

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON TUESDAY JUNE 12, 2018 AT 5:00 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</b>	1
3.	<b>Minutes</b>	
3.1	Minutes of Regular Council Meeting May 22, 2018 .....	2-7
4.	<b>Public Hearings - None</b>	
5.	<b>Delegations</b>	
5.1	Peggy Makofka – Rimbeby FCSS – Triobike .....	8-9
6.	<b>Bylaws - None</b>	
7.	<b>New and Unfinished Business</b>	
7.1	FCM Special Advocacy Fund .....	10-13
7.2	Shared Community Peace Officer Services .....	14-16
7.3	Cemetery Board.....	17-28
7.4	Cemetery Work.....	29-31
7.5	Policies.....	32-39
7.6	Coffee with Council.....	40
7.7	Scout Hall.....	41-55
7.8	Sale of Rimbeby Aerodrome (Airport) .....	56-62
8.	<b>Reports</b>	
8.1	Finance	63
8.1.1	Accounts Payable Listing .....	64-66
8.2	Boards/Committee Reports	67
8.2.1	Rimoka Housing Foundation Board Minutes Apr 18/18.....	68-70
8.2.2	Rimoka Housing Foundation Email Motion Apr 26/18.....	71
8.2.3	Rimoka Housing Foundation Email Motion Apr 30/18.....	72
8.2.4	Beatty Heritage House Socceity Minutes May 8, 2018.....	73
9.	<b>Correspondence</b>	74
9.1	Alberta Recreation and Parks Association (2).....	75-76
9.2	Rimbeby FCSS Charity Golf Tournament.....	77-79
9.3	Alberta Municipal Affairs .....	80-81
9.4	Rimbeby Lions Club Car Cruise.....	82
10.	<b>Open Forum</b> (Bylaw 938/18– Council Procedural Bylaw Part XXI 1.The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.	
11.	<b>In Camera</b>	
11.1	FOIP Section 16(1) Third Party Business Interest	
12.	<b>Adjournment</b>	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON  
TUESDAY, MAY 22, 2018 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 5:00 pm, with the following in attendance:
- Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel  
Chief Administrative Officer – Lori Hillis, CPA, CA  
Director of Finance – Wanda Stoddart  
Director of Public Works – Rick Schmidt  
Planning and Development Officer – Liz Armitage  
Recording Secretary – Kathy Blakely
- Absent:
- Public:
- Treena Mielke, Rimbey Review  
1 member of the public
2. Adoption of Agenda 2.1 May 22, 2018 Agenda  
7.5 Evergreen Estates Walking Trail (addition)
- Motion 168/18
- Moved by Councillor Payson to accept the Agenda for the May 22, 2018 Regular Council Meeting, as amended.
- In Favor Opposed  
Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel
- CARRIED
3. Minutes 3.1. Minutes of Regular Council May 8, 2018
- Motion 169/18
- Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of May 8, 2018, as presented.
- In Favor Opposed  
Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel
- CARRIED
4. Public Hearings 4.1 Public Hearings None
5. Delegations 5.1 Delegations None

6. Bylaws

6.1 944/18 Amendment to Land Use Bylaw 917/16

Motion 170/18

Moved by Councillor Coulthard to give first reading to Bylaw 944/18 Amendment to Land Use Bylaw 917/16.

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

Opposed

CARRIED

Motion 171/18

Moved by Councillor Curle to advertise a Notice of Public Hearing for Bylaw 944/18 Amendment to Land Use Bylaw 917/16 for two (2) consecutive weeks in the Rimbey Review for the period of May 29-June 4, 2018 and June 5-June 11, 2018.

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

Opposed

CARRIED

Motion 172/18

Moved by Councillor Coulthard to hold a Public Hearing regarding Bylaw 944/18 Amendment to the Land Use Bylaw at 5:00 pm of the Regular Meeting of Council scheduled for Tuesday, June 26, 2018.

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

Opposed

CARRIED

7. New and Unfinished Business

7.1 Sidewalk Removal

Motion 173/18

Moved by Councillor Rondeel to include the removal and replacement of the sidewalk with the concrete option, located on the west side of 52 Street south of 50 Avenue for one block to the alley, in the 2018 Street Improvement Project if funds are available.

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

Opposed

CARRIED

7.2 Policy 0113 Public ParticipationMotion 174/18

Moved by Councillor Coulthard to approve Policy 0113 Public Participation, as presented.

<u>In Favor</u>	<u>Opposed</u>
Mayor Pankiw	
Councillor Coulthard	
Councillor Curle	
Councillor Payson	
Councillor Rondeel	

CARRIED

7.3 Skateboarding CompetitionMotion 175/18

Moved by Councillor Payson to authorize Administration to issue a letter of permission to Kim Short of Mini Me Clothes for the Skate Board Competition to be held at the Rimbey Lions Park on June 16, 2018.

<u>In Favor</u>	<u>Opposed</u>
Mayor Pankiw	
Councillor Coulthard	
Councillor Curle	
Councillor Payson	
Councillor Rondeel	

CARRIED

7.4 Grazing LeaseMotion 176/18

Moved by Councillor Coulthard to authorize the Grazing Lease for the 1.4 acre parcel of land located on SW 32-42-2-W5M which was formerly used as a landfill and garbage dump, as presented.

<u>In Favor</u>	<u>Opposed</u>
Mayor Pankiw	
Councillor Coulthard	
Councillor Curle	
Councillor Payson	
Councillor Rondeel	

CARRIED

7.5 Evergreen Walking Trail

1 member of the public departed the Council meeting at 6:33 pm.

Motion 177/18

Moved by Councillor Curle to authorize Administration to send a letter to Mr. and Mrs. Abou Ghanim with the following terms:

1. Municipal Reserve Dedication.
  - a. The 0.27 acres of Plan 082 6263, Block 1, Lot 1, will be considered Municipal Reserve dedication and provided to the Town of Rimbey at no cost. The Town of Rimbey has prepared the land transfer agreement and will pay the full cost associated with the formal subdivision required to complete the transfer of the 0.27 acres.
  - b. In 2004 a 1.0 acre parcel of your land was given by the former land owner to the Town of Rimbey as Municipal Reserve. The Town will consider the 1.0 acre dedication along with the current 0.27 dedication as part of the total 10% Municipal Reserve calculation required on your 17.4 acre parcel. Please note the final determination of remaining Municipal Reserve dedication

will be done through an Area Structure Plan and finalized at the time of your future subdivision.

2. The Town of Rimbey will complete an Area Structure Plan for your existing lands at a cost of \$35,000. The Town requires payment in full prior to commencing work. Any funds remaining at the completion of the area structure plan will be returned to you. This fee is valid for the 2018 year only and if the Area Structure Plan does not commence in 2018 a new fee agreement will be required.
3. Due to safety and security of Pas-ka-poo Park, the Town is unable to alter the fence located on the south side of the property.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

8. Reports

8.1 Department Reports

- 8.1.1 Chief Administrative Officer Report
- 8.1.2 Director of Finance Report
- 8.1.3 Director of Public Works Report
- 8.1.4 Director of Community Services Report
- 8.1.5 Development Officer Report
- 8.1.6 Bylaw Enforcement Report

Motion 178/18

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

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

8.2 Boards/Committee Reports

- 8.2.1 Tagish Engineering Project Status Updates to April 26 and May 10, 2018
- 8.2.2 Beatty Heritage House Society Minutes of April 9, 2018

Motion 179/18

Moved by Councillor Coulthard to accept the Tagish Engineering Project Status Update to April 26 and May 10, 2018 and the Beatty Heritage House Society Minutes of April 9, 2018, as information.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

8.3 Council Reports

- 8.3.1 Mayor Pankiw's Report
- 8.3.2 Councillor Coulthard's Report
- 8.3.3 Councillor Curle's Report
- 8.3.4 Councillor Payson's Report
- 8.3.5 Councillor Rondeel's Report

Motion 180/18

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

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

9. Correspondence Correspondence

- 9.1 ATB Teddy for a Toonie 2018
- 9.2 Rimbey Chamber of Commerce Thank You
- 9.3 MNP Canada Games Torch Relay

Motion 181/18

Moved by Councillor Curle to accept the correspondence regarding the ATB Teddy for a Toonie, Rimbey Chamber of Commerce Thank you and MNP Canada Games Torch Relay, as information.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

10. Open Forum 10.1 Open Forum

There were no members of the public for the Open Forum.

Mayor Pankiw recessed the Council Meeting at 6:51 pm.

Treena Mielke of the Rimbey Review, Director of Public Works Rick Schmidt, Director of Finance Wanda Stoddart and Planning and Development Officer Liz Armitage departed the Council Meeting at 6:51 pm.

Mayor Pankiw reconvened the Council Meeting at 6:55 pm.

## 11. In Camera

11.1 FOIP Section 27(1) Privileged Information Legal AdviceMotion 182/18

Moved by Councillor Curle the Council meeting go in camera at 6:55 pm, pursuant to Division 2, Section 27 (1) Privileged Information Legal Advice, to discuss information provided by legal counsel with Mayor Pankiw, Councillor Coulthard, Councillor Curle, Councillor Payson, Councillor Rondeel, Chief Administrative Officer Lori Hillis and Recording Secretary Kathy Blakely as Administrative support.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 183/18

Moved by Councillor Coulthard the Council meeting reverts back to an open meeting at 6:58 pm.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

## 12. Adjournment

Motion 184/18

Moved by Councillor Payson to adjourn the meeting.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Time of Adjournment: 6:58 pm.

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 MAYOR RICK PANKIW

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 CHIEF ADMINISTRATIVE OFFICER LORI HILLIS



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	5.1
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Peggy Makofka – Rimbey FCSS - Triobike
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Peggy Makofka has requested a delegation time with Council to discuss a plan to offer an outdoors and sightseeing opportunity for seniors in our community.
<b>Attachments</b>	Email from Peggy Makofka, FCSS Executive Director
<b>Recommendation</b>	Administration recommends Council accept the information provided by Peggy Makofka, Executive director of Rimbey FCSS regarding the Triobike, as information.

**Prepared By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

June 8/18  
Date

**Endorsed By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

June 8/18  
Date

## Kathy

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**From:** Lori Hillis  
**Sent:** Tuesday, May 22, 2018 3:23 PM  
**To:** Kathy  
**Subject:** FW: Town Council Agenda request

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**From:** Peggy Makofka [<mailto:pmakofka@rimbeyfcss.com>]  
**Sent:** Tuesday, May 22, 2018 2:08 PM  
**To:** Lori Hillis  
**Cc:** Katherine Winters; Monique Larsen  
**Subject:** Town Council Agenda request

I would like to attend a Town Council meeting to discuss our idea of purchasing a mode of transportation for seniors to get outdoors and sight see the community. We have now gotten the information about the "triobike." It's an e-power taxi bike that carries 2 adults and is operated by a volunteer on the bicycle that also has an electric motor. Our plan is to offer a program in partnership with Rimoka Housing Foundation and Rimbey FCSS that would give people a scheduled ride for about 45-60 minutes and recruit volunteers to take them for the ride.

We wanted the Council to know about this plan first and make sure that they can support the idea and allow us to use the triobike on the walking paths and to be allowed to cross the town streets when necessary.

I would need about 15-20 minutes of their time to give the presentation.  
Would you let me know what dates are available to do this?

*Regards,*

*Peggy Makofka*

**Peggy Makofka**  
**Executive Director**  
*Rimbey Family Community Support Services/  
Rimbey Community Home Help Services*  
*Ph. 403-843-2030*  
*Fax. 403-843-3270*  
[www.rfcss.com](http://www.rfcss.com)





TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.1
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	FCM Special Advocacy Fund
<b>For Public Agenda</b>	Public Information
<b>Background</b>	The Town of Rimbeey is a member of the Federation of Canadian Municipalities (FCM).
<b>Discussion</b>	<p>Administration has received correspondence and a voluntary invoice in the amount of \$105.00 from FCM regarding a Special Advocacy Fund.</p> <p>Their correspondence states "The Special Advocacy Fund will drive FCM's largest and most ambitious campaign ever, reaching out to every federal party. It means an intensive, multi-faceted strategy that integrates polling, detailed platform development, sustained outreach and an innovative communications and media plan. It means an extended campaign that keeps municipal priorities front and centre heading into Election 2019, as well as in the crucial first months of a new government."</p>
<b>Financial Implications</b>	\$105.00
<b>Attachments</b>	FCM Correspondence – Seizing our Moment, Securing our Future Copy of Invoice
<b>Recommendation</b>	Administration recommends Council determine if they wish to pay the FCM Voluntary Invoice of \$105.00, in support of the FCM's Special Advocacy Fund.

Prepared By:

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*June 8/18*

Date

Endorsed By:

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*June 8/18*

Date



## Dear Members

Your FCM Board of Directors is taking steps to propel local governments to new heights through Federal Election 2019, and the crucial months following. This needs to be our biggest effort ever. That's why, in March, your Board approved a Special Advocacy Fund to help make that happen.

