

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON
TUESDAY NOVEMBER 26, 2019 AT 5:00 PM IN THE COUNCIL CHAMBERS OF
THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY,
ALBERTA

1.	Call to Order Regular Council Meeting & Record of Attendance	
2.	Agenda Approval and Additions	1
3.	Minutes	2
	3.1 Minutes of Regular Council November 12, 2019	3-8
4.	Public Hearings - None	
5.	Delegations - None	
6.	Bylaws - None	
7.	New and Unfinished Business	
	7.1 2020 Interim Operating Budget and Three Year Financial Plan	9-11
	7.2 Transfer from Reserves.....	12
	7.3 6605 Demolition Policy.....	13-15
	7.4 3005 Purchasing Work Boots Policy	16-17
8.	Reports	
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	8.1.3 Director of Public Works Report.....	25-26
	8.1.4 Director of Community Services Report.....	27
	8.1.5 Planning and Development Officer Report.....	28-30
	8.2 Boards/Committee Reports	31
	8.2.1 Tagish Engineering Project Status Update November 8, 2019.....	32-33
	8.3 Council Reports	34
	8.3.1 Mayor Pankiw's Report.....	35
	8.3.2 Councillor Coulthard's Report.....	36
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	8.3.4 Councillor Payson's Report.....	38
	8.3.5 Councillor Rondeel's Report.....	39
9.	Correspondence	
10.	Open Forum (<u>Bylaw 939/18</u> – Council Procedural Bylaw Part XXI 1.The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.	
11.	Closed Session	
12.	Adjournment	



REQUEST FOR DECISION

Council Agenda Item	3.0
Council Meeting Date	November 26, 2019
Subject	Minutes
For Public Agenda	Public Information
Attachments	3.1 Minutes of Regular Council November 12, 2019
Recommendation	Motion by Council to accept the Minutes of the Regular Council Meeting of November 12, 2019, as presented.
Prepared By:	<p><u><i>Lori Hillis</i></u> <u><i>Nov 21/19</i></u> Lori Hillis, CPA, CA Date Chief Administrative Officer</p>
Endorsed By:	<p><u><i>Lori Hillis</i></u> <u><i>Nov 21/19</i></u> Lori Hillis, CPA, CA Date Chief Administrative Officer</p>

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON TUESDAY, NOVEMBER 12, 2019 IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 - 50 AVENUE, RIMBEY, ALBERTA.

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
Stan Orlesky – Fortis Alberta
Mr. Jason Lovell, Superintendent of Schools, Wolf Creek Public School
Mr. Roger Hall Secretary Treasurer – Wolf Creek Public School
Mrs. Trudy Bratland – Wolf Creek Public School Trustee
2 member(s) of the public

2. Adoption of Agenda

2.1 November 12, 2019 Agenda

Motion 342/19

Moved by Councillor Coulthard to accept the Agenda for the November 12, 2019 Regular Council Meeting, as presented.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

3. Minutes

3.1. Minutes of Organizational Council Meeting October 22, 2019

3.2 Minutes of Regular Council Meeting October 22, 2019

Motion 343/19

Moved by Councillor Payson to accept the Minutes of the Organizational Council Meeting of October 22, 2019, as presented.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7. New and
Unfinished
Business7.1 Emergency Advisory CommitteeMotion 347/19

Moved by Mayor Pankiw to appoint all members of Council to the Emergency Advisory Committee for the Town of Rimbey.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Motion 348/19

Moved by Councillor Payson to appoint the position of Mayor as the Chair of the Town of Rimbey Municipal Emergency Advisory Committee.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Motion 349/19

Moved by Mayor Pankiw to appoint Councillor Coulthard to the Ponoka Regional Emergency Advisory Committee.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7.2 Emergency Management AgencyMotion 350/19

Moved by Councillor Payson to appoint the Director of Emergency Management to the Town of Rimbey Municipal Emergency Management Agency.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7.3 6605 Demolition PolicyMotion 351/19

Moved by Mayor Pankiw to table discussion regarding 6605 Demolition Policy to the November 26, 2019 Regular Council Meeting to allow Administration to add inclusions of industrial buildings and landscaping requirements after demolition, as requested by Council.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7.4 6606 Residential Spec Homes PolicyMotion 352/19

Moved by Councillor Coulthard to approve 6606 Residential Spec Homes Policy, as presented.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7.5 Christmas HoursMotion 353/19

Moved by Councillor Curle to approve the closure of Operations for the Town for the entire day of Friday, December 27, 2019 and the employees of the Town of Rimbey to be paid for the entire day.

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

Motion 354/19

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 Ltd. Project Status Update to October 10 and October 24, 2019

8.2.2 FCSS/RCHHS Board Meeting Minutes of June 19 and September 19, 2019

8.2.3 Rimbey Historical Society Minutes of September 11, 2019

8.2.4 Rimoka Housing Foundation Minutes of September 18, 2019

8.2.5 Rimbey Municipal Library Board Minutes of March 11, April 15, June 26 and September 2, 2019

8.2.6 Beatty Heritage House Society Minutes of September 19, 2019

Motion 355/19

Moved by Councillor Curle to accept the Tagish Engineering Ltd. Project Status Update to Oct 10, 2019, FCSS/RCHHS Board Meeting Minutes of June 19 and September 19, 2019, the Rimbey Historical Society Minutes of September 11, 2019, Rimoka Housing Foundation Minutes of September 18, 2019, Rimbey Municipal Library Board Minutes of March 11, April 15, June 26 and September 2, 2019, and the Beatty Heritage House Society Minutes of September 19, 2019, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Treena Mielke from the Rimbey Review departed at 6:15 pm.

