



AGENDA

Town Council

April 22, 2024 - 5:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, APRIL 22, 2024 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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

1.1 LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

3. MINUTES

3.1 Minutes

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4. PUBLIC HEARINGS

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7. NEW AND UNFINISHED BUSINESS

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[1006 24 Property Tax Bylaw](#)

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9. CORRESPONDENCE

10. OPEN FORUM

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

11. CLOSED SESSION

12. ADJOURNMENT

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes
Item For: Public Information -or- Closed Session

BACKGROUND:

Minutes of March 25, 2024, Regular Council Meeting

RECOMMENDATION:

To accept the Minutes of March 25, 2024, Regular Council Meeting, as presented.

ATTACHMENTS:

[2024 03 25 Regular Council Minutes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 5, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

April 5, 2024
Date



MINUTES

Town Council Meeting

Monday, March 25, 2024 - 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 5pm with the following in attendance:

- Mayor Rick Pankiw
- Councillor Jamie Coston
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Gail Cornell - Executive Assistant
- Craig Douglas - Chief Administrative Officer

Absent: Councillor Wayne Clark

Public: 4 members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 031/2024

Moved by Councillor Curle to accept the Agenda for the March 25, 2024, 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

Motion 032/2024

Moved by Councillor Coston Moved by Councillor Coston to accept the Minutes of February 26, 2024 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

4. PUBLIC HEARINGS

5. DELEGATIONS

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1. Rimbey Municipal Library Board Resignation

Motion 033/2024

Moved by Councillor Curle to accept, with regret, the resignation of Library Board Member Marco Ste-Marie, effective March 25, 2024.

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

CARRIED

7.2. Historical Society MOU

Motion 034/2024

Moved by Councillor Coston that Council determine if they wish to accept the Rimbey Historical Society Memorandum of Understanding, as presented.

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

Town Council
March 25, 2024

CARRIED

7.3. Rimbey Municipal Library Request

Motion 035/2024

Moved by Councillor Coston to be brought back to council meeting on April 22, 2024.

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

CARRIED

7.4. 1003/24 Fees and Service & Schedule "A"

Motion 036/2024

Moved by Councillor Coston Moved by Councillor Coston to bring back to Council Meeting on April 22, 2024.

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

CARRIED

8.

REPORTS

8.1. DEPARTMENT REPORTS

8.1.1 Department Reports

Motion 037/2024

Moved by Councillor Rondeel Moved by Councillor Rondeel to accept the department reports, as presented.

Mayor Pankiw	In Favor
Councillor Clark	Absent

Town Council
March 25, 2024

Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

8.1.2 CAO Report

8.1.3 Director of Finance Report

8.1.4 Public Works Report

8.1.5 Development Officer Report

8.1.6 Community Services Report

8.2. BOARDS/COMMITTEE REPORTS

8.2.1 Boards/Committee Reports

Motion 038/2024

Moved by Councillor Rondeel Moved by Councillor Rondeel to accept the board/committee reports, 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

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

11.1. 11.1 FOIP Section 17(1) Personal Privacy

Motion 039/2024

Moved by Councillor Rondeel Moved by Councillor Rondeel to accept Bill Coulthard's resignation from the FCSS Board of Directors.

Mayor Pankiw	In Favor
Councillor Clark	Absent
Councillor Coston	In Favor

Town Council
March 25, 2024

Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 040/2024

Moved by Councillor Coston Moved by Councillor Coston to accept Rod Schaff as new FCSS Board Member.

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

CARRIED

12. ADJOURNMENT

12.1. Adjournment

Motion 041/2024

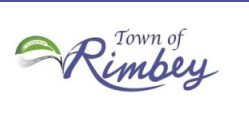
to adjourn the meeting @ 6:22pm

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Seniuk & Company - Auditors Report - Delegation Discussion
Item For: Public Information -or- Closed Session

BACKGROUND:

Seniuk & Company, Chartered Accountants will be presenting the Town of Rimbey Financial Statements for the year ending December 31, 2023.

ATTACHMENTS:

[Draft 2023 financial statements #2](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 5, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

April 5, 2024
Date

TOWN OF RIMBEY
Financial Statements
Year Ended December 31, 2023

Draft for discussion purposes only

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Year Ended December 31, 2023

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Draft for discussion purposes only

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

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

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

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

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

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

Mr. Craig Douglas, CAO

Rimbey, AB
April 22, 2024



INDEPENDENT AUDITOR'S REPORT

To the Members of Council of Town of Rimbey

Opinion

We have audited the financial statements of Town of Rimbey (the "Municipality"), which comprise the statement of financial position as at December 31, 2023, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2023, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

(continues)

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Edmonton, Alberta
April 22, 2024

**Seniuk and Company,
Chartered Professional Accountants**

Statement of Financial Position
December 31, 2023

	2023	2022
FINANCIAL ASSETS		
Cash and temporary investments (Note 2)	\$ 4,775,941	\$ 2,606,935
Term deposits (Notes 2, 3)	-	750,000
Restricted cash (Note 2)	68,573	903,114
Property taxes and grants in place of taxes receivable (Note 4)	55,834	52,465
Grants and receivables from other governments (Note 5)	168,612	51,935
Trade and other receivables	197,753	197,731
Notes receivable (Note 7)	30,000	40,000
Long term Investments	2,613	2,527
	5,299,326	4,604,707
LIABILITIES		
Accounts payable	347,359	484,614
Deposits received	139,020	136,090
Deferred income (Note 9)	313,784	983,269
Long term debt (Note 10)	1,061,433	1,389,388
Designated donations	27,578	31,340
	1,889,174	3,024,701
NET FINANCIAL ASSETS	3,410,152	1,580,006
NON-FINANCIAL ASSETS		
Prepaid expenses	129,333	117,514
Deferred charges - fire services agreement (Note 6)	164,486	190,457
Tangible capital assets (Note 8)	33,348,489	33,173,213
	33,642,308	33,481,184
ACCUMULATED SURPLUS	\$ 37,052,460	\$ 35,061,190

APPROVED ON BEHALF OF COUNCIL

_____ Mayor

_____ Councilor

Statement of Operations and Accumulated Surplus
Year Ended December 31, 2023

	Budget (Unaudited) 2023	2023	2022
REVENUES			
Net municipal taxes (Schedule 1)	\$ 2,760,458	\$ 2,759,472	\$ 2,654,571
User fees	1,202,479	1,346,155	1,202,081
Government transfers for operating (Schedule 2)	677,290	678,096	628,326
Investment income	75,100	236,922	124,878
Penalties and costs of taxes	42,000	46,190	41,208
Licenses and permits	75,160	68,115	49,371
Rentals	210,293	227,499	184,043
Franchise fees & concession contracts	652,449	657,084	676,701
Other	197,449	213,033	140,873
	5,892,678	6,232,566	5,702,052
EXPENSES			
Administration and legislative	1,162,457	1,100,592	1,006,893
Protective services	403,111	378,644	379,194
Transportation services	922,947	1,603,681	1,511,025
Environmental services	1,063,395	1,371,043	1,299,338
Land use planning, zoning and development	508,337	507,558	563,015
Parks, recreation, culture and family support	1,569,618	1,458,657	1,380,841
	5,629,865	6,420,175	6,140,306
SURPLUS (DEFICIT) FROM OPERATIONS	262,813	(187,609)	(438,254)
OTHER INCOME (EXPENSES)			
Government transfers for capital (Schedule 2)	42,077	2,173,041	1,052,324
Gain on disposal of tangible capital assets	-	5,838	-
Contributed assets	-	-	269,610
	42,077	2,178,879	1,321,934
ANNUAL SURPLUS	304,890	1,991,270	883,680
ACCUMULATED SURPLUS - BEGINNING OF YEAR	35,061,190	35,061,190	34,177,510
ACCUMULATED SURPLUS - END OF YEAR	\$ 35,366,080	\$ 37,052,460	\$ 35,061,190

The accompanying notes form an integral part of these financial statements

Statement of Changes in Net Financial Assets
Year Ended December 31, 2023

	Budget 2023	2023	2022
ANNUAL SURPLUS	\$ 304,890	\$ 1,991,270	\$ 883,680
Amortization of tangible capital assets	-	1,560,711	1,475,043
Purchase of tangible capital assets	(1,363,900)	(1,735,987)	(2,640,381)
Proceeds on disposal of tangible capital assets	-	5,838	-
Loss (gain) on disposal of assets	-	(5,838)	-
Decrease (increase) in prepaid expenses	-	(11,819)	(8,364)
Decrease in deferred charges	-	25,971	25,974
	(1,363,900)	(161,124)	(1,147,728)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(1,059,010)	1,830,146	(264,048)
NET FINANCIAL ASSETS - BEGINNING OF YEAR	1,580,006	1,580,006	1,844,054
NET FINANCIAL ASSETS - END OF YEAR	\$ 520,996	\$ 3,410,152	\$ 1,580,006

Statement of Cash Flows
Year Ended December 31, 2023

	2023	2022
OPERATING ACTIVITIES		
Annual surplus for the year	\$ 1,991,270	\$ 883,680
Items not affecting cash:		
Amortization of tangible capital assets	1,560,711	1,475,043
Gain on disposal of tangible capital assets	(5,838)	-
Amortization of fire services agreement	25,971	25,971
	3,572,114	2,384,694
Changes in non-cash working capital:		
Trade and other receivables	(22)	66,628
Grants and receivables from other governments	(116,677)	690,260
Taxes and grants in place of taxes	(3,369)	26,909
Accounts payable	(137,255)	(1,023,287)
Deferred income	(669,485)	(236,133)
Prepaid expenses	(11,819)	(8,364)
Deposits received	2,930	23,709
Designated donations	(3,762)	6,240
	(939,459)	(454,038)
Cash flow from operating activities	2,632,655	1,930,656
CAPITAL ACTIVITIES		
Cash used to acquire tangible capital assets	(1,735,987)	(2,640,381)
Proceeds on disposal of tangible capital assets	5,838	-
Cash flow used by capital activities	(1,730,149)	(2,640,381)
INVESTING ACTIVITIES		
Decrease (increase) in restricted cash	834,541	(245,227)
Decrease (increase) note receivable	10,000	10,000
Decrease (increase) in term deposits	750,000	(750,000)
Decrease (increase) long term Investments	(86)	-
Repayment of long term debt	(327,955)	(453,708)
Cash flow from (used by) investing activities	1,266,500	(1,438,935)
INCREASE (DECREASE) IN CASH FLOW	2,169,006	(2,148,660)
Cash - beginning of year	2,606,935	4,755,595
CASH - END OF YEAR (Note 2)	\$ 4,775,941	\$ 2,606,935

Schedule of Property and Other Taxes
Year Ended December 31, 2023**(Schedule 1)**

	Budget (Unaudited) 2023	2023	2022
TAXATION			
Real property tax	\$ 3,568,923	\$ 3,537,773	\$ 3,457,096
Linear property taxes	69,721	69,721	61,819
Special assessments	75,068	75,068	75,068
Grants in lieu of property taxes	(14,671)	15,493	14,550
	3,699,041	3,698,055	3,608,533
REQUISITIONS			
Alberta school foundation	907,388	907,388	921,855
Seniors' housing requisition	31,195	31,195	32,107
	938,583	938,583	953,962
NET MUNICIPAL TAXES	\$ 2,760,458	\$ 2,759,472	\$ 2,654,571

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

Provincial Government	\$ 296,101	\$ 296,528	\$ 266,877
Federal Government	2,500	2,880	2,520
Other Local Governments	378,689	378,689	358,929
	677,290	678,097	628,326
	677,290	678,097	628,326
TRANSFERS FOR CAPITAL			
Provincial Government	42,077	2,173,041	1,052,324
TOTAL GOVERNMENT TRANSFERS	\$ 719,367	\$ 2,851,138	\$ 1,680,650

Schedule of Expenditures by Object
Year Ended December 31, 2023**(Schedule 3)****EXPENSES**

Salaries, wages & benefits	\$ 2,374,905	\$ 2,118,771	\$ 2,014,951
Contracted and general services	1,428,592	1,207,545	1,126,252
Materials, goods and utilities	1,005,610	916,065	853,969
Transfer to local boards and agencies	466,148	472,745	452,408
Interest and bank charges	48,151	37,097	51,812
Other expenditures	197,882	107,241	165,871
Amortization	-	1,560,711	1,475,043
Total Expenditures by Object	\$ 5,521,288	\$ 6,420,175	\$ 6,140,306

TOWN OF RIMBEY
Schedule of Changes in Accumulated Surplus
Year Ended December 31, 2023

(Schedule 4)

	Unrestricted Surplus	Operating Reserves	Capital Reserves	Equity in Tangible Capital Assets	Total 2023	Total 2022
BALANCE, BEGINNING OF YEAR	\$ 924,464	\$ 800,028	\$ 1,552,873	\$ 31,783,825	\$ 35,061,190	\$ 34,177,510
Excess (deficiency) of revenues over expenses	1,991,270	-	-	-	1,991,270	883,680
Current year funds used to purchase of tangible capital assets	(1,735,987)	-	-	1,735,987	-	-
Annual amortization expense	1,560,711	-	-	(1,560,711)	-	-
Principle repayments on long term debt	(327,955)	-	-	327,955	-	-
Operating reserve transfers	108,018	(108,018)	-	-	-	-
Capital reserve transfers	300,605	-	(300,605)	-	-	-
	1,896,662	(108,018)	(300,605)	503,231	1,991,270	883,680
BALANCE, END OF YEAR	\$ 2,821,126	\$ 692,010	\$ 1,252,268	\$ 32,287,056	\$ 37,052,460	\$ 35,061,190

Draft for discussion purposes only

The accompanying notes form an integral part of these financial statements

TOWN OF RIMBEY
Schedule of Segmented Disclosure
Year Ended December 31, 2023

(Schedule 5)

	General Government	Protective Services	Transportation Services	Planning & Development	Recreation & Culture	Environmental Services	2023
REVENUE							
Net municipal taxes	\$ 2,759,472	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,759,472
Government transfers	59,686	-	-	-	618,410	-	678,096
User fees and sales of goods	7,152	13,810	3,199	-	126,133	1,195,861	1,346,155
Investment income	236,805	-	-	-	118	-	236,922
Other revenues	765,933	52,001	22,647	56,165	215,564	99,612	1,211,921
	3,829,048	65,811	25,846	56,165	960,225	1,295,473	6,232,566
EXPENSES							
Contract and general services	247,130	178,875	180,714	70,227	162,963	367,636	1,207,545
Salaries and wages	722,486	160,319	351,060	57,396	508,583	318,927	2,118,771
Materials, goods and utilities	75,768	20,428	252,018	10,542	326,949	230,360	916,065
Transfers to local boards	-	-	-	300,090	172,655	-	472,745
Amortization	49,492	18,623	801,956	9,898	239,491	441,251	1,560,711
Long term debt interest	-	-	17,214	-	7,014	12,869	37,097
Other expenses	5,716	399	719	59,405	41,002	-	107,241
	1,100,592	378,644	1,603,681	507,558	1,458,657	1,371,043	6,420,175
Excess (deficiency) of revenue over expenses before other	2,728,456	(312,833)	(1,577,835)	(451,393)	(498,432)	(75,570)	(187,609)
OTHER							
Government transfers for capital	-	-	2,130,964	-	42,077	-	2,173,041
Gain (loss) on disposal of capital assets	-	-	5,838	-	-	-	5,838
	-	-	2,136,802	-	42,077	-	2,178,879
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ 2,728,456	\$ (312,833)	\$ 558,967	\$ (451,393)	\$ (456,355)	\$ (75,570)	\$ 1,991,270

Schedule of Tangible Capital Assets
Year Ended December 31, 2023**(Schedule 6)**

	Opening Balance	Additions and Transfers	Disposals, Impairments and Transfers	Closing Balance
For the year ended December 31, 2023				
Cost				
Land	\$ 3,651,512	\$ -	\$ -	\$ 3,651,512
Land improvements	1,178,842	-	-	1,178,842
Buildings	6,349,328	34,130	-	6,383,458
Engineered structures	44,621,639	1,510,264	-	46,131,903
Motor vehicles	664,817	-	(7,642)	657,175
Machinery and equipment	2,341,510	191,593	(12,900)	2,520,203
	58,807,648	1,735,987	(20,542)	60,523,093
Accumulated Amortization				
Land improvements	(829,814)	(35,118)	-	(864,932)
Buildings	(3,481,185)	(183,717)	-	(3,664,902)
Engineered structures	(19,607,726)	(1,125,688)	-	(20,733,414)
Motor vehicles	(274,263)	(49,415)	7,642	(316,036)
Machinery and equipment	(1,441,447)	(166,773)	12,900	(1,595,320)
	(25,634,435)	(1,560,711)	20,542	(27,174,604)
Net Book Value	\$ 33,173,213	\$ 175,276	\$ -	\$ 33,348,489
For the year ended December 31, 2022				
Cost				
Land	\$ 3,645,294	\$ 6,218	\$ -	\$ 3,651,512
Land improvements	1,178,842	-	-	1,178,842
Buildings	6,063,447	285,881	-	6,349,328
Engineered structures	42,646,678	1,974,961	-	44,621,639
Motor vehicles	425,571	239,246	-	664,817
Machinery and equipment	2,207,437	134,073	-	2,341,510
	56,167,269	2,640,379	-	58,807,648
Accumulated Amortization				
Land improvements	(784,073)	(45,741)	-	(829,814)
Buildings	(3,303,488)	(177,697)	-	(3,481,185)
Engineered structures	(18,535,298)	(1,072,428)	-	(19,607,726)
Motor vehicles	(244,711)	(29,552)	-	(274,263)
Machinery and equipment	(1,291,821)	(149,626)	-	(1,441,447)
	(24,159,391)	(1,475,044)	-	(25,634,435)
Net Book Value	\$ 32,007,878	\$ 1,165,335	\$ -	\$ 33,173,213

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

Notes to Financial Statements
Year Ended December 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

Basis of Accounting

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

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

Tax Revenue

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

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

Segment disclosures

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

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

Segments include:

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

(continues)

Notes to Financial Statements
Year Ended December 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)Cash and Short Term Investments

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

Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

Government Transfers

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

Measurement Uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. Significant estimates include:

- Estimated accrued receivables.
- Useful lives for tangible capital assets.
- Assessment of impairment of long term assets.
- Estimated accrued payables.

Deferred Revenue

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

(*continues*)

Notes to Financial Statements
Year Ended December 31, 2023

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

Debt Charges Recoverable

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

Requisition Over-levy and Under-levy

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

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

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

Land for Resale

Land for resale is recorded at the lower of cost and net realizable value. Cost includes amounts for land acquisition and improvements to prepare the land for sale or servicing.

Local Improvements

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

Deposits

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

(*continues*)

Notes to Financial Statements
Year Ended December 31, 2023

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

Contaminated Sites Liability

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

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

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

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

Asset Retirement Obligations

Asset retirement obligations are a result of obligations associated with the retirement of tangible capital assets controlled by the municipality. A liability for a retirement obligation can apply to tangible capital assets either in productive use or no longer in productive use.

Non-Financial Assets

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

Tangible Capital Assets

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

Land improvements	15 - 20 years
Buildings	25 - 50 years
Machinery and equipment	5 - 40 years
Engineered structures	10 - 75 years

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

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

(continues)

Notes to Financial Statements
Year Ended December 31, 2023

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

Impairment of Long Lived Assets

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

Contributions of Tangible Capital Assets

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

Cultural and Historical Tangible Capital Assets

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

Leases

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

Reserves and Equity in Tangible Capital Assets

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

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

2. CASH, TEMPORARY INVESTMENTS, AND RESTRICTED CASH

	2023	2022
Cash and temporary investments	\$ 4,775,941	\$ 2,606,935
Term deposits	-	750,000
Restricted portion of cash	68,573	903,114
	\$ 4,844,514	\$ 4,260,049

Temporary investments are short term deposits with original maturities of one year or less.

