance</a> for more information.</li> <li>To support public health contact tracing efforts in the event that an attendee tests positive or an outbreak is identified, organizers should collect the names and contact information for all staff, volunteers, and individuals involved in producing the event.</li> </ul>
<p><b>Location and Layout</b></p>	<ul style="list-style-type: none"> <li>All outdoor public gatherings must be held in outdoor public places.</li> <li>Operators must have mechanisms in place to define the area where the public outdoor gathering occurs (e.g., barriers and monitored entrances).</li> <li>Operators should place hand sanitizer containing at least 60% alcohol in convenient locations throughout the area.</li> <li>The venue must be large enough to facilitate 150 attendees with 2 metres' physical distancing between households or an individual and their close contacts, or reduce the number of participants.             <ul style="list-style-type: none"> <li>Operators must have plans and mechanisms (e.g., signs, floor decals, barriers) in place to manage participant flow at entrances, exits, concession stands, and washrooms to ensure that 2 metres distancing can be maintained at all times.</li> </ul> </li> <li>Organizers may permit attendees to bring or access non-fixed seating (e.g., lawn chairs, tarps); however, 2 metres' distance between households or an individual and their close contacts must be maintained.             <ul style="list-style-type: none"> <li>Attendees should be encouraged to limit the movement of any seating to ensure appropriate distance is maintained at all times.</li> </ul> </li> </ul>

## STAGE 2: GUIDANCE FOR PUBLIC OUTDOOR GATHERINGS

	<ul style="list-style-type: none"> <li>Organizers must ensure that the only indoor components are:             <ul style="list-style-type: none"> <li>Washrooms, medical or first aid facilities, concession stands and other food service businesses, retail areas, and ticketing areas.</li> <li>Masking is mandatory for all individuals (including staff and attendees) in indoor areas of the venue.</li> </ul> </li> </ul>
<b>Attendance</b>	<ul style="list-style-type: none"> <li>Outdoor public gatherings are permitted to have up to a maximum 150 attendees.             <ul style="list-style-type: none"> <li>Individuals are permitted to attend these events with their household members or if they live alone, with their two close contacts.</li> </ul> </li> <li>“Stacking”, or having multiple groups of 150 attend at a single event at the same time, is not permitted.</li> <li>Attendee turnover at a fixed location event (where some of the 150 attendees leave and are replaced by others to keep total attendance at 150) is not permitted.             <ul style="list-style-type: none"> <li>An event may be broken down into multiple “sessions” that occur at consecutive, non-overlapping times to allow multiple groups of 150 to attend.</li> </ul> </li> <li>An outdoor event at which attendees arrive and proceed along a predetermined route but do not generally gather or cluster (i.e., an outdoor interpretive festival) may stagger its turnover as attendees arrive and depart.             <ul style="list-style-type: none"> <li>The event may still only have 150 individuals at all times.</li> </ul> </li> </ul>
<b>Food Service</b>	<ul style="list-style-type: none"> <li>Any food service providers, including beer gardens, food stalls and trucks, and other food service/dining, must follow the <a href="#">Guidance for Food Service and Sales</a>.</li> </ul>
<b>Retail</b>	<ul style="list-style-type: none"> <li>Any retail providers must follow the <a href="#">Guidance for Retail</a>.</li> </ul>
<b>Performance, Sport and Recreational Activities</b>	<ul style="list-style-type: none"> <li>If the event includes performance, sport or recreational activities, those activities and their participants, must follow the <a href="#">Guidance for Performing Arts</a> or the <a href="#">Guidance for Sport, Fitness and Recreation</a>, respectively.</li> </ul>
<b>Drive-ins and Outdoor Seated Events</b>	<ul style="list-style-type: none"> <li>Outdoor public gatherings are permitted to be partnered in conjunction with a drive in event and/or outdoor seated event if:             <ul style="list-style-type: none"> <li>The attendees for each event are kept separate from each other and are not permitted to move from one event to another (i.e., an individual attending the drive in cannot join the outdoor public event);</li> <li>The capacity of each event is not exceeded;</li> <li>Each event has separate:                 <ul style="list-style-type: none"> <li>entries and exits;</li> </ul> </li> </ul> </li> </ul>

# STAGE 2: GUIDANCE FOR PUBLIC OUTDOOR GATHERINGS

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- |  |  |
|--|--|
|  | <ul style="list-style-type: none"><li>○ facilities for washrooms, medical or first aid facilities, concession stands and other food service businesses; retail areas; and ticketing areas.</li><li>● Each event must be operated following its respective guidance on Alberta Biz Connect.</li></ul> |
|--|--|

This document and the guidance within it is subject to change and will be updated as needed.

Last Revised: June 2021.



<b>Council Agenda Item</b>	7.3
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Subdivision Application TR 21/01
<b>For Public Agenda</b>	Public Information
<b>Discussion</b>	<p>Administration received an application for subdivision from 2156360 Alberta to create 2 parcels located at Plan 0823784, Block 5, Loot 11 in the S.E. ¼ SEC. 28-42-2-W5M (5111-43 Street).</p> <p>The subdivision will be in accordance with the Tentative Plan prepared by George Smith A.L.S dated May 17, 2021.</p> <p>The subdivision proposes that two lots will be created. One lot will contain the development approved as per Development Permit 25/20 and one lot will be the remainder of the parcel which is intended to remain in an undeveloped state at this time.</p> <p>The property is designated Highway Commercial (C2). The designation will remain on both properties after subdivision.</p> <p>The proposed subdivision will accommodate the Rimbey Travel Centre development as per Development Permit 25/20 as the proposed subdivision provides the side yard setbacks required for the C2 designation. The proposed subdivision with the approved site plan for the Rimbey Travel Centre is included as an attachment.</p> <p>The Town of Rimbey circulated notice of the subdivision to government agencies and adjacent landowners on May 19, 2021. All comments are attached to this RFD. The following comments were received:</p> <ul style="list-style-type: none"> <li>• May 19, 2021 – Ponoka County indicated “no objections to the proposed subdivision...”</li> <li>• May 28, 2021 – Adjacent landowners Collicutt Energy Services requested the applicant contact them to discuss the possibility of purchasing their lot.</li> <li>• June 13, 2021 – Alberta Transportation indicated the following: <ul style="list-style-type: none"> <li><i>“This will acknowledge receipt of your circulation regarding the above noted proposal, which must meet the requirements of Sections 14 and 15 of the Subdivision and Development Regulation, due to the proximity of Highway 20. The department is currently protecting Highway 20 to a Major Two-Lane standard at this location.</i></li> <li><i>The above noted subdivision proposal does not meet Section 14 or 15 of the Regulation. While the Hwy 20 and 42nd Street intersection requires upgrades, no immediate developments are proposed with this subdivision. Therefore, Pursuant to Section 16 of the Regulation, the department grants approval for the subdivision authority to grant a variance of Section 14 and</i></li> </ul> </li> </ul>

*15 of the Regulation should they choose to do so. No direct Hwy 20 access is permitted.*

*The Hwy 20 and 42nd Street intersection with the next rezoning, subdivision or development that intensifies the use of the subject intersection will require intersection upgrades as per the Rimbey Travel Centre Traffic Impact Assessment (TIA). In accordance with Section 648(2)(c.2) of the Municipal Government Act and Policy 7 of the Provincial Land Use Policies, municipalities are encouraged to mitigate the impacts of traffic generated by developments approved on the local road connection to the highway system.*

*Pursuant to Section 678(2) of the Municipal Government Act, Alberta Transportation requires that any appeal of this subdivision be referred to the Land and Property Rights Tribunal (formerly known as the Municipal Government Board).*

No other written comments were received by the staff report deadline. Any written comments received after June 16, 2021 will be read into the record at the Council meeting on June 22, 2021.

Administration recommends approval of subdivision file TR/21/01 contingent on the following list of conditions:

1. Engage an Alberta Land Surveyor to prepare a plan of subdivision to be registered at Land Titles Office based on the Tentative Plan May 17, 2021, File No. S-002-21 prepared by George Smith A.L.S. 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 right-of-way's 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 that is to be subdivided is less the 0.8 hectares.

**Options/Consequences**

- Option 1: Approve the subdivision with the conditions proposed.
- Option 2: Approve the subdivision with revised conditions.
- Option 3: Refuse the subdivision stating reasons.



REQUEST FOR DECISION

<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Application</li> <li>• Tentative Plan</li> <li>• Site Plan</li> <li>• Circulation Comments</li> </ul>
<b>Recommendation</b>	Council approves the subdivision with the conditions proposed.

