

**TOWN OF RIMBEY**

**TOWN COUNCIL AGENDA**

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY JULY 24, 2017 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING**

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|     |   |       |
|-----|---|-------|
| 1   | <b>Call to Order Regular Council Meeting &amp; Record of Attendance</b>   |       |
| 2.  | <b>Agenda Approval and Additions</b>  | 1     |
| 3.  | <b>Minutes</b>  |       |
|     | 4.1 Minutes of Regular Council Meeting June 26, 2017 .....  | 2-5   |
| 4.  | <b>Public Hearings - None</b>   |       |
| 5.  | <b>Delegations</b>  |       |
|     | 5.1 McKenzie Howard – Rimbey Aerospace.....   | 6-9   |
| 6.  | <b>Bylaws - None</b>  |       |
| 7.  | <b>New and Unfinished Business</b>  |       |
|     | 7.1 Drainage Right of Way.....  | 10-19 |
|     | 7.2 Wireless Upgrade .....  | 20-21 |
|     | 7.3 Policy 155 Council Remuneration .....   | 22-27 |
|     | 7.4 Cemetery Board Recommendations .....  | 28-46 |
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|     | 8.2.3 Beatty Heritage House Society Minutes of June 5/17.....   | 65    |
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|     | 8.3.5 Councillor Webb's Report.....   | 73    |
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|     | 9.1 Alberta Culture and Tourism .....   | 75    |
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|     | 9.5 Red Deer River Watershed Alliance .....   | 79-80 |
|     | 9.6 Alberta Municipal Affairs .....   | 81-83 |
| 10. | <b>Open Forum</b> <small>(Bylaw 924/16– 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.</small> |       |
| 11. | 11.1 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act)  |       |
|     | 11.2 Legal (Pursuant to Division 2, Section 27(1) of the Freedom of Information and Protection of Privacy Act)  |       |
| 12. | <b>Adjournment</b>  |       |

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON  
MONDAY, JUNE 26, 2017 IN THE COUNCIL CHAMBERS OF THE TOWN  
ADMINISTRATION BUILDING

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1. Call to Order Mayor Pankiw called the meeting to order at 7:00 pm, with the following in attendance:
- Mayor Pankiw  
Councillor Godlonton  
Councillor Jaycox  
Councillor Payson  
Councillor Webb  
Chief Administrative Officer – Lori Hillis, CPA, CA  
Director of Finance – Wanda Stoddart  
Director of Public Works – Rick Schmidt  
Contract Development Officer – Liz Armitage(via telephone)  
Recording Secretary – Kathy Blakely
- Absent:  
Director of Community Services – Cindy Bowie
- Public:  
Treena Mielke, Rimbey Review (7:06 pm)  
5 members of the public
2. Adoption of Agenda 2.1 June 26, 2017 Agenda  
Motion 201/17
- Moved by Councillor Godlonton to accept the Agenda for the June 26, 2017 Regular Council Meeting, as presented.
- CARRIED
3. Minutes 3.1. Minutes of Regular Council Meeting June 12, 2017  
Motion 202/17
- Moved by Councillor Jaycox to accept the Minutes of the Regular Council Meeting of June 12, 2017, as presented.
- CARRIED
4. Public Hearings 4.1 Public Hearings - None
5. Delegations Delegations - None
6. Bylaws 6.1 Bylaw - None
7. New and Unfinished Business 7.1 Amendment to Yard Waste Compost Disposal Amendment (2017)  
Motion 203/17
- Moved by Councillor Godlonton to authorize the Chief Administrative Officer to execute the Amendment to Yard Waste Compost Disposal Amendment which reflects the size of container being hauled to the Town of Ponoka by the Town of Rimbey.
- CARRIED

7.2    Historic Street SignsMotion 204/17

Moved by Councillor Payson to install historic street signs only on Jasper Avenue and the cross street signs will remain with the current designations, but have the same matching sign colors.

CARRIED

7.3    Town of Rimbey Bylaw Enforcement OfficerMotion 205/17

Moved by Councillor Webb to authorize Administration to initiate a search for a Bylaw Enforcement Officer on a contract basis, with a minimum of 832 hours per year and a maximum of 1248 hours per year with costs for the contract to be a minimum of \$25,000 and a maximum of \$48,000, depending on the hours required.

CARRIED

7.4    Stop Order InformationMotion 206/17

Moved by Councillor Godlonton to accept the presentation from Development Officer Liz Armitage regarding Stop Orders, as information.

CARRIED

## 8. Reports

8.1    Department Reports None8.2    Boards/Committee Reports

- 8.2.1 Tagish Engineering Ltd. Project Status Update to June 13, 2017
- 8.2.2 Beatty Heritage House Society Minutes May 2, 2017

Motion 207/17

Moved by Councillor Jaycox to accept the Tagish Engineering Ltd. Project Status Update to June 13, 2017 and the Beatty Heritage House Society Minutes of May 2, 2017, as information.

CARRIED

8.3    Council Reports

- 8.3.1 Mayor Pankiw's Report
- 8.3.2 Councillor Godlonton's Report
- 8.3.3 Councillor Jaycox's Report
- 8.3.4 Councillor Payson's Report
- 8.3.5 Councillor Webb's Report

Motion 208/17

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

CARRIED

## 9. Correspondence

9.1    Alberta Municipal Affairs9.2    Alberta Culture and TourismMotion 209/17

Moved by Councillor Godlonton to accept the correspondence from Alberta Municipal Affairs and Alberta Culture and Tourism, as information.

CARRIED

## 10. Open Forum

10.1 Open Forum

Mayor Pankiw asked if any members of the gallery wished to address Council regarding any items from the meeting.

One person spoke regarding thistle in the Town.

One person requested additional clarification regarding the Stop Work Order information and authority, and also inquired about the FCM Conference.

One person spoke regarding grass problems in the town and suggested people should be grass cycling when they cut their lawn. He noted a culvert in his area was full of grass clippings.

One person spoke regarding the FCM and suggested Council do more to get information out to the public.

Treana Mielke of the Rimbey Review departed the meeting at 7:59 pm.

Mayor Pankiw recessed the Council Meeting at 8:15pm.

5 members of the public departed the meeting at 8:15 pm.

Mayor Pankiw reconvened the Council Meeting at 8:16 pm.

## 11. In Camera

11.1 Legal (Pursuant to Division 2, Section 27(1) of the Freedom of Information and Protection of Privacy Act)Motion 210/17

Moved by Councillor Godlonton for the Council meeting go in camera at 8:16 pm, pursuant to Division 2, Section 27(1) of the Freedom of Information and Protection of Privacy Act, with all Council, Chief Administrative Officer Lori Hillis, Director of Finance Wanda Stoddart, Director of Public Works Rick Schmidt, and Recording Secretary Kathy Blakely to discuss legal issues.

CARRIED

Motion 211/17

Moved by Councillor Webb the Council meeting reverts back to an open meeting at 8:20 pm.

CARRIED

2 members of the public returned to the Council Meeting at 8:20 pm.

Motion 212/17

Moved by Mayor Pankiw to authorize Mayor Pankiw and Chief Administrative Officer Lori Hillis to execute a Hanger Lease Agreement with Mr. Wayne Danser for lot D at the Rimbey Airport

CARRIED

12. Adjournment

Motion 213/17

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 8:22 pm.

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MAYOR RICK PANKIW

---

CHIEF ADMINISTRATIVE OFFICER LORI HILLIS

|                                    |  |
|------------------------------------|--|
| <b>Council Agenda Item</b>         | 5.1  |
| <b>Council Meeting Date</b>        | July 24, 2017  |
| <b>Subject</b>                     | Delegation McKenzie Howard – Rimbey Aerospace  |
| <b>For Public Agenda</b>           | Public Information   |
| <b>Background</b>                  | McKenzie Howard has contacted Mayor Pankiw and requested a delegation with Council to present a presentation regarding Rimbey Aerospace. |
| <b>Discussion</b>                  |  |
| <b>Relevant Policy/Legislation</b> |  |
| <b>Options/Consequences</b>        |  |
| <b>Financial Implications</b>      |  |
| <b>Attachments</b>                 | Rimbey Aerospace   |
| <b>Recommendation</b>              | Administration recommends Council accept the presentation from McKenzie Howard regarding Rimbey Aerospace, as information.               |

**Prepared By:**

Lori Hillis  
 Lori Hillis, CPA, CA  
 Chief Administrative Officer

July 20, 2017  
 Date

**Endorsed By:**

Lori Hillis  
 Lori Hillis, CPA, CA  
 Chief Administrative Officer

July 20, 2017  
 Date



## **RIMBEY AEROSPACE**

### **Preamble:**

This agenda is a plan of action for airports, airlines, and the general public. It also seeks to strengthen the aerospace industry around Alberta. We recognize that developing transportation in the aerospace industry is one of the greatest global challenges and an indispensable requirement for sustainable development.

All Airports and all stakeholders, acting in a collaborative partnership, will implement this plan. We are resolved to increase the efficiency of aerospace transportation. We are determined to take the bold and informative steps which are urgently needed in order to shift the aerospace industry to a sustainable and resilient path. As we embark on this collective journey, we pledge that no person in the aerospace industry will be left behind.

The 5 Aerospace transportation goals and 16 targets which we are announcing today demonstrate the scale and ambition of this new universal agenda. They seek to give the most efficient service, rendering the fullest possible quantity, and the best possible quality of service in the aerospace industry. They are integrated and indivisible and balance the three levels of society; the municipality, province, and country.

The goals and targets will stimulate action over the next 12 months in areas of critical importance for employers, employees, and the general public.

## Goals

1. We will increase efficiency in 50 airports by July 15th 2018
2. We will increase our staff by 200 people by July 15th 2018
3. We will increase the number of flights by 10,000 before July 15th 2018
4. We will increase the number of passengers by 50,000 before July 15th 2018
5. We will increase the industry by \$5,000,000 by July 15th 2018

## Functions

|                  |              |             |                 |
|------------------|--------------|-------------|-----------------|
| <b>Airliners</b> | <b>Cargo</b> | <b>Mail</b> | <b>Military</b> |
|------------------|--------------|-------------|-----------------|

## Priorities

1. Airliners
  - a. We will increase staff in the municipality by 4 people before July 15th 2018
  - b. We will increase the number of flights by 200 before July 15th 2018
  - c. We will increase the number of passengers by 1,000 before July 15th 2018
  - d. We will increase the gross income by \$100,000 before July 15th 2018

## Improvements

- Q1- Sales and Marketing
- Q2- Recruiting
- Q3- Leadership/Management
- Q4- Productivity

## Metrics

|                     | Hour  | Day   | Week   | Month  | Quarter  | Year      |
|---------------------|-------|-------|--------|--------|----------|-----------|
| <b>Staff</b>        | 0.002 | 0.02  | 0.08   | .33    | 1        | 4         |
| <b>Flights</b>      | 0.1   | 0.83  | 4      | 17     | 50       | 200       |
| <b>Passengers</b>   | 0.5   | 4     | 19     | 83     | 250      | 1,000     |
| <b>Gross income</b> | \$50  | \$417 | \$1923 | \$8333 | \$25,000 | \$100,000 |

**Budget**

|                             |             |                 |                  |                    |
|-----------------------------|-------------|-----------------|------------------|--------------------|
| <b>Essentials</b>           | 45%         | \$4,500         | \$45,000         | \$450,000          |
| <b>Financial Priorities</b> | 10%         | \$1,000         | \$10,000         | \$100,000          |
| <b>One Time</b>             | 5%          | \$500           | \$5,000          | \$50,000           |
| <b>Investments</b>          | 25%         | \$2,500         | \$25,000         | \$250,000          |
| <b>Taxes</b>                | 15%         | \$1,500         | \$15,000         | \$150,000          |
|                             |             |                 |                  |                    |
| <b>Gross income</b>         | <b>100%</b> | <b>\$10,000</b> | <b>\$100,000</b> | <b>\$1,000,000</b> |

|                                    |   |
|------------------------------------|---|
| <b>Council Agenda Item</b>         | 7.1   |
| <b>Council Meeting Date</b>        | July 24, 2017   |
| <b>Subject</b>                     | Drainage Right of Way   |
| <b>For Public Agenda</b>           | Public  |
| <b>Background</b>                  | The drainage right-of-way was registered on the 12 <sup>th</sup> day of June, 2003.   |
| <b>Discussion</b>                  | <p>Members of the Town of Rimbey Administration (Lori Hillis, Rick Schmidt, Liz Armitage and Gerald Matichuk) and Councilor Webb met with Alvin and Stacey Johnson on June 22, 2017.</p> <p>At this meeting the Johnson's identified their concerns with Drainage Right of Way 032264770 which is registered on their property. They expressed concern regarding their perception of flooding on their lands due to the stormwater drainage. During this meeting it was articulated that should the Town not address this issue in a manner deemed satisfactory to the Johnson's, they will pursue legal action against the Town.</p> <p>The solution proposed by the Johnson's was that the Town enter into a right-of-way land swap, essentially moving the existing drainage right of way to the location identified in the Area Structure Plan (figure attached), and have the Town complete the work necessary to build the infrastructure required for the new drainage right of way.</p> <p>Administration is requesting Council provide direction to administration on this matter. Options council may wish to consider are:</p> <ol style="list-style-type: none"> <li>1. Continue utilizing the existing drainage right of way, while completing necessary maintenance.</li> <li>2. Direct administration to work with Tagish Engineering to evaluate the costs associated with the Johnson's proposal.</li> </ol> |
| <b>Relevant Policy/Legislation</b> | Johnson's Estate Area Structure Plan Bylaw 884/13   |
| <b>Options/Consequences</b>        | <p>Options council may wish to consider are:</p> <ol style="list-style-type: none"> <li>1. Continue utilizing the existing drainage right of way, while completing necessary maintenance.</li> <li>2. Direct administration to evaluate the costs associated with the Johnson's proposal and the logistics of creating a new right of way.</li> </ol>   |
| <b>Financial Implications</b>      | Unknown at this time.   |
| <b>Attachments</b>                 | <p>Drainage Right of Way 032264770<br/> Right of Way Plan 0323872<br/> ASP drainage figure</p>  |
| <b>Recommendation</b>              | Accept this report as information and provide Administration with direction on next steps.  |

**Prepared By:**



\_\_\_\_\_  
Liz Armitage, MEDES, RPP, MCIP  
Contract Planning & Development Officer

July 19, 2017

\_\_\_\_\_  
Date

**Endorsed By:**



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

July 20, 2017

\_\_\_\_\_  
Date

**ALBERTA GOVERNMENT SERVICES  
LAND TITLES OFFICE**

**IMAGE OF DOCUMENT REGISTERED AS:**

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**ADVISORY**

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032-261779.000

DRAINAGE RIGHT OF WAY

BETWEEN:

**WILLIAM VIK and WINIFRED VIK  
BOTH OF RIMBEY, ALBERTA, AS JOINT TENANTS  
(hereinafter referred to as "the Grantors")**  
OF THE FIRST PART

-and-

**TOWN OF RIMBEY  
BOX 350  
RIMBEY, ALBERTA, T0C 2J0  
(hereinafter referred to as "the Grantee")**  
OF THE SECOND PART

**WHEREAS** the Grantors are the owners of that property as set out hereto:

ALL THAT PORTION OF THE SOUTH EAST QUARTER OF SECTION TWENTY NINE (29) TOWNSHIP FORTY TWO (42) RANGE TWO (2) WEST OF THE FIFTH MERIDIAN WHICH LES GENERALLY WEST OF THE WESTERLY LIMITS OF SUBDIVISION PLANS 8328 ET, 2367 MC, 4801 HW, 2587MC & 618HW CONTAINING 37.4 HECTARES (92.53 ACRES) MORE OR LESS.

| EXCEPTING THEREOUT:           | HECTARES | (ACRES) MORE OR LESS |
|-------------------------------|----------|----------------------|
| A) PLAN 1912 NY - SUBDIVISION | 0.397    | 0.98                 |
| B) PLAN 1952 NY - ROAD        | 0.235    | 0.58                 |
| C) PLAN 7921004 - SUBDIVISION | 0.084    | 0.21                 |
| D) PLAN 8022744 - SUBDIVISION | 3.94     | 9.74                 |
| E) PLAN 8220779 - SUBDIVISION | 1.82     | 4.50                 |
| F) PLAN 8720533 - SUBDIVISION | 0.549    | 1.3                  |
| G) PLAN 0322094 - SUBDIVISION | 1.902    | 4.70                 |
| H) PLAN 0323575 - SUBIVISION  | 1.92     | 4.74                 |

EXCEPTING THEREOUT ALL MINES AND MINERALS

**AND WHEREAS** the Grantors have agreed to grant to the Grantee a Drainage Right of Way over a certain portion of the said property described as set out in Right of Way Plan 0323872 (hereinafter referred to as the "Right of Way Lands") subject to the terms contained herein.

**NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:**

1. In consideration of the sum of ONE DOLLAR (\$1.00) and such other good and valuable consideration, now paid by the Grantee to the Grantors (the receipt and sufficiency of which is hereby acknowledged) the Grantors hereby grant to the Grantee a Utility Right of Way over, across, under, on and through the Right of Way Lands for the purposes set out in paragraph 2 of this Agreement.

033-261770-004

2. The Right of Way easement granted shall be for the purpose of constructing a storm water drainage ditch.
3. The Right of Way easement granted shall continue for so long a period as the Grantee, its successors and assigns, or any person or corporation to whom a franchise or licence is granted by the Grantee may desire to exercise the right, license, privilege and easement granted.
4. The Grantee and any person or corporation to whom it has granted a franchise, right or license may enter upon the Right of Way Lands with its agents, employees and contractors and with or without vehicles, machinery and equipment for the purposes set out in paragraph 2 of this Agreement.
5. The Grantors agree that any improvements constructed, installed and maintained over, under and through the Right of Way Lands by the Grantee or any person or Corporation to whom a franchise, right of license is granted by the Grantee shall remain chattels and shall remain the sole and exclusive property of such person or corporation.
6. The Grantors will not, without the prior written consent of the Grantee, excavate, drill, install, erect or permit to be excavated, drilled, installed or erected over, under, or through the said Right of Way Lands any pit, foundation, building or other structure or installation, but for the purposes of the drainage right of way and but for the purposes of maintaining and servicing and upgrading the utility right of way but otherwise the Grantors shall have the right to use and enjoy the Right of Way Lands except as the same may be necessary for the purposes granted in this Agreement.
7. The Grantors agree that the Grantee shall, without the consent of the Grantors, have the right to assign in whole or in part the within Right of Way easement and right to use the same.
8. The Grantors and Grantees acknowledge that the proposed lay out of storm drainage ditch may be changed in the future due to an alternate route being required for development purposes and both parties agree that they will not unreasonably withhold their consent to a change to the right of way. The Grantors will not be responsible for costs of rerouting the drainage right of way or costs of reclamation of the original route of the drainage right of way
9. The Grantee shall erect, install and construct any utility lines or systems in a workmanlike manner so as to minimize damage to the Right of Way Lands, and will where practicable level and reclaim the Right of Way Lands after using the same.
10. The parties agree that the Grantee shall assume all liability for the Right of Way Lands in regard to any and all work performed or product produced by the

032-264779 .002

Grantee, and the Grantee specifically agrees to indemnify the Grantors for any and all costs, damages, lawsuits, actions, associated with flooding or water damage caused directly or indirectly by the storm water drainage ditch to any lands adjacent to the Right of Way Lands and the Right of Way lands.

- 11. The Grantee shall construct adequate fencing around the perimeter of the drainage right of way site.
- 12. This Right of Way easement is and shall be of the same force and effect to all intents and purposes as a covenant running with the land.
- 13. This Agreement shall be binding upon the respective parties, their heirs, executors, and administrators and assignees.
- 14. This Agreement shall be registered in the Northern Land Titles Office as a Drainage Right of Way pursuant to Section 69 of the *Land Titles Act* of Alberta.

SIGNED, SEALED AND DELIVERED this 12 day of June, 2003

GRANTORS

P. Schneider  
Witness

William Vik  
WILLIAM VIK

P. Schneider  
Witness

Winifred Vik  
WINIFRED VIK

GRANTEE

TOWN OF RIMBEY

PER: [Signature]

PER: \_\_\_\_\_

(SEAL)

000-234770-003

# AFFIDAVIT OF EXECUTION

CANADA

PROVINCE OF ALBERTA

TO WIT:

I, Patricia E. Schneider, of the Town of Bentley, in the Province of Alberta, MAKE OATH AND SAY:

1. THAT I was personally present and did see, WILLIAM VIK and WINIFRED VIK, named in the within (or annexed) Instrument who are personally known to me to be the persons named therein, duly sign and execute the same for the purpose named therein.
2. THAT the same was executed at Rimbey, and that I am the subscribing witness thereto.
3. THAT I know the said WILLIAM VIK and WINIFRED VIK, and each is in my belief the full age of eighteen years.

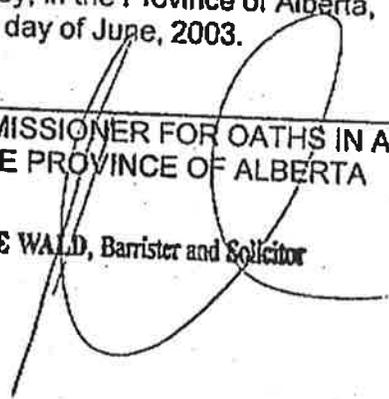
SWORN BEFORE ME at the Town of Rimbey, in the Province of Alberta, this 27<sup>th</sup> day of June, 2003.

}  
}  
}

P. Schneider  
Patricia Schneider

A COMMISSIONER FOR OATHS IN AND FOR THE PROVINCE OF ALBERTA

BONNIE WALD, Barrister and Solicitor

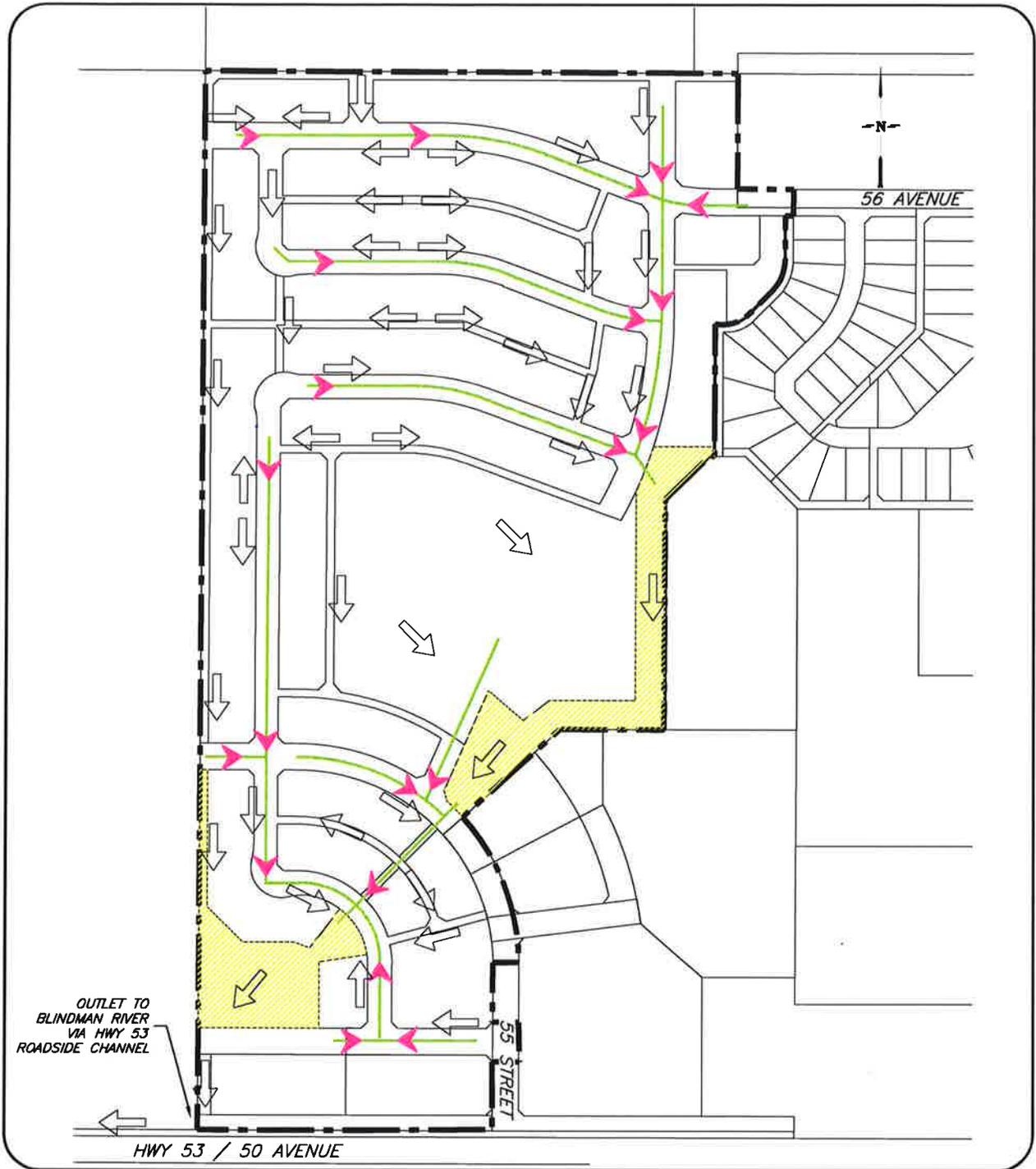




032264770

032264770 REGISTERED 2003 07 22  
UTRW - UTILITY RIGHT OF WAY  
DOC 2 OF 2 DRR#: 9781686 ADR/WBARKER  
LINC/S: 0029980109





**JOHNSON ESTATES, RIMBEJ**  
**FIGURE 6 - STORMWATER MANAGEMENT CONCEPT**

PLAN NOT TO SCALE

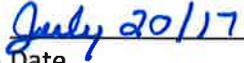
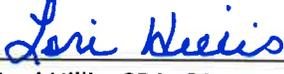
-  PROPOSED STORM MAIN
-  PIPE FLOW DIRECTION
-  OVERLAND FLOW DIRECTION
-  STORMWATER MANAGEMENT FACILITY

Prepared For:  
**JOHNSON ESTATES CORPORATION**

Prepared By:  
**AL-TERRA ENGINEERING (RED DEER) LTD.**

REVISION MAR-2013

|                             |   |
|-----------------------------|---|
| <b>Council Agenda Item</b>  | 7.2   |
| <b>Council Meeting Date</b> | July 24, 2017   |
| <b>Subject</b>              | Wireless Upgrade  |
| <b>For Public Agenda</b>    | Public Information  |
| <b>Background</b>           | <p>The Town of Rimbey upgraded the phone system in May, 2016. The original plan was to upgrade the phone system to a point to point wireless network system which would incorporate both the phones and the data thereby eliminating the need for internet connections at Public Works, Community Center and the Pool. All sites would be connected wirelessly with a single internet connection at the Town Office.</p> <p>This \$31,000 project was included in the 2016 Capital Budget which was passed by Council on January 9, 2016. We received a quote on May 26, 2017 for \$34,096 from Top Tech Communications Inc. The quote was accepted and the contract was signed by the interim CAO. An initial deposit of 50% was paid in June 2016 and the remaining amount was paid in December 2016.</p>   |
| <b>Discussion</b>           | <p>Due to the recent increase in the number of viruses and malware Longhurst Consulting advised we upgrade our firewall security. As we are anticipating the need for new accounting software in the next couple of years we decided to look into adding our data to the point to point wireless system installed by Top Tech last year.</p> <p>Steve Longhurst contacted Top Tech to discuss the requirements for the data. It has been discovered that the wireless system as quoted and installed will not handle the data and phones; it was designed to handle the phones only. This has been confirmed by Greg Holtby at Top Tech Communications Inc.</p> <p>We have purchased upgraded firewall security to protect our server until a decision is made regarding the data system. Whichever decision is ultimately made this security will be compatible with the new data wireless system if and when it is installed.</p> <p>The wireless high speed infrastructure proposed by Steve Longhurst in his presentation to Council on June 12, 2017 is to strengthen our internet security for all Town owned buildings. Our internet access will be consolidated to one on ramp at the Town Office. The wireless infrastructure will transmit internet signal from the Town Office to Public Works, the Community Center and the Pool. This will eliminate the need for separate firewalls at each of the other sites and will provide for off-site back up of our data.</p> <p>The project also includes a fail over system whereby if one of the access points fails that site will still have internet. A back haul system will be put in place so if there is an interruption in TELUS internet services the system will become the internet source through cellular service until TELUS is back up and running.</p> |

|   |  |
|---|--|
|   | <p>We are anticipating the need for new accounting software in the next couple of years and have included \$17,500 in our 2017 Operating Budget to go to Computer Reserves for this project. We are requesting Council to pass a resolution to implement the wireless high speed infrastructure upgrade for data only with the funds to be transferred from those funds dedicated to Computer Reserves. Funds for a new accounting system will be requested in the 2018 Capital Budget.</p>  |
| <p><b>Relevant Policy/Legislation</b></p>   |  |
| <p><b>Options/Consequences</b></p>  | <ol style="list-style-type: none"> <li>1. Proceed with the requested project to implement Wireless High Speed Data Only Infrastructure at a cost of \$15,000.</li> <li>2. Continue with upgraded firewall security on the server at the Town Office and add additional firewall security at Public Works and the Community Center for a cost of \$7,000 for 3 years of protection.</li> <li>3. Continue with upgraded firewall security on the server at the Town Office only for a cost of \$2,317 for 3 years of protection. This leaves the internet at Public Works and the Community Center at risk.</li> </ol> |
| <p><b>Financial Implications</b></p>  | <p>As stated above</p>   |
| <p><b>Attachments</b></p>   |  |
| <p><b>Recommendation</b></p>  | <p>Administration recommends proceeding with the Wireless High Speed Data Only Infrastructure project using the funds designated for Computer Reserves in the 2017 Operating Budget.</p>   |
| <p><b>Prepared By:</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> <br/>             _____<br/>             Lori Hillis, CPA, CA<br/>             Chief Administrative Officer         </div> <div style="text-align: center;"> <br/>             _____<br/>             Date         </div> </div> <p><b>Endorsed By:</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> <br/>             _____<br/>             Lori Hillis, CPA, CA<br/>             Chief Administrative Officer         </div> <div style="text-align: center;"> <br/>             _____<br/>             Date         </div> </div> |  |

|                               |  |
|-------------------------------|--|
| <b>Council Agenda Item</b>    | 7.3  |
| <b>Council Meeting Date</b>   | July 24, 2017  |
| <b>Subject</b>                | Policy 155 Council Remuneration  |
| <b>For Public Information</b> | Public Information   |
| <b>Background</b>             | <p>Historically, Council Remuneration is set by policy and reviewed annually in conjunction with the annual operating budget review. The current Policy was approved by Council on December 12, 2016 for the 2017 year and includes an annual adjustment by the same percentage as is provided to Town staff.</p> <p>Council Remuneration have increased by the following percentages over the past three Council terms:</p> <ul style="list-style-type: none"> <li>2007 – 3.90%</li> <li>2008 – 53.00%</li> <li>2009 – 3.57%</li> <li>2010 – 3.00%</li> <li>2011 – 0.00%</li> <li>2012 – 3.20%</li> <li>2013 – 1.10%</li> <li>2014 – 2.00%</li> <li>2015 – 0.00%</li> <li>2016 – 2.00%</li> <li>2017 – 2.00%</li> </ul> <p>Canada Revenue Agency allows one-third of an elected officer’s salary to be non-taxable. This was meant to cover out of pocket expenses that a Councillor might pay to work with his constituents and maintain an office.</p> <p>Town of Rimbey Council currently receives one-third of their salary tax-free.</p> |
| <b>Discussion</b>             | <p>In discussions with several other towns in Alberta, it has come to our attention several Councils review the annual remuneration for the Mayor and Councillors prior to the next election. This lets a prior Council determine the salary for the next Council and relieves the perceived conflict of a Council setting their own salary. We have revised certain sections of our Policy 155 Council Remuneration to reflect this change. Specifically, a section titled “Policy Review” and Schedule A have been added to the current policy.</p> <p>Council should also be aware the 2017 Federal Budget has eliminated the one-third non-taxable municipal officer’s expense allowance beginning January 2019 and the full salary will then become taxable. In order to achieve the same level of net pay an increase of 7 to 13% is required to compensate for the loss of the non-taxable portion depending on the salary.</p>   |

|   |   |
|---|---|
|   | <p>Administration recommends a total increase of 15% over the next four years as follows:</p> <p style="text-align: right;">2018 – 2%<br/>2019 – 9%<br/>2020 – 2%<br/>2021 – 2%</p> <p>Additionally Council will receive an annual adjustment by the same percentage as is provided to Town staff.</p>  |
| <p><b>Relevant Policy/Legislation</b></p>   | <p>Council Remuneration as per Policy 155 Resolution No: 532/16</p>   |
| <p><b>Options/Consequences</b></p>  | <ol style="list-style-type: none"> <li>1. Accept the presentation as information and leave Policy 155 unchanged. Council Remuneration will be discussed with the 2018 operating budget.</li> <li>2. Approve Policy 155 Council Remuneration as presented and set Council Remuneration for four years as per Schedule A of the Policy.</li> <li>3. Approve Policy 155 Council Remuneration as presented and set Council Remuneration with revisions to Schedule A</li> </ol> |
| <p><b>Financial Implications</b></p>  | <p>Potential increase to Council salaries over the next four years.</p>   |
| <p><b>Attachments</b></p>   | <p>Council Remuneration Policy No: 155<br/>Federal Budget 2017</p>  |
| <p><b>Recommendation</b></p>  | <ol style="list-style-type: none"> <li>1. Administration recommends Council approve Policy 155 Council Remuneration as presented.</li> </ol>  |
| <p><b>Prepared By:</b></p> <p style="text-align: center;"><i>for</i> <u><i>Lori Hillis</i></u><br/>Wanda Stoddart<br/>Director of Finance</p> <p style="text-align: right;"><u><i>July 2017</i></u><br/>Date</p> <p><b>Endorsed By:</b></p> <p style="text-align: center;"><u><i>Lori Hillis</i></u><br/>Lori Hillis, CPA, CA<br/>Chief Administrative Officer</p> <p style="text-align: right;"><u><i>July 2017</i></u><br/>Date</p> |   |



# Town of Rimbey Policy Manual

Title: Council Remuneration

Policy No: 155

Date Approved:

Resolution No:

Date Effective:

Purpose:

1. To set appropriate rates of pay for Council
2. Members of Town Council should be reimbursed for all direct expenses as a result of their duties

### ***Policy Statement:***

#### **Base Fees**

The Mayor will be paid ~~\$793.85~~ bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, all background work, general public interaction, in-Town charity functions, local meetings, committee meetings, attendance to functions and gatherings where the Mayor's presence is requested but not required; but he/she deems it appropriate to attend.

