

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON
TUESDAY FEBRUARY 11, 2020 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 January 28, 2020	3-9
4.	Public Hearings - None	
5.	Delegations - None	
6.	Bylaws - None	
7.	New and Unfinished Business - None	
8.	Reports	
8.1	Department Reports	10
8.1.1	Chief Administrative Officer Report.....	11
8.1.2	Director of Finance – Accounts Payable Listing.....	12
8.2	Boards/Committee Reports	13
8.2.1	Tagish Engineering Ltd. Project Status Update to January 23, 2020.....	14
9.	Correspondence - None	
10.	Open Forum (<u>Bylaw 939/18– Council Procedural Bylaw Part XXI 1</u> .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	
11.1	FOIP Section 25 (1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Draft Recreation Agreement with Ponoka County	
12.	Adjournment	



REQUEST FOR DECISION

Council Agenda Item	3.0
Council Meeting Date	February 11, 2020
Subject	Minutes
For Public Agenda	Public Information
Attachments	3.1 Minutes of Regular Council January 28, 2020
Recommendation	Motion by Council to accept the Minutes of the Regular Council Meeting of January 28, 2020, as presented.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Feb 5, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Feb 5, 2020

Date

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON TUESDAY, JANUARY 28, 2020 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 1:00 pm, with the following in attendance:

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel (1:09 pm)
Chief Administrative Officer – Lori Hillis, CPA, CA
Director of Finance – Wanda Stoddart
Planning and Development Officer – Liz Armitage
Recording Secretary – Kathy Blakely

Absent:

Public:

Rimbey Review – Treena Mielke
Rimbey Boys and Girls Club – Beth Reitz, Annette Peck and Brittney Levinsky
31 Students and 2 Supervisors – Rimbey Elementary School
0 member(s) of the public

2. Adoption of Agenda 2.1 January 28, 2020 Agenda

Motion 008/20

Moved by Councillor Coulthard to accept the Agenda for the January 28, 2020 Regular Council Meeting, as presented.

In Favor

Opposed

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

CARRIED

3. Minutes 3.1. Minutes of Regular Council Meeting January 14, 2020

Motion 009/20

Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of January 14, 2020, 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 Rimbey Boys and Girls Club Annual Update

Motion 010/20

Moved by Councillor Payson to accept the presentation from Rimbey Boys and Girls Club, as information.

In Favor

Opposed

- Mayor Pankiw
- Councillor Coulthard
- Councillor Curle
- Councillor Payson
- Councillor Rondeel

CARRIED

Beth Reitz, Annette Peck and Brittney Levinsky of the Rimbey Boys and Girls Club departed the Council Meeting at 1:22 pm.

6. Bylaws

6.1 953/19 Road Closure and Sale of Land Bylaw

Motion 011/20

Moved by Councillor Curle to give second reading to 953/19 Road Closure and Sale of Land Bylaw.

In Favor

Opposed

- Mayor Pankiw
- Councillor Coulthard
- Councillor Curle
- Councillor Payson
- Councillor Rondeel

CARRIED

Motion 012/20

Moved by Councillor Rondeel to give third and final reading to 953/19 Road Closure and Sale of Land Bylaw.

In Favor

Opposed

- Mayor Pankiw
- Councillor Coulