



AGENDA

Town Council

June 13, 2022 - 5:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, JUNE 13, 2022 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

Page

1. CALL TO ORDER SPECIAL COUNCIL MEETING & RECORD OF ATTENDANCE

1.1 LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

3. MINUTES

- 3.1 Council Meeting Minutes 3 - 10
[RFD 3.1 Minutes - Pdf](#)

4. PUBLIC HEARINGS

5. DELEGATIONS

6. BYLAWS

- 6.1 991/22 Responsible Pet Ownership Bylaw 11 - 23
[RFD 6.1 Responsible Pet Ownership Bylaw - Pdf](#)

7. NEW AND UNFINISHED BUSINESS

- 7.1 Speed Zones in Town of Rimbey to 40 KM. 24 - 48
[RFD 7.1 Speed Zones in Town of Rimbey to 40 KM. - Pdf](#)

7.2	Rimbey Fish & Game RFD 7.2 Rimbey Fish & Game - Pdf	49 - 50
-----	--	---------

7.3	Council Round Table Discussion RFD 7.3 Council Round Table Discussion - Pdf	51
-----	--	----

8. REPORTS

8.1. Department Reports

8.1.1	Department Reports RFD 8.1 Department Reports - Pdf	52
-------	--	----

8.1.2	CAO Report RFD 8.1.1 CAO Report - Pdf	53 - 55
-------	--	---------

8.2. Boards/Committee Reports

8.2.1	Boards/Committee Reports RFD 8.2 Boards/Committee Reports - Pdf	56 - 69
-------	--	---------

8.3. Council Reports

9. CORRESPONDENCE

9.1	Correspondence RFD 9.1 Correspondence - Pdf	70 - 89
-----	--	---------

10. OPEN FORUM

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

11. CLOSED SESSION

12. ADJOURNMENT



Town Council
REQUEST FOR DECISION

Council Meeting Date	13 Jun 2022
Subject	Council Meeting Minutes
Closed Session	Public Information
Attachments	RFD 3.1.1 Regular Council Meeting Minutes of May 25, 2022
Recommendation	Motion by Council to accept the Minutes of the Regular Council Meeting of May 25, 2022, as presented.

Prepared By:

Bonnie Rybak, Executive Assistant

June 3, 2022

Date

Recording Secretary

Endorsed By:

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA
Chief Administrative Officer

June 3, 2022

Date



MINUTES

Town Council Meeting

Wednesday, May 25, 2022 - 5:00 PM

Town Administration Building - Council Chambers

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

Mayor Pankiw called the meeting to order at 5:00 pm with the following in attendance:

Mayor Rick Pankiw
Councillor Jamie Coston
Councillor Lana Curle
Councillor Gayle Rondeel
Lori Hillis, CPA, CA - Chief Administrative Officer
Bonnie Rybak - Executive Assistant
Liz Armitage - Development Officer
Rick Schmidt - Director of Public Works

Absent: Councillor Wayne Clark

Delegates: Phil Swanson, Rod Schaff and Sherry Stuart

Public: (4) members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 118/2022

Moved by Councillor Curle to accept the Agenda for the May 25, 2022, Regular Council Meeting, as presented.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

3. MINUTES

3.1. Council Meeting Minutes

Motion 119/2022

Moved by Councillor Coston to accept the Minutes of the Regular Council Meeting of May 09, 2022, as presented.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 120/2022

Moved by Councillor Rondeel to accept the Minutes of the Special Council Meeting of May 12, 2022, as presented.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

4. PUBLIC HEARINGS

4.1. Public Hearing - Bylaw 987/22 Amendment to Land Use Bylaw 917/16

Mayor Pankiw Opened of Public Hearing for Bylaw 987/22 Amendment to the Land Use Bylaw 917/16 at 5:02 pm.

Mayor Pankiw advised the purpose of Bylaw 987/22 Amendment to Land Use Bylaw 917/16 is to redesignate Lot 16, Block 3, Plan 0925274 from Highway Commercial (C2) to Industrial (M).

Mayor Pankiw requested confirmation of notice of the Bylaw from the Development Officer.

Development Officer Liz Armitage advised notice was placed in the May 3rd and 10th editions of the Rimbey Review.

Notice was given to adjacent property owners by regular mail on April 26, 2022, and notice was provided to affected agencies on April 26, 2022.

Notice of this public hearing was posted on the Town of Rimbey website under important notices and posted on both the front and back doors of the Town of Rimbey Administration Office and at the front counter.

Mayor Pankiw requested a report from the Development Officer regarding Bylaw 987/22 Amendment to Land Use Bylaw 917/16.

The Development Officer advised that on April 21, 2022, Ken Akerboom submitted a land use bylaw amendment application Bylaw 987/22 will redesignate Lot 16, Block 3, Plan 0925274 from Highway Commercial (C2) to Industrial (M).

Council gave first reading to Bylaw 987/22 Amendment to Land Use Bylaw 917/16 on April 25, 2022.

Development Permit 17/17 was approved on the site in 2018, which allowed for stripping and grading, an approach, lighting, and grain bin storage.

At this time there are no buildings constructed on the site.

The property is currently designated C2, as per Land Use Bylaw 917/16.

As per Land Use Bylaw 917/16, the property is surrounded by lands designated C2 on the west, MHP on the north, PS on the east and M on the South.

The Municipal Development Plan indicates that the subject property is intended to be C2. As the MDP map is conceptual, changing one property on the transition between C2 to M is acceptable.

Mayor Pankiw inquired if there had been any written submissions.

Development Officer Liz Armitage advised that two written submissions were received.

Alberta Transportation on May 17, 2022, indicating “We have reviewed the information provided and offer no objections in principle to the proposed land use amendment and rezoning. Please be advised that the lands subject of this application falls within the development control zone of a provincial highway (300 m from a provincial right-of-way 800 m of the centreline of a highway and public road intersection). If the rezoning is approved and a development is proposed, we would appreciate a referral from the Town at the development application stage and the applicant is required to obtain a Roadside Development Permit from Alberta Transportation.”

Gas Transmission, Atco Pipelines & Liquid Global Business Unit on May 19, 2022. They have no objections.

Mayor Pankiw asked if there were any persons present who wished to speak regarding Bylaw 987/22 Amendment to Land Use Bylaw 917/16, indicating they would each have 20 minutes to present their case.

No members of the public wished to be heard.

Mayor Pankiw asked a second time if there were any persons present who wished to speak regarding Bylaw 987/22 Amendment to Land Use Bylaw 917/16.

No members of the public wished to be heard.

Mayor Pankiw asked a third time if there were any persons present who wished to speak regarding Bylaw 987/22 Amendment to Land Use Bylaw 917/16.

No members of the public wished to be heard.

Mayor Pankiw asked if the Development Officer had any closing comments.

Mrs. Armitage advised that she and Gail Cornell both had verbal conversations from property owners that expressed some concerns but nothing in writing.

Mayor Pankiw closed the Public Hearing for Bylaw 987/22 Amendment to Land Use Bylaw 917/16, at 5:06 pm.

Motion 121/2022

Moved by Councillor Rondeel to pass second reading of Bylaw 987/22 Amendment to Land Use Bylaw 917/16.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 122/2022

Moved by Councillor Curle to pass third and final reading of Bylaw 987/22 Amendment to Land Use Bylaw 917/16.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

5. DELEGATIONS

5.1. Delegation - Central Alberta Raceways

Motion 123/2022

Moved by Councillor Coston to accept the presentation from Phil Swanson, Rod Schaff and Sherry Stuart from the Central Alberta Raceways, as information.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Rod Schaff and Sherry Stuart exited the meeting at 5:24 pm.

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1. Opening the Capital Budget

Motion 124/2022

Moved by Councillor Curle to increase the 2022 Capital Budget for the 51st Street Storm Upgrades by \$600,000 to \$2,720,033 with the additional funding to come from Reserves.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.2. Declaration of Seniors Week

Motion 125/2022

Moved by Councillor Coston to have Mayor Pankiw proclaim June 6 - 12, 2022, as Senior's Week in Rimbey.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.3. Council Round Table Discussion

Motion 126/2022

Moved by Mayor Pankiw to direct Councillor Jamie Coston to request Parkland Regional Library to open the membership agreement.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Phil Swanson exited the meeting at 5:4

8. REPORTS

8.1. DEPARTMENT REPORTS

8.1.1 Department Reports

Motion 127/2022

Moved by Councillor Curle to accept the report from the Chief Administrative Officer and the Director of Finance – Accounts Payable Listing, as information.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

8.2. BOARDS/COMMITTEE REPORTS

8.2.1 Board/Committee Reports

Motion 128/2022

Moved by Councillor Curle to accept the Tagish Engineering Project Status Updates of May 12, 2022, as information.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

8.3. COUNCIL REPORTS

8.3.1 Council Reports

Motion 129/2022

Moved by Councillor Coston to accept the reports of Council, as information.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

9. CORRESPONDENCE

10. OPEN FORUM

A resident asked Mayor Pankiw if World Economic Forum has ever offered the Town of Rimbey funding.

11. CLOSED SESSION

12. ADJOURNMENT

12.1. Adjournment

Motion 130/2022

Moved by Councillor Coston to adjourn the meeting at 6:00 pm.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Rick Pankiw, Mayor

Lori Hillis, Chief Administrative Officer



Town Council
REQUEST FOR DECISION

Council Meeting Date	13 Jun 2022										
Subject	991/22 Responsible Pet Ownership Bylaw										
Closed Session	Public Information										
Background	<p>First reading of Bylaw 961/20 Responsible Pet Ownership Bylaw was passed on January 28, 2020. As third reading of this bylaw was not passed within two years of first reading, the bylaw is automatically rescinded. A new Bylaw 991/22 Responsible Pet Ownership Bylaw has been drafted and includes all revisions made by the Bylaw Committee.</p> <p>Public input was requested in December of 2020 and several comments were received by Administration. These comments were taken to the Bylaw Committee and several revisions to the proposed draft bylaw were made.</p> <p>In June of 2021, Council tabled the bylaw until after the new Council was elected in October 2021.</p> <p>In January of 2022, Council reviewed and accepted the revised bylaw.</p> <p>At the Council meeting held on April 25, 2022, the following motion was made:</p> <p>Motion 98/2022</p> <p>Moved by Councillor Rondeel to schedule an Open House for Bylaw 961/20 Responsible Pet Ownership Bylaw on Tuesday, May 31, 2022 at the Community Centre from 7:00 - 9:00 pm.</p> <table data-bbox="646 1598 1209 1801"> <tr> <td>Mayor Pankiw</td> <td>In Favor</td> </tr> <tr> <td>Councillor Clark</td> <td>In Favor</td> </tr> <tr> <td>Councillor Coston</td> <td>In Favor</td> </tr> <tr> <td>Councillor Curle</td> <td>In Favor</td> </tr> <tr> <td>Councillor Rondeel</td> <td>In Favor</td> </tr> </table> <p style="text-align: right;">CARRIED</p> <p>Attached is a letter received from Glenna Spelrem on April 7, 2022, addressing her concerns with the Bylaw 961/20 Responsible Pet Ownership Bylaw.</p>	Mayor Pankiw	In Favor	Councillor Clark	In Favor	Councillor Coston	In Favor	Councillor Curle	In Favor	Councillor Rondeel	In Favor
Mayor Pankiw	In Favor										
Councillor Clark	In Favor										
Councillor Coston	In Favor										
Councillor Curle	In Favor										
Councillor Rondeel	In Favor										

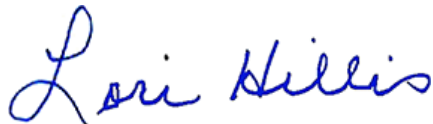
<p>Discussion</p>	<p>An open house was held on May 31, 2022, at the Peter Loughed Community Centre to discuss the 961/20 Responsible Pet Ownership Bylaw. Copies of the current Animal Control Bylaw and copies of the proposed Responsible Pet Ownership Bylaw were distributed to the 22 residents of the Town of Rimbey who were in attendance. Several of those in attendance spoke to their concerns with dogs and cats in the Town of Rimbey.</p> <p>Administration is recommending Council pass first reading of Bylaw 991/22 Responsible Pet Ownership Bylaw and if any revisions to the bylaw are required, to send back to the Bylaw Committee to be incorporated into the draft bylaw before second and third reading.</p>
<p>Attachments</p>	<p>RFD 6.1.1 991 22 Responsible Pet Ownership Bylaw RFD 6.1.1 Glenna Spelrem letter Redacted</p>
<p>Recommendation</p>	<p>Administration recommends Council give first reading of 991/22 Responsible Pet Ownership Bylaw.</p>

Prepared By:

Lori Hillis, CPA, CA, Chief Administrative Officer

June 3, 2022
Date

Endorsed By:



 Lori Hillis, CPA, CA
 Chief Administrative Officer

June 3, 2022
Date



Town of Rimbey

Bylaw 991/22

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.
 - d) “Animal License” means the numbered tag issued by the Town of Rimbey on an annual basis.
 - e) “Aggressive Dog” means any dog that:
 - i. has been designated an aggressive dog by an Animal Control Officer.
 - f) “Cat” means either a male or female animal of the feline family.
 - g) “Contractor” means a person or firm engaged by the Town to perform Animal Control Services.
 - h) “Dangerous Dog” means:
 - i. A dog which has been made the subject of an order under the Dangerous Dog Act.
 - i) “Dog” means either a male or female animal of the canine family.
 - 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.
 - k) “Justice” has the meaning as defined in the Provincial Offences and Procedure Act, R.S.A 2000, c. P-34 and amendments thereto.
 - 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.
 - 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.
 - 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.

Town of Rimbey

Bylaw 991/22

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.

-
- v. animals of the avian species excluding chickens.
 - vi. Bees.
 - vii. all other animals normally kept for agriculture purposes.
 - 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.
 - 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.
 - 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) "Municipal Ticket" means a municipal ticket issued on behalf of the Town for a violation under this bylaw.
 - s) "Muzzle" means a device of sufficient strength placed over an animals mouth to prevent it from biting.
 - t) "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.
 - 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) "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) "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) "Tattoo" means a permanent means of identification with a series of letters and numbers.
 - y) "Threatening Behavior" means behavior that creates a reasonable apprehension of a threat of harm and may include growling, lunging, snarling, charging, or chasing.

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.

Town of Rimbey

Bylaw 991/22

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.

- 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 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 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 license fee, the Town or its designate shall issue a license and a tag with a number and year on it to the owner.
- 4.5 Every person who fails to purchase a license, for any animal 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 animal shall be as outlined in the current Fees for Services Bylaw.



Town of Rimbey

Bylaw 991/22

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.

- 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 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 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.
- 5.3 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) 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.
- 5.4 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.
- 5.5 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.
- 5.6 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.
- 5.7 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.
- 5.8 A person is guilty of an offence if he or she exercises an animal while he or she is driving a motor vehicle.
- 5.9 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.
- 5.10 The owner of an animal is guilty of an offence if such animal is in an area where signs prohibit the presence of animals.
- 5.11 No person shall keep or cause to be kept:
 - a) venomous reptile, venomous insect or venomous spider,
 - b) any wild animal,
 - 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.



Town of Rimbey

Bylaw 991/22

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 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- INTERFERENCE WITH AN OFFICER

- 7.1 Any person, whether 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 EIGHT-IMPOUNDING ANIMALS

- 8.1 Any Officer or any designated Contractor with the Town may seize and impound:
 - a) any animal running at large.
- 8.2 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.
- 8.3 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
- 8.4 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.
- 8.5 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.
- 8.6 Section 8.5 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.
- 8.7 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.



Town of Rimbey

Bylaw 991/22

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.

- 8.8 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).
- 8.9 Any person claiming an impounded animal shall present government issued photo identification to the Contractor or its staff.

PART NINE MUNICIPAL TICKETS AND VIOLATION TICKETS

- 9.1 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.
- 9.2 An Officer may but is not required to issue a Municipal Ticket before issuing a violation ticket under the Provincial Offences Procedure Act.
- 9.3 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.
- 9.4 Penalties for a second, third and subsequent offences will be applicable, where those offences occur within one (1) year of the first offence.

PART TEN– SEVERABILITY CLAUSE

- 10.1 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 ELEVEN – EFFECTIVE DATE

- 11.1 This Bylaw shall take effect on the date of the third and final reading.
- 11.2 Bylaws 961/18 and 755/03 and are hereby repealed.