Restricted amounts received from municipal grants and are held exclusively for future approved projects. (Note 9)

Notes to Financial Statements
Year Ended December 31, 2023**3. TERM DEPOSITS**

	2023	2023	2022	2022
	Cost	Market value	Cost	Market value
Non-Redeemable GIC due February 2023 at 4.63% per annum	\$ -	\$ -	\$ 750,000	\$ 750,000
	\$ -	\$ -	\$ 750,000	\$ 750,000

4. PROPERTY TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLE

Taxes receivable are comprised of:

	2023	2022
Current property taxes and grants in place of taxes	\$ 55,834	\$ 51,531
Arrears property taxes and grants in place of taxes	-	934
	\$ 55,834	\$ 52,465

5. GRANTS AND RECEIVABLES FROM OTHER GOVERNMENTS

Grants and receivables from other governments are comprised of:

	2023	2022
Canada Community-Building Fund grant receivable	\$ 160,698	\$ -
Goods and services tax refundable	7,914	51,935
	\$ 168,612	\$ 51,935

6. DEFERRED CHARGES - FIRE SERVICES AGREEMENT

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

	2023	2022
Deferred fire services agreement	\$ 389,572	\$ 389,572
Accumulated amortization	(225,086)	(199,115)
	\$ 164,486	\$ 190,457

Notes to Financial Statements
Year Ended December 31, 2023

7. NOTES RECEIVABLE

	2023	2022
Town of Rimbey Library loan receivable bearing interest at 0% per annum, repayable in annual payments of \$10,000. The loan matures on December 31, 2026 and is unsecured	\$ 30,000	\$ 40,000

Principal repayment terms are approximately:

2024	\$ 10,000
2025	10,000
2026	10,000
	<u>30,000</u>
	<u>\$ 30,000</u>

8. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Land	\$ 3,651,512	\$ -	\$ 3,651,512	\$ 3,651,512
Land improvements	1,178,842	864,931	313,911	349,028
Engineered structures	46,131,903	20,733,414	25,398,489	25,013,913
Buildings	6,383,458	3,664,902	2,718,556	2,868,143
Machinery and equipment	2,520,203	1,595,320	924,883	900,063
Motor vehicles	657,175	316,037	341,138	390,554
	<u>\$ 60,523,093</u>	<u>\$ 27,174,604</u>	<u>\$ 33,348,489</u>	<u>\$ 33,173,213</u>

For additional information, see the Schedule of Tangible Capital Assets (Schedule 6).

9. DEFERRED REVENUE

Deferred revenue is comprised of:

	2023	2022
Canada Community Building Fund (CCBF)	\$ 229,271	\$ 68,573
Municipal Sustainability Initiative - Capital	-	834,541
Blindman Youth Action Society donation	42,550	40,000
Subtotal	271,821	943,114
Prepaid property taxes	22,857	21,685
Prepaid utilities	14,393	9,482
Prepaid local improvement charges	4,209	8,417
Other	504	571
	<u>\$ 313,784</u>	<u>\$ 983,269</u>

(continues)

Notes to Financial Statements
Year Ended December 31, 2023

9. DEFERRED REVENUE *(continued)*

2023 2022

Municipal Sustainability Initiative - Capital

Funding from the Provincial Government was allocated to the Municipality in the current year from the Municipal Sustainability Initiative - Capital Grant. The grant funding is restricted to eligible capital projects, as approved under the funding agreements, which are scheduled for completion in the next few years. Unexpended funds related to the advance, less amounts receivable from the Provincial Government, are supported by restricted cash held exclusively for these projects (refer to Note 2.).

Canada Community Building Fund

Funding from the Provincial Government was allocated to the Municipality in the current year from the Canada Community Building Fund and is restricted to eligible capital projects as approved under the funding agreement. Funds from this grant are being deferred for a future project. Unexpended funds related to the advance are supported by restricted cash held exclusively for this project (refer to Note 2.).

10. LONG TERM DEBT

2023 2022

Alberta Capital Finance Authority debenture loan bearing interest at 4.48% per annum, repayable in semi-annual blended payments of \$28,145. The loan matures on December 31, 2024 and is secured by the credit and security of the Town at large.	\$	27,529	\$	80,789
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Alberta Capital Finance Authority debenture loan bearing interest at 4.34% per annum, repayable in semi-annual blended payments of \$48,397. The loan matured on March 17, 2023 and was secured by the credit and security of the Town at large.		-		47,369
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Alberta Capital Finance Authority debenture loan bearing interest at 3.49% per annum, repayable in semi-annual blended payments of \$43,094. The loan matures on September 15, 2025 and is secured by the credit and security of the Town at large.		165,113		243,485
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Alberta Capital Finance Authority debenture loan bearing interest at 2.297% per annum, repayable in semi-annual blended payments of \$23,648. The loan matures on September 15, 2041 and is secured by the credit and security of the Town at large.		609,645		636,717
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CMHC loan bearing interest at 4.15% per annum, repayable in annual blended payments of \$137,694. The loan matures on May 1, 2025 and is secured by the credit and security of the Town at large.		259,146		381,028
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\$ 1,061,433 \$ 1,389,388

Principal repayment terms are approximately:

(continues)

Notes to Financial Statements
Year Ended December 31, 2023

10. LONG TERM DEBT *(continued)*

2024	\$ 263,295
2025	244,529
2026	28,993
2027	29,662
2028	494,954
	<u>\$ 1,061,433</u>

Interest on long term debt amounted to \$37,096 (2022 - \$51,812).

11. DEBT LIMITS

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

	2023	2022
Total debt limit	\$ 9,348,849	\$ 8,548,308
Total debt	(1,061,433)	(1,389,388)
Amount of debt limit unused	8,287,416	7,158,920
Debt servicing limit	1,558,142	1,424,718
Debt servicing	(293,570)	(370,111)
Amount of debt servicing limit unused	\$ 1,264,572	\$ 1,054,607

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

12. EQUITY IN TANGIBLE CAPITAL ASSETS

Equity in tangible capital assets is comprised of:

	2023	2022
Tangible capital assets (Note 8.)	\$ 60,523,093	\$ 58,807,648
Accumulated amortization (Note 8.)	(27,174,604)	(25,634,435)
Long term debt (Note 10.)	(1,061,433)	(1,389,388)
	\$ 32,287,056	\$ 31,783,825

Notes to Financial Statements
Year Ended December 31, 2023

13. LOCAL AUTHORITIES PENSION PLAN

Employees of the Town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due. The Town is required to make current service contributions to the LAPP of 7.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 11.23% on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 8.45% of pensionable salary up to the year's maximum pensionable salary and 12.23% on pensionable salary above this amount.

Total current service contributions by the Town to the LAPP in 2023 were \$158,761 (2022 - \$144,993). Total current service contributions by the employees of the Town to the Local Authorities Pension Plan in 2023 were \$141,638 (2022 - \$129,543).

The LAPP reported a surplus for the overall plan as at December 31, 2022 of \$12,671,000. Information as at December 31, 2023 was not available at the time of preparing these financial statements.

14. SEGMENTED DISCLOSURE

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

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

Notes to Financial Statements
Year Ended December 31, 2023

15. SALARY AND BENEFITS DISCLOSURE

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

			2023		2022
	Salary (1)	Benefits & allowances (2)	Total		Total
R. Pankiw - Mayor	\$ 37,750	\$ 5,858	\$ 43,608	\$	43,506
L. Curle - Councilor	17,769	4,562	22,331		25,807
G. Rondeel - Councilor	17,759	4,562	22,321		21,090
J. Coston - Councilor	19,774	4,682	24,456		21,553
W. Clark - Councilor	18,597	4,612	23,209		22,067
Former Chief Administrative Officer	180,722	30,489	211,211		200,139
Current Chief Administrative Officer	43,231	10,009	53,240		-
Designated Officers (3)	45,218	-	45,218		44,222
	\$ 380,820	\$ 64,774	\$ 445,594	\$	378,384

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

16. FINANCIAL INSTRUMENTS

The Municipality is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Municipality's risk exposure and concentration as of December 31, 2023.

Credit risk

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

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Municipality is exposed to this risk mainly in respect of its receipt of funds from its taxpayers and other related sources, and accounts payable.

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. In seeking to minimize the risks from interest rate fluctuations, the Municipality manages exposure through its normal operating and financing activities. The Municipality is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

Notes to Financial Statements
Year Ended December 31, 2023

17. CONTAMINATED SITES LIABILITY

The Municipality has adopted PS3260 Liability for Contaminated Sites. The Municipality did not identify any financial liabilities in 2023 (2022 – Nil) as a result of this standard.

18. ASSET RETIREMENT OBLIGATIONS

The Municipality has adopted PS3280 Asset Retirement Obligations. The Municipality did not identify any financial liabilities in 2023 (2022 – Nil) as a result of this standard.

19. APPROVAL OF FINANCIAL STATEMENTS

Council and management have approved these financial statements.

20. COMPARATIVE FIGURES

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

21. BUDGET AMOUNTS

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

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Bylaw 1006/24 - 2024 Property Tax Bylaw
Item For: Public Information -or- Closed Session

BACKGROUND:

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

DISCUSSION:

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

RECOMMENDATION:

1. Administration recommends Council give first reading to Bylaw 1006/24, 2024 Property Tax Bylaw.
2. Administration recommends Council give second reading to Bylaw 1006/24, 2024 Property Tax Bylaw.
3. Administration recommends Council unanimously consent to give third and final reading to Bylaw 1006/24, 2024 Property Tax Bylaw.
4. Administration recommends Council give third and final reading to Bylaw 1006/24, 2024 Property Tax Bylaw.

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 5, 2024
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

April 5, 2024
Date



Town of Rimbey 2024 Property Tax Bylaw

1006/24 Bylaw

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF RIMBEY FOR THE 2024 TAXATION YEAR.

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

MUNICIPAL	General	\$2,917,632
	Rimoka Seniors Foundation Requisition	\$30,600
	Designated Industrial Properties	\$583
SCHOOL	School Foundation Requisition – Res.	\$613,977
	School Foundation Requisition – Non Res	\$309,420

and,

WHEREAS, the total assessment of taxable land, buildings and improvements amounts to \$343,218,970 and

WHEREAS, the estimated revenue other than from taxation is \$4,309,586 and

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

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

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

Assessment Class	Municipal	Rimoka	School	Designated Industrial Properties	Total Mills
Residential/Farm	8.05625	.08999	2.45496		10.60120
Country Residential	5.05625	.08999	2.45496		7.60120
Non-Residential	10.22544	.08999	3.50060		13.81603
M & E	10.22544	.08999	0		10.31543
Farm – Annexed	6.50000	.08999	2.45496		9.04495
Residential - Annexed	2.01000	.08999	2.45496		4.55495



Town of Rimbey 2024 Property Tax Bylaw

1006/24 Bylaw

Non-Residential Annexed	10.60000	.08999	3.50060		14.19059
DIP Non-Residential	10.22544	.08999	3.50060	.07650	13.89253
DIP Non-Residential Annexed	10.60000	.08999	3.50060	.07650	14.26709
DIP M & E	10.22544	.08999	0	.07650	10.39193
DIP M & E Annexed	10.60000	.08999	0	.07650	10.76649

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

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

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

READ a third and final time this _____ day of _____, 2024.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER CRAIG DOUGLAS

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rimbey Municipal Library Request
Item For: Public Information -or- Closed Session

BACKGROUND:

Administration received a letter from the Rimbey Municipal Library requesting permission to purchase a liquor license to offer beer tasting at the upcoming Music in the Park Events, this summer. This was brought to Regular Council Meeting on March 25, 2024 and motion 035/24 moved by Councillor Coston to bring back to April 22, 2024 Meeting.

RECOMMENDATION:

Administration recommends that Council determine if they wish to grant the Rimbey Municipal Library permission to purchase a liquor license to offer beer tastings and beer gardens at the Music in the Park events this summer.

ATTACHMENTS:

[Rimbey Community Library request for Liquor License](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

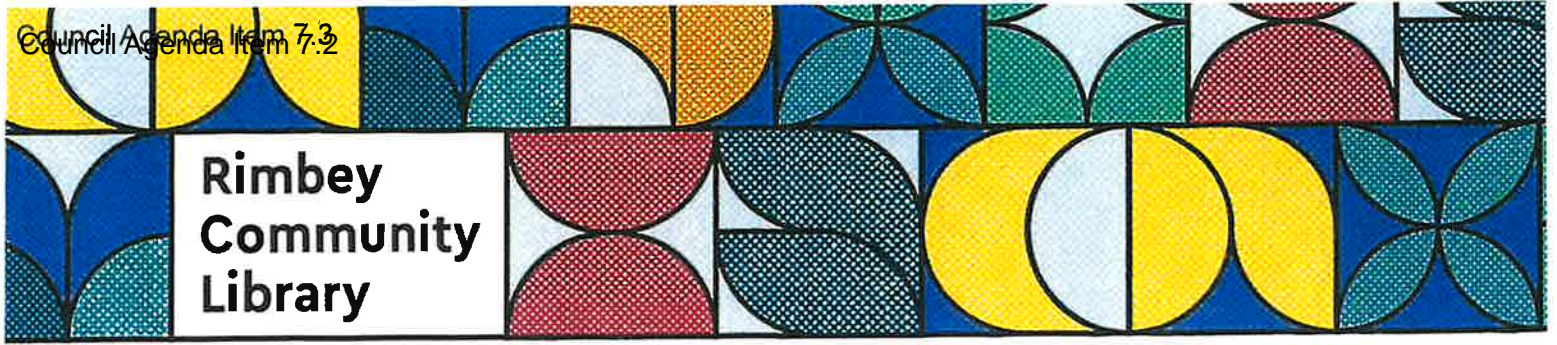
March 21, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

March 21, 2024
Date



**Rimbey
Community
Library**

March 5, 2024

Dear Town of Rimbey Council Members,

I am writing to you on behalf of the Rimbey Community Library, regarding our upcoming Music in the Park event series for this summer.

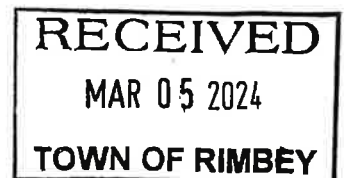
We would like to request permission to pursue a liquor license for these events. We are hoping to secure a local partnership for this, and would like to offer beer tastings and a beer gardens at the venue.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Carrie Korpiniski".

Carrie Korpiniski
Rimbey Community Library



Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: 1003/24 Fees for Services & Schedule "A"
Item For: Public Information -or- Closed Session

BACKGROUND:

The Fees and Services Bylaw has been updated to reflect the following motion 036/24 made at the March 25, 2024 Regular Council Meeting indicating administration to complete changes and bring back to next Regular Council Meeting on April 22, 2024.

Changes are as follows:

Columbarium increase to \$1850.00/niche. This is the intent to help cover the rising cost of the plaques for the columbarium.

Punch Card has been added, along with \$90.00 yearly fee.

Rimbey Arena Youth (Local) Hourly Ice Rental Rate to \$115.00 in the 2024/2025 season and \$125.00 in 2025/2026 season and to increase the Youth (Out of Town) Hourly Ice Rental Rate to \$130.00 in the 2024/2025.

The new compost fee of \$5.85 also has been added to Schedule "A"

The BYAS Building "kitchen rental" has been removed as FCSS and Neighbourhood Place both currently utilize the kitchen.

RECOMMENDATION:

1. Administration recommends Council give first reading to Bylaw 1003/24, schedule "A" Fees for Services Bylaw.
2. Administration recommends Council give second reading to Bylaw 1003/24, Schedule "A" Fees for Services Bylaw.
3. Administration recommends Council unanimously consent to give third and final reading to Bylaw 1003/24, Schedule "A" Fees for Services Bylaw.
4. Administration recommends Council give third and final reading to Bylaw 1003/24 Schedule "A" Fees for Services Bylaw.

ATTACHMENTS:

[Schedule A Fees for Services 1003 24](#)

[Columbarium Plaque Cost & Samples](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 9, 2024
Date

ENDORSED BY:



April 9, 2024
Date

Craig Douglas, Chief Administrative Officer

Schedule "A" Fees for Services Bylaw 1003/24	
Administrative Charges	
County Maps	\$15.00 Plain Paper \$20.00 Laminated
F.O.I.P Requests	\$25.00 Application Fee per request, plus as allowed by the FOIP Regulations for research.
Land Use Bylaw	\$25.00 including GST
Municipal Development Plan	\$25.00 including GST
N.S.F. Cheques	\$42.50 no GST
Special Meetings with Council	\$50.00 per Council Member in attendance, fee may be waived
Tax Certificates	\$35.00 no GST, written request only
Tax Recovery Notification	\$25.00 no GST
Tax Searches	\$15.00 no GST
Local Assessment Review Board Appeal (LARB)	\$50.00
Composite Assessment Review Board Appeal (CARB)	\$100.00
Business License Fees	
Resident Business	\$35.00
Local Area Business	\$85.00
Home Office or Home Business	\$50.00
Non-Resident Business	\$250.00
Daily License (any category)	\$50.00
Annual business license fees shall be prorated from the month of application. This does not apply to a Non-Resident Business or Daily License.	
Cemetery Fees	
Plot	\$500.00/plot
Niche	\$1850.00/niche (includes Perpetual Care)
Children's Plots	50% of the above price if only half plot is requested.
Cremation Plot	\$175.00/plot
Indigent Status	50% of conventional Plot sale charge
Legion Members (Not including spouse)	50% of conventional Plot sale charge
Opening and Closing of plot in Summer	\$400.00
Opening and Closing of plot in Winter	\$600.00
Double Depth Opening and Closing of plot in Summer	\$700.00
Double Depth Opening and Closing of plot in Winter	\$800.00
Opening and Closing of Cremation Plot in Summer	\$125.00
Opening and Closing of Cremation Plot in Winter	\$200.00
Additional Opening and Closing of Niche	\$50.00
Opening and Closing of plot on Statutory Holiday or Weekend	\$250.00 in addition to regular fee
Opening and Closing of Niche on Statutory Holiday or weekend	\$150.00 in addition to regular fee
Disinterment of Remains Not Cremated	\$1,000.00
Mount Auburn and West Haven Cemetery Perpetual Care	\$110.00/ plot
Perpetual Care of Cremation Plot	\$110.00/ plot
Monument Permits	\$25.00 no GST
Ash Garden Administration Fee	\$25.00

Animal License Fee	
Dog License Fee	\$20.00 per year
Dog Impound Fee	\$40.00 per day
Cat License Fee	\$20.00 per year
Cat Impound Fee	\$40.00 per day
Urban Hen License Fees	\$50.00 per year
Municipal Enforcement	
Vehicle Impound Fees	\$20.00 per day
RECREATION SERVICES – (Peter Lougheed Community Centre)	
Main Auditorium	
Sunday to Thursday - All Day	\$325.00
Friday to Saturday - All Day	\$375.00
Monday to Thursday – (8:30am to 4:30pm - excluding holidays)	\$150.00
Funerals Weekdays – (8:00am-5:00pm – excluding holidays)	\$200.00
Full Weekend Rate (Friday 8:00am to Sunday noon)	\$850.00
Guaranteed Setup Day	\$100.00
Cleaning Fee	\$200.00
Security Deposit	\$375.00
Upper Auditorium	
Evenings and Weekends	\$150.00
Days (8:30am to 4:30pm)	\$100.00
Hourly Rate	\$ 45.00
Security Deposit	\$150.00
Kinsmen Room	
All Day	\$ 80.00
Hourly Rate	\$ 35.00
Security Deposit	\$ 80.00
Lion's Room	
All Day	\$ 90.00
Hourly Rate	\$ 45.00
Security Deposit	\$100.00
Kitchen	
All Day	\$200.00
Prep/Staging	\$ 50.00
Security Deposit	\$300.00
Curling Lounge (April 1-September 30th each year)	
All Day	\$150.00
Hourly Rate	\$45.00
Security Deposit	\$150.00
Mezzanine (April 1-September 30th each year)	
All Day	\$ 75.00
Hourly	\$ 20.00
Security Deposit	\$ 50.00
BLINDMAN YOUTH ASSOCIATION SOCIETY BUILDING	
Board Room	\$40/day or \$15.00/hour