Councillors will be paid ~~\$545.14~~ bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Councillor's attendance is requested but not required by Council. ~~The Deputy Mayor shall receive an additional \$46.15 bi-weekly.~~

The Deputy Mayor will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Deputy Mayor's attendance is requested but not required by Council.

~~Cost of living will automatically be applied to Council remuneration and meeting rates as per Town Staff salaries, according to the Alberta Consumer Pricing Index, on January 1<sup>st</sup> of every year.~~

Council remuneration will be adjusted annually by the same percentage as is provided to Town Staff.

#### **Other Expenses**

Travel and subsistence expenses shall be paid in accordance with Policy #1108.

Cell Phone Costs – The Mayor shall receive a cell phone paid for by the Town or an allowance of \$46.15 bi-weekly for use of their personal phone.



TOWN OF RIMBEY  
 COUNCIL REMUNERATION  
 POLICY NO 155  
 SCHEDULE A

| <b>Base Fees</b> |              |                     |                   |                               |                           |
|------------------|--------------|---------------------|-------------------|-------------------------------|---------------------------|
| <b>Year</b>      | <b>Mayor</b> | <b>Deputy Mayor</b> | <b>Councillor</b> | <b>Meeting rates per hour</b> | <b>Maximum Daily rate</b> |
| 2018             | 825.92       | 615.18              | 567.16            | 33.89                         | 338.86                    |
| 2019             | 918.26       | 683.96              | 630.57            | 37.67                         | 376.74                    |
| 2020             | 955.36       | 711.59              | 656.05            | 39.20                         | 391.96                    |
| 2021             | 993.95       | 740.33              | 682.55            | 40.78                         | 407.80                    |

Above rates include a 2% annual increase to be reviewed annually in conjunction with Town Staff salaries.

## PUBLIC TRANSIT TAX CREDIT

The public transit tax credit provides a 15-per-cent non-refundable tax credit in respect of the cost of eligible public transit passes, which include annual and monthly passes, as well as weekly passes and electronic fare cards used on an ongoing basis.

Budget 2017 proposes that the public transit tax credit be eliminated, effective as of July 1, 2017. Specifically, the cost of public transit passes and electronic fare cards attributable to public transit use that occurs after June 2017 will no longer be eligible for the credit.

## ALLOWANCES FOR MEMBERS OF LEGISLATIVE ASSEMBLIES AND CERTAIN MUNICIPAL OFFICERS

The reimbursement of expenses incurred in the course of carrying out the duties of an office or employment is generally not a taxable benefit to the recipient. By contrast, a non-accountable allowance for which an individual does not have to provide details or submit receipts to justify amounts paid is generally a taxable benefit.

Certain officials may, however, receive non-accountable allowances for work expenses that are not included in computing income for tax purposes. These officials are:

- elected members of provincial and territorial legislative assemblies and officers of incorporated municipalities;
- elected officers of municipal utilities boards, commissions, corporations or similar bodies; and
- members of public or separate school boards or of similar bodies governing a school district.

The excluded amount is limited to half of the official's salary or other remuneration received in that capacity in the year.

Budget 2017 proposes to require that non-accountable allowances paid to these officials be included in income. The reimbursement of employment expenses will remain a non-taxable benefit to the recipient.

In order to provide affected organizations more time to adjust their compensation schemes, this measure will apply to the 2019 and subsequent taxation years.

## HOME RELOCATION LOANS DEDUCTION

Where a person receives a loan because of their employment, and the interest rate on the loan is below a prescribed rate, that person is deemed to have received a taxable benefit. The amount of the taxable benefit is determined by reference to the difference between these two rates.

|                                    |   |
|------------------------------------|---|
| <b>Council Agenda Item</b>         | 7.4   |
| <b>Council Meeting Date</b>        | July 24, 2017   |
| <b>Subject</b>                     | Cemetery Board Recommendations  |
| <b>For Public Agenda</b>           | Public Information  |
| <b>Background</b>                  | The Cemetery Board met on May 18, 2017. The items of discussion were trees and Cemetery Fees.   |
| <b>Discussion</b>                  | During their meeting the Cemetery Board made a motion to change some of Cemetery Fees and also made a motion to bring these recommended fee changes for Council's consideration.  |
| <b>Relevant Policy/Legislation</b> |   |
| <b>Options/Consequences</b>        | <ol style="list-style-type: none"> <li>1. Council may direct Administration to make the recommended fee changes from the Cemetery Board to the Fees for Services Bylaw 905/15 Schedule A.</li> <li>2. Council may make changes to the recommended fees as submitted by the Cemetery Board, and direct Administration to make the new recommended fee changes to the Fees for Services Bylaw 905/15.</li> <li>3. Council may direct the Cemetery Board to revisit their requested fee changes.</li> <li>4. Council may deny the Cemetery Board's request for the fee changes.</li> </ol> |
| <b>Financial Implications</b>      |   |
| <b>Attachments</b>                 | <ol style="list-style-type: none"> <li>1. Cemetery Board Meeting Minutes of May 18, 2017</li> <li>2. Bylaw 930/17 Town of Rimbey Cemetery Bylaw</li> <li>3. Cemetery Board Terms of Reference</li> <li>4. Proposed Schedule "A" Fees for Services</li> </ol>  |
| <b>Recommendation</b>              | Administration recommends Council determine the Cemetery Fees and direct Administration to make the changes to Fees for Services Bylaw 905/15 Schedule "A".   |

**Prepared By:**

Lori Hillis  
 Lori Hillis, CPA, CA  
 Chief Administrative Officer

July 20/17  
 Date

**Endorsed By:**

Lori Hillis  
 Lori Hillis, CPA, CA  
 Chief Administrative Officer

July 20/17  
 Date

Town of Rimbey  
Cemetery Board Meeting  
May 18, 2017

Meeting called to order at 9:12 by Jack Webb.

In attendance: Rick Schmidt, Jack, Brian, Gayle, Laverne arrived at 9:15, Rick Pankiw arrived at 10:15. Missing Lori.

Agenda presented: Approved By Brian Carried.

Minutes of April 26, 2017 presented: Approved by Laverne. Carried.

4.1) Vimy Trees were ordered, but the Nursery contacted us and said they would not supply the oak trees. This is due to our climate and growing season. We were going to place three of them in the Legion area in Mount Auburn. 15 feet 30 feet and 30 feet from the east side. This would put the gate in the center of the 2<sup>nd</sup> and 3<sup>rd</sup> tree. We would plant three trees at the cemetaf in West Haven Cemetery. Leaving us with 2 spare trees.

The nursery contacted us and said they would be unable to supply the trees due to our climate and growing season.

Motion 2017 CEM 011

Rick made a motion to purchase Pillar Birch trees to replace the oak trees. Carried.

4.2) Cotoneaster shrubs have been removed and transplanted at the recycle facility.

4.3) Pillar Birch, Purple Spire Flowering Crabs were selected to be planted at the Mount Auburn Cemetery.

4.4) Pillar Birch, Spire Crab, Mugo Pine, and Purple Lilac were discussed as being trees and shrubs to be selected as feature foliage at the entrance to Mount Auburn Cemetery.

Motion 2017 CEM 011

Motion by Laverne to plant the said trees and shrubs as the beautification of Mount Auburn Cemetery, as presented by Director Schmidt. Carried.

4.5) Cemetery Fee Schedule:

Plot Fee \$500, this would include manpower for the digging and maintenance of the grave.

Discussion of a casting Garden at West Haven Cemetery.

Opening and Closing:

\$400 summer opening and a \$600 winter opening.

\$700 double depth summer and \$800 double depth winter.

Cremation Open and Closing:

\$125 summer opening and \$200 winter opening.

Burial:

No burial would be permitted without a permit of cremation or death certificate.

A cement liner must be used for all adult burials.

Motion 2017 CEM 012

Motion by Laverne to forward this new schedule of fee to Town Council for approval.

Motion 2017 CEM 013

Motion to adjourn by Laverne at 10:30.



**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATIONS OF THE RIMBEY CEMETERIES**

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WHEREAS

The Town of Rimbey is the owner and operator of both West Haven Cemetery and Mount Auburn Cemetery;

NOW  
THEREFORE

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

**SECTION 1 - Title**

1. This Bylaw may be cited as the Town of Rimbey Cemeteries Bylaw.

**SECTION 2 – Definitions**

In this bylaw, unless the context otherwise requires:

- a) "Artificial Ornaments" means any cut flowers, silk flowers or wreaths.
- b) "Burial" means the interment of human remains or cremated human remains in a grave.
- c) "Caretaker" means the employees actually working at the cemetery under the instruction and supervision of the Chief Administrative Officer.
- d) "Cement Liner" means a concrete burial receptacle placed in the plot into which the casket is lowered. The liner is designed to support the weight of the earth and standard cemetery maintenance equipment to prevent the grave from collapsing.
- e) "Cemetery" means land that is set apart or used as a place for the burial of dead human remains or cremated human remains.
- f) "Cemetery Board" means the Cemetery Board appointed by the Rimbey Town Council, and shall include any person authorized or appointed to carry out its duties.
- g) "Council" mean the Council of the Town of Rimbey.
- h) "Flowering Ornamental" means any perennial, annual and biannual flowering plant.
- i) "Grave" means a lot or niche used as a place of burial.
- j) "Lot" means a lot as shown on a plan of subdivision on record in the Town Office.
- k) "Monument" means any structure in a cemetery erected or constructed on a grave or lot for memorial purposes.
- l) "Niche" means a compartment as shown on a Columbarium Map on record in the Town Office for the storage of cremated remains.
- m) "Town" means the Town of Rimbey.
- n) "Woody Ornamental" means any trees shrubs, creepers and climbers.

**SECTION 3 – Duties, Rights and Powers**

- 1) The Cemetery Board is hereby established.
- 2) The Cemetery Board shall have five (5) members consisting of two



**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATIONS OF THE RIMBEY CEMETERIES**

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- (2) Town of Rimbey Councillors, one (1) representative from Oberhammers Funeral Chapels Ltd, and one (1) representative from Wilson's Funeral Chapel and Crematorium (Rimbey) and the Town of Rimbey Chief Administrative Officer.
- 3) All the members appointed to the Board will be appointed by the Council of the Town of Rimbey (the "Council") at the annual Organizational Meeting.
  - 4) Terms of reference will be adopted by resolution specifying the terms of reference of the Board and referencing this Bylaw 930/17.
  - 5) The Town of Rimbey Administration will make available to Cemetery Board a suitable venue for the holding of meetings.
  - 6) Three (3) members of the Cemetery Board shall constitute a quorum.
  - 7) The Chairperson of the Board shall be selected by the Board Members.
  - 8) All Cemetery Board meetings will be led by the Chairperson. It shall be the duty of the Chair to summon members for meetings.
  - 9) The Cemetery Board will follow, as closely as practical, in a manner adjudicated by the Chairperson, the procedural bylaw of the Town of Rimbey Council unless and until the Board establishes and adopts different procedures for conducting meetings which it may do at any duly constituted Cemetery Board Meeting.
  - 10) The mandate of the Board will be to provide recommendations to the Town of Rimbey Council regarding the Town of Rimbey's Cemeteries.
  - 11) The Town of Rimbey Council will consider, but will not be bound by any recommendation made by the Cemetery Board to Council.
  - 12) All Cemetery Board meetings will be open to the public.
  - 13) The Mayor shall be an ex-official member of all Council committees and boards which Council has a right to appoint members under the Municipal Government Act.
  - 14) Appointed Council members shall keep the rest of the Council informed of the actions of committees or boards to which they are appointed by Council by providing regular activity highlights through their Councillor reports and statements.
  - 15) The Cemetery Board will submit their Minutes to Rimbey Town Council to be accepted as information.
  - 16) All the powers to the Cemetery Board by this bylaw shall be subject to the supervision and control of the Town Council.
  - 17) The Cemetery Board shall have charge of the cemeteries and shall exercise control over all persons employed therein.
  - 18) It shall be the duty of the Cemetery Board to have lots available for the burial of human remains at all times.
  - 19) The Town shall have the authority to order that the graves in any particular section of the cemetery shall be laid in any direction the Town may consider suitable.



**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATIONS OF THE RIMBEY CEMETERIES**

- 20) The Town shall have the authority to have removed any weeds or grass, funeral designs, or floral pieces which may become wilted or any other article or thing which is in their opinion unsightly.
- 21) If, in the opinion of the Town, any woody ornamentals situated on or about the cemeteries shall become by means of their roots or branches or in any other way detrimental to adjacent lots, walks or driveways, prejudicial to the general appearance to the grounds or dangerous or inconvenient to the public, the Town shall have the right to remove such woody ornamentals or any parts thereof.
- 22) The Town shall have the right to remove fences, borders, railings, walls, hedges, copings and other enclosures now in existence as they may deem advisable after sufficient notice of their intention to do so has been published in a newspaper circulated in the Town if the relatives are unknown.
- 23) (a) No person shall disturb the quiet or good order of the cemetery by improper noise, improper conduct or otherwise.  
  
(b) A member of the Royal Canadian Mounted Police or the Cemetery Board or other person from time to time in charge of the cemeteries may evict therefrom using such force as is reasonable necessary, or deny entrance, to any person who contravenes paragraph (a) hereof.
- 24) Whenever the owner of a lot neglects to make the required repairs or alterations to a lot within 30 days after receiving written notice from the Town to do so, the Town shall have the power to repair such lot and charge the cost thereof to the owner which may be recovered as a debt from the owner to the Town.

**SECTION 4 – Lots & Niches**

- 1) The plans of subdivision of the lands made available for a burial purposes and the Columbarium Map now on record in the Rimbey Town Office, together with all subsequent plans of subdivision of such lands approved by the Town, shall be the plans of the cemetery herein referred to and all interments shall be made and records kept by the Rimbey Town Office in accordance with such plans. Copies of all such plans shall be made available for inspection free of charge at the Rimbey Town Office during normal office hours.
- 2) The Town Office shall administer all sales of lots and niches and interments in the cemetery.
- 3) The Town Office shall make all sales and receive all monies therefrom for all interments made in the cemeteries.
- 4) (a) Lots and Niches in the cemetery shall be sold by the Town upon the purchaser paying the amounts set forth in schedule "A" of this bylaw.  
  
(b) Schedule "A" may be changed from time to time by resolution of Council.  
  
(c) The funds received by the Town for perpetual care will be invested by the Town and the interest therefrom shall be used to offset the maintenance of the Town of Rimbey's cemeteries.
- 5) Posts to mark the limits of the lots shall be permitted, provided that they are place within the limits of the lots and are level with and not projecting above the ground.



**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATIONS OF THE RIMBEY CEMETERIES**

**SECTION 5 - Burials**

- 1) No burial shall be permitted in the cemetery unless a proper burial permit is produced by the party applying for the burial. No interment shall be permitted until the Town is provided with the following particulars:
  - Name of deceased.
  - Name of Funeral Home or person responsible for the burial.
  - Date and time of burial.
  - Name and address of person to be billed for cemetery lot or niche and perpetual care fees.
  
- 2) The owner of a lot or niche, or the person instructing the Town to open a grave shall give complete and precise instructions regarding the location of the grave, and the Town shall not be responsible for any errors resulting from the lack of proper instructions.
  
- 3) The use of a cement liner is mandatory.
  
- 4) (a) Graves shall be dug and interments made only by persons under the supervision and direction of the Town. The Cemetery Board may restrict any grave openings during the winter months, having consideration for weather and ground conditions. The deceased person/persons shall be placed in the burial vault located in Mount Auburn Cemetery, at no charge, for such a period of time as is considered necessary by the Cemetery Board.
   
  
 (b) No person or persons not under the control or supervision, in person or verbally, of the Town shall open any grave for the purpose of interring or disinterring a body. A proper permit must be provided by the party applying for interment or disinterment.
  
- 5) No grave for burial of a deceased person shall be less than 1 meter in depth from the surface of the ground surrounding the grave, from the top of the outermost receptacle.
  
- 6) No grave for the burial of a stillborn child shall be less than fifty (50) centimeters in depth from the surface of the ground surrounding the grave, from the top of the outermost receptacle.
  
- 7) No grave for the burial of cremated remains shall be less than fifty (50) centimeters in depth from the surface of the ground surrounding the grave.
  
- 8) The burial of cremated remains shall be in such portion or portions of the cemetery as may from time to time be designated by the Cemetery Board.
  
- 9) In no case shall the cremated remains of more than four persons be interred in a full size lot and in no case shall the cremated remains of more than two persons be interred in a cremation lot or niche.
  
- 10) The body of an adult person shall not be interred in the same grave in which a body has previously been interred unless the first body has been buried at a depth of at least 250 centimeters from the surface of the ground to the bottom of the grave. The first interment must use a cement liner. In no case shall be bodies of more than two adult persons be interred in the same grave.



**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATIONS OF THE RIMBEY CEMETERIES**

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- 11) When more than one body is interred in the same grave, the last interment shall be at a depth of at least one (1) meter from the surface of the ground to the top of the outermost receptacle.
- 12) No second interment shall be permitted in any lot in the cemetery on which there are unpaid charges due and payable to the Town.
- 13) All work in the immediate vicinity of a grave shall be discontinued during the burial service.
- 14) All burials within the limits of the cemetery shall be under the supervision and control of the Town, as outlined by this Bylaw.
- 15) Notwithstanding the foregoing, cremated human remains may be scattered on the surface of common ground at no charge. In order that concise records may be kept, applicants for this service must first contact the Town Office and supply the Town with a copy of the Certificate of Cremation along with the information required in Section 4(1) of this bylaw.
- 16) For the purpose of the preceding clause, "Common Ground" shall mean that portion of the cemeteries described in the cemetery plan.

**SECTION 6 – Monument**

- 1) All persons employed in the construction and erection of monuments or doing other work in the cemeteries whether employed by the Town or not shall be subject to the direction and control, directly or verbally, of the Town.
- 2) No monument shall be erected in the cemeteries until the design, description, and materials have been approved by the Town, a permit for the erection of such monument has been issued and the prescribed fee for such permit as provided for in Schedule "A" of this Bylaw has been paid. Monuments which are placed without a permit will be removed.
- 3) All monuments placed on Columbarium Niches shall be a standard 10x7 bronze wreath with bud vases.
- 4) Except in Mount Auburn Cemetery, all monuments shall be placed on the foundation provided by the Town and shall be confined within the boundaries of the respective lots, and all monuments shall not exceed 40.5 centimeters above the foundation, or not be within 5 centimeters of the edge of the foundation, provided by the Town.
- 5) No monument shall be erected on Saturdays, Sundays, or holidays unless permission in writing has been granted by the Chief Administrative Officer.
- 6) Except in the Mount Auburn Cemetery, all persons erecting monuments shall ensure to the satisfaction of the Town that such monuments are firmly secured to the foundation.
- 7) All persons erecting monuments shall ensure that the surrounding areas are left in the same conditions found.
- 8) No work shall be done upon any monument, nor shall any monument be removed from any grave or lot without the permission of the Town.



**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATIONS OF THE RIMBEY CEMETERIES**

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- 9) Concrete or stone slab covers over graves are prohibited.
- 10) The Town shall not be liable for damages resulting from theft, vandalism or damage whatsoever caused to monuments erected upon a plot.
- 11) The Cemetery Board reserves the right to remove any monument at the owner's cost, with written notice.
- 12) Whenever the owner of a lot neglects to make the required repairs or alterations to a monument within 30 days after receiving written notice from the Town to do so, the Town shall have the power to repair such monuments and charge the cost thereof to the owner which may be recovered as a debt from the owner to the Town.
- 13) Notwithstanding subsections 1-10, no upright marker shall be permitted in the West Haven Cemetery.

**SECTION 7 - Visitors**

- 1) No person shall enter or remain in the cemeteries between the hours of 10:00 p.m. of any day and 6:00 a.m. of the following day.

**SECTION 8 – Vehicles in the Cemeteries**

- 1) No person shall drive any vehicle through any cemetery at a greater rate of speed than 15 k/h.
- 2) The Cemetery Board may prohibit the driving of vehicles in any part of the cemeteries.
- 3) The Cemetery Board may prohibit the driving of any vehicle in the cemeteries when the roads are in an unfit condition.
- 4) Unless authorized by the Cemetery Board, no bicycle, motorcycle, or horse shall be allowed in the cemeteries except when it is part of a funeral procession.
- 5) The owner of any moving vehicle shall be responsible for any damage done by such vehicle within the boundaries of the cemeteries.

**SECTION 9 – General Provisions**

- 1) Unless permission has been obtained from the Town, no person shall remove, destroy, prune or otherwise interfere with any woody or flowering ornaments in the cemeteries. Any woody ornaments planted within the boundaries of the cemeteries must be done so under the authorization and/or supervision of the Town.
- 2) Fences, railings, walls, copings, hedges, in or around the lots are prohibited.
- 3) Artificial ornaments are allowed in a continuous basis unless they become unsightly as noted in Section 2(5).
- 4) No person shall destroy, damage, deface or write upon any monument, tablet or other structure or object in the cemeteries.



**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATIONS OF THE RIMBEY CEMETERIES**

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- 5) No person shall deposit any paper, sticks, or refuse of any kind on any portion of the lands within the boundaries of the cemeteries except in receptacles provided for that purpose.
- 6) No person shall remove the sod in graves or from any portion of any lot in the cemeteries without first obtaining the written consent of the Chief Administrative Officer.
- 7) All grading, seeding of grass, and sodding work shall be done under the direction of the Town.
- 8) No person, other than an employee of the Town, or the owner of a lot or his agent shall be permitted to care for any lot in any cemetery.
- 9) Benches of a style approved by the Cemetery Board may be permitted in the cemeteries under such conditions as the Cemetery Board may order.
- 10) The tops of lots or graves shall be kept level with the surrounding ground.
- 11) No animal shall be allowed in any cemetery unless such animal is on a leash and accompanied by an adult person.
- 12) The Town shall operate the cemeteries in accordance with the Cemeteries Act of Alberta, and other provincial and federal legislation and regulations.
- 13) Flowers are restricted to the bud vases on all niches.

**SECTION 10 – Penalty**

- 1) Any person who commits a breach of any of the provisions of this bylaw shall on conviction for such breach be liable to a penalty not exceeding five hundred (\$500.00) dollars, or not less than twenty five (\$25.00) dollars, exclusive of costs, or in the case of non-payment if the fine and cost imposed to imprisonment for any period not exceeding sixty (60) days.

All previous bylaws pertaining to cemeteries in Rimbeey are hereby rescinded.

This Bylaw shall come into effect on the date of final passage thereof.



**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATIONS OF THE RIMBEY CEMETERIES**

---

READ a First Time in Council this 23 day of January 2017.

READ a Second Time in Council this 23 day of January 2017.

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

READ a Third Time and Finally Passed this 23 day of January 2017.

A handwritten signature in blue ink, appearing to read "Rick Pankiw".

Mayor Rick Pankiw

A handwritten signature in blue ink, appearing to read "Lori Hillis".

Chief Administrative Officer Lori Hillis



## CEMETERY BOARD TERMS OF REFERENCE

### Official Name

The official name of the board is The Cemetery Board of the Town of Rimbey, herein after referred to as **"The Cemetery Board"**.

### Composition of the Cemetery Board

The members of **"The Cemetery Board"** as appointed at the Town of Rimbey organizational meeting as referenced through Bylaw 930/17 shall have five (5) members, consisting of two (2) Town of Rimbey Councillors, one (1) representative from Oberhammer Funeral Chapels Ltd, and one (1) representative from Wilson's Funeral Chapel and Crematorium (Rimbey) and the Town of Rimbey Chief Administrative Officer. The Mayor shall be an ex-officio of all Council committees and bodies which Council has a right to appoint members under the Municipal Government Act.

### Context of "The Cemetery Board"

The main purpose of **"The Cemetery Board"** is to provide recommendations to the Town of Rimbey council regarding the Town of Rimbey's cemeteries.

### Term of Membership

Cemetery Board Members will be appointed annually at the Town of Rimbey Organizational Meeting.

### Groups that will be represented on "The Cemetery Board"

- a) Town of Rimbey;
- b) Local Funeral Chapels;

### Roles and Responsibilities of "The Cemetery Board"

1. **"The Cemetery Board"** shall consist of the following:
  - a) A Chairperson appointed by members of the Cemetery Board;
    - The Chairperson is responsible for developing the meeting agenda, setting the meeting dates, presiding over the meetings, reporting to Council, through delegation and reporting and adhering to Bylaw 930/17.



## CEMETERY BOARD TERMS OF REFERENCE

- b) A Deputy Chairperson as voted by **“The Cemetery Board Members”**;
    - The Deputy Chairperson is responsible for assuming the responsibilities of the Chair during times of The Chair’s absence. The Deputy Chair assists with the Duties of The Chair.
  - c) A Recording Secretary as voted by **“The Cemetery Board Members”**;
    - The recording Secretary takes notes at the meetings, prepares meeting notices, and prepares the meeting reports for Council.
2. All members of **“The Cemetery Board”** shall have equal voting rights within **“The Cemetery Board”**.
  3. All members of **“The Cemetery Board”** will be appointed by Council of the Town of Rimby at the annual Organizational Meeting.
  4. Meetings shall take place at the Chair’s discretion.
  5. All Cemetery Board meetings shall be open to the public.
  6. Quorum shall consist of three (3) Cemetery Board Members.

### Scope of **“The Cemetery Board”**

**“The Cemetery Board** shall not:

1. Have any budgetary responsibilities;
2. Receive any honoraria or expense reimbursement unless through resolution of Council;
3. Represent Council, nor make decisions for Council;
4. Discuss circumstances that **“may”** require **“In-camera”** discussion.

**“The Cemetery Board ”** shall:

1. Provide their expertise, enthusiasm, creativity, imagination, for the betterment of the Rimby Cemeteries and transmit those ideas and best practices to Council.



CEMETERY BOARD TERMS OF REFERENCE

Resources

"The Cemetery Board" will be afforded any assistance from the Town of Rimbey's Executive Team consisting of the Chief Administrative Officer, Director of Finance, and the Director of Public Works.

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

Jan 23, 2017

\_\_\_\_\_  
Date

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

Jan 23, 2017

\_\_\_\_\_  
Date

## Schedule "A" Fees for Services Bylaw 905/15

| <b>Schedule "A" Fees for Services Bylaw 905/15</b>           |   |
|--|---|
| <b>Administrative Charges</b>                                |   |
| County Maps  | \$15.00 Plain Paper<br>\$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  |
| <b>Business License Fees (Bylaw 926/16)</b>                  |   |
| 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   |
| (50% when purchased after September 30 in any license year.  |   |
| <b>Cemetery Fees (Bylaw 930/17)</b>                          |   |
| Plot   | \$350.00/plot \$500.00/plot   |
| Niche  | \$1700.00/niche   |
| Children's Plots   | 50% of the above price if only half plot is requested                                     |
| Cremation Plot   | \$175.00/plot   |
| Legion Members (Not including spouse)                        | 50% of conventional Plot sale charge  |
| Opening and Closing in Summer                                | \$320.00 \$400.00   |
| Opening and Closing in Winter                                | \$400.00 \$600.00   |
| Double Depth Opening and Closing In Summer                   | \$365.00 \$700.00   |
| Double Depth Opening and Closing In Winter                   | \$465.00 \$800.00   |
| Opening and Closing of Cremation Plot in Summer              | \$100.00 \$125.00   |
| Opening and Closing of Cremation Plot in Winter              | \$160.00 \$200.00   |
| Additional Opening and Closing of Niche                      | \$50.00   |
| Opening and Closing on Statutory Holiday or weekend          | \$250.00  |
| Opening and Closing of Niche on Statutory Holiday or weekend | \$150.00  |
| Disinterment of Remains Not Cremated                         | \$1,000.00  |
| Mount Auburn and West Haven Cemetery Perpetual Care          | \$110.00/ plot including GST  |
| Perpetual Care of Cremation Plot                             | \$110.00/plot including GST   |
| Monument Permits   | \$25.00 no GST  |
| <b>Dog License Fees (Bylaw 755/03)</b>                       |   |
| License Fee  | \$20.00 per year  |
| Impound Fee  | \$40.00 per day   |

## Schedule "A" Fees for Services Bylaw 905/15

| <b>Planning and Development Fees (Bylaw 836/09)</b>  |  |
|--|--|
| <b>Development Permit Fees</b>   |  |
| Permitted Use Development Permit<br><small>(development permit fee waived for home office or home business, motion 051/17)</small> | \$70.00  |
| Discretionary Use Permit   | \$150.00   |
| Building Accessories (decks, sheds, garages, etc.)   | \$50.00/accessory  |
| Modular, Manufactured or Mobile Homes  | \$70.00  |
| Multi-Unit Dwellings   | \$70.00 + \$25.00/unit (permitted use)<br>\$120.00 + \$25.00/unit (discretionary use)  |
| Signs  | \$25.00/sign (permitted use)<br>\$50.00/sign (discretionary use)   |
| Performance Deposit  | \$2000.00 or 1% of construction up to \$1,000,000.00 + \$1.50/\$1000.00 of construction value over \$1,000,000.00                          |
| <br>   |  |
| <b>Building Permit Fees</b>  |  |
| Building Permit Fees   | \$5.25/\$1000.00 of construction value up to \$1,000,000.00 + \$3.00/1,000.00 of construction value that exceeds                           |
| Minimum Fee  | \$60.00  |
| Modular Homes  | \$0.35/sq.ft. of main floor space  |
| Demolition Permit Fees   | \$50.00 Residential/accessory building greater than 200 sq. ft.<br>\$100.00 residential or commercial improvements requiring an inspection |
| Re-Inspection Fee  | \$75.00  |
| <br>   |  |
| <b>Subdivision Fees</b>  |  |
| Application of 3 lots or less  | \$900.00 + \$100.00 pr new lot created   |
| Application of 4 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   |
| <br>   |  |
| <b>Miscellaneous Fees</b>  |  |
| Land Use Bylaw Amendments  | \$750.00 (minor), \$1,500.00 (major)   |
| Area Structure Plan Amendments   | \$750.00 (minor), \$1,500.00 (major)   |
| Municipal Development Plan Amendment   | \$750.00 (minor), \$1,500.00 (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  | 10% of estimated construction cost   |
| Compliance Certificates  | \$60.00 including GST  |
| Compliance Certificate (Rush order, when available)  | \$100.00 including GST   |
| Confirmation of Zoning   | \$50.00 including GST  |
| <br>   |  |
| <br>   |  |

## Schedule "A" Fees for Services Bylaw 905/15

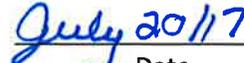
|  |                                    |
|--|------------------------------------|
| <b>Recreation Services</b>                             |                                    |
| <b>Peter Lougheed Community Centre</b>                 |                                    |
| <b>Main Auditorium</b>                                 |                                    |
| Sunday to Thursday                                     | \$300.00                           |
| Friday to Saturday                                     | \$350.00                           |
| 8:30 am to 4:30 pm (Mon. to Fri. - excluding holidays) | \$100.00                           |
| Funerals   | \$150.00                           |
| Security Deposit                                       | \$350.00                           |
| <b>Upper Auditorium</b>                                |                                    |
| Evenings and Weekends                                  | \$150.00                           |
| 8:30 am to 4:30 pm                                     | \$100.00                           |
| Hourly Rate  | \$25.00                            |
| Security Deposit                                       | \$150.00                           |
| <b>Kinsmen Room</b>                                    |                                    |
| All Day  | \$40.00                            |
| Hourly Rate  | \$15.00                            |
| Security Deposit                                       | \$50.00                            |
| <b>Lion's Room</b>                                     |                                    |
| All Day  | \$60.00                            |
| Hourly Rate  | \$20.00                            |
| Security Deposit                                       | 100                                |
| <b>Kitchen</b>   | \$150.00/day or \$50.00 per hr     |
| <b>Fitness Centre Memberships</b>                      |                                    |
| Adult (year)   | \$215.00                           |
| Adult (6 months)                                       | \$130.00                           |
| Adult (3 months)                                       | \$78.00                            |
| Adult (1 month)  | \$39.00                            |
| Family (year)  | \$357.00                           |
| Family (6 months)                                      | \$195.00                           |
| Family (3 months)                                      | \$130.00                           |
| Family (1 month)                                       | \$65.00                            |
| Student (year)   | \$97.50                            |
| Student (6 months)                                     | \$71.50                            |
| Student (3 months)                                     | \$52.00                            |
| Student (1 month)                                      | \$26.00                            |
| Drop In (Adult)  | \$5.00                             |
|  | GST not included in the above fees |
| <b>Ice Rental Rates</b>                                |                                    |
| Youth (local)  | \$90.00/hr (2017-2019)             |
| Youth (out of Town)                                    | \$110.00/hr (2017-2019)            |
| Adult (local)  | \$130.00/hr (2017-2019)            |
| Adult (out of Town)                                    | \$140.00/hr (2017-2019)            |
| Adult Tournament Rate/Junior B                         | \$105.00/hr (2017-2019)            |
| Public Skating/Shinny                                  |                                    |
| <b>Arena - Summer Rates (April-August)</b>             |                                    |
| Per Day  | \$350.00/day                       |
| Program  | \$35.00/program                    |
| Security Deposit                                       | \$500.00                           |