**Prepared By:**



---

Elizabeth Armitage, MEDes, MCIP, RPP  
Planning and Development Officer

June 17, 2021  
Date

**Endorsed By:**



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Lori Hillis, CPA, CA  
Chief Administrative Officer

June 17, 2021  
Date



# APPLICATION FOR SUBDIVISION

TOWN OF RIMBEY  
4938 50<sup>TH</sup> AVENUE  
Box 350  
Rimbey, Alberta, T0C 2J0-Tel: 403.843.2113/ Fax:403.843.6599

File \_\_\_\_\_  
Date Received \_\_\_\_\_  
Date Registered \_\_\_\_\_  
Fees Received \_\_\_\_\_

### REGISTERED OWNER

Name: 2156360 Alberta Ltd.

Address: Box 6937, Drayton Valley Postal Code: T7A 1S3

Telephone: \_\_\_\_\_ Cell: [REDACTED] Email: [REDACTED]

### LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

Quarter SE Section 28 Township 42 Range 2 Meridian S

Plan 082-3784 Block 5 Lot 11

Municipal Address if any 5111- 43rd Street

Area of current title 1.87ha

Area of lot(s) to be created 0.847 ha

### LOCATION AND PRESENT USE

Name of Municipality Town of RimbeY

If the land is immediately adjacent to a municipal boundary, give name of the other municipality N/A

If the land is within half a mile (800m) of a highway or secondary road, give its number Highway 20

If the proposed parcel is within 1.6km (one mile) of a sour gas facility, give its location N/A

If the proposed parcel contains or is bounded by a river, stream, lake or other water body of water, or by a drainage ditch or canal, give it name N/A

Present land classification (designation) C-2 (Highway Commercial)

### PROPOSED SUBDIVISION

Describe the proposed subdivision Split off north parcel to allow for a strip mall, gas bar and fast food outlet.

Number of lots to be created one + remainder

Describe any existing buildings On the proposed parcel(s) no buildings on site

List all utility services available (water, sewer, gas, power, etc) water, sewer, gas and power

Describe the soil, slope and vegetation clay loam, flat and grass covered

Describe the present sewage disposal system and indicate its location on a sketch Existing Town Services

**OWNER'S APPLICATION AND CONSENT**

- 1. I am registered owner of the property above noted.
- 2. I apply for approval to subdivide the property as noted above.
- 3. The information on this form is full and complete and is to the best of my knowledge a true statement of the facts relating to this application for subdivision.
- 4. I consent to staff of the municipality and referral agencies entering that land to conduct a site inspection.
- 5. *(Delete if not applicable)* I nominate the person noted below to act as my agent in processing the application.

  
\_\_\_\_\_  
Signature of Owner

5/17/2021  
Date

**OWNER'S AGENT**

Name: George Smith

Address Box 602, Bentley Postal Code T0C 0J0

Telephone [REDACTED] Cell [REDACTED] Email [REDACTED]

  
\_\_\_\_\_  
Signature of Owner's Agent

May 17, 2021  
Date

**APPLICATION FEES:**

The application fee(s) are per Fees for Services Bylaw 905/15, Schedule A, (as amended from time to time). Fees are nonrefundable. GST exempt.

**NOTE: A DETAILED SKETCH OF THE PROPOSED LOT MUST BE SUBMITTED ALONG WITH THE APPLICATION. WITHOUT THE DRAWING, THE APPLICATION WILL NOT BE PROCESSED.**

*Please note that the personal information requested in this form is protected under the Freedom of Information and Protection of Privacy Act (FOIP). Collection of the personal information is authorized under FOIP, Section 33c, and is to be used in conjunction with the Town of Rimbey Subdivision Authority and the Planning and Development Department. If you have any questions regarding FOIP, please phone 403-843-2113 and ask for the FOIP coordinator.*

Lot 3  
Plan 792-2543

Lot 7  
Plan 952-2016

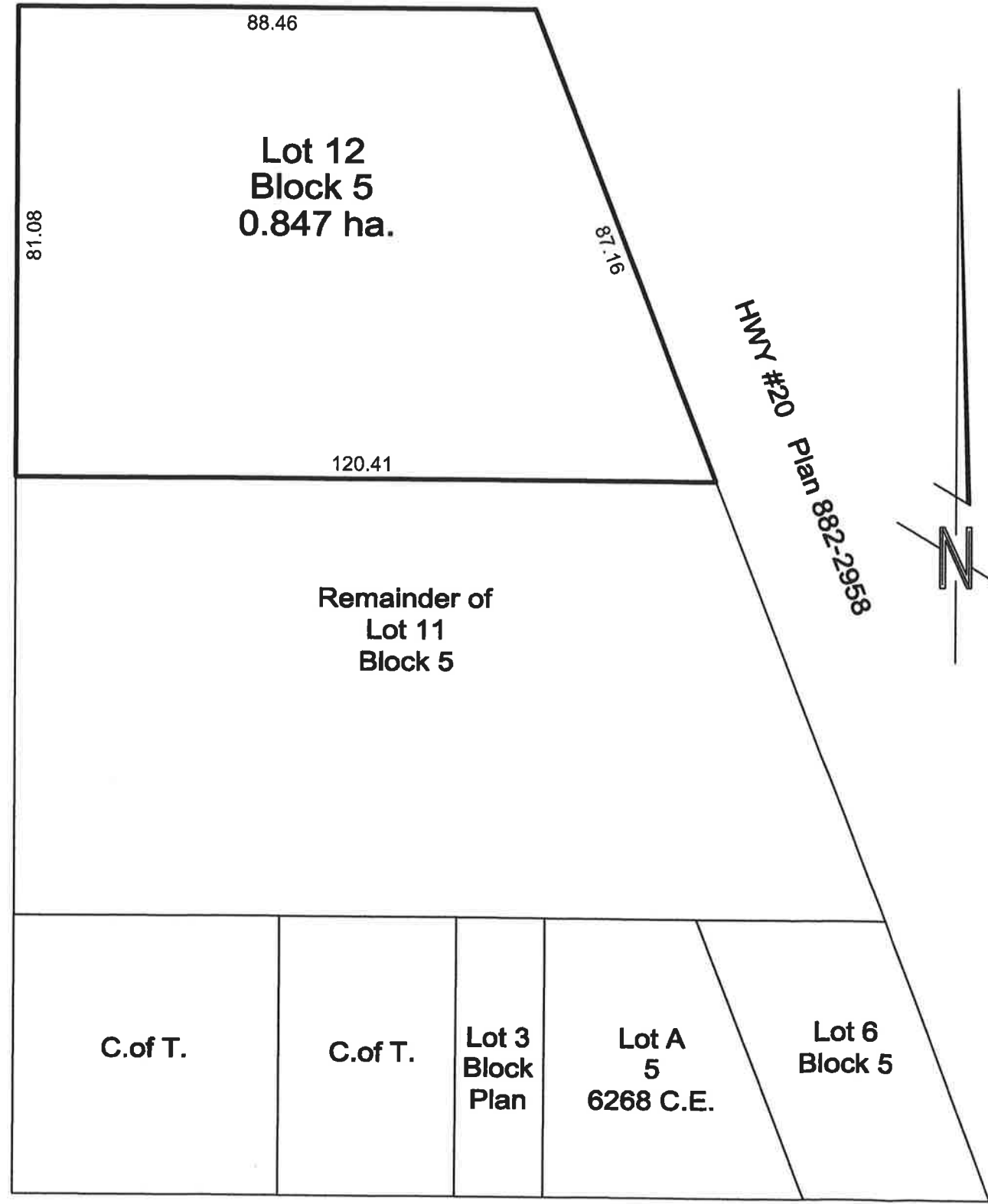
Lot 4  
Plan 792-2543

Lot 5  
Plan 982-6006

Road Plan  
212-\_\_\_\_\_

53rd Avenue

43rd Street



51st Avenue

# TENTATIVE PLAN

SHOWING Proposed Subdivision

Of part of

Lot 11, Block 5, Plan 082-3784

All within the

S.E. 1/4 Sec.28, Twp.42, Rge.2 W.5 M.

TOWN OF RIMBEY

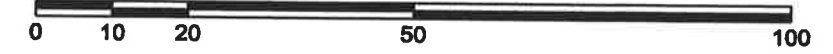
ALBERTA

2021

GEORGE SMITH, A.L.S.

SCALE = 1 : 1000

METRIC



### NOTES:

- DISTANCES ARE SHOWN IN METRES.
- AREA OUTLINED THUS: AND CONTAINS 0.847 ha.