Fitness Centre Memberships				
	2023	2024	2025	2026
Adult (year)	\$248.00	\$253.00	\$258.00	\$263.00
Adult (6 months)	\$157.00	\$160.00	\$163.00	\$167.00
Adult (3 months)	\$95.00	\$97.00	\$99.00	\$101.00
Adult (1 month)	\$45.00	\$46.00	\$47.00	\$48.00
Family (year)	\$412.00	\$420.00	\$429.00	\$437.00
Family (6 months)	\$236.00	\$241.00	\$246.00	\$250.00
Family (3 months)	\$157.00	\$160.00	\$163.00	\$167.00
Family (1 month)	\$75.00	\$77.00	\$78.00	\$80.00
Senior / Student (year)	\$113.00	\$115.00	\$118.00	\$120.00
Senior / Student (6 months)	\$87.00	\$89.00	\$91.00	\$92.00
Senior / Student (3 months)	\$63.00	\$64.00	\$66.00	\$67.00
Senior / Student (1 month)	\$30.00	\$31.00	\$31.00	\$32.00
Drop In (Adult)	\$6.00	\$6.00	\$6.00	\$6.00
Punch Card	\$90.00	\$90.00	\$90.00	\$90.00
Ice Rental Rates (Effective September 1, 2024)				
Youth (local)	\$115.00/hour			
Youth (local Effective September 1, 2025)	\$125.00/ hour			
Youth (out of Town)	\$130.00/hour			
Adult (local)	\$140.00/ hour			
Adult (out of Town)	\$150.00/hour			
Adult Tournament Rate/Junior B	\$115.00/hour			
Competitive Tri / Hub Team (Out of Town)	\$120.00/hour			
Public Skating/Shinny	Free			
Programs Learn to Skate	\$80.00			
Arena – Summer Rates (April-August)				
Per Day	\$350.00/day			
Programs	\$ 45.00			
Hourly Rate Mon-Thurs	\$100.00			
Mon-Thurs 8:30am - 4:30pm per day (Non-Profit)	\$150.00			
Security Deposit	\$500.00			
Rimbey Aquatic Centre Includes GST				
Adult (18+)				
Daily	\$ 6.00			
10 Punch	\$ 54.00			
Season	\$130.00			
Seniors (65+)				
Daily	\$ 5.00			
10 Punch	\$ 45.00			
Season	\$115.00			
Student (13-17)				
Daily	\$ 5.00			
10 Punch	\$ 45.00			
Season	\$115.00			
Youth (7-12)				
Daily	\$ 4.50			
10 Punch	\$ 40.50			
Season	\$ 95.00			
Child (3-6)				
Daily	\$ 4.00			
10 Punch	\$ 36.00			
Season	\$ 85.00			
Family (2 Adults – 3 Children – Immediate Family)				

Daily	\$ 20.00
10 Punch	\$180.00
Season	
Season	\$280.00
Lessons	
Preschool	\$ 40.00
Levels 1-3	\$ 45.00
Levels 4-6	\$ 55.00
Swim Patrol	\$ 60.00
Private	\$ 25.00 Per day
Semi-Private (Max 2 Children)	\$ 20.00 Per day, Per Child
Adult	\$ 40.00 Per day
Rentals (per Hour)	
Pool & Area (0-30)	\$100.00
Every extra 30	\$ 30.00
Party Room	\$ 30.00
Party Room (day)	\$ 80.00
School Rentals - Open Swim	
May - June (8:30 -11:30am & 12:30-3:00pm)	\$ 45.00 Per hour/lifeguard
*0-39 Students = 1 lifeguard	
*40-79 Students= 2 lifeguards	
*80-119 Students= 3 lifeguards	
Miscellaneous	
Swim Diapers	\$ 3.00
Goggles	\$ 13 - \$22
Swim Caps	\$ 8.00
Ear Plugs	\$ 4.00
Programs	
Bronze Medallion	\$140.00 (Price may vary)
Bronze Cross	\$110.00 (Price may vary)
Junior Lifeguard Club	\$120.00
Public Works	
Sanding Truck	\$100.00 per hour
Sand/Salt	\$45.00 per cubic meter
Street Sweeper	\$150.00 per hour
Tandem Truck	\$115.00 per hour
Backhoe	\$130.00 per hour
Loader	\$175.00 per hour
Skid Steer	\$100.00 per hour
Snow Blower	\$100.00 per hour
Street Grader	\$175.00 per hour
Municipal Vehicles	\$75.00 per hour
Grass Cutting Equipment	\$65.00 per hour
Vac Con Hydro Vac	\$285.00 per hour
John Deere Gator & Weed Sprayer	\$130.00 per hour (herbicide is extra)
Dust Control (will not be provided after Sept 1 of each year)	Actual Cost of Dust Agent (min 100m)
All equipment comes with an operator.	GST will be added to the above rates
Recycle Facility	
Residential (Town/County/Summer Village Parkland Beach)	FREE
Commercial/Schools/Churches	FREE
Burn Pit (All materials to be under 6' in length and 1' diameter)	\$40.00 - \$50.00
Disposal of Concrete Without Rebar	\$25.00 per Tonne
Disposal of Concrete with Rebar	\$40.00 per Tonne
Disposal of Asphalt	\$22.00 per Tonne
Sale of Crushed Asphalt	\$22.00 per Tonne
Sale of Crushed 1' Concrete	\$22.00 per Tonne

Sale of Crushed 2' Concrete	\$21.00 per Tonne
Sale of Crushed 3' – 5' Concrete	\$19.00 per Tonne
Utilities	
Water Consumption	\$2.10m3 (April 1, 2019)
Sewer	70% of water consumption
Meter Service Charges (flat Rate)	
5/8" meter	\$4.69 monthly
5/8" x 3/4" meter	\$4.69 monthly
3/4" meter	\$4.69 monthly
1" meter	\$7.81 monthly
1 1/2" meter	\$10.94 monthly
2" meter	\$15.63 monthly
3" meter	\$31.25 monthly
4" meter	\$62.50 monthly
Wastewater Disposal Fee	\$8.50 per cubic meter
Garbage Fee (Residential)	\$17.68 per month (April 1, 2019)
Recycle Fee (Residential)	\$3.12 per month (April 1, 2019)
Organic / Compost (Residential)	\$5.85 per month (March 1, 2024)
Utility Disconnection Fee / Connection Fee	\$65.00 per operation.
Commercial meter rate depends on meter size.	
All properties are required to have water meters.	
If a utility account is in arrears, the charges levied, penalties and fees may be transferred to the tax roll of the property and be collected by the same procedures as taxes levied by the Town of Rimbey.	
Subdivision Fees	
Application of three lots or less	\$900.00 + \$100.00 per new lot created
Application of four lots or more	\$1000.00 + \$200.00 per new lot created
Time Extension of Subdivision Approval (first)	\$250.00
Time Extension of Subdivision Approval (additional)	\$300.00
Endorsement (3 lots or less)	\$100.00 per new lot + remainder
Endorsement (4 lots or more)	\$200.00 per new lot + remainder
Lot line Adjustments Where No New Parcels are Created	\$1,000.00 (flat fee)
Separation of Title	\$800 (flat fee)
Condominium Unit Conversion	\$40.00 per unit
Miscellaneous Fees	
Land Use Bylaw Amendments	\$750.00 (minor), \$1,500.00 (major)
Land Use Bylaw Amendments for Registered Non-Profit Societies and Churches	\$500.00 (minor), \$1000.00 (major)
Area Structure Plan Amendments	\$750.00 (minor), \$1,500.00 (major)
Area Structure Plan Amendments for Registered Non-Profit Societies and Churches	\$500.00 (minor), \$1000.00 (major)
Municipal Development Plan Amendment	\$750.00 (minor), \$1,500.00 (major)
Municipal Development Plan Amendment for Registered Non-Profit Societies and Churches	\$500.00 (minor), \$1000.00 (major)
Outline Plan Amendment	\$750.00 (minor), \$1,500.00 (major)
Development Appeal Board	\$250.00
Encroachment Permit	\$275.00
Variance	\$200.00
Developments and Buildings Without a Permit	\$2000 for accessory buildings or \$5000 for principal buildings
Compliance Certificates	\$60.00 including GST

Compliance Certificate (Rush order, when available)	\$100.00 including GST
Confirmation of Zoning	\$50.00 including GST.
Planning and Development Development Permit Fees	
Permitted Use Development Permit (Development Permit Fee waived for home office or home business motion 051/17)	\$70.00
Discretionary Use Permit	\$150.00
Building Accessories (decks, sheds, garages, etc.)	\$50.00/Accessory
Modular, Manufactured or Mobile Homes	\$70.00
Multi-Unit Dwellings	\$70.00 + \$25.00/unit (permitted use) \$120.00 + \$25.00/unit (discretionary use)
Performance/Security Deposit	\$3000.00 minimum or 1% of construction up to \$1,000,000.00 + \$1.50/\$1000.00 of construction value over \$1,000,000.00

**TOWN OF RIMBEY
BUILDING PERMIT FEE SCHEDULE**

Residential Installations

Description	Permit Fee -not including SCC Levy*
New Single-Family Dwellings, Additions	\$5.00 per \$1000 of Project Value**
Relocation of a Building (on crawlspace or basement)	\$0.30 per square foot of main floor
Relocation of a Building (on piles or blocking only)	\$150.00
Garage, Renovation, Basement Development (not at time of new home construction)	\$0.25 per square foot of developed area
Minimum Residential Building Permit Fee	\$100.00

Commercial, Industrial, Institutional

Description	Permit Fee - not including SCC Levy*
New, Addition, Renovation	\$5.50 per \$1000 of Project Value**
Change of Use (no structural changes)	\$250.00
Minimum Building Permit Fee (including Demolition Permits)	\$250.00

****NOTE: Project Value is based on the actual cost of material and labour. Verification of cost may be requested prior to permit issuance.**

*** SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.**

**TOWN OF RIMBEY
ELECTRICAL PERMIT FEE SCHEDULE**

Single Family Dwellings, Additions			
Square Footage	Permit Fee	SCC Levy	Total Fee
0 - 1200	\$125.00	\$5.00	\$130.00
1200 - 1500	\$150.00	\$6.00	\$156.00
1501 - 2000	\$175.00	\$7.00	\$182.00
2001 - 2500	\$200.00	\$8.00	\$208.00
2501 - 3500	\$225.00	\$9.00	\$234.00
Over 3500	\$225.00 plus \$0.10 per square foot		

Other than New Single Family Residential (basement development, garage, renovation, minor work)			
Installation Cost	Permit Fee	SCC Levy	Total Fee
\$0 - \$500	\$100.00	\$4.50	\$104.50
\$501-\$1000	\$125.00	\$5.00	\$130.00
\$1001 - \$2000	\$140.00	\$5.60	\$145.60
\$2001 - \$3000	\$150.00	\$6.00	\$156.00
\$3001 - \$4000	\$160.00	\$6.40	\$166.40
\$4001 - \$5000	\$170.00	\$6.80	\$176.80

Projects over \$5000 use the square footage fee schedule above.

Description	Permit Fee	SCC Levy	Total Fee
Permanent Service Connection Only	\$100.00	\$4.50	\$104.50
Temporary Power/ Underground Service	\$100.00	\$4.50	\$104.50

*** SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.**

TOWN OF RIMBEY
ELECTRICAL PERMIT FEE SCHEDULE
Commercial, Industrial, Institutional (Contractors Only)

Installation Cost	Permit Fee	SCC Levy	Total Fee	Installation Cost	Permit Fee	SCC Levy	Total Fee
0 - 500.00	\$85.00	\$4.50	\$89.50	38,001.00 - 39,000.00	\$400.00	\$16.00	\$416.00
500.01 - 1,000	\$95.00	\$4.50	\$99.50	39,001.00 - 40,000.00	\$405.00	\$16.20	\$421.20
1,001 - 1,500.00	\$100.00	\$4.00	\$104.00	40,001.00 - 41,000.00	\$410.00	\$16.40	\$426.40
1,500.01 - 2,000.00	\$110.00	\$4.40	\$114.40	41,001.00 - 42,000.00	\$415.00	\$16.60	\$431.60
2,000.01 - 2,500.00	\$115.00	\$4.60	\$119.60	42,001.00 - 43,000.00	\$420.00	\$16.80	\$436.80
2,500.01 - 3,000.00	\$120.00	\$4.80	\$124.80	43,001.00 - 44,000.00	\$425.00	\$17.00	\$442.00
3,000.01 - 3,500.00	\$125.00	\$5.00	\$130.00	44,001.00 - 45,000.00	\$430.00	\$17.20	\$447.20
3,500.01 - 4,000.00	\$130.00	\$5.20	\$135.20	45,001.00 - 46,000.00	\$435.00	\$17.40	\$452.40
4,000.01 - 4,500.00	\$135.00	\$5.40	\$140.40	46,001.00 - 47,000.00	\$440.00	\$17.60	\$457.60
4,500.01 - 5,000.00	\$145.00	\$5.80	\$150.80	47,001.00 - 48,000.00	\$450.00	\$18.00	\$468.00
5,000.01 - 5,500.00	\$150.00	\$6.00	\$156.00	48,001.00 - 49,000.00	\$460.00	\$18.40	\$478.40
5,500.01 - 6,000.00	\$160.00	\$6.40	\$166.40	49,001.00 - 50,000.00	\$470.00	\$18.80	\$488.80
6,000.01 - 6,500.00	\$165.00	\$6.60	\$171.60	50,001.00 - 60,000.00	\$490.00	\$19.60	\$509.60
6,500.01 - 7,000.00	\$170.00	\$6.80	\$176.80	60,001.00 - 70,000.00	\$510.00	\$20.40	\$530.40
7,000.01 - 7,500.00	\$175.00	\$7.00	\$182.00	70,001.00 - 80,000.00	\$550.00	\$22.00	\$572.00
7,500.01 - 8,000.00	\$180.00	\$7.20	\$187.20	80,001.00 - 90,000.00	\$590.00	\$23.60	\$613.60
8,000.01 - 8,500.00	\$185.00	\$7.40	\$192.40	90,001.00 - 100,000.00	\$630.00	\$25.20	\$655.20
8,500.01 - 9,000.00	\$195.00	\$7.80	\$202.80	100,001.00 - 110,000.00	\$670.00	\$26.80	\$696.80
9,000.01 - 9,500.00	\$205.00	\$8.20	\$213.20	110,001.00 - 120,000.00	\$710.00	\$28.40	\$738.40
9,500.01 - 10,000.00	\$210.00	\$8.40	\$218.40	120,001.00-130,000.00	\$750.00	\$30.00	\$780.00
10,000.01 - 11,000.00	\$215.00	\$8.60	\$223.60	130,001.00 - 140,000.00	\$895.00	\$35.80	\$930.80
11,000.01 -12,000.00	\$225.00	\$9.00	\$234.00	140,001.00 - 150,000.00	\$935.00	\$37.40	\$972.40
12,000.01 - 13,000.00	\$235.00	\$9.40	\$244.40	150,001.00 - 160,000.00	\$975.00	\$39.00	\$1,014.00
13,000.01 - 14,000.00	\$245.00	\$9.80	\$254.80	160,001.00 - 170,000.00	\$1,015.00	\$40.60	\$1,055.60
14,000.01 - 15,000.00	\$255.00	\$10.20	\$265.20	170,001.00 - 180,000.00	\$1,050.00	\$42.00	\$1,092.00
15,000.01 - 16,000.00	\$265.00	\$10.60	\$275.60	180,001.00 - 190,000.00	\$1,090.00	\$43.60	\$1,133.60
16,000.01 - 17,000.00	\$275.00	\$11.00	\$286.00	190,001.00 - 200,000.00	\$1,125.00	\$45.00	\$1,170.00
17,000.01 - 18,000.00	\$285.00	\$11.40	\$296.40	200,001.00 - 210,000.00	\$1,160.00	\$46.40	\$1,206.40
18,000.01 - 19,000.00	\$295.00	\$11.80	\$306.80	210,001.00 - 220,000.00	\$1,190.00	\$47.60	\$1,237.60
19,000.01 - 20,000.00	\$305.00	\$12.20	\$317.20	220,001.00 - 230,000.00	\$1,225.00	\$49.00	\$1,274.00
20,000.01 - 21,000.00	\$310.00	\$12.40	\$322.40	230,001.00 - 240,000.00	\$1,255.00	\$50.20	\$1,305.20
21,000.01 - 22,000.00	\$315.00	\$12.60	\$327.60	240,001.00 - 250,000.00	\$1,390.00	\$55.60	\$1,445.60
22,000.01 - 23,000.00	\$320.00	\$12.80	\$332.80	250,001.00 - 300,000.00	\$1,520.00	\$60.80	\$1,580.80
23,000.01 - 24,000.00	\$325.00	\$13.00	\$338.00	300,001.00 - 350,000.00	\$1,650.00	\$66.00	\$1,716.00
24,000.01 - 25,000.00	\$330.00	\$13.20	\$343.20	350,001.00 - 400,000.00	\$1,785.00	\$71.40	\$1,856.40
25,000.01 - 26,000.00	\$335.00	\$13.40	\$348.40	400,001.00 - 450,000.00	\$1,915.00	\$76.60	\$1,991.60
26,000.01 - 27,000.00	\$340.00	\$13.60	\$353.60	450,001.00 - 500,000.00	\$2,050.00	\$82.00	\$2,132.00
27,000.01 - 28,000.00	\$345.00	\$13.80	\$358.80	500,001.00 - 550,000.00	\$2,180.00	\$87.20	\$2,267.20
28,000.01 - 29,000.00	\$350.00	\$14.00	\$364.00	550,001.00 - 600,000.00	\$2,310.00	\$92.40	\$2,402.40
29,000.01 - 30,000.00	\$355.00	\$14.20	\$369.20	600,001.00 - 650,000.00	\$2,445.00	\$97.80	\$2,542.80
30,000.01 - 31,000.00	\$360.00	\$14.40	\$374.40	650,001.00 - 700,000.00	\$2,575.00	\$103.00	\$2,678.00
31,000.01 - 32,000.00	\$365.00	\$14.60	\$379.60	700,001.00 - 750,000.00	\$2,710.00	\$108.40	\$2,818.40
32,000.01 - 33,000.00	\$370.00	\$14.80	\$384.80	750,001.00 - 800,000.00	\$2,840.00	\$113.60	\$2,953.60
33,000.01 - 34,000.00	\$375.00	\$15.00	\$390.00	800,001.00 - 850,000.00	\$2,975.00	\$119.00	\$3,094.00
34,000.01 - 35,000.00	\$380.00	\$15.20	\$395.20	850,001.00 - 900,000.00	\$3,105.00	\$124.20	\$3,229.20
35,000.01 - 36,000.00	\$385.00	\$15.40	\$400.40	900,001.00 - 950,000.00	\$3,235.00	\$129.40	\$3,364.40
36,000.01 -37,000.00	\$390.00	\$15.60	\$405.60	950,001.00 - 1,000,000.00	\$3,370.00	\$134.80	\$3,504.80
37,000.01- 38,000.00	\$395.00	\$15.80	\$410.80				

For projects over \$1,000,000 divide the total installation cost by \$1,000 and then times by 3.370 plus SCC Levy

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560
 HOMEOWNER PERMITS: Add \$75.00 when the installation cost is greater than \$500.00.

**TOWN OF RIMBEY
ELECTRICAL PERMIT FEE SCHEDULE**

Annual Electrical Permits

Description	Permit Fee	SCC Levy	Total Fee
Annual Electrical Maintenance	\$350.00	\$14.00	\$364.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.

DRAFT

**TOWN OF RIMBEY
GAS PERMIT FEE SCHEDULE**

Residential Installations

Number of Outlets	Permit Fee	SCC Levy	Total Fee
1	\$100.00	\$4.50	\$104.50
2	\$115.00	\$4.60	\$119.60
3	\$130.00	\$5.20	\$135.20
4	\$145.00	\$5.80	\$150.80
5	\$155.00	\$6.20	\$161.20
6	\$165.00	\$6.60	\$171.60
7	\$175.00	\$7.00	\$182.00
8	\$185.00	\$7.40	\$192.40
9	\$195.00	\$7.80	\$202.80
10	\$205.00	\$8.20	\$213.20
Over 10	\$205.00 plus \$8.00 per outlet over 20		

Description	Permit Fee	SCC Levy	Total Fee
Propane Tank Set (Does not include connection to appliance)	\$100.00	\$4.50	\$104.50
Temporary Heat	\$100.00	\$4.50	\$104.50

- SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.

**TOWN OF RIMBEY
GAS PERMIT FEE SCHEDULE**

Commercial, Industrial, Institutional

BTU Input	Permit Fee	SCC Levy	Total Fee
Oto 150,000	\$100.00	\$4.50	\$104.50
150,001 to 250,000	\$125.00	\$5.00	\$130.00
250,001 to 500,000	\$175.00	\$7.00	\$182.00
500,001 to 1,000,000	\$225.00	\$9.00	\$234.00
Over 1,000,000	\$225.00 plus \$5.00 per 100,000 (or portion of) over 1,000,000 BTU		

Propane Tank Sets (Does not include connection to appliance)			
Description of Work	Permit Fee	SCC Levy	Total Fee
Tank Set	\$100.00	\$4.50	\$104.50
Propane Cylinder Refill Centre	\$160.00	\$6.40	\$166.40

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.