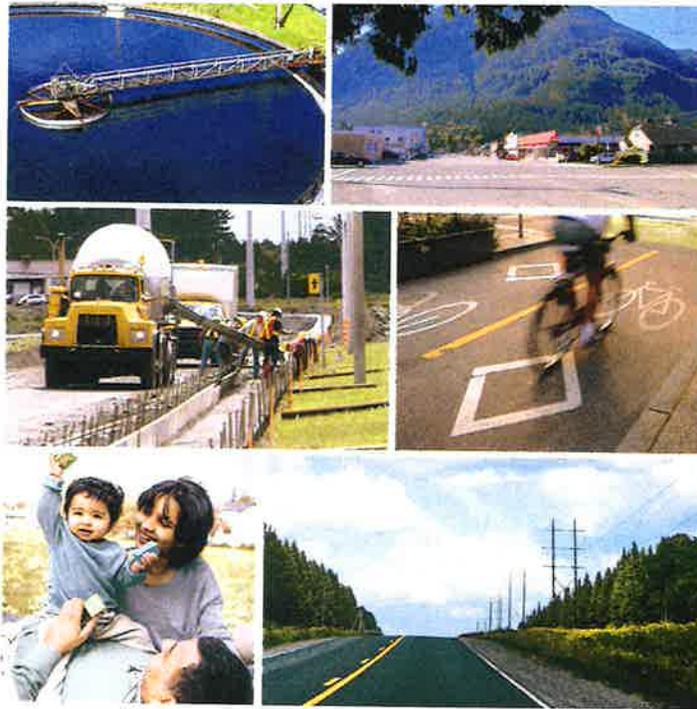
As you know, FCM has a long track-record of delivering gains for municipalities, like the permanent Gas Tax Fund. Starting with Election 2015, we've shaped game-changing investments in local priorities like never before, and we've achieved new levels of influence for local governments. Now more than ever, all federal parties understand that local solutions tackle national challenges.

Our Election 2015 breakthrough has created new opportunities, and new expectations. To seize this moment — and to build on our historic gains — we need the right tools. We can't risk seeing federal parties move on from local priorities. Election 2019 is our vital opportunity to make municipal progress "the new normal," and to keep our priorities front-and-centre for years to come.

Enclosed you'll find more information about the Special Advocacy Fund, as well as your municipality's voluntary invoice. As the order of government closest to daily life, Canadians count on us to build more vibrant and livable communities. This is our moment. With your support, we can continue to deliver.

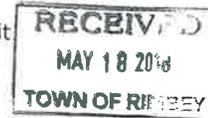
*J. Gerbasi*

JENNY GERBASI  
FCM President



**FCM** FEDERATION OF CANADIAN MUNICIPALITIES / FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

To learn more about FCM's Special Advocacy Fund, visit [fcm.ca/advocacyfund](http://fcm.ca/advocacyfund)



**FCM** FEDERATION OF CANADIAN MUNICIPALITIES / FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

# Seizing Our Moment, Securing Our Future

FCM's Special Advocacy Fund



# FCM delivers for municipalities

## Now we need to take the next step

Starting with our Election 2015 breakthrough, FCM's hard work and influence has significantly shaped historic gains for local governments, including:

- ▶ The **Investing in Canada infrastructure plan** — a 12-year, \$180 billion federal investment in local infrastructure, from public transit to wastewater system upgrades.
- ▶ Canada's first-ever **national housing strategy**, including key commitments to repair and build affordable housing across the country.
- ▶ A strengthened **seat at the table**, including through unprecedented engagement with federal, provincial and territorial ministers, as well as with opposition leaders and the Prime Minister.
- ▶ A **predictable federal allocation model** for transit expansions that puts municipalities in the driver's seat.
- ▶ A \$2 billion **rural and northern infrastructure fund** — the biggest investment of its kind in a generation.
- ▶ Better access to **high-speed broadband** through the federal Connect to Innovate program and the CRTC decision to mandate universal broadband access.
- ▶ New **capacity-building programs** on asset management and climate change — led by FCM — as well as a new \$125 million capital investment in FCM's Green Municipal Fund.

### ▶ What is the **Special Advocacy Fund**?

The last federal election was a turning point that propelled municipal priorities onto the national agenda like never before. The next election is a vital opportunity to build on those gains. To ensure we have the right tools to seize this moment, FCM's Board of Directors has approved a 2-year Special Advocacy Fund. This fund is supported by FCM members using a fee structure similar to how membership fees are determined.

### ▶ What will the fund be used for?

The Special Advocacy Fund will drive FCM's largest and most ambitious campaign ever, reaching out to every federal party. It means an intensive, multi-faceted strategy that integrates polling, detailed platform development, sustained outreach, and an innovative communications and media plan. It means an extended campaign that keeps municipal priorities front-and-centre heading into Election 2019, as well as in the crucial first months of a new government.

### ▶ Is the fund **mandatory**?

The Special Advocacy Fund is voluntary, and not tied to FCM membership. However, it's a vital opportunity for municipalities to take our historic progress to new heights and to continue to deliver for Canadians the same way we always have — together.

"Our choice in the next federal election is simple: either we continue to move forward as local governments, or we fall back. If we get this right, we'll see federal parties competing to support municipal priorities. We'll see a federal government that understands why full partnership with municipalities is the only way forward. Election 2019 is our opportunity to make that happen. We can't leave anything to chance."

**Don Iveson**  
*Mayor, Edmonton, AB*

"FCM has proven that it can deliver for communities of all sizes. We saw this in the last election, when our work put local issues on the federal map. We've seen it since then through the unprecedented federal investments that FCM has helped secure. Now we need to take this advocacy to the next level, to build our local priorities into the heart of the next government's mandate."

**Ray Orb**  
*Reeve, Rural Municipality of Cupar No. 218, SK*

To learn more about FCM's Special Advocacy Fund, visit [fcm.ca/advocacyfund](http://fcm.ca/advocacyfund)



FEDERATION  
OF CANADIAN  
MUNICIPALITIES

FÉDÉRATION  
CANADIENNE DES  
MUNICIPALITÉS

# Special Advocacy Fund

24, rue Clarence Street  
Ottawa, Ontario K1N 5P3  
T. 613-241-5221  
F. 613-241-7440

Hillis, Lori  
Town of Rimbey  
P.O. Box 350 4938 50th Avenue  
Rimbey, Alberta T0C 2J0  
Canada

INVOICE/FACTURE: ORD-18753-C3F9F7

DATE: 05/04/2018

ACCOUNT/COMPTE: 53777

HST # / No. de TVH: 11891 3938 RT0001  
QST # / No. de TVQ: 1202728231 TQ 0001

ITEM/DESCRIPTION	RATE/TAUX	TAX/TAXE	TOTAL
Contribution year 1 // année 1	\$50.00	\$2.50	\$52.50
Contribution year 2 // année 2	\$50.00	\$2.50	\$52.50
<b>SUBTOTAL/SOUS-TOTAL:</b>			\$100.00
<b>GST/TPS:</b>			\$5.00
<b>TOTAL:</b>			\$105.00

**Learn all about FCM's Special Advocacy Fund and your voluntary contribution:**

<http://fcm.ca/advocacyfund>

**PAYMENT / PAIEMENT**

By cheque payable to / Par chèque à l'ordre de

Federation of Canadian Municipalities  
Fédération canadienne des municipalités

**By Electronic Funds Transfer/**

Par transfert de fonds électronique

Royal Bank of Canada (RBC)  
90 Sparks St, Ottawa, ON K1P 5T7  
Transit Number/Numéro de transit: 00006  
Account Number/Numéro de compte: 1006063  
accountsreceivable@fcm.ca

Choose your preferred payment option below / Veuillez choisir votre option de paiement:

Acct# 53777

Payment Amount / Montant Payé

Option 1 - Full payment / Paiement complet

OR / OU

Option 2 - Partial payment / paiement partiel

Due immediately - Year 1 - contribution /  
Échéance immédiate - contribution - année 1

Due April 1st, 2019 - Year 2 - contribution /  
Échéance le 1er avril 2019 - contribution - année 2

RECEIVED

MAY 18 2018

TOWN OF RIMBEY

Page 13 of 82



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.2
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Shared Community Peace Officer Services
<b>For Public Agenda</b>	Public Information
<b>Background</b>	In order to move forward with the regionalization of the Peace Officer program Ponoka County must be named the Authorized Employer and a joint agreement between Ponoka County and the Town of Rimbey must be signed.
<b>Discussion</b>	Attached is the draft Shared Community Peace Officer Services Agreement for review.
<b>Attachments</b>	Draft Shared Community Peace Officer Services Agreement
<b>Recommendation</b>	Council accept the Shared Community Peace Officer Services Agreement between the Town of Rimbey and Ponoka County.

**Prepared By:**

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*June 8/18*

Date

**Endorsed By:**

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*June 8/18*

Date

**SHARED COMMUNITY PEACE OFFICER SERVICES**

This Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2018 between:

**PONOKA COUNTY**

A Municipal Corporation in the Province of Alberta,

OF THE FIRST PART

- and -

**THE TOWN OF RIMBEY**

A Municipal Corporation in the Province of Alberta,

OF THE SECOND PART

- and -

**THE SUMMER VILLAGE OF PARKLAND BEACH**

A Municipal Corporation in the Province of Alberta,

OF THE THIRD PART

WHEREAS, Ponoka County employs Community Peace Officers, and

WHEREAS, the Town of Rimbey and Summer Village of Parkland Beach are desirous of establishing an agreement to authorize the Ponoka County Peace Officer services for the purpose of conducting enforcement operations within the Town of Rimbey and the Summer Village of Parkland Beach, and

WHEREAS, the Peace Officer Act, R.S.A 2007, being Chapter P-3.5, requires that an agreement be entered into between the municipalities.

NOW THEREFORE, this agreement witnesses that in consideration of the terms and conditions contained in this agreement, the parties set out as follows:

1. The purpose of this agreement shall be to allow Ponoka County Peace Officers to enforce authorized statutes and regulations within the boundaries of the Town of Rimbey and Summer Village of Parkland Beach, including Highway #53, Highway #20 and Highway #20A within the Town of Rimbey boundaries.
2. Ponoka County shall maintain general liability insurance coverage covering the Peace Officer Services provided under this agreement;
3. All parties acknowledge that any complaint received with respect to the provision of Peace Officers Services by Peace Officers pursuant to this agreement shall be immediately forwarded to the respective person designated to receive such complaints pursuant to the disciplinary policies in place for the department;
4. All parties agree to indemnify and save harmless the other municipalities (or their agents, servants, officers, elected officials or employees) with respect to any claim, action, suit, proceeding or demand including those related to negligence, made or brought against the municipality (or any of them, their agents, servants, officers, elected officials, or employees) by the third party with respect to any occurrence, incident, accident or happening relating to the provisions of Peace Officer Services pursuant to this agreement, excepting any occurrence, incident, accident involving negligence or intentional torts by each municipality (or their agents, servants, elected officials or employees);

5. For the purposes of this agreement, the term "department of jurisdiction" shall mean the municipality whose corporate boundaries encompass the enforcement operation.
6. In the event a complaint or request for an investigation is received from another agency, the Peace Officer shall ensure the department of jurisdiction has been notified and no action will take place until the procedure outlined in Section 4 of this agreement is followed.
7. The Town of Rimbey and Summer Village of Parkland Beach shall be invoiced by Ponoka County for enforcement hours recorded in their respective jurisdictions.
8. Any fines generated through enforcement shall be forwarded to the municipality of jurisdiction.
9. If the Authorization to Employ Peace Officers for Ponoka County is terminated by the Alberta Solicitor General and Public Security, then this agreement will similarly be immediately terminated;
10. This agreement may be reviewed periodically;
11. Notwithstanding Section 12 of this agreement, any party may terminate or suspend this agreement without cause by providing written notice to the other parties; and
12. If any municipality terminates this agreement, the Alberta Solicitor General and Public Security office will be immediately advised of this termination and instructed to amend the Peace Officer appointments by removing the other municipality's jurisdiction.

IN WITNESS WHEREOF the parties have hereunto set their hands the day and year first written above.

**Town of Rimbey**

**Summer Village of Parkland Beach**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
C.A.O.

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C.A.O.

**Ponoka County**

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Reeve

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C.A.O.



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.3
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Cemetery Board
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>At the Regular Meeting of Council held January 23, 2017, Council unanimously agreed, and gave all three readings of Bylaw 930/17 Town of Rimby Cemeteries Bylaw. This Bylaw established the Cemetery Board consisting of 5 members.</p> <p>Also at the Regular Meeting of Council held January 23, 2017, Council unanimously approved the Town of Rimby Cemetery Board Terms of Reference.</p>
<b>Discussion</b>	<p>The purpose of "The Cemetery Board" is to provide recommendations to the Town of Rimby Council regarding the Town of Rimby Cemeteries. All recommendations must be brought before Council at a Regular Meeting of Council before any action can be implemented.</p> <p>A Cemetery Board Meeting was scheduled for Friday, May 25, 2018 commencing at 10:00 am in the Council Chambers. As a quorum was not present for this meeting, CAO Lori Hillis adjourned the Cemetery Board Meeting, as per Council Procedural Bylaw 939/18, at 10:30 am.</p> <p>Items from the agenda of the Cemetery Board Meeting scheduled for May 25, 2018 will be brought forth directly to Council Meeting scheduled for June 12, 2018.</p>
<b>Relevant Policy/Legislation</b>	Cemetery Board Terms of Reference Bylaw 930/17 Town of Rimby Cemeteries Bylaw
<b>Attachments</b>	Cemetery Board Terms of Reference Bylaw 930/17 Town of Rimby Cemeteries Bylaw
<b>Recommendation</b>	Administration recommends Council disband the Cemetery Board as no actions can be implemented until ratified by Council at a duly constituted meeting.