READ a first time this _____ day of _____, 2022.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
LORI HILLIS



Town of Rimbey

Bylaw 991/22

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.

READ a second time this _____ day of _____, 2022.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
LORI HILLIS

READ a third and final time this _____ day of _____, 2022.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
LORI HILLIS



Town of Rimbey

Bylaw 991/22

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.

Schedule "A"	
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
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
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
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



Town of Rimbey

Bylaw 991/22

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.

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
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

Glenna Spelrem

Rimbey, AB TOC 2J0

April 2, 2022

Town of Rimbey
Bylaw Committee
Box 350
Rimbey, AB TOC 2J0

Re: Responsible Pet Ownership Bylaw

To whom it may concern,

After reviewing the proposed bylaw 961/20, I am respectfully submitting feedback for you to consider. Each point below starts by referring to a particular bylaw (*italics*), followed by my concern regarding that bylaw.

1. Part Three-Responsibility of the Owner

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.

And associated fine, see Schedule "A"

My concern: When a responsible pet owner is fulfilling the mental and physical needs of their female dog and walking her on leash, and has control of the dog, this owner should NOT be found at fault. If a male dog has unsolicited access to a female dog in heat, (who is under the control of her owner, on or off the owner's premises), then the male dog is **at large** and **NOT** under the control of the owner. Therefore, the male dog's owner is guilty of an offence as determined by Item 5.1a.

Item 3.5 punishes responsible pet owners and their dogs based on the sex of the dog. Is this patriarchal view influenced by or contributing to societal attitudes about gender and sexuality?

2. Part Three-Responsibility of the Owner Item 3.8 The owner of a dog or aggressive dog....

Part Four-Licensing Provisions and Offences Items 4.4 ...which shall be worn by the animal or aggressive dog...

4.5 ...for any animal or aggressive dog they own...

4.8 ...not transferable from one animal to another or one aggressive dog to another...

My concern: An unnecessary and excessive use of "Aggressive." Does Rimbey have an "Aggressive Dog" issue?

In Part Two-Definitions 2b) "Animal" means dog or cat, aggressive dog or dangerous dog.

2h) "Dog" means either a male or female animal of the canine family.

The definitions clearly include "Aggressive Dog" therefore alleviating the need to list them separately throughout the document like they're a different species. The excessive use of "aggressive" is

3. Part Four-Licensing Provisions and Offences

4.4a 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.

My concern: collars of any sort, worn by an unsupervised dog, in a house or fenced/secure yard, pose a significant risk of injury or death. I'm assuming this would be a concern for cats as well. Certainly this tag, attached to a collar or harness, should be worn when off the owner's premises. Responsible pet

owners, who put the safety and well-being of their animal first, should not be found guilty of an offense.

4. Part Five-Animal Control Provisions

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.

My concern: I understand this to mean that a collar and tag is **optional** on your dog or cat when the animal is off the owner's premises, provided the animal is microchipped or tattooed. This seems to be in conflict with Item 4.4 mentioned above. However, a microchip or tattoo are great alternate means of identification should an animal be lost without its collar and tags.

5. Part Ten-Impounding Animals

10.2an Officer may enter upon privately owned property at all times, other than a dwelling house, for the purposes of enforcing the provisions of the Bylaw.

My Concern: the territorial and protective nature of dogs is a favourable characteristic that contributed to their domestication tens of thousands of years ago. And, considering current crime rate, is a favourable characteristic still today. However, even an otherwise model dog citizen can be driven to protect itself and its property if threatened by an advancing stranger, entering its property uninvited followed by the fearful experience of capture. Unless an animal is in distress and in need of aid, allowing an Officer to enter privately owned property "at all times" is unacceptable and puts the dog in an unfair position of basic survival / fight or flight. A reaction expected from any animal, humans included.

6. 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.

My concern: this item seems to allow for unreasonable force and/or tactics and allows for a lack of accountability. It also seems to exempt or exclude an Animal Control Officer or Contractor from:
Part Twelve 9.11 Any person....causing pain, suffering, or injury to any animal may be charged with an offence....

I believe an Animal Control Officer and/or Contractor needs to be accountable, and provisions in place for this accountability, especially if their authorized actions cause the injury/death of an animal or otherwise aggravate a situation. Part 10, 10.2 gives an Officer the authority to enter private property "at all times" and 10.4 excuses them from injuring or killing an animal who is instinctively responding to a serious threat.

I understand the need for a Responsible Pet Ownership Bylaw, as well as the need to consider the well-being of both animals and citizens, and the difficulty in drafting it. I trust you've researched and received valuable feedback from various professionals and the folks of Rimbey, hopefully making your task a little easier.

Regards,



Glenna Spelrem



Town Council
REQUEST FOR DECISION

Council Meeting Date	13 Jun 2022
Subject	Speed Zones in Town of Rimbey to 40 KM.
Closed Session	Public Information
Background	<p>Councillor Rondeel has requested to change the speed limit within the Town of Rimbey to 40 km/h from 50 km/h.</p> <p>Bylaw No. 951/18, Section 5.1 states:</p> <p>“Unless otherwise directed by posted Traffic Control Devices no person shall drive a vehicle at a speed in excess of fifty (50) kilometres per hour on any roadway with the Town.”</p> <p>Bylaw No. 951/18, Section 5.2 states:</p> <p>“The C.A.O. or his authorized designate may, by signs posted along a roadway, temporarily fix a maximum speed greater or lesser than the speed prescribed by the Regulations and Section 5.1 of this Bylaw. Such designation is for a maximum of 90 days. In all cases, Council must give final approval to make the maximum speed permanent.”</p>
Discussion	<p>Administration contacted Alberta Transportation requesting a review of the speed limits along highways 53 and 20A and a review of the school and playground zone along highway 20A.</p> <p>The Minister of Transportation is the only authority that can change provincial highway speeds through the Ministerial Order process. It can be a long process however Alberta Transportation is willing to work with us to affect this change.</p> <p>Alberta Transportation’s review included:</p> <ol style="list-style-type: none"> 1. A review of playground zones vs playground areas (playground zones require reduced speed limits and playground areas require signage but no reduction in speed limits). 2. A review of the school zone vs school area along highway 20A (as with playgrounds, school zones require reduced speed limits and school areas require signage but no reduction in speed limits).

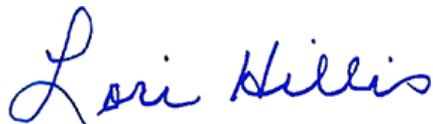
	<p>3. Review the overall provincial highways speeds within the corporate limits and surrounding area.</p> <p>4. Ensure appropriate speed reduction transition zones when entering the community.</p> <p>As per the attached proposal from Alberta Transportation, the playground zone at Pas-Ka-Poo Park could be changed to a playground area and the school zone along highway 20A could be changed to a school area and the entire length from the current 50km/h zone on the north to highway 53 on the south could be changed to 40 km/h.</p> <p>Highway 53 on the west requires a transition zone from 100 km/h to 70 km/h west of the corporate limits, changing to 40 km/h at the Town limits and continuing at 40 km/h to 46 Street. At 46 Street it would change back to 50 km/h from 46 Street to the junction of highway 53 and highway 20. Speed zones on Highway 20 through the bypass would remain at 70 km/h.</p>
Attachments	<p>RFD 7.1.1 951 18 Town of Rimbey Traffic Bylaw</p> <p>RFD 7.1.2 Proposed Rimbey Speed Limits</p>

Prepared By:

Lori Hillis, CPA, CA, Chief Administrative Officer

June 3, 2022
Date

Endorsed By:



Lori Hillis, CPA, CA
Chief Administrative Officer

June 3, 2022
Date



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

WHEREAS

The Traffic Safety Act, R.S.A.2000, c, T-6, section 13 provides that a Municipal Council may pass a Bylaw with respect to regulation of parking and the use of highways under its direction, control and management.

NOW THEREFORE

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

1. TITLE

1.1 This Bylaw may be cited as the "Town of Rimbey Traffic Bylaw"

2. DEFINITIONS

2.1 Words used in this Bylaw which have been defined in the act or the Regulations have the same meaning when used in this Bylaw.

2.2 In this Bylaw:

(a) **"Act"** means The Traffic Safety Act, R.S.A. 2000, c. T-6, as amended or replaced from time to time;

(b) **"alley"** as defined in the Act means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land;

(c) **"boulevard"** as defined in the Act means that part of a highway in an urban area that

(i) Is not roadway, and

(ii) Is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians;

(d) **"C.A.O."** means the Chief Administrative Officer of the Town of Rimbey, or designate;

(e) **"Council"** means the Municipal Council of the Town of Rimbey;

(f) **"crosswalk"** as defined in the Regulations means

(i) That part of a roadway at an intersection included within the connection of the lateral line of the sidewalks on opposite sides of the roadway measured from the curbs or, in the absence of curbs from the edges of the roadway, or

(ii) Any part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or by other markings on the road surface;

(g) **"curb"** means the actual concrete or asphalt curb, or in the absence of one, the dividing line of a highway between the edge of the roadway and the sidewalk;

(h) **"disabled parking zone"** means a space or portion of a highway or parking lot set apart and designated exclusively for the parking of vehicles bearing a valid disabled placard or license plate issued or recognized by the Registrar of Motor Vehicle Services, and so marked with a sign or other marking authorized by the C.A.O.;



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- (i) **“emergency vehicle”** as defined in the Act means,
- (i) A vehicle operated by a police service as defined in the Police Act;
 - (ii) A fire-fighting or other type of vehicle operated by the fire protection service of a municipality;
 - (iii) An ambulance operated by a person or organization authorized to provide ambulance services in the municipality;
 - (iv) A vehicle operated as a gas disconnection unit of a public utility;
 - (v) A vehicle designated by regulation as an emergency response unit;
- (j) **“heavy vehicle”** means a motor vehicle, alone or together with any trailer, semi-trailer or other vehicle being towed by the motor vehicle, with a registration gross weight of five (5) tonnes or more, or exceeding eleven (11) metres in total length. A public passenger vehicle, when engaged in the transport of passengers, shall be deemed to be excluded from the definition of a heavy vehicle for the purposes of sections 11.1 and 11.2 of this Bylaw;
- (k) **“highway”** as defined in the Act means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes
- (i) A sidewalk, including a boulevard adjacent to the sidewalk
 - (ii) If a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - (iii) If a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be,
- But does not include a place declared by regulation not to be a highway;
- (l) **“loading zone”** means a portion of the street adjacent to the curb designated by traffic control device for the exclusive use of vehicles loading or unloading passengers or materials;
- (m) **“maximum weight”** means the maximum weight permitted for a vehicle and load pursuant to the vehicle’s official registration certificate issued by the Province of Alberta, or absent such certificate, the combined weight of the vehicle and the heaviest load that may be carried in accordance with the provisions of the Act and the applicable regulations passed pursuant to the Act;



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- (n) **“median”** as defined in the Regulations means a physical barrier or area that separates lanes of traffic on a highway;
- (o) **“mobility Aide”** means a device that is used to facilitate the transport, in a normal seated orientation, of a person with a physical disability;
- (p) **“motor vehicle”** as defined in the Act; means
 - (i) A vehicle propelled by any power other than muscular power, or
 - (ii) A moped,But does not include a bicycle, a power bicycle, an aircraft, an implement of husbandry or a motor vehicle that runs only on rails;
- (q) **“off-highway vehicle”** means any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel,
 - (i) 4 wheel drive vehicles,
 - (ii) low pressure tire vehicles
 - (iii) motor cycles and related 2 wheel vehicles,
 - (iv) amphibious machines,
 - (v) all terrain vehicles,
 - (vi) snow vehicles,
 - (vii) minibikes, and
 - (viii) any other means of transportation that is propelled by any power other than muscular power or wind,but does not include
 - (ix) motor boats, or
 - (x) any other vehicle exempted from being an off-highway vehicle by regulation;
- (r) **“parade or procession”** means any group of pedestrians (except military or funeral processions) numbering more than twenty five (25) who are marching, walking, running, standing or racing on a roadway or sidewalk, and includes a group of vehicles (excepting military or funeral processions) numbering ten (10) or more that are involved in a procession on a roadway;



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- (s) **“park”** as defined in the Regulations means allowing a vehicle to remain stationary in one place, except
 - (i) While actually engaged in loading or unloading passengers, or
 - (ii) When complying with a direction given by a peace officer or traffic control device;
- (t) **“parking violation ticket”** means a tag issued in lieu of prosecution in respect of an infraction against this Bylaw or the parking provisions of the Regulations in a form approved by the C.A.O. or his authorized designate;
- (u) **“parking stall”** means a portion of a roadway or public parking lot indicated by markings as a parking space for one vehicle;
- (v) **“peace officer”** means any member of the Royal Canadian Mounted Police, a Peace Officer, a Bylaw Enforcement Officer or any other person designated by the C.A.O.;
- (w) **“pedestrian”** as defined in the Act means
 - (i) A person on foot, or
 - (ii) A person in or on a mobility aid,And includes those persons designated by regulation as pedestrians;
- (x) **“private road” or “driveway”** means an entrance from a roadway to private property or a road or space on private property designed for vehicular traffic that is not open to the general public;
- (y) **“public holiday”** means a Sunday, a Holiday as defined in the Interpretation Act of the Province of Alberta, and any day or portion of a day so proclaimed by the Mayor or so declared by the Council of the Town of Rimbey;
- (z) **“Regulations”** means The Use of Highway and Rules of the Road Regulation, (A.R. 304/2002) made pursuant to the Act;
- (aa) **“refuse”** means any substance or material discarded or disposed of within the Town other than by lawful deposit at a disposal site and includes animal waste, dry waste, construction waste, garbage, industrial waste, chemical waste, yard waste, litter, ashes, medical waste and any other types of refuse or waste whatsoever;
- (bb) **“roadway”** as defined in the Act means that part of a highway intended for use by vehicular traffic;
- (cc) **“sidewalk”** as defined in the Act means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a highway between
 - (i) The curb line, or



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- (ii) Where there is no curb line, the edge of the roadway,

And the adjacent property line, whether or not it is paved or improved;
- (dd)** **“Municipality”** or **“Town”** means the Corporation of the Town of Rimbey or the area contained within the corporate boundaries of the Town, as the context requires;
- (ee)** **“specified penalty”** means a penalty for specific offences in this Bylaw as provided for in Schedule A of this Bylaw;
- (ff)** **“trailer”** as defined in the Act means a vehicle so designed that it may be attached to or drawn by a motor vehicle or tractor, and is intended to transport property or persons, and includes any vehicle defined by regulation as a trailer, but does not include machinery or equipment solely used in the construction or maintenance of highways;
- (gg)** **“traffic control device”** as defined in the Act means any sign, signal, marking or device placed, marked or erected under the authority of this Act for the purpose of regulating, warning or guiding traffic;
- (hh)** **“traffic control signal”** as defined in the Act means a traffic control device, whether manually, electrically or mechanically operated, by which traffic is directed to stop and to proceed;
- (ii)** **“track”** means to allow, cause or permit any substance or material excluding snow or ice clinging to vehicles due to winter conditions, from being deposited by becoming loose or detached from the tires or any other part of a vehicle whether the vehicle is moving or stationary;
- (jj)** **“truck loading zone”** means a space or section of the roadway so marked with a sign or other marking authorized by the C.A.O. or his authorized designate permitting parking for the period of time reasonably necessary to load or unload goods, materials or merchandise;
- (kk)** **“truck route”** means a highway within the Town upon which the operation of Heavy Vehicles is permitted, and which has been designated as such in this Bylaw;
- (ll)** **“vehicle”** means a device in, on or by which a person or thing may be transported or drawn on a highway and includes a combination of vehicles but does not include a mobility aid;
- (mm)** **“vehicle storage area”** means any area which is at least one hundred and fifty (150) metres away from the nearest residential, institutional or assembly occupancy, and that has been so designated and approved by the C.A.O. or his authorized designate;

3. TRAFFIC CONTROL DEVICES AND AUTHORITY TO PLACE

- 3.1 Pursuant to section 110 of the Act, the C.A.O. is hereby delegated the authority to place, erect, display or alter traffic control devices at such locations within the Town as he may determine, or as Council may by resolution direct, for the purpose of controlling and regulating traffic,



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

including, but not limited to, the following specific purposes:

- (a) To divide the surface of a roadway into traffic lanes marked by solid or broken lines;
- (b) To prohibit "U" turns at any intersection
- (c) To designate any intersection or other place on a highway as an intersection or place at which to left hand turn or right hand turn shall be made;
- (d) To designate as a one way street any roadway or portion thereof;
- (e) To designate "School Zones" and "Playground Zones";
- (f) To designate roadways or portions thereof as truck routes, parking lots, and vehicle storage areas;
- (g) To set apart as a "through-street" any roadway or part of a roadway and to control entry to any roadway by means of a "stop" sign or "yield" sign;
- (h) To designate a crosswalk upon any roadway;
- (i) To designate "parking" zones, passenger and truck loading zones, disabled parking zones, "no parking" and "no stopping" zones and the times and days when the restrictions of such zones are in effect;
- (j) To close or restrict the use of any highway, or any part of any highway, either as to the full width or as to part of the width with respect to any class or classes of vehicles or with respect to any class or classes of pedestrians;
- (k) To prohibit, restrict or regulate the parking of vehicles or any particular class of vehicles on any highway or other public place or any portion thereof during such hours as he may determine;
- (l) To designate and mark guidelines for parking on any highway or other public place or any portion thereof;
- (m) To indicate the maximum speed limits for any roadway;
- (n) To designate a roadway or certain portion of a roadway as a "Truck Route"
- (o) To issue a permit for a heavy vehicle to be operated on a roadway or a portion of a roadway not designated as a "truck route", subject to such restriction including, but not limited to, dates, times and purposes. A request for such permit may be refused and such refusal may be appealed in writing to Council.