DRAWN BY: ADR

CHECKED BY: GS

FILE No: S-002-21  
Rev. May 17 2021

no.	date	revision
1	18/05/21	ADDED DIMENSIONS

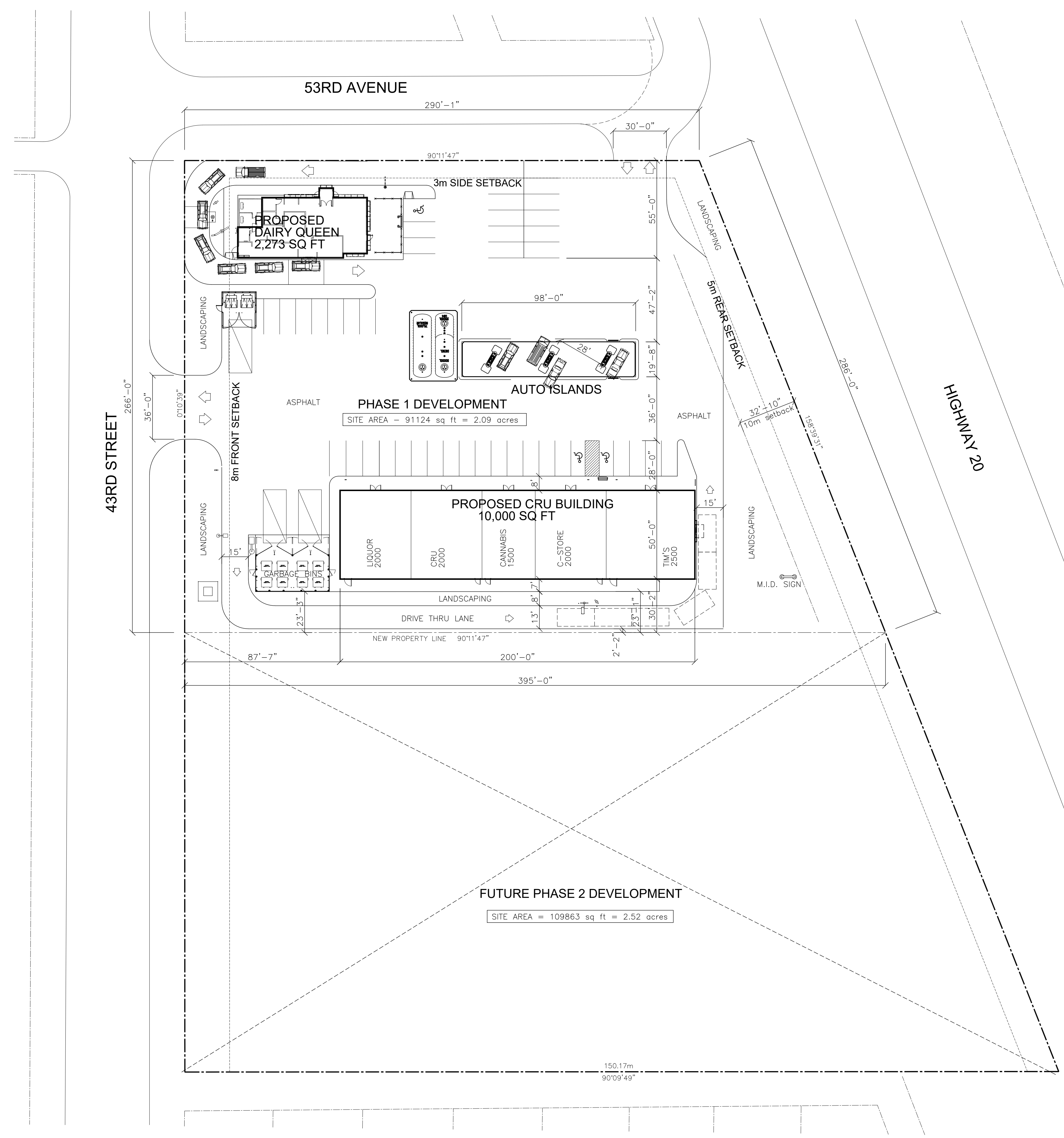
This drawing and its contents are protected by copyright and shall not be used, reproduced or revised, in whole or in part, without the written permission of OKE 8 Designs Inc.

**LEGAL DESCRIPTION:**

LOT: 1  
BLOCK: Y  
PLAN: 6268 C.E.

**SITE DATA**

SITE AREA OVERALL	= 200,987 Sq. Ft. = 4.61 Acres
PROPOSED DEVELOPMENT - PHASE 1	= 91,124 Sq. Ft. = 2.09 Acres
FUTURE DEVELOPMENT - PHASE 2	= 109,863 Sq. Ft. = 2.52 Acres
ZONING	= XXX
SITE COVERAGE	= ±13%
DAIRY QUEEN BLDG AREA	= 2,273 Sq. Ft.
CRU BUILDING AREA	= 10,000 Sq. Ft.
CRU FLOOR AREAS	
LIQUOR	= 2,000 SQ. FT.
CRU	= 2,000 SQ. FT.
CANNABIS	= 1,500 SQ. FT.
C-STORE	= 2,000 SQ. FT.
TIM'S	= 2,500 SQ. FT.
TOTAL FLOOR AREA	= 10,000 SQ. FT.
PARKING	
PARKING PROVIDED	= 43 STALLS
LOADING PROVIDED	= 3 STALLS



**PROPOSED SITE PLAN**

**PROPOSED**  
**HIGHWAY 20 TRAVEL CENTRE**  
43rd Street & 53rd Avenue  
Rimby, Alberta  
FOR  
**KAR HOLDINGS**  
OVERALL PRELIMINARY SITE PLAN

file no	20-01
drawn by	MO
date	03/01/20
scale (24"x36")	1"=30'-0"
scale (11"x17")	

**P20**





# Ponoka County

May 19, 2021

VIA EMAIL ONLY TO: [generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)

Town of Rimbey  
Box 350  
RIMBEY, Alberta  
TOC 2J0

ATTENTION: Elizabeth Armitage, MEDes, RPP, MCIP

Dear Ms. Armitage:

RE: Subdivision Application RP/21/01

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Ponoka County has no objection to the proposed subdivision of Lot 11, Block 5, Plan 082 3784 as outlined in your letter of May 19, 2021. In fact, we are quite happy for you and the commercial growth you are experiencing.

If you have any questions, kindly contact the undersigned.

Yours truly,

Charlie B. Cutforth  
Chief Administrative Officer

/dr



**Subject:** RE: FW: Town of Rimbey - Subdivision Application: TR/21/01  
**From:** "Niki Stanway" <[niki.stanway@collicutt.com](mailto:niki.stanway@collicutt.com)>  
**Sent:** 2021-06-15 10:17:14 AM  
**To:** "Liz" <[liz@rimbey.com](mailto:liz@rimbey.com)>;  
**CC:** "Bonnie Rybak" <[bonnie@rimbey.com](mailto:bonnie@rimbey.com)>; "Niki Stanway" <[niki.stanway@collicutt.com](mailto:niki.stanway@collicutt.com)>;

Thank you Liz, I appreciate your response.

Niki Stanway  
Executive Assistant  
403.302.6501 Direct



*Tell us how we did [collicutt.com/feedback](http://collicutt.com/feedback)*

---

**From:** Liz <[liz@rimbey.com](mailto:liz@rimbey.com)>  
**Sent:** June 14, 2021 9:10 AM  
**To:** Niki Stanway <[niki.stanway@collicutt.com](mailto:niki.stanway@collicutt.com)>  
**Cc:** Bonnie Rybak <[bonnie@rimbey.com](mailto:bonnie@rimbey.com)>  
**Subject:** Re: FW: Town of Rimbey - Subdivision Application: TR/21/01

Hello Niki,

We have received your email and will include it in the package that will be presented to the subdivision authority (Council) next week as part of the subdivision approval process.

As per your request we forwarded your contact information and request to the landowner on June 1, 2021 and again today. Due to FOIP legislation I cannot provide you with their contact information.

Please let me know if you have any further questions.

Cheers,  
Liz

**Elizabeth Armitage RPP, MCIP**  
Planning & Development Officer  
Town of Rimbey  
Direct Phone: 403.383.2366

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**From:** Niki Stanway [mailto:[niki.stanway@collicutt.com](mailto:niki.stanway@collicutt.com)]  
**Sent:** Friday, June 11, 2021 11:54 AM  
**To:** Kathy  
**Cc:** Niki Stanway  
**Subject:** RE: Town of Rimbey - Subdivision Application: TR/21/01

Good morning,

I wanted to follow up on my email below to ensure that you have received it.

Can you please confirm.  
Thank you,

Niki Stanway  
Executive Assistant  
403.302.6501 Direct



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**From:** Niki Stanway <[niki.stanway@collicutt.com](mailto:niki.stanway@collicutt.com)>  
**Sent:** May 28, 2021 2:37 PM  
**To:** '[generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)' <[generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)>  
**Cc:** Niki Stanway <[niki.stanway@collicutt.com](mailto:niki.stanway@collicutt.com)>  
**Subject:** Town of Rimbey - Subdivision Application: TR/21/01

Good Afternoon,

We received your notice in the mail regarding Town of Rimbey - Subdivision Application: TR/21/01, applicant #2156360 Alberta Ltd.

We are the owners of the vacant lot- lot #7 Plan 952-2016 and were curious if the applicant would be interested in purchasing our lot?

Can you please reach out to the applicant and inquire about this request or can you provide me contact information to do so?

Thank you in advance.

Niki Stanway  
Executive Assistant

888.682.6888 Toll-Free  
403.309.9250 Main  
403.302.6501 Direct  
403.597.7972 Cell  
403.309.9605 Fax

Collicutt Energy Services  
8133 Edgar Industrial Close

Red Deer, AB T4P 3R4

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Delivery Services, Transportation  
Central Region, Red Deer District  
4920 - 51 Street  
Red Deer, Alberta T4N 6K8

AT Reference No.: RSDP036105  
AT File Number: SE28-42-02-W5  
Municipality File Number: Subdivision

June 13, 2021

Town of Rimbey  
Box 350  
Rimbey, AB T0C 2J0  
Email: [generalinfo@rimbey.com](mailto:generalinfo@rimbey.com)

Attention: Town of Rimbey

**Subject: Referral for the items identified below within Ponoka County (“Municipality”)**

Reference / File Number	Description	Location
RSDP036105-1	Subdivision TR/21/01 2156360 Alberta Ltd.	Highway 20 SE-28-42-2-5 Lot 11 Block 5 Plan 082-3784

This will acknowledge receipt of your circulation regarding the above noted proposal, which must meet the requirements of Sections 14 and 15 of the Subdivision and Development Regulation, due to the proximity of Highway 20. The department is currently protecting Highway 20 to a Major Two-Lane standard at this location.

The above noted subdivision proposal does not meet Section 14 or 15 of the Regulation. While the Hwy 20 and 42nd Street intersection requires upgrades, no immediate developments are proposed with this subdivision. Therefore, Pursuant to Section 16 of the Regulation, the department grants approval for the subdivision authority to grant a variance of Section 14 and 15 of the Regulation should they choose to do so.. No direct Hwy 20 access is permitted.

The Hwy 20 and 42<sup>nd</sup> Street intersection with the next rezoning, subdivision or development that intensifies the use of the subject intersection will require intersection upgrades as per the Rimbey Travel Centre Traffic Impact Assessment (TIA). In accordance with Section 648(2)(c.2) of the Municipal Government Act and *Policy 7* of the *Provincial Land Use Policies*, municipalities are encouraged to mitigate the impacts of traffic generated by developments approved on the local road connection to the highway system.

Pursuant to Section 678(2) of the Municipal Government Act, Alberta Transportation requires that any appeal of this subdivision be referred to the Land and Property Rights Tribunal (formerly known as the Municipal Government Board).

If you have any questions please contact the undersigned Development and Planning Technologist. Thank you for the referral and opportunity to comment.

Signed:

Sandy Choi  
Dev and Planning Tech  
[sandy.choi@gov.ab.ca](mailto:sandy.choi@gov.ab.ca)  
(403) 340 7179



REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.1
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Department Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Department managers supply a report to Council, bi monthly advising Council of the work progress for the time period.
<b>Discussion</b>	8.1.1 Chief Administrative Officer Report 8.1.2 Director of Finance Report – Payables Listing
<b>Recommendation</b>	Motion by Council to accept the department reports, as information.

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 14, 2021

Date

**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 14, 2021

Date

## Highlights

### COVID-19:

- Attended weekly virtual meetings with Dr. Deena Hinshaw regarding COVID-19 updates with municipalities.

### Recreation:

- Fitness Centre opened on Monday June 14, 2021 in accordance with Stage 2 reopening guidance.
- Pool is scheduled to open on Friday, June 18, 2021 in accordance with Stage 2 reopening guidance.

Lori Hillis  
Chief Administrative Officer

## Council Board Report



Supplier : 1020405 to ZIM1598  
Fund : 1 GENERAL FUND  
Include all Payment Types : Yes

Date Range: 01-Jun-2021 to 15-Jun-2021  
Sequence by: Cheque/EFT#  
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Buist Motor Products Ltd.	47290	08-Jun-2021	Buist - repairs - Tahoe - Bylaw	769.84
Cervus Ag Equipment LP	47291	08-Jun-2021	Cervus Ag Equipment - JD Mower	68,985.00
Highline Electrical Constructors Ltd.	47292	08-Jun-2021	Highline Electrical Constructors - PP#8 HBR - St	14,093.20
ORNAMENTAL BRONZE LIMITED	47293	08-Jun-2021	Ornamental Bronze - Columbarium Plaque	540.75
940918 Alberta Ltd.	47294	10-Jun-2021	9401314 Alberta Ltd - concrete crushing	104,811.00
Advanced Fire & Safety Systems Inc.	47295	10-Jun-2021	Advanced Fire & Safety - kitchen exhaust /hood c	698.25
AED Advantage	47296	10-Jun-2021	AED Advantage - Lifepak kit - CC	3,379.50
Allemand,Blake	47297	10-Jun-2021	Blake Allemand - Demolition Incentive	4,000.00
Animal Control Services	47298	10-Jun-2021	Animal Control	1,428.00
Black Dragon Fireworks Inc.	47299	10-Jun-2021	Black Dragon Fireworks - fireworks	6,750.00
Black Press Group Ltd.	47300	10-Jun-2021	Black Press Media - May 2021 advertisements	1,594.39
Brandt Tractor Ltd	47301	10-Jun-2021	Brandt Tractor - parts - JD Model 310SK	139.76
Brownlee LLP	47302	10-Jun-2021	Brownlee LLP - professional services	1,877.45
Canadian Red Cross Society	47303	10-Jun-2021	Canadian Red Cross - Annual Renewal Fee	250.00
Cast-A-Waste Inc.	47304	10-Jun-2021	Cast-A-Waste - June 2021 - monthly garbage/rec	9,817.50
Classic Embroidery & Embossing	47305	10-Jun-2021	Classic Embroidery - PW - supplies	749.77
Environmental 360 Solutions (Alberta) Ltd	47306	10-Jun-2021	E360 - 5109-54 St - bin dumps/rent	650.02
Evergreen Co-operative Association	47307	10-Jun-2021	Evergreen Co-op - grass seed	4,609.76
Expert Security Solutions	47308	10-Jun-2021	Expert Security - Pool - June 2021 fee	26.20
Hi-Way 9 Express Ltd.	47309	10-Jun-2021	Hi-Way 9 - PW - freight	63.79
Longhurst Consulting	47310	10-Jun-2021	Longhurst Consulting - May/21 - monthly contract	2,092.65
LOR-AL SPRINGS LTD.	47311	10-Jun-2021	Lor-Al Springs - water	11.00
MLA Benefits Inc.	47312	10-Jun-2021	MLA Benefits - June/21 - HSA for Councilors/May	1,642.66
New Can Truck Parts	47313	10-Jun-2021	New Can Truck Parts - asphalt box tarp	635.20
Petty Cash	47314	10-Jun-2021	Town of Rimbey - Petty Cash	181.30
Rimbey Express	47315	10-Jun-2021	Rimbey Express	125.00
Rimbey Family & Community Support Services	47316	10-Jun-2021	FCSS - June 2021 payment	15,868.00
Rimbey Home Hardware	47317	10-Jun-2021	Rimbey Home Hardware - supplies	165.56
Staples Advantage	47318	10-Jun-2021	Staples Advantage - office supplies	314.18
Superior Safety Codes Inc.	47319	10-Jun-2021	Superior Safety Codes - April 2021 - closed perm	236.25
The Government of Alberta	47320	10-Jun-2021	Land Titles - May 2021	20.00
Town Of Rimbey	47321	10-Jun-2021	Town of Rimbey - Util - May 2021	3,548.69
Town of Rimbey - Pool Float	47322	10-Jun-2021	Town of Rimbey - Pool - Float	120.00
Uni First Canada Ltd.	47323	10-Jun-2021	Uni-First - coveralls/supplies	60.73
United Farmers Of Alberta	47324	10-Jun-2021	UFA - Bylaw - fuel - May /21	452.87
Canada Revenue Agency	00070-0001	08-Jun-2021	CRA - June 11/21 (biweekly May 23-June 5/21)	17,120.41
LAPP	00070-0002	08-Jun-2021	LAPP - FCSS - June 2/21 (biweekly payroll May	2,843.20
Servus Credit Union Ltd.	00070-0003	08-Jun-2021	Servus - Debenture #45 - Paving	28,145.36
VICTOR CANADA	00070-0004	08-Jun-2021	Victor Canada - June 2021 benefits	13,414.71
ALBERTA MUNICIPAL SERVICE CORPORATION	00071-0001	10-Jun-2021	AMSC - power/gas - June 07/21	30,630.32
LAPP	00071-0002	10-Jun-2021	LAPP - June 11/21 (biweekly payroll May 23-June	9,307.94
<b>Total:</b>				<b>352,170.21</b>



REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.2
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Boards/Committee Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Various Community Groups supply Minutes of their board meetings to Council for their information.
<b>Attachments</b>	8.2.1 Tagish Engineering Project Status Updates to June 10, 2021 8.2.2 PRLS Board Meeting Minutes May 20, 2021 8.2.3 PRLS Board Talk May 20, 2021 8.2.4 Rimbey Municipal Library Board Meeting Minutes April 15, 2021
<b>Recommendation</b>	Motion by Council to accept the Tagish Engineering Project Status Updates to June 10, 2021; PRLS Board Meeting Minutes and Talk May 20, 2021 and Rimbey Municipal Library Board Meeting Minutes April 15, 2021, as information.