## Schedule "A" Fees for Services Bylaw 905/15

|  |                        |
|--|------------------------|
| <b>Rimbey Aquatic Centre</b>           |                        |
| <b>Adult (18+)</b>                     |                        |
| Daily                                  | \$5.50                 |
| 10 Punch                               | \$49.50                |
| Season                                 | \$90.00                |
| Midseason                              | \$72.00                |
| <b>Seniors (65+)</b>                   |                        |
| Daily                                  | \$4.50                 |
| 10 Punch                               | \$40.50                |
| Season                                 | \$80.00                |
| Midseason                              | \$64.00                |
| <b>Student (13-17)</b>                 |                        |
| Daily                                  | \$4.50                 |
| 10 Punch                               | \$40.50                |
| Season                                 | \$80.00                |
| Midseason                              | \$64.00                |
| <b>Youth (7-12)</b>                    |                        |
| Daily                                  | \$4.00                 |
| 10 Punch                               | \$36.00                |
| Season                                 | \$60.00                |
| Midseason                              | \$48.00                |
| <b>Child (3-6)</b>                     |                        |
| Daily                                  | \$3.00                 |
| 10 Punch                               | \$27.00                |
| Season                                 | \$50.00                |
| Midseason                              | \$40.00                |
| <b>Family</b>                          |                        |
| Daily                                  | \$15.00                |
| 10 Punch                               | \$135.00               |
| Season                                 | \$220.00               |
| Midseason                              | \$176.00               |
| <b>Lessons</b>                         |                        |
| Preschool                              | \$35.00                |
| Levels 1-4                             | \$45.00                |
| Levels 5-10                            | \$55.00                |
| Private                                | \$20.00                |
| Semi-Private                           | \$25.00                |
| Adult                                  | \$40.00                |
| <b>Rentals (per Hour)</b>              |                        |
| Pool & Area (0-30)                     | \$80.00                |
| Every extra 30                         | \$20.00                |
| Party Room                             | \$15.00                |
| Party Room (day)                       | \$40.00                |
| <b>School Rentals - open Swim</b>      |                        |
| May-June 8:30-11:30 am / 12:30-3:00 pm | \$30.00/hour/lifeguard |
| *0-39 Students = 1 lifeguard           |                        |
| *40-79 Students = 2 lifeguards         |                        |
| *80-119 Students = 3 lifeguards        |                        |
| <b>Miscellaneous</b>                   |                        |
| Swim Diapers                           | \$1.00                 |
| Goggles                                | \$13-22                |
| Swim Caps                              | \$8.00                 |
| Ear Plugs                              | \$4.00                 |
| <b>Programs</b>                        |                        |
| Bronze Medallion                       | \$140.00               |
| Bronze Cross                           | \$110.00               |
| Junior Lifeguard Club                  | \$100.00               |

## Schedule "A" Fees for Services Bylaw 905/15

|   |  |
|---|--|
| <b>Public Works</b>   |  |
| Sanding Truck   | \$100.00 per hour (minimum)  |
| Sand/Salt   | \$40.00 per cubic Metre (minimum)  |
| Street Sweeper  | \$150.00 per hour (minimum)  |
| Tandem Truck  | \$115.00 per hour (minimum)  |
| Backhoe   | \$130.00 per hour (minimum)  |
| Loader  | \$175.00 per hour (minimum)  |
| Skid Steer  | \$100.00 per hour (minimum)  |
| Snow Blower   | \$100.00 per hour (minimum)  |
| Street Grader   | \$175.00 per hour (minimum)  |
| Municipal Vehicles  | \$75.00 per hour (minimum)   |
| Grass Cutting Equipment   | \$65.00 per hour (minimum)   |
| Dust Control<br><small>(Dust control services will not be provided after September 1 of each year)</small>  | Actual Cost of Dust Control Agent (min, 100m)  |
| Lagoon Dumping Fees   | \$8.50 M <sup>3</sup>  |
| All equipment rentals include an operator. GST will also be added to the above rates.   |  |
| <b>Recycle Facility</b>   |  |
| Residential (Town/County)   | Free   |
| Commercial  | User Pay   |
| All Trucks Over 1 Ton   | \$40.00-\$50.00  |
| Burn Pit  | Rates should be the same with a restriction of all materials to be under 6' in length and 1' in diameter |
| Concrete without Rebar  | \$25.00 per tonne  |
| Concrete with Rebar   | \$40.00 per ton  |
| <b>Utilities</b>  |  |
| Water Consumption   | \$2.02m <sup>3</sup> (January 1, 2017)   |
| Sewer   | 70% of water consumption charges   |
| <b>Meter Service Charges (Flat Rate)</b>  |  |
| 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  | \$62.5 monthly   |
| Wastewater Disposal Fee   | \$8.50 per cubic metre   |
| Garbage Fee (Residential)   | \$17.00 per month  |
| Recycle Fee (Residential)   | \$3.00 per month   |
| Commercial meter rate depends on meter size.  |  |
| All properties are required to have water meters.   |  |
| In the event that a utility account is in arrears, the charges levied, penalties and fees may be transferred to the tax roll of the property and be collected by the same procedures as taxes levied by the Town of Rimbey. |  |
| <b>Municipal Enforcement</b>  |  |
| Impound Fees  | \$20.00 per day  |

|                                    |  |
|------------------------------------|--|
| <b>Council Agenda Item</b>         | 8.1  |
| <b>Council Meeting Date</b>        | July 24, 2017  |
| <b>Subject</b>                     | Department Reports   |
| <b>For Public Agenda</b>           | Public Information   |
| <b>Background</b>                  | Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.  |
| <b>Discussion</b>                  |  |
| <b>Relevant Policy/Legislation</b> | Not applicable.  |
| <b>Options/Consequences</b>        | 1. Accept the department reports as information.<br>2. Discuss items in question with department managers.   |
| <b>Financial Implications</b>      | Not applicable.  |
| <b>Attachments</b>                 | 8.1.1 Chief Administrative Officer Report<br>8.1.2 Director of Finance Report<br>8.1.3 Director of Public Works<br>8.1.4 Director of Community Services Report<br>8.1.5 Development Officer Report   |
| <b>Recommendation</b>              | Motion by Council to accept the department reports as information.   |
| <b>Prepared By:</b>                | <p style="text-align: center;"> <br/>             _____<br/>             Lori Hillis, CPA, CA<br/>             Chief Administrative Officer         </p> <p style="text-align: right;"> <br/>             _____<br/>             Date         </p> |
| <b>Endorsed By:</b>                | <p style="text-align: center;"> <br/>             _____<br/>             Lori Hillis, CPA, CA<br/>             Chief Administrative Officer         </p> <p style="text-align: right;"> <br/>             _____<br/>             Date         </p> |

## Highlights

- Lawsuits:
  - Ongoing correspondence with legal representative regarding the two lawsuits.
  -
- Municipal Election:
  - Attended Returning Officer Training in St. Albert to learn how the election process works and what to expect with the fall municipal election. It is now mandatory to provide all new and returning members of Council Elected Official Training within 90 days of the municipal election. We are currently looking into several options to provide this training.
- Refurbishment of Parkland Manor:
  - Met with Jayson Lovell, Superintendent of Wolf Creek Public School Division, and Roger Hall, Secretary –Treasurer to discuss the idea of a possible relocation of the West Country Outreach School to the old Parkland Manor. Student safety as well as lack of space in the current location was discussed. Everyone present thought the relocation was a great idea. Mayor Pankiw gave an update on the status of the project with Alberta Seniors Housing. We also discussed the proposed walking trail on the west side of the School property.
- Scout Hall:
  - The Rimbey Kinsmen club has proposed to lease the old Scout Hall. They contracted Lazoro Restorations to do a mold inspection. We are currently waiting for the remediation report and results from any follow up testing.
- Skate Park:
  - Met with Dwayne Mazereeuw from New Line Skate Parks Inc, Allen Adam from Rimbey Kinsmen, and Director of Public Works to discuss the deficiencies in the Skate Park. The deficiencies have now been resolved and New Line Skate Parks Inc has invoiced the Rimbey Kinsmen Club for the remaining holdback.

### Streetlights:

We received an update quote from Fortis regarding our three phase streetlight project. The quotes were substantially higher than the quotes we originally received in May of 2015. We have requested Stan Orlesky, our Fortis representative to investigate the difference in pricing.

Chief Administrative Officer

## Highlights

- Worked on reports for WinFin – input the budget figures for 2017 and worked on operating statement for 2017.
- Attended the 35<sup>th</sup> Annual Canadian Payroll Association Conference in Niagara Falls – June 13 – June 16, 2017.
- Worked on balancing asset and liability accounts for month end reports year to date.
- Worked on MSI capital grants and submitted them for the 2017 year.
- Worked on Federal Gas Tax Fund capital grant and submitted it for 2017.
- Working on the TCA amounts and project worksheets for 2017.
- Working on RDF to bring to Council.
- Dealing with LAPP re queries, balancing, etc.

Wanda Stoddart  
Chief Financial Officer  
Town of Rimbey

**TOWN OF RIMBEY**  
**VARIANCE REPORT**  
**FOR THE SIXTH MONTH PERIOD ENDING JUNE 30, 2017**

| OPERATING                                      | 2017 Revenues              |                  |                   |                  | 2017 Expenses    |                  |                    |                  |
|--|----------------------------|------------------|-------------------|------------------|------------------|------------------|--------------------|------------------|
|  | Budget                     | Year to Date     | % Revenue to Date | Variance         | Budget           | Year to Date     | % Expenses to Date | Variance         |
|  | General Municipal Revenues | 3,950,819        | 3,642,250         | 92%              | 308,569          | 891,783          | 462,063            | 52%              |
| Council (11)                                   |                            |                  |                   |                  | 181,689          | 101,141          | 56%                | 80,548           |
| Administration (12)                            | 21,935                     | 11,655           | 53%               | 10,280           | 584,996          | 296,745          | 51%                | 288,251          |
| General Administration (13)                    |                            |                  |                   |                  | 143,480          | 60,059           | 42%                | 83,421           |
| Police (21)                                    | 54,051                     | 18,880           | 35%               | 35,171           | 50,488           | 25,733           | 51%                | 24,755           |
| Fire (23)                                      |                            |                  |                   |                  |                  | 12,986           |                    |                  |
| Disaster Services (24)                         |                            |                  |                   | 0                | 3,125            | 560              | 18%                | 2,565            |
| Intern   | 0                          |                  | 0%                | 0                | 20,242           | 23,529           | 116%               | (3,287)          |
| Bylaw Enforcement (26)                         | 82,600                     | 17,289           | 21%               | 65,311           | 203,168          | 78,493           | 39%                | 124,675          |
| Public Works (32)                              | 4,000                      | 3,822            | 96%               | 178              | 777,184          | 255,630          | 33%                | 521,554          |
| Airport (33)                                   | 832                        |                  | 0%                | 832              | 13,103           | 3,843            | 29%                | 9,260            |
| Storm sewer (37)                               |                            |                  |                   |                  | 10,800           | 3,451            | 32%                | 7,349            |
| Water (41)                                     | 578,471                    | 271,622          | 47%               | 306,849          | 342,877          | 160,574          | 47%                | 182,303          |
| Sewer (42)                                     | 338,620                    | 160,376          | 47%               | 178,244          | 282,814          | 115,810          | 41%                | 167,004          |
| Garbage (43)                                   | 202,875                    | 101,877          | 50%               | 100,998          | 121,010          | 46,697           | 39%                | 74,313           |
| Recycle (43-01)                                | 41,100                     | 19,718           | 48%               | 21,382           | 99,805           | 40,914           | 41%                | 58,891           |
| Compost  | 1,690                      | 1,458            | 86%               | 232              | 17,550           | 6,457            | 37%                | 11,093           |
| Community Services (FCSS)                      | 190,424                    | 101,718          | 53%               | 88,706           | 264,432          | 101,718          | 38%                | 162,714          |
| Cemetery (56)                                  | 14,900                     | 7,312            | 49%               | 7,588            | 39,071           | 11,036           | 28%                | 28,035           |
| Development (61)                               | 25,700                     | 5,787            | 23%               | 19,913           | 102,086          | 55,585           | 54%                | 46,501           |
| Econ.Development (61-01)                       | 24,235                     | 15,415           | 64%               | 8,820            | 41,638           | 24,970           | 60%                | 16,668           |
| Recreation Office (72)                         | 14,400                     | 14,874           | 103%              | (474)            | 64,215           | 26,463           | 41%                | 37,752           |
| Pool (72-04)                                   | 104,650                    | 86,200           | 82%               | 18,450           | 287,284          | 78,202           | 27%                | 209,082          |
| Parks (72-05)                                  | 10,000                     | 10,537           | 105%              | (537)            | 117,599          | 23,869           | 20%                | 93,730           |
| Fitness Center (72-06)                         | 27,300                     | 18,880           | 69%               | 8,420            | 46,393           | 13,266           | 29%                | 33,127           |
| Arena (72-09)                                  | 150,880                    | 106,750          | 71%               | 44,130           | 233,951          | 164,294          | 70%                | 69,657           |
| Recreation Programs (72-11)                    | 25,000                     | 19,529           | 78%               | 5,471            | 52,137           | 27,675           | 53%                | 24,462           |
| Community Centre (74)                          | 128,900                    | 85,071           | 66%               | 43,829           | 298,636          | 128,894          | 43%                | 169,742          |
| Library (74-06)                                | 10,850                     | 0                | 0%                | 10,850           | 131,130          | 92,127           | 70%                | 39,003           |
| Scout Hall (74-08)                             |                            |                  |                   |                  | 4,280            | 1,178            | 28%                | 3,102            |
| Curling Club (74-09)                           | 700                        | 0                | 0%                | 700              | 23,300           | 10,108           | 43%                | 13,192           |
| Museum (74-12)                                 |                            |                  |                   |                  | 73,700           | 57,818           | 78%                | 15,882           |
| <b>Total Revenues</b>                          | <b>6,004,932</b>           | <b>4,721,020</b> |                   | <b>1,283,912</b> | <b>5,523,966</b> | <b>2,511,888</b> |                    | <b>3,012,078</b> |
| <b>Debenture &amp; Loan Principal Payments</b> |                            |                  |                   |                  | <b>353,179</b>   | <b>209,137</b>   |                    | <b>144,042</b>   |
| <b>Total operating and debt repayment</b>      | <b>6,004,932</b>           | <b>4,721,020</b> |                   | <b>1,283,912</b> | <b>5,877,145</b> | <b>2,721,025</b> |                    | <b>3,156,120</b> |

**TOWN OF RIMBEY**

**VARIANCE REPORT**

**FOR THE SIXTH MONTH PERIOD ENDING JUNE 30, 2017**

| <b>CAPITAL</b>  | <b>Grants and reserves</b> | <b>Operating surplus</b> |  |                  | <b>Year to Date</b> | <b>Variance</b>  |                  |
|---|----------------------------|--------------------------|--|------------------|---------------------|------------------|------------------|
| New Computers (Public Works)                                | 5,000                      |                          |  |                  |                     | 5,000            |                  |
|   |                            |                          |  |                  |                     | 0                |                  |
| RCMP Building repairs: Painting, lighting, flooring, HVAC   | 20,000                     |                          |  |                  |                     | 20,000           |                  |
| 2017 Street Improvements                                    | 680,000                    |                          |  |                  | 42,871              | 637,129          |                  |
| SW Stormwater Management Master Plan                        | 49,800                     |                          |  |                  | 7,622               | 42,178           |                  |
| Design & Construction of SW Storm Water Pond - Phase 1      | 32,100                     |                          |  |                  |                     | 32,100           |                  |
| Water Well Drilling Program (Multi-Year program) 2017 1.6 m | 1,600,000                  |                          |  |                  | 112,425             | 1,487,575        |                  |
| Main Valve Replacements                                     | 32,000                     |                          |  |                  |                     | 32,000           |                  |
| Concrete Crushing   | 50,000                     |                          |  |                  | 50,434              | (434)            |                  |
| Town Signs  | 30,000                     |                          |  |                  | 574                 | 29,426           |                  |
| Used 1 ton truck - 2015 Ford Super Duty                     | 46,000                     |                          |  |                  | 46,000              | 0                |                  |
| Security - Pool   | 5,000                      |                          |  |                  | 3,220               | 1,780            |                  |
| Security - Community Centre                                 | 10,000                     |                          |  |                  | 6,590               | 3,410            |                  |
| Spray Park - repair   | 100,000                    |                          |  |                  | 100,000             | 0                |                  |
| Spray Park 8' Chain Link Fence                              |                            | 6,992                    |  |                  | 6,992               | 0                |                  |
| Recycle - Fence East Boundary                               | 15,000                     |                          |  |                  |                     | 15,000           |                  |
| NE Lagoon Repairs   |                            | 378                      |  |                  | 378                 | 0                |                  |
| 2016 Street Improvement                                     |                            | 1,058                    |  |                  | 1,058               | 0                |                  |
| NE Lagoon Outlet Ditch Upgrade                              |                            | 3,532                    |  |                  | 3,532               | 0                |                  |
| Parkland Manor Renovations 2017                             |                            | 9,680                    |  |                  | 9,680               | 0                |                  |
|   | 2,674,900                  | 21,640                   |  |                  | 391,376             | 2,305,164        |                  |
| <b>Total operating and capital</b>                          | <b>8,679,832</b>           | <b>4,742,660</b>         |  | <b>1,283,912</b> | <b>5,877,145</b>    | <b>3,112,401</b> | <b>5,461,284</b> |

## Highlights

**ROADS** – Pothole filling – ongoing. Street Sweeping – ongoing. 46<sup>th</sup> Street overlay complete. 45<sup>th</sup> Avenue pavement repair complete. Road Grading as required. Public Works crews assisted with valve repairs and locating during pavement projects.