3.2 The C.A.O. or his authorized designate is hereby delegated the authority to place, or cause to be placed, temporary traffic control devices prohibiting the parking of vehicles on a roadway for snow clearing and maintenance purposes at least 12 hours prior to such clearing or maintenance.



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- 3.3 The C.A.O. or his authorized designate is hereby delegated the authority to designate the location of traffic control devices and traffic control signals and undertake the placement of same.
- 3.4 The C.A.O. or his authorized designate shall cause a report to be kept of the location of all traffic control devices placed pursuant to this section and this record shall be open to public inspection during normal business hours.
- 3.5 Traffic control devices placed and located pursuant to this section are deemed to have been made pursuant to this Bylaw.
- 3.6 Notwithstanding any provision of this Bylaw all traffic control devices placed, erected or marked along highways located in the Town prior to the passing of this Bylaw shall be deemed to be duly authorized traffic control devices until altered pursuant to the provisions of section 3.1 of this Bylaw.

4. TEMPORARY CLOSING OF ROADWAYS

- 4.1 In any case where, by reason of any emergency or any other special circumstances, it is the opinion of the C.A.O. or his authorized designate that it is desirable and in the public interest to do so, the C.A.O. or his designate may:
 - (a) Temporarily close within the Town, any roadway, sidewalk, boulevard or public parking lot, in whole or in part, to traffic;
 - (b) Temporarily suspend parking privileges granted by the provision of this or any other bylaw and take such measures necessary for the temporary closing of such roadways, sidewalks, boulevards or public parking lots or suspension of parking and place barricades or post appropriate notices on or near the roadways, sidewalks, boulevards or public parking lots concerned;

5. SPEED LIMITS

- 5.1 Unless otherwise directed by posted Traffic Control Devices no person shall drive a vehicle at a speed in excess of fifty (50) kilometres per hour on any roadway within the Town.
- 5.2 The C.A.O. or his authorized designate may, by signs posted along a roadway, temporarily fix a maximum speed greater or lesser than the speed prescribed by the Regulations and Section 5.1 of this Bylaw. Such designation is for a maximum of 90 days. In all cases, Council must give final approval to make the maximum speed permanent.
- 5.3 Notwithstanding section 5.1, no person shall drive a motor vehicle in any alley at a greater speed than twenty (20) kilometres per hour.
- 5.4 The C.A.O. or his authorized designate may by signs posted along a roadway, fix a maximum speed limit in respect of any part of the highway under construction or repair or in a state of disrepair applicable to all vehicles or to any class or classes of vehicles while traveling over that part of the highway.



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

6. PARKING RESTRICTIONS AND PROHIBITIONS

6.1 GENERAL PROVISIONS

- (a) The parking prohibitions and restrictions provided in sections 44 through 49 of the Regulations apply within the Town and may be enforced through the issuance of a violation ticket by a Peace Officer.
- (b) A Peace Officer or other person authorized to enforce this Bylaw is hereby authorized to place an erasable chalk mark on the tread face of the tire of a parked vehicle, and to issue and place a violation ticket upon a parked vehicle, without that person or the Town incurring any liability for doing so.
- (c) Except when actively engaged in loading or unloading passengers, no person shall park or stop a vehicle in a passenger loading zone.
- (d) Unless authorized by special permit approved by the C.A.O. or his authorized designate, no person shall park or stop a vehicle in a truck loading zone for a period of time longer than twenty (20) minutes.
- (e) No person shall park a vehicle in an alley except for such period of time as may be reasonable necessary for the loading or unloading of passengers or goods from a vehicle, and in any case not longer than one (1) hour.
- (f) Except for section 6.1(f), no person shall park a vehicle in an alley in a manner that obstructs the safe passage of other vehicles along the alley.
- (g) No person shall park any unattached trailer, whether designed for occupancy or for the carrying of goods and equipment, upon any roadway except for the purpose of loading or unloading for a period not to exceed forty-eight (48) hours, and only if it is located on that portion of the roadway that lies immediately adjacent to the property it is being loaded from or unloaded to, and is parked in the same direction of travel with no slides extended. At the expiration of the forty-eight (48) hour period, the trailer must be moved to an off-roadway location for a period of not less than forty eight (48) hours.
- (h) Where any type of motor vehicle has removable camping accommodation installed on it, the operator or owner of the vehicle shall not remove and leave the camping accommodation on or extending over any sidewalk, boulevard, alley or any portion of the roadway.
- (i) No person shall park any commercial licensed vehicle, of any design capacity of more than one (1) tonne, including but not limited to a truck, bus, trailer, or delivery van, on any roadway in a residential area except when such vehicle is actively engaged in bona fide delivery, transport, or other similar activities.



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- (j) No person shall park any vehicle on a roadway or public parking lot owned by or in the care, custody and control of the Town of Rimbey, unless otherwise provided for in this Bylaw for a period exceeding 72 hours.
- (k) No person shall park any vehicle or unattached trailer in the parking lots designated for attendees of the Rimbey Aquatic Centre, Peter Lougheed Community Centre or the Town Office except for the express purpose of attending the Rimbey Aquatic Centre, Peter Lougheed Community Centre or the Town Office.
- (l) No person shall park any vehicle on any portion of a highway in the Town in such a manner as to constitute a hazard to other persons using the highway, including those using a sidewalk.
- (m) No person shall park any vehicle upon any land owned by the Town which the Town uses or permits to be used as a playground, recreation area, public park and green space except on such parts clearly signed or otherwise authorized by the C.A.O. for vehicle parking.
- (n) Where parking lines are visible on a roadway or parking lot no person shall park a vehicle except within the limits of the lines designating the parking stall.
- (o) Except in the case of sudden vehicle breakdown, a person shall not stand or park any vehicle on any portion of a highway in the Town for the purpose of servicing or repairing the vehicle.
- (p) The Town, after clearly posting or signing a roadway or public parking lot a minimum of twelve (12) hours prior may cause a roadway or public parking lot to be cleared of vehicles for the purpose of street cleaning, snow removal or highway repairs. In such cases, the Town may tow and impound vehicles blocking street cleaning or repair equipment at the vehicle owner's risk and expense.
- (q) No person shall park a vehicle in an angle parking zone where such vehicle exceeds 6.2 metres in overall length.
- (r) No person shall park a vehicle on a roadway or parking lot with the motor running in such circumstances and location as to cause a disturbance to residents within the area.
- (s) No person shall park an unregistered vehicle or a vehicle without a license plate on a public roadway or parking lot within the town limits of Rimbey.

6.2 DISABLED PARKING

- (a) The C.A.O. is hereby authorized to establish, sign or otherwise designate such parking stalls or zones within the Town as he deems necessary for the exclusive parking of vehicles bearing a valid disabled placard or license plate issued or recognized by the Registrar of Motor Vehicle Services.
- (b) The owner, tenant, occupant or person in control of private property within the Town to which vehicles driven by the public generally have access may designate parking spaces for the exclusive parking of vehicles bearing a valid disabled placard or



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

license plate issued or recognized by the Registrar of Motor Vehicle Services. The signage or markings used to so designate such parking spaces shall be in a form similar to that approved and used by the C.A.O.

- (c) No person shall park or stop a vehicle which does not display a disabled placard or license plate that is issued or recognized by the Registrar of Motor Vehicle Services in a parking space clearly signed or otherwise designated pursuant to sections 6.2(a) or 6.2(b) of this Bylaw.

6.3 PARK CAUSING OBSTRUCTION

- (a) (i) No person shall park a vehicle on a sidewalk, boulevard, or median except, under special circumstances and by request to the Town, when authorized by the Chief Administrative Officer.

(ii) Where permission is granted pursuant to Section 6.3 (a)(i), any resultant damage will be the responsibility of the owners of the vehicle.

- (b) No person shall park a vehicle in such a manner as to obstruct or interfere with an entrance or exit of any public or commercial building open to the general public.
- (c) No person shall park a vehicle in such a manner as to obstruct or interfere with an entranceway to any fire hall or ambulance station or hospital.
- (d) No person shall park a vehicle in such a manner as to obstruct or interfere with the use of a doorway intended as a fire or emergency exit from any building.
- (e) No person shall park a vehicle in front of or in any manner so as to prevent access to and collection of refuse collection container, bin or garbage storage area. This does not apply to sidewalk litter bins for general use.

6.4 SECOND AND SUBSEQUENT PARKING OFFENCES

- (a) For timed parking offences under paragraph 6.1 of this Bylaw, second and subsequent offences are deemed to have been committed when a vehicle that has been issued a violation ticket remains parked in contravention of the Bylaw for a second or further period of time in excess of the maximum time allowed.
- (b) For all other offences under this section, second and subsequent offences are deemed to have been committed when a vehicle that has been issued a violation ticket remains parked in contravention of the Bylaw 24 hours after the violation ticket was issued.



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

7. OPERATION OF VEHICLES

- 7.1 No person shall ride a bicycle or use roller blades or a skateboard on a roadway, sidewalk, boulevard or median in a manner that is unsafe or that interferes with pedestrian or motor vehicle traffic.
- 7.2 No person shall ride, pull or use a sled, toboggan, skis or wagon on a roadway
 - (a) Where a sidewalk parallels such roadway and it is reasonable and practicable to use the sidewalk, or
 - (b) Where there is no sidewalk paralleling the roadway, in any manner that interferes with, obstructs or is hazardous to vehicular traffic on the roadway.
- 7.3 (a) No person shall drive a motor vehicle on a boulevard, median, playground, recreation area, public park, green space, bicycle trail, nature trail or nature preserve except as permitted by a traffic control device or, under special circumstances and by request to the Town, when authorized by the Chief Administrative Officer.
 - (b) Where permission is granted pursuant to Section 7.3 (a) any resultant damage will be the responsibility of the owners of the vehicle.
- 7.4 No person shall drive, operate or permit to be driven or operated, any vehicle or equipment in such a manner as to track upon a roadway.
- 7.5 Any person who tracks upon a roadway shall, in addition to the penalty, be liable to clean up or remove the substance or material tracked upon the roadway, in default of which the Town may arrange for clean up or removal of such substance or material at the expense of the person tracking or the owner or registered owner of the equipment from which the substance or material was tracked.
- 7.6 No person shall, driving a motor vehicle approaching an intersection controlled by a traffic light, stop sign or other traffic control device, exit the roadway onto private or public property and continue onto the same roadway or an intersection roadway for the purpose of avoiding the traffic control device.

8. PEDESTRIANS

- 8.1 A pedestrian shall not cross any roadway within the Town, other than an alley, except within a marked or unmarked crosswalk.
- 8.2 No person shall stand on any roadway, crosswalk or sidewalk in such a manner as to:
 - (a) Obstruct vehicular or pedestrian traffic;
 - (b) Annoy or inconvenience any other person lawfully upon such roadway, crosswalk or sidewalk; or
 - (c) Obstruct the entrance to any building.



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

9. PARADES, PROCESSIONS AND SPECIAL EVENTS

- 9.1 Any person that intends to hold a parade, procession, race or special event involving a roadway, sidewalk, boulevard, median or town parking lot within the Town of Rimbey shall at least thirty (30) days prior to the scheduled date, make application in writing to the C.A.O. for permission and in such application shall furnish to the C.A.O. information with respect to the following, namely:
- (a) The name and address of the applicant, and if such applicant is an organization, the names, addresses of the executive thereof.
 - (b) The nature and purpose of such parade, procession, race or special event.
 - (c) Dates and times.
 - (d) The intended route.
 - (e) The approximate number of persons who will take part.
 - (f) The approximate size, number and nature of flags, banners, placard or such similar things to be carried and particulars of such signs, inspections and wording to be exhibited thereon; and such written application shall bear the signatures and addresses of the persons who will be in control of such parade or procession and who undertake to be reasonable for the good order and conduct thereof.
- 9.2 The C.A.O. may either grant permission, with or without conditions, or refuse permission for any reasons that are determined to be appropriate concerns in all the circumstances. In the case of a refusal the applicant has a right of appeal to Council, who may grant or refuse permission for the parade.
- 9.3 If a refusal for an application for permission to hold a parade is appealed to Council pursuant to section 9.2, Council may:
- (a) Grant permission without conditions;
 - (b) Grant permission with conditions; or
 - (c) Refuse permission
- 9.4 Where permission has been granted pursuant to sections 9.2 or 9.3, the C.A.O. shall fix the hour and route of the parade or procession and may require to be erected temporary barriers or traffic control devices as he deems necessary.
- 9.5 If any funeral procession is in process of formation or proceeding along any roadway, any Peace Officer may regulate all traffic in the vicinity and all persons whether on foot or in vehicles shall obey the order and direction of the Peace Officer so regulating traffic.
- 9.6 Before a funeral procession enters upon, crosses or turns into a roadway designated and marked as a through-street by a stop or yield sign, the first vehicle in the funeral procession shall come to a complete stop in the manner required by the Regulations and shall not drive the vehicle into the intersection until it is safe to do so. A vehicle that follows in the funeral procession may then enter into the intersection



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

without stopping provided the headlamps are alight. The provisions of this section shall not apply at an intersection where traffic is controlled by a Peace Officer or by a traffic control signal.

- 9.7 Except for funeral processions, no person shall hold or organize any parade, procession, race or special event unless permission has been first granted by the C.A.O. or Council pursuant to this section.
- 9.8 No person driving any vehicle, or riding or driving a horse, shall drive or ride through, nor shall any pedestrian walk through, the ranks of a military or funeral procession (the vehicles of which have their lights on) nor through the ranks of another authorized parade or processions, or in any way obstruct, impede or interfere with the same.
- 9.9 No person shall take part in the organization of a parade or procession or participate in a parade or procession, which is conducted without permission having first been granted pursuant to the provision of this Bylaw.
- 9.10 No person shall carry out or allow or cause to be carried out a parade or procession that does not conform to conditions imposed in a permit issued by the C.A.O. or his authorized designate.
- 9.11 Nothing in this section waives the requirement to obtain a permit through any other permit authorizing body, Provincial, Federal or otherwise for any parade, procession or special event. Ex. – Special Events permit through Alberta Transportation.

10. FIRES AND FIRE LINES

- 10.1 In case of a fire within the Town, any Peace Officer or member of the Ponoka County Regional Fire Services may designate in any manner a line or lines near the location of the fire beyond which no member of the public shall pass, and no unauthorized person, whether on foot or in a vehicle shall cross such line or lines.
- 10.2 The Ponoka County Regional Fire Services Fire Chief or any person acting under his/her direction is hereby empowered to move or cause to be moved any vehicle which he may deem necessary for the purpose of carrying out any duty, work or undertaking of the Ponoka County Regional Fire Services Fire Department.
- 10.3 No person shall fail or refuse to comply with any traffic control device or direction of a Peace Officer or of any officer of the Ponoka County Regional Fire Services Fire Department at the scene of a fire or other emergency.