9. Correspondence

9.1 Community Planning Association of Alberta9.2 Rimbey Historical Society9.3 Red Deer River Watershed Alliance9.4 Beatty Heritage House SocietyMotion 356/19

Moved by Councillor Coulthard to accept the correspondence from Community Planning Association of Alberta, Rimbey Historical Society, Red Deer River Watershed Alliance, and the Beatty Heritage House Society, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

10. Open Forum 10.1 Open Forum
11. Closed Session 11.1 Closed Session
12. Adjournment 12.1 Adjournment

Motion 357/19

Moved by Councillor Coulthard to accept the correspondence from Community Planning Association of Alberta, Rimbey Historical Society, Red Deer River Watershed Alliance, and the Beatty Heritage House Society, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Time of Adjournment: 6:25 pm.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER LORI HILLIS

Council Agenda Item	7.1
Council Meeting Date	November 26, 2019
Subject	2020 Interim Operating Budget and Three Year Financial Plan
For Public Agenda	Public Information
Background	<p>The Municipal Government Act Section 242 states that each Council must adopt an operating budget for each calendar year. If an operating budget is not adopted by January 1, Council may adopt an interim operating budget. The interim operating budget will be in effect until the final operating budget is adopted.</p> <p>As per the Municipal Corporate Planning Regulation, municipality must adopt, as a minimum standard, a written three year financial plan and five year capital plan in addition to the annual budget. Council passed the five year capital plan in the spring of 2019 along with the 2019 Capital Budget. Administration has included the three year financial plan with the attached draft 2020 Interim Operating Budget.</p>
Discussion	<p>The Town of Rimbey typically schedules budget deliberations in March after the final property assessments have been received. Since the 2020 Operating Budget will not be adopted until April of 2020, Administration is presenting the 2019 Operating Budget as the 2020 Interim Operating Budget with one change.</p> <p>Administration is requesting that a cost of living increase of 2% for all staff and Council be implemented as part of the 2020 Interim Operating Budget. Salary increases would be effective January 1, 2020. Any applicable merit increases would be included in the regular budget deliberations in March of 2020.</p>
Relevant Policy/Legislation	MGA 242 (1) (2) (3)
Options/Consequences	<ol style="list-style-type: none"> 1. Adopt the 2020 Interim Operating Budget and Three Year Financial Plan as presented with a 2% cost of living increase as at January 1, 2020. 2. Adopt the 2020 Interim Operating Budget and Three Year Financial Plan without the 2% cost of living increase. 3. Adopt the 2020 Interim Operating Budget and Three Year Financial Plan with other revisions.
Financial Implications	2019 Operating budget with an increase to expenses of \$40,922 to reflect a 2% cost of living increase.
Attachments	2020 Interim Operating Budget and Three Year Financial Plan
Recommendation	To adopt the 2020 Interim Operating Budget and Three Year Financial Plan as presented with a 2% cost of living increase as at January 1, 2020.



TOWN OF RIMBEY REQUEST FOR DECISION

Prepared By:

Wanda Stoddart
Wanda Stoddart
Director of Finance

Nov 20/19
Date

Endorsed By:

Lori Hillis
Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 20/19
Date

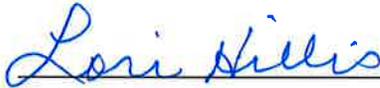
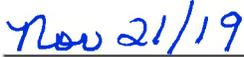
Town of Rimbey
2020 Interim Operating Budget and Three Year Financial Plan

ALL SERVICES COMBINED

Net Budget by Object	Budget 2018	Budget 2019	Interim Budget 2020	2020 Plan	2021 Plan	2022 Plan
Revenue						
Tax revenues	2498595	2,542,303	2,542,303	2,605,861	2,671,007	2,737,782
User Fees and Sale of Goods	1,393,801	1,383,641	1,383,641	1,402,480	1,430,383	1,458,846
Government Transfers	1,132,372	1,155,017	1,155,017	1,155,017	1,155,017	1,155,017
Rentals	80,007	150,821	150,821	127,038	129,980	133,046
Licences and Fines	36,000	70,100	70,100	71,502	72,932	74,391
Frontage	114,311	111,669	111,669	56,291	56,291	56,291
Penalties	60,500	52,500	52,500	52,710	52,924	53,143
Interest	20,000	25,000	25,000	70,000	70,000	70,000
Franchise	501,891	505,275	505,275	504,494	509,719	514,996
Ponoka County	210,000	250,730	250,730	210,730	210,730	210,730
Naming rights	25,000	25,000	25,000	25,000	25,000	25,000
Total revenue	6,072,477	6,272,056	6,272,056	6,281,122	6,383,983	6,489,242
Expenses						
Salaries and Benefits	1,829,461	1,910,665	1,948,878	2,006,198	2,106,087	2,211,176
Council Salaries and Benefits	127,911	135,449	138,158	145,066	148,697	151,311
Contracted Services	523,577	494,795	494,795	495,313	492,741	499,906
Goods and Utilities	1,691,916	1,709,552	1,709,552	1,699,692	1,737,083	1,779,323
Annual equipment replacement	4,601	119,500	119,500	122,458	125,519	128,657
Local Requisitions	441,492	486,095	486,095	426,740	427,091	427,448
Provincial requisitions	907,334	926,896	926,896	926,896	926,896	926,896
Interest and debt repayments	546,185	489,104	489,104	456,201	448,974	449,026
Other (Election)					12,000	
Total expense	6,072,477	6,272,056	6,312,978	6,278,563	6,425,088	6,573,743
Surplus (deficit)	0	(0)	(40,922)	2,559	(41,106)	(84,501)
Opening surplus (deficit)	637,880	637,880		637,880	640,439	599,333
Ending surplus (deficit)	637,880	637,880		640,439	599,333	514,832