**Prepared By:**

Lori Hillis, CPA, CA  
Chief Administrative Officer

June 16, 2021

Date

**Endorsed By:**

Lori Hillis, CPA, CA  
Chief Administrative Officer

June 16, 2021

Date



Date	Project Manager	Status Update
<b>Town of Rimbey</b>		
<b>RBYM00000.21 RB00 - 2021 General Engineering</b>		
April 28, 2021	Matichuk, Gerald	Tagish is working with the Director of Public Works to identify the locations of the proposed edge of road/curb face on 54 Ave between Hwy Service Road and 44 St.
May 13, 2021	Matichuk, Gerald	Tagish is working with Highline Electrical Constructors Ltd. on processing the holdback release for the Standby Generator Community Center project.
May 27, 2021	Matichuk, Gerald	Tagish is waiting for Highline Electrical Constructors Ltd. to provide all necessary documentation prior to processing the holdback release for the Standby Generator Community Center project.
June 10, 2021	Matichuk, Gerald	Tagish is working with Vicinia Planning & Engagement to review the revised Hwy 20 Development engineering drawings.
<b>RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades</b>		
April 29, 2021	Solberg, Lloyd	Contracts have been sent to Timcon. Awaiting them to be signed and returned. Timcon coordinating with their subs to finalizing a time for the upcoming pre-construction meeting.
May 13, 2021	Solberg, Lloyd	Pre-Construction meeting was held on May 10th. Contractor to start locates and start mobilizing likely by next week.
May 27, 2021	Solberg, Lloyd	Contractor has mobilized their site trailer and have erected fencing at the projects. Carbon to install proposed water distribution main and future water supply next week.
June 10, 2021	Solberg, Lloyd	Construction is on-going. Water distribution and supply has been installed. Gas meter has been moved. Contractor to install piling and start on building expansion foundation.
<b>RBYM00136.01 RB136.01 - 2019/20 Street Improvements</b>		
April 28, 2021	Matichuk, Gerald	Public Works, J. Branco & Sons and Tagish have agreed that with the unpredictable weather the concrete installation to extend the swale in Drader Crescent will be completed in the spring of 2021 (Oct 29, - April 28, 2021).
May 13, 2021	Matichuk, Gerald	Border Paving Ltd. and J. Branco & Sons are scheduled to start construction the week of June 07, 2021.
May 27, 2021	Matichuk, Gerald	Border Paving Ltd. and J. Branco & Sons have provided a revised schedule to start construction the week of June 21, 2021.
June 10, 2021	Matichuk, Gerald	This project is considered complete and all remaining work will be completed under the 2021 Street Improvements project.
<b>RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply</b>		
April 29, 2021	Solberg, Lloyd	Tagish has a meeting with Pidherneys next week to review the Spring deficiency work for the water supply project.
May 13, 2021	Solberg, Lloyd	Pidherneys has been on site to work on the spring deficiencies and should be finished soon. Timcon has indicated that construction will start on Well 15 Building in June.
May 27, 2021	Solberg, Lloyd	Pidherneys has a few things to finalize on site and should be finished soon. Timcon has indicated that construction will start on Well 15 Building in June.
June 10, 2021	Solberg, Lloyd	(June 10) No change
<b>RBYM00140.00 RB140 - Rimbey MSP Projects</b>		
April 29, 2021	Solberg, Lloyd	Contracts have been sent to Timcon. Awaiting them to be signed. Timcon is coordinating a time with their subs so that we can finalizing a date for the pre-construction meeting.
May 13, 2021	Solberg, Lloyd	Timcon is indicating that construction will occur on Well 10R in late May/Early June. Reservoir 2 work to be completed in early to mid July.
May 27, 2021	Solberg, Lloyd	(May 27) No change.
June 10, 2021	Solberg, Lloyd	(June 10) No change.

### **RBYM00141.00 RB141 - Evergreen Est Street Imp**

- April 28, 2021 [Matichuk, Gerald](#) Border Paving Ltd. have indicated that construction will start the first week of June 2021, with completion by mid July 2021 weather permitting (April 15 - April 29, 2020).
- May 13, 2021 [Matichuk, Gerald](#) Border Paving Ltd. have indicated that construction will start the first week of June 2021, with completion by mid July 2021 weather permitting.
- May 27, 2021 [Matichuk, Gerald](#) Border Paving Ltd. have indicated that construction will start the first week of June 2021, with completion by mid July 2021 weather permitting. Tagish is working with TAQA North to obtain a pipeline crossing agreement for a crossing on 52 St.
- June 10, 2021 [Matichuk, Gerald](#) **TAQA North has provided the Town with a pipeline crossing agreement for a pipeline crossing 52 St. On June 3, Border Paving Ltd. started construction on Westview Drive. The Contractor has windrowed the grass and vegetation off the roadway surface, compacted the existing roadway, and is placing and compacting crushed gravel. Weather permitting the Contractor is anticipating paving to start week of June 21, 2021.**

### **RBYM00142.00 RB142 - 2021 Street Improvements**

- April 28, 2021 [Matichuk, Gerald](#) Tagish is fielding questions from Contractors related to the tender. Tenders will be received on the Bids & Tenders format, April 29, 2021.
- May 13, 2021 [Matichuk, Gerald](#) Border Paving Ltd. have indicated that construction is scheduled to start the week of June 07, 2021.
- May 27, 2021 [Matichuk, Gerald](#) Border Paving Ltd. have rescheduled to start construction the week of June 21, 2021.
- June 10, 2021 [Matichuk, Gerald](#) **On June 08, 2021, Public-works, Tagish and J. Branco & Sons Concrete Services identified concrete to be replaced and First Call locates are being completed. The Contractor is scheduled to be on site the week of June 21, 2021.**

### **RBYM00143.00 RB143 - 56th Ave Sanitary Sewer Imp**

- April 28, 2021 [Matichuk, Gerald](#) Tagish is working to complete the Tender Documents and Engineering Drawings, for tender pick up by May 6, 2021.
- May 13, 2021 [Matichuk, Gerald](#) The project is out for tender, and currently ten (10) Contractor and Sub-contractors have picked up tenders. A pre-construction Teams Meeting was held May 12, and tenders will close on May19, 2021 on the Bids & Tenders format.
- May 27, 2021 [Matichuk, Gerald](#) On May 25, 2021 Council awarded the tender to 1998372 Alberta Ltd. c/a Elite Site Services. The Contracts will be sent to Elite Site Services for endorsement.
- June 10, 2021 [Matichuk, Gerald](#) **The contract documents have been endorsed by all parties, and the Contractor (1998372 Alberta Ltd. c/a Elite Site Services) is scheduled to start construction the first week of August 2021.**



## PRLS Board Meeting Minutes May 20, 2021

The regular meeting of the Parkland Regional Library System Board was called to order at 10:06 a.m. on Thursday May 20, 2021 in the Small Board Room, Lacombe.

**Present:** Debra Smith (Board Chair)

**Present via Zoom:** Jackie AlMBERG, Alison Barker-Jevne, Doreen Blumhagen, Amanda Derksen, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Sandy Gamble, Bruce Gartside, Clark German, Barb Gilliat, Rick Manning (alternate for Jeanette Herle), Agnes Hoveland, Deborah Juch, Cora Knutson, Dana Kreil, Gord Lawlor, Stephen Levy, Daryl Loughheed, Josephine McKenzie, Philip Massier, Blair Morton, Leah Nelson, Ray Olfert, Terilyn Paulgaard, Norma Penney, Rosella Peterman, Len Phillips, Lori Reid, Danny Rieberger, Heather Ryan, Janine Stannard, Les Stulberg, Patricia Toone, Cindy Trautman, Doug Weir, Shannon Wilcox, Sharon Williamson, Bill Windsor, Mary Ann Wold, Bonita Wood

**With Regrets:** Trudy Kilner, Bill Rock, Ann Zacharias

**Absent:** Bill Chandler, Colleen Ebden, Lonnie Kozlinski, Ricci Matthews, Rick Pankiw, Jas Payne, Heidi Pierce, Mike Yargeau

**Staff:** Ron Sheppard, Donna Williams, Colleen Schalm, Tim Spark, Kara Hamilton, Haley Amendt, Olya Korolchuk

**Guests:** Joey Ingram, Lindsay Schmidt, Rebecca Slater from MNP

### Call to Order

Meeting called to order at 10:06 a.m. by Smith.