**TOWN OF RIMBEY
PLUMBING PERMIT FEE SCHEDULE
Residential & Non-residential Installations**

Number of Fixtures	Permit Fee	SCC Levy	Total Fee
1	\$75.00	\$4.50	\$79.50
2	\$75.00	\$4.50	\$79.50
3	\$75.00	\$4.50	\$79.50
4	\$80.00	\$4.50	\$84.50
5	\$90.00	\$4.50	\$94.50
6	\$100.00	\$4.50	\$104.50
7	\$110.00	\$4.50	\$114.50
8	\$125.00	\$5.20	\$130.20
9	\$130.00	\$5.20	\$135.20
10	\$150.00	\$6.00	\$156.00
11	\$155.00	\$6.20	\$161.20
12	\$160.00	\$6.40	\$166.40
13	\$170.00	\$6.80	\$176.80
14	\$180.00	\$7.20	\$187.20
15	\$190.00	\$7.60	\$197.60
16	\$205.00	\$8.20	\$213.20
17	\$210.00	\$8.40	\$218.40
18	\$220.00	\$8.80	\$228.80
19	\$225.00	\$9.00	\$234.00
20	\$235.00	\$9.40	\$244.40
21	\$245.00	\$9.80	\$254.80
22	\$250.00	\$10.00	\$260.00
23	\$260.00	\$10.40	\$270.40
24	\$270.00	\$10.80	\$280.80
25	\$280.00	\$11.20	\$291.20
26	\$290.00	\$11.60	\$301.60
27	\$300.00	\$12.00	\$312.00
28	\$305.00	\$12.20	\$317.20
29	\$310.00	\$12.40	\$322.40
30	\$315.00	\$12.60	\$327.60
31	\$320.00	\$12.80	\$332.80
32	\$330.00	\$13.20	\$343.20
33	\$335.00	\$13.40	\$348.40
34	\$345.00	\$13.80	\$358.80
35	\$350.00	\$14.00	\$364.00
36	\$360.00	\$14.40	\$374.40
37	\$365.00	\$14.60	\$379.60
38	\$375.00	\$15.00	\$390.00
39	\$380.00	\$15.20	\$395.20
40	\$390.00	\$15.60	\$405.60
41	\$400.00	\$16.00	\$416.00
42	\$405.00	\$16.20	\$421.20
43	\$410.00	\$16.40	\$426.40
44	\$420.00	\$16.80	\$436.80
45	\$430.00	\$17.20	\$447.20
46	\$440.00	\$17.60	\$457.60
47	\$450.00	\$18.00	\$468.00
48	\$460.00	\$18.40	\$478.40
49	\$470.00	\$18.80	\$488.80
50	\$480.00	\$19.20	\$499.20

Add \$5.00 for each fixture over 50.

• SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$56.

**TOWN OF RIMBEY
PRIVATE SEWAGE PERMIT FEE SCHEDULE**

Description	Permit Fee	SCC Levy	Total Fee
Holding Tanks	\$200.00	\$8.00	\$208.00
Fields, Open Discharge, Mounds, Sand Filters, Treatment Tanks, etc.	\$300.00	\$12.00	\$312.00

* **SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.**

\$24,768.45 - Cost of Columbarium, includes GST.
48 Niches PER NICHE \$516.00

\$5,789.97 - cost to pour concrete PER NICHE \$120.62

- Perpetual Care \$110.00

- Opening & Closing 4hrs x \$75.00/hr. \$300.00

- Plaques T 677.25 - \$1019.55
\$1723.87 / \$2066.17

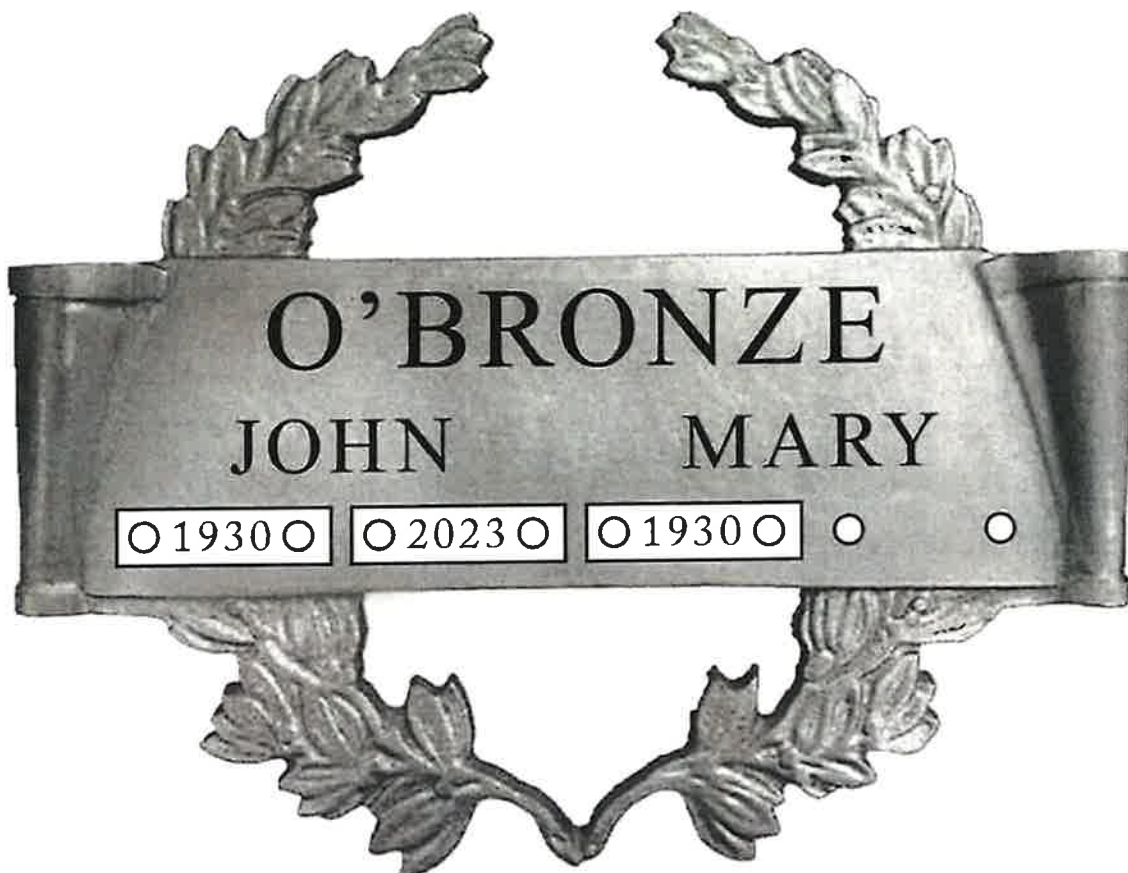
- This cost is the most expensive plaque as I would love to be able to provide variety & accomodate needs.

- May not cost this every time.



Layout #1-SAMPLE

It is the customer's responsibility to check that all spelling, punctuation, and grammar is correct before approving. The patternwork for casting will be produced from this layout if approved.



TOWN OF RIMBEY CUST# 6065

Job # 17271

7-1/2" x 10" Niche Wreath with Vases (see STAR/MATTHEWS SAMPLE)

*Times New Roman Font

*Dark Brown Finish

*Smooth background

*#2 Date Tabs

*Hidden Fasteners 7" C-C

\$474 wreath

Date Tab included in cost

Please send back "approved" by email if you would like to proceed with casting from this layout.

Date of Layout: 01.30.2024

Layout by Angie @ Ornamental Bronze

1 Layout + 1 revision provided complementary. Additional layouts are subject to charge

Ornamental Bronze Ltd. has permission to use photos of this marker/plaque to publicly promote the business through the website, brochure and social media.

LAYOUT APPROVED BY: _____

\$474 WREATH
\$116 FUTURE CURRENT YEAR DATE TAB (\$173 OTHER THAN CURRENT YEAR)
\$55 SHIPPING (APPROXIMATE)
\$645
\$32.25 5% GST
\$677.25



Layout #4 - SAMPLE

It is the customer's responsibility to check that all spelling, punctuation, and grammar is correct before approving. The patternwork for casting will be produced from this layout if approved.



TOWN OF RIMBEY CUST# 6065

Job # 17271

7-1/2" x 10" Niche Wreath with Vases (see STAR/MATTHEWS SAMPLE)

*Times New Roman Font

*Dark Brown Finish

*Smooth background

*Drill & Tap X1 @ 3" C-C

*Hidden Fasteners 7" C-C

\$474 wreath
\$78 drill & tap x1

Please send back "approved" by email if you would like to proceed with casting from this layout.

Date of Layout: 01.30.2024

Layout by Angie @ Ornamental Bronze

1 Layout + 1 revision provided complementary. Additional layouts are subject to charge

Ornamental Bronze Ltd. has permission to use photos of this marker/plaque to publicly promote the business through the website, brochure and social media.

LAYOUT APPROVED BY: _____

\$474 WREATH
\$78 DRILL & TAP X 1
\$260 FUTURE SCROLL PLATE
\$55 SHIPPING (APPROXIMATE)
\$867
\$43.35 5% GST
\$910.35



Layout #8 - SAMPLE

It is the customer's responsibility to check that all spelling, punctuation, and grammar is correct before approving. The patternwork for casting will be produced from this layout if approved.



TOWN OF RIMBEY CUST# 6065

Job # 17271

7-1/2" x 10" Niche Wreath with Vases (see STAR/MATTHEWS SAMPLE)

*Times New Roman Font

*Dark Brown Finish

*Smooth background

*Drill & Tap X1 @ 3" C-C

*Hidden Fasteners 7" C-C

\$474 wreath
\$78 drill & tap x1

Please send back "approved" by email if you would like to proceed with casting from this layout.

Date of Layout: 01.30.2024

Layout by Angie @ Ornamental Bronze

1 Layout + 1 revision provided complementary. Additional layouts are subject to charge

Ornamental Bronze Ltd. has permission to use photos of this marker/plaque to publicly promote the business through the website, brochure and social media.

LAYOUT APPROVED BY: _____

\$474 WREATH
\$78 DRILL & TAP
\$260 FUTURE SCROLL PLATE
\$104 Extra Line
\$55 SHIPPING (APPROXIMATE)
\$971
\$48.55 5% GST
\$1019.55



Layout #10 - SAMPLE

It is the customer's responsibility to check that all spelling, punctuation, and grammar is correct before approving. The patternwork for casting will be produced from this layout if approved.



TOWN OF RIMBEY CUST# 6065

Job # 17271

7-1/2" x 10" Niche Wreath with Vases (see STAR/MATTHEWS SAMPLE)

*Times New Roman Font

*Dark Brown Finish

*Smooth background

*Drill & Tap X1 @ 3" C-C

*Hidden Fasteners 7" C-C

\$474 wreath
\$78 drill & tap x1

Please send back "approved" by email if you would like to proceed with casting from this layout.

Date of Layout: 01.30.2024

Layout by Angie @ Ornamental Bronze

1 Layout + 1 revision provided complementary. Additional layouts are subject to charge

Ornamental Bronze Ltd. has permission to use photos of this marker/plaque to publicly promote the business through the website, brochure and social media.

LAYOUT APPROVED BY: _____

\$474 WREATH
\$78 DRILL & TAP X 1
\$260 FUTURE SCROLL PLATE
\$55 SHIPPING (APPROXIMATE)
\$867
\$43.35 5% GST
\$910.35



Layout #11 - SAMPLE

It is the customer's responsibility to check that all spelling, punctuation, and grammar is correct before approving. The patternwork for casting will be produced from this layout if approved.



TOWN OF RIMBEY CUST# 6065

Job # 17271

7-1/2" x 10" Niche Wreath with Vases (see STAR/MATTHEWS SAMPLE)

*Times New Roman Font

*Dark Brown Finish

*Smooth background

*Drill & Tap X1 @ 3" C-C

*1 Extra Line charge

*Hidden Fasteners 7" C-C

\$474 wreath
\$78 drill & tap x1
\$104 extra line x 1

Please send back "approved" by email if you would like to proceed with casting from this layout.

Date of Layout: 01.30.2024

Layout by Angie @ Ornamental Bronze

1 Layout + 1 revision provided complementary. Additional layouts are subject to charge

Ornamental Bronze Ltd. has permission to use photos of this marker/plaque to publicly promote the business through the website, brochure and social media.

LAYOUT APPROVED BY: _____

\$474 WREATH
\$78 DRILL & TAP X 1
\$104 ONE EXTRA LINE
\$260 FUTURE SCROLL PLATE
\$55 SHIPPING (APPROXIMATE)
\$971
\$48.55 5% GST
\$1019.55

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: FCSS requesting permission for Mobile Ice Cream Cart & Rimshaw (3 Wheeled bike)
Item For: Public Information -or- Closed Session

BACKGROUND:

FCSS is requesting permission to use their mobile ice cream golf cart and the Rimshaw (3 wheeled bike) to access community areas as well as drive on the streets and walking paths during the 2024 year. Also requesting to extend the time frame to use the mobile units throughout the year, when they weather conditions are suitable. Councilor Rondeel made motion 003/2024 at The Committee of The Whole Meeting to bring forward to the next Regular Council Meeting on April 22, 2024 to make a decision.

RECOMMENDATION:

Administration recommends Council determine if they are going to give permission for FCSS to proceed.

ATTACHMENTS:

[FCSS Permission Golf Cart & Rimshaw 2024](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 10, 2024
Date

ENDORSED BY:

April 10, 2024
Date

Craig Douglas, Chief Administrative Officer



Rimbey Community Home Help Services Rimbey Family & Community Support Services



Box 404 Rimbey, AB T0C 2J0
Phone: (403) 843-2030 Fax: (403) 843-3270

March 20, 2024

Town of Rimbey
C/O Craig Douglas
4938 50 Ave.
Box 350
Rimbey, AB.
T0C 2J0

Dear Town of Rimbey Council,

We are requesting permission to use our mobile ice cream golf cart and the Rimshaw (3 wheeled bike) to access the community areas again this year. The ice cream is kept frozen and is given for free from the golf cart. The Rimshaw is used to provide free rides to citizens in and around town.

We would like to drive on the streets of Rimbey and walking paths during the 2024 year. We are asking to extend the time frame to use our mobile units to extend our program throughout the year when the weather conditions are suitable. We are hoping to expand our engagement with the community through this program.

Your support would be appreciated for us to move forward as soon as possible.

Thank you for your consideration.

Misty Griffith
Executive Director

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rimbey Historical Society purchase of Public Works pickup truck
Item For: Public Information -or- Closed Session

BACKGROUND:

Received a letter dated March 22, 2024 from Rimbey Historical Society, is to further the correspondence to last year's letter requesting to purchase the Public Works surplus pickup for \$1 dollar. Motion 004/2024 at the Committee of The Whole Meeting moved by Councilor Clark to bring forward to our April 22, 2024 Regular Council Meeting.

OPTIONS/CONSEQUENCES:

- 1. To sell the surplus pickup truck to Historical Society for \$1 dollar.
- 2. Request "Fair Market Value."

RECOMMENDATION:

Administration recommends that Council determine how they would like to dispose of the truck.

ATTACHMENTS:

[RHS Truck request](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 10, 2024
Date

ENDORSED BY:

April 10, 2024
Date

Craig Douglas, Chief Administrative Officer



**Box 813
Rimbey, Alberta
T0C 2J0**

March 22, 2024

Sent by email to Mr. Craig Douglas, CAO

Mayor and Council
Town of Rimbey
Rimbey, Alberta
T0C 2J0

RE: SURPLUS TOWN OF RIMBEY PICKUP TRUCK

This correspondence is further to last year's letter sent to the Town, requesting to purchase the Public Works surplus pickup for \$1 dollar, and yesterday's email exchange between Craig Douglas and I.

We recently received a copy of Town Council's motion wanting fair-market value for the truck. The other day I questioned a Councillor, asking "why fair-market value?" I was told it was to defray the insurance and registration costs the Town would have to pay on behalf of the Rimbey Historical Society.

At no time was there a discussion nor an expectation for the Town to incur idem costs. This unit will be used exclusively as a yard truck and would never leave the property.

I am hopeful our original request to purchase the unit for \$1 dollar will be reconsidered and supported by Mayor and Council.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bill Hval', is written over a horizontal line.

Bill Hval
President,
Rimbey Historical Society

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Prom Committee 2024 Requesting Permission for a "parade."
Item For: Public Information -or- Closed Session

BACKGROUND:

Received letter on April 15, 2024 requesting permission to have a parade to celebrate the kids of 2024 on June 29, 2024 at 2:30pm. It would start at the East end of town by the Nutrien and traveling to the arena. Looking for a response before May 15, 2024.

RECOMMENDATION:

Council to determine if they wish to support the parade.

ATTACHMENTS:

[Letter from Prom Committee requesting permission](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 15, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

April 15, 2024
Date

Friday, April 12, 2024

To the Mayor and Town Council,

A group of parents and class of 2024 students have created a committee to host a prom June 29 separate from the high school grad in the fall.

We are planning a "parade" to celebrate the kids of 2024 on June 29 at 2:30 pm. It would start at the east end of town by the Nutrien business. Kids may be travelling in limos, in the back of trucks (if allowed), convertibles, horses, truck with trailer (if allowed), possibly tractors, or quads. There is no intention of stopping the flow of traffic. Starting at east end of town and travelling to the arena.

We are asking you the mayor and town council to support and approve this as well as promoting the celebration of these kids for reaching this milestone.

Side note: we are not allowed to associate anything we are doing with Rimbey Jr/SR High school. If you are able to promote us it has to be under Rimbey Prom 2024.

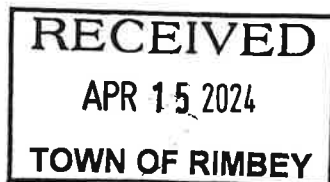
We are also doing a toast to the community at our ceremony and asking if you Rick the Mayor is available that day for a response or if another dignitary from office is able to fill in if you are unable to attend. If you could please let me know by May 15, it would be greatly appreciated. Ceremony to commence at 3:00 pm Saturday June 29. We would also provide the Mayor or dignitary with a free meal at our banquet.

We appreciate your support and look forward to your feedback.

Sincerely,



Shannon Mann
Prom Committee Chairperson



Town Council
REQUEST FOR DECISION



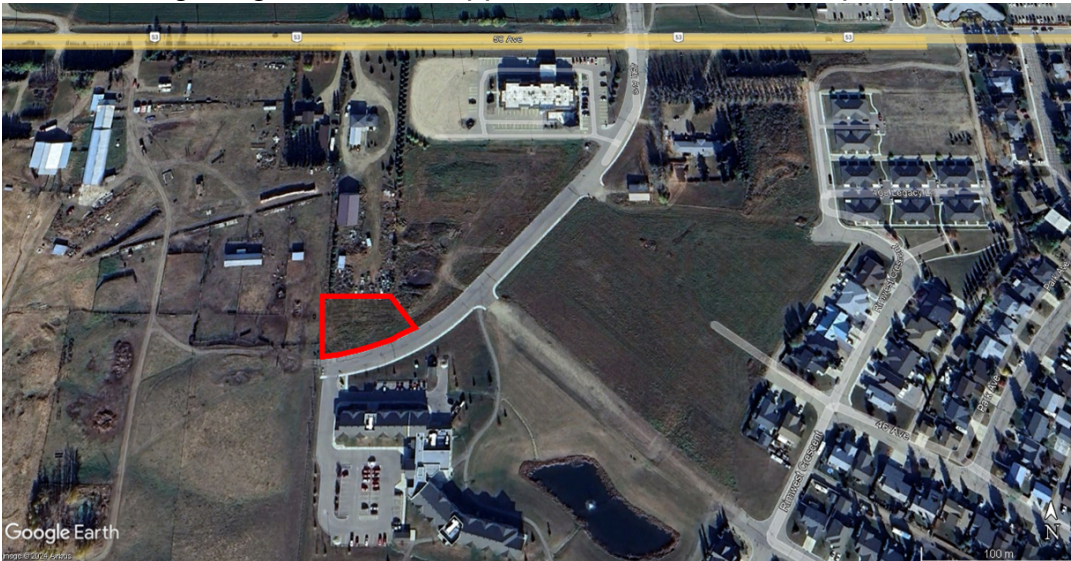
Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Bylaw 1004/24 Amendment to Land Use Bylaw 917/16– Redesignation of Land
Item For: Public Information -or- Closed Session

BACKGROUND:

Bylaw 917/16, the Town of Rimbey Land Use Bylaw was approved by Council on July 25, 2016.

On February 2, 2024 on behalf of Rimbey Ridge Properties Ltd., Elaa Aki submitted a land use bylaw amendment application redesignate Lots 4, 5 and 6, Block 19, Plan 1623868 from Low Density Residential (R1) to either Low Density General Residential (R2) or High Density Residential (R3). The application was deemed complete on February 25, 2024. Based on the lot frontage requirements of the Land Use Bylaw, the applicant indicated on April 9, 2024 that they would like the property to be redesignated to R3.