REQUEST FOR DECISION

Council Agenda Item	7.2
Council Meeting Date	November 26, 2019
Subject	Transfer from Reserves
For Public Agenda	Public Information
Background	The 2019 Operating Budget included \$59,000 for repairs and maintenance to the water system equipment. Included in this amount was \$40,000 contingency fund in the event of water main or water line breaks.
Discussion	<p>Due to the significant number of water breaks this year we have exceeded the budgeted contingency amount of \$40,000. Expenditures to date in the equipment repairs and maintenance account are \$101,000. As there is several weeks left in this budget year and to ensure there is enough to cover the remaining expenditures, we are requesting the transfer of \$70,000 from Water Reserves to the operating budget to cover the shortfall.</p> <p>Water reserves after the transfer will be \$649,433.</p>
Relevant Policy/Legislation	MGA 242, 243(1)g, 243(2)h, 248(1)a
Financial Implications	Transfer \$70,000 from Water Reserve to operating budget. Water Reserve remaining amount \$649,433.
Recommendation	Council approves the transfer of \$70,000 from Water Reserves to 2019 Operating Budget to cover the shortfall from the higher than expected water main/line breaks during the year.
Prepared By:	<p> Lori Hillis, CPA, CA Chief Administrative Officer</p> <p> Date</p>
Endorsed By:	<p> Lori Hillis, CPA, CA Chief Administrative Officer</p> <p> Date</p>

Council Agenda Item	7.3
Council Meeting Date	November 26, 2019
Subject	6605 Demolition Policy
For Public Agenda	Public Information
Background	<p>At the Regular Meeting of Council held Tuesday, November 12, 2019, Administration brought forth 6605 Demolition Policy.</p> <p>Council passed the following motion:</p> <p style="text-align: center;"><u>Motion 351/19</u></p> <p style="text-align: center;"><i>Moved by Mayor Pankiw to table discussion regarding 6605 Demolition Policy to the November 26, 2019 Regular Council Meeting to allow Administration to add inclusions of industrial buildings and landscaping requirements after demolition, as requested by Council.</i></p> <p><u>In Favor</u> Mayor Pankiw Councillor Coulthard Councillor Curle Councillor Payson Councillor Rondeel</p> <p style="text-align: right;"><u>Opposed</u></p> <p style="text-align: right;">CARRIED</p>
Discussion	As instructed by Council, Administration has included industrial buildings and landscaping requirements into the policy for their consideration.
Relevant Policy/Legislation	6605 Demolition Policy
Attachments	6605 Demolition Policy
Recommendation	Administration recommends Council approve 6605 Demolition Policy, as presented.



REQUEST FOR DECISION

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 21/19

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 21/19

Date



Town of Rimbey Policy Manual

Title: Demolition Policy

Policy No: 6605

Date Approved:

Resolution No:

Date Effective:

Purpose:

To encourage demolition of derelict buildings

Policy Statement:

DEMOLITION

For the purpose of this program, a qualifying demolition is considered to occur only in those cases where a residential, commercial or industrial building that has become dilapidated through age is demolished.

Buildings that are demolished as a result of damage caused by fire, wind, storm, vehicle collision, or other catastrophic event do not qualify as a demolition for this program.

The demolition of accessory buildings does not qualify for this program.

The property owner must be in possession of a valid demolition permit, issued by the Development Authority of the Town of Rimbey.

The property owner must remove the demolished materials from the property, fill any hole resulting from demolition of the building, restore the land back to grade including the planting of grass or sod, unless there is a valid development permit in place for a new residential, commercial or industrial building.

Post demolition inspection approval must be completed by the Town within 12 months of the date of the demolition permit.

The Town of Rimbey will provide a onetime payment of \$1000.00 to the property owner to assist with costs related to demolition upon completion of the post demolition inspection.

This program will take effect on January 1, 2019.

Initial Policy Date:

Resolution No:

Revision Date:

Resolution No:

Revision Date:

Resolution No:



REQUEST FOR DECISION

Council Agenda Item	7.4
Council Meeting Date	November 26, 2019
Subject	3005 Purchasing Work Boots Policy
For Public Agenda	Public Information
Background	The Town of Rimbey has a policy for purchase of work boots.
Discussion	Administration has been requested to bring this policy to Council for the addition of the arena staff from the recreation department. Text with a strikethrough will be removed. New text is highlighted in yellow.
Relevant Policy/Legislation	3005 Purchasing Work Boot Policy
Financial Implications	Maximum expenditure of \$2,250 per year for 9 eligible employees
Attachments	3005 Purchasing Work Boots
Recommendation	Administration recommends Council accept policy 3005 Purchasing Work Boots Policy, as presented.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 21/19

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 21/19

Date



Town of Rimbey Policy Manual

Title:	Purchasing Work Boots	Policy No:	3005
Date Approved:		Resolution No:	
Date Effective:			
Purpose:	To ensure the safety of the individuals outside workers employed in the Town of Rimbey's Public Works Department and the arena staff at the Recreation Department.		

Policy Statement:

1. **All individuals Outside workers employed** in the Public Works Department **and arena staff from the Recreation Department, employed** on a permanent basis, shall wear work boots.
2. These work boots shall meet all requirements outlined in the regulations of the Alberta Occupational Health & Safety Division.
3. The Town shall pay for these work boots up to a maximum of \$250.00 per calendar year for each permanent public works' employee.

Initial Policy Date:	November 8, 1988	Resolution No:	507/88
Revision Date:	June 13, 2006	Resolution No.	179/06
Revision Date:	October 27, 2014	Resolution No.	337/14



REQUEST FOR DECISION

Council Agenda Item	8.1
Council Meeting Date	November 26, 2019
Subject	Department Reports
For Public Agenda	Public Information
Background	Department managers supply a report to Council, bi monthly advising Council of the work progress for the time period.
Discussion	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 Planning and Development Officer Report
Recommendation	Motion by Council to accept the department reports, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 21/19

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 21/19

Date

Highlights

Gibson Energy

- Unfortunately our grant application for funding was not approved by Gibsons Energy. Mayor Pankiw and I met with James Matson to discuss further options. It was suggested to apply again in 2020 for multi-year funding.

Interim Budget and Three Year Financial Plan

- Continued to work on the 2020 Interim Operating Budget and Three Year Financial Plan.

Streetlights along Highway 53

- There have been some issues with the streetlights west of the 4 way stop along highway 53. Four lights have been replaced in the last month along that stretch and we have received word from Fortis that there are five more that need to be replaced. The issue is not necessarily the lights, but the wiring. Fortis has said there is no guarantee how long the new lights will last due to the faulty wiring.
- Alberta Transportation has indicated there is no funding available for the replacement of the streetlights.
- We have been asked not to put up our Christmas lights west of the 4 way stop until the wiring and poles have been upgraded.

RMA Insurance

- Met with representatives from RMA Insurance to discuss our insurance coverages and policies.

Lori Hillis
Chief Administrative Officer

Highlights

- Checking out insurance values and verifying lists of equipment and property according to information sent out by our insurance provider.
- Worked on balancing asset and liability accounts for month end reports year to date.
- Working on the Tangible Capital Asset amounts and project worksheets for 2019.
- Attended Council meetings on Sept. 10, Sept. 23, Oct. 8 and Oct 22, 2019.
- Working with Central Square Technologies regarding the implementation of our new software system – iCity.
- Training sessions for various modules of our new Software iCity.
- Starting to implement the new Software system.

Wanda Stoddart
Chief Financial Officer
Town of Rimby

TOWN OF RIMBEY
VARIANCE REPORT
FOR THE TEN MONTH PERIOD ENDING OCTOBER 31, 2019

OPERATING	2019 Revenues				2019 Expenses			
	Budget	Year to Date	% Revenue to Date	Variance	Budget	Year to Date	% Expenses to Date	Variance
	General Municipal Revenues	4,445,314	4,270,703	96%	174,611	934,539	703,447	75%
Council (11)					217,419	167,384	77%	50,035
Administration (12)	25,035	12,063	48%	12,972	707,404	514,354	73%	193,050
General Administration (13)					107,230	61,860	58%	45,370
Police (21)	92,011	31,467	34%	60,544	96,352	69,294	72%	27,058
Fire (23)						21,643		
Disaster Services (24)				0	3,125	297	10%	2,828
Intern	0	0	0%	0	0	0	0%	0
Bylaw Enforcement (26)	53,100	40,111	76%	12,989	143,393	73,219	51%	70,174
Public Works (32)	4,000	25,773	644%	(21,773)	771,418	438,611	57%	332,807
Airport (33)	0	0	0%	0	0	0	0%	0
Storm sewer (37)	0	0	0	0	17,528	5,595	32%	11,933
Water (41)	552,499	442,725	80%	109,774	395,235	369,454	93%	25,781
Sewer (42)	327,985	273,364	83%	54,621	316,802	210,615	66%	106,187
Garbage (43)	211,171	176,326	83%	34,845	99,766	79,808	80%	19,958
Recycle (43-01)	41,196	32,478	79%	8,718	91,849	75,106	82%	16,743
Compost	1,400	2,170	155%	(770)	20,502	10,793	53%	9,709
Community Services (FCSS)	215,424	160,855	75%	54,569	307,392	266,038	87%	41,354
Cemetery (56)	13,800	19,631	142%	(5,831)	55,879	37,674	67%	18,205
Development (61)	20,860	8,839	42%	12,021	104,918	52,475	50%	52,443
Econ. Development (61-01)	21,500	20,662	96%	838	34,229	25,595	75%	8,634
Recreation Office (72)	150	213	142%	(63)	59,929	31,940	53%	27,989
Pool (72-04)	56,650	56,393	100%	257	294,774	173,995	59%	120,779
Parks (72-05)	0	0	0%	0	115,424	64,442	56%	50,982
Fitness Center (72-06)	29,000	30,043	104%	(1,043)	44,158	24,754	56%	19,404
Arena (72-09)	100,880	79,356	79%	21,524	340,151	206,097	61%	134,054
Recreation Programs (72-11)	6,000	3,868	64%	2,132	40,711	31,658	78%	9,053
Community Centre (74)	61,625	56,751	92%	4,874	324,204	207,739	64%	116,465
Library (74-06)	0	0	0%	0	130,635	126,777	97%	3,858
Scout Hall (74-08)					2,100	(10)	0%	2,110
Curling Club (74-09)	700	710	101%	(10)	23,300	11,591	50%	11,709
Museum (74-12)					79,100	62,206	79%	16,894
Total Revenues	6,280,300	5,744,501		535,799	5,879,466	4,124,451		1,755,015
Debenture & Loan Principal Payments					400,235	274,544		125,691
Total operating and debt repayment	6,280,300	5,744,501		535,799	6,279,701	4,398,995		1,880,706