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

Motion by Janine Stannard to excuse Trudy Kilner, Bill Rock and Ann Zacharias from attendance at the board meeting on May 20, 2021 and remain members of the Parkland Board in good standing.

CARRIED  
PRLS 14/2021

## 1.1 Agenda

### 1.1.2 Adoption of the Agenda

Motion by Bruce Gartside to accept the agenda as presented.

CARRIED  
PRLS 15/2021

**1.2. Approval of Minutes**

Smith asked if there were any amendments to the February 25, 2021 minutes.

Patricia Toone mentioned that her contribution to the Parkland Community Update was missing half of her statement. It should read: *Pat Toone: Sundre Library offered Zoom book clubs. Even though the doors were locked, the library stayed open the whole time, and will probably continue the book clubs after the pandemic.*

Motion by Janine Stannard to approve the minutes of the February 25, 2021 meeting as amended.

CARRIED  
PRLS 16/2021

**1.3. Business arising from the minutes of the February 25, 2020 meeting**

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

**2.5. Business Arising from the Consent Agenda**

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

Motion by Heather Ryan to approve the consent agenda as presented.

CARRIED  
PRLS 17/2021

**3.1. Changes to Parkland’s Amortization Policy – Page 31**

Williams reviewed. Parkland’s auditors have suggested a change to the amortization calculation of our building. This suggestion was due to both Parkland’s intention to keep the headquarters building for the long term, and the large gain that was recognized from the sale of the old building.

In MNP’s municipal audits, they have found municipal buildings are generally amortized over 50 years straight-line and recommended Parkland do the same. The auditors made the following policy suggestion:

The current policy:

**4.4.3 Amortization of capital assets**

*Amortization is recorded as an expense in the current year. Capital assets are recorded at cost. Amortization is calculated using the diminishing balance method. Assets are amortized by group following the rates and classes as set by the Canadian Income Tax Act.*

The new policy:

**4.4.3 Amortization of capital assets**

*All amortization for assets will be recorded as an expense in the current year. Capital assets are initially recorded at cost.*

*Amortization for buildings only will be recorded as straight-line over 50 years with full amortization in the first year and with no amortization in the year of disposal. Buildings are amortized using rates from the Alberta Municipal Affairs Toolkit.*

*For all other capital assets, amortization is calculated using the diminishing balance method, with full amortization in the first year and with no amortization in the year of disposal. Assets are amortized by group following the rates and classes as set by the Canadian Income Tax Act.*

Motion by Philip Massier to approve the new amortization of capital assets policy statement as presented.

CARRIED  
PRLS 18/2021

**3.2. Approval of 2020 Audit – Page 33**

Lindsey Schmidt and Joey Ingram from Parkland's audit company, MNP, presented the audit.

The *Parkland Regional Library System 2020 Audit Findings Report to the Board of Directors/Executive Committee for December 31, 2020*, two additional letters to the board and the *Financial Statements December 31, 2020* was provided by PRLS's auditors MNP. In their report, the auditors state:

*We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated December 15, 2020, for the preparation and fair presentation of the Library's financial statements in accordance with Canadian public sector accounting standards. We believe these financial statements are complete and present fairly, in all material respects, the financial position of the Library as at December 31, 2020, and the results of its operations and its cash flows, in accordance with Canadian public sector accounting standards.*

Parkland received a clean audit. However, the auditors had two recommendations in their management letter, first, that employee timesheets should always be reviewed by immediate supervisors and approved by signature. Secondly, it was noted that reserve balances were below the recommended minimum outlined in the Governance Policies and Bylaws. They recommended that the board discuss transferring funds to these reserve accounts to meet minimum recommended levels or that the Governance policies be updated if the board believes these minimum levels should be reconsidered. They added that all other points from 2019 were rectified by management during the year.

Doreen Blumhagen entered the meeting at 10:43 a.m.

Motion by Elaine Fossen to approve the Parkland Regional Library System 2020 Audit Finding Report to the board of Directors/Executive Committee for December 31, 2020 as presented.

CARRIED  
PRLS 19/2021

Joey Ingram, Lindsay Schmidt and Rebecca Slater left the meeting at 10:48 a.m.

**3.3. Reserve Top-ups – Page 80**

Smith reviewed. At the recommendation of the auditors, the Executive Committee reviewed the reserve levels. At the time of their April 22<sup>nd</sup> meeting, the Unrestricted Reserve was valued at \$418,860. Since not all Parkland's reserves were at the recommended minimum levels as stated

in PRLS policy, and as noted by MNP during the audit, staff requested to move funds from the Unrestricted Reserve to replenish four reserves. Parkland's Executive Committee is empowered to move reserve funds between board meetings.

Policy states the Building Reserve's recommended minimum level should be \$250,000. It had been at \$150,000. Staff recommended moving \$100,000 from the Unrestricted Reserve to the Building Reserve.

Amanda Derksen left the meeting at 10:50 a.m.

Policy states the Contingent Liability Reserve's recommended minimum level should be \$50,000 but its level had been at \$8,519 with more expenses likely to come in 2021. Staff recommended moving \$45,000 from the Unrestricted Reserve to the Contingent Liability Reserve.

Policy states that the Technology Reserve should carry a balance of between \$300,000 and \$500,000. When considering the current amount of \$291,716 and the additional purchases this year of \$131,000 it was estimated that this reserve will be valued at \$160,716 by the end of 2021. Staff therefore recommended that \$140,000 be moved from the Unrestricted Reserve to the Technology Reserve to leave an estimated balance at December 31 of \$300,716.

The Vehicle Reserve is an unfunded reserve that had been valued at \$74,347. It is only replenished in years when Parkland has surpluses. Staff are working to smooth out replacing the cargo vans with one purchase a year over the next three years. We currently run three cargo vans. Without additional funding, there would be insufficient funds to pay for new vehicles. Staff therefore recommended that \$50,000 be moved from the Unrestricted Reserve to the Vehicle Reserve. With this movement of monies, the Vehicle Reserve should be sufficiently funded to cover purchases through 2025.

After some discussion, the Executive Committee decided to move fewer funds to the Building reserve, and move more funds to the Technology Reserve and the Vehicle Reserve. They were aware of the policy stating that the Building Reserve be at a minimum of \$250,000, but with a new building, it was assumed that there will not be a need for major repairs in the next few years. The Executive Committee preferred to slowly bring the Building Reserve up to the minimum recommended amount of \$250,000 within the next 5 years.

At their meeting, the Executive Committee approved the:

- movement of \$25,000 to the Building Reserve,
- movement of \$45,000 to the Contingent Liability Reserve,
- movement of \$190,000 to the Technology Reserve, and
- the movement of \$75,000 to the Vehicle Reserve.

This left the balance of the Unrestricted Reserve at \$83,860

Motion by Janine Stannard to receive for information

CARRIED  
PRLS 20/2021

**3.4. Treasury Board and Finance Population Numbers – Page 82**

Sheppard reviewed. According to clause 8.3 of Parkland's master agreement, when invoicing members for the requisition, "*The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.*" However, according to the Government of Alberta's website "*The Municipal Affairs Population List has been discontinued and will be replaced by population estimates from Treasury Board and Finance in the future.*" The Government of Alberta (GOA) website further states that "*The Office of Statistics and Information at Treasury Board and Finance provides regular population estimates and projections for each census division in Alberta. Please note that population figures between the municipal population lists and the provincial population estimates and projections will differ due to different methodologies used to account for population.*"

The potential problem for Parkland is that the last updated official population list from Municipal Affairs uses 2019 population figures and, as stated, will no longer be updated. Instead, the only official population figures appear to be those from the Treasury Board. However, the population numbers are noticeably different.

At their March 25<sup>th</sup> meeting, the Executive Committee examined the issue. They recommended that for 2021, Parkland invoice municipalities using the updated 2019 population figures supplied by Alberta Municipal Affairs. For 2022, Parkland is to build the budget and invoice municipalities based on the population estimates supplied by Treasury Board and Finance. At the Executive Committee's direction, notice of this change was sent to all Parkland member municipalities and board members on March 31, 2021.

Due to some confusion, three municipalities responded to Parkland's communication on this subject. After Parkland staff provided clarification on the matter, the three municipalities were content with Parkland's position.

At the Executive Committee's direction, Parkland is building a budget for 2022 without increasing the per capita rate of the municipal requisition/levy. This will mean that the per capita levy will remain the same for three consecutive years.

Motion by Len Philips to receive for information

CARRIED

PRLS 21/2021

**3.5. Purchase of Chairs from Reserves – Page 89**

Sheppard reviewed. To equip the new meeting rooms with some new, comfortable furniture, staff purchased 30 new chairs. Since this was an unbudgeted expense, staff exercised the opportunity to pay for these chairs with funds from the Equipment/Furnishings Reserve. Cost for the chairs equaled \$4,899.33. The balance left in the Equipment/Furnishing Reserve equaled \$45,101

At their April 22<sup>nd</sup> meeting, the Executive Committee reviewed the purchase of chairs without concern.

Motion by Gord Lawlor to receive for information.

CARRIED  
PRLS 22/2021

**3.6. 2022 Strategic Plan – Page 90**

At the February board meeting, the Parkland Board made the decision to extend the current strategic plan for another year. This is because with the shutdowns and limitations on meetings, conducting a needs assessment in 2021 for a new plan in 2022 would be very difficult. Moreover, engaging in a new strategic plan that focuses on services Parkland provides to libraries is better conducted post-pandemic since what libraries require now will be very different from what they will require when we (hopefully) return to normal.

At the last meeting, motions were made to support the four goals of Parkland's current strategic plan and extend the plan for one more year.

In compliance with legislation, staff duly sent the strategic plan and workplan along with an explanation and motions made by the board to the Public Library Services Branch (PLSB) at Municipal Affairs. Unfortunately, the PLSB did not accept the extension of the strategic plan because there is no allowance to extend a plan of service in the legislation. To quote PLSB staff; *"PLSB needs to file a document that clearly indicates it is Parkland's 2022 strategic plan, not Parkland's 2019-2021 plan that has been extended for one year."* So, Parkland can use the same plan for another year, but the board had to approve it as the strategic plan for 2022 and not just extend the plan for another year. To fulfill legislative requirements, staff therefore proposed to approve the current strategic plan as the strategic plan for 2022.

Motion by Les Stulberg to endorse the 2019-2021 Strategic Plan document and approve it as Parkland's one-year strategic plan for 2022.

CARRIED  
PRLS 23/2021

**3.7. Parkland Investments – Page 98**

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

In past years, Parkland only invested its funds in GICs and in a conservative, managed bond portfolio. RBC Wealth Management, Dominion Securities is the company managing PRLS' investment account. Our investor, Adam Lamb, reported that he does not think any changes are needed at this time but likely we will want to look at changes in the next 6-12 months before the Bank of Canada starts raising interest rates as that can hurt longer maturity bonds. At that point PRLS may want to own shorter term bonds as well as a bit of floating rate bonds to capitalize on raising interest rates. Lamb does not believe the Bank of Canada is in any rush to raise rates in the near future as the pandemic has created a lot of debt but higher interest rates are something to be aware of.

Staff did not recommend changing Parkland's overall investment strategy of keeping funds in a conservative, managed bond portfolio. PRLS does not currently have funds invested in GICs.



After reviewing the matter, the Executive Committee did not mandate any changes to Parkland's investment strategy.

Motion by Cindy Trautman to receive for information.

CARRIED  
PRLS 24/2021

**3.8. 2020 Outlet Annual Reports – Page 106**

Sheppard reviewed. Included in the package was the annual reports for the four library service points for which the Parkland Board is the governing board. Under the Alberta Libraries Act, the PRLS Board must approve the annual reports for these service points. They are:

Brownfield Community Library – County of Paintearth  
Nordegg Public Library – Clearwater County  
Spruce View Community Library – Red Deer County  
Water Valley Public Library – Mountain View County

There is usually a delay in bringing these reports forward for review since these four libraries usually do not have their reports completed in time for the February board meeting.

Staff have not attempted to make comprehensive statistical comparisons between 2019 and 2020 due to the unprecedented interruptions to library service caused by the COVID-19 pandemic. That Parkland's outlet libraries have worked so hard to adapt services during this difficult time is testimony to their adaptiveness, resilience and resolve.

The reports have already been submitted to the Public Library Services Branch in compliance with the February 28<sup>th</sup> deadline. There were no questions regarding the reports.

Motion by Shannon Wilcox to receive for information.

CARRIED  
PRLS 25/2021

**3.9. Advocacy Committee Report – Page 173**

Barb Gilliat gave the Advocacy report verbally. She talked about how Library service has stayed the same over the years, but also has adapted and changed some of the ways those services are delivered. A video about the Parkland annual report was shared next, and then a video about Parkland services "Then and Now" which highlighted the similarities and differences between services from the 1970s and now. Norma Penney then spoke about the Parkland Municipal ROIs, which are found on the Parkland website.

Motion by Stephen Levy to receive for information

CARRIED  
PRLS 26/2021

**3.10. Parkland Community Update**

Barb Gilliat – The Alix Public Library manager is doing book reviews and posting them online. They are very popular and useful because patrons can only do curbside pickup at this time.

Gord Lawlor – The Town and County of Stettler have created an intermunicipal library board. The Stettler Public Library is using a 3D printer to print items for senior hobby kits. One of the items printed are knitting bobbins for a Learn to Knit kit.

Les Stulburg – The Stettler Public Library is livestreaming on Facebook for new gardeners. They are also continuing their outreach to 3 seniors lodges and 3 Hutterite colonies, and producing early literacy kits for children.

Shannon Wilcox – Mountain View County libraries are working together to make sure that patrons of all the county libraries have equal access. They are focusing on mental health supports, early literacy and are holding a Teen Kindness awareness program that accepts nominations for a Kindness Award with prizes.

Doreen Blumhagen – The Castor Municipal Library has hired new staff and has had a big reset. Parkland staff have been a fantastic resource. They are looking for a book drop box that is weatherproof.

Heather Ryan – Before the recent restrictions, when the restaurants moved to outdoor seating the Olds & District Municipal Library thought to move outdoors also. They placed two computers outside for patrons as well as a rack of lending books and had a staff member outside to assist. It was well received but couldn't continue due to COVID restrictions.

Terilyn Paulgaard – The Provost Municipal Library held a silent auction, with sale items donated by local businesses. Pictures of items were posted on their Facebook page. The public was notified via Facebook, local Facebook groups and signs on Main Street. Bids were taken via phone. The event was very successful and brought in \$3,000.

Norma Penney – The Clive Public Library held their annual book sale virtually. It was as successful as in-person book sales have been in the past.

Motion by Norma Penney to receive for information.

CARRIED  
PRLS 27/2021

### **3.11.1. Director's Report**

### **3.11.2. Library Services Report**

### **3.11.3. IT Report**

### **3.11.4. Finance and Operations Report**

### **3.11.5. ALTA Report**

Smith asked if there were any questions regarding the Director's, Library Services, IT, Finance and Operations, or ALTA reports. There were none.

Motion by Gord Lawlor to receive the Director's, Library Services, IT, Finance and Operations, and ALTA Reports for information.

CARRIED  
PRLS 28/2021

## **4. Adjournment**

Motion by Barb Gilliat to adjourn the meeting at 11:38 a.m.

CARRIED  
PRL 29/2021

Meeting adjourned at 11:38 a.m.

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Chair

DRAFT



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# PRLS BOARD TALK

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## Highlights of the Parkland Regional Library Board Meeting

MAY 20, 2021

### Audit Report Approved

Parkland's audit was presented to the board by MNPs Lindsey Schmidt and Joey Ingram.

Parkland received a clean audit. However, the auditors had two recommendations in their management letter, first, that employee timesheets should always be reviewed by immediate supervisors and approved by signature. Secondly, it was noted that reserve balances were below the recommended minimum outlined in the Governance Policies and Bylaws. They recommended that the board discuss transferring funds to these reserve accounts to meet minimum recommended levels or that the Governance policies be updated if the board believes these minimum levels should be reconsidered. They added that all other points from 2019 were rectified by management during the year.

A copy of the Auditor's Report and Report to the Board will be sent to your municipality.

### Treasury Board and Finance Population Numbers

According to clause 8.3 of Parkland's master agreement, when invoicing members for the requisition, "*The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.*" However, according to the Government of Alberta's website "*The Municipal Affairs Population List has been discontinued and will be*

*replaced by population estimates from Treasury Board and Finance in the future.*"

The last updated official population list from Municipal Affairs uses 2019 population figures and, as stated, will no longer be updated. Instead, the only official population figures appear to be those from the Treasury Board. However, the population numbers are noticeably different.

At their March 25<sup>th</sup> meeting, the Executive Committee recommended that for 2021, Parkland invoice municipalities using the updated 2019 population figures supplied by Alberta Municipal Affairs. For 2022, staff were instructed to build the budget and invoice municipalities based on the population estimates supplied by Treasury Board and Finance. At the Executive Committee's direction, notice of this change was sent to all Parkland member municipalities and board members on March 31, 2021.

Also, at the Executive Committee's direction, Parkland is building a budget for 2022 without increasing the per capita rate of the municipal requisition/levy. This will mean that the per capita levy will remain the same (\$8.55) for three consecutive years.

### 2022 Strategic Plan

At the February board meeting, the Parkland Board made the decision to extend the current strategic plan for another year. This is because with the shutdowns and limitations on meetings, conducting a needs assessment in 2021 for a new plan in 2022 would be very difficult.

In compliance with legislation, staff duly sent the strategic plan and workplan along with an explanation and motions made by the board to the Public Library Services Branch (PLSB) at Municipal Affairs. Unfortunately, the PLSB did not accept the extension of the strategic plan because there is no allowance to extend a plan of service in the legislation.