**SIDEWALKS** – This portion of the sidewalk Trip Hazard repair is complete. Public Works repaired several Water Shut off Valves during Sidewalk repairs.

**WATER** – Did Monthly Water Report to Alberta Environment and Parks. Routine maintenance and Water Testing is ongoing. Water Meters are being read monthly. Semi-Annual Hydrant flushing was done. Locate Service Utilities. Repair Water Meters.

**WASTEWATER** – Did Monthly Wastewater Report to Alberta Environment and Parks. Routine sampling, testing and maintenance is ongoing. Discharge Letters were sent out. Wastewater testing was done. Drainage Ditch was cleared of Beavers. Drainage ditch walked regularly.

**CEMETERY** – Trees are planted. Trees being watered day & night. Routine mowing is ongoing. Help families with their needs. Concrete pad in front of Gates was poured.

**RECYCLE** – Routine mowing ongoing. Push up Burn Pits as required. Assist County as required.

**COMPOST** – Compost pick-up once a week in ongoing. Haul Compost to the Town of Ponoka facility.

**R.C.M.P. STATION** – Ongoing routine maintenance.

**AIRPORT** – The Airport Terminal Building is checked twice a week and maintenance and grass cutting is done as required.

**PARKS** – Routine mowing is ongoing. Garbage emptied once a week.

**OTHER** – Repair several broken signs around Town. Prepared and sent Unsightly Premises notices. Assisted residents with their concerns. Public Works assisted several residents with downed trees. Assisted Pas-Ka-Poo Park with several projects. Several Canada Day projects were completed. Haul water to the Community Garden 3 times a week. Held E-Waste, Household Hazardous Waste and Paint Round-Up at Recycle Facility.

R. Schmidt  
Director of Public Works

## Highlights:

### Peter Lougheed Community Centre

- Inspection of lift
- Inspection of the emergency lights
- Fire Extinguisher inspections and hood cleaning for kitchen and concession
- Main Auditorium booked for the summer months
- Inspecting the current sound system and lights in the Main Auditorium
- Ongoing cleaning, maintenance and event supervision

### Community Fitness Centre

- Maintenance on Treadmills, cable machines and padding on weight benches
- Daily cleaning and maintenance of the area
- Quarterly maintenance performed by Fitness Mechanics next visit will be in August

### Rimbey Aquatic Centre

- 8 sessions of Swimming lessons (July - August)
- Bronze Medallion/Cross course held July 3-7 (5 x Bronze Medallion participants and 3 x Bronze Cross participants)
- Pool Closing day – Monday, September 4<sup>th</sup>
- Hot days are bringing a good number of swimmers to the pool and spray park
- Spray Park – opened Friday, June 30<sup>th</sup>
  - Maintenance is ongoing with biweekly draining of the water vault, daily water tests and safety checks of the park

### Arena

- Painting facility
- Arena boards repairs continue
- Zamboni has been sanded and painted
- Referee Room wall has been repaired and repainted
- Advertising for Rink board ads
- Schedule ice meeting in August, ice usage, start up ice plant

### Programs

- Boys & Girls Club are using the facility – Tuesday - Wednesday - Thursday

### Events

- Canada Day and the Rodeo Parade went well

Cindy Bowie  
Director of Community Services

### Highlights

In addition to day-to-day activities, the Planning & Development Department has also been working on the following items:

- **Resident Questions.** Administration is answering ongoing development questions from residents. Questions are typically related to building decks, fences and house renovations.
- **Development Permits.** Administration has been processing development permits and answering resident questions regarding potential development permits on an on-going basis.
- **Certificate of Compliance.** Administration has been processing certificates of compliance and accompanying paperwork as requested.
- **Land.** Administration has been working with legal on confidential items pertaining to land and development.
- **Sign Policy.** Administration is working on developing a policy regarding private signs on town property. This policy will include information on sign applications and sign content.

The following chart outlines the development permit statistics as of July 19, 2017:

| 2017 Development Statistics as of July 19, 2017 |              |             |
|---|--------------|-------------|
|   | Applied 2017 | Issued 2017 |
| Development Permit Applications                 | 10           | 10          |
| Subdivision Applications                        | 0            | 0           |
| Certificate of Compliance Requests              | 6            | 6           |
| Building Permit Applications                    | 6            | 6           |

Elizabeth Armitage, MEdes, RPP, MCIP  
Contract Planning & Development Officer  
Vicinia Planning & Engagement Inc.

|                                    |  |
|------------------------------------|--|
| <b>Council Agenda Item</b>         | 8.2  |
| <b>Council Meeting Date</b>        | July 24, 2017  |
| <b>Subject</b>                     | Boards/Committee Reports   |
| <b>For Public Agenda</b>           | Public Information   |
| <b>Background</b>                  | Various community groups supply minutes of their board meetings to Council for their information.  |
| <b>Discussion</b>                  |  |
| <b>Relevant Policy/Legislation</b> | Not applicable   |
| <b>Options/Consequences</b>        | Accept the various community groups' board meeting minutes submitted to Council as information.<br>Discuss items in question from the submitting community boards with Council members who sit as a member on the Board.   |
| <b>Financial Implications</b>      | Not applicable   |
| <b>Attachments</b>                 | 8.2.1 Rimoka Housing Foundation Board Meeting Minutes of May 17/17<br>8.2.2 Tagish Engineering Ltd Project Status Updates of June 27/17 and July 7, 2017<br>8.2.3 Beatty Heritage House Society Minutes of June 5, 2017<br>8.2.4 Town of Rimbey Cemetery Board Minutes of May 18/17                                    |
| <b>Recommendation</b>              | Motion by Council to accept the Rimoka Housing Foundation Board Meeting Minutes of May 17, 2017, the Tagish Engineering Ltd. Project Status Updates of June 27 and July 6, 2017, Beatty Heritage House Society Minutes of June 5, 2017, and the Town of Rimbey Cemetery Board Minutes of May 18, 2017, as information. |

**Prepared By:**

Lori Hillis  
Lori Hillis, CPA, CA  
Chief Administrative Officer

July 20/17  
Date

**Endorsed By:**

Lori Hillis  
Lori Hillis, CPA, CA  
Chief Administrative Officer

July 20/17  
Date



BOARD MEETING  
Wednesday, May 17, 2017  
9:00 am  
Legacy Place, Ponoka

PRESENT: R. Pankiw, Board Vice-Chair                    L. Gulka                    M. Jaycox                    D. MacPherson  
          C. Prediger    P. Hall, CAO                    W. Sheppard, Recorder  
ABSENT: B. Liddle    P. McLauchlin

1. CALL TO ORDER

R. Pankiw, Board Vice-Chair called the meeting to order at 9:04 a.m.

2. ADOPTION OF AGENDA

MOVED            by C. Prediger that the Board meeting agenda be adopted. (RHF 17-05-01) Carried

3. APPROVAL OF MINUTES

MOVED            by M. Jaycox the Board accept the minutes of the April 12, 2017 Board meeting. (RHF 17-05-02) Carried

4. BUSINESS ARISING FROM MINUTES

Board Members and municipal representatives toured the new Rimbey lodge on April 28<sup>th</sup>.

The press release for the new Rimbey lodge will have a new direction and released in the near future.

Administration's discussions with The Bethany Group continue.

MOVED            by L. Gulka that the Board accept the Business Arising from Minutes update as information. (RHF 17-05-03) Carried

5. FINANCIAL REPORTS

P. Hall provided an overview of the financial reports for three months ending March 31, 2017. Presently we are in a positive cash flow position but slightly behind budget at the end of the first quarter.

Legacy Place's budget is being affected by the suite turnovers and corresponding refurbishment timelines, which has initiated discussions regarding options for new tenants and refurbishments of their choice.

The capital budget will be reviewed once the furniture for the new lodge is finalized.

MOVED            by M. Jaycox that the Board accept for three months ending March 31, 2017 as information:

- Statement of Financial Position;

- Lodges and Legacy Place Financial Statements;
- and, Cash in Bank report. (RHF 17-05-04)

Carried

MOVED by M. Jaycox that the Board accept the cheque and online payment registers. (RHF 17-05-05)

Carried

|    |            |
|----|------------|
| 6. | CAO REPORT |
|----|------------|

Six tenders were submitted on the Alberta Purchasing Connection for the new lodge furniture and BlueLeaf Health in Edmonton was awarded the contract. Representatives including their designer toured the new lodge yesterday to finalize layouts and furniture requirements for all areas.

A landscape plan for the new lodge is in progress and should be completed next week by Berry Architecture.

The residents at Parkland Manor are completing a food services survey through individual interviews with K. Walker to be compiled, reviewed and utilized in future food service plans.

The sprinkler system installation at Golden Leisure Lodge is approximately 1/3 complete with conclusion expected by the end of June. Meridian Fire Protection Inc has done a fantastic job of working with our residents throughout the project.

MOVED by L. Gulka to accept the CAO report as information. (RHF 17-05-06)

Carried

|    |                       |
|----|-----------------------|
| 7. | STANDING AGENDA ITEMS |
|----|-----------------------|

**SOCIAL HOUSING**

Nothing to report.

**SAFETY**

Tailgate meetings continue to go well at both facilities.

MOVED by C. Prediger to accept the Standing Agenda Items report as information. . (RHF 17-05-07)

Carried

|    |                |
|----|----------------|
| 8. | RIMBEY PROJECT |
|----|----------------|

**UPDATE FROM BUILDING COMMITTEE**

The new generator is in Rimbey and should be on site soon and the alarm system will be active today.

The building committee will follow up on the timetable schedule at the construction meeting tomorrow (May 18<sup>th</sup>).

The committee also noted the change orders throughout the project have been minimal with little to no cost associated.

**SCOOTER SHED**

The design and placement of a scooter shed will be part of the landscape design provided by Berry Architecture.

MOVED by C. Prediger to accept the Rimbey Project report as information. . (RHF 17-05-08)

9. NEW BUSINESS & CORRESPONDENCE

POLICY REVIEW/APPROVAL

MOVED by M. Jaycox to approve policy CS-10 Lodge Accommodation Surcharge. (RHF 17-05-09)

Carried

P. Hall received external advice on the updated governance policy and some of the Board recommendations would require amendments to the Foundation by-laws as they are not part of Board governance so additional review is necessary.

The Board recommended an orientation session by the CAO for new Board Members in the future,

PARKLAND MANOR REPURPOSING

R. Pankiw and P. Hall met with Alberta Seniors and Housing on May 12<sup>th</sup> regarding the future of Parkland Manor and proposed three options: repurpose, sell or demolish.

The letters of support from all involved parties are in place for repurposing and government representatives will review the site in the near future to visualize the options proposed.

NEW RIMBEY LODGE FURNITURE

As reported in the CAO report.

MOVED by M. Jaycox to accept the New Business & Correspondence report as information. (RHF 17-05-10)

Carried

10. NEXT MEETING

The next meeting is scheduled for 9 am on June 21, 2017 at Parkland Manor in Rimbey.

MOVED by L. Gulka that the meeting adjourn at 10:50 a.m. (RHF 17-05-11)

Carried

  
\_\_\_\_\_  
Paul McLauchlin, Board Chair

June 21/2017  
Date Signed

  
\_\_\_\_\_  
Peter Hall, CAO

June 21/2017  
Date Signed

| <b>Action Log</b>   |                    |                                       |           |             |
|---|--------------------|---------------------------------------|-----------|-------------|
| Rimoka Housing Foundation – September 14, 2016 Board Meeting            |                    |                                       |           |             |
| ACTION  | PERSON RESPONSIBLE | TARGET DATE<br><i>(If applicable)</i> | COMPLETED | IN PROGRESS |
| Inventory of Parkland Manor's furnishings, linens, and kitchen supplies | P. Hall            |                                       |           | ✓           |

| <b>Action Log</b>   |                    |                                       |           |             |
|---|--------------------|---------------------------------------|-----------|-------------|
| Rimoka Housing Foundation – February 15, 2017 Board Meeting |                    |                                       |           |             |
| ACTION  | PERSON RESPONSIBLE | TARGET DATE<br><i>(If applicable)</i> | COMPLETED | IN PROGRESS |
| Organize a site tour of the new lodge for Board Members     | P. Hall            | April 21/17                           | ✓         |             |

| <b>Action Log</b>  |                    |                                       |           |             |
|--|--------------------|---------------------------------------|-----------|-------------|
| Rimoka Housing Foundation – March 15, 2017 Board Meeting |                    |                                       |           |             |
| ACTION   | PERSON RESPONSIBLE | TARGET DATE<br><i>(If applicable)</i> | COMPLETED | IN PROGRESS |
| Press release to update residents on new Rimbeay Lodge   | P. Hall            |                                       |           | ✓           |
| Schedule a meeting with The Bethany Group in April       | P. Hall            | June 2017                             |           | ✓           |

| <b>Action Log</b>                                      |                    |                                       |           |             |
|--|--------------------|---------------------------------------|-----------|-------------|
| Rimoka Housing Foundation – May 17, 2017 Board Meeting |                    |                                       |           |             |
| ACTION   | PERSON RESPONSIBLE | TARGET DATE<br><i>(If applicable)</i> | COMPLETED | IN PROGRESS |
| Update on timetable schedule for the new lodge         | P. Hall/R. Pankiw  |                                       |           |             |