**TOWN OF RIMBEY
VARIANCE REPORT**

FOR THE TEN MONTH PERIOD ENDING OCTOBER 31, 2019

CAPITAL	Grants and reserves	Operating surplus			Year to Date	Variance
IT - Server and Hosted Mail Upgrade	28,000				1,175	26,825
IT - Accounting Software	62,000				46,545	15,455
Picker Truck	40,000				39,000	1,000
Flail mower for Skid Steer	8,000				7,300	700
JD Traditional Utility Vehicle	16,100				16,073	27
Repeater Station for radios	24,000				20,802	3,198
Concrete crushing	100,000				99,800	200
Water Tower - Building Roof Demolition	15,000					15,000
Annual Water Valve and Hydrant Replacement	70,000				153,510	(83,510)
New Well Project Phase 2 - raw water supply line from Well 15 to Well 13. Total project \$770,140 (AMWWP Grant \$459,774; Town Share \$310,366 - MSI)	770,140				8,221	761,919
NE Lagoon Outlet Channel (2018 carryover) - Total project \$750,000 (AMWWP GRANT - \$453,825, Town share \$296,175). Received grant funding \$350,000. Remaining cost \$310,000 (grant \$103,825, Town \$206,175 - reserves)	310,000				215,971	94,029
Camera and flush various underground mains	20,000				832	19,168
52 Street Sanitary Repair	40,000					40,000
51 Street Sanitary Repair (Norm's Tire Shop)	18,000					18,000
Waterline replacement (Parkland Motor Inn)	18,000					18,000
Storm Water Monitoring Equipment	20,000				15,115	4,885
2019 Street Improvements - 53 Ave overlay, 52 Ave overlay, PW pavement repair, CC parking lot repair, Downtown sidewalks, Storm swale Drader, Storm swale imp	496,400				489,843	6,557
51 Street Major Project - Predesign and Planning	136,500				25,287	111,213
Garbage receptacles, benches, etc.	13,600				5,884	7,716
Tree replanting program design	4,000				49	3,951
Kinsmen skatepark	13,000				13,000	0
Rimbey Elementary Outdoor Rink	3,000				3,000	0
Evergreen Connector Trail (Engineering, land, legal)	12,000				14,958	(2,958)
Westhaven (survey, replace 4 pillow blocks and make 2 new pillow blocks)	9,800					9,800
Ash Garden	3,000					3,000
Fence between Cemetery and United Church	5,000				4,942	58
Spray Park concrete surface - Total cost \$45,000 (Grant funding \$11,203, our share \$33,797)	45,000				22,397	22,603
Community Center Back Up Generator (2018 carryover - still waiting for pricing)	220,000				74,720	145,280
Arena - Condenser for ice plant	180,000				179,525	475
Land Purchase - UMC Financial		5,124			5,124	0
Land Purchase - LI Ranches		8,171			8,171	0
Storm Water Management Plan		1,278			1,278	0
						0
	2,700,540	14,573			1,472,522	1,242,591
Total operating and capital	8,980,840	5,759,074	535,799	6,279,701	5,871,517	3,123,297

Town of Rimbey 2019
Accounts Payable Cheque List
From: 08-Nov-2019 To: 21-Nov-2019

Vendor Name	Purpose	Cheque	Date	Amount
LAPP	LAPP - Nov.15/19 (Oct 27- Nov9/19) biweekly	PAW5283	13-Nov-2019	8774.15
Alberta Municipal Services...	AMSC - Nov.07/19	PAW5284	14-Nov-2019	40205.73
Workers' Compensation Board -...	WCB - Nov.06/19	PAW5285	14-Nov-2019	1785.00
Telus Mobility Inc.	Nov.06/19 - cell	PAW5286	14-Nov-2019	161.97
Servus Credit Union	Servus M/C - L.Hillis - Oct.31/19	PAW5287	14-Nov-2019	162.79
Servus Credit Union	Servus M/C - C.Bowie - Oct.31/19	PAW5288	14-Nov-2019	630.00
Servus Credit Union	Servus M/C - R.Pankiw - Oct.31/19	PAW5289	14-Nov-2019	682.50
Servus Credit Union	Servus M/C - K.Blakely - Oct.31/19	PAW5290	14-Nov-2019	162.79
Canada Revenue Agency	Nov.15/19 - RP1/2	PAW5291	21-Nov-2019	13546.77
Jim Pattison Lease	bylaw - lease	PAW5292	21-Nov-2019	1677.11
LAPP	LAPP - FCSS - Nov.20/19 (Oct28-Nov10/19)	PAW5293	21-Nov-2019	1382.27
Telus Communications Inc.	Beatty House - phone	PAW5294	21-Nov-2019	69.86
Accu-Flo Meter Service Ltd.		45245	14-Nov-2019	3177.93
AN Adventure Distribution &...		45246	14-Nov-2019	216.81
Black Press Group Ltd.		45247	14-Nov-2019	811.44
Bowie, Cindy		45248	14-Nov-2019	389.08
Brownlee LLP		45249	14-Nov-2019	286.97
Cast-A-Waste Inc.		45250	14-Nov-2019	9397.50
Evergreen Co-operative...		45251	14-Nov-2019	2368.18
Hunter Hydrovac Inc.		45252	14-Nov-2019	3465.00
Imperial Esso Service (1971)		45253	14-Nov-2019	275.10
Jo, Ian		45254	14-Nov-2019	25.00
Longhurst Consulting		45255	14-Nov-2019	1575.00
NAPA Auto Parts - Rimbey		45256	14-Nov-2019	15.24
Nikirk Bros. Contracting Ltd.		45257	14-Nov-2019	1736.44
Rimbey Express		45258	14-Nov-2019	125.00
Rimbey Family & Community...		45259	14-Nov-2019	29569.00
Rimbey Home Hardware		45260	14-Nov-2019	150.37
Rimbey Janitorial Supplies		45261	14-Nov-2019	241.50
Rural Municipalities of Alberta		45262	14-Nov-2019	509.87
Silver Star Septic Service		45263	14-Nov-2019	210.00
SmithIron Earthworks Ltd.		45264	14-Nov-2019	52577.96
StarKist Catering		45265	14-Nov-2019	500.00
Stationery Stories & Sounds...		45266	14-Nov-2019	708.75
Steeves, Nicole		45267	14-Nov-2019	50.00
Superior Safety Codes Inc.		45268	14-Nov-2019	553.77
Town of Ponoka		45269	14-Nov-2019	30.00
Town Of Rimbey		45270	14-Nov-2019	1313.86
United Farmers Of Alberta		45271	14-Nov-2019	140.87
Allstar Show Industries		45272	21-Nov-2019	1135.05
Border Paving Ltd.		45273	21-Nov-2019	63493.13
Digitex Inc.		45274	21-Nov-2019	64.44
Icon Energy Services Ltd.		45275	21-Nov-2019	498.75
Pankiw, Rick		45276	21-Nov-2019	291.68
Payson, Paul		45277	21-Nov-2019	70.50
Rimbey Janitorial Supplies		45278	21-Nov-2019	511.36
RMA Insurance Ltd.		45279	21-Nov-2019	114276.44
Rural Municipalities of Alberta		45280	21-Nov-2019	121.64
Smilemakers		45281	21-Nov-2019	304.45