Prepared By:

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*June 8/18*

Date

Endorsed By:

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*June 8/18*

Date



## 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 Rimbeey 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 Rimbeey 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



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

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 Rimby 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 Rimby Town Office in accordance with such plans. Copies of all such plans shall be made available for inspection free of charge at the Rimby 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 Rimby'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**

- 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 ornamentals 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 Rimbey 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**

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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 black ink, appearing to read "Rick Pankiw", written over a horizontal line.

Mayor Rick Pankiw

A handwritten signature in blue ink, appearing to read "Lori Hillis", written over a horizontal line.

Chief Administrative Officer Lori Hillis

<b>Council Agenda Item</b>	7.4
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Cemetery Work
<b>For Public Agenda</b>	Public Information
<b>Background</b>	A Cemetery Board Meeting was scheduled for Friday, May 25, 2018 to discuss the annual cemetery work. A quorum was not present for the meeting. As the cemetery work can only be done in the summer season it was decided to bring the discussion directly to the next regular meeting of Council.
<b>Discussion</b>	<p>Items for discussion include the following:</p> <ol style="list-style-type: none"> <li>1. Tree removal and planting in Mount Auburn (budget \$11,000): Two rows of trees on the north side of the cemetery and a couple of other trees scattered throughout need to be replaced. We are suggesting removal of the inside row of trees this year and next year removal and replacement of the outside row of trees.</li> <li>2. Pillow blocks in West Haven (budget \$9,800): Four pillow blocks need to be replaced and two new pillow blocks for expansion. We are suggesting replacement of the four first and additional pillow blocks as budget allows.</li> <li>3. Location of park benches and garbage receptacle in Mount Auburn: As noted on the attached conceptual drawing we are suggesting the placement of the park bench and garbage receptacle on the north side of the cemetery at the center gate.</li> <li>4. Ash Garden in West Haven (budget \$3,000) We are looking into several options for this project. We are suggesting postponement until we have further information to bring forward.</li> </ol>
<b>Financial Implications</b>	All budget amounts are to come from Perpetual Care. Remaining balance after projects are complete will be \$4,679.
<b>Attachments</b>	Conceptual drawing of Mount Auburn
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1. Administration recommends Council approve the tree removal of the inside row of trees in Mount Auburn Cemetery this year and the removal and replacement of the outside row of trees in 2019.</li> <li>2. Administration recommends Council authorize the replacement of the four pillow blocks in West Haven Cemetery and either one or two new pillow blocks for expansion as the budget allows.</li> </ol>



TOWN OF RIMBEY REQUEST FOR DECISION

3. Administration recommends Council authorize the placement of park benches and garbage receptacles on the north side of Mount Auburn Cemetery at the centre gates.
4. Administration recommends Council table discussion regarding an Ash Garden in West Haven Cemetery for further information.

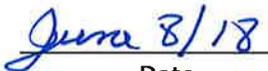
**Prepared By:**

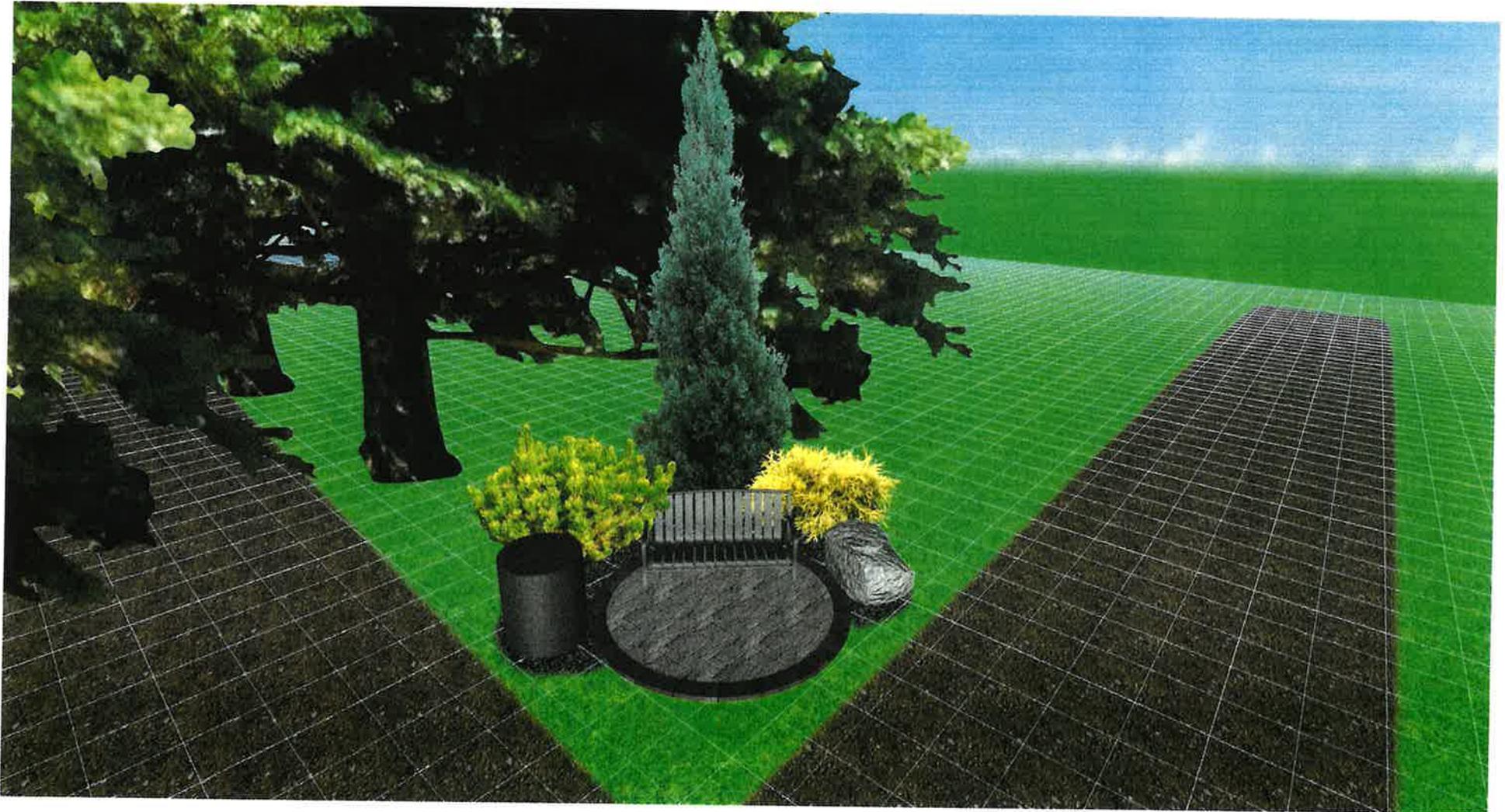
  
\_\_\_\_\_  
Rick Schmidt  
Director of Public Works

  
\_\_\_\_\_  
Date

**Endorsed By:**

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

  
\_\_\_\_\_  
Date





<b>Council Agenda Item</b>	7.5
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Policies
<b>For Public Agenda</b>	Public Information
<b>Background</b>	The Municipal Government Act (MGA) Division 3, Section 153 (b) allows for Council to participate generally in developing and evaluating the policies and programs of the municipality.
<b>Discussion</b>	<p>Public Works, as required by Occupational Health and Safety has brought forth the following policies.</p> <p><u>Policy 1119 Personal Protective Equipment (PPE)</u>  The purpose of the Personal Protective Equipment Policy is to protect Town employees, contractors and visitors from exposure to work place hazards and the risk of injury through the use of personal protective equipment (PPE). PPE is not a substitute for more effective control methods and its use will be considered only when other means of protection against hazards are not adequate or feasible. It will be used in conjunction with other controls unless no other means of hazard control exist.</p> <p><u>Policy 1120 Violence in the Workplace</u>  The Town of Rimbey recognizes the potential for workplace violence and other aggressive behavior directed at our employees. We will not tolerate behavior from anyone that intimidates, threatens, harasses, abuses, injures or otherwise victimizes our employees and will take whatever steps are appropriate to protect our employees from the potential hazards associated with workplace violence. We are committed to providing our employees with an appropriate level of protection from the hazards associated with workplace violence.</p> <p><u>Policy 1121 Working Alone</u>  Identify areas of risk for employees working alone, to develop controls to reduce or eliminate the hazard, to increase the level of awareness for employees who may be exposed to the risk and to comply with applicable legislation and regulations.</p>
<b>Relevant Policy/Legislation</b>	MGA S.153(b) Occupational Health And Safety Code
<b>Attachments</b>	Policy 1119 Personal Protective Equipment (PPE) Policy 1120 Violence in the Workplace Policy 1121 Working Alone



TOWN OF RIMBEY REQUEST FOR DECISION

**Recommendation**

Administration recommends Council approve Policy 1119 Personal Protective Equipment (PPE), Policy 1120 Violence in the Workplace and Policy 1121 Working Alone, as presented.

**Prepared By:**

*Rick Schmidt* *June 8/18*  
Rick Schmidt Date  
Director of Public Works

**Endorsed By:**

*Lori Hillis* *June 8/18*  
Lori Hillis, CPA, CA Date  
Chief Administrative Officer



# Town of Rimbey Policy Manual

Title: Personal Protective Equipment (PPE) Policy No: 1119

Date Approved: Resolution No:

Date Effective:

**Purpose:** The purpose of the Personal Protective Equipment Policy is to protect Town employees, contractors and visitors from exposure to work place hazards and the risk of injury through the use of personal protective equipment (PPE). PPE is not a substitute for more effective control methods and its use will be considered only when other means of protection against hazards are not adequate or feasible. It will be used in conjunction with other controls unless no other means of hazard control exist.

The Town of Rimbey is committed to providing a safe workplace for all employees, volunteers and persons visiting a Town Facility. Use of personal protective equipment will help to minimize injuries to employees.

The Town will adhere to Part 16 & 18 of the Occupational Health and Safety Code in the provision and use of proper Personal Protective Equipment.

Proper Protective equipment is department specific and may or may not include the following:

**Head Protection (OH&S Code Part 18-234)**

- If there is a foreseeable danger of injury to an employee’s head at a work site, the employee must wear industrial protective headwear that is appropriate to the hazards and meets the requirements of CSA Standards

**Eye and Facial Protection (OH&S Code Part 18-229)**

- CSA eye and facial protection will be worn in areas where protection is deemed necessary.

**Hearing Protection (OH&S Code Part 16-222)**

- Employees who are exposed to noise levels in excess of 85 dBA, or prolonged exposure to loud noise and are required to wear approved hearing protection.

**Clothing (OH&S Code Part 18-242 & 243)**

- All work clothing shall be suitable protection against natural elements or processes to which the employee may be exposed.
- All clothing shall be reasonably close fitting.
- Dangling neck wear, rings and chains are prohibited when working around machinery and/or energized sources.

- Long hair may need to be tied back depending upon duties to be performed. Individuals who may be required to wear respirators or particular mask must be clean shaven in order to ensure an adequate seal.

**Foot Protection (OH&S Code Part 18-233)**

- Outside employees in the service delivery areas must wear approved foot protection at all times during working hours.
- Specifications regarding the type of foot protection are department specific.

**Limb and Body Protection (OH&S Code Part 18-242)**

- When workers are required to work with chemicals, and other irritants, limb and body protection will be supplied that are appropriate to the work being done and the nature of the hazard.

**Respiratory Protection (OH&S Code Part 18-244(1) 250(1))**

- CSA approved respiratory protection will be worn by personnel exposed to chemical hazards, dust gases or fumes.

**The following will be used by all employees and contractors within the municipality**

1. All employees, guests and visitors will wear CSA approved safety glasses, CSA Grade 1 safety boots, long non-baggy pants, long-sleeved shirts, CSA approved hard hats, and other specialty personal protective equipment required for the job site;
2. All PPE use will meet the Occupational Health and Safety (OH&S) legislation and CSA standards;
3. All PPE will be maintained and used in accordance with manufacturer’s recommendations and requirements;
4. PPE issued will be inspected at the time of issue and before each use by the employee;
5. The municipality will maintain appropriate inspection and service loss records for specialty pieces of PPE;
6. PPE will not be modified or changed contrary to its manufacturer’s instructions or specifications;
7. All employees using PPE will have the appropriate training on the use care and maintenance of the PPE.

Initial Policy Date:		Resolution No:	
Revision Date:		Resolution No.	
Revision Date:		Resolution No.	



# Town of Rimbey Policy Manual

Title: Violence in the Workplace

Policy No: 1120

Date Approved:

Resolution No:

Date Effective:

Purpose:

The Town of Rimbey recognizes the potential for workplace violence and other aggressive behavior directed at our employees. We will not tolerate behavior from anyone that intimidates, threatens, harasses, abuses, injures or otherwise victimizes our employees and will take whatever steps are appropriate to protect our employees from the potential hazards associated with workplace violence. We are committed to providing our employees with an appropriate level of protection from the hazards associated with workplace violence.

### Management Responsibilities

Management will:

- Inform employees if they are working in an area where there is a potential for violence and identify any risks that are specific to that area.
- Ensure that appropriate procedures are in place to minimize the risk to our employees from violence.
- Ensure that employees are trained in recognizing and responding to situations involving workplace violence.
- Ensure that every reported incident of workplace violence is investigated, and potential areas for improvement are identified.

### Employee Responsibilities

- Employees of the Town of Rimbey are required to be familiar with and follow the procedures that are in place to protect them from workplace violence.
- All employees must participate in the instruction of workplace violence prevention.
- Employees are required to immediately report all incidents of workplace violence to their supervisor or director.
- Employees are also responsible for participating in work site hazard assessments and implementing controls and procedures to eliminate or control the associated hazards.

No employee can be penalized, reprimanded, or in any way criticized when acting in good faith while following the procedures for addressing situations involving workplace violence.

The procedures for dealing with workplace violence are as stated below:

**How potential hazards will be identified and communicated to staff:**

- Hazard assessments regarding workplace violence will be completed as part of the regular hazard assessment program. The results of the hazard assessment will be communicated to workers at the regular staff meetings.

**Methods/controls to prevent workplace violence:**

- Security system and training.

**How to respond to workplace violence:**

- All workers who are exposed to potential or real situations of workplace violence should leave the immediate area if possible and call for assistance from co-workers or 911 immediately.

**How to report workplace violence:**

- Employees are required to immediately report all incidents of workplace violence to their supervisor.

**How to investigate and document incidents workplace violence:**

- All incidents of workplace violence will be documented on the Incident Report and Investigation Form and the supervisor is responsible for investigating the incident to determine the causes and to identify how to prevent futures occurrences.

**The support available for victims of workplace violence:**

- All workers exposed to workplace violence will be advised to consult with a health care professional for treatment or counseling.

**Training for workers:**

- All workers will be instructed in the workplace violence policy and procedures in orientation. A review will be done annually or as new related work processes or hazards arise.

Initial Policy Date:		Resolution No:	
Revision Date:		Resolution No.	
Revision Date:		Resolution No.	



# Town of Rimbey Policy Manual

Title: Working Alone

Policy No: 1121

Date Approved:

Resolution No:

Date Effective:

Purpose:

Identify areas of risk for employees working alone, to develop controls to reduce or eliminate the hazard, to increase the level of awareness for employees who may be exposed to the risk and to comply with applicable legislation and regulations.

The Town of Rimbey is committed to the health, safety and well-being of our employees, and will strive to ensure all appropriate safeguards are enacted to protect our employees that must work alone or in isolation.

### Definition:

For the purposes of this policy, “to work alone” means to work alone at a work site in circumstances where assistance is not readily available in the event of an emergency, injury or illness.

### Employers Responsibilities

The Town of Rimbey will provide an effective communication system for any employee that works alone, consisting of:

- Radio communication
- Landline or cellular telephone communication or
- Some other effective means of electronic communication

That includes regular contact by the employer or a designate at intervals appropriate to the nature of the hazard associated with the workers work.

If effective electronic communication is not practicable at the work site, the Town of Rimbey must ensure that:

- The employer or designate visits the worker, or
- The worker contacts the employer or designate at intervals appropriate to the nature of the hazard associated with the worker’s work.

**PROCEDURE****Management and Supervisors will:**

- Identify hazards specific to the equipment and the work that may create particular risks.
- Avoid working scheduling staff alone whenever possible, especially for jobs with a recognized risk.
- Provide appropriate training and education whenever possible.
- Schedule higher risk tasks to be done during normal working hours, or when another worker capable of helping in an emergency situation is available.
- Ensure that employees have access to safe transport and safe parking spots.
- Identify the potential risk of violence. Implement control measures to prevent situations that may lead to violence.
- Identify hazards specific to the individual. Consider the person's age, medical conditions, disabilities, and factors that might specifically affect female employees, expectant mothers, or inexperienced workers.
- Identify people who may be at risk because of their work alone. Make these individuals aware of the potential risk control measures and provide training.
- Report all situations, incidents or 'near misses' where being alone increased the severity of a situation. Make changes to the company policy where necessary.
- Identify the level and extent of training required, taking into account the nature of the lone working activity.
- Provide supervision of lone workers through measures such as the following:
  - Periodic telephone contact with lone workers.
  - Periodic site visits to lone workers.
  - Regular contact (telephone, radio, etc.)
  - End of task/shift contact (eg. Returning keys).
  - Hazard reporting procedures.
- Ensure that all employees are aware of safety guidelines for working alone and that they know how to get assistance in case of an emergency.

**Workers will:**

- Identify hazards specific to the equipment and the work that may create particular risks.
- Avoid working alone whenever possible, especially for jobs with a recognized risk.
- Participate in relevant training and education whenever possible.
- Plan on doing higher risk tasks to be done during normal working hours, or when another worker capable of helping in an emergency situation is available.
- Talk to other employees about their work. Get their input about the work they do and possible safer alternatives.
- Identify the potential risk of violence and hazards specific to oneself.
- Report all situations, incidents or 'near misses' where being alone increased the severity of a situation.
- Be aware of safety guidelines for working alone and know how to get assistance in case of an emergency.

Initial Policy Date:		Resolution No:	
Revision Date:		Resolution No.	
Revision Date:		Resolution No.	



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.6
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Coffee with Council
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>Coffee with Council is an informal forum for residents to meet and chat with the Mayor and other members of Council.</p> <p>At the Regular Meeting of Council November 28, 2017 Council discussed bringing back Coffee with Council and passed the following motion:</p> <p style="text-align: center;"><u>Motion 319/17</u></p> <p style="text-align: center;"><i>Moved by Councillor Curle to hold Coffee with Council, at the Rimbey Municipal Library, on Friday afternoons from 3:00 pm – 4:00 pm commencing on December 1, 2017.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>Discussion</b>	Administration has received a request from Councillor Curle to suspend Coffee with Council for the summer months. Councillor Curle suggests the last day of Coffee with Council be June 29, 2018 and resume on September 14, 2018.
<b>Recommendation</b>	Administration recommends Council suspend Coffee with Council for the summer months with Friday, June 29, 2018 as the last day of Coffee with Council and to recommence Coffee with Council on Friday, September 14, 2018.

Prepared By:

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*June 8/18*

Date

Endorsed By:

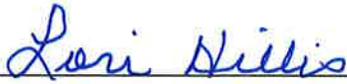
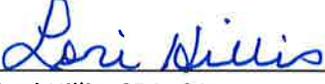
*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*June 8/18*

Date

<b>Council Agenda Item</b>	7.7
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Scout Hall
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>The Scout Hall located in the Lions Park on 52<sup>nd</sup> Avenue and 48<sup>th</sup> Street has been vacant since July 27, 2015. An inspection was done by Alberta Health Services and Rimbey Fire and Rescue and it was determined the building has mold in the basement, inoperable emergency lighting and smoke alarms and moisture damage. Externally, shingles and eaves troughs are in need of repair or replacement before the building can be occupied again.</p> <p>At the January 16, 2016 Budget Meeting Council made a motion to give the Scout Hall to the Kinsmen Club.</p> <p>Since March of 2016 the Kinsmen Club has been cleaning the building and has supplied the Town with the attached letter regarding the mold inspection.</p> <p>In order to ensure the building is safe to lease out, Administration requested Tagish Engineering have an assessment done on the building. Tagish Engineering contracted LEX3 Engineering of Red Deer Alberta to supply the structural engineering service.</p>
<b>Discussion</b>	<p>LEX3 conducted a site visit on May 10, 2018 with the purpose of observing the existing structural systems of the building and recording any defects, deficiencies or other observations which may impact the safety and or performance of the building.</p> <p>As noted in the attached report <b><i>“the Old Scout Hall likely has little salvageable value and would require significant financial investment in further assessment, rehabilitation and modernization to restore the facility to safe and useable facility.”</i></b></p> <p>And further: <b><i>“there is high potential for extensive structural strengthening as well as complete building envelope replacement. The cost of these work items coupled with probable electrical and mechanical system upgrades are likely to exceed the life cycle costs of replacement. New users of the facility should be prepared for substantial financial investment prior to re-opening for human occupancy.”</i></b></p> <p>We have not investigated the cost to restore the facility to occupancy standards or the cost to rebuild the building.</p> <p>In 2016 we received a quote of \$42,300 to demolish the building.</p> <p>The Rimbey Kinsmen Club is proposing the Town enter a no charge lease with their organization and to take care of the utilities for the facility. In return, the club will provide an outside washroom facility for playground and skate park users during the day.</p>

<b>Options/Consequences</b>	<ol style="list-style-type: none"> <li>1. Investigate the cost to restore the facility to occupancy standard.</li> <li>2. Demolish the building</li> </ol>
<b>Financial Implications</b>	Unknown
<b>Attachments</b>	<p>Letter from Kinsmen Club of Rimbey to the Town of Rimbey – March 9, 2017            Letter from Service Master Restore of Red Deer            LEX3 Engineering Final Structural Site Observation Report</p>
<b>Recommendation</b>	Administration recommends Council determine a course of action.
<p><b>Prepared By:</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 20px;"> <div style="text-align: center;">             _____            Lori Hillis, CPA, CA            Chief Administrative Officer         </div> <div style="text-align: center;">             _____            Date         </div> </div> <p><b>Endorsed By:</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 20px;"> <div style="text-align: center;">             _____            Lori Hillis, CPA, CA            Chief Administrative Officer         </div> <div style="text-align: center;">             _____            Date         </div> </div>	

Kinsmen Club of Rimbey  
Box 79  
Rimbey Alberta  
T0C2J0  
RimbeyKinsmen@gmail.com



March 9, 2017

To: Mayor Rick Pankiw & Town Council

The Kinsmen Club of Rimbey would like to consider taking over the vacant building, known as the old Scout Hall, (a former Kinsmen project) located at the corner of 52<sup>nd</sup> ave and 48st. in the Lions park. The building has been considered condemned. The Kinsmen club would like to bring the building back into a usable state and use the building as our Club House, as headquarters for the club.

We would like to enter a no charge lease with the town. With the town continuing to take care of the utilities to the facility. In return the Kinsmen club would provide an outside washroom facility for the playground/skateboard park for daytime use.

Representatives from the Kinsmen club can be made available for further discussion if required.

Thank you for your consideration of this proposal.

Kinsmen Club of Rimbey

President  
Al Adam \_\_\_\_\_  
Treasurer  
Steve Schrader \_\_\_\_\_

Mold Inspection at 52 49 Street Rimbey Alberta

ServiceMaster was contacted to inspect building post mold remediation. Affected areas are in basement of building. Affected building materials such as, drywall, flooring and insulation were removed. Framing where large crack in foundation was removed. Foundation walls and floor were then cleaned. Bathrooms, hallway area and under stairs storage area had the suspected building materials removed. Bottom four feet of drywall was torn out and insulation removed. Framing and suspected areas were then cleaned. Framing that was left in place appears to be in good condition and free of mold growth. At time of inspection no signs of mold growth or odor was found. All framing in affected areas is in good condition, all foundation walls were cleaned and free of any signs of mold growth. At this time I have found that there is no cause for concern and mold remediation is completed and is satisfactory.

Best Regards,



Dylon Cardinal



**Old Scout Hall**  
**Rimbey, Alberta**

## **Final Structural Site Observation Report**

LEX3 Engineering Inc.  
403-4909 49<sup>th</sup> Street  
Red Deer, AB T4N 1V1  
Tel 403-340-1117

**Table of Contents**

**1 INTRODUCTION ..... 1**

**2 BACKGROUND ..... 1**

**3 SITE OBSERVATION ..... 1**

**4 CONCLUSIONS / RECOMMENDATIONS..... 2**

APPENDIX A: Photo Log

## 1 INTRODUCTION

The Town of Rimbey, Alberta (Town) has retained LEX3 Engineering Inc. (LEX3) to conduct a Structural Site Observation of the Old Scout Hall to review the condition of the building and summarize conclusions related to its future viability as a safe and useable asset. The following report will outline the background, site observations, and recommendations of the site observation.

## 2 BACKGROUND

The Old Scout Hall has a long and remarkable history within the community of Rimbey, Alberta. Research indicates that the superstructure of the building was original used as an intermediate schoolroom until 1925 when it was moved onto foundations in the southwest corner of Lions Park and converted to a Masonic lodge. It was used for this purpose until the mid-1960's when it was sold the Boy Scouts and subsequently moved to new foundations in the northeast corner of Lions Park. Recently, the Town has condemned the building due to safety and performance concerns. LEX3 was retained to complete a review of the structural systems to confirm and validate the condemnation measures. Detailed analysis of the structural capacity of individual structural elements and connections was not part of the scope of this assignment.

## 3 SITE OBSERVATION

LEX3 conducted a site visit on May 10, 2018 with the purpose of observing the existing structural systems of the building and recording any defects, deficiencies or other observations that may impact the safety and / or performance of the building.

The building structure is comprised of a wood framed superstructure and cast-in-place concrete foundations accommodating a full depth basement. The following visible elements were observed during the site visit:

- Roof rafters;
- Main floor joists;
- Main floor intermediate beam and columns;
- Vestibule framing; and,
- Foundations.

Although LEX3's primary scope included a structural site observation, ancillary items potentially affecting building performance were also noted.

The roof structure was accessible for observation through an access hatch in the ceiling. The structure is comprised of 2x4 rafters that appear to have been strengthened randomly with diagonal wood members of varying dimension. Photo's 5 and 6 show relevant photos of these rafters. Although no obvious defects were recorded, members of the Town indicate that winter snow loads result in visible significant deformation of the roofline peak. Visible deformations of this magnitude may indicate deficiencies in the stiffness of the roof system to meet serviceability limit states. LEX3 also noted that the roof envelope lacked appropriate vapour barrier. Much of the insulation appeared to be subject to mold growth.

The main floor joists appear to be 2x6 rough sawn wood members spaced at approximately 2 feet on centre. Although no obvious defects were recorded, the members appear to be slight and flexible for the intended use and expected loading conditions. Refer to photo 10.

An intermediate main floor beam supports the joists at approximately mid-span of the floor area. The beam is spliced at regular locations along its length which will affect capacity. Again, no obvious defects were recorded.

The opening of the vestibule / stair shafts are framed with a nail laminated beam comprised of individual stacked members on their weak axis. This is not common practice and results in a weaker beam. In addition, the interface of this beam with the foundation is beginning to rot. Refer to Photo 11.

Finally, the cast-in place concrete foundations are presumably newer than the remainder of the structure and are generally in good condition. A single wide crack was observed in the west foundation wall. Vertical cracks are not normally a concern from a structural performance perspective. However, this crack appears to have enabled water ingress. Refer to photos 12 through 14.

In summary, the structure appears to be free from any major defects. However, the member sizes and configurations are suspect. In addition, building envelope deficiencies have resulted in suspected mold growth resulting in a potentially unsafe and hazardous environment.

**4 CONCLUSIONS / RECOMMENDATIONS**

Although no significant structural deficiencies were recorded during LEX3’s site observation, it is concluded that the Old Scout Hall likely has little salvageable value and would require significant financial investment in further assessment, rehabilitation and modernization to restore the facility to safe and useable facility. Prior to opening the facility to human occupancy, the following minimum tasks should be completed:

- A full structural analysis confirming the capacity of all structural members;
- A building wide mold assessment and abatement; and,
- Epoxy crack injection of foundation cracks.

Although LEX3 cannot presume the results of these assessments, there is high potential for extensive structural strengthening as well as complete building envelope replacement. The cost of these work items coupled with probable electrical and mechanical system upgrades are likely to exceed the life cycle costs of replacement. New users of the facility should be prepared for substantial financial investment prior to re-opening for human occupancy.

We thank you for the opportunity to provide this assessment and if there are any questions or concerns please contact us.

Sincerely,  
Trevor Baragar, P.Eng.  
**LEX3 Engineering Inc.**

Suite 403-4909 49<sup>th</sup> Street  
Red Deer AB T4N 1V1  
Tel 403-340-1117

<p><b>Permit Number: P 12203</b></p>	
<p>The Association of Professional Engineers, Geologists and Geophysicists of Alberta</p>	<p>Responsible Engineer</p>



Photo 1: East Elevation



Photo 2: North Elevation

# Old Scout Hall

Photo Log

May 10, 2018



Photo 3: West Elevation – Note missing sections of downspout and water damage to stucco



Photo 4: South Elevation



Photo 5: Roof rafters looking south from access hatch



Photo 6: Roof rafters looking north from access hatch



Photo 7: Intermediate support beam – Note side laminated sister beam



Photo 8: Typical intermediate support beam bearing on 4-ply post (top connection)



Photo 9: Typical intermediate support beam 4-ply post (bottom connection)



Photo 10: Typical floor joists and decking



Photo 11: Typical stair shaft floor beam



Photo 12: Typical foundation wall  
- Note wide vertical crack



Photo 13: Wide vertical crack in west foundation wall – Note previous attempt to seal crack



Photo 14: Note signs of water ingress at wide crack in west foundation wall

<b>Council Agenda Item</b>	7.8
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Rimbey Aerodrome
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>At the Regular Meeting of Council held June 13, 2013 Council passed the following motion:</p> <p style="text-align: center;"><u>Motion 265/16</u></p> <p style="text-align: center;"><i>Moved by Mayor Pankiw to sell the Rimbey Airport.</i></p> <p style="text-align: right;">CARRIED</p> <p>At the Regular Council Meeting of July 25, 2016 Council passed the following motion:</p> <p style="text-align: center;"><u>Motion 327/16</u></p> <p style="text-align: center;"><i>Moved by Councillor Jaycox to advertise a public notice of sale of land – Rimbey Airport, with the following conditions:</i></p> <ol style="list-style-type: none"> <li>1. <i>No terms or conditions of sale will be considered other than those specified by the municipality.</i></li> <li>2. <i>The parcel of land must remain an airport.</i></li> <li>3. <i>The purchaser(s) must create an Airport Authority.</i></li> <li>4. <i>The parcel of land offered for sale will be subject to a reserve bid of \$125,000, plus closing costs and to the reservations and conditions contained in the existing certificate of title.</i></li> <li>5. <i>The lands are being offered for sale on an “as is, where is” basis, and the Municipality makes no representation and gives no warranty whatsoever as to the state of the parcel, or its suitability of the lands for any intended use by the successful bidder.</i></li> <li>6. <i>The Mayor, Councillors, Chief Administrative Officer, Designated Officers and Employees of the municipality or immediate family members are not eligible to bid or buy the land.</i></li> <li>7. <i>The purchaser will be required to execute a Sale Agreement in form and substance provided by the municipality.</i></li> <li>8. <i>The successful purchaser must, at the time of sale, make payment in cash or bank draft payable to the municipality as follows:</i> <ol style="list-style-type: none"> <li>a. <i>The full purchase price if it is \$10,000 or less; OR</i></li> <li>b. <i>If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.</i></li> </ol> </li> <li>9. <i>GST will be collected on the property.</i></li> <li>10. <i>The risk of the property lies with the purchaser immediately following the sale.</i></li> <li>11. <i>The purchaser will be responsible for registration of the transfer including registration fees.</i></li> <li>12. <i>If no offer is received on the property or if the reserve bid is not met, the property will not be sold.</i></li> </ol>

13. *The Town of Rimbey will register a caveat on title to have first right of refusal to purchase at current market value.*

*CARRIED*

The Advertisement for the Public Notice of Sale of Land, Rimbey Airport ran in the Rimbey Review for the Weeks of August 2-8 and August 9-15, 2016.

At the August 22, 2016 Regular Council Meeting passed the following motions:

*Motion 343/16*

*Moved by Councillor Jaycox to reject the tender bid submitted of \$50,000.00 from Paul Kusch, Gerald Ernst, Wayne Danser and Peter Couchman for the purchase of the Rimbey Airport.*

*CARRIED*

*Motion 344/16*

*Moved by Mayor Pankiw to leave the existing lease price for the Airport Hangers at the 2015 rates until the September 30, 2016 while Council contemplates what they wish to do.*

*CARRIED*

At the September 12, 2016 Regular Council Meeting Council passed the following motions:

*Motion 370/16*

*Moved by Councillor Godlonton to re-advertise the sale of the Rimbey Airport with the same previous advertisement with the addition of a clause in the advertisement to include a business case showing the benefits to the Town of Rimbey, and the advertisement is to run for 2 weeks with a closing date October 14, 2016.*

*CARRIED*

The new advertisement as shown below was run in the Rimbey review for the weeks of September 20-26, 2016 and Sept 27-Oct 3, 2016. It was also posted on the doors and at the front counter at the Town of Rimbey Administration Building and on the Town of Rimbey Website.

## Public Notice of Sale of Land Rimbey Airport

Please be advised, at the Regular Council Meeting held Monday, June 13, 2016, Council passed a motion to sell the Rimbey Airport.

**LOCATION: NW 04-43-02-W5M, 8521951 (60.560346 acres)**

The Municipal Government Act outlines the following in regard to municipal disposal of such land:

### **Disposal of land**

*70(1) If a municipality proposes to transfer or grant an estate or interest in*

- a) land for less than its market value, or*
- b) a public park or recreation or exhibition grounds,*

*the proposal must be advertised.*

*(2) The proposal does not have to be advertised if the estate or interest is*

- (a) to be used for the purposes of supplying a public utility,*
- (b) transferred or granted under Division 8 of Part 10 before the period of redemption under that Division, or*
- (c) to be used by a non-profit organization as defined in section 241(f)*

*1994 cM-26.1 s70;1995 c24s9*

### **Terms & Conditions of Sale**

1. No terms or conditions of sale will be considered other than those specified by the municipality.
2. The parcel of land must remain an airport.
3. The purchaser(s) must create an Airport Authority.
4. The parcel of land offered for sale will be subject to a reserve bid of \$125,000, plus closing costs and to the reservations and conditions contained in the existing certificate of title.
5. The lands are being offered for sale on an "as is, where is" basis, and the Municipality makes no representation and gives no warranty whatsoever as to the state of the parcel, or its suitability of the lands for any intended use by the successful bidder.
6. The Mayor, Councillors, Chief Administrative Officer, Designated Officers and Employees of the municipality or immediate family members are not eligible to bid or buy the land.
7. The purchaser will be required to execute a Sale Agreement in form and substance provided by the municipality.
8. The successful purchaser must, at the time of sale, make payment in cash or bank draft payable to the municipality as follows:
  - a. The full purchase price if it is \$10,000 or less; OR
  - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.
9. GST will be collected on the property.
10. The risk of the property lies with the purchaser immediately following the sale.
11. The purchaser will be responsible for registration of the transfer including registration fees.

12. If no offer is received on the property or if the reserve bid is not met, the property will not be sold.
13. The Town of Rimbey will register a caveat on title to have first right of refusal to purchase at current market value.

**A business case showing the benefits to the Town of Rimbey must be included with the sealed bid.**

The prescribed form may be picked up at the Town of Rimbey Administration Office during regular office hours.

Sealed bids, containing the prescribed form, the business case and a deposit in the form of a bank draft will be received until 4:30 pm, local time October 14, 2016. The bid should be addressed to:

Sale of Land – Rimbey Airport  
Attention: Lori Hillis, Chief Administrative Officer  
Town of Rimbey  
Box 350  
Rimbey, Alberta  
TOC 2J0

**The highest bid or any other bid will not necessarily be accepted.**

Inquiries should be directed to Lori Hillis, Chief Administrative Officer at 403.843.2113.

Lori Hillis, CPA, CA  
Chief Administrative Officer

Closing date for tender submission was Friday, October 14, 2016 at 4:30 pm local time. Two (2) tender submissions were received.

Tenders were opened earlier in the meeting and accepted as information.

After an in-camera discussion at the October 24, 2016 Regular Council Meeting, Council passed the following motions:

**Motion 431/16**

*Moved by Councillor Godlonton to refuse the offer to purchase from Ponoka County in the amount of \$1.00 for the purchase of the Rimbey Airport.*

**CARRIED**

**Motion 432/16**

*Moved by Councillor Godlonton to refuse the offer from the Rimbey Airport Group in the amount of \$50,000.00 plus GST, to purchase the Rimbey Airport.*

**CARRIED**

	<p>There has been renewed interest in the Rimbey Aerodrome (Rimbey Airport).</p> <p>At the Regular Meeting of Council held May 8, 2018 Council Passed the Following Motion:</p> <p style="text-align: center;"><u>Motion 164/18</u></p> <p style="text-align: center;"><i>Moved by Councillor Rondeel to sell the Rimbey Airport and to advertise the sale of land with the same conditions as previously advertised with a closing date of Friday, June 1, 2018 and bring back to the June 12, 2018 Regular Meeting of Council.</i></p> <p><u>In Favor</u> <span style="float: right;"><u>Opposed</u></span></p> <p>Mayor Pankiw Councillor Coulthard Councillor Curle Councillor Payson Councillor Rondeel</p> <p style="text-align: right;">CARRIED</p>
<p><b>Discussion</b></p>	<p>As per Council’s instructions, the Sale of the Rimbey Aerodrome was advertised in the Rimbey Review for the weeks of May 15 and May 22, 2018 with a closing date of Friday, June 1, 2018. This advertisement was also on the Town of Rimbey Website and on the front and back doors of the Town Administration Building and at the front counter.</p> <p style="text-align: center;">Public Notice of Sale of Land Rimbey Aerodrome</p> <p>Please be advised, at the Regular Council Meeting held Tuesday, May 8, 2018, Council passed a motion to sell the Rimbey Aerodrome.</p> <p style="text-align: center;">LOCATION:     NW 04-43-02-W5M, 8521951 (60.560346 acres)</p> <p>The Municipal Government Act outlines the following in regard to municipal disposal of such land:</p> <p><b>Disposal of land</b></p> <p>70(1) If a municipality proposes to transfer or grant an estate or interest in</p> <ul style="list-style-type: none"> <li>(a) land for less than its market value, or</li> <li>(b) a public park or recreation or exhibition grounds, the proposal must be advertised.</li> </ul> <p>(2) The proposal does not have to be advertised if the estate or interest is</p> <ul style="list-style-type: none"> <li>(a) to be used for the purposes of suppling a public utility,</li> <li>(b) transferred or granted under Division 8 of Part 10 before the period of redemption under that Division, or</li> <li>(c) to be used by a non-profit organization as defined in section 241(f)</li> </ul>

**Terms & Conditions of Sale**

1. No terms or conditions of sale will be considered other than those specified by the municipality.
2. The parcel of land must remain an airport.
3. The purchaser(s) must create an Airport Authority.
4. The parcel of land offered for sale will be subject to a reserve bid of \$125,000, plus closing costs and to the reservations and conditions contained in the existing certificate of title.
5. The lands are being offered for sale on an “as is, where is” basis, and the Municipality makes no representation and gives no warranty whatsoever as to the state of the parcel, or its suitability of the lands for any intended use by the successful bidder.
6. The Mayor, Councillors, Chief Administrative Officer, Designated Officers and Employees of the municipality or immediate family members are not eligible to bid or buy the land.
7. The purchaser will be required to execute a Sale Agreement in the form and substance provided by the municipality.
8. The successful purchaser must, at the time of sale, make payment in cash or bank draft payable to the municipality as follows:
  - a. The full purchase price if it is \$10,000 or less; OR
  - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.
9. GST will be collected on the property.
10. The risk of the property lies with the purchaser immediately following the sale.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on the property or if the reserve bid is not met, the property will not be sold.
13. The Town of Rimbey will register a caveat on title to have first right of refusal to purchase at current market value.