11. HEAVY AND OVER DIMENSION VEHICLES AND TRUCK ROUTES

- 11.1 No person shall operate a heavy vehicle, excluding a motor home, on a roadway or public parking lot owned and operated by the Town except on a designated truck route as outline in Schedule "B" of this Bylaw, the Schedule being hereby incorporated into and made part of this Bylaw.
- 11.2 The following shall be deemed not to be operating or parking a heavy vehicle in contravention of section 11.1 if the heavy vehicle was being operated on the shortest route between the delivery, pick-up or other location concerned and the nearest route by:
- (a) A person delivering or collecting goods, materials or merchandise to or from the premises of a bona fide customer;



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- (b) A person going to or from the business premises of the owner of the heavy vehicle, a heavy vehicle repair or maintenance facility, or an approved "vehicle storage area" for heavy vehicles;
- (c) A person towing a disabled vehicle from or along a roadway prohibited to heavy vehicles; and
- (d) A person actively engages in lawful public works requiring him by the very nature of such work to deviate from established truck routes.
- (e) A person traveling by the most direct route to their place of residence and parking the heavy vehicle on private land off the roadway.

12. MAXIMUM WEIGHT OF VEHICLES

- 12.1 No person shall drive or park upon any roadway within the Town a vehicle or combination of attached vehicles with a weight, including or excluding any load thereon, in excess of maximum weight.
- 12.2 A person driving or in charge or control of a vehicle or combination of attached vehicles suspected by a Peace Officer of being on a roadway in contravention of section 12.1 shall, when requested by the Peace Officer, produce for such officer's inspection any official registration certificate or interim registration for such vehicle or vehicles that may have been issued by the Province of Alberta showing the maximum weight of such vehicle or combination of attached vehicles.

13. SNOW, ICE, DIRT, DEBRIS

- 13.1 All persons within the Town of Rimbey owning, controlling, or occupying property that adjoins any sidewalk shall remove or cause to be removed and cleared away all snow, ice, dirt, debris or other material from any sidewalk adapted to the use of pedestrians. Such removal shall be completed when the snow is 2.5 centimetres or greater within 48 hours from the time that the snow, ice, dirt, debris, or other material was formed or deposited there.
- 13.2 The Business District shall be identified as:
 - East/West Highway 53 extending east to Highway 20 and west to the Town limits.
 - South of 4 way stop to 45th ave;
 - North of 4-way stop to 51 ave;
 - 50th street from 49th ave to 52nd ave;
 - 49th ave from 49th street to 51 street;
 - 49th street from 50th ave to 48th ave.

- (a) Businesses
 - (i) Businesses are permitted to shovel their sidewalk to curb edge;
 - (ii) Snow will be removed as per Road Priorities 2;
 - (iii) Businesses engaging contractors to clear their lots will NOT be allowed to push snow from their properties, onto roadways, and/or Town property;



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- (b) Contractors are allowed access to the Town's snow storage site at no charge and must phone ahead to make arrangements.

13.3 Contractors

- (a) Contractors hauling snow to the Town snow storage site must have commercial equipment, insurance satisfactory to the Town and use at their own risk.

13.4 Any person who fails to comply with sections 13.1, 13.2 or 13.3 is guilty of an offence and may be issued a violation ticket by a Peace Officer in an amount specified in this Bylaw.

13.5 In default of any person complying with sections 13.1, 13.2 or 13.3 above, and in addition to any other remedy available to the Town of Rimbey for noncompliance with this Bylaw, the Town may arrange to have the sidewalk cleared and any cost thereof shall be paid to the Town upon demand and failing payment, such cost shall be charged against the property as a special assessment.

13.6 No person shall remove snow, ice, dirt, debris or other material from a sidewalk or private property by causing it to be placed on any other portion of a highway or on any private property other than their own except to the extent that removal of the snow or ice to private property is impractical.

13.7 No person shall place or permit to be placed any snow, ice, dirt, debris or other material removed from private property on to a highway or other public place in the Town of Rimbey.

13.8 At all times, Snow Clearing Equipment and Street Sweeping Equipment of the Town of Rimbey, and or Contractors hired by the Town of Rimbey, shall have the right of way on Rimbey streets unless so directed by a Peace Officer or a Traffic Flag Person.

14. MISCELLANEOUS RESTRICTIONS AND PROHIBITIONS

14.1 No person shall allow the engine or motor of any stationary vehicle

- (a) In a residential area, or
- (b) In any other area where prohibited by traffic control device

to remain running for a period of time longer than twenty minutes.

14.2 No person shall place an electrical cord on or above a roadway or above a sidewalk unless it is a minimum height of 2.5 metres above the sidewalk.

14.3 No person shall, while clearing a sidewalk, use power driven equipment, or any other tools or equipment, or any other material, unless the use of such equipment does not result in damage to the sidewalk.

14.4 No person shall wash, service or repair a vehicle on any roadway, sidewalk, boulevard or median within the Town.

14.5 No person shall wash, repair, or service a vehicle near any roadway, sidewalk, boulevard or median within the Town in a manner that allows



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

-
- soap suds, mud, cement, refuse, debris, tar, oil, grease, antifreeze or other vehicle fluids to flow onto or enter upon the roadway, sidewalk, boulevard or median or enter any storm water system.
- 14.6 No person shall park a vehicle on a roadway or public parking lot within the Town that, due to the state of the vehicle, results in mud, cement, refuse, debris, tar, oil, grease, antifreeze or other vehicle fluids being deposited upon the roadway or public parking lot or enter a storm water sewer system.
- 14.7 Where an offence under section 14.3, 14.4 14.5 or 14.6 occurs resulting in damage to a roadway, sidewalk, boulevard or median or other town property or resulting in spillage or deposit of dirt, gravel, vehicle fluids or other material on a roadway, sidewalk, boulevard or median, notice may be given to
- (a) The person responsible, or
 - (b) In cases involving a vehicle, to the registered owner of the vehicle, or
 - (c) If the offence occurred on private property, to the occupant or owner of the private property to take reasonable cleanup or damage repair measures.
- 14.8 No owner or occupant of private property located at an intersection of roadways, excluding an intersection with an alley, shall allow any vegetation within the triangular portion of the property closest to the intersection, measured from the corner of the intersection to a distance of eight (8) metres each direction along the edge of the curb or, in the absence of a sidewalk, the edge of the roadway, to grow to height greater than one (1) metre or, in the case of trees or shrubs overhanging the portion of the property, to a height less than two (2) metres.
- 14.9 No owner or occupant of private property shall allow any vegetation overhanging a sidewalk, boulevard, roadway or alley to reach a height less than four (4) metres above the sidewalk, boulevard, roadway or alley.
- 14.10 No owner or occupant of private property in the Town shall park a vehicle or build, place, erect or continue the existence of a fence, wall, dirt pile, snow pile or other object adjacent to and within eight (8) metres of the nearest corner of a street intersection when such vehicle, fence, wall, dirt pile, snow pile or other object interferes with good visibility for safe traffic flow.
- 14.11 Where an offence under sections 14.8, 14.9, or 14.10 occurs, notice may be given to the occupant or owner of the private property requiring remedial action to bring the property within compliance of this bylaw.
- 14.12 No person shall place or deposit, or allow the placement or deposit, of any object, refuse, building or other materials dumpsters, snow, boulevard, earth, sand, gravel, sod, or any other matter on a roadway, sidewalk, boulevard or median within the Town, excepting vehicles and materials for which specific permission has been granted by the C.A.O..
- 14.13 Where an offence under section 14.2 occurs, notice may be given to the occupant or owner of the property adjacent to where the materials were placed to take specific remedial action.



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- 14.14 A notice issued pursuant to this Bylaw shall specify:
- (a) The civic address or physical location where remedial action is required;
 - (b) The condition that is not in compliance with the Bylaw, including reference to the applicable provision of the Traffic Bylaw;
 - (c) Remedial action required;
 - (d) A deadline for compliance.
- 14.15 Any notice served pursuant to this Bylaw will be deemed to have been sufficiently served in the case of an offence involving a vehicle
- (a) If left at a conspicuous location on the vehicle;
 - (b) If mailed by regular or registered mail to the registered owner of the vehicle using the address on record with the Alberta Motor Vehicle Branch;
 - (c) If given verbally, including all information as required in section 14.14, by a Peace Officer and directed to the registered owner of the vehicle.
- 14.16 Any notice served pursuant to this Bylaw will be deemed to have been sufficiently served in the case of an offence involving private property:
- (a) If served personally upon the person to whom it is directed, or
 - (b) If posted at a conspicuous location on the property, or
 - (c) If mailed by regular or registered mail to the address of the person to whom the notice was directed, or to the owner of the private property involved using the address on record with the Town of Rimbey, or
 - (d) If given verbally, including all information as required in section 14.14, by a Peace Officer and directed to the occupant or owner of the private property involved.
- 14.17 No person shall fail to satisfactorily comply with a notice issued pursuant to sections 14.7, 14.11, or 14.13 of this bylaw within the specified deadline.
- 14.18 In the case of the owner of a vehicle or owner or occupant of private property failing to comply with a notice issued pursuant to any provision of this Bylaw, the Town may do the work at the expense of the owner of the vehicle or the owner or occupant of the private property.
- 14.19 In cases involving owners of private property, the expenses incurred by the Town for the work done, where applicable, may be recovered with costs by action in court of competent jurisdiction or in a like manner as municipal taxes.
- 14.20 Where, pursuant to this Bylaw, work is done at the expenses of the owner of a vehicle or owner or occupant of private property, the owner or occupant may appeal to Council to have the expenses cancelled.



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

14.21 No person other than the owner or driver of a vehicle will remove a notice issued pursuant to the Bylaw affixed to the vehicle.

14.22 No person other than the occupant or owner of private property will remove a notice issued pursuant to this Bylaw affixed to a conspicuous location on a private property.

15. OFF HIGHWAY VEHICLES/PROHIBITED OPERATION

15.1 A person who can lawfully operate an off highway vehicle may operate the vehicle within the corporate limits of the Town only on the most direct route from a residence to the nearest exit from the Town at a location of legal off highway use providing the vehicle is operated as follows:

- a) Travel at a speed less than (20) twenty kilometres per hour
- b) Does not drive or operate the vehicle on parkland or a sidewalk or boulevard
- c) Travels in rear lanes only, except where there is no lane, then on the most right portion of a highway
- d) an off highway vehicle shall yield right of way to all other users of the road including pedestrians
- e) An off highway vehicle shall not be operated between the hours of 10:00 pm and 7:30 am (22:00 hrs. and 0730 hrs.)
- f) An off highway vehicle operator does so at his/her own risk and the Town does not warrant any area of the Town suitable for off highway vehicle use.

15.2 Off highway vehicles are permitted to operate on a highway solely for the purpose of loading or unloading an off highway vehicle from or onto a trailer or vehicle or into a building or property.

15.3 No person shall operate an off highway vehicle within the corporate limits of the Town of Rimbey unless the operator and passengers are wearing safety approved helmets.

15.4 No person under the full age of fourteen (14) years shall operate an off highway vehicle in the corporate limits of the Town of Rimbey.

15.5 No person who is an owner or in care and control of an off highway vehicle shall allow any person under the full age of fourteen (14) years to operate an off highway vehicle within the corporate limits of the Town of Rimbey.

15.6 The provisions of this bylaw shall not apply to a Peace Officer or an employee of the Town operating a vehicle in the performance of a duty.

15.7 Where an off highway vehicle is used in contravention of this Bylaw, and the operator or driver cannot be identified, the owner of the vehicle shall be responsible for the contravention.

- a) "Owner" in this section means the registered owner as listed on a certificate of registration.
- b) If the vehicle is unregistered then the owner as listed on a bill of



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

sale or other documentation accepted as proof of ownership.

- 15.8 The Owner of the off highway vehicle must carry liability insurance.
- 15.9 A Peace Officer may seize and impound any off highway vehicle, for a maximum of thirty (30) days, at the owner's expense, that is subject of an offence under this Bylaw if the Peace Officer believes on reasonable and probable grounds that the seizure and impoundment is necessary to prevent a continuation of an offence.

16. PENALTIES AND ENFORCEMENT PROCEDURES

- 16.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine of not less than THREE HUNDRED DOLLARS (\$300.00) and not more than TWO THOUSAND FIVE HUNDRED DOLLARS (\$2500.00) and in default of payment is liable to imprisonment for a term not exceeding SIX (6) MONTHS.
- 16.2 Where a Peace Officer believes that a person has contravened any provision of the Bylaw, or sections 44 through 49 of the Regulations, he may serve upon:
 - (a) Such person a Violation Ticket referencing the section contravened; or
 - (b) The registered owner of the motor vehicle a Violation Ticket referencing section 160(1) of the Act and the section of the Bylaw or Regulations contravened;

In accordance with the provisions of the Provincial Offences Procedure Act, R.S.A.2000, c. P-34.

- 16.3 The levying and payment of any penalty, or the imprisonment for any period as provided for in this Bylaw shall not relieve a person from the necessity of paying any fees, charges or costs for which he is liable under the provisions of this Bylaw.
- 16.4 A Peace Officer may tow and impound at owner's risk and expense, any vehicle found to be parked in contravention of the provision of this Bylaw or the parking provisions of the Regulations.
- 16.5 The specified penalty payable in respect of a contravention of a provision of this Bylaw is as provided for in Schedule "A" of this Bylaw
- 16.6 The specified penalty payable in respect of a contravention of a parking provision of the Regulations is as provided for in the Procedures Regulation (A.R.233/1989) made pursuant to the Provincial Offences Procedures Act, R.S.A. 2000, c. P-34, and must include the required Victims of Crime Act surcharge.
- 16.7 Notwithstanding section 15.2, in lieu of prosecution, a Peace Officer may issue a Parking Violation ticket, in a form as approved by the C.A.O., referencing the section of the Bylaw or Regulation contravened, to the alleged offender, or to the registered owner of any vehicle involved in a contravention of this Bylaw or the parking provisions of the Regulations.



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

- 16.8 Service of any such Parking Violation ticket shall be sufficient if it is:
- (a) Personally served;
 - (b) Served by regular mail; or
 - (c) Placed on or attached to the vehicle involved in the contravention of this Bylaw or the parking provisions of the Regulations.
- 16.9 The penalty payable to the Town in lieu of prosecution in respect of a contravention of this Bylaw or the parking provisions of the Regulations, to be indicated on any such Parking Violation ticket issued is the amount provided for in Schedule "A" of this Bylaw, Schedule being hereby incorporated into and made part of this Bylaw.
- 16.10 A person who has been issued a Parking Violation ticket pursuant to the provisions of this Bylaw, and who has fully paid the penalty as indicated to the Town within the time allowed for payment, shall not be liable to prosecution for the subject contravention.
- 16.11 No person, other than the owner or driver of a vehicle, shall remove a Parking Violation ticket placed on or attached to such vehicle by a Peace Officer in the course of his/her duties.
- 16.12 No person shall willfully obstruct, hinder or interfere with a Peace Officer or any other person authorized to enforce and engaged in the enforcement of the provisions of this bylaw.

17. GENERAL

- 17.1 It is the intention of the Council of the Town that each provision of this Bylaw should be considered a being separate and severable from all other provisions. Should any section or provision of this Bylaw be found to have been improperly enacted, then such section or provision shall be regarded as being severable from the rest of this Bylaw and that the Bylaw remaining after such severance shall remain effective and enforceable.
- 17.2 It is the intention of the Council of the Town that all offences created pursuant to this Bylaw be construed and considered as being Strict Liability Offences.
- 17.3 Whenever the singular and masculine gender is used in this Bylaw, the same shall include the plural, feminine and neuter gender whenever the context so requires.
- 17.4 Schedules "A" and "B" may, from time to time, be amended by a resolution of Council.

18. REPEAL

- 18.1 Town of Rimbey Bylaws 530/63, 134/70, 545/88, 847/09, 710/00, 872/11 and 909/15 are hereby repealed.

BYLAW NO. 951/18



A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO
PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS
THROUGHOUT THE MUNICIPALITY.

NOW THEREFORE

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 _____ day of _____ 2018.