The board therefore approved the 2019-2021 Strategic Plan as Parkland's Strategic Plan for 2022.

### Parkland Investments

Parkland reviewed its investment strategy and has decided to make no changes. Currently, all investments are in a conservative bond portfolio managed by Dominion Securities. Due to the potential change in interest rates, this matter will be re-examined in the fall.

## Outlet Annual Reports

The board approved the Annual Reports for the four library service points for which the Parkland Board is the governing board. They are:

**Brownfield Community Library** – County of Paintearth

**Nordegg Public Library** – Clearwater County

**Spruce View Community Library** – Red Deer County

**Water Valley Public Library** – Mountain View County

Despite the many challenges of 2020, Parkland's outlets actually saw increases in areas such as cardholders and programming. That Parkland's outlet libraries have worked so hard to adapt services during this difficult time is testimony to their adaptiveness, resilience and resolve.

The reports have been submitted to the Public Library Services Branch in compliance with the February 28<sup>th</sup> deadline.

## Advocacy Committee Report

The Advocacy Committee introduced the 2020 Return on Investments (ROI) for member municipalities. They can be found on Parkland's website: [Return on Investment - Parkland Regional Library System \(prl.ab.ca\)](https://www.prl.ab.ca)

## Community News from Trustees

The **Alix Public Library** manager is doing book reviews and posting them online. They are very popular and useful because patrons can only do curbside pickup at this time.

**Stettler Public Library** is using a 3D printer to print items for senior hobby kits. One of the items printed are knitting bobbins for a Learn to Knit kit.

**Stettler Public Library** is livestreaming on Facebook for new gardeners. They are also continuing their outreach to 3 seniors lodges and 3 Hutterite colonies, and producing early literacy kits for children.

**Mountain View County** libraries are working together to make sure that patrons of all the county libraries have equal access. They are focusing on mental health supports, early literacy and are holding a Teen Kindness awareness program that accepts nominations for a Kindness Award with prizes.

**Castor Municipal Library** has hired new staff and has had a big reset. Parkland staff have been a fantastic resource. They are looking for a book drop box that is weatherproof.

Before the recent restrictions, when the restaurants moved to outdoor seating the **Olds & District Municipal Library** thought to move outdoors also. They placed two computers outside for patrons as well as a rack of lending books and had a staff member outside to assist. It was well received but couldn't continue due to COVID restrictions.

**Provost Municipal Library** held a silent auction, with sale items donated by local businesses. Pictures of items were posted on their Facebook page. The public was notified via Facebook, local Facebook groups and signs on Main Street. Bids were taken via phone. The event was very successful and brought in \$3,000.

**Clive Public Library** held their annual book sale virtually. It was as successful as in-person book sales have been in the past.

## Board Members Present

Debra Smith (Board Chair)

## Board Members Present via Zoom

Jackie AlMBERG, Alison Barker-Jevne, Doreen Blumhagen, Amanda Derksen, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Sandy Gamble, Bruce Gartside, Clark German, Barb Gilliat, Rick Manning (alternate for Jeanette Herle), Agnes Hoveland, Deborah Juch, Cora Knutson, Dana Kreil, Gord Lawlor, Stephen Levy, Daryl Loughheed, Josephine McKenzie, Philip Massier, Blair Morton, Leah Nelson, Ray Olfert, Terilyn Paulgaard, Norma Penney, Rosella Peterman, Len Phillips, Lori Reid, Danny Rieberger, Heather Ryan, Janine Stannard, Les Stulberg, Patricia Toone, Cindy Trautman, Doug Weir, Shannon Wilcox, Sharon Williamson, Bill Windsor, Mary Ann Wold, Bonita Wood

## Guests

Joey Ingram, Lindsay Schmidt, Rebecca Slater from MNP

## With Regrets

Trudy Kilner, Bill Rock, Ann Zacharias

## Absent

Bill Chandler, Colleen Ebdon, Lonnie Kozlinski, Ricci Matthews, Rick Pankiw, Jas Payne, Heidi Pierce, Mike Yargeau

**Next Meeting: September 16, 2021, 10:00 AM (Zoom)**

## Rimbey Municipal Library Board Meeting Minutes

Thursday, April 15th, 2021 (5:00 pm) via Zoom

**Call to Order:** Paul Payson called the meeting to order with Mike Boorman, John Hull, and Jean Keetch in attendance. Angela Bennik joined a few minutes late.

**Minutes from the Last meeting:** There were no minutes from the last meeting.

**Consent Agenda Items:** - Passed by Mike Boorman – all in favour

1. Librarian's Report –
2. Financial Report –
3. Correspondence –

### **Business Arising from the Minutes:**

1. Library Expansion Update –

On March 29, 2021, Requests for Proposals were sent to four preselected construction companies asking for qualifications, pricing structure etc to act as general contractor for our project. They went to Brix, Dolman, Sunda and Python Builders. Prior to the deadline for submissions, we received one proposal from Shunda . In simple terms, their proposal is a standard Cost of Construction, plus 5% administration, plus 5% profit agreement. They have also offered a \$10,000 donation to our project upon completion.

There was an email exchange after the deadline with Steffan Olsen.

**Motion by Mike Boorman:** *“Having received and evaluated submissions to our Requests for Proposals sent to four qualified, preselected Contractors, the Board moves to accept Shunda’s proposal. And having accepted Shunda’s proposal, the Board authorizes the Building Committee Chair in coordination with the Fundraising Committee, to begin discussions with Shunda, in the best interests and financial limitations of the Board, and enter into an appropriate formal contract with Shunda.”* **Second – Angela Bennik. All in Favour Passed.**

2. Fundraising – Go ahead with the quilt raffle

We have raised just short of \$267,000

The Booze Survivor is doing reasonably well, will put posters around town and another push on social media

We will be looking at an online auction

3. Letter of Understanding with the Town - Tabled

**New Business:**

1. Masking Policy – Tabled

Mike made a motion to adjourn the meeting at 6:00 pm

Next Meeting on May 12, 4:00 pm via Zoom

**President** \_\_\_\_\_

**Secretary** \_\_\_\_\_



REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.3
<b>Council Meeting Date</b>	June 22, 2021
<b>Subject</b>	Council Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.
<b>Attachments</b>	8.3.1 Mayor Pankiw's Report 8.3.2 Councillor Coulthard's Report 8.3.3 Councillor Curle's Report 8.3.4 Councillor Payson's Report 8.3.5 Councillor Rondeel's Report
<b>Recommendation</b>	Motion by Council to accept the reports of Council, as information.

**Prepared By:**

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 16, 2021  
\_\_\_\_\_  
Date

**Endorsed By:**

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 16, 2021  
\_\_\_\_\_  
Date



**Highlights**

<b>Date</b>	<b>Event</b>	<b>Details of Event</b>
May 26	Rimoka Meeting	Regular meeting
June 8	Council Meeting	Regular Council Meeting
June 15	Meet with John Hull	Re library expansion
June 17	Travel Centre	Met with developers at site
June 22	Council Meeting	Regular meeting

Numerous commissionaire of oath's  
Cheque Runs

Rick Wm. Pankiw  
Mayor

**Highlights**

Date	Event	Details of Event
No written report received at time of publication of the agenda		

J. W. Coulthard  
Councillor

**Highlights**

<b>Date</b>	<b>Event</b>	<b>Details of Event</b>
May 5, 2021	Beatty House	Attended regular meeting of Beatty House, held outside
May 4, 2021	Bylaw Committee	Regular meeting of the Bylaw Committee, by Zoom
May 5, 2021	Rimoka interviews	Assisted with interviews for Rimoka CAO, held at Ponoka Town Council Chambers.
May 11, 2021	Town Council	Regular meeting of Town Council, by Zoom
May 12, 2021	Rimoka interviews	Second interview for Rimoka CAO.
May 25, 2021	Town Council	Regular meeting of Town Council, attended by Zoom
May 26, 2021	Rimoka Board	Regular meeting of Rimoka board, held at Ponoka Town Council Chambers.
June 1, 2021	Bylaw Committee	Regular meeting of the Bylaw Committee, by Zoom
June 8 & 10, 2021	Bylaw Committee	Special Meeting of the Bylaw Committee, by Zoom
June 16, 2021	Town Council	Regular meeting of Rimoka Board, held in Ponoka Town Council Chambers.
June 16, 2021	Rimoka Board	Regular meeting and AGM, held outside.
June 22, 2021	Town Council	Regular meeting of Town Council, held in chambers.

Submitted by  
Lana Curle  
Town Councillor

S

**Highlights**

Date	Event	Details of Event
No written report received at time of publication of the agenda		

Paul Payson  
Councillor

### Highlights

Date	Event	Details of Event
No written report received at time of publication of the agenda		

Gayle Rondeel  
Councillor