**A business case showing the benefits to the Town of Rimbey must be included with the sealed bid.**

The prescribed form may be picked up at the Town of Rimbey Administration Office during regular office hours.

**Sealed bids**, containing the prescribed form, the business case and a deposit in the form of a bank draft will be received until 4:30 pm, local time Friday, June 1, 2018 at the Town of Rimbey Administration Office located at 4938 50 Avenue Rimbey Alberta. The bid should be addressed to:

	<p>Sale of Land – Rimbey Aerodrome          Attention: Lori Hillis, Chief Administrative Officer          Town of Rimbey          Box 350          Rimbey, Alberta          TOC 2J0</p> <p>The highest bid or any other bid will not necessarily be accepted.</p> <p>Inquiries should be directed to Lori Hillis, Chief Administrative Officer at 403.843.2113.</p> <p style="text-align: right;">Lori Hillis, CPA, CA          Chief Administrative Officer</p> <p>Two (2) sealed bids were received.</p>
<p><b>Relevant Policy/Legislation</b></p>	<p>MGA 70  <b>Disposal of land</b>  <i>70(1) If a municipality proposes to transfer or grant an estate or interest in</i>  <i>a) land for less than its market value, or</i>  <i>b) a public park or recreation or exhibition grounds,</i>  <i>the proposal must be advertised.</i>  <i>(2) The proposal does not have to be advertised if the estate or interest is</i>  <i>a) to be used for the purposes of supplying a public utility,</i>  <i>b) transferred or granted under Division 8 of Part 10 before the period of redemption under that Division, or</i>  <i>c) to be used by a non-profit organization as defined in section 241(f)</i>          1994 cM-26.1 s70;1995 c24s9</p>
<p><b>Options/Consequences</b></p>	
<p><b>Recommendation</b></p>	<p>Administration recommends Council review the bids and determines a course of action.</p>
<p><b>Prepared By:</b></p> <p style="text-align: center;">               _____              Lori Hillis, CPA, CA              Chief Administrative Officer         </p> <p style="text-align: right;">               _____              Date         </p> <p><b>Endorsed By:</b></p> <p style="text-align: center;">               _____              Lori Hillis, CPA, CA              Chief Administrative Officer         </p> <p style="text-align: right;">               _____              Date         </p>	



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.1
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Finance
<b>For Public Agenda</b>	Public Information
<b>Discussion</b>	8.1.1 Accounts Payable Listings
<b>Attachments</b>	Accounts Payable Listing
<b>Recommendation</b>	Motion by Council to accept the Accounts Payable listing provided by the Chief Financial Officer, as information.

**Prepared By:**

Wanda Stoddart  
Wanda Stoddart  
Director of Finance

June 8/18  
Date

**Endorsed By:**

Lori Hillis  
Lori Hillis, CPA, CA  
Chief Administrative Officer

June 8/18  
Date

**Town of Rimbey 2018**  
**Accounts Payable Cheque List**  
**From: 15-May-2018 To: 06-Jun-2018**

Vendor Name	Purpose	Cheque	Date	Amount
Jim Pattison Lease	Bylaw - lease	PAW4812	17-May-2018	1677.11
Workers' Compensation Board -...	WCB May 06/18 installment	PAW4813	17-May-2018	2240.45
Waste Management	Waste Management - April 2018	PAW4814	17-May-2018	2303.35
Alberta Municipal Services...	Curling Club - power - May 07/18 inv.	PAW4815	17-May-2018	1406.14
Canada Revenue Agency	RP0001/02 - (Apr.29-May12/18) May 18/18 pay	PAW4816	17-May-2018	16918.03
EPCOR	Epcor - Scout Hall - May 01/18 inv.	PAW4817	17-May-2018	98.60
Direct Energy Regulated Services	Curling Club - gas - Apr.24/18 inv.	PAW4818	17-May-2018	552.75
Direct Energy Regulated Services	Diect Energy - Apr.24/18 inv - gas - Scout Hall	PAW4819	17-May-2018	177.47
LAPP	LAPP - FCSS - (Apr.16-29/18) May 09/18 pay	PAW4820	17-May-2018	1206.75
LAPP	LAPP - (Apr.15-28/18) May 04/18 pay	PAW4821	17-May-2018	9130.73
Canada Revenue Agency	RP0001/02 - (Apr.15-28/18) May 04/18	PAW4822	17-May-2018	15974.23
Telus Mobility Inc.	Telus Mobility - May 06/18	PAW4823	17-May-2018	67.78
Alberta Municipal Services...	AMSC - power/gas	PAW4824	17-May-2018	36238.25
Servus Credit Union	W.Stoddart - Apr.30/18 inv - Servus M/C	PAW4825	17-May-2018	4169.92
Servus Credit Union	C.Bowie - Apr.30/18 inv.	PAW4826	17-May-2018	402.93
Servus Credit Union	L.Hillis - Servus M/C	PAW4827	17-May-2018	1842.10
Telus Communications Inc.	Telus - Beatty	PAW4828	24-May-2018	54.80
Telus Communications Inc.	phone bill	PAW4829	24-May-2018	69.58
Telus Communications Inc.	internet	PAW4830	24-May-2018	101.85
Telus Communications Inc.	phone	PAW4831	24-May-2018	69.58
LAPP	LAPP payment - May 23/18 biweekly - FCSS...	PAW4832	24-May-2018	1272.92
LAPP	LAPP payment - May 2018 monthly payroll -...	PAW4833	24-May-2018	806.62
Eastlink	cable - fitness room	PAW4834	24-May-2018	87.31
LAPP	LAPP payment - May 18/18 biweekly payroll...	PAW4835	24-May-2018	9130.73
Direct Energy Regulated Services	Scout Hall - gas	PAW4836	06-Jun-2018	62.04
Direct Energy Regulated Services	Curling Club - gas	PAW4837	06-Jun-2018	41.61
LAPP	LAPP payment - June 01/18 - biweekly May 13...	PAW4838	06-Jun-2018	9130.73
Canada Revenue Agency	RP0001/02 - May 13-26/18 (June 1/18)	PAW4839	06-Jun-2018	16314.44
Telus Communications Inc.	phone	PAW4840	06-Jun-2018	2076.54
Great West Life	June 2018 - GWL Benefits	PAW4841	06-Jun-2018	12875.83
Servus Credit Union Ltd.	Debenture #45 - paving	PAW4842	06-Jun-2018	28145.36
1868141 Alberta Ltd.		43386	17-May-2018	104.48
Berrington, Tammy		43387	17-May-2018	25.00
Border Paving Ltd.		43388	17-May-2018	838.95
Brownlee LLP		43389	17-May-2018	2857.92
City Of Red Deer		43390	17-May-2018	1176.00
Fehr, Shelby		43391	17-May-2018	25.00
Holton, Cody		43392	17-May-2018	25.00
Nikirk Bros. Contracting Ltd.		43393	17-May-2018	674.10
Penner, Patty		43394	17-May-2018	25.00
Pitney Bowes		43395	17-May-2018	185.79
Rimbey Art Club		43396	17-May-2018	410.00
Rimbey Heating Ltd.		43397	17-May-2018	943.44
Rimbey Home Hardware		43398	17-May-2018	535.91
Rimbey Janitorial Supplies		43399	17-May-2018	1277.85
RJ Plumbing and Heating		43400	17-May-2018	194.25
Silver Star Septic Service		43401	17-May-2018	126.00
SIRRS LLP		43402	17-May-2018	279.01
Star Granite and Bronze		43403	17-May-2018	149.95

**Town of Rimbey 2018**  
**Accounts Payable Cheque List**  
**From: 15-May-2018 To: 06-Jun-2018**

<b>Vendor Name</b>	<b>Purpose</b>	<b>Cheque</b>	<b>Date</b>	<b>Amount</b>
Stationery Stories & Sounds...		43404	17-May-2018	42.00
Superior Safety Codes Inc.		43405	17-May-2018	748.44
Tagish Engineering Ltd.		43406	17-May-2018	1190.70
Town Of Rimbey		43407	17-May-2018	9843.44
Town of Rimbey - Pool Float		43408	17-May-2018	120.00
Um, Justin		43409	17-May-2018	25.00
Uni First Canada Ltd.		43410	17-May-2018	142.28
United Farmers Of Alberta		43411	17-May-2018	87.47
Vicinia Planning & Engagement...		43412	17-May-2018	4905.79
W.R. Meadows		43413	17-May-2018	357.21
W5 Steamin' & Cleanin'		43414	17-May-2018	1092.00
Wolseley Industrial Canada INC		43415	17-May-2018	3872.61
Alberta One-Call Corporation		43416	24-May-2018	56.70
AMSC Insurance Services Ltd.		43417	24-May-2018	41.12
AN Adventure Distribution &...		43418	24-May-2018	176.15
Brix Construction Inc.		43419	24-May-2018	23111.55
Cast-A-Waste Inc.		43420	24-May-2018	9397.50
Communications Group Red Deer		43421	24-May-2018	578.84
Digitex Inc.		43422	24-May-2018	39.97
Evergreen Co-operative...		43423	24-May-2018	2070.47
Guy's Carpentry		43424	24-May-2018	1470.00
Hach Sales & Services Canada...		43425	24-May-2018	162.33
Hillis, Lori		43426	24-May-2018	480.30
Leduc-Wilson, Jarrett		43427	24-May-2018	25.00
Legacy Ford		43428	24-May-2018	126.30
New Can Truck Parts		43429	24-May-2018	708.23
Nexom Inc.		43430	24-May-2018	6405.00
Rimbey Heating Ltd.		43431	24-May-2018	1206.52
Rimbey Value Drug Mart		43432	24-May-2018	27.28
RJ Plumbing and Heating		43433	24-May-2018	242.55
Rural Municipalities of Alberta		43434	24-May-2018	7939.00
Uni First Canada Ltd.		43435	24-May-2018	169.96
Vallance, Patrick		43436	24-May-2018	25.00
Wolseley Industrial Canada INC		43437	24-May-2018	1013.73
LOR-AL SPRINGS LTD.		43438	24-May-2018	32.00
MADD		43439	24-May-2018	682.50
Mini Me Clothes		43440	24-May-2018	500.00
Rimbey Municipal Library		43441	24-May-2018	500.00
Stationery Stories & Sounds...		43442	24-May-2018	8.82
Tagish Engineering Ltd.		43443	24-May-2018	6792.35
Bowie, Cindy		43444	05-Jun-2018	717.88
Campbell, Duncan		43445	05-Jun-2018	578.64
Canadian Pacific Railway...		43446	05-Jun-2018	248.00
Digitex Inc.		43447	05-Jun-2018	680.25
Golder Associates Ltd.		43448	05-Jun-2018	787.50
Hach Sales & Services Canada...		43449	05-Jun-2018	178.00
Hi-Way 9 Express Ltd.		43450	05-Jun-2018	368.80
Hillsen Ventures Ltd		43451	05-Jun-2018	913.50
Insight Psychological Inc.		43452	05-Jun-2018	1970.90

**Town of Rimbey 2018**  
**Accounts Payable Cheque List**  
**From: 15-May-2018 To: 06-Jun-2018**

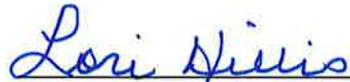
<b>Vendor Name</b>	<b>Purpose</b>	<b>Cheque</b>	<b>Date</b>	<b>Amount</b>
Jag & Sons Consulting Ltd.		43453	05-Jun-2018	21000.00
John Deere Financial Inc.		43454	05-Jun-2018	377.84
Kreutz, Dave		43455	05-Jun-2018	389.64
MLA Benefits Inc.		43456	05-Jun-2018	1664.83
Municipal Property Consultants...		43457	05-Jun-2018	5168.44
Nikirk Bros. Contracting Ltd.		43458	05-Jun-2018	536.81
Parkland Nursery & Landscape...		43459	05-Jun-2018	708.75
Ponoka County		43460	05-Jun-2018	1764.50
Rimbey Art Club		43461	05-Jun-2018	500.00
Rimbey Exhibition Assoc.		43462	05-Jun-2018	2000.00
Rimbey Express Inc.		43463	05-Jun-2018	175.00
Rimbey Farmer's Market...		43464	05-Jun-2018	500.00
Rimbey Home Hardware		43465	05-Jun-2018	364.16
RJ Plumbing and Heating		43466	05-Jun-2018	178.50
The Government of Alberta		43467	05-Jun-2018	20.00
Town Of Rimbey		43468	05-Jun-2018	4652.02
Uni First Canada Ltd.		43469	05-Jun-2018	71.14
W.R. Meadows		43470	05-Jun-2018	238.14
Wearpro Equipment & Supply Ltd.		43471	05-Jun-2018	555.32
Wolseley Industrial Canada INC		43472	05-Jun-2018	1269.25
			<b>118 cheques for</b>	<b>\$319,494.10</b>

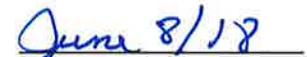


TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.2
<b>Council Meeting Date</b>	June 12, 2018
<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>Options/Consequences</b>	Accept the various community groups' board meeting minutes submitted to Council as information. Discuss items in question from the submitting community boards with Council members who sit as a member on the Board.
<b>Attachments</b>	8.2.1 Rimoka Housing Foundation Meeting Minutes April 18, 2018 8.2.2 Rimoka Housing Foundation Email Motion Apr 26, 2018 8.2.3 Rimoka Housing Foundation Email Motions Apr 30, 2018 8.2.4 Beatty Heritage House Society May 8, 2018
<b>Recommendation</b>	Motion by Council to accept the Rimoka Housing Foundation Meeting Minutes of April 18, 2018, Rimoka Housing Foundation Email Motion April 26, 2018, Rimoka Housing Foundation Email Motion of April 30, and the Beatty Heritage House Society Minutes of May 8, 2018, as information.