Mayor Rick Pankiw

Chief Administrative Officer Lori Hillis

READ a Second Time in Council this ____ day of _____ 2018.

Mayor Rick Pankiw

Chief Administrative Officer Lori Hillis

READ a Third Time and Finally Passed this _____ day of __, 2018.

Mayor Rick Pankiw

Chief Administrative Officer Lori Hillis

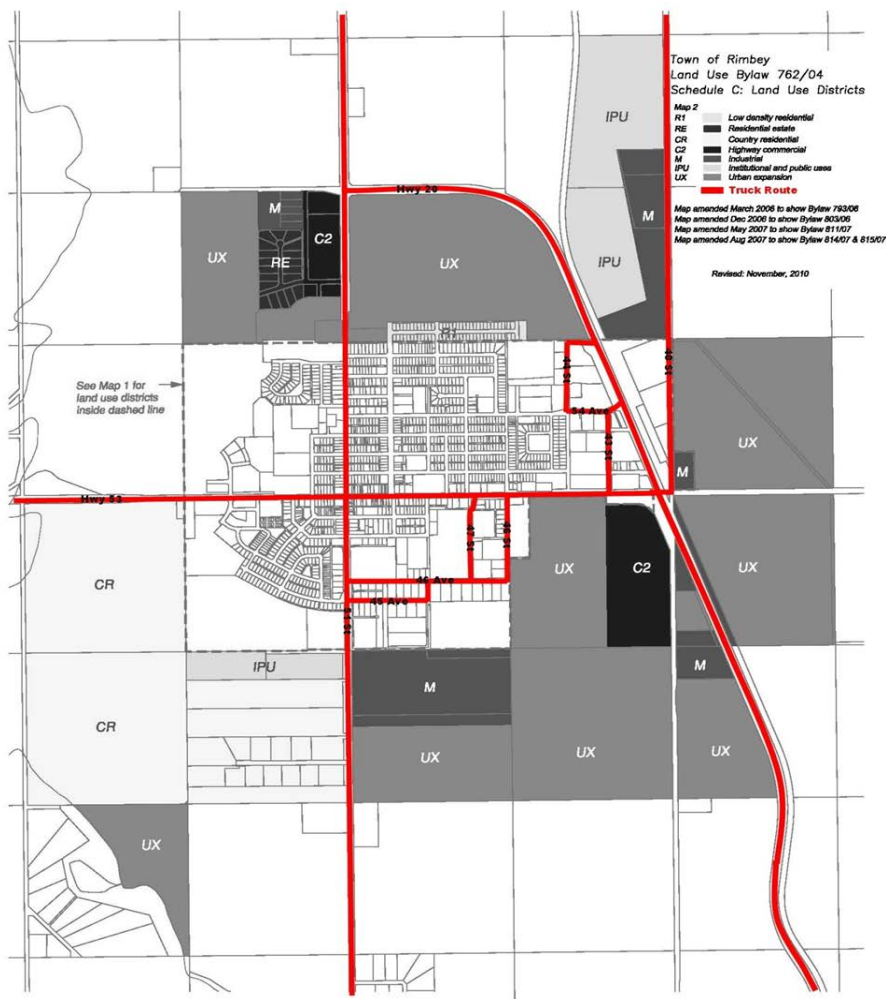


A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION OF PARKING AND THE USE OF HIGHWAYS THROUGHOUT THE MUNICIPALITY.

SCHEDULE "A" – VIOLATIONS AND PENALTIES

Section	Description of Offence	Penalty
15.1	All Bylaw sections not specified in this Schedule	\$300.00
12.1	Drive or park vehicle in excess of maximum weight	\$500.00

SCHEDULE "B" TRUCK ROUTE MAP





Town Council
REQUEST FOR DECISION

Council Meeting Date	13 Jun 2022
Subject	Rimbey Fish & Game
Closed Session	Public Information
Background	On May 30, 2022, Administration received correspondence from Robyn at Rimbey Fish & Game regarding a “Fishing Derby” for youth members at Open Creek Dam being held on June 18, 2022. They are requesting cash contributions, hunting/fishing/camping items, or games/toys for ages 6-16.
Discussion	<p>To qualify for the Community Grants Events funding, Section 2c) of the Community Events Grant Program Policy 5402 states that the event must be held in the Town of Rimbeey and must be open and accessible to the public regardless of age, sex, creed, or religion.</p> <p>Therefore, as this event does not qualify for Community Grants Events funding, if Council wishes to provide funding for this event, the funds would be transferred from unrestricted reserves as this is an unbudgeted expense.</p>
Attachments	RFD 7.2.1 Rimbeey Fish & Game Redacted
Recommendation	Administration recommends that Council determine if they wish to provide funding to the Rimbey Fish & Game’s Fishing Derby for youth members and if so, how much, with funding to come from unrestricted reserves.

Prepared By:

Lori Hillis, CPA, CA, Chief Administrative Officer

June 3, 2022
Date

Endorsed By:

Lori Hillis, CPA, CA
Chief Administrative Officer

June 3, 2022
Date



May 2022

To Whom It May Concern:

Each year the Rimbey Fish and Game Association hosts a "Fishing Derby" for our youth members at Open Creek Dam. This year the event will be held on Saturday, June 18, 2022.

Rimbey Fish and Game Association is a *non-profit* organization that is about 200 members strong and affiliated with the Alberta Fish and Game Association. Located in Central Alberta, we work towards ensuring more habitat, fish and wildlife for the use and enjoyment of Albertans of all ages. Our mission is to promote, through education programs, the conservation and utilization of fish and wildlife, and to protect and enhance the habitat they depend on.

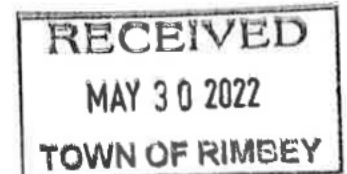
In order to ensure the success of this event, we are seeking cash contributions, hunting/fishing/camping items, or games/toys appropriate for ages 6-16. These donations help defray the costs associated with providing prizes for all the kids who participate. Generous donors like you are the key to our success and make it possible.

Your donation will be listed at the event and will be visible throughout the day.

For further info, contact;

Robyn at Open Creek Dam 403-843-6931 **OR**

Daryl at [REDACTED]





Town Council
REQUEST FOR DECISION

Council Meeting Date	13 Jun 2022
Subject	Council Round Table Discussion
Closed Session	Public Information
Background	Council Round Table Discussion is for matters that are not on the agenda but arise during Council meeting.

Prepared By:

Lori Hillis, CPA, CA, Chief Administrative
Officer

June 3, 2022
Date

Endorsed By:

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA
Chief Administrative Officer

June 3, 2022
Date



Town Council
REQUEST FOR DECISION

Council Meeting Date	13 Jun 2022
Subject	Department Reports
Closed Session	Public Information
Background	Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.
Recommendation	Motion by Council to accept the report from the Chief Administrative Officer and the Director of Finance – Accounts Payable Listing, as information.

Prepared By:

A handwritten signature in black ink that reads "Bonnie Rybak".

Bonnie Rybak
Recording Secretary

June 3, 2022

Date

Endorsed By:

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA
Chief Administrative Officer

June 3, 2022

Date



Town Council - 13 Jun 2022

CAO Report

Highlights

Highlights

SPG Agreement:

Agreement with SPG to apply to the Federal Government under the Municipal Climate Change Action Centre's (MCCAC) program for funding to install an electric vehicle charging station at the Peter Lougheed Community Centre has been signed and submitted to SPG. Application to the program was submitted to MCCAC on our behalf by SPG on Tuesday, May 31, 2022.

Bylaws:

Attended open house at the Peter Lougheed Community Center regarding the Responsible Pet Ownership Bylaw. 22 members of the public were present and voiced their concerns regarding dogs and cats in the Town of Rimbeey.

Missing Link Internet:

Reviewing and researching Missing Link Internet partnership proposal and discussions with Legal Counsel.

Attachments	RFD 8.1.2 Payables Listing to June 2, 2022
--------------------	--

Submitted by:

Lori Hillis, CPA, CA, Chief Administrative Officer

Council Board Report 8.1.2



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

Date Range: 17-May-2022 to 02-Jun-2022
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Accu-Flo Meter Service Ltd.	48233	25-May-2022	Accu-Flo - Annual renewal / warranty	3,706.50
Alsco	48234	25-May-2022	Alsco - janitorial supplies	599.20
AN Adventure Distribution & Consulting	48235	25-May-2022	An Adventure - janitorial supplies	249.48
Black Dragon Fireworks Inc.	48236	25-May-2022	Black Dragon Fireworks - Canada Day	7,000.00
Black Press Group Ltd.	48237	25-May-2022	Black Press Media - March 2022 - chq reissued	1,113.32
Canadian Pacific Railway Company	48238	25-May-2022	CP Rail - Hoadley Crossing - April 2022	296.00
City Of Red Deer	48239	25-May-2022	City of Red Deer - lab analysis - April 2022	1,319.64
DOUGLAS,CRAIG	48240	25-May-2022	C.Douglas - expense claim - Edmonton, AB	80.00
Environmental 360 Solutions (Alberta) Ltd	48241	25-May-2022	E360 - bin dumps/rent	893.32
Expert Security Solutions	48242	25-May-2022	Expert Security Solutions - CC - cardlock cards	629.84
FRIESEN,CANDACE	48243	25-May-2022	Candace Friesen - cardlock refund	25.00
HOWARD,CORRINA	48244	25-May-2022	Corrina Howard - cardlock refund	25.00
Hunter Hydrovac Inc.	48245	25-May-2022	Hunter Hydrovac - west side - Rimbey Manor	1,050.00
Hydrodig Canada Inc.	48246	25-May-2022	Hydrodig - 5106-51 St - valve replacement	484.79
Korpiniski,Ted	48247	25-May-2022	Ted Korpiniski - cardlock refund	25.00
Ladies Auxiliary to Rimbey Hospital	48248	25-May-2022	Ladies Auxiliary to Rimbey RHCC - Strawberry Tr	500.00
Longhurst Consulting	48249	25-May-2022	Longhurst Consulting - migrate exchange server i	6,617.23
LOR-AL SPRINGS LTD.	48250	25-May-2022	Lor-Al Springs - water	19.35
Mega Tech	48251	25-May-2022	Mega Tech - install printer in Tahoe - Bylaw	814.50
Municipal Property Consultants (2009) Ltd.	48252	25-May-2022	Municipal Property Consultants - June 2022 char	3,575.95
NAPA Auto Parts - Rimbey	48253	25-May-2022	Napa - parts	120.75
New Can Truck Parts	48254	25-May-2022	New Can Truck Parts - CVIP - Compost Truck	707.18
Nikirk Bros. Contracting Ltd.	48255	25-May-2022	Nikirk - bin rent/dump - Toxic Round-up	210.00
Outlaw Electric Ltd.	48256	25-May-2022	Outlaw Electric - North Reservoir Well / Council -	1,833.21
PitneyWorks	48257	25-May-2022	PitneyWorks - postage	6,300.00
Ponoka County	48258	25-May-2022	Ponoka County - tippage for Jan-March 2022	3,460.80
PROVIDENTI,DINO	48259	25-May-2022	Dino Providenti - reimburse for a Drain Doctor inv	735.00
Rimbey Fas Gas Division of 1662899 Alberta Ltd	48260	25-May-2022	Rimbey Fas Gas - propane - PW	40.95
Rimbey Implements Ltd.	48261	25-May-2022	Rimbey Implements - North Lagoon blowers	338.53
Rimbey TV & Electronics 1998	48262	25-May-2022	Rimbey Tv - PW - phones	980.44
RJ Plumbing and Heating	48263	25-May-2022	RJ Plumbing - repair hot tub leak/drain in kitchen	447.30
Silver Star Septic Service	48264	25-May-2022	Silver Star Septic Services - transfer station	52.50
Staples Professional	48265	25-May-2022	Staples Professional - office supplies	453.66
Stationery Stories & Sounds (2005)	48266	25-May-2022	Stationery Stories Sounds - envelopes	2,408.70
STONGE,LINDA	48267	25-May-2022	Linda Stonge - facility deposit refund	100.00
Town Of Rimbey	48268	25-May-2022	Town of Rimbey - 2022 taxes - Roll# 16591	162.47
Uni First Canada Ltd.	48269	25-May-2022	UniFirst - coveralls/supplies - May 16/22	110.76
W.R. Meadows	48270	25-May-2022	WR Meadows supplies	690.27
Wolseley Industrial Canada INC	48271	25-May-2022	Wolseley - bleach - PW	992.78
1998372 ALBERTA LTD.	48272	31-May-2022	1998372 Alberta Ltd (o/a Elite Site Services) PP#	36,750.00
546667 Alberta Ltd.	48273	31-May-2022	Refund on PT Account 000 - 21040	41.00
Alsco	48274	31-May-2022	Alsco - janitorial supplies	299.60
Automated Aquatics Canada Ltd.	48275	31-May-2022	Automated Aquatics - supplies	2,899.83
Buist Motor Products Ltd.	48276	31-May-2022	Buist Motor Products - Bylaw - Tahoe repair	2,715.15
Canadian Pacific Railway Company	48277	31-May-2022	Canadian Pacific Railway - Hoadley crossing	296.00
CIRCUS FUNTASTIC	48278	31-May-2022	Circus Funtastic - facility deposit refund - Canadia	500.00
ENTANDEM	48279	31-May-2022	Entandem (Socan) - 2021 Licensing Fees (arena)	169.02
Expert Security Solutions	48280	31-May-2022	Expert Security Solutions - Final payment - cardlc	3,419.51
LAYTE,PAUL	48281	31-May-2022	Paul Layte - Permit App cancellation - deposit ref	7,500.00
MCLAREN,CAROLYN	48282	31-May-2022	Carolyn McLaren - Babysitting Course - May 28/2	280.00
Miller,Jonathan	48283	31-May-2022	J.Miller - overall/PPE	92.39
Rimbey Guardian Drug Mart	48284	31-May-2022	Rimbey Guardian Drug Mart - supplies - pool	48.94
Sanitec	48285	31-May-2022	Sanitec - supplies	507.59
Stationery Stories & Sounds (2005)	48286	31-May-2022	Stationery Stories Sounds - supplies	73.50
TIMCON CONSTRUCTION (1988) LTD.	48287	31-May-2022	Timcon Construction Ltd - RB125 - PPC# 12 - M&	157,629.34
Towle,Jeanette	48288	31-May-2022	J.Towle - shuttle - Payroll Conference	121.20
Wolseley Industrial Canada INC	48289	31-May-2022	Wolseley Industrial - supplies - pool	2,543.73
AMSC Insurance Services Ltd.	48290	02-Jun-2022	AMSC Insurance - June 2022 inv - Mayor/Counci	48.63

Council Board Report 8.1.2



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

Date Range: 17-May-2022 to 02-Jun-2022
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Brandt Tractor Ltd	48291	02-Jun-2022	Brandt Tractor - parts	1,059.74
D & M Concrete Products Ltd.	48292	02-Jun-2022	D&M Concrete - curbs - RCMP	584.85
MLA Benefits Inc.	48293	02-Jun-2022	MLA Benefits - May 2022 HSA claims	1,577.62
Nikirk Bros. Contracting Ltd.	48294	02-Jun-2022	Nikirk - bedding sand	24.68
Outlaw Electric Ltd.	48295	02-Jun-2022	Outlaw Electric - repairs - North Lagoon / North R	1,234.06
Pankiw,Rick	48296	02-Jun-2022	Rick Pankiw - May 2022 - expenses	82.96
Rimbey Implements Ltd.	48297	02-Jun-2022	Rimbey Implements - parts - Unit #49	54.63
Rimbey TV & Electronics 1998	48298	02-Jun-2022	Rimbey Tv - supplies	26.25
RYBAK,BONNIE	48299	02-Jun-2022	Bonnie Rybak - supplies - RPO mtg	59.95
THOMPSON,WAYNE	48300	02-Jun-2022	Wayne Thompson - refund Development Permit f	70.00
Uni First Canada Ltd.	48301	02-Jun-2022	UniFirst - coveralls/supplies	65.47
Canada Revenue Agency	00106-0001	25-May-2022	CRA - deductions - (May8-21/22) biweekly payrol	18,230.06
LAPP	00106-0002	25-May-2022	LAPP - Town - May 27/22 biweekly payroll (May 2	8,540.76
Servus Credit Union - Mastercard	00106-0003	25-May-2022	Servus M/C - L.Hillis - Apr.30/22	2,437.05
Telus Communications Inc.	00106-0004	25-May-2022	Telus - Town inv - May 10/22	2,191.51
Eastlink	00107-0001	31-May-2022	Eastlink - cable - fitness centre	98.91
INNOV8 DIGITAL SOLUTIONS INC.	00107-0002	31-May-2022	Innov8 - copies - CC/Town	1,015.64
LAPP	00107-0003	31-May-2022	LAPP - FCSS - June 01,2022 biweekly payroll (M	1,322.06
Servus Credit Union Ltd.	00108-0001	02-Jun-2022	Servus - Debenture #45 - paving	28,145.36
VICTOR CANADA	00108-0002	02-Jun-2022	Victor - June 2022 - benefits	12,249.39
Total:				344,175.80



Town Council
REQUEST FOR DECISION

Council Meeting Date	13 Jun 2022
Subject	Boards/Committee Reports
Closed Session	Public Information
Background	Various Community Groups supply Minutes of their board meetings to Council for their information.
Attachments	RFD 8.2.1 Tagish Engineering Project Status Updates May 26, 2022 RFD 8.2.2 BHH Society March 21, 2022 RFD 8.2.3 Parkland Regional Library Board Minutes May 19, 2022 Draft RFD 8.2.4 PRLS Board Talk - May 19, 2022
Recommendation	Motion by Council to accept the reports, as information.