Town of Rimbey 2019
Accounts Payable Cheque List
From: 08-Nov-2019 To: 21-Nov-2019

Vendor Name	Purpose	Cheque	Date	Amount
Tagish Engineering Ltd.		45282	21-Nov-2019	18325.63
Vicinia Planning & Engagement...		45283	21-Nov-2019	3185.32
		51 cheques for		<u>\$381,939.97</u>

Highlights

ROADS

- Pothole repairs ongoing;
- Picked up 3rd load of cold mix;
- Street sweeping ongoing;
- Putting gravel in back alleys;
- Grading back alleys ongoing;
- Grass cutting has slowed down;
- Getting equipment ready for winter;
- Filled sanding truck with pickled sand from County yard;
- Last week of October – sanding streets and sidewalk sweeping and sanding;

WATER

- Routine maintenance and testing;
- AEP reporting, meter reading and other related work is ongoing;
- Fall flushing of fire hydrants;
- Repair of curb stop at 5325 – 46 Avenue;
- Repair of curb stop at 4610 – 4618 – 57 Avenue;
- Repair of water leak on 52 Street;
- Replacement of valve at Parkland Manor;

WASTEWATER

- Routine maintenance and testing;
- AEP reporting and other utility related work is ongoing;
- Working on development of Standard Operating Procedures;
- Fall discharge of both lagoons;

RECYCLE

- Assist Ponoka County staff as required;

YARD WASTE

- Weekly pick-up ongoing;
- Hauling to Ponoka on as needed basis;
- Last pick-up on October 15/19;

R.C.M.P. STATION

- Building maintenance as required;

CEMETERY

- Opened and closed several burials and cremations;
- Assist families with their needs;
- Had 2 more rows surveyed and cement pads poured;

PARKS

- Picked up litter and empty garbage cans;
- Grass cutting ongoing;
- Raking soft surfaces;

OTHER

- Clean parkette at town office;
- Maintenance at the town office, and library as needed;
- Assisted Development Department as required;
- Assisted residents and visitors with questions or concerns;
- Weeding of flower beds at town office and town entrance signs;
- Getting quotes for budget;
- Working on 4 Year Operating Budget;
- Working on Capital Budget;
- Installed bike racks at the Town Office;

R. Schmidt
Director of Public Works

Highlights:**Peter Lougheed Community Centre**

- Busy with Christmas and special events
- Purchased new mixer board and amplifier
- Ongoing cleaning, maintenance and event supervision
- Backup Generator Installation ongoing
- Elevator repaired
- Adding more LED lights throughout the building

Community Fitness Centre

- Researching new equipment
- Daily cleaning and maintenance of the area
- Quarterly maintenance performed by Fitness Mechanics & extra maintenance items on existing equipment

Rimbey Aquatic Centre

- Weekly checks on water and temperature at the facility
- Shovel snow when needed
- Researching capital budget items for slide pump and free flow spray park

Arena

- Condenser installed with fence
- Minor Hockey and Pond Hockey Games and Tournaments
- Sunday's Family Skate sponsored once again by Servus Credit Union and Evergreen Co-op
- Ice available on Friday nights 8:15 – 10 pm – getting a few private rentals
- Arena matting – Minor Hockey is looking at purchasing matting for dressing rooms and hallway

Programs

- Fitness Classes/Dance classes in the Upper Auditorium
- Regular meetings throughout the week

Events

- Santa Night planning
- Canada Day grant completed

Cindy Bowie
Director of Community Services

Highlights

- **Lane / Back-Alley Closure.** On October 24, 2019 the application for lane / back-alley closure was submitted to Alberta Transportation based on Bylaw 953/19.
- **Back-Alley Encroachments.** A survey of the encroachments has been completed and Administration is now working to contact the appropriate person with Atco to develop a strategy to address each of the encroachments on an individual basis.
- **Resident Questions.** Administration is answering ongoing development questions from residents. Questions are typically related to building decks, fences, house renovations and potential business locations.
- **Development Permits.** Administration has been answering resident questions regarding potential development permits on an on-going basis.
- **Certificate of Compliance.** Administration has been processing certificates of compliance and accompanying paperwork as requested. In 2019 Administration has processed 2 variance DP's for garages built before January 1, 2019.
- **Intermunicipal Collaboration Framework.** Administration is currently working on a draft Intermunicipal Collaboration Framework with Ponoka County.