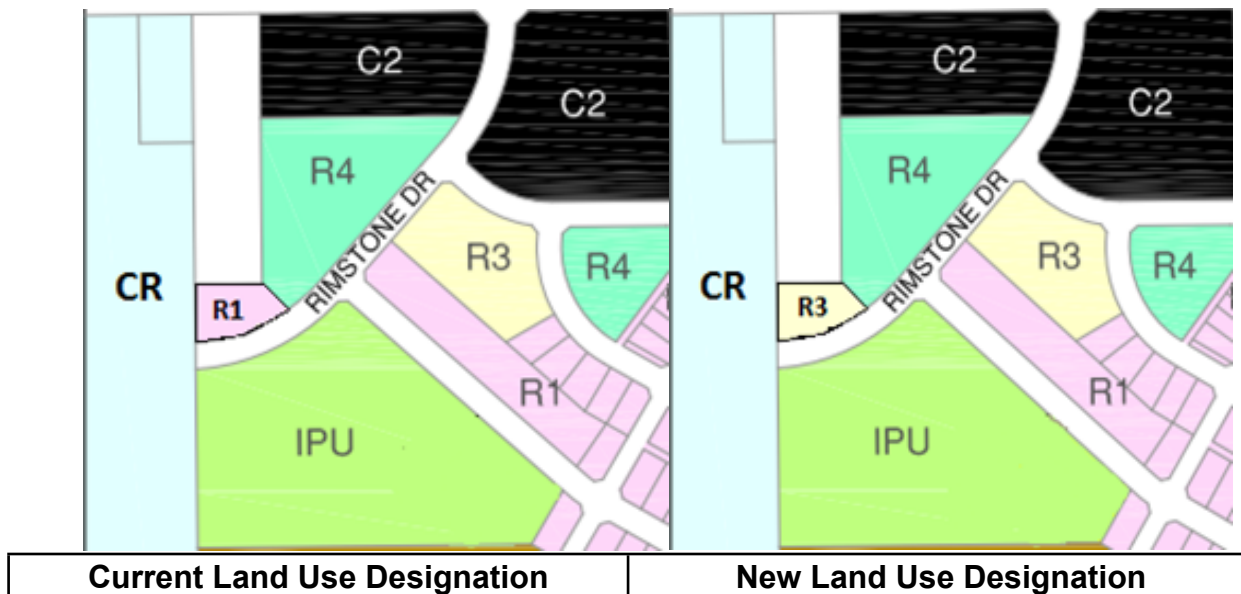
The following images show the approximate location of the properties:



Note that the properties were designated from R3 to R1 in 2016 as a result of a landowner land use redesignation application at that time (Bylaw 912/16, amendment to Land Use Bylaw 962/04).

The property is now under new ownership and the current landowner has submitted an application to redesignate the property from the existing R1 designation back to the previous R3 designation.

The specific lands which the applicant proposed to redesignate are indicated below:



Analysis of Existing Conditions:

An analysis of the existing land use and surrounding area indicates that the area surrounding the subject parcel contains High Density Residential (R3), Country Residential (CR), Urban Holdings (UH) and Institutional and Public Uses (IPU) designations.

Compliance with Town Policy

There are no Area Structure Plans governing development within this part of Town.

The Municipal Development Plan Bylaw 910/15 (MDP) encourages a mixture of residential densities and tenure so that a variety of housing is available (8.1). Further, the MDP encourages high density residential development in the transitional areas including along highway 53 (8.3). As the proposed area is not greater than 1.5 hectares or comprised of more than 6 lots (7.4), an Area Structure Plan is not required.

Administration Review

Administration has completed a thorough review of the proposal and notes the following:

1. The MDP encourages high density development in the transitional areas along highway 53. This area may be considered part of the transitional area, where higher density is encouraged. Note that this is not a requirement.
2. As the lands to the east and south including R3 and the multi-unit seniors lodge, the proposed land use is in keeping with some of the surrounding land uses.
3. There is no Area Structure Plan in place for the lands directly to west. Without knowing the long range development plans, administration does not have details available to know what may happen in the future.
4. These lots are in a very unique position as they are adjacent to lands designated as R3, and CR.

Recommendations:

Due to the unique nature of these lands situated between CR and R3, administration is recommending that Council approve first reading of this bylaw to re-designate the southwest portion of Lots 4, 5 and 6, Block 19, Plan 1623868 from R1 to R3. Additionally, in accordance

Council Agenda Item 7.7

with the MGA, administration recommends holding a public hearing in order to gain input from neighbouring landowners.

Should council choose to provide first reading, in order to adopt the Bylaw, Council must give second and third readings after a public hearing is held. A public hearing must be held and advertised two (2) consecutive weeks. The notice will be advertised on the Town of Rimbey website and copies will also be made available at the front counter for residents to pick up. Additionally, relevant agencies and adjacent neighbours must be notified as per MGA Section 606.

RECOMMENDATION:

Administration recommends Council give first reading of Bylaw 1004-24 Amendment to Land Use Bylaw 917/16.

Administration recommends advertising Bylaw 1004-24 Amendment to Land Use Bylaw 917/16 for two consecutive weeks as per the Municipal Government Act.

Administration recommends setting a public hearing for Bylaw 1004-24 Amendment to Land Use Bylaw 917/16 on May 27, 2024.

ATTACHMENTS:

[Town of Rimbey Planning Land Use Application](#)
[Bylaw 1004-24 Amendment to the Land Use Bylaw 917 16](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 17, 2024
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

April 17, 2024
Date



DATE RECEIVED

Planning and Development Services

4938-50th Ave P.O. Box 350
Rimbey, Alberta T0C 2J0
403-383-2366 or 403-843-2113
Website: www.rimbey.com; Email: liz@rimbey.com

PLANNING AND LAND USE APPLICATION

SECTION A - CONTACT INFORMATION

Applicant:
Mailing Address:
City: Province: Postal Code:
Phone: Cell: Fax:
Email:

SECTION B - SITE INFORMATION

Street/Rural Address: Parcel Size: Tax Roll No.: 000 26110, 000 26120, 000 26130
Legal Subdivision: Lots: 4,5,6 Block: 19 Plan:
Part of: NE NW SE SW 1/4 Section: Township: Range: West of: M
Land Use District: Parcel Size:

SECTION B - LAND USE BYLAW AMENDMENT OR NEW PLAN OR PLAN AMENDMENT

Application for: New Statutory Plan New Non-Statutory Plan Statutory Plan Amendment
Land Use Bylaw Text Amendment Land Use Redesignation
Name of Plan
Proposed Land Use Designation:
Explain, in detail, reasons for request: (use extra paper if required)

SECTION C - FINAL AUTHORIZATION

By submitting an application I am allowing right of entry for inspection purposes. I hereby make application and acknowledge all plans and information submitted are, to the best of my knowledge, true and accurate.

Permit Applicant's Name (print) Permit Applicant's Signature Date

PAYMENT INFORMATION

Cash Debit Credit Card Cheque No.: Call for Payment (credit card only)
Credit Card No.: Exp. Date:
Name on Card: Signature of Card Holder:

FOR OFFICE USE ONLY

Date Received: File Number: Legal File No.:
Application Fee: Region/Division: Linc No.:
Tax Roll: Dev Permit #: Receipt No.:

Checklist: Completed Application Form
Certificate of Title
Application Fee
Land Owner Authorization
1 Paper copy and 1 Digital copy

Please Note: The personal information provided as part of this application is collected under section 39 of the Safety Codes Act and sections 303 and 295 of the Municipal Government Act and in accordance with section 32(c) of the Freedom of Information and Protection of Privacy Act.



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

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

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

PART I - TITLE

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

PART II – REDESIGNATION

- 1) Lot 4, Block 19, Plan 1623868 will be redesignated from R1 to R3.
- 2) Lot 5, Block 19, Plan 1623868 will be redesignated from R1 to R3.
- 3) Lot 6, Block 19, Plan 1623868 will be redesignated from R1 to R3.
- 4) That the Land Use District Map of Bylaw No. 917/16 is hereby amended as per attached map in Schedule A.

PART III - EFFECTIVE DATE

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

READ a First Time in Council this _____ day of _____ 2024.

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

READ a Second Time in Council this ____ day of _____ 2024.

Mayor Rick Pankiw

BYLAW NO. 1004-24



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

Chief Administrative Officer Craig Douglas

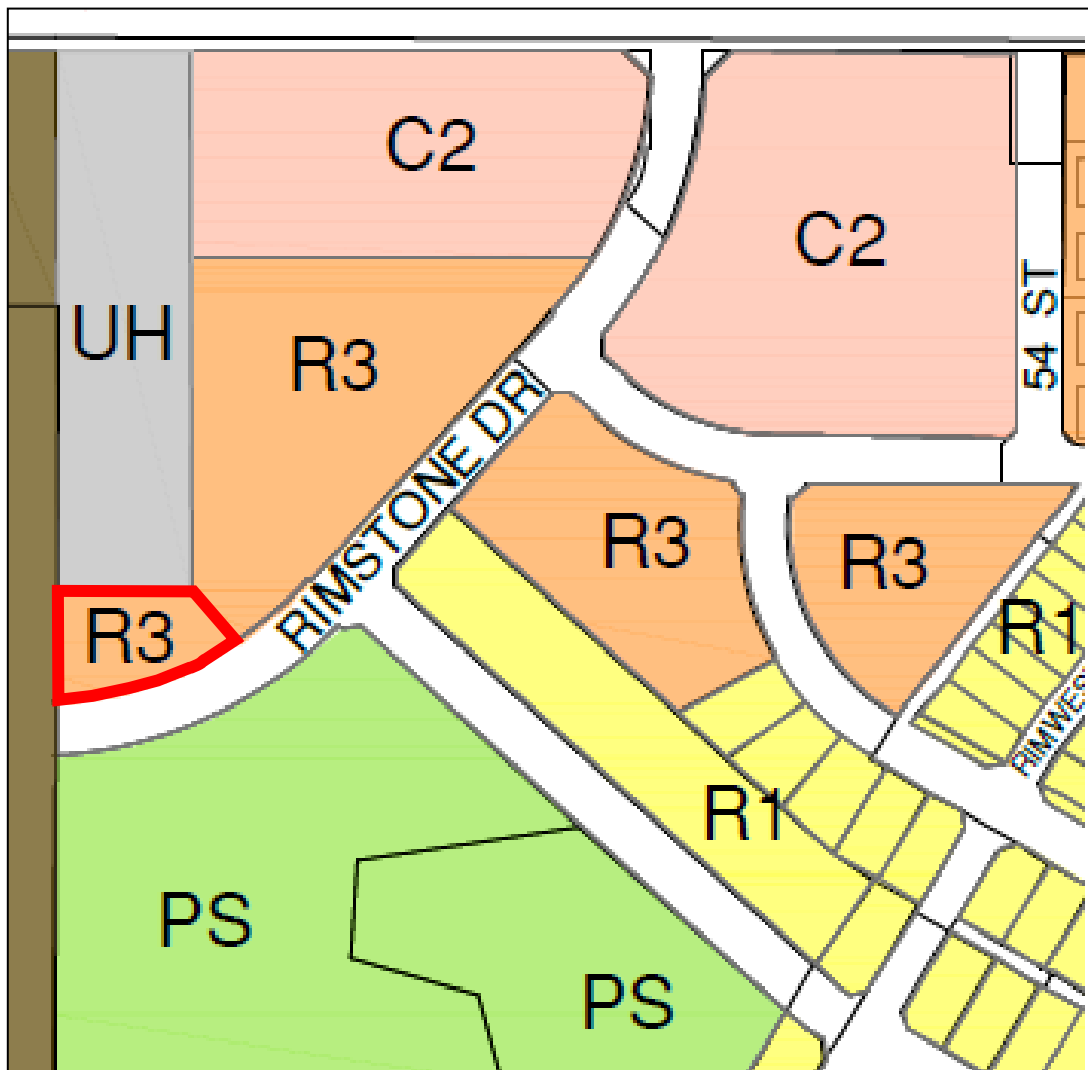
READ a Third Time and Finally Passed this ____ day of _____ 2024.

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

SCHEDULE A

Land Use Re-designation Map



Town Council REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Bylaw 1005/24 Amendment to Land Use Bylaw 917/16– Re-Designation of Land
Item For: Public Information -or- Closed Session

BACKGROUND:

Bylaw 917/16, the Town of Rimbey Land Use Bylaw was approved by Council on July 25, 2016.

On March 15, 2024, on behalf of Evergreen Co-Op, Rick Moon submitted a land use bylaw amendment application redesignate the southeast portion of Lot 20, Block 3, Plan 082 0416 from Highway Commercial (C2) to Industrial (M).

The following image shows the approximate location of the lands to be redesignated:



Analysis of Existing Conditions:

Council Agenda Item 7.8

An analysis of the existing land use and surrounding area indicates that as per Land Use Bylaw 917/16, the property is surrounded by lands designated C2 on the west, MHP on the north, M on the east and M on the South. Below is an image of the property from the town's Land Use Bylaw map.



Note that the adjacent property was redesignated from C2 to M in 2022 (Bylaw 987/22, amendment to Land Use Bylaw 962/04).

Compliance with Town Policy

There are no Area Structure Plans governing development within this part of Town.

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.

Recommendations:

Due to the unique nature of these lands situated between multiple land uses, administration is recommending that Council approve first reading of this bylaw to re-designate the southeast portion of Lot 20, Block 3, Plan 082 0416 from Highway Commercial (C2) to Industrial (M). Additionally, in accordance with the MGA, administration recommends holding a public hearing in order to gain input from neighbouring landowners.

Should council choose to provide first reading, in order to adopt the Bylaw, Council must give second and third readings after a public hearing is held. A public hearing must be held and advertised two (2) consecutive weeks. The notice will be advertised on the Town of Rimbey website and copies will also be made available at the front counter for residents to pick up. Additionally, relevant agencies and adjacent neighbours must be notified as per MGA Section 606.

RECOMMENDATION:

Administration recommends Council give first reading of Bylaw 1005-24 Amendment to Land Use Bylaw 917/16.

Administration recommends advertising Bylaw 1005-24 Amendment to Land Use Bylaw 917/16 for two consecutive weeks as per the Municipal Government Act.

Administration recommends setting a public hearing for Bylaw 1005-24 Amendment to Land Use Bylaw 917/16 on May 27, 2024.

ATTACHMENTS:

[Planning & Land Use Application](#)
[Bylaw 1005-24 Amendment to the Land Use Bylaw 917 16](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

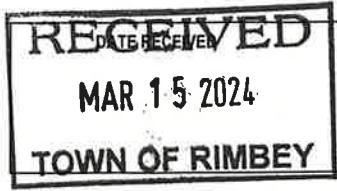
April 17, 2024
Date

ENDORSED BY:



April 17, 2024
Date

Craig Douglas, Chief Administrative Officer



Planning and Development Services

4938-50th Ave P.O. Box 350
 Rimbey, Alberta T0C 2J0
 403-383-2366 or 403-843-2113
 Website: www.rimbey.com; Email: liz@rimbey.com

PLANNING AND LAND USE APPLICATION

\$ 750.⁰⁰

SECTION A – CONTACT INFORMATION

Applicant: Evergreen Co-operative Association
Mailing Address: Box 260
City: Rimbey **Province:** AB **Postal Code:** T0C 2J0
Phone: 403-843-2258 **Cell:** 403-846-7237 **Fax:** _____
Email: richard.moon@evergreen.crs

SECTION B – SITE INFORMATION

Street/Rural Address: 4625-51St **Parcel Size:** _____ **Tax Roll No.:** _____
Legal Subdivision: _____ **Lot:** 20 **Block:** 3 **Plan:** 082-0416 **Plan:** _____
Part of: NE NW SE SW **¼ Section:** _____ **Township:** _____ **Range:** _____ **West of:** _____ M
Land Use District: _____ **Parcel Size:** _____

SECTION B – LAND USE BYLAW AMENDMENT OR NEW PLAN OR PLAN AMENDMENT

Application for: New Statutory Plan New Non-Statutory Plan Statutory Plan Amendment
 Land Use Bylaw Text Amendment Land Use Redesignation

Name of Plan _____
Proposed Land Use Designation: Housing Construction

Explain, in detail, reasons for request: (use extra paper if required)
 Require more area for housing construction by Rocky Cross Constuction. Wish to rezone a part of Lot 20 Block 3 Plan 0416 to manufacturing the area adjacent to Lot 16 Block 3 Plan 092 5274

SECTION C – FINAL AUTHORIZATION

By submitting an application I am allowing right of entry for inspection purposes. I hereby make application and acknowledge all plans and information submitted are, to the best of my knowledge, true and accurate.

RICK MOON Rick Moon Feb 28/2024
 Permit Applicant's Name (print) Permit Applicant's Signature Date

PAYMENT INFORMATION

Cash Debit Credit Card Cheque No.: _____ Call for Payment (credit card only)
Credit Card No.: _____ **Exp. Date:** _____
Name on Card: _____ **Signature of Card Holder:** _____

FOR OFFICE USE ONLY

Date Received: _____ **File Number:** _____ **Legal File No.:** _____
Application Fee: _____ **Region/Division:** _____ **Linc No.:** _____
Tax Roll: _____ **Dev Permit #:** _____ **Receipt No.:** _____

- Checklist:**
- Completed Application Form
 - Certificate of Title
 - Application Fee
 - Land Owner Authorization
 - 1 Paper copy and 1 Digital copy

Please Note: The personal information provided as part of this application is collected under section 39 of the Safety Codes Act and sections 303 and 295 of the Municipal Government Act and in accordance with section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the Chief Administrative Officer/ Development Officer at the Town of Rimbey.

RECEIPT RECORD



Town of Rimbeey
Box 350 4938 - 50th Avenue
RIMBEY, AB T0C 2J0
Phone No. : (403)843-2113
Fax No. : (403)843-6599

--- Item ID #0001 ---
DEVPER : development permit
GL : 1-1-610000-521
1@ 750.00 750.00
Payment Subtotal 750.00
PST 0.00
GST108129370RT0001 0.00
Payment Total 750.00
MASTER CARD 750.00
NAME:: RIMBEY EVERGREEN CO-OP
REF:: MASTERCARD - LAND USE AMENDMENT
ON CO-OP LOT
Change 0.00

15-Mar-24 16:09:28
D:0000001257 B:2024031501
ALICIA R:0000022993



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

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

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

PART I - TITLE

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

PART II – REDESIGNATION

- 1) Southeast portion of Lot 20, Block 3, Plan 082 0416 from Highway Commercial (C2) to Industrial (M) as identified on Schedule A is Proposed Lot 24, Block 3.**
- 2) That the Land Use District Map of Bylaw No. 917/16 is hereby amended as per attached map in Schedule A.**

PART III - EFFECTIVE DATE

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

READ a First Time in Council this _____ day of _____ 2024.

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

READ a Second Time in Council this ____ day of _____ 2024.

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

BYLAW NO. 1004-24



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

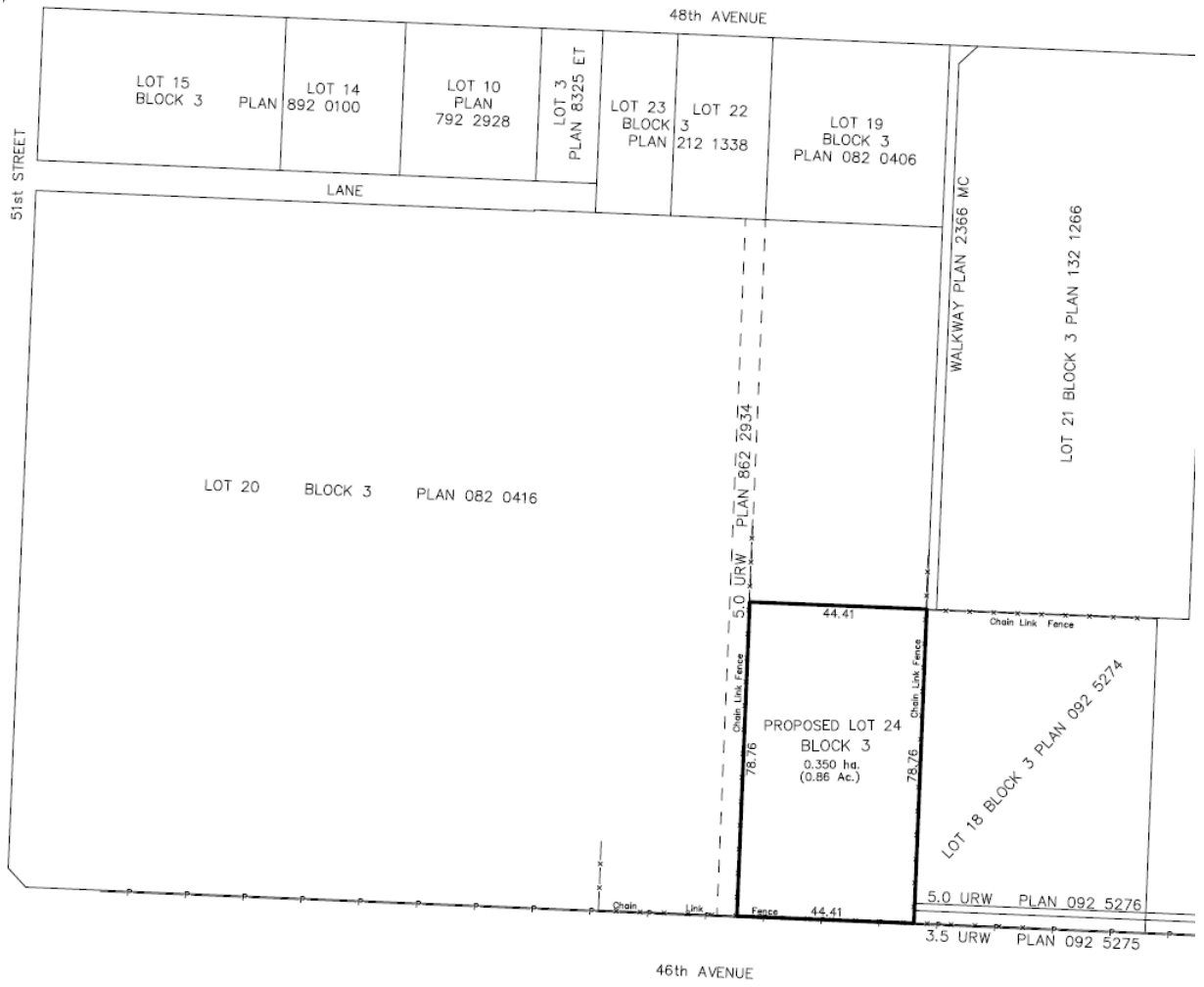
READ a Third Time and Finally Passed this ____ day of _____ 2024.