Prepared By:

  
Lori Hillis, CPA, CA  
Chief Administrative Officer

  
Date

Endorsed By:

  
Lori Hillis, CPA, CA  
Chief Administrative Officer

  
Date



BOARD MEETING  
Wednesday, April 18, 2018  
9:00 am  
Valley View Manor, Rimbey

PRESENT: P. McLauchlin, Board Chair L. Curle T. Dillon B. Liddle  
D. MacPherson R. Pankiw C. Prediger P. Hall, CAO  
W. Sheppard, Recorder

1. CALL TO ORDER

P. McLauchlin, Board Chair called the meeting to order at 9:06 a.m.

2. ADOPTION OF AGENDA

MOVED by C. Prediger that the Board meeting agenda be adopted as presented. (RHF 18-04-01) *Carried*

3. APPROVAL OF MINUTES

MOVED by R. Pankiw the Board accept the minutes of the March 28, 2018 Board meeting. (RHF 18-04-02) *Carried*

4. FINANCIAL REPORTS

P. Hall provided an overview of the financial reports for the three months ending March 31, 2018.

Presently there are five units in turnover at Legacy Place, so once they are purchased it will provide a significant increase in our financial position.

Overall, the Foundation is fiscally performing well at the end of the first quarter. Provincial housing is ahead of budget excluding salaries which we are allocating to outline the impact of our portfolio transition to government. The Lodge budget is impacted by the delay in revenue from Valley View Manor, however it still remains ahead of budget. And as of the end of March, Legacy Place is also ahead of budget.

MOVED by B. Liddle that the Board accept the Statement of Financial Position for the three months ending March 31, 2018. (RHF 18-04-03) *Carried*

MOVED by D. MacPherson that the Board accept for the three months ending March 31, 2018 as information:

- Financial Statements;
- Cash in Bank report
- and the Cheque Registers, Online and Pre-authorized Payment registers (RHF 18-04-04)

*Carried*

5. CAO REPORT

P. Hall outlined the occupancy of all the Foundation buildings. A significant amount of progress has been made on the vacant units since January 1, 2018 at a reasonable cost to the budget.

There have been numerous meetings regarding the move to Valley View Manor, with a plan to coordinate the move through FCSS volunteers. There has also been a lot of interest from local organizations willing to assist us with the move. Once a move date is finalized, we will contact resident's families with further information on the format of the move.

Our 2019-2021 Housing Management Body Business Plan is due June 30<sup>th</sup>. In our updated business plan we will need to outline where we are going moving forward, and sketch our strategic plan based on lodge living, life lease and social housing components.

MOVED by C. Prediger that the Board accept the CAO report as information. (RHF 18-04-05)

Carried

6.	STANDING AGENDA ITEMS
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#### SAFETY

Safety committee meetings were held at both sites this past week and a joint committee meeting will take place the second week of June. P. Hall is looking at options to enhance our health and safety through resourcing options within the organization.

P. McLaughlin requested we include Health & Safety within our strategic planning for Rimoka.

7.	RIMBEY PROJECT
----	----------------

#### UPDATE FROM BUILDING COMMITTEE

We continue to wait for an official date that we will be able to move into Valley View Manor.

We presently have 61 applications on file for Valley View Manor.

8.	NEW BUSINESS & CORRESPONDENCE
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#### 2019 -2021 BUSINESS PLAN DISCUSSION

Through our strategic planning session on March 26<sup>th</sup>, the Board provided the goals and objectives for the Foundation and outlined the parameters for moving forward which we will incorporate in our business plan.

An updated business plan will be provided to the Board for review at the next meeting.

#### MISSION STATEMENT/VISION/CORE VALUES/GUIDING PRINCIPLES

P. Hall advised our mission statement, core values and guiding principles have been in place for numerous years, and requested Board review for our direction moving forward.

#### SOCIAL HOUSING PILLARS & HOW TO PRIORITIZE

Rimoka Housing Foundation presently manages three different low income social housing programs; community housing, private landlord rent supplement program and the direct to tenant program.

P. Hall outlined our current conditions and parameters of the programs, the clients who are applying, and our processes for administration of the programs.

R. Pankiw left the meeting at 10:40 a.m.

Social housing will become a component of our new business plan and how we prioritize moving forward.

9.	NEXT MEETING
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The next meeting is scheduled for May 23<sup>rd</sup> at Legacy Place in Ponoka at 9:00 a.m.

MOVED by C. Prediger that the meeting adjourn at 11:16 a.m. (RHF 18-04-06)

Carried

  
\_\_\_\_\_  
Paul McLaughlin, Board Chair  
for.

May 23/18  
Date Signed

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

May 20/18  
Date Signed

Thursday, April 26, 2018

7:52 am

EMAIL MOTION

PRESENT: P. McLaughlin, Board Chair  
D. MacPherson

L. Curle  
R. Pankiw

T. Dillon  
C. Prediger

B. Liddle  
P. Hall, CAO

1. FIRE AND SAFETY GRANT AUDIT

The Grant Audit statement for the Fire and Safety grant completed by Rowland Parker & Associates in regards to the sprinkler system retrofit at Golden Leisure Lodge was provided for Board review.

MOVED by T. Dillon the Board approve the Grant Audit of our Fire and Safety Grant for Golden Leisure Lodge (RHF 18-04-07)

Carried

  
\_\_\_\_\_  
Paul McLaughlin, Board Chair

May 23/18  
\_\_\_\_\_  
Date Signed

*F.O.A.*  
  
\_\_\_\_\_  
Peter Hall, CAO

May 28/18  
\_\_\_\_\_  
Date Signed



Monday, April 30, 2018  
12:25 pm  
EMAIL MOTION

PRESENT: P. McLauchlin, Board Chair      T. Dillon      B. Liddle      C. Prediger  
          P. Hall, CAO  
ABSENT: L. Curle      D. MacPherson      R. Pankiw

1. ACOUSTIC PANELS - VALLEY VIEW MANOR

P. Hall provided a quote from Perrin Photographic Art for \$14,831.25 to provide the acoustic panels required to mitigate the sound in the dining area of Valley View Manor.

MOVED by P. McLauchlin the Board approve the purchase of acoustic panels from Perrin Photographic Art in the amount of \$14,831.25 for Valley View Manor. (RHF 18-04-08)

Carried

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

May 23/18  
\_\_\_\_\_  
Date Signed

*F. 06.*  
  
\_\_\_\_\_  
Peter Hall, CAO

May 28/18  
\_\_\_\_\_  
Date Signed

Beatty Heritage House Society

May 8, 2018 Meeting

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

In attendance: Teri Ormberg Jackie Anderson  
Florence Stemo  
Nancy Adams Bronwen Jones  
Audreyann Bresnahan Murray Ormberg

MINUTES of previous meeting (April 9, 2018) read by Florence. Adopted as read by Bron; seconded by Murray. Carried.

TREASURER'S REPORT: Jackie reported a Balance of \$27,987.98, and moved the adoption of her Report. Seconded by Nancy. Carried. Jackie noted that the cost of utilities so far this year is lower than that for the same time period of 2017. After some discussion it was moved by Murray, second by Audreyann that the BHH Society apply to Servus Credit Union for online banking in the names of Jackie Anderson and Bronwen Jones. Carried.

**OLD BUSINESS:**

**TOURIST INFO CENTRE:** Orientation Day for employee, Kyla Street, set for her first day of work (May18). Teri, Jackie, Bron and Nancy will carry out the Orientation. Supervision schedule set. This involves 7 Directors of the BHH Society Board, each taking a 2-week period, who will oversee, advise, help our employee during the Summer Season.

**HOME ROUTES CONCERT:** Cecile Doo-Kingue - June 10. Mike and Annette Boorman will host 2 people for 2 nights.

**EARTH DAY:** Report: Much enjoyed and appreciated by participants and attendees. Speaker Kath Smythe was well-informed and pleasant to listen to. The turnout was smaller than expected. The activities for children set up in the Lower Level were very popular. Thanks to Bron for coordinating the events of the day.

**PROCEDURE RE MONEY ISSUES THAT ARISE BETWEEN MEETINGS:** Jackie presented the procedure prepared by her and Annette. Moved by Jackie, seconded by Bron, that we accept the procedure in principle (exact wording to be worked on). Carried.

**WOODDALE QUILT:** Jackie picked up the quilt. 1218 tickets have been printed.

**NEW BUSINESS:**

**GARDENS:** Some research is planned re the gardens before Board decides how to proceed. in the meantime it was moved by Murray, seconded by Florence, that we allot \$150. to replace edging for garden along the south side of the House, and to purchase flowers for the gardens. Carried.

**NEXT MEETING:** Monday, June 4, 2018.

**ADJOURNMENT:** By Murray at 9:50 PM.

Florence Stemo Secretary

Minutes adopted at meeting on June 4, 2018.



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	9.0
<b>Council Meeting Date</b>	June 12, 2018
<b>Subject</b>	Correspondence
<b>For Public Agenda</b>	Public Information
<b>Attachments</b>	9.1 Alberta Recreation and Parks Association (2) 9.2 Rimbey FCSS Charity Golf Tournament 9.3 Alberta Municipal Affairs 9.4 Rimbey Lions Club Car Cruise
<b>Recommendation</b>	Administration recommends Council accept the correspondence from Alberta Recreation and Parks, Rimbey FCSS Charity Golf Tournament, Alberta Municipal Affairs and Rimbey Lions Club Car Cruise, as information.

**Prepared By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

June 8/18  
Date

**Endorsed By:**

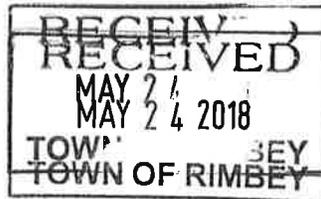
Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

June 8/18  
Date

May 22, 2018

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



Dear Mayor Pankiw and all Members of Council;

**Subject: 2018 Alberta Recreation & Parks Association (ARPA) Annual Conference & Energize Workshop "Partners in Progress"**

I am writing to you on behalf of the Alberta Recreation & Parks Association (ARPA) to invite you to our Annual Conference and Energize Workshop, held at the Fairmont Jasper Park Lodge from Thursday, October 25, 2018 to Saturday, October 27, 2018.

In 2016, our conference was also held in Jasper and it was attended by 525 delegates, of which more than 100 were mayors, reeves and councillors from across Alberta. Our conference program includes the Energize Workshop, which is a series of sessions on topical issues designed to provide you, as an elected official, with innovative ideas, solutions and opportunities in recreation, parks and community development. This will be the Energize Workshop's twenty-third year.

It is broadly recognized that recreation and parks are essential public services that create enhanced quality of life for your citizens and strongly aid in your community's economic growth and sustainability. Your presence at our conference makes a significant contribution to the dialogue and your ongoing support of our organization is much appreciated.

Our 2018 conference program has been informed and influenced by comments and suggestions from the 2017 attendees, and our continual scan of the issues and trends in Alberta and across Canada. The event also provides a great networking opportunity in a welcoming, spirited and healthy environment, as attendees connect with friends and colleagues from across the province in a beautiful, natural setting. The detailed conference program will be available on our website later this spring at [www.arpaonline.ca/events/energize-conference](http://www.arpaonline.ca/events/energize-conference).

The program in will reflect the goals of the **Framework for Recreation in Canada - Pathway to Wellbeing** that has been endorsed by every province and FCM and supported by the Government of Canada as well as active Alberta and the **Parks for All** framework document that was released in January 2018.

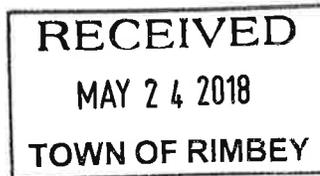
Our experience is that municipalities typically book their rooms well in advance of the conference, so we would encourage you to book your rooms soon. We look forward to seeing you there.