Prepared By:

Handwritten signature of Bonnie Rybak in black ink.

Bonnie Rybak
Recording Secretary

June 3, 2022
Date

Endorsed By:

Handwritten signature of Lori Hillis in blue ink.

Lori Hillis, CPA, CA
Chief Administrative Officer

June 3, 2022
Date

Date	Project Manager	Status Update
Town of Rimbey		
RBYM00000.22 RB00 - 2022 General Engineering		
April 14, 2022	Solberg, Lloyd	There are no assignments for this period.
April 28, 2022	Solberg, Lloyd	There are no assignments for this period.
May 11, 2022	Solberg, Lloyd	There are no assignments for this period.
May 26, 2022	Solberg, Lloyd	There are no assignments for this period.
RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades		
April 14, 2022	Solberg, Lloyd	Pumphouse is operational. Programmers will be on site to complete some PID testing in the Spring once the snow melts to tune up the system for optimal efficiency. Contractor will continue to work on project deficiencies until complete.
April 28, 2022	Solberg, Lloyd	Pumphouse is operational. Will touch base with Town next week, to set up a time to complete some PID testing to tune up the system for optimal efficiency. Majority of project deficiencies have been completed.
May 11, 2022	Solberg, Lloyd	Pumphouse is operational. Awaiting Public Works to provide time/date for hydrant flushing to complete PID testing. Majority of project deficiencies have been completed.
May 26, 2022	Solberg, Lloyd	Pumphouse is operational. Emergency pump PID testing has been completed. Carbon to complete site grading deficiencies at the beginning of June.
RBYM00144.00 RB144 - 51st Street Storm Main Install		
April 14, 2022	Solberg, Lloyd	The Tender opens on April 14th and closes May 3rd.
April 28, 2022	Solberg, Lloyd	The Tender opens on April 14th and closes May 3rd.
May 11, 2022	Solberg, Lloyd	Tender closed on May 3rd. Tagish is reviewing the low bid with the Town to determine next steps.
May 26, 2022	Solberg, Lloyd	Project has been awarded to Northside Construction. Contracts have been sent to Northside to be signed.
RBYM00145.00 RB145 - 56th Ave Surface Improvements		
April 14, 2022	Solberg, Lloyd	The tender is scheduled to go out on April 19th and close May 3rd.
April 28, 2022	Solberg, Lloyd	The tender is scheduled to go out on April 19th and close May 3rd.
May 11, 2022	Solberg, Lloyd	Tender closed on May 3rd. The project has been awarded to Border Paving. Tagish will put together the contracts to be signed.
May 26, 2022	Solberg, Lloyd	Contracts have been sent to Border Paving to be signed.
RBYM00146.00 RB146 - Scada Upgrades		
April 28, 2022	Solberg, Lloyd	The scada service contract has been signed. Nason is ordering materials. Once they receive materials, they will provide a schedule to complete the scada upgrades.
May 11, 2022	Solberg, Lloyd	No change (May 11)
May 26, 2022	Solberg, Lloyd	No change (May 26)

Beatty Heritage House Society

March 21, 2022 Meeting

The meeting was called to order by Vice-Chairperson Teri Ormberg at 7:40 pm following the Annual Meeting.

In attendance: Teri Ormberg Jackie Anderson
Florence Stemo
Annette Boorman Rose Marie Sakela
Murray Ormberg. Nancy Selent
Jennifer Robak Annelise Wettstein
Lana Curle - Rimbey Town Councillor

MINUTES of previous meeting (August 3, 2022*) read by Florence. Minutes adopted as read by Florence. Carried.

CORRESPONDENCE: A letter announcing 2022 as being "The Year of the Garden", and inviting the BHH Society to participate.

TREASURER'S REPORT: Jackie reported a Balance of \$28,554.17; and moved the adoption of her report. Seconded by Rose Marie. Carried.

OLD BUSINESS:

LONG RANGE GOAL-SETTING - Meeting with Rebekah Seidel set for 7:00 pm on Tuesday, April 5 at the BHH.

CULTURE DAYS 2021: No event at the BHH due to Covid. The draw for the winning ticket in our annual quilt raffle was done by Councillor Lana Curle, who had made and donated the quilt. The happy winner was Cheryl Duckett. Thanks again Lana.

"OPEN" SIGN: - There has been no information forthcoming re our previous sign, which "disappeared" in 2020, so decision was made to replace it. Rose Marie will look at options for next meeting.

SUMMER EMPLOYEE: Our 2021 employee, Georgia Snethun, was outstanding in every aspect of the position.

REPAIRS - Thanks to Duane Adam for donating his time and expertise in repairing the steps and handrail at the front entrance; and several outside electrical outlets.

GARDEN DEVELOPMENT: Committee: Annette Bron, Florence, and Judy.

CHRISTMAS LIGHTS: Some new lights purchased. Thanks to several members of the Blindman Valley Lions for their help in taking down the lights in January.

NEW BUSINESS:

SUMMER STUDENT 2022: Following interviews Jackie and Rose Marie hired Brooklyn Liikala. Details to be worked out after word re Federal Grant is received.

* Due to Covid regulations we did not have regular monthly meetings in 2022. Several items of business were conducted via computer and telephone. These were recorded.

MAINTENANCE: Florence will contact recommended painter re painting the front entrance and areas on the House in need of attention. Decision to be made after he submits a quote on the cost.

DONATION FROM SCHUTZ FAMILY : Florence will contact Fred's niece.

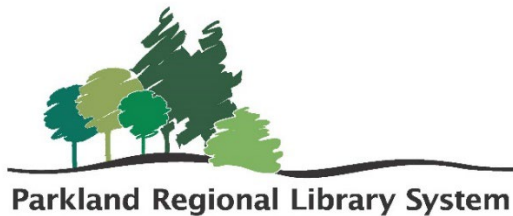
EARTH DAY APRIL 22: No event at the BHH due to Covid. Suggested by Jennifer; decision made by consensus; that we invite students of RES and RCS to make posters that focus on Care of our Planet. These are to be exhibited for two weeks (April 11-25) in the windows of businesses in the downtown area.

ANNUAL QUILT RAFFLE: The Wooddale Ladies are working on a quilt named Wooddale Rose which they will donate for our Culture Days 2022 raffle.

NEXT MEETING: Monday, May 2, 2022.

ADJOURNMENT: By Teri at 9:35 PM.

Florence Stemo Secretary



PRLS Board Meeting Minutes May 19, 2022

The regular meeting of the Parkland Regional Library System Board was called to order at 10:04 a.m. on Thursday May 19, 2022 in the Small Board Room, Lacombe.

Present: Debra Smith (Board Chair), Gord Lawlor, Barb Gilliat, Norma Penney

Present via Zoom: Jackie AlMBERG, , Doug Booker, Jaime Coston, Teresa Cunningham, Cal David, Amanda Derksen, Jeff Eckstrand, Jul Bissell (alternate for Lisa Ferguson), Marie Flowers, Elaine Fossen, Dwayne Fulton, Barbara Gibson, Pam Hansen, Dana Kreil, Stephen Levy, Julie Maplethorpe, Philip Massier, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Shawn Peach, Leonard Phillips, Lori Reid, Teresa Rilling, Bill Rock, Heather Ryan, Les Stulberg, Delaney Thoreson, Patricia Toone, Carlene Wetthuhn, Shannon Wilcox, Bill Windsor, Janice Wing

With Regrets: Doug Weir, Alison Barker-Jevne, and Gail Knudson

Absent: Edna Coulter, Bruce Gartside, Guy Lapointe, Daryl Loughheed, Bryce Olson, Ray Reckseidler, Diane Roth, Sandy Shipton, and Sharon Williamson

Guests: Margaret Law – in person, Lindsey Schmidt and Rebecca Slater (MNP) - Zoom

Staff: Ron Sheppard, Tim Spark, Donna Williams, Kara Hamilton, Haley Amendt, Hailey Halberg

Call to Order

Meeting called to order at 10:04 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 Len Phillips to excuse Doug Weir, Alison Barker-Jevne, and Gail Knudson from attendance at the board meeting on May 19, 2022 and remain members of the Parkland Board in good standing.

CARRIED
PRLS 15/2022

1.1 Agenda

1.1.2 Adoption of the Agenda

Motion by Teresa Cunningham to accept the agenda as presented.

CARRIED
PRLS 16/2022

1.2. Approval of Minutes

Smith asked if there were any amendments to the February 24, 2022 minutes. There were none.

Motion by Jackie Almborg to approve the minutes of the February 24, 2022 meeting as presented.

CARRIED
PRLS 17/2022

1.3. Business arising from the minutes of the February 24, 2022 meeting

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

2. Business Arising from the Consent Agenda

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

Motion by Gord Lawlor to approve the consent agenda as presented.

CARRIED
PRLS 18/2022

3.1. Approval of the 2021 Audit

Shawn Peach left the meeting from 10:12 to 10:17 a.m.

Lindsey Schmidt and Rebecca Slater from Parkland's audit company, MNP, presented the audit.

The *Parkland Regional Library System 2021 Audit Findings Report to the Board of Directors/Executive Committee for December 31, 2021*, two additional letters to the Board and the *Financial Statements December 31, 2021* were 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 November 12, 2021, 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, 2021, 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 auditor had three recommendations in their management letter, first, that the Finance Department develop a succession plan, in anticipation of staff retirements. They also noted that the building reserve is below the recommended minimum, stating that the Executive Committee is aware of this and are planning on slowly bringing the reserve up to minimum levels over the next few years. The last recommendation is to change amortization for Parkland's computers from 30% to 50% in order to better reflect the actual value of Parkland's computers.

Motion by Jackie Northey to approve the *Parkland Regional Library System 2021 Audit Findings Report to the Board of Directors/Executive Committee for December 31, 2021* and the *Financial Statements for December 31, 2021* as presented.

CARRIED
PRLS 19/2022

Lindsey Schmidt and Rebecca Slater left the meeting at 10:31 a.m.

3.2. 2023 Requisition Increase

At their March 24th meeting, Parkland's Executive Committee passed the following motion:

Motion by Phillip Massier to direct staff to create a 2023 budget with a .20 cent increase in the requisition level on the most current population figures, and if the population numbers for the region drop, to increase the requisition sufficiently to equal the extra income originally projected.

CARRIED

Parkland has kept the municipal requisition/levy at \$8.55 per capita for three consecutive years. The Government of Alberta has not increased the grant rate or adjusted for population when issuing grants since 2017.

At the time of posting the meeting package, the rate of inflation for Alberta as determined by the Federal Government was at 6.5% over this time last year.

There was considerable debate over using Treasury Board population estimates for invoicing municipalities. Despite this, the board upheld the original motion made by the Executive Committee.

Motion by Phillip Massier to direct staff to create a 2023 budget with a .20 cent increase in the requisition level on the most current population figures, and if the population numbers for the region drop, to increase the requisition sufficiently to equal the extra income originally projected.

CARRIED

PRLS 20/2022

3.3 2023 Budget and Population Numbers

At the last Executive Committee meeting there was a long discussion regarding which population figures Parkland should use for invoicing municipalities. The committee was asked to revisit a decision that was made in 2021.

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 potential problem for Parkland was 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.

At the March 2021 Executive Committee meeting, the committee decided to use the population numbers from Treasury Board and Finance to invoice municipalities because, as the GOA's own

website stated; " *The municipal Affairs Population list has been discontinued and **will be replaced** by population estimates from Treasury Board and Finance in the Future.*" The interpretation at the time was that the population estimates from Treasury Board are **replacing** the Municipal Affairs population lists.

Member municipalities were informed of this change, as was the Parkland board at their meeting in May 2021. The board and Municipalities were again informed when the budget was distributed last autumn.

After much discussion on this subject by the Executive Committee, staff were instructed to seek a legal opinion on a number of issues. Based on the legal opinion obtained:

- There is no need to change our membership agreement to use the population figures from Treasury Board to invoice member municipalities.
- It would appear that PRLS should be using the population figures from the Treasury Board for the purpose of invoicing municipalities.
- If Parkland were to switch to using the federal census numbers for invoicing municipalities, then the municipalities would have to change the membership agreement.
- Switching to the federal census numbers is redundant because according to GOA's website, the federal census will be used to update the Treasury Board population estimates.
- The funding level or funding model used by Municipal Affairs has no bearing on the invoicing models outlined in Parkland's master agreement. How the GOA chooses to distribute funding is an entirely separate issue from how Parkland invoices its member municipalities.

Following on the previous agenda item, some board members indicated that Parkland's master agreement be amended to utilize the recent federal census population figures for the purpose of calculating the amount of the levy when invoicing municipalities.

Motion by Barb Gilliat to receive the legal opinion from Susan Alexander-Smith, QC for information, and to follow her recommendation for building the 2023 Budget using the Treasury Board Estimates.

CARRIED
PRLS 21/2022

3.4. Parkland's Strategic Plan 2023-2025 Update

In February, there were three focus groups facilitated by Shari Hansen, a Community Development officer with Alberta Culture and Status of Women. At these focus group sessions, Hansen spoke with groups of key Parkland stakeholder groups to get input for PRLS' 2023-2025 strategic plan. While much of the data collected needs further analysis before it is truly useful, a number of key themes have emerged. The emerging priorities for Parkland's member libraries include:

- Marketing assistance including communications
- Advocacy

- Sustainable funding (which is tied to both effective marketing and advocacy)
- Assistance with HR issues
- An increased emphasis on eContent in several different categories
- Creating an environment that fosters an overall increase in the professionalism of member library service through better collection development, collaboration and partnerships developing critical thinking and analysis while at the same time sharing and celebrating the uniqueness of each library and their individual accomplishments. In such an environment, libraries can share ideas and support one another.

Due to the irregular services demanded of member libraries caused by COVID-19, and because it is only now and with some uncertainty that “normal” services are being resumed, another focus group session was held on May 4th to go over the data collected at the February focus group sessions to see if the emerging priorities accurately reflect the services member libraries would like to see Parkland develop. Formal work on Goals and Objectives will begin shortly.

Motion by Joy-Anne Murphy to receive for information.

CARRIED
PRLS 22/2022

Comfort Break 11:31 – 11:40 a.m.

3.5. Indigenous Library Services

On April 1st 2022, two years after the Maskwacis library service point closed due to the COVID-19 pandemic, the library service point had a soft opening. The Howard Buffalo Memorial Centre doors remain locked but patrons are welcome by appointment.

Before opening, Parkland staff preformed IT updates, a collection inventory, and ensured the space was ready for public access. Since opening, Parkland staff have maintained open hours on Tuesdays and Thursdays from 11:00 a.m. – 2:00 p.m.

Parkland has hired an individual to run the library service at Maskwacis for 21 hours a week. Reporting to Parkland, this person will be responsible for library programming, circulating library materials, and promoting the use of the library and its resources.