Mayor Rick Pankiw

Chief Administrative Officer Craig Douglas

SCHEDULE A

Land Use Re-designation Map



Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Vital Net
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole Meeting held on January 8, 2024, Council made the following motion:

Motion 003/2024 COW

Moved by Councillor Coston to bring forward to the next Regular Council Meeting held on January 22, 2024, at 1:00 P.M., with the condition that VitalNet has obtained a permission letter from Bell.

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

CARRIED

Letter attached from Bell Canada indicating Consent to Lease.

RECOMMENDATION:

Administration would like council to determine if they give VitalNet consent to proceed.

ATTACHMENTS:

[VitalNet Request](#)
[7-Mar-24 Tenant Consent Ltr. 790059 Rimbey \(003\) bell exec](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 18, 2024
Date

ENDORSED BY:

April 18, 2024
Date

Craig Douglas, Chief Administrative Officer



Connecting What Matters!

**P.O. Box 157, 5000 Windsor Ave.
Coronation, AB T0C 1C0**

PH: 403.578.4214

FAX: 403.578.4215

TOLL FREE: 866.57.VITAL

WEB: vitalnetworks.ca

December 15, 2023

Town of Rimbey
Box 350, 4938 50th Ave.
Rimbey, AB
T0C 2J0

To Whom It May Concern:

This letter is to request time at your next available council meeting to appear as a delegate regarding a proposal of building a 100ft All-Weld self-support tower on the town owned lot that contains the Axia/Bell SuperNet POP.

The purpose of this tower would be for the distribution of our Fixed Wireless & Wireless-Fiber Internet service in and around the Town of Rimbey. We market the service under the trade name of VitalNet.

We have operated this service in East Central Alberta since early 2017 and expanded to the Bluffton area in January 2022. Prior to this, we had been dealers and installers for both Xplornet & CCI Wireless since their inception.

We look forward to meeting everyone at the next available council meeting and presenting what we can offer the local area.

Sincerely,

A handwritten signature in black ink that reads "Edward Griffiths". The signature is written in a cursive, slightly slanted style.

Edward Griffiths, C.E.T.
President, Vital Networks Inc., VitalNet Internet

Enclosure

Bell Canada Real Estate Services
87 Ontario Street, West – 8th Floor
Montreal, QC H2X 1Y8



March 7, 2024

Town of Rimbey
Box 350, Rimbey, AB

Attention: Craig Douglas, Chief Administration Officer –

Via email: craig@rimbey.com

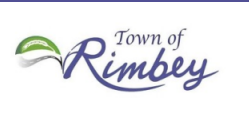
RE: Consent to Lease – Bell Canada – Land located corner 51st Avenue and east of 46th Street, Rimbey, Alberta – Relating to Lease dated July 21, 2003, as amended and extended made between Bell Canada, as Tenant, Town of Rimbey (the “Town”), as Landlord (the “Lease”).

Bell Canada, as Tenant under the Lease, hereby consent to the Town leasing land adjoining the Leased Premises as defined in the Lease, for the purposes of the construction and operation of a telecommunication tower facility. Such consent is provided subject to the provisions of Section 13 – Non-Exclusivity, contained in the Lease.

A handwritten signature in black ink, appearing to read "Rob Malvern".

Rob Malvern
Senior Manager – Asset Management
Bell Canada

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rimbey Historical Society
Item For: Public Information -or- Closed Session

BACKGROUND:

Several Council members attended the Rimbey Historical Society Board meeting on April 17, 2024. It was discussed that the hours of operation be as attached in the letter sent to Town Council with the potential for a fence to be placed between the playground and the Historical Buildings/Museum area.

RECOMMENDATION:

Administration recommends that Council decide if they wish to determine the expected hours of operation for the pavillion and Pas-Ka- Poo Park and if they give Rimbey Historical Society permission to erect a fence.

ATTACHMENTS:

[Historical Society letter](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

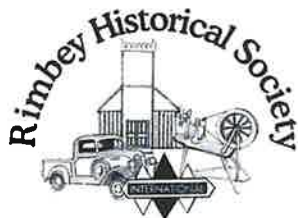
April 18, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

April 18, 2024
Date



Box 813
Rimby, AB T0C 2J0

April 11, 2024

Delivered by hand

Mayor and Council
Town of Rimby
Box 350
Rimby, AB T0C 2J0

I write this letter on behalf of the Rimby Historical Society Board.

The Rimby Historical Society Board desires to maintain a good working relationship with the Town of Rimby, by cooperating, negotiating and compromising on matters that may not be mutually agreeable.

The Society's Board reviewed the draft Memorandum of Understanding (MOU) we recently received from the Town of Rimby.

The Board respectfully disagrees with removing the gates, as stated in the proposed MOU, nor does the Board agree with leaving the gates open 24 hours/day 7 days/week. Both situations would seriously jeopardize the security of the historical buildings, structures and the artifacts contained therein.

The Society has already experienced and dealt with significant levels of costly vandalism in the past. By leaving the gates open 24/7, we anticipate higher levels of vandalism would result. The cost for repairs or replacement of damages due to vandalism is not budgeted for and many of the artifacts and structures are irreplaceable.

A suggestion would be to install a security fence to protect the museum's historical buildings and structures, then the Board would be willing to consider leaving the gates open 24/7.

Currently, the Board's choice and recommendation would be to open all gates May 1st to October 30th from 9:00 AM – 9:00 PM 7 days/week. During the off season, October 31st to April 31st, all gates would be open 9:00 AM – 4:00 PM, Tuesday to Saturday.

The Board invites the Mayor and Councillors to attend our Board meeting on April 17th at 5:00 PM at the Rimby Museum, to discuss the aforementioned.

Please confirm the Mayor and Councillors will be attending this meeting.

Sincerely,

A handwritten signature in blue ink, appearing to read 'W. A. (Billy) Hval', is written over a horizontal line.

W. A. (Billy) Hval – President, Rimby Historical Society

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Alberta Scotties Tournament of Hearts
Item For: Public Information -or- Closed Session

BACKGROUND:

The Town has been approached to potentially host the 2024 Tournament of Hearts.

RECOMMENDATION:

Council to discuss if they would like to participate in the Scotties Tournament of Hearts.

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 18, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

April 18, 2024
Date

April 22, 2024
CAO Report



HIGHLIGHTS

MEETINGS

- Met with the Ponoka Chamber of Commerce – April 4, 2024
- Met with ATCO – April 4, 2024
- Met with a member of the public on an AED proposal – March – 25, 2024
- Met with Steve Longhurst, Longhurst Consulting – March 27, 2024
- Reviewed RMA Insurance IT security requirements to ensure compliance – April 5, 2024
- Met with numerous members of the public for various concerns.

ADMINISTRATIVE

- Worked on staff performance appraisals – ongoing
- Drafted an updated Solid Waste Bylaw for the Bylaw Committee

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 22, 2024

Director of Finance Report



ATTACHMENTS

[Accounts Payable Listing Mar.20 - April 17, 2024](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

Council Board Report 8.1.2



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

Date Range: 20-Mar-2024 to 17-Apr-2024
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
ALBERTA MUNICIPAL ENFORCEMENT ASSOCIATION	50162	26-Mar-2024	Alberta Municipal Enforcement Association - First	250.00
Aquam	50163	26-Mar-2024	Aquam - supplies	59.84
Canadian Pacific Railway Company	50164	26-Mar-2024	CP Railway - Hoadley crossing	365.50
CHRETIEN,DALE	50165	26-Mar-2024	Dale Chretien - AWWOA Conf - Banff, AB - exper	1,466.20
Hi-Way 9 Express Ltd.	50166	26-Mar-2024	Hi-Way 9 - freight - Titan	109.34
Lowe,Tresa	50167	26-Mar-2024	Tresa Lowe - replacement chq (orig #49802 - lost	25.00
Municipal Property Consultants (2009) Ltd.	50168	26-Mar-2024	Municipal Property Consultants - April 2024 fees	3,640.88
Nikirk Bros. Contracting Ltd.	50169	26-Mar-2024	Nikirk - crushed gravel	8,464.05
Pankiw,Rick	50170	26-Mar-2024	Rick Pankiw - March 2024 - expenses	1,139.00
Parkland Regional Library	50171	26-Mar-2024	Parkland Regional Library - 2nd quarter requisitio	6,325.60
Pilgrim,Faith	50172	26-Mar-2024	Faith Pilgrim - RhPAP - St. Patrick Day cookies -	180.00
Rimbey Implements Ltd.	50173	26-Mar-2024	Rimbey Implements - parts - Unit #21	87.34
SANSOME,SAMANTHA	50174	26-Mar-2024	Samantha Sansome - yoga classes - Jan.2024	210.00
Staples Professional	50175	26-Mar-2024	Staples Professional - office supplies	389.73
THIBEAULT,BRADLEY	50176	26-Mar-2024	Bradley Thibeault - March 2024 - expenses	405.50
Tirecraft Rimbey Inc.	50177	26-Mar-2024	Tirecraft - Bylaw - tires	1,520.40
Titan Supply LP	50178	26-Mar-2024	Titan Supply - grader blade	724.46
Town of Rimbey Library Board	50179	26-Mar-2024	Town of Rimbey Library Board - 2nd quarter appr	27,568.00
Uni First Canada Ltd.	50180	26-Mar-2024	UniFirst - coveralls/supplies	146.12
Vicinia Planning & Engagement Inc.	50181	26-Mar-2024	Vicinia - Feb. 2024 billing	1,270.50
Wolseley Industrial Canada INC	50182	26-Mar-2024	Wolseley - bleach - PW	1,106.44
Hydrodig Canada Inc.	50183	27-Mar-2024	Hydrodig - hydrovac - 4810 - 52 Ave.	870.35
Rimbey TV & Electronics 1998	50184	27-Mar-2024	Rimbey TV - batteries - pool alarm	25.20
Accu-Flo Meter Service Ltd.	50185	17-Apr-2024	Accu-Flo - parts	90.30
Alberta Elevating Devices &	50186	17-Apr-2024	Alberta Elevating Devices - CC - permit fee	131.50
ALBERTA MID-SIZED TOWNS MAYORS' CAUCUS	50187	17-Apr-2024	AB Mid-sized Towns Mayors' Caucus - 2024 Men	250.00
Alberta NWT Command	50188	17-Apr-2024	Alberta-NWT Command The Royal Canadian Leg	345.00
AMSC Insurance Services Ltd.	50189	17-Apr-2024	AMSC Insurance - Mayor/Council - April 2024	52.29
AN Adventure Distribution & Consulting	50190	17-Apr-2024	An Adventure - shop supplies	418.95
Animal Control Services	50191	17-Apr-2024	Animal Control - March 2024 fees	2,157.75
Behren Signs	50192	17-Apr-2024	Behren Signs - muster point sign - CC	78.75
Black Press Group Ltd.	50193	17-Apr-2024	Black Press Media - March 2024 ads	98.21
Buist Motor Products Ltd.	50194	17-Apr-2024	Buist Motor Products - oil change/inspection - 202	122.85
CENTRAL LABS	50195	17-Apr-2024	Central Labs - north/south lagoons - March 2024	1,410.53
Cimco Refrigeration	50196	17-Apr-2024	Cimco - replace condenser valves - CC	1,513.37
County Cast-A-Waste Inc.	50197	17-Apr-2024	County Cast-a-Waste - BYAS - April-June 2024 -	214.20
Dudenhoeffer,Heather	50198	17-Apr-2024	Refund on account 001-15360-000.	45.81
DUFT,AMANDA	50199	17-Apr-2024	Amanda Duft - facility deposit refund	100.00
Empringham Disposal Corp.	50200	17-Apr-2024	Empringham Disposal - March 2024 - disposal fr	11,471.25
Environmental 360 Solutions (Alberta) Ltd	50201	17-Apr-2024	E360 - March 2024 - bin dumps/rent	816.97
Evergreen Co-operative Association	50202	17-Apr-2024	Co-op - bulk fuel	6,653.87
Expert Security Solutions	50203	17-Apr-2024	Expert Security Solutions - CC - monitoring Apr-J	69.14
Hi-Way 9 Express Ltd.	50204	17-Apr-2024	Hi-Way 9 - WR Meadows - freight	612.87
Imperial Esso Service (1971)	50205	17-Apr-2024	Esso - propane - arena	323.11
Joe Johnson Equipment Inc.	50206	17-Apr-2024	Joe Johnson Equip - unit #8 - sweeper parts	2,668.71
Kansas Ridge Mechanical Ltd.	50207	17-Apr-2024	Kansas Ridge Mechanical - CC - leak repair	185.34
LINDE CANADA INC.	50208	17-Apr-2024	Linde Canada - cylinder rent	392.55
Longhurst Consulting	50209	17-Apr-2024	Longhurst - April 2024 - monthly fees	3,927.14
LOR-AL SPRINGS LTD.	50210	17-Apr-2024	Lor-Al Springs - water	13.60
MAKOFKA,BRADLEY	50211	17-Apr-2024	Brad Makofka - cardlock refund	25.00
MLA Benefits Inc.	50212	17-Apr-2024	MLA Benefits - admin fees - HSA - March 2024	1,721.64
MRF GEOSYSTEMS CORPORATION	50213	17-Apr-2024	MRF Geosystems Corporation - Bylaw - software	6,546.81
MUELLER,TRAVIS	50214	17-Apr-2024	Travis Mueller - cardlock refund	25.00
NAPA Auto Parts - Rimbey	50215	17-Apr-2024	Napa - supplies	453.93
Pitney Bowes	50216	17-Apr-2024	Pitney Bowes - Mar-May 2024 - leasing charges	182.04
Ponoka County	50217	17-Apr-2024	Ponoka County - 10 County maps	130.00
Rangen,Lori	50218	17-Apr-2024	Refund on account 001-14200-000.	144.76
Rimbey Express	50219	17-Apr-2024	Rimbey Express - freight	170.00

Council Board Report 8.1.2
 Council Agenda Report



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

Date Range: 20-Mar-2024 to 17-Apr-2024
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Rimbey Family & Community Support Services	50220	17-Apr-2024	Rimbey Family & Community Support Services - :	89,739.27
Rimbey Home Hardware	50221	17-Apr-2024	Home Hardware - supplies	507.80
Rimbey Implements Ltd.	50222	17-Apr-2024	Rimbey Implements - unit #37 CC - battery	147.24
Rimbey Janitorial Supplies	50223	17-Apr-2024	Rimbey Janitorial - CC - janitorial supplies	1,031.10
Staples Professional	50224	17-Apr-2024	Staples Professional - cartridge	417.34
Superior Safety Codes Inc.	50225	17-Apr-2024	Superior Safety Codes - Feb. 2024 - closed perm	196.88
Tagish Engineering Ltd.	50226	17-Apr-2024	Tagish - RB150 - 2024 Street & Utility Improve	9,926.18
Town Of Rimbey	50227	17-Apr-2024	Town of Rimbey - util - March 2024	1,378.89
Uni First Canada Ltd.	50228	17-Apr-2024	UniFirst - coveralls/supplies	221.70
United Farmers Of Alberta	50229	17-Apr-2024	UFA - supplies	423.80
Vicinia Planning & Engagement Inc.	50230	17-Apr-2024	Vicinia - March 2024 - fees	1,963.50
W.R. Meadows	50231	17-Apr-2024	WR Meadows - paint - PW	4,261.73
Wolseley Industrial Canada INC	50232	17-Apr-2024	Wolseley - bleach - PW	1,137.68
Canada Revenue Agency	00177-0001	26-Mar-2024	CRA - deductions (Mar.10-23/24) Mar.28/24 biwe	19,691.37
INNOV8 DIGITAL SOLUTIONS INC.	00177-0002	26-Mar-2024	Innov8 - copies - Town / CC	560.68
LAPP	00177-0003	26-Mar-2024	LAPP - Town - Mar.29/24 (Mar.10-23/24) PP #7	9,235.47
VICTOR CANADA	00177-0004	26-Mar-2024	Victor - HSA - Feb.2024	17,277.57
Waste Management	00177-0005	26-Mar-2024	Waste Management - Feb. 2024	3,245.76
ALBERTA MUNICIPAL SERVICE CORPORATION	00178-0001	17-Apr-2024	Alberta Municipal Services Corp - gas/power - M	54,548.88
Canada Revenue Agency	00178-0002	17-Apr-2024	CRA - deductions (Mar.24-Apr.06/24) Apr.12/24 t	24,322.78
Eastlink	00178-0003	17-Apr-2024	Eastlink - Apr.2024 - fitness centre - cable	108.36
LAPP	00178-0004	17-Apr-2024	LAPP - FCSS Apr.3/24 (Mar.11-24/24) PP #7 20	10,916.31
Servus Credit Union - Mastercard	00178-0005	17-Apr-2024	Servus M/C - C.Bowie - Mar.31/24	7,964.98
Telus Mobility Inc.	00178-0006	17-Apr-2024	Telus Mobility - Apr.06/24 inv	379.21
Telus Communications Inc.	00178-0007	17-Apr-2024	Telus - Beatty House - Apr.10/24	2,116.53
Waste Management	00178-0008	17-Apr-2024	Waste Management - March 2024 -	3,414.39
Workers' Compensation Board - Alberta	00178-0009	17-Apr-2024	WCB - issue date: Apr.05,2024	3,511.36
Total:				368,559.45

Town Council
REQUEST FOR DECISION



Meeting: April 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Boards/Committee Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

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

RECOMMENDATION:

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

ATTACHMENTS:

- [Tagish Engineering - April 11, 2024.](#)
- [FCSS 2024 February Board Minutes](#)
- [Rimbey Community Library Board Meeting January 19, 2024](#)
- [Rimbey Community Library Board Meeting Minutes - February 8, 2024](#)
- [Rimbey Community Library Thank-you Letter](#)
- [Parkland Regional Library Financial Statements December 31, 2023](#)
- [2023 PRLS Annual Report Infographic](#)
- [Rimbey 4-H Club Public Speaking - Financial Statment](#)
- [Rimbey Sleigh Wagon & Saddle Club - Financial Statement](#)
- [BHH Society Meeting Minutes February 5, 2024 Meeting](#)
- [BHH Society Meeting Minutes - March 5, 2024 Meeting](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

April 5, 2024
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

April 5, 2024
Date

Date	Project Manager	Status Update
Town of Rimbey		
RBYM0000.24 RB00 - 2024 General Engineering		
February 29, 2024	Solberg, Lloyd	There are no current deliverables.
March 13, 2024	Solberg, Lloyd	We will begin work on the projects that were approved as part of the 2024 Capital Budget.
March 28, 2024	Solberg, Lloyd	We are just working on a water hydrant map for Public Works and the County Fire Department. We are planning to send a draft for Town review on March 28.
April 11, 2024	Solberg, Lloyd	There are no current deliverables.
RBYM00149.00 RB149 - 2024 Rimbey Mapbook		
March 13, 2024	Solberg, Lloyd	A draft copy of the 2024 Map book has been sent to the Town for their review. (March 13)
March 28, 2024	Solberg, Lloyd	A draft copy of the 2024 Map book has been sent to the Town for their review. (March 28)
April 11, 2024	Solberg, Lloyd	A draft copy of the 2024 Map book has been sent to the Town for their review. Project will no longer be updated until we receive feedback from the Town.
RBYM00150.00 RB150 - 2024 Street & Utility Impro		
March 28, 2024	Solberg, Lloyd	Tagish is working on Drader Crescent designs. We are waiting for the Town to send us locations for hydrant and valve replacements. We are hoping to have designs complete by mid April.
April 11, 2024	Solberg, Lloyd	Tagish is finishing up Drader Crescent preliminary designs. We received hydrant and valve list from the Town. We are anticipating having the designs done by April 19th and then we will send them off to the Town for their review.