## **PROJECT STATUS UPDATES**

June 27, 2017

| Date  | Project Manager  | Status Update   |
|---|------------------|---|
| <b>Town of Rimbey</b>   |                  |   |
| <b>Project: RBYM00000.17 RB00 - 2017 General Engineering</b>          |                  |   |
| June 8, 2017  | Matichuk, Gerald | No assignment this period (May 24 - June 8)   |
| June 22, 2017   | Matichuk, Gerald | A meeting with the Johnsons and Town staff is scheduled for June 22 to discuss storm water drainage on SE 1/4 29 - 42 - 2 - W5M.  |
| <b>Project: RBYM00125.00 RB125 - Main Reservoir Upgrade</b>           |                  |   |
| June 8, 2017  | Matichuk, Gerald | No assignment this period (March 2 - June 8, 2017).   |
| <b>Project: RBYM00126.00 RB126 - 2015 New Water Well Ph 1</b>         |                  |   |
| December 31, 2013   | Matichuk, Gerald | <b>Project Description:</b> Included in the 2015 Capital Budget, Council approved funds to retain a Hydrogeologist to assist the Town in locating a new ground water source. To complete this task the Town of Rimbey selected Omni-McCann Consulting Services. Phase 1 of the project includes reviewing all of the Town of Rimbey's water well data and Alberta Environment data to determine a probably location and water source. Phase 1 would include the drill and testing of an observation wells to determine a location for a production well. Phase 2 (2016 Capital) would include the drilling, testing and registering of a new production well. |
| May 24, 2017  | Matichuk, Gerald | Darcy's Drilling Services is scheduled to be on site at Well # 15 on May 29, 2017. The Contractor will drill and complete the observation well, then proceed to pump test Well # 15 (Production Well). Darcy's Drilling anticipate completing their site work by June 10, 2017.   |
| June 8, 2017  | Matichuk, Gerald | On June 2, Darcy's Drilling Services started the 72 hour draw down test on the new Well # 15. Part way through the test the Contractor experienced some equipment failure which caused the pump to shut down thus interpreting the pump test. The faulty equipment was replaced and the test was restarted on June 6, 2017. At the completion of the pump test, water quality samples will be collected. Omni-McCann will analyse the pump test results and advise the Town and Tagish on the potential yield of the new well.  |
| June 22, 2017   | Matichuk, Gerald | Omni-McCann has indicated that the water analysis reports should be completed by June 28, 2017.   |
| <b>Project: RBYM00131.00 RB131.00 - SW Stormwater Pond</b>            |                  |   |
| May 23, 2017  | Solberg, Lloyd   | (May 23) No change.   |
| June 8, 2017  | Solberg, Lloyd   | Continuing to work on the SW management plan. Once the plan is complete, we will then look at the SW Stormwater Pond design.  |
| <b>Project: RBYM00131.01 RB131.01 - SW Stormwater Management Plan</b> |                  |   |
| May 23, 2017  | Solberg, Lloyd   | (May 23) No change.   |
| June 8, 2017  | Solberg, Lloyd   | We are anticipating having the stormwater management plan completed by this summer.   |
| June 22, 2017   | Solberg, Lloyd   | Basin delineations have been completed. The stormwater modelling for pond volumes is being completed currently. Report to be completed within the Summer.   |
| <b>Project: RBYM00132.00 RB132 - 2017 Street Improvements</b>         |                  |   |
| May 24, 2017  | Matichuk, Gerald | Olds Concrete Services started concrete removal and replacements on 45 Ave (Schedule C). The Contractor will move to 46 Street, between 51 Ave and 54 Ave (Schedule A). Border Paving is scheduled to commence work on 43 Street / Hwy Service Road (Schedule B) on May 25, 2017.   |
| June 8, 2017  | Matichuk, Gerald | Olds Concrete Services has completed the concrete work on 45 Ave, between Rimwest Crescent and 53 St, and on 46 St between 51 and 54 Av, and 53 St / Rimwest Crescent. The Contractor is working on 43 St/Hwy Service Road and on 51 St between 50 Av and 51 Av. Border Paving has completed the road excavation at 43 St/Hwy Service Road and are scheduled to have the asphalt trimmer on site by June 26, 2017.  |
| June 22, 2017   | Matichuk, Gerald | Olds Concrete have completed the removal and replacements as indicated in the Contact Schedules and are working on the 50 Ave replacements. Contractor is working on completing the backfilling so Border Paving can move in and complete the granular base preparation to receive asphaltic pavement. Border Paving is scheduling the asphalt trimming to be completed in the July 3 week with pavement to follow.   |

**Project: RBYM00133.00 RB133 - 2017 NE Lagoon Outlet Ditch Upg**

|               |                                  |   |
|---------------|----------------------------------|---|
| May 24, 2017  | <a href="#">Matichuk, Gerald</a> | Abacus Data is working on confirming pipeline locations and cataloging all information related to each pipeline crossing. |
| June 8, 2017  | <a href="#">Matichuk, Gerald</a> | Abacus Data has completed the field work portion and are currently developing a map showing all the pipeline crossings.   |
| June 22, 2017 | <a href="#">Matichuk, Gerald</a> | Abacus Data continues to work on obtaining the pipeline information and preparing a complete overall plan.                |

| Date  | Project Manager  | Status Update   |
|---|------------------|---|
| <b>Town of Rimbey</b>   |                  |   |
| <b>Project: RBYM00000.17 RB00 - 2017 General Engineering</b>          |                  |   |
| June 8, 2017  | Matichuk, Gerald | No assignment this period (May 24 - June 8)   |
| June 22, 2017   | Matichuk, Gerald | A meeting with the Johnsons and Town staff is scheduled for June 22 to discuss storm water drainage on SE 1/4 29 - 42 - 2 - W5M.  |
| July 6, 2017  | Matichuk, Gerald | No assignment this period.  |
| <b>Project: RBYM00125.00 RB125 - Main Reservoir Upgrade</b>           |                  |   |
| July 6, 2017  | Matichuk, Gerald | No assignment this period (March 2 - July 6, 2017).   |
| <b>Project: RBYM00126.00 RB126 - 2015 New Water Well Ph 1</b>         |                  |   |
| December 31, 2013   | Matichuk, Gerald | <b>Project Description:</b> Included in the 2015 Capital Budget, Council approved funds to retain a Hydrogeologist to assist the Town in locating a new ground water source. To complete this task the Town of Rimbey selected Omni-McCann Consulting Services. Phase 1 of the project includes reviewing all of the Town of Rimbey's water well data and Alberta Environment data to determine a probably location and water source. Phase 1 would include the drill and testing of an observation wells to determine a location for a production well. Phase 2 (2016 Capital) would include the drilling, testing and registering of a new production well. |
| June 8, 2017  | Matichuk, Gerald | On June 2, Darcy's Drilling Services started the 72 hour draw down test on the new Well # 15. Part way through the test the Contractor experienced some equipment failure which caused the pump to shut down thus interpreting the pump test. The faulty equipment was replaced and the test was restarted on June 6, 2017. At the completion of the pump test, water quality samples will be collected. Omni-McCann will analyse the pump test results and advise the Town and Tagish on the potential yield of the new well.  |
| June 22, 2017   | Matichuk, Gerald | Omni-McCann has indicated that the water analysis reports should be completed by June 28, 2017.   |
| July 6, 2017  | Matichuk, Gerald | Darcy's Drilling Services removed the well casing on NE29-42-2-W5M and will be supplying a final invoice for work completed related to Test Drilling, Well Installation and Well Testing Program. Omni-McCann is preparing a letter summarizing the findings including recommendations for Well # 15.   |
| <b>Project: RBYM00131.00 RB131.00 - SW Stormwater Pond</b>            |                  |   |
| June 8, 2017  | Solberg, Lloyd   | Continuing to work on the SW management plan. Once the plan is complete, we will then look at the SW Stormwater Pond design.  |
| <b>Project: RBYM00131.01 RB131.01 - SW Stormwater Management Plan</b> |                  |   |
| June 8, 2017  | Solberg, Lloyd   | We are anticipating having the stormwater management plan completed by this summer.   |
| June 22, 2017   | Solberg, Lloyd   | Basin delineations have been completed. The stormwater modelling for pond volumes is being completed currently. Report to be completed within the Summer.   |
| July 6, 2017  | Solberg, Lloyd   | Modelling for storm ponds and pipe down 51st Street has been completed. Working on report.  |
| <b>Project: RBYM00132.00 RB132 - 2017 Street Improvements</b>         |                  |   |
| June 8, 2017  | Matichuk, Gerald | Olds Concrete Services has completed the concrete work on 45 Ave, between Rimwest Crescent and 53 St, and on 46 St between 51 and 54 Av, and 53 St / Rimwest Crescent. The Contractor is working on 43 St/Hwy Service Road and on 51 St between 50 Av and 51 Av. Border Paving has completed the road excavation at 43 St/Hwy Service Road and are scheduled to have the asphalt trimmer on site by June 26, 2017.  |
| June 22, 2017   | Matichuk, Gerald | Olds Concrete have completed the removal and replacements as indicated in the Contact Schedules and are working on the 50 Ave replacements. Contractor is working on completing the backfilling so Border Paving can move in and complete the granular base preparation to receive asphaltic pavement. Border Paving is scheduling the asphalt trimming to be completed in the July 3 week with pavement to follow.   |
| July 6, 2017  | Matichuk, Gerald | Olds Concrete Services is completing landscaping and cleanup on all sites. Border Paving Ltd. have completed the paving and patch paving. Tagish is working with the Contractor in preparing a progress claim.  |

**Project: RBYM00133.00 RB133 - 2017 NE Lagoon Outlet Ditch Upg**

|               |                  |   |
|---------------|------------------|---|
| June 8, 2017  | Matichuk, Gerald | Abacus Data has completed the field work portion and are currently developing a map showing all the pipeline crossings. |
| June 22, 2017 | Matichuk, Gerald | Abacus Data continues to work on obtain the pipeline information and preparing a complete overall plan.                 |
| July 6, 2017  | Matichuk, Gerald | No change this period.  |

Beatty Heritage House Society

June 5, 2017 Meeting

The meeting was called to order at 7:40 PM by Chairperson Teri Ormberg.

In attendance: Teri Ormberg

Jackie Anderson

Florence Stemo

Annette Booman

Judy Larmour

Audreyann Bresnahan

Murray Ormberg

Ed Grumbach

Fred Schutz

Bronwen Jones

MINUTES of previous meeting (May2, 2017), as recorded by Audreyann Bresnahan, read by Florence. Adopted as read by Audreyann; seconded by Fred. Carried.

CORRESPONDENCE: E-mail from Dennis Jones, advising us that he is unable to attend this evening's meeting.

Letter from the Rimbey Volunteer Centre inviting the BHH Society to participate in the 2017 Block Party/Volunteer Fair. Decision made not to attend as a group.

TREASURER'S REPORT: Jackie reported a Balance of \$28,744.71; and moved the adoption of her Report. Seconded by Florence. Carried.

OLD BUSINESS:

FRIENDS OF THE BHH NEWSLETTER: It was agreed that rather than have a newsletter separate from the website, new information will be put on our website and sent to "friends of the Beatty House" via e-mail.

SUMMER STUDENT: A schedule of supervisors and a list of jobs for Aylish have been drawn up. New lettering on the sign, referring visitors to the Tourist Information Centre at Pas-ka-poo Park when the Beatty Heritage House is closed, has been donated by Melvin Durand.

WOODDALE CANADA 150 QUILT: 550 tickets have been sold thus far.

HEALTH INSPECTOR: Teri has filled out the necessary forms, and has had confirmation that our setup for serving our annual Rodeo Lunch will be fine.

CLASSICAL MUSIC CONCERT: Tabled, as research is continuing re possible performers.

CO-OP BARBECUE: Friday, June 2nd. Jan B., Rebekah S., and Della J. from the Art Group that meets in the Lower Level of the BH helped at this fundraising event.

FLOWERS: Two baskets and red and white petunias from Holly's Greenhouse; tulips and lilies planted earlier.

ALBERTA CULTURE DAYS: September 30, October1, 2017. Discussion focused on ideas for a program which will celebrate Canada's 150th Birthday. Whatever we choose to do will be of a historic nature.

NEW BUSINESS:

ANNUAL POST-PARADE BARBECUE: Discussion re setup and help.

ROOF: Report from Carlo Laforge, our consultant with AB Historical Resources Foundation, that the several "bent" cedar shingles on the roof need not cause concern.

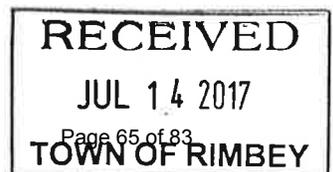
DONATION OF CHINA CUPS AND SAUCERS: By Helen Bergen, mother of BHH member, Les Bergen. Donation gratefully received and recorded.

NEXT MEETING: Tuesday, July 4, 2017.

ADJOURNMENT: By Ed at 9:45 PM.

Florence Stemo Secretary

*Minutes adopted at July 4/17 Meeting*



Town of Rimbey  
Cemetery Board Meeting

May 18, 2017

Meeting called to order at 9:12 by Jack Webb.

In attendance: Rick Schmidt, Jack, Brian, Gayle, Laverne arrived at 9:15, Rick Pankiw arrived at 10:15. Missing Lori.

Agenda presented: Approved By Brian Carried.

Minutes of April 26, 2017 presented: Approved by Laverne. Carried.

4.1) Vimy Trees were ordered, but the Nursery contacted us and said they would not supply the oak trees. This is due to our climate and growing season. We were going to place three of them in the Legion area in Mount Auburn. 15 feet 30 feet and 30 feet from the east side. This would put the gate in the center of the 2<sup>nd</sup> and 3<sup>rd</sup> tree. We would plant three trees at the cemetaf in West Haven Cemetery. Leaving us with 2 spare trees.

The nursery contacted us and said they would be unable to supply the trees due to our climate and growing season.

Motion 2017 CEM 011

Rick made a motion to purchase Pillar Birch trees to replace the oak trees. Carried.

4.2) Cotoneaster shrubs have been removed and transplanted at the recycle facility.

4.3) Pillar Birch, Purple Spire Flowering Crabs were selected to be planted at the Mount Auburn Cemetery.

4.4) Pillar Birch, Spire Crab, Mugo Pine, and Purple Lilac were discussed as being trees and shrubs to be selected as feature foliage at the entrance to Mount Auburn Cemetery.

Motion 2017 CEM 011

Motion by Laverne to plant the said trees and shrubs as the beautification of Mount Auburn Cemetery, as presented by Director Schmidt. Carried.

4.5) Cemetery Fee Schedule:

Plot Fee \$500, this would include manpower for the digging and maintenance of the grave.

Discussion of a casting Garden at West Haven Cemetery.

Opening and Closing:

\$400 summer opening and a \$600 winter opening.

\$700 double depth summer and \$800 double depth winter.

Cremation Open and Closing:

\$125 summer opening and \$200 winter opening.

Burial:

No burial would be permitted without a permit of cremation or death certificate.

A cement liner must be used for all adult burials.

Motion 2017 CEM 012

Motion by Laverne to forward this new schedule of fee to Town Council for approval.

Motion 2017 CEM 013

Motion to adjourn by Laverne at 10:30.

|                                    |   |
|------------------------------------|---|
| <b>Council Agenda Item</b>         | 8.3 Council Reports   |
| <b>Council Meeting Date</b>        | July 24, 2017   |
| <b>Subject</b>                     | Council Reports   |
| <b>For Public Agenda</b>           | Public Information  |
| <b>Background</b>                  | The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.   |
| <b>Discussion</b>                  |   |
| <b>Relevant Policy/Legislation</b> | Not Applicable.   |
| <b>Options/Consequences</b>        | <ol style="list-style-type: none"> <li>1. Accept the reports of Council as information.</li> <li>2. Discuss items in question arising from the reports.</li> </ol>  |
| <b>Financial Implications</b>      | Not Applicable.   |
| <b>Attachments</b>                 | <ul style="list-style-type: none"> <li>8.3.1 Mayor Pankiw's Report</li> <li>8.3.2 Councillor Godlonton's Report</li> <li>8.3.3 Councillor Jaycox's Report</li> <li>8.3.4 Councillor Payson's Report</li> <li>8.3.5 Councillor Webb's Report</li> </ul>  |
| <b>Recommendation</b>              | Motion by Council to accept the reports of Council, as information.   |
| <b>Prepared By:</b>                | <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> <br/> <hr style="width: 100%;"/> <p>Lori Hillis, CPA, CA<br/>Chief Administrative Officer</p> </div> <div style="text-align: center;"> <br/> <hr style="width: 100%;"/> <p>Date</p> </div> </div> |
| <b>Endorsed By:</b>                | <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> <br/> <hr style="width: 100%;"/> <p>Lori Hillis, CPA, CA<br/>Chief Administrative Officer</p> </div> <div style="text-align: center;"> <br/> <hr style="width: 100%;"/> <p>Date</p> </div> </div> |

## Highlights

- June 28/17 Meeting with Legacy Lane Residents
- June 29/17 Rimoka Housing Foundation Building Committee Meeting
- June 20.17 Ponoka Stampede Parade
- July 5/17 Tagish Golf Tournament
- July 8/17 Rimbey Parade
- July 10/17 Meeting with Sgt. Pillipow
- July 13/17 Rimoka Housing Foundation Building Committee Meeting
- July 19/17 Red Deer Parade
- July 24/17 Regular Council Meeting
  - Signed cheque runs
  - Commissioner of Oaths
  
- Rick Wm. Pankiw
- Mayor

## Highlights

- May 8/17 Regular Council Meeting
- May 16/17 Cemetery Board Meeting
- May 24/17 Regular Council Meeting
- May 26/17 Rimbey And Area Wellness Meeting
- May 31-Jun 5/17 FCM in Ottawa
- June 12/17 Regular Council Meeting
- June 16/17 Rimbey and Area Wellness Meeting
- June 18/17 Cook Breakfast for Old Timers Reunion at Pask-A-Poo Park
- June 26/17 Regular Council Meeting
- June 28/17 Supper with Long Term Staff and Residents (Area #3)
- July 5/17 Tagish Golf Tournament
- July 8/17 Rimbey Rodeo Parade (Escort Sylvan Lake Mayor and Family)
- July 20/17 BBQ for FCSS Block Party

Many meetings with concerned citizens  
Signed Commission of Oaths

Brian Godlonton  
Councillor



### Highlights

- June 26/17 Regular Council Meeting
- July 1/17 Canada Day Celebration - Assist in Concession for Breakfast and lunch
- July 5/17 Tagish Engineering Golf and Fund raiser (Food Basket)
- July 8/17 Rimbey Parade
- July 13/17 Rimoka - Thank you BBQ for Trades and Contractors at New Lodge
- July 24/17 Regular Council Meeting

Conversations with Citizens about the new lodge naming, possible tour, and occupancy.