The following chart outlines the 2019 development statistics:

2019 Development Statistics to November 18, 2019		
	Applied 2019	Issued 2019
Total Development Permit Applications	37	35
Change in Use / Home Occupation Development Permits Applications	11	11
Subdivision Applications	1	1
Certificate of Compliance Requests	13	13
Building Permit Applications	7	7

The following chart outlines historic development statistics:

Historic Development Statistics						
	2018		2017		2016	
	Applied	Issued	Applied	Issued	Applied	Issued
Development Permit Applications	37	34	17	15	19	18
Subdivision Applications	1	1	0	0	0	0
Certificate of Compliance Requests	13	13	10	10	12	11
Building Permit Applications	18	18	7	7	16	16

PLANNING AND DEVELOPMENT OFFICER REPORT

The following development permits have been approved in 2019:

Permit Number	Date Issued	Civic Address	Type of Development
01/19	01/21/2019	5314-45 Avenue	Home occupation – Handyman Services
02/19	01/28/2019	5033-51 Avenue	Signage
03/19	02/26/2019	5043-50 Avenue	Portable poster board sign
04/19	03/15/2019	4917-56 Avenue	Home occupation – T A Mechanical
05/19	03/18/2019	5033-54 Avenue	Variance – existing garage
06/19	04/09/2019	4909-58 Avenue	Home occupation – Core Intentions
07/19	04/10/2019	5313-47 Street	Home occupation – City Cab
08/19	04/15/2019	4926-56 Avenue	Home occupation – Bullseye Septic Services
09/19	05/06/2019	4702-53 Avenue	Building demolition
10/19	05/06/2019	5102-51 Street	Building demolition
11/19	05/14/2019	5315 Drader Crescent	Replace driveway
12/19	05/27/2019	4613-51 Street	Building demolition
13/19	07/02/2019	4713 A & B 52 Avenue	Rear yard detached garage
14/19	06/13/2019	#2 5104 61 Avenue	Change of use and signage
15/19	06/24/2019	4909B-50 Avenue	Change of use and signage
16/19	07/08/2019	4622 Rimwest Crescent	Sidewalks for wheelchair access
17/19	07/28/2019	5201-50 Avenue	Carport
18/19	08/07/2019	4402-54 Avenue	Curb cutout on north portion of property
19/19	08/01/2019	4613-51 Avenue	Move-in previously owned manufactured home
20/19	08/01/2019	4625-57 Avenue	Home occupation – Promoved Soul Empowerment
21/19	07/30/2019	4633 52 Street	Garage
22/19	08/02/2019	4911-50 Street Lot 24	Move-in previously owned manufactured home
23/19	08/08/2019	5501-51 Street	Fence
24/19	08/14/2019	4821-47 Street	Replacing sewer pipe between Auction Mart & Town infrastructure.
25/19	08/29/2019	4902-49 Street	Change of use, addition of internal wall, and signage
26/19	00/03/2019	4702-51 Avenue	Garage and temporary c-can – VOID
27/19	09/06/2019	5102-51 Street	Duplex
28/19	09/13/2019	5030-51 Avenue	Variance – existing garage
29/19	09/12/2019	4702-51 Avenue	Garage and temporary c-can

PLANNING AND DEVELOPMENT OFFICER REPORT

30/19	09/25/19	4806-52 Avenue	Demolition
31/19	11/12/19	5501-51 Street	Discretionary Home Occupation – Tire's N Tiara's Creations (Day Home)
32/19	Waiting for information		
33/19	10/07/19	PasKaPoo Park	Foundation
34/19	11/08/19	4930-49 Avenue	Discretionary - Change of use
35/19	11/08/19	6311-52 Street	Signage
36/19	11/12/19	5320-50 Street	Demolition
		5324-50 Street	
37/19	Waiting for information		

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



REQUEST FOR DECISION

Council Agenda Item	8.2
Council Meeting Date	November 26, 2019
Subject	Boards/Committee Reports
For Public Agenda	Public Information
Background	Various Community Groups supply Minutes of their board meetings to Council for their information.
Attachments	8.2.1 Tagish Engineering Project Status Update to November 8, 2019
Recommendation	Motion by Council to accept the Tagish Engineering Project Status Update to November 8, 2019, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 21/19