Family and Community Support Services (FCSS)
Rimbey Community Home Help Services (RCHHS)
BOARD MEETING AGENDA
February 22, 2024
10:00 a.m. Rimbey Provincial Building
Main conference Room

If someone offers you an amazing OPPORTUNITY but you are not sure you can do it, SAY YES then learn how to do it later.... Richard Branson

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

Present: N. Hartford, Chairperson
M. Griffith-Executive Director
F. Pilgrim, Board Member
R. Pankiw, Board Member
D. Noble, Vice Chairperson
S. Bell, Board Member
J. Carlson, Recording Secretary

Regrets: R. Schaff, Board Member B. Coulthard, Board Member, N. Stefanyk, Board Member

1. CALL TO ORDER
By: N. Hartford at 10:15 a.m.

2. APPROVAL OF AGENDA

24-02-01 MOTION: By D. Noble that the agenda be accepted with the following changes: Removal of 4.2 Operation Manger Report going forward on Agenda

Addition of 12.11 In Camera session

CARRIED

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

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

4. CONSENT AGENDA ITEMS

4.1 Quarterly Reports- 4.1 a) Client Safety Reports- 1/4ly
4.1 b) Ponoka Youth Center Assoc.-1/2ly
4.1 c) Catholic Social services- 1/4ly

4.2 Monthly Program Reports- 4.2 a) Director Report
4.2 b) Office Report

4.3 2023 Monthly Program statistics

Council Agenda Item 8.2.1

- 4.4 AHS contracted HC & Private HS Client Stats combined
- 4.5 AHS (HC) & Private (HS) billing 2019-2023
- 4.6 AHS (HC) client totals & Hours 2019-2023
- 4.7 Private (HS) Client totals & Hours 2019-2023
- 4.8 Food Bank Hamper Stats 2019-2023

24-02-02 MOTION: By: R. Pankiw To accept all items on the Consent Agenda as information.

CARRIED

- 5. PREVIOUS MEETING MINUTES-January 24, 2024

24-02-03 MOTION: By D. Noble, That the minutes of January 24, 2024, be adopted as presented.

CARRIED

- 6. ~~OB~~BUSINESS ARISING FROM THE MINUTES-

- 7. OLD BUSINESS
 - 7.1 Oven update
 - Contacted Baytex and waiting for a call back

7.2 Food Bank Update:

After reviewing the costs associated with board development, extra work load on our office, we have drawn up a proposal that may save us time and money but also create more clarity, increase our organizational structure and create efficiencies for all our programs under Rimbey Community Home Help Services.

Kitchen grant has been applied for.

7.3 Board Retreat: Pigeon Lake May 16 10am – May 17th 2pm
We will have a workshop on Governance with Shannon Boyce Campbell. Work on Strategic Plan and an I Pad Tutorial by Donna Noble

7.4 Team Retreat:

Bring in Trish Tutton from Banff to do a 3-hour workshop: Focus on You. Have the day off site so everyone gets time away from the office. We would have staff cover phones and ADS but asking to have the office closed for the day.

24-02-05 MOTION: BY: R. Pankiw to close the office on May 30, 2024 for the RCHHS team retreat

CARRIED

24-02-06 MOTION: BY: F. Pilgrim to provide the Focus on You: Goal Setting Workshop Basic Package for \$4750.00 + GST

CARRIED

7.5 GIC Update

Recommendation from BDO is to move the GIC out of the account on date of renewal.

GIC for special donation leave alone for now as it is earning interest

7.6 Accreditation Standards

Going to add to Agenda for the Board to review a standard to work on every meeting. We need to provide evidence that each are being done.

8. FINANCE

8.1 February 22, 2024, meeting highlights- Changes to Statistics being reported

8.2 FCSS Financial Update

8.3 Review Engagement Process

Colleen has been working to compile all year end and organize everything to send to BDO

24-02-07 MOTION: By: F. Pilgrim to accept as information

9. QUALITY IMPROVEMENT/RISK MANAGEMENT COMMITTEE –next meeting April 17

10. WORKPLACE HEALTH & SAFETY COMMITTEE-next meeting April 17

11. SPECIAL EVENTS

11.1 2024 Planned Events- The major events planned for this year are a Seniors Day Event in June, A Block party in conjunction with Rockin Rimbey in August and an Employment Fair in the fall.

11.2 Family Day- Our family day skate had 62 people participate

11.3 Coffee Chat: We will pick 6 dates and places to host a coffee chat

12. NEW BUSINESS

12.1 Marketing/Branding: Presentation by L. Butcher and W. German. Organization Marketing & Restructuring Proposal. Components of the proposal include Understanding the organization, governing Board Roles, Development of Departments & Steering Committees, Marketing Campaign . Everyone agreed with the proposal .

12.2 HR Practicum

More information in May

12.3 Door

Glass door being installed at the hallway entrance. M. Griffith will get a quote.

12.4 Trauma Informed Care Training

M. Griffith has met with a facilitator from Blackfalds who offers Trauma informed care training. This is an area that we need to cover for our Accreditation and Health Care. It also teaches individuals how to respond and actions to take when someone is escalating.

24-02-07 MOTION: By F. Pilgrim To advertise for HCA with mental health background that could take training and teach.

CARRIED

12.5 Golf Cart/Rimshaw Permission Letter to Town Office

In the past we have always had to get a motion to send a letter to the town for the golf cart and rimshaw for permission to drive them around town. Is this not operational?? As this is part of a program we run I would think this is just part of the program requirements.

Agreed by board no motion needed

12.6 AGM notice & Review of Board Member Terms

- Bill has submitted his resignation.
-

24-02-09 MOTION: BY: R. Pankiw to Accept B. Coulthard resignation. Letter to be sent to Town of Rimbey to have R. Schaff step into this position.

12.7 West Central Spring Meeting- May 9 in Penhold. M. Griffith and H. Gray are attending from the office

12.8 Innovation Project – Adult Day Program and Destination Home Changes to launch April 1, extended hours.

12.10 After the Bell Grant

24-02-10 MOTION BY: S. Bell To apply for the After the Bell funding for the Rimbey Food Bank to provide nutritious, child-friendly food packs throughout the summer when school-centered supports are not available.

CARRIED

12.11 In Camera

M. Griffith left meeting at 12:25 pm

24-02-11 MOTION: By: N. Hartford To begin in-camera session at 12:25 pm

The board reviewed recommendation provided by HR Coordinator to review Executive Director salary and cost sharing arrangement for disability premiums. Decision was made by the board to review again in the fourth quarter.

24-02-112 MOTION: By: N. Hartford To end in-camera session at 12:35 pm
M.Griffith returned to meeting at 12:35 pm

13. CORRESPONDENCE - NONE

14. ADJOURNMENT: Next meeting Dates: March 28 AGM

24-02- MOTION By: N. Hartford That this meeting adjourn at 12:35 p.m.

CARRIED

15. BOARD SHARING TIME

Nancy Hartford- Chairperson

Janet Carlson- Recording Secretary



MINUTES:

RIMBEY COMMUNITY LIBRARY BOARD MEETING January 19, 2024

1. Call to order:

The meeting was called to order at 5:30 PM. Attended by Jean Keetch, Bronwen Jones, Wayne Clark, John Hull, Mike Boorman, Ginny Grinde, Marg Ramsey, Joan Gammie, Marco Williams Ste-Marie, (Carrie Korpiniski attended as an interested member of the public)

2. Land Acknowledgement:

Read by Jean

3. Approval of the Agenda:

It was agreed that Jean would chair the meeting until a new Chairperson is selected.

An updated agenda was distributed by Jean.

Joan moved to approve the Agenda; Mike seconded; Carried

4. Minutes of previous meeting:

Marco moved to approve the minutes of the previous meeting. Joan seconded. Carried

5. Consent Agenda Items:

Correspondence:

The Board welcomed Bronwen and Wayne (correspondence from Town).

Carrie Korpiniski wrote that she was stepping down from the Board, as she was now an employee of the Library. Thank you for your work as Chair, Carrie.

There was discussion around the December 11, 2023 letter to the Board, copied to Jean, from the Mayor and Council raising serious concerns that a patron had been reported to be accessing pornographic websites. Related, there was correspondence from a member of the public expressing concern about this. During general discussion about this matter, Jean reviewed our formal relationship with the Town, our current policy about free public access to information and answered questions from the Board about the situation. It was agreed to go In Camera, moved by Joan, seconded by Marg, carried.

Council Agenda Item 8.2.1

Ginny moved, Marco seconded that the Board return to its regular meeting. Carried.

The following motion was put forward by Joan, seconded by Ginny that the Board Chair will respond in writing to the Town's letter of Dec 11, 2023, in consultation with the Library Manager and with review of all Board members. Carried.

b. Librarian's report:

Reviewed.

c. Financial report:

Reviewed.

Approval of Consent Agenda:

Wayne moved the acceptance of the Consent items. Reviewed as noted above. Carried

6. Arising from Old Business:

Library Attraction Audit: Jean showed a cardboard mock up of a very creative proposal for the new unit to replace the existing red unit at the entry. John agreed to work with the designer if he has questions. Information

Promotion and Advertising: The sidewalk sign has arrived and looks very good, with our new logo incorporated. Information

Library (Re)branding: Jean and Emma continue to work on the roll out of the new branding package. Jean reported that she has contracted with Emma to develop a new website for us. Information

Board Training: Jean reported that she has access to board advisors and will arrange for some training sessions. Jean will send out additional information and requests for best times.

Action: Jean

Policy Manual Update: Ongoing. Action: Jean

7. New Business:

Nomination and Election of a new Chair: Carried has stepped down from the Board and a new Chair is required. Wayne nominated Mike Boorman. He accepted and was acclaimed unanimously. Thank you Mike! Information

Financial Reports: Carrie had been at a conference and she suggested we could move away from reviewing the financial reports monthly and consider every three months (or as necessary if required for budget approvals etc). After discussion, it was moved by Ginny, seconded by Marg, that the financial report be reviewed by the Board quarterly, or as otherwise necessary. Carried. Information

Use of Library Program Room: Joan noted that as a policy we do not generally rent the Program room to "for profit" entities. She told us there may be some perceived conflict with this policy with a Pilates class where the instructor charges those who attend. The Board agreed that the program could be treated like Music in the Park, which is offered for free with a request for contributions. Action: Jean

Mural/Exterior Signage: Following up on some emails before Christmas, John presented ideas for possible wall mural locations and signage. Jean suggested looking at the south wall of the Library as well, around the large window. There was good general discussion. John asked for approval from the Board to move these ideas forward and suggested the formation of a



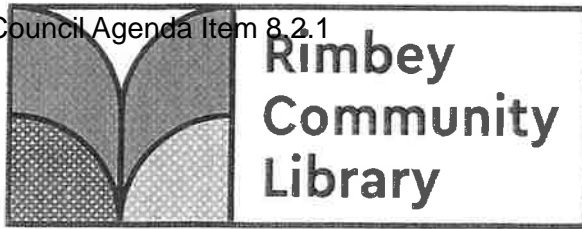
Council Agenda Item 8.2.1

committee to do so. This was moved by John, seconded by Joan and carried. Wayne, Carrie, Bron and John will form a Mural/Exterior Signage Committee. John will chair this committee and move forward. Action: John

Next Meeting: February 8, 5:30pm

9. **Adjournment:** Ginny moved to adjourn the meeting around 7:30





RIMBEY COMMUNITY LIBRARY BOARD MEETING February 8, 2024

1. Call to order:

The meeting was called to order at approximately 5:30 PM. Attended by Jean Keetch, Wayne Clark, John Hull, Mike Boorman, Bronwen Jones, Ginny Grinde, Marg Ramsey, Joan Gammie

2. Land Acknowledgement:

Read by Mike

3. Approval of the Agenda:

An updated agenda was distributed by Jean.

Ginny moved to approve the Agenda; Mike seconded; Carried

4. Minutes of previous meeting Minutes:

Ginny moved to approve the Minutes of the previous meeting. Mike seconded. Carried

5. Consent Agenda Items:

a. Correspondence:

Jean read a letter from Marco who has stepped down from the Board with regrets and thanks.

A response letter to Town Council had been sent as per the Board's motion of the previous meeting. Accepted

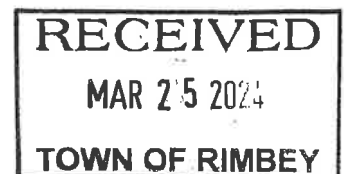
b. Librarian's report: Reviewed and Accepted

6. Arising from Old Business:

a. Board Training: At the last meeting, Jean had reported that she has access to board advisors and would arrange for some training sessions. There was general discussion and clarification about our Board's relationship to ALTA (Alberta Library Trustees Association), PRL (Parkland Regional Libraries), and PLSB (Public Library Services Branch), especially with respect to resources available through them for Board Development. The Board requested The Manager provide more information on training topics available for upcoming sessions. **Action: Jean**

b. Policy Manual Update: Jean had sent out Board policies for review with the meeting package. Some of these were time critical to review and adopt. Jean had highlighted areas of concern. The policies were last reviewed several years ago. The following policies and schedules were reviewed and adopted as noted below, with more to come for the next meeting.

Policy 8.3 Internet Use: Reviewed and adopted with revisions to section 4 as recommended by Jean. John moved. Joan seconded. Carried with one opposed.



Council Agenda Item 8.2.1

Policy 7.2 Acquisitions and Purchasing of Library Materials: Reviewed and adopted with recommended changes. Bron moved, Joan seconded. Carried.

Policy 3.3 Unattended Children in the Library: Jean noted that notwithstanding the wording of the policy, she does allow children under ten unattended in the Library. There was some discussion around changing the policy wording but all agreed it should stand as written.

Policy 7.4 Intellectual Freedom: Reviewed and adopted with recommended changes to align with current CFLA policies.
Joan moved, Marg seconded. Carried.

Schedule B: Borrowers Card Fees: Reviewed and adopted with recommended change.
Bron moved, Ginny seconded. Carried

Schedule C: Loan Periods for Library Resources: Reviewed and adopted with recommended change. Ginny moved, Bron seconded. Carried

Schedule D: Penalty Provisions: There was lengthy positive discussion around this item. Reviewed and adopted with recommended changes.
Bron moved, Ginny seconded. Carried, two opposed.

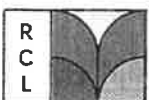
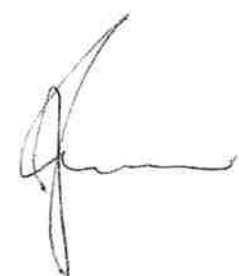
It was agreed the remainder of the Policies will be reviewed by the Board at the next meeting.
Action: Jean, Board

6. New Business

- a. **Annual Report:** Presented by Jean. Wayne explained the Town's rationale for the coordinated terms of Board members. Jean explained as part of the discussion how some of the numbers in the report were calculated. Wayne moved to accept the Annual Report, seconded by Joan. Carried. **Info**
- b. **Mural/Exterior Signage Committee Report:** John, as chair of the committee, read the committee's report dated February 8, 2024 into these minutes describing the committee's activities, proposed directions and next steps. The Board accepted the Committee's report and its requests to move forward as follows:
 - That the location of the first mural is to be on the BMO's east wall.
 - That Committee present its mural and exterior signage proposals to Town Council on behalf of the Board.
 - That the Board approves asking Emma Palm and Emily Hull to provide design options for the first mural on the BMO east wall.

6. Next Meeting: March 14, 2024 5:30pm in the Library

7. **Adjourn:** Moved Wayne, seconded Joan approximately 7:30pm





Town of Rimbey Council Members
Box 350
Rimbey, Alberta
T0C 2J0

March 28, 2024

Dear Mayor Pankiw and Town Council Members;

On behalf of the Town of Rimbey Library Board I would like to thank you for the increased and continual funding provided to us. We understand that this year your budget is tight and your decision to match our requested amount demonstrates your commitment to fostering literacy, community engagement, and the invaluable resource that libraries represent within our municipality.

Your continued support enables us to expand and enhance our programming, ensuring that we can meet the diverse needs and interests of our community members. From supporting early literacy initiatives to offering technology workshops, cultural events, and educational evenings; your funding allows us to provide resources and opportunities that empower individuals of all ages and backgrounds.

Libraries play a vital role in supporting literacy in all its forms. Beyond offering access to a vast collection of books and materials, we strive to cultivate a space where lifelong learning is celebrated and where individuals can connect, explore, and grow. Libraries are central hubs for community building and engagement. Through initiatives such as book clubs, storytimes, and collaborative projects with local organizations, we create an inclusive and welcoming environment where residents can come together to share experiences, ideas, and knowledge. Your investment in our library strengthens the social fabric of our municipality and fosters a sense of belonging and connection among its residents.

We are most appreciative of the trust and confidence that you have placed in us. We look forward to furthering our shared goals for the benefit of all.

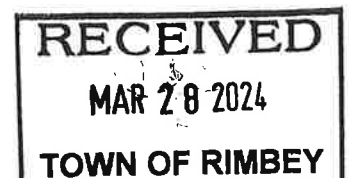
Thank you once again for your generous support.

Sincerely,

A handwritten signature in black ink that reads "Jean Keetch".