Mathew Jaycox  
Councillor

### Highlights

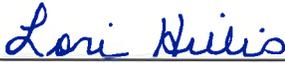
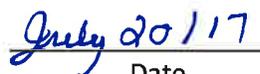
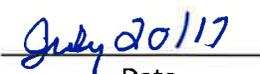
No written report received.

Paul Payson  
Councillor

### Highlights

- June 26/17 Regular Council Meeting
- June 28/17 Supper with Long Term Care residents
- July 1/17 Canada Day Celebration and volunteer
- July 5/17 Tagish Golf Tournament
- July 6/17 FCSS Family BBQ
- July 8/17 Rodeo Parade
- July 13/17 Rimoka BBQ
- July 15/17 Rimbey Historical Society - Volunteer Cooking
- July 20/17 FCSS Annual Block Party
- July 24/17 Regular Council Meeting

Jack Webb  
Councillor

|  |   |
|--|---|
| <b>Council Agenda Item</b>   | 9.0   |
| <b>Council Meeting Date</b>  | July 24, 2017   |
| <b>Subject</b>   | Correspondence  |
| <b>For Public Agenda</b>   | Public Information  |
| <b>Background</b>  |   |
| <b>Discussion</b>  |   |
| <b>Relevant Policy/Legislation</b>   |   |
| <b>Options/Consequences</b>  |   |
| <b>Financial Implications</b>  |   |
| <b>Attachments</b>   | 9.1 Alberta Culture and Tourism<br>9.2 Alberta Recreation and Parks Association<br>9.3 Rimbey Municipal Library<br>9.4 Email from Donna Heilemann<br>9.5 Red Deer River Watershed Alliance<br>9.6 Alberta Municipal Affairs                                   |
| <b>Recommendation</b>  | Motion by Council to accept the correspondence from Alberta Culture and Tourism, Alberta Recreation and Parks Association, Rimbey Municipal Library, Email from Donna Heilemann, Red Deer Watershed Alliance, , and Alberta Municipal Affairs, as information |
| <b>Prepared By:</b>  |   |
| <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> <br/>           _____<br/>           Lori Hillis, CPA, CA<br/>           Chief Administrative Officer         </div> <div style="text-align: center;"> <br/>           _____<br/>           Date         </div> </div> |   |
| <b>Endorsed By:</b>  |   |
| <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> <br/>           _____<br/>           Lori Hillis, CPA, CA<br/>           Chief Administrative Officer         </div> <div style="text-align: center;"> <br/>           _____<br/>           Date         </div> </div> |   |



ALBERTA  
CULTURE AND TOURISM

*Office of the Minister  
MLA, Calgary-Cross*

June 28, 2017

Dear Mayor:

Each year, thousands of Alberta volunteers dedicate their time and talents to making this province a great place to live, visit, and raise a family. Thanks to their dedication, Albertans have access to the cultural, recreational, and social programs that are cornerstones for building strong communities and promising futures for all Albertans.

The Government of Alberta values the commitment of Alberta volunteers. The Stars of Alberta Volunteer Awards were established as a way to recognize the outstanding contributions of volunteers in helping to make life better for their family, friends, and neighbours.

You can help recognize the remarkable volunteers in your community by encouraging local organizations and individuals to submit nominations for the 2017 Stars of Alberta Volunteer Awards. I also ask that you and your council colleagues share your own stories of how volunteers have made a difference in your life and the life of your community.

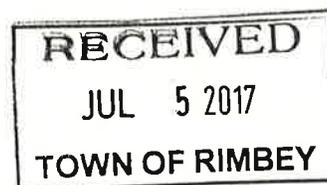
Six awards, two in each category of youth, adult, and senior, are presented annually on International Volunteer Day, December 5, at Government House in Edmonton. Albertans whose volunteer efforts have contributed to the well-being of their community are eligible to be nominated.

Full information, including nominations forms and a downloadable promotional poster suitable for printing or placement on your community website, can be found on our website at [www.culturetourism.alberta.ca/stars](http://www.culturetourism.alberta.ca/stars). Deadline for nominations is September 15, 2017.

Thank you for your support of Alberta volunteers and the Stars of Alberta Volunteer Awards!

Best Regards,

Ricardo Miranda  
Minister



cc: Honourable Shaye Anderson, Minister of Municipal Affairs

July 4, 2017

Mayor Pankiw and Councillors  
Town of Rimbey  
PO Box 350  
Rimbey, AB T0C 2J0



Dear Mayor Pankiw and Members of Council;

**Subject: CPRA PDC – Professional Development and Education for Municipal staff**

The Fall Semester of the Canadian Parks and Recreation Association's Professional Development Certificate (CPRA PDC) begins on Tuesday September 12<sup>th</sup>.

This Professional Development program was developed in Alberta by the Alberta Recreation and Parks Association (ARPA) and is now Canada's only Professional Development program for your recreation and parks staff.

The CPRA PDC is a priority in the **Framework for Recreation in Canada: Pathways to Well-being** that was endorsed by the Federation of Canadian Municipalities as well as the Provincial and Territorial Ministers of Sports and Recreation in 2015 and is also supported by the Government of Canada.

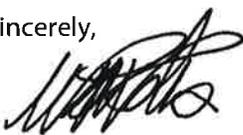
Alberta municipalities have registered more participants than any other province or territory in Canada in each of the last two years.

The certificate covers 19 competencies and provides a national overview of current issues and trends in Canada and beyond. The CPRA PDC is an at distance program that is designed for:

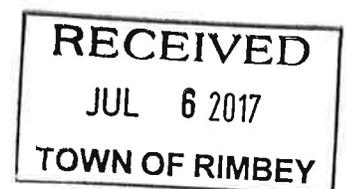
- ✓ New municipal staff by giving them an early exposure to the challenges they will face as well as knowledge and a network that will immediately strengthen their contribution to your municipality and community.
- ✓ Career staff by giving them a broad based exposure to a range of competencies that will give them the skills and knowledge to successfully pursue that next promotion in your organization.
- ✓ Councils to have confidence that their certified staff is able to provide a high quality of life for your residents, state of the art advice and administration for Council and that as a result your community will be in the forefront in Alberta and Canada.

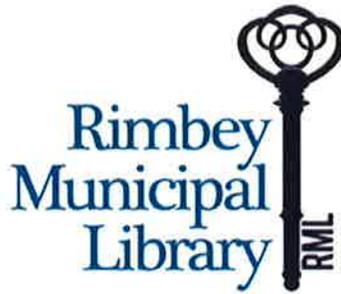
For more information on the CPRA PDC please visit [www.arpaonline.ca](http://www.arpaonline.ca) or contact Dr. Craig Cameron at 780-415-1747 or [ccameron@arpaonline.ca](mailto:ccameron@arpaonline.ca).

Sincerely,



William Wells  
Chief Executive Officer





July 11, 2017

His Worship Mayor Rick Pankiw and Council  
Town of Rimbey  
Box 350  
Rimbey, Alberta  
T0C 2J0

Dear Mayor Pankiw and Council;

On behalf of the Board and Staff of the Rimbey Municipal Library, I would like to thank you for attending our annual Steak and Lobster evening. Our profit was \$5,671.00. This money was deposited into our building fund.

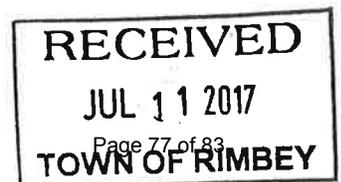
We really appreciate your support of this event. Not only does your presence bring in more revenue (and Rick is an awesome auctioneer), but more importantly it shows the community that the town supports the library and it's purpose. That support is invaluable. Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Jean Keetch". The signature is fluid and cursive, written over a light blue horizontal line.

Jean Keetch  
Library Manager  
Rimbey Municipal Library

PO Box 1130 4938 50<sup>th</sup> Ave, Rimbey, AB, T0C 2J0  
403-843-2841  
[rimbeylibrary.prl.ab.ca](http://rimbeylibrary.prl.ab.ca)



**rick pankiw**

---

**From:** Donna E Heilemann <(FOIP 17.2)>  
**Sent:** Tuesday, July 11, 2017 5:23 PM  
**To:** rick pankiw  
**Subject:** Hiring a Bylaw Officer

To the Mayor and Members of Council for Rimbey

We were very upset by the article in the weekly paper July 4, 2017 edition "Town wants to hire bylaw officer. We, the citizens of Rimbey will be footing the bill for this person to the tune of up to \$48,000 per year, plus vehicle, maintenance etc. The list goes on.. We have had bylaw officers in the past and they obviously did not do anything about unsightly yards , trees, alleys etc or we wouldn't be having this problem now. We know a lot of these issues weren't addressed as Len walks every day and encounters trees hanging over the sidewalks, icy snow covered walks in the winter and alleys that have not been cleared of trees , gardens etc. For a town our size just how many unsightly yards are we talking about. On the whole Rimbey is a very neat and tidy town. Why should the majority of the taxpayers be on the hoof for the few who do not look after their property. Can they not be given notice and a time line and if they do not abide they will be told ( in the original notice) that someone will be hired to clean things up and the bill will be added to their taxes or sent with their town bill. We can't see where hiring another bylaw officer is going to accomplish anything more than the last ones did. We would just be throwing good money after bad. People need to be held accountable. Maybe the offenders should have their names published in the paper. We just don't feel that it is right that the law abiding citizens of this community should be paying for the few who have no self respect.

We feel that there should be an accounting of the number of unsightly properties, what response was received and how much time the town employee actually spent on this. Sometimes it seems too easy to just hire more people instead of working harder and smarter with those you already have working for you. It has been said that if a person has a complaint it is best to bring it to the source but in doing so a person should have some ideas that could help solve the issue.

We believe in the work that the Mayor and Council is doing but as taxpayer we always feel there are ways that the taxpayers money could be spent more efficiently.

Sincerely,  
Len & Donna E. Heilemann

**Kathy**

---

**From:** Lori Hillis  
**Sent:** Wednesday, July 12, 2017 10:23 AM  
**To:** Kathy  
**Subject:** Fwd:  
**Attachments:** Copy of Hiking Learning Journey Poster (1).pdf

Sent from my Samsung device

----- Original message -----

**From:** RDRWA <[info@rdrwa.ca](mailto:info@rdrwa.ca)>  
**Date:** 2017-07-12 10:07 AM (GMT-07:00)  
**To:** [info@rdrwa.ca](mailto:info@rdrwa.ca)  
**Subject:**

Good Morning,

We have an exciting and informative Hiking Learning Journey coming up on August 9 ,2017 from 9:00am - 3:00pm.

Join us as we explore part of the City of Red Deer Waskasoo trail system. Come and learn about the City from the view of the river and the natural areas that support it. The walk will depart from Kerry Wood Nature Centre and we will head into the Gaetz Lakes Sanctuary, from there we will head towards Bower Ponds where we will stop at the Cronquist House for lunch and the final stretch of our trek will take us to Maskepetoon Park.

Space is limited to 30 people. For more information or to register visit [www.rdrwa.ca](http://www.rdrwa.ca)

My hope is that you can help me get the word out about this event and I hope to see you there.

Thanks so much and enjoy your summer,

*Kelly Dodds*

**Executive Assistant**  
Red Deer River Watershed Alliance  
4918 59 Street, Red Deer, Alberta  
T4N 2N1  
[403-340-7379](tel:403-340-7379)  
[403-356-9189](tel:403-356-9189) fax  
[www.rdrwa.ca](http://www.rdrwa.ca)





**RDRWA  
HIKING  
LEARNING  
JOURNEY**

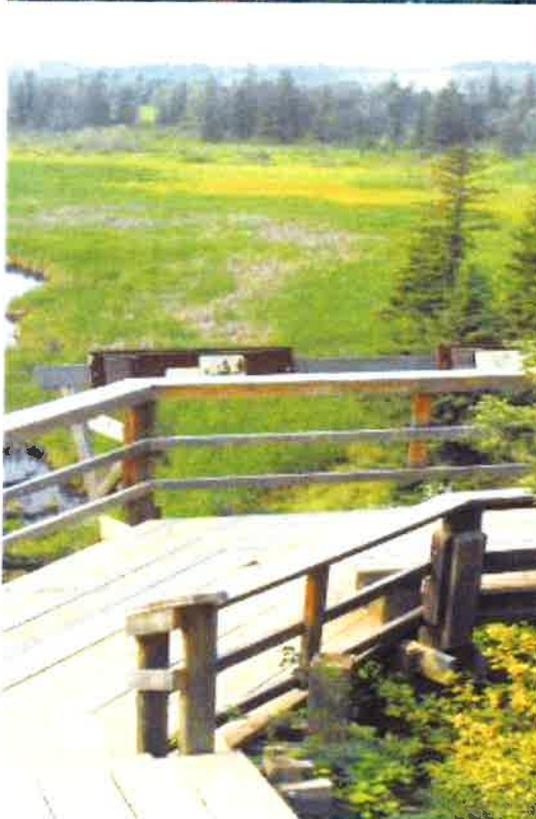
**AUGUST 9, 2017  
9:00AM-3:00PM  
\$10.00**

Join us as we explore part of the City of Red Deer Waskasoo trail system.

Come and learn about the City from the view of the river, and the natural areas that support it.

Space is limited to 30 people

**FOR MORE  
INFORMATION  
OR TO REGISTER  
VISIT  
[WWW.RDRWA.CA](http://WWW.RDRWA.CA)**





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
ALLA, Leduc-Beaumont*

AR90490

Dear Elected Officials,

The Alberta Emergency Services Medal recognizes those who selflessly dedicate their time, talents, and in some cases, their lives, to the service of others. It is my pleasure to announce that the Alberta Emergency Services Medal program has been expanded from 12 years of service to include bronze, silver, and gold bars for 22, 32, and 40 years of service.

Eligible emergency services include emergency medical services, law enforcement, urban and wildfire fire protection, search and rescue, and environmental emergency response. Acknowledging all emergency personnel reflects the unified relationship that exists among the emergency services community, which is critical to the security of all Albertans.

About 7,900 medals have been issued since the program began in 2003. I encourage municipal officials and emergency response service providers to nominate eligible personnel year-round for the Alberta Emergency Services Medal and Bars. The nomination form and updated program details, including the complete list of eligible personnel, are posted on the Office of the Fire Commissioner website at [www.ofc.alberta.ca/alberta-emergency-services-medal](http://www.ofc.alberta.ca/alberta-emergency-services-medal). I have also included key messages for your information.

Should you have questions about the Alberta Emergency Services Medal and Service Bars program, please contact the Office of the Fire Commissioner at 1-866-421-6929 or at [firecomm@gov.ab.ca](mailto:firecomm@gov.ab.ca).

Sincerely,

Hon. Shaye Anderson  
Minister of Municipal Affairs

Attachment

# Alberta Emergency Services Medal Program Expansion

## Key Messages

### Background information:

- Since 2003, the Office of the Fire Commissioner (OFC) has been issuing the Alberta Emergency Services Medal (AESM) recognizing 12 years of service.
- Individuals who are members of organizations involved in or directly supporting the prevention of, preparedness for and response to emergencies are considered partners in Alberta Emergency Services and eligible for the AESM.
- The AESM program has been expanded to include bronze, silver and gold service bars for 22, 32 and 40 years of service.
- Qualifying emergency services discipline include:
  - Firefighters (structural and wildland);
  - Emergency Medical Services (EMS) personnel, including paramedics and emergency medical responders;
  - Law enforcement personnel, including police, sheriffs, peace officers, commercial vehicles enforcement, fish and wildlife/conservation officers and correctional officers;
  - Search and rescue personnel;
  - Responders to environmental emergencies;
  - Personnel from a municipal emergency management agency; and
  - Personnel from the Office of the Fire Commissioner and Alberta Emergency Management Agency;
- The OFC provides the guidelines for the expanded program, maintains the AESM master database and is the nominating authority for structural fire, search and rescue personnel and Alberta Emergency Management Agency.
- Due to the expansion of the program, representatives from other ministries/entities (Calgary Police Services, Alberta College of Paramedics, Health, Justice and Solicitor General, Agriculture and Forestry, Environment and Parks) will now assist in administering the program.
- Nominations are accepted throughout the year and are reviewed quarterly.

# Alberta Emergency Services Medal Program Expansion

## Key Messages

### Key Messages:

- The Alberta Emergency Services Medal recognizes those who selflessly dedicate their time, talents, and in some cases, their lives, to the service of others.
- The Alberta Emergency Services Medal is given after 12 years of service, and bronze, silver and gold bars are now given for 22, 32 and 40 years of service.
- Personnel from law enforcement, emergency medical services, fire protection, search and rescue and environmental emergency response are eligible for the medal and bars.
- Acknowledging all emergency personnel reflects the unified relationship that exists among the emergency services community, which is critical to the security of all Albertans.
- About 7,900 medals have been issued since the program began in 2003.
- Nominations are accepted year-round, and the nomination form and updated program details, including the complete list of eligible personnel, are posted on the Office of the Fire Commissioner website at [ofc.alberta.ca/alberta-emergency-services-medal](http://ofc.alberta.ca/alberta-emergency-services-medal).