Parkland staff have so far ordered 390 new items for the collection at Maskwacis and will begin the process of weeding outdated materials. They have also purchased additional shelving units to allow for expansion of the collection and a slat wall will be installed to create a designated display area to promote the collection.

In addition, Parkland staff are in early stages of establishing library service for the O’Chiese and Sunchild reserves, as they are also a part of Parkland’s indigenous grant.

Motion by Stephen Levy to receive for information.

CARRIED
PRLS 23/2022

3.6. Advocacy and Marketing Report

Gord Lawlor gave the Advocacy Report. The Advocacy Committee has reviewed the format for Parkland's 2021 Return on Investment (ROIs) They are posted on Parkland's website. He strongly encouraged board members to download and print the ROI for their municipality and present it to council. Also available on the Parkland website is a short infographic highlighting some of Parkland's many accomplishments in 2021 despite the challenges of the past year. Board members were encouraged to present the annual report synopsis to council in conjunction with their municipal ROI.

Gord Lawlor and Haley Amendt participated in Marigold's conference in Calgary and presented "Advocacy, Whose Role is it Anyway?" which was well received. At the conference, they discussed each region creating their own Advocacy Committee, and the committees sharing with each other. Also discussed was the notion of creating a provincial advocacy committee, with each regional system contributing members.

Hailey Halberg talked about Parkland's marketing activity. Parkland has selected 5 libraries to use as a pilot project for professional photography to support library marketing. The photography and video will be shot at the end of May and staff expect the edited photos and video in June. The libraries will be Rocky Mountain House, Caroline, Forestburg, Alix, and Amisk.

Staff will measure success by looking at how the photos are used, surveying libraries on the impact of the photos, and the success of the photos in Parkland's marketing content.

Last summer, Parkland had a public BBQ, magician, and open house to celebrate their new building. The event was such a success, staff have decided to hold it again this summer. This year, Parkland joined forces with Lacombe Days and will hold the event in July.

Parkland has created a new update email template for libraries and board members. You may have seen our sleek new design pop up in your inbox in the April. We are now able to track the open rates and which links are clicked so we can continually improve the information we send out.

Staff have spent a lot of time researching effective library signage and inviting spaces. A signage audit document has been created to help libraries evaluate their signage. Parkland has already completed signage audits for five libraries at their request.

The library display contest hosted by Parkland for the month of April is complete. There were 10 participating libraries that got over 4,000 views and 1,300 votes in the contest. The winners were Carstairs library, Camrose library, and Hughenden library. They have received credit towards Vistaprint Pro Shop to order marketing materials.

A video was then shown, "A Day in the Life of Parkland".

Motion by Carlene Wetthuhn to receive for information.

CARRIED
PRLS 24/2022

3.7. Parkland Community Update

Clive Public Library is resuming 'Free Movie Fridays'. The first one was last month, with 70 people in attendance.

Stettler Public Library has redone their Plan of Service. The library also now attends farmers markets throughout the summer in Stettler.

Cremona Municipal Library started a seed sharing program which has brought in a whole new demographic of patrons.

Ponoka Jubilee Library held a red dress event at the park on May 5th in order to communicate the effects of Missing and Murdered Indigenous Women.

Sylvan Lake Municipal Library is installing new flooring and is redesigning the library children's area. The library will be closed June 13 to 27th.

Castor Municipal Library has formed a *Friends of the Library* group who recently held a poetry reading for 21 people.

Sedgewick & District Municipal Library bought a new building and is moving to Main Street, hopefully in 2023.

Rimbey Municipal Library has a new addition on their library and they have re-opened.

Amisk Public Library is celebrating their 100th birthday in summer 2023 and are planning a party to celebrate.

Donalda Public Library has newly painted furniture and are working hard on their summer programs.

Penhold & District Public Library is holding a spice club, macrame night, and spy club. They are also partnering with FCSS to hold mom and dad children's programs. Lastly, they are holding a Battle of Alberta contest to win pizza for the game. They have hired 2 new summer programmers.

Caroline Municipal Library is continuing their programs: Soup to Seniors, crafting and sewing classes, plant exchanges, and much more.

Bentley Municipal Library has weekly crafts in a bag for parents to pick up, nature school for parents with children aged 2-5 years, and movie nights.

Eckville Municipal Library has a new manager.

Motion by Norma Penney to receive for information.

CARRIED
PRLS 25/2022

3.8.1. Director & Library Services Report

3.8.2. I.T. Report

3.8.3. Finance & Operations Report

3.8.4. ALTA Report

Smith asked if there were any questions regarding the Director & Library Services Report, IT, Finance and Operations, or ALTA Reports. There were none.

Motion by Stephen Levy to receive the Director & Library Services Report, IT, Finance and Operations, and ALTA Reports for information.

CARRIED
PRLS 26/2022

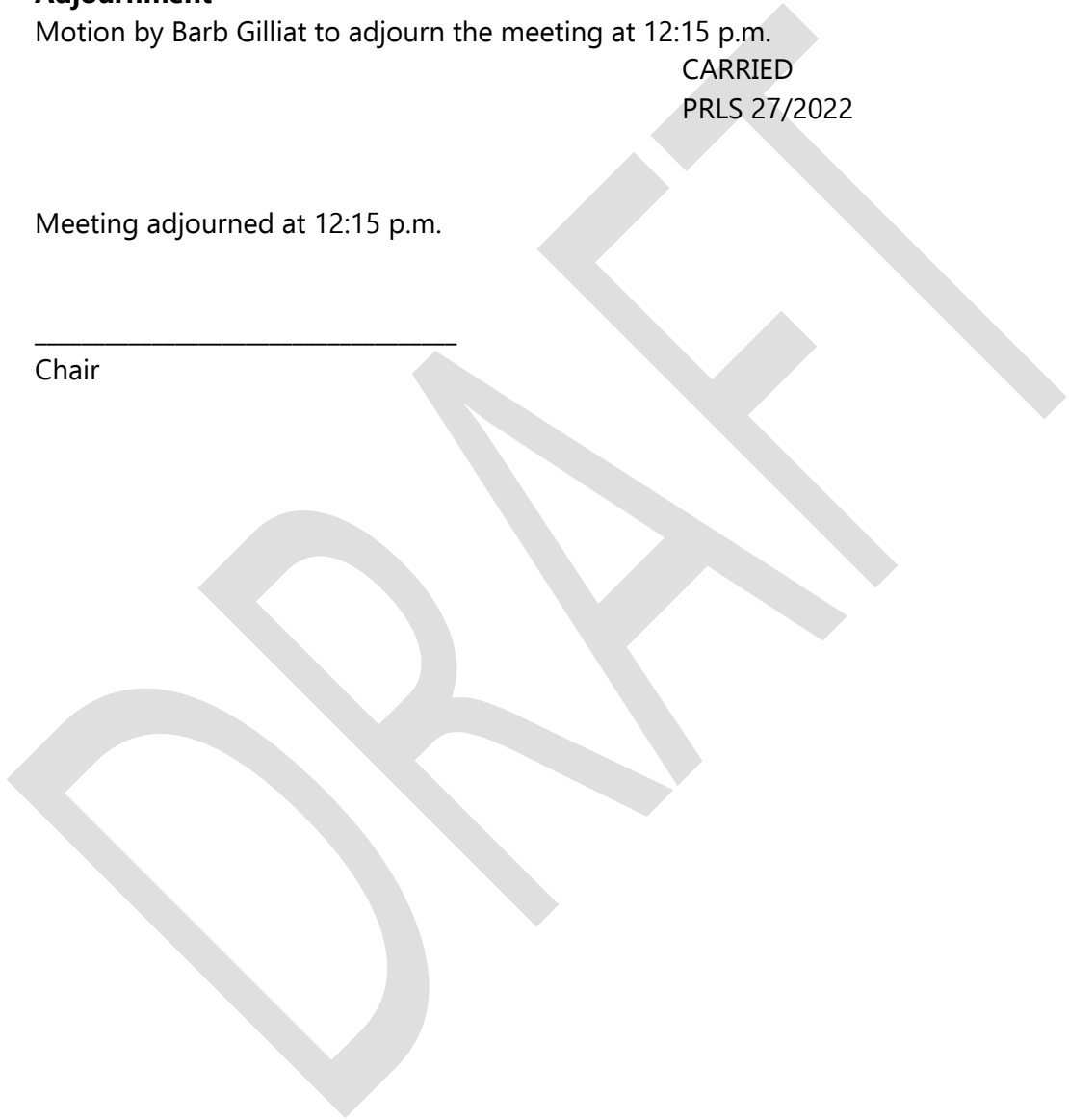
4. Adjournment

Motion by Barb Gilliat to adjourn the meeting at 12:15 p.m.

CARRIED
PRLS 27/2022

Meeting adjourned at 12:15 p.m.

Chair





PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

MAY 19, 2022

Audit Report Approved

Parkland's audit was presented to the board by MNPs Lindsey Schmidt and Rebecca Slater.

Parkland received a clean audit. However, the auditors had three recommendations in their management letter. First, that the Finance Department develop a succession plan in anticipation of staff retirements. They also noted that the building reserve is below the recommended minimum, stating that the Executive Committee is aware of this and are planning on slowly bringing the reserve up to minimum levels over the next few years. The last recommendation is to change the amortization for Parkland's computers from 30% to 50% in order to better reflect the actual lifespan of Parkland's computers.

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

2023 Requisition Increase

At their March 24th meeting, Parkland's Executive Committee passed a motion to direct Parkland staff to create a 2023 budget with a .20 cent increase in the requisition level based on the most current population figures.

Parkland has kept the municipal requisition/levy at \$8.55 per capita for three consecutive years. The Government of Alberta has not increased the grant rate or adjusted for population when issuing grants since 2017.

Please note the motion put forward by the Executive Committee dictates that if population levels drop for the

Parkland region as a whole, the 2023 requisition was to be increased to whatever level was necessary to equal what municipalities were invoiced in 2022 plus .20 cents per capita more.

While the board endorsed the increase in the requisition, there was much lively discussion around which population figures should be used to invoice municipalities. Some board members thought Parkland should use the old population figures from Municipal Affairs while others thought the ones from the federal census would be most accurate. Parkland currently uses the estimates from the Treasury Board.

Parkland's Strategic Plan

In February, there were three focus groups facilitated by Shari Hansen, a Community Development officer with Alberta Culture and Status of Women. At these focus group sessions, Hansen spoke with groups of key Parkland stakeholder groups to get input for PRLS' 2023-2025 strategic plan. While much of the data collected needs further analysis before it is truly useful, a number of key themes have emerged. The emerging priorities for Parkland's member libraries include:

- Marketing assistance, including communications
- Advocacy
- Sustainable funding (which is tied to both effective marketing and advocacy)
- Assistance with HR issues
- An increased emphasis on eContent in several different categories
- Creating an environment that fosters an overall increase in the professionalism of member library service through better collection development, collaboration and partnerships, and developing critical thinking and analysis while at the same time sharing and celebrating the uniqueness of each library and their individual accomplishments. In such an environment, libraries can share ideas and support one another.

Another meeting was held on May 4th to go over data collected at the February focus group sessions to see if the emerging priorities accurately reflect the services member libraries would like to see Parkland develop. Formal work on Goals and Objectives will begin shortly.

Indigenous Library Service

On April 1st 2022, two years after the Maskwacis library service point closed due to the COVID-19 pandemic, the library service point had re-opened.

Before opening, Parkland staff preformed IT updates, a collection inventory, and ensured the space was ready for public access. Since opening, Parkland staff have maintained open hours on Tuesdays and Thursdays from 11:00 a.m. – 2:00 p.m.

Parkland has hired an individual to run the library service at Maskwacis for 21 hours a week. Reporting to Parkland, this person will be responsible for library programming, circulating library materials, and promoting the use of the library and its resources within the community.

Parkland staff have so far ordered 390 new items for the collection at Maskwacis and will begin the process of weeding outdated materials. We have also purchased additional shelving units to allow for expansion of the collection and a slat wall will be installed to create a designated display area to promote the collection.

Parkland staff are in early stages of establishing library service for O'Chiese and Sunchild, as they are also included as part of Parkland's On Reserve, on Settlement Grant from the Government of Alberta.

Advocacy Committee

The Advocacy Committee has reviewed Parkland's 2021 Return on Investment (ROI). They are posted on Parkland's website at the following URL:

[Return on Investment - Parkland Regional Library System \(https://www.prl.ab.ca/about-us/return-on-investmentprl.ab.ca\)](https://www.prl.ab.ca/about-us/return-on-investmentprl.ab.ca)

Parkland has also produced a short infographic highlighting some of Parkland's many accomplishments in 2021. This mini annual report is also available on Parkland's website at:

<https://www.prl.ab.ca/~media/parkland/annual-report/prls-annual-report-infographic-2021.ashx?la=en>

Board members are encouraged to present the annual report synopsis to council in conjunction with their municipal ROI.

Parkland Summer Event

Last summer, Parkland had a public BBQ, magician, and open house to celebrate our new building. The event was such a success, we have decided to do it again this

summer. This year, we have joined forces with Lacombe Days and will have our event on July 16th. Stay tuned for the official invitation, we hope to see you all there!

Committee News from Trustees

Clive Public Library is resuming 'Free Movie Fridays'.

The first one was last month, with 70 people in attendance.

Stettler Public Library has redone their Plan of Service. The library also now attends farmers markets throughout the summer in Stettler.

Cremona Municipal Library started a seed sharing program which has brought in a whole new demographic of patrons.

Ponoka Jubilee Library held a red dress event at the park on May 5th in order to communicate the effects of Missing and Murdered Indigenous Women.

Sylvan Lake Municipal Library is installing new flooring and is designing the library children's area. The library will be closed June 13 to 27th.

Castor Municipal Library has formed a Friends of the Library group and they held a poetry reading for 21 people.

Sedgewick & District Municipal Library bought a new building and is moving to Main Street, hopefully in 2023.

Rimbey Municipal Library has a new addition to their library and they have re-opened.

Amisk Public Library is celebrating their 100th birthday in summer 2023 and are planning a party to celebrate.

Donalda Public Library has newly painted furniture and are working hard on their summer programs.

Penhold & District Public Library is holding a spice club, macrame night, and spy club. They are also partnering with FCSS to hold mom and dad children's programs. Lastly, they are holding a Battle of Alberta contest to win pizza for the game. They have hired 2 new summer programmers.

Caroline Municipal Library is continuing their programs: Soup to Seniors, crafting and sewing classes and plant exchanges, and much more.

Bentley Municipal Library has weekly crafts in a bag for parents to pick up, nature school for parents with children aged 2-5 years, and movie nights.

Eckville Municipal Library has a new manager.

Next Meeting: September 15, 2022, (Zoom)

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



Town Council
REQUEST FOR DECISION

Council Meeting Date	13 Jun 2022
Subject	Correspondence
Closed Session	Public Information
Attachments	RFD 9.1.1 Town of Rimbey Audit Notification Letter RFD 9.2.1 The Parkland Regional Library 2021 Financial Statements
Recommendation	Administration recommends Council accept the correspondence, as information.

Prepared By:

A handwritten signature in black ink that reads "Bonnie Rybak".

Bonnie Rybak
Recording Secretary

June 3, 2022
Date

Endorsed By:

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA
Chief Administrative Officer

June 3, 2022
Date

**Grants and Education
Property Tax Branch**
15th Floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4
Telephone 780-422-7125

May 20, 2022

Ms. Lori Hillis
Chief Administrative Officer
Town of Rimbey
lori@rimbey.com

Dear Ms. Hillis,

This letter is formal notification that Municipal Affairs will be performing a detailed assessment audit for the Town of Rimbey.

Assessment audits are performed under the authority of section 22 of the Matters Relating to Assessment and Taxation Regulation, 2018. The objective of the detailed assessment audit is to provide an unbiased opinion as to the quality of the 2021 assessment roll (2022 tax year). The opinion will be based upon a review of practices and procedures used by the municipality and assessor in administration of the assessment program in relation to applicable legislation, best practice references, and audit procedures outlined in the provincial Detailed Assessment Audit Manual. As a benefit to the municipality, the audit will identify where opportunities exist to improve assessment performance and quality of the assessments.

The auditor will contact you and your assessor soon to discuss the audit process and to make arrangements for conducting the audit. Your assessor will be the primary contact with the auditor and should be able to provide any required information. We anticipate making all contact by phone or email. In the event a hard-copy exchange of information is necessary, we will make special arrangements.