Yours sincerely,

Susan Laurin  
President

May 22, 2018

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



Dear Mayor Pankiw and all Members of Council;

**Subject: Alberta Recreation and Parks Association and the Government of Alberta Honour Outstanding Work in your Community**

The Alberta Recreation and Parks Association (ARPA), alongside the Government of Alberta, are pleased to present a variety of awards that celebrate leadership and excellence in the province's recreation and parks sector.

Award recipients will be honoured in front of 500 delegates at the President's Awards Banquet on Saturday, October 27<sup>th</sup>, 2018, as the concluding event of our annual Conference and Energize Workshop, held at the Fairmont Jasper Park Lodge. We believe this formal recognition inspires Albertans to further outstanding work, and we ask that you consider nominating deserving members of your community for one of the following prestigious awards.

**Lieutenant Governor's Leadership for Active Communities Award program**

These awards honour the achievements of groups and individuals who are leading their communities to increase citizen participation in active living, recreation, and sport, resulting in healthier people and communities. This year, the program is presenting the Group Spirit of Community Leadership, Professional Leadership and Elected Community Leader. The Lieutenant Governor will be in attendance at the President's Awards Banquet to present these three awards.

**Alberta Recreation and Parks Association's Award**

The A.V. Pettigrew Award honours communities or organizations that have made a significant impact on improving the quality of life of their citizens through recreation and parks.

**Government of Alberta's Recreation Volunteer Recognition Awards**

The Government of Alberta Volunteer Recognition Awards honour volunteers who have made significant contributions to recreation development at the community level.

Please visit the ARPA website at [www.arpaonline.ca/awards/main](http://www.arpaonline.ca/awards/main) to view more details on any of the above awards and to submit a digital nomination form.

We look forward to hearing about and recognizing the devoted individuals and groups working to improve your community, our province and the lives of Albertans.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Susan Laurin". The signature is fluid and cursive.

Susan Laurin  
President



# Rimbey FCSS Charity Golf Tournament

PO Box 404 Rimbey, Alberta T0C 2J0

Title Sponsor



Spruce Haven Golf Resort

Tournament Date:  
Thursday August 16<sup>th</sup>, 2018

*Frontline Compression Services Inc.*

5409 - 44 St. Rimbey, AB. T0C 2J0 Phone: 403-843-4546 Fax: 403-843-0060

E-Mail: kevin@frontlinesvs.net

May 31, 2018

Town of Rimbey

Dear Mayor Pankiw, Members of Council, and Staff,

## RE: RIMBEY FCSS Charity Golf Tournament

We are pleased to announce that we will be hosting our 8<sup>th</sup> Annual Rimbey FCSS Charity Golf Tournament and Fundraiser on Thursday, August 16<sup>th</sup>, 2018 at the Spruce Haven Golf Resort. We look forward to another successful fundraising event and a day of fun for all the participants. **We sincerely thank you for your past support of this annual fundraising event.**

It is hoped that you will consider taking part in our event this year, by way of sponsorship or joining us for a day of golf, as an opportunity to support your community through FCSS, an agency that helps facilitate numerous worthy programs.

**This year the funds raised at the 8th Annual FCSS Charity Golf Tournament will go towards FCSS programs for seniors.**

- **Home Support** is a service of light housekeeping, laundry and meal preparation, which is needed by many of our clients just to keep them at home safe and comfortable and to give a good quality of life.
- **Home Care** provides personal care assistance.
- **Meals on Wheels** volunteers deliver a hot and nutritious meal to seniors' homes.
- **Volunteer Visitor Program** matches isolated individuals with a friendly visitor in person or by phone.
- **Medical Alert** has a volunteer install an emergency response system in an individual's home.
- **Adult Day Support Program** gives family caregivers respite and provides social activities to the clients.
- **Community Information and Referral Services (CIRS)** gives help completing forms and documents.
- **Volunteer Income Tax program** files tax returns at no charge for those who meet qualifications.
- **The Compass Program** helps families cope with the stress of caring for their loved ones as they age.
- **Cycling without Age** is a new program we anticipate launching in the near future, in part to be supported by proceeds from this tournament. An electric bike operated by a volunteer could drive two people in a cart around the walking trails for an enjoyable outing.

*Please consider helping us reach our goal of \$15,000.00 to support these worthy programs!*

Attached you will find the sponsorship information and golfer registration form. The registration fee of \$125.00 gives participants 9 holes of Pasture Golf, Cart Rental, and Brunch served from 9:30 until 10:45 a.m. with Tee-Off at 11:00 a.m. At approximately 4:00 p.m. there will be a steak supper with a Loonie auction and many fun prizes to be given away.

We look forward to hosting you on **Thursday, August 16<sup>th</sup>, 2018**. If you require further information please contact Rimbey Family Community Support Services by phone at (403)843-2030, fax (403)843-3270, or e-mail us at [info@rimbeyfcss.com](mailto:info@rimbeyfcss.com) Contacts: Peggy Makofka or Brenda Soderberg

Kind regards,

*Peggy Makofka*

Executive Director  
Rimbey Community Home Help Services  
Rimbey Family Community Support Services



Spruce Haven Golf Resort  
Tournament Host

# Rimbey FCSS Charity Golf Tournament

PO Box 404 Rimbey, AB T0C 2J0

Thursday, August 16<sup>th</sup>, 2018

Spruce Haven Golf Resort



## Title Sponsor



Frontline Compression Services Inc. 5409 - 44 St. Rimbey, AB. T0C 2J0

Phone: 403-843-4546 Fax: 403-843-0060 E-Mail: kevin@frontlinesvs.net

- Schedule**
- 9:30 – 10:45 a.m. Registration and Brunch
  - 10:45 a.m. Welcome, Game Plan & Group Photos
  - 11:00 a.m. Texas Scramble Shotgun Start
  - 4:00 p.m. Steak Supper

### THE FOLLOWING ARE SPONSORED BY:

#### Volunteer Sponsor (1) - \$2,500

- Signage on one specific tee box Name recognition in Tournament Program

#### Cart Sponsor (1) - \$2,000 – Two Free Golf Registrations –

- Signage on Golf Carts Name recognition in Tournament Program

#### Beverage Sponsor (1) - \$2,000 - Two Free Golf Registrations –

- Signage on Course Name recognition in Tournament Program

#### Breakfast Sponsor (1) - \$1,500 – Two Free Golf Registrations –

- Corporate Banner at Breakfast Area Name recognition in Tournament Program

#### Supper Sponsor (1) - \$1,500 – Two Free Golf Registrations –

- Corporate Banner at Supper Area Name recognition in Tournament Program

#### Hole Sponsors (9) - \$1,200 – One Free Golf Registration -

- Signage on one Special Feature Name recognition in Tournament Program



#### Special Feature Sponsors - \$500 or Gift in Kind Equivalent Value

- Signage on Special Feature Name recognition in Tournament Program



Options: Closest to the Pin Longest Drive Hole in One –

Chipping Contest

Hot Dogs - Popcorn Margarita-Daiquiri Hole-

### Other Sponsors

**Sponsorship in any category or donation will be greatly appreciated.**

Prizes

Loonie Auction

First Tee Gifts

Charitable Cash Donation (tax receipt)

All donations and sponsors receive name recognition in Tournament Program



Spruce Haven Golf Resort  
Tournament Host

# Rimbey FCSS Charity Golf Tournament

Box 404 Rimbey, Alberta T0C 2J0  
Thursday August 16<sup>th</sup>, 2018  
Spruce Haven Golf Resort



## Schedule

- 9:30 –10:45 a.m. Registration & Brunch
- 10:45 a.m. Welcome, Game Plan & Group Photo
- 11:00 a.m. Texas Scramble Shotgun Start
- 4:00 p.m. Steak Supper

## Title Sponsor



Frontline Compression Services Inc. 5409 - 44 St. Rimbey, AB. T0C 2J0  
Phone: 403-843-4546 Fax: 403-843-0060 E-Mail: kevin@frontlinesvs.net

Cut on the dotted line

## Participant Registration Form

The registration fee of \$125.00 per golfer includes: 9 holes of Pasture Golf, Cart Rental, Brunch served from 9:30 – 10:45 a.m., and Tee-Off at 11:00 a.m. At approximately 4:00 pm there will be a steak supper with a Loonie Auction and many prizes to be given away.

Please register by completing the information below.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Company: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I wish to play with: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
 \_\_\_\_\_ Contact Number: \_\_\_\_\_  
 \_\_\_\_\_ Contact Number: \_\_\_\_\_

or

Please assign me to a foursome

The entry fee is \$125.00 per player (includes power cart). Charitable tax receipts will be issued as per the guidelines of the Rimbey FCSS/RCHHS Policy.

Sponsorship: \_\_\_\_\_ Donation: \_\_\_\_\_ Prizes: \_\_\_\_\_ Reg. Fee: \_\_\_\_\_ Total Amount: \_\_\_\_\_  
 Method of Payment  Cheque  Cash Name: \_\_\_\_\_

Please complete all information and make payments payable to:  
**Rimbey Community Home Help Services**  
**Box 404**  
**Rimbey, Alberta T0C 2J0**  
**Fax: (403) 843-3270**  
**Email: [info@rimbeyfcss.com](mailto:info@rimbeyfcss.com)**  
**Contacts: Peggy Makofka or Brenda Soderberg**

\_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Authorized Sig.: \_\_\_\_\_

**Sponsorship in any category or donation will be greatly appreciated.**

- Prizes      Loonie Auction      First Tee Gifts      Charitable Cash Donation (tax receipt)

All donations and sponsors receive name recognition in Tournament Program.  
**Note: Spruce Haven Golf Resort is a 9-hole pasture course. One round will be played. Located 12 km north of Rimbey.**



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Leduc-Beaumont*

AR93652

May 29, 2018

His Worship Rick Pankiw  
Mayor  
Town of Rimbey  
PO Box 350  
Rimbey AB T0C 2J0

Dear Mayor Pankiw,

Our government remains committed to supporting municipalities in providing quality infrastructure and services to Albertans. In keeping with that commitment, I am pleased to confirm that Budget 2018 includes \$668 million in Municipal Sustainability Initiative (MSI) funding. This funding, when combined with the \$800 million in MSI funding made available through a 2017-18 Supplementary Estimate, will provide close to \$1.5 billion in the 2018 calendar year to help Alberta's municipalities address local infrastructure priorities. In addition, \$229 million is being provided under the federal Gas Tax Fund (GTF).

Your municipality's 2018 MSI and GTF allocations are listed in Appendix A (attached). Funding amounts for all municipalities are also posted on the Municipal Affairs grant program website at: [municipalaffairs.alberta.ca/municipal-grants](http://municipalaffairs.alberta.ca/municipal-grants).

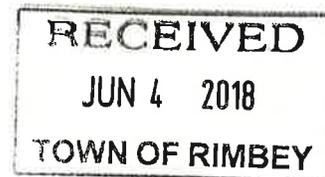
I look forward to working with you and our federal partners to ensure Albertans continue to have access to the essential infrastructure they need.

Sincerely,

Hon. Shaye Anderson  
Minister of Municipal Affairs

Attachment

cc: Lori Hillis, Chief Administrative Officer, Town of Rimbey



## Appendix A

### Town of Rimbey

Program	Components	2018 Funding
<b>Municipal Sustainability Initiative (MSI)</b>	Capital Funding	\$447,538
	MSI Capital Component	\$293,518
	BMTG Component	\$154,020
	Operating Funding	\$33,197
	<b>Total MSI</b>	<b>\$480,735</b>
<b>Gas Tax Fund (GTF)</b>		<b>\$141,581</b>

#### Notes:

- The allocations for the MSI capital component and operating funding are based primarily on the 2017 Municipal Affairs Population List, 2017 education tax requisitions, and 2016 kilometres of local road.
- The allocations for the Basic Municipal Transportation Grant (BMTG) component are based on municipal status:
  - Calgary and Edmonton receive funding based on litres of road-use gas and diesel fuel sold;
  - other cities and urban service areas receive funding based on a combination of population and length of primary highways;
  - towns, villages, summer villages, improvement districts and the Townsite of Redwood Meadows receive funding based on population; and
  - rural municipalities and Métis Settlements receive funding based on a formula which takes into account kilometres of open road, population, equalized assessment, and terrain.
- The GTF allocations are based on the 2017 Municipal Affairs Population List.



May 28, 2018

To whom it may concern:

Please be advised that the Rimbey Lions Club is planning to hold a Car Cruise as part of Rock 'n Rimbey activities, Friday, August 24, 2018 from 7-9pm. The planned route involves leaving Rimbey at 7pm and travelling West on Highway 53, then south on Secondary 766 to Eckville where the cars will be on display for approx. 1 hour ( for refreshments and trophy presentations ). Then the cruise will return to Rimbey by travelling North on Secondary 766, then East on Highway 12, then North on Lockhart road, arriving back in Rimbey at 9pm.

As part of Alberta Transportation Permit # RSDP021509-1, we are notifying all the Municipalities that this Cruise will be travelling through. If you have any concerns or questions please contact event organizer, Terry Von Hollen at 403-358-8141 or by email at [vonco@shaw.ca](mailto:vonco@shaw.ca) .

We will be using pilot trucks to help with traffic control where needed. There is no way to know how many participating vehicles there will be, but we estimate approx. 40.

Yours Truly

Terry Von Hollen

Rock 'n Rimbey , Event Chairman