Jean Keetch
Library Manager

4938 - 50TH AVE, RIMBEY, AB, T0C 2J0
403-843-2841 • prl.ab.ca/rimbey • @rimbeylibrary



PARKLAND REGIONAL LIBRARY SYSTEM

FINANCIAL STATEMENTS

December 31, 2023

PARKLAND REGIONAL LIBRARY SYSTEM

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December 31, 2023

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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	12-17

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.

e-Signed by Ron Sheppard
2024-03-26 11:49:12:12 MDT

Ron Sheppard

Executive Director

Independent Auditor's Report

To the Members of The Parkland Library Board:

Opinion

We have audited the financial statements of The Parkland Library Board (the "Library"), which comprise the statement of financial position as at December 31, 2023, 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 schedules 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, 2023, 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

March 26, 2024

MNP LLP

Chartered Professional Accountants

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF FINANCIAL POSITION
 AS AT DECEMBER 31, 2023

	2023	2022
FINANCIAL ASSETS		
Cash and cash equivalents <i>(note 3)</i>	\$ 907,293	\$ 1,089,037
Accounts receivable	27,494	28,033
Investments <i>(note 4)</i>	765,417	725,120
TOTAL FINANCIAL ASSETS	1,700,204	1,842,190
LIABILITIES		
Accounts payable and accruals <i>(note 5)</i>	\$ 244,514	\$ 137,307
Book allotment	22,170	11,477
Deferred revenue <i>(note 6)</i>	152,703	176,341
TOTAL LIABILITIES	419,387	325,125
NET FINANCIAL ASSETS	1,280,817	1,517,065
NON-FINANCIAL ASSETS		
Inventory for consumption	\$ 8,770	\$ 16,632
Prepaid expenses	171,906	124,454
Tangible capital assets <i>(schedule 1)</i>	4,395,010	4,484,760
TOTAL NON-FINANCIAL ASSETS	4,575,686	4,625,846
COMMITMENTS <i>(note 7)</i>		
ACCUMULATED SURPLUS	5,856,503	6,142,911
ACCUMULATED SURPLUS CONSISTS OF:		
Accumulated operating surplus <i>(note 8)</i>	5,891,450	6,194,382
Accumulated remeasurement gain on investments	(34,947)	(51,471)
	5,856,503	6,142,911

Approved by the Library Board:
 e-Signed by Barb Gilliat
 2024-03-21 20:27:46:46 MDT
Chairman
 e-Signed by Deb Smith
 2024-03-22 10:51:18:18 MDT
Director

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED DECEMBER 31, 2023

	Budget	2023	2022
REVENUE			
Investment income	\$ 28,500	\$ 93,925	\$ 52,923
Member fees	2,001,335	2,001,335	1,939,986
Miscellaneous and donations	-	8,955	1,041
Outside sales - Books and supplies	-	117,125	139,579
Provincial funding (note 9)	1,567,965	1,678,455	1,549,301
	3,597,800	3,899,795	3,682,830
EXPENSES			
Administration	\$ 14,500	\$ 14,314	\$ 16,111
Amortization	-	163,162	189,553
Audit	20,000	21,700	22,132
Communications, marketing and promotions	20,000	19,396	19,705
Continuing education	20,000	13,870	17,182
Dues, fees, and memberships	12,750	12,295	11,999
First Nations grant expense	78,839	108,394	60,398
Freight and postage reimbursement	3,200	2,916	2,956
Insurance	20,500	24,451	20,367
Investment fees	4,700	4,110	4,176
Library materials	419,962	448,635	475,391
Library service grant	429,742	452,928	429,742
Miscellaneous - distributions	-	7,500	-
Miscellaneous - outlet contributions	800	800	800
Outside purchases - books and supplies	-	116,770	138,732
Planned member technology purchases	68,617	325,327	70,436
Professional fees	-	15,420	13,068
Repairs and maintenance - building	56,500	52,325	54,133
Salaries and benefits	2,020,358	2,029,750	1,702,315
Supplies for library materials and inhouse stationary	48,000	44,633	41,567
Technology software, internet, maint. agreement, misc. supplies	216,332	224,567	207,197
Travel	8,000	4,792	2,923
Trustee	26,000	24,901	17,291
Utilities	36,000	27,774	28,732
Vehicle	59,000	56,499	49,636
Workshops, training for libraries	14,000	7,587	15,234
	3,597,800	4,224,816	3,611,776
Excess (deficiency) of revenue over expenses, before other expenses	-	(325,021)	71,054
OTHER EXPENSES			
Gain (loss) on disposal of investments	-	838	(872)
Gain (loss) on disposal of tangible capital assets	-	21,251	(440)
	-	(302,932)	69,742
Excess (deficiency) of revenue over expenses	-	(302,932)	69,742
Accumulated operating surplus, beginning of year	6,194,382	6,194,382	6,124,640
Accumulated operating surplus, end of year (Note 8)	6,194,382	5,891,450	6,194,382

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2023

	Budget	2023	2022
Excess (deficiency) of revenue over expenses	\$ -	(302,932)	\$ 69,742
Acquisition of tangible capital assets	-	(112,162)	(81,564)
Amortization of tangible capital assets	-	163,162	189,553
Proceeds on disposal of tangible capital assets	-	60,000	-
Loss (gain) on disposal of tangible capital assets	-	(21,251)	440
Change in prepaid expenses	-	(47,451)	(14,744)
Change in inventory for consumption	-	7,862	1,010
Change in accumulated remeasurement loss on long-term investments	-	16,524	(65,678)
Increase (decrease) in net financial assets	-	(236,248)	98,759
Net financial assets, beginning of year	1,517,065	1,517,065	1,418,306
Net financial assets, end of year	1,517,065	1,280,817	1,517,065

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2023

	2023	2022
OPERATING ACTIVITIES		
Cash receipts from membership fees, contracts, and sales	\$ 2,129,019	\$ 2,074,405
Cash receipts from grants	1,654,817	1,567,964
Investment income received	93,925	52,923
Cash paid for materials and services	(1,607,526)	(1,293,360)
Cash paid for salaries and benefits	(1,918,985)	(1,691,029)
Cash paid for library service grant	(452,928)	(429,742)
Bank and investment fees paid	(4,970)	(5,551)
	(106,648)	275,610
CAPITAL ACTIVITY		
Purchase of tangible capital assets	(112,162)	(81,564)
Proceeds on disposal of tangible capital assets	60,000	-
	(52,162)	(81,564)
INVESTING ACTIVITY		
Purchase of investments	(96,934)	(91,507)
Proceeds on sale of investments	74,000	75,000
	(22,934)	(16,507)
Net increase (decrease) in cash	(181,744)	177,539
Cash and cash equivalents, beginning of year	1,089,037	911,498
Cash and cash equivalents, end of year	907,293	1,089,037

PARKLAND REGIONAL LIBRARY SYSTEM
SCHEDULE OF TANGIBLE CAPITAL ASSETS
 FOR THE YEAR ENDED DECEMBER 31, 2023
SCHEDULE 1

	Vehicles	Building	Land	Technology equipment and systems	Equipment	Furniture and fixtures	2023	2022
Original Cost:								
Balance, beginning of year	175,517	3,946,960	610,000	355,374	49,974	53,976	5,191,801	5,147,705
Acquisition of tangible capital assets	96,393	-	-	10,778	-	4,991	112,162	81,564
Disposals of tangible capital assets	(90,644)	-	-	(6,168)	(290)	-	(97,102)	(37,468)
Balance, end of year	181,266	3,946,960	610,000	359,984	49,684	58,967	5,206,861	5,191,801
Accumulated Amortization:								
Balance, beginning of year	117,149	236,817	-	294,650	29,802	28,623	707,041	554,516
Annual amortization	34,877	78,938	-	39,273	4,005	6,069	163,162	189,553
Disposals	(52,138)	-	-	(6,071)	(143)	-	(58,352)	(37,028)
Balance, end of year	99,888	315,755	-	327,852	33,664	34,692	811,851	707,041
Net Book Value	81,378	3,631,205	610,000	32,132	16,020	24,275	4,395,010	4,484,760

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF CHANGES IN ACCUMULATED OPERATING SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2023

	Unrestricted (Note 8)	Reserves (Note 8)	Equity in Tangible Capital Assets (Note 8)	2023	2022
Balance, beginning of year	460,314	1,249,308	4,484,760	\$ 6,194,382	\$ 6,124,640
Excess of revenue over expenses	(302,932)	-	-	(302,932)	69,742
Reserves used for (transferred from) operations	(142,549)	142,549	-	-	-
Purchases of tangible capital assets	-	(112,162)	112,162	-	-
Disposal of tangible capital assets	38,750	-	(38,750)	-	-
Annual amortization expense	163,162	-	(163,162)	-	-
Balance, end of year	<u>216,745</u>	<u>1,279,695</u>	<u>4,395,010</u>	<u>5,891,450</u>	<u>6,194,382</u>

PARKLAND REGIONAL LIBRARY SYSTEM
STATEMENT OF REMEASUREMENT GAINS AND LOSSES
FOR THE YEAR ENDED DECEMBER 31, 2023

	2023	2022
Accumulated remeasurement gain (loss) on investments, beginning of the year	(51,471)	14,207
Increase (decrease) in market value	16,524	(65,678)
Accumulated remeasurement loss on investments, end of year	<u>(34,947)</u>	<u>(51,471)</u>

PARKLAND REGIONAL LIBRARY SYSTEM
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

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.

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, 2023

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	55%
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.

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, 2023

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

Financial instruments

The Library recognizes financial instruments when the Library becomes party to the contractual provisions of the financial instrument.

Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, the Library may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. The Library has not made such an election during the year. All financial assets and liabilities issued/assumed in an arm's length transaction are subsequently measured at amortized cost, except for marketable securities that are measured at fair value.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

Financial asset impairment

The Library assesses impairment of all its financial assets measured at cost or amortized cost. The Library groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Library determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

The Library reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

Any impairment, which is not considered temporary, is included in current year excess of revenue over expenses.

The Library reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess of revenue over expenses in the year the reversal occurs.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2023

3. Cash and cash equivalents

Cash accounts bear interest at bank prime rate of 7.2% (2022 - 6.45%) less a percentage based on balance held during the year. At year-end, the unrestricted cash balances bear interest at prime less 1.90% (2022 - prime less 1.90%) on \$913,747 (2022 - \$1,070,873) and prime less 1.90% (2022 - prime less 1.90%) on \$0 (2022 - \$423).

4. Investments

	2023	2022
Bonds (original cost of \$796,484; 2022 - \$772,886)	765,417	725,120

Bonds bear interest at rates ranging from 1.10% to 3.75% and have maturity dates ranging from September 2024 to June 2033. Included in investments is \$3,861 (2022 - \$3,687) of accrued interest.

5. Accounts payable and accruals

	2023	2022
Trade accounts payable and accruals	\$ 148,727	52,040
Employee benefit obligations	81,946	71,180
Goods and Services Tax payable	13,841	14,087
	244,514	137,307

Included in trade accounts payable and accruals is a balance of \$4,817 (2022 - \$2,151) on ATB Financial Mastercards with a total credit limit of \$15,000 (2022 - \$15,000).

Employee benefit obligations consist of estimated sick leave benefits of \$60,500 (2022 - \$60,500) that accumulate but do not vest, as well as vacation and lieu time of \$21,446 (2022 - \$10,680) that employees have earned and deferred to future years.

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2023

6. Deferred revenue

Deferred revenue represents unspent amounts from the Government of Alberta to offer library services to on-reserve and on-settlement First Nations populations.

	2023	2022
Opening balance	\$ 176,341	\$ 157,678
Add: amounts deferred	156,647	145,601
Less: amounts recorded as revenue	(180,285)	(126,938)
Ending balance	152,703	176,341

7. Commitments

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 2023, the Library entered into a 5 year agreement for access to Polaris software commencing January 1, 2024 at a 2024 annual cost of \$93,311.55 which increases at 2% per year over the term.

8. Accumulated operating surplus

	2023	2022
Unrestricted reserve	216,745	460,314
Internally restricted		
Operating reserves		
Technology	474,773	542,260
Building	225,000	200,000
Contingent liability	38,851	52,530
	738,624	794,790
Capital reserves		
Amortization	323,911	295,974
Vehicle	179,454	115,847
Equipment/furnishings replacement	37,706	42,697
	541,071	454,518
Total reserves	1,279,695	1,249,308
Equity in tangible capital assets	4,395,010	4,484,760
	5,891,450	6,194,382

9. Provincial funding

	2023	2022
Government of Alberta - Municipal Affairs		
Operating grant	\$ 1,045,242	\$ 992,620
Library Service grant	452,928	429,742
Provincial First Nations grant	180,285	126,939
	1,678,455	1,549,301

PARKLAND REGIONAL LIBRARY SYSTEM
Notes to the Financial Statements
FOR THE YEAR ENDED DECEMBER 31, 2023

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 291,259 people and 437 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 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan, and 12.23% on pensionable earnings above that amount.

Total service contributions by the Library to the LAPP in 2023 were \$123,922 (2022 - \$118,260). Total current service contributions by employees of the Library to the LAPP in 2023 were \$110,539 (2022 - \$105,404).

As at December 31, 2022, the LAPP disclosed an actuarial surplus of \$12,671 billion (2021 - \$11,922 billion). LAPP has not yet disclosed the actuarial surplus or deficiency as at December 31, 2023.

11. Economic dependence

The Library is dependent on funding from government grants to maintain its operations. In 2023, the Province of Alberta contributed \$1,678,455 (2022 - \$1,549,301) of revenue to the Library, equalling approximately 43% (2022 - 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 one member library and one grantor (2022 - two member libraries) in connection with trade receivables represents 42% (2022 - 22%) of total accounts receivable at December 31, 2023. 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 library municipalities 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.

13. Comparative figures

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

14. Approval of financial statements

These financial statements were approved by the Library board on March 21, 2024.



Photo from Olds Municipal Library

Thank you!

The Parkland Library Board thanks our member municipalities and the Government of Alberta for continued funding. With your help we supported 49 public libraries in 2023.



Photo from Hughenden Library



Parkland Libraries have...

637,120 items in their collections.

Virtual Library Services

- 262,476 website and online catalogue visits
- 58,010 eLibrary database sessions
- 156,051 digital checkouts
- 1,422,940 WiFi sessions at libraries

Parkland HQ

- Completed workshops, training, analysis, and reports on multiple topics for library staff
- Housed and managed 10,081 print items plus 3,635 non print items like kits and audiobooks
- Maintains a collection of 21,494 virtual items like eBooks and eAudiobooks



2023 Annual Report



Resource Sharing

- Van drivers made 3,180 deliveries driving 182,850 kilometers
- 843,900 items delivered in van runs in 2023
- Purchased, processed, and added 41,841 items to the system catalogue

Advocacy Activity

The Systems Advocacy Committee created and distributed advocacy materials for the Provincial election which may have significantly impacted the province-wide efforts to obtain an increase in operating grant funding from the Government of Alberta

IT Support

- A new website was implemented for the region. This was a major undertaking that involved many Parkland staff with many obstacles to overcome.
- 86 computers were replaced throughout the region.
- A total of 64 new wireless access points were replaced in all member libraries.

Library Services Support

- 73 visits to 43 member libraries
- Training provided to 10 new library managers
- 1,237 consulting sessions by Parkland Staff
- Held 18 training events for 255 attendees

Marketing Activity

- Canadian Library Month Contests resulted in 1,700 new cardholders in October
- Distributed 8,750 bookmarks, 275 brochures, 750 flyers, and 900 stickers to member libraries to help them market their services

Social Media

- A LinkedIn strategy was implemented and followers increased by 39%
- 69% increase in engagement for Facebook
- 35% increase in engagement for Instagram

Contact Us:

Parkland Regional Library System
 4565 46th Street
 Lacombe, AB T4L 0K2
 403-782-3850

Director: Ron Sheppard (ext. 230)
Manager of Library Services: Andrea Newland (ext.221)
Manager of Finance and Operations: Donna Williams (ext. 141)
Manager of Technology Infrastructure: Tim Spark (ext. 212)
 IT Helpdesk (ext. 600)

Board Chair Barb Gilliat

[Complete Board and Municipality list here.](#)

Rimbey 4-H Club
C/O Cyndi Hofmann
RR 4
Rimbey AB
T0C 2J0

Attention: Craig Douglas

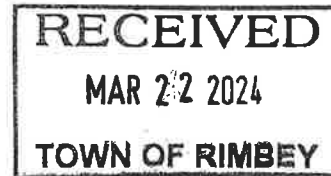
Thank you for your response to our grant application. Enclosed is the financial statement for the Rimbey 4-H Club Public Speaking event which took place on February 3, 2024.

If you have any further questions please contact me at 403-913-4333 or cyndihofmann@gmail.com.

Thank you,



Cyndi Hofmann
General Leader
Rimbey 4-H Club



Council Agenda Item 8.2.1

Rimbey 4-H Club Public Speaking Financial Budget

Income:

AltaLink - \$100.00

Subway - \$30.00

Buist Motors - \$200.00

Corner Bistro - \$75.00

Rimbey Implements - \$150

Town of Rimbey - \$238.10

Total Income: \$793.10

Expenses:

Hall Rental - \$50.00

Prizes - \$173.25

Thank you gifts - \$360.00

Gift Bags & various Supplies - \$13.26

Lunch Supplies - \$129.13

Printing - \$113.40

Total Expenses - \$839.04

Profit (Deficit) - (-\$45.94)

Town of Rimbey

March 22, 2024

Community Events Grant Program

4938 – 50th Ave.

Box 350

Rimbey AB T0C 2J0

Dear Town of Rimbey,

Thank you for your ongoing support of the Rimbey Sleigh Wagon and Saddle Club Cutter Rally and co sponsorship of Snow Dayz, held this year on January 28. The weather was great and we had 22 sleighs and cutters participate with equines of all kinds. Many teamsters and club members also stayed to participate in the breed demo and chore team challenge. Through our silent and live auctions our club was able to donate \$1200.00 to the Rimbey Hospital Ladies Auxiliary and \$500.00 to the Rimbey Food Bank.

The Community Events Grant in the amount of 238.10 will help to offset some of our expenses of the day as per the attached statement.

Thank you for your support of local groups such as ours in these challenging economic times – working together we **can** make a difference!

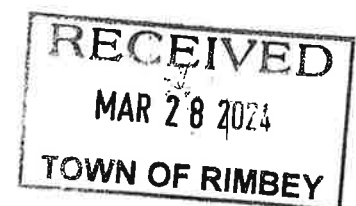
Sincerely,



Gwenyth Capeness

Treasurer

Rimbey Sleigh Wagon and Saddle Club



**Rimbey Sleigh Wagon and Saddle Club
2024 Cutter Rally and Snow Dayz
Financial Statement**

Revenue

Town of Rimbey Grant	238.10
----------------------	--------

Revenue Total	238.10
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Expenses

Chili cook-off supplies	44.39
-------------------------	-------

Advertising, clown	203.33
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Arena rental	348.51
--------------	--------

Expenses Total	596.23
-----------------------	---------------

Net Income	-358.13
-------------------	----------------

Beatty Heritage House Society

February 5, 2024 Meeting

The meeting was called to order at 7:35 pm by Acting Chairperson Teri Ormberg.

In attendance: Teri Ormberg. Jackie Anderson
Florence Stemo
Ed Grumbach. Janet Herzog
Annette Boorman
Lana Curle Town Councillor

MINUTES of December 4, 2023 Meeting were read by Florence. As there were no corrections to be made, Florence declared the Minutes Adopted as presented.

CORRESPONDENCE: Florence reported the passing of Janet McKay. Janet was an exceptional Employee at the Beatty Heritage House during the summers of 2013, 2014, and 2015; and she was a very generous Friend through her promotion of this Historic Property and her personal fundraising efforts for it.

TREASURER'S REPORT: No formal Report presented, as Jackie stated that there was very little change since her previous Report December 4, 2023 which listed a Balance of \$21,444.87.

OLD BUSINESS:

HOME ROUTES: Pat Byrne - scheduled for February 6 - to be hosted by Rob and Dawn Nawrot.

CHRISTMAS LIGHTS: Removed by Society Members and several Friends of the BHH Society on January 29.

INDOOR DECORATING : Decorations put away by Teri and Florence.

SUMMER EMPLOYEE 2024: Ad to be placed on the Indeed website for four weeks.

NEW BUSINESS:

CONCERT INQUIRY: Discussion re the Board's hosting a concert highlighting the music of Gordon Lightfoot.

CO-OP BARBECUE: Teri submitted three dates from which one will be scheduled.

EARTH DAY ' 24: It was decided to prepare a program around the theme of EARTH DAY.ORG, which is Planet vs. Plastics. Annette will contact Jean at the Library re joining us in this effort. Jackie will research documentaries and books on the subject. Florence will explore what is available through the Earth Day organization.

NEXT MEETING: January 8, 2024.

ADJOURNMENT: By Florence at 9:15 pm.

Florence Stemo

Minutes Adopted - March 4, 2024.

Note: January 8 Meeting - Cancelled (No business to be discussed at the time.)
December 4, 2023 Minutes Adopted February 5, 2024. FS

Beatty Heritage House Society

March 4, 2024 Meeting

The meeting was called to order at 8:05 pm by Acting Chairperson Teri Ormberg.

In attendance: Teri Ormberg Jackie Anderson
Janet Herzog Florence Stemo

Councillor Lana Curle Mario Renaud
1 Guest

MINUTES of February 5, 2024 Meeting were read by Florence. There being no corrections to be made, Florence moved the Minutes Adopted as presented.

CORRESPONDENCE: Lana announced an upcoming Community Engagement Meeting; and invited the BHH Society to participate. Teri volunteered to attend on the Society's behalf.

Note and picture from Donna Pecharsky, expressing thanks for our hosting the Pat Byrne Concert on Feb. 6.

TREASURER'S REPORT: Jackie reported a Balance of \$16,518.12; and moved the Adoption of her Report.

OLD BUSINESS:

HOME ROUTES: Pat Byrne - Feb. 6 - 39 in attendance - much enjoyed. Lynne Hanson to perform on March 13. Mike and Annette Boorman will host.

SUMMER EMPLOYEE 2024: 8 applications have been received.

Members willing to interview - Audreyann, Florence, Janet, and Judy.

EARTH DAY 2023 Theme: PLANET vs. PLASTICS. The Library is happy to facilitate the showing of a film. Committee to organize program - Annette, Florence, Jackie, Janet.

GROUNDS CARE: MOVED by Jackie, seconded by Janet that we accept the proposal made by Arian de Jong re the work on the trees and shrubs. CARRIED.

CULTURE DAYS: Teri will book John Hewitt with his concert featuring Gordon Lightfoot songs for Friday September 27, 2024.

CO-OP BARBECUE: Our date is Friday, July 26.

NEW BUSINESS:

OFFER OF DONATION to the BHH of a 1940-1950 table. Decision made to refuse it, due to lack of need and lack of space.

CULTURE DAYS GRANT: MOVED by Jackie seconded by Janet, that Teri apply for a grant to offset the cost of the scheduled concert. CARRIED.

NEXT MEETING: Tuesday, April 2, 2024.

ADJOURNMENT: By Lana at 9:15 pm.

Florence Stemo

Minutes Adopted - April 2, 2024. FS