It would be appreciated if you would inform your council a detailed assessment audit has been scheduled for your municipality.

If you have any questions, please contact your Assessment Auditor, Larry Butz by phone at 587-899-2737, or by email at larry.butz@gov.ab.ca.

Yours truly,



Christine Bigoray
Director
Tax Programs and Assessment Audit

cc: Terry Willoughby, Municipal Property Consultants (2009) Ltd.
t.willoughby@telus.net

PARKLAND REGIONAL LIBRARY SYSTEM
FINANCIAL STATEMENTS
DECEMBER 31, 2021

PARKLAND REGIONAL LIBRARY SYSTEM
Table of Contents
DECEMBER 31, 2021

Contents	Page
Management's Report	2
Independent Auditor's Report	3-4
Statement of Financial Position	5
Statement of Operations	6
Statement of Changes in Net Financial Assets	7
Statement of Cash Flows	8
Statement of Changes in Accumulated Operating Surplus	9
Statement of Remeasurement Gains and Losses	10
Schedule of Tangible Capital Assets	11
Notes to the Financial Statements	12-16

MANAGEMENT'S REPORT

To the Members of Parkland Regional Library System:

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

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

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

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



Independent Auditor's Report

To the Board of Directors of Parkland Regional Library System:

Opinion

We have audited the financial statements of Parkland Regional Library System (the "Library"), which comprise the statement of financial position as at December 31, 2021, and the statements of operations, changes in net financial assets, cash flows, changes in accumulated operating surplus, and remeasurement gains and losses for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2021, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Library's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Library to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Lacombe, Alberta

May 19, 2022


MNP LLP

Chartered Professional Accountants

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2021

	2021	2020
FINANCIAL ASSETS		
Cash and cash equivalents (note 3)	\$ 911,498	\$ 643,246
Accounts receivable	21,908	68,759
Investments (note 4)	775,163	795,560
TOTAL FINANCIAL ASSETS	1,708,569	1,507,565
LIABILITIES		
Accounts payable and accruals (note 5)	\$ 120,407	\$ 102,836
Book allotment	12,178	32,204
Deferred revenue (note 6)	157,678	78,839
TOTAL LIABILITIES	290,263	213,879
NET FINANCIAL ASSETS	1,418,306	1,293,686
NON-FINANCIAL ASSETS		
Inventory for consumption	\$ 17,642	\$ 19,587
Prepaid expenses	109,711	91,305
Tangible capital assets (schedule 1)	4,593,189	4,690,283
TOTAL NON-FINANCIAL ASSETS	4,720,541	4,801,175
COMMITMENTS (note 7)		
CONTINGENCY (note 14)		
ACCUMULATED SURPLUS	6,138,847	6,094,861
ACCUMULATED SURPLUS CONSISTS OF:		
Accumulated operating surplus (note 8)	6,124,640	6,048,808
Accumulated remeasurement gain on investments	14,207	46,053
	6,138,847	6,094,861

Approved by the Library Board:



Chairman



Director

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2021

	Budget	2021	2020
REVENUE			
Investment income	\$ 32,000	\$ 25,958	\$ 32,329
Member fees	1,881,316	1,881,436	1,881,316
Miscellaneous and donations	-	787	1,301
Outside sales - Books and supplies	-	143,788	138,958
Provincial funding (note 9)	1,565,171	1,489,125	1,486,330
	3,478,487	3,541,094	3,540,235
EXPENSES			
Administration	\$ 21,000	\$ 15,601	\$ 15,972
Amortization	-	152,818	159,575
Audit	17,400	19,440	15,815
Communications, marketing and promotions	9,100	8,143	10,983
Continuing education	20,000	14,514	14,162
Dues, fees, and memberships	11,750	12,008	11,460
First Nations grant expense	78,839	1,362	-
Freight and postage reimbursement	6,300	3,422	4,347
Insurance	18,500	16,985	20,476
Investment fees	4,300	4,410	4,376
Library materials	374,346	395,904	382,652
Library service grant	428,738	429,742	428,738
Miscellaneous - outlet contributions	800	800	800
Outside purchases - books and supplies	-	143,519	138,188
Planned member technology purchases	66,010	118,414	85,151
Professional fees	-	5,908	40,778
Repairs and maintenance - building	50,500	45,020	59,398
Salaries and benefits	1,961,778	1,732,954	1,733,883
Supplies for library materials and inhouse stationary	55,036	39,641	50,952
Technology software, internet, maintenance agreement, misc. supplies	212,090	198,722	181,177
Travel	9,000	1,222	2,137
Trustee	34,000	13,986	18,215
Utilities	39,000	31,074	40,209
Vehicle	46,000	40,717	34,174
Workshops, training for libraries	14,000	12,077	8,922
	3,478,487	3,458,403	3,462,540
Excess of revenue over expenses, before other expenses	-	82,692	77,695
OTHER INCOME (EXPENSES)			
Capital grant revenue	-	-	2,458,068
Loss on disposal of investments	-	(3,061)	-
Gain (loss) on disposal of tangible capital assets	-	(3,799)	1,507,094
	-	75,832	4,042,857
Accumulated operating surplus, beginning of year	6,048,808	6,048,808	2,005,951
Accumulated operating surplus, end of year (Note 8)	6,048,808	6,124,640	6,048,808

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2021

	Budget	2021	2020
Excess of revenue over expenses	\$ -	\$ 75,832	\$ 4,042,857
Acquisition of tangible capital assets	-	(59,523)	(4,755,112)
Amortization of tangible capital assets	17,400	152,818	159,575
Proceeds on disposal of tangible capital assets	-	-	1,988,182
Loss (gain) on disposal of tangible capital assets	-	3,799	(1,507,094)
Change in prepaid expenses	-	(18,405)	(2,514)
Change in inventory for consumption	-	1,945	(10,324)
Change in accumulated remeasurement gain (loss) on long-term investments	-	(31,846)	33,032
	17,400	124,620	(51,399)
Increase (decrease) in net financial assets	17,400	124,620	(51,399)
Net financial assets, beginning of year	1,293,686	1,293,686	1,345,085
Net financial assets, end of year	1,311,086	1,418,306	1,293,686

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2021

	2021	2020
OPERATING ACTIVITIES		
Cash receipts from membership fees, contracts, and sales	\$ 2,072,862	\$ 1,978,328
Cash receipts from grants	1,567,964	1,565,170
Investment income received	25,958	32,329
Cash paid for materials and services	(1,162,926)	(1,141,505)
Cash paid for salaries and benefits	(1,725,941)	(1,725,342)
Cash paid for library service grant	(429,742)	(428,738)
Interest paid	(5,888)	(1,050)
	342,287	279,193
CAPITAL ACTIVITY		
Purchase of tangible capital assets	(59,523)	(2,780,112)
Proceeds on disposal of tangible capital assets	-	13,179
	(59,523)	(2,766,933)
INVESTING ACTIVITY		
Purchase of investments	(91,509)	(91,623)
Proceeds on sale of investments	77,000	82,944
	(14,509)	(8,679)
Net increase (decrease) in cash	268,252	(2,496,420)
Cash and cash equivalents, beginning of year	643,246	3,139,666
Cash and cash equivalents, end of year	911,498	643,246

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CHANGES IN ACCUMULATED OPERATING SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2021

	Unrestricted (Note 8)	Reserves (Note 8)	Equity in Tangible Capital Assets (Note 8)	2021	2020
Balance, beginning of year	443,859	914,665	4,690,284	\$ 6,048,808	\$ 2,005,951
Excess of revenue over expenses	75,832	-	-	75,832	4,042,857
Reserves used for (transferred from) operations	(267,010)	267,010	-	-	-
Purchases of tangible capital assets	-	(59,523)	59,523	-	-
Disposal of tangible capital assets	3,799	-	(3,799)	-	-
Annual amortization expense	152,818	-	(152,818)	-	-
Balance, end of year	<u>409,299</u>	<u>1,122,152</u>	<u>4,593,189</u>	<u>6,124,640</u>	<u>6,048,808</u>

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF REMEASUREMENT GAINS AND LOSSES
FOR THE YEAR ENDED DECEMBER 31, 2021

	2021	2020
Accumulated remeasurement gain (loss) on investments, beginning of the year	46,053	13,021
Increase (decrease) in market value	(31,846)	33,032
Accumulated remeasurement gain (loss) on investments, end of year	<u>14,207</u>	<u>46,053</u>

PARKLAND REGIONAL LIBRARY SYSTEM
SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2021
SCHEDULE 1

	Vehicles	Building	Land	Technology equipment and systems	Equipment	Furniture and fixtures	2021	2020
Original Cost:								
Balance, beginning of year	131,191	3,946,960	610,000	323,955	48,784	43,091	5,103,982	1,897,310
Acquisition of tangible capital assets	-	-	-	52,220	290	7,014	59,523	4,755,112
Disposals of tangible capital assets	-	-	-	(15,800)	-	-	(15,800)	(1,548,439)
Balance, end of year	131,191	3,946,960	610,000	360,375	49,074	50,105	5,147,705	5,103,982
Accumulated Amortization:								
Balance, beginning of year	75,395	78,939	-	225,354	18,680	15,330	413,699	1,321,477
Annual amortization	16,739	78,939	-	44,107	6,079	6,955	152,819	159,575
Disposals	-	-	-	(12,002)	-	-	(12,002)	(1,067,353)
Balance, end of year	92,134	157,878	-	257,459	24,759	22,285	554,516	413,699
Net Book Value	39,057	3,789,082	610,000	102,916	24,315	27,820	4,593,189	4,690,283

During the year property, plant and equipment was acquired at an aggregate cost of \$59,523 (\$4,755,112 in 2020), of which \$0 (\$1,975,000 in 2020) was from trade-in, and the remainder of \$59,523 (\$2,780,112 in 2020) was acquired through cash. Of the total cash, \$0 (\$2,458,167 in 2020) was from a government grant received in previous years.

PARKLAND REGIONAL LIBRARY SYSTEM
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

1. Nature of activities

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

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

Impact on operations of COVID-19 (coronavirus)

In early March 2020 the impact of the global outbreak of COVID-19 (coronavirus) began to have a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders.

The Library's operations were impacted by COVID-19 due to required closures of buildings where they provide services. As a result, additional revenue has been deferred until such a time that these services can resume.

No additional government funding relating to COVID-19 has been received.

At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Library as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus. While the extent of the impact is unknown, we anticipate this outbreak may cause increased government regulations, which may negatively impact the Library's business and financial condition.

2. Significant accounting policies

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

Cash and cash equivalents

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

Revenue recognition

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

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

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

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

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

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

Expenses

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

Non-financial assets

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

i. Inventory for consumption

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

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2021

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

ii. Tangible capital assets

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

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

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

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

iii. Prepaid expenses

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

Use of estimates

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

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

Long-term investment

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

Foreign currency translation

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

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

Financial instruments

The Library measures its financial instruments initially at fair value and subsequently measures them at amortized cost, except for investments which are measured at fair value.

Transaction costs related to financial instruments recorded at amortized cost are added to the carrying value of the instrument. Transaction costs related to financial instruments recorded at fair value are expensed as incurred.

Reserves for future expenditures

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

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2021

3. Cash and cash equivalents

Cash accounts bear interest at bank prime rate of 2.45% (2020 - 2.45%) less a percentage based on balance held during the year. At year-end, the unrestricted cash balances bear interest at prime less 1.90% (2020 - prime less 1.9%) on \$900,425 (2020 - \$650,449) and prime less 1.90% (2020 - prime less 1.90%) on \$3,883 (2020 - \$4,563).

4. Investments

	2021	2020
Bonds (original cost of \$758,016; 2020 - \$746,789)	775,163	795,560

Bonds bear interest at rates ranging from 1.10% to 3.75% and have maturity dates ranging from June 2022 to March 2031. Included in investments is \$2,922 (2020 - \$2,718) of accrued interest.

5. Accounts payable and accruals

	2021	2020
Trade accounts payable and accruals	\$ 50,791	\$ 36,118
Employee benefit obligations	59,894	57,529
Goods and Services Tax payable	9,723	9,189
	120,407	102,836

Included in trade accounts payable and accruals is a balance of \$1,939 (2020 - \$1,527) on ATB Financial Mastercards with a total credit limit of \$15,000 (2020 - \$15,000).

Employee benefit obligation consist of estimated sick leave benefits of \$47,000 (2020 - \$39,000) that accumulate but do not vest, as well as vacation and lieu time of \$12,894 (2020 - \$18,529) that employees have earned and deferred to future years.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2021

6. Deferred revenue

In 2021, the library received \$145,601 (2020 - \$145,601) from the Government of Alberta to offer library services to on-reserve and on-settlement First Nations populations. Of this amount, \$78,839 (2020 - \$78,839) was not spent before year-end for a total of \$157,678 (2020 - \$78,839).

	2021	2020
Opening balance	\$ 78,839	\$ -
Add: amounts deferred	145,601	145,601
Less: amounts recorded as revenue	(66,762)	(66,762)
Ending Balance	157,678	78,839

7. Commitments

In 2018, the Library entered into a software license agreement from July 1, 2018 to December 31, 2023 in the amount of \$85,000 per year, subject to inflation increases. In the year, the Library paid \$97,535 (2020 - \$90,431) including GST.

In 2021, the Library signed a new contract with TAL Core covering the period October 1, 2021 to September 30, 2024. This contract will require annual payments of \$15,225 in 2022 and \$15,610 in 2023 in October, which cover the cost of services from October to September of the following year.

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

In 2021, the Library entered into a 2 year agreement from November 1, 2021 to October 31, 2023 with a platform for accessing eContent materials in the amount of \$7,000 per year.

8. Accumulated operating surplus

	2021	2020
Unrestricted operating fund	409,299	443,859
Internally restricted		
Operating reserves		
Technology	377,095	291,718
Building	175,000	150,000
Contingent liability	52,992	9,223
	605,088	450,941
Capital reserves		
Amortization	325,023	339,378
Vehicle	149,346	74,346
Equipment/furnishings replacement	42,696	50,000
	517,065	463,724
Total reserves	1,122,152	914,665
Equity in tangible capital assets	4,593,189	4,690,284
	6,124,640	6,048,808

9. Provincial funding

	2021	2020
Government of Alberta - Municipal Affairs		
Operating grant	\$ 992,620	\$ 990,830
Library Service grant	429,742	428,738
Provincial First Nations grant	66,763	66,762
	1,489,125	1,486,330

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2021

10. Local Authorities Pension Plan

Employees of the Library participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 275,863 people and 433 employers. The LAPP is financed by employee and employer contributions and by earning investment earnings in the LAPP fund.

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

The Library is required to make current service contributions to the LAPP of 9.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan, and 13.84% on pensionable earnings above that amount.

Total service contributions by the Library to the LAPP in 2021 were \$130,419 (2020 - \$131,830). Total current service contributions by employees of the Library to the LAPP in 2021 were \$114,811 (2020 - \$119,119).

As at December 31, 2020, the LAPP disclosed an actuarial surplus of \$4.961 billion (2019 - \$7.913 billion). LAPP has not yet disclosed the actuarial surplus or deficiency as at December 31, 2021.

11. Economic dependence

The Library is dependent on funding from government grants to maintain its operations. In 2021, the Province of Alberta contributed \$1,489,125 (2020 - \$1,486,330) of revenue to the Library, equalling approximately 42% (2020 - 42%) of total revenue. If funding is not received, its operations would be significantly reduced.

12. Financial instruments

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

Credit risk

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

Accounts receivable from three municipalities (2020 - one municipality and one vendor) in connection with trade receivables represents 47% (2020 - 60%) of total accounts receivable at December 31, 2021. The Library believes that there is minimal risk associated with the collection of these amounts. The balance of accounts receivable is widely distributed among the remainder of the Libraries municipality and customer base.

Interest rate risk

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

Market rate risk

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

14. Contingency

In 2020, the Library received a human rights complaint from an employee. This complaint remains at an early stage and is waiting on the Alberta Human Rights Commission. At this time, it is not possible to predict the ultimate outcome of this human rights complaint or to estimate any loss, if any, which may result. There has been no change from prior year.

15. Comparative figures

Certain comparative figures have been reclassified to conform with current year presentation.

16. Approval of financial statements

These financial statements were approved by the Library board on May 19, 2022.