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Nov 21/19

Date

Date	Project Manager	Status Update
Town of Rimbey		
Project: RBYM00000.19 RB00 - 2019 General Engineering		
October 10, 2019	Matichuk, Gerald	Three (3) RFQ quotations were received for the work to complete the 2019 - Flushing & Video Inspection program. C.P. Sewer Pipe Inspection LTD. of St. Albert, price quotation was within the budget allocation. C.P. Sewer Pipe Inspection LTD. was issued a "Notice to Proceed". The Contractor is scheduled to start work this week with the final report completed by October 31, 2019.
October 24, 2019	Matichuk, Gerald	C.P. Sewer Pipe Inspection LTD. started the flushing and video inspection program on October 18 and have indicated the final report should be completed by October 31, 2019.
November 6, 2019	Matichuk, Gerald	C.P. Sewer Pipe Inspection LTD. has completed the flushing and video inspection program and have indicated the completed report will be delivered to Tagish office by November 8, 2019.
Project: RBYM00126.00 RB126 - 2015 New Water Well Ph 1		
October 10, 2019	Quarty, Debi	Tagish is working to provide a budget estimate to connect Well PW (17-15) to the Town's distribution system.
October 24, 2019	Matichuk, Gerald	Project is basically complete and the construction of a water supply line from Well PW(17-15) to the Town's distribution system will be addressed in a new project.
November 6, 2019	Matichuk, Gerald	Project is complete and will be no further reporting after November 7, 2019. The construction of a water supply line from Well PW(17-15) to the Town's distribution system will be addressed in a new project.
Project: RBYM00133.00 RB133 - NE Lagoon Outlet Ditch Upgrade		
October 10, 2019	Matichuk, Gerald	Tagish is working with SmithIron to finalize all quantities and preparing a progress payment for the project. Public works is working towards discharging the NE Lagoon starting October 15, 2019.
October 24, 2019	Matichuk, Gerald	Tagish is waiting to receive final documentation from SmithIron Earthworks prior to preparing the final progress payment for the project. Public works is discharging the NE Lagoon.
November 6, 2019	Matichuk, Gerald	SmithIron Earthworks will be on site later this week and will be rebuilding the remainder of the right-of-way fence adjacent to the Outlet Ditch. Public works has completed the NE Lagoon fall discharge.
Project: RBYM00136.00 RB136 - 2019 Street Improvements		
October 10, 2019	Matichuk, Gerald	J Branco & Sons Concrete Services are on site completing the concrete repairs related to 2019 Utilities Upgrade program. Concrete replacements have been affected by cold weather and break down of the local concrete ready mix plant.
October 24, 2019	Matichuk, Gerald	Border Paving Ltd. has indicated that due to the low air temperature the concrete work on 50 Ave. should be delayed until the weather improves. Border Paving is scheduled to complete the patch paving by October 31, 2019.
November 6, 2019	Matichuk, Gerald	Border Paving Ltd. has completed the patch paving with the exception of the patch on 52 St and 52 Ave. Tagish is working on a progress payment for work completed.
Project: RBYM00137.00 RB137 - 2019 Utility Upgrades		
October 10, 2019	Matichuk, Gerald	Urban Dirtworks Inc. has completed lowering the hydrants and J. Branco & Sons Concrete Services has completed the concrete replacements. Border Paving has indicated that the asphalt repairs should be completed by October 31, 2019.
October 24, 2019	Matichuk, Gerald	Urban Dirtworks Inc. has completed all work related to the project. The project is completed with no additional reporting after November 7, 2019.
Project: RBYM00138.00 RB138 - 51st Street Engineering		
October 10, 2019	Solberg, Lloyd	Tagish is working on finalizing conceptual designs and preparing a information package for an open house for business owners and the public. Tagish anticipates getting the information package ready within 2 weeks.
October 24, 2019	Solberg, Lloyd	Tagish is working on finalizing conceptual designs and preparing a information package for an open house for business owners and the public. Tagish anticipates getting the information package ready by the end of next week.
November 6, 2019	Solberg, Lloyd	Tagish is finalizing information for Public Open House. Tagish will touch base with the Town to co-ordinate and set up dates for the Public Open House.

Project: RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply

- | | | |
|------------------|------------------|---|
| October 10, 2019 | Matichuk, Gerald | Tagish is working on preparing a budget estimate to connect Well PW (17-15) to the distribution system. |
| October 24, 2019 | Matichuk, Gerald | Tagish is preparing a water model to determine the pipeline sizing and pump requirements to connect Well PW (17-15) to the distribution system. |
| November 6, 2019 | Matichuk, Gerald | Tagish has modeled the water supply system and has determined that a 150mm main will be required from Well PW (17-15) to the reservoir. Tagish is working on completing the budget estimate to complete this project. |



REQUEST FOR DECISION

Council Agenda Item	8.3
Council Meeting Date	November 26, 2019
Subject	Council Reports
For Public Agenda	Public Information
Background	The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.
Attachments	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
Recommendation	Motion by Council to accept the reports of Council, as information.
Prepared By:	<p>_____</p> <p>Lori Hillis, CPA, CA Chief Administrative Officer</p> <p>_____</p> <p>Date</p>
Endorsed By:	<p>_____</p> <p>Lori Hillis, CPA, CA Chief Administrative Officer</p> <p>_____</p> <p>Date</p>

Highlights

Date	Event	Details of Event
Oct 23	Rimoka Meeting	See website
Nov 12	Council Meeting	Regular Council Meeting see website
Nov 12	Coffee with Council	Attended by one resident no concerns
Nov 12-15	RMA Conference	Conference in Edmonton, attended workshops and met with Ministers
Nov 22	Meeting with MLA	Meeting with Minister Nixon to discuss vacant seniors lodge and other Town issues.
Nov 26	Council Meeting	Regular Council meeting see website

Cheque runs, Commissionaire signatures and meeting with citizens

Rick Wm. Pankiw
Mayor

Highlights

Date	Event	Details of Event
28/10/2019	Blindman Youth Action Committee Meeting	Attend the BYAC meeting. Discussed finances, rentals and Christmas Party.
29/10/2019	Coffee With Council	Coffee with Council meeting. Rick, Gayle and Lana attended. No Rimbey residents were in attendance.
05/11/2019	Coffee With Council	Coffee with Council meeting. Gayle and Lana. Jim Mulek attended. Discussion about decorating Town building for Christmas.
07/11/2019	Family Community Support Services QUERM	Attended FCSS Quality review meeting. Please see minutes.
11/11/2019	Remembrance Day Services	Attend Remembrance Day Services in full RCMP uniform.
12/11/2019	Town council Meeting	Attend the regularly scheduled Town Council meeting. Please see minutes.
19/11/2019	Coffee With Council	Attend Coffee with Council. Rick, Gayle and Lana in attendance. Discussed recent budget cuts.
20/11/2019	Family Community Support Services.	Attend the regularly scheduled FRCSS meeting. Please see minutes.

J. W. Coulthard
Councillor

Highlights

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

Lana Curle
Councillor

Highlights

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

Paul Payson
Councillor

Highlights

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

Gayle Rondeel
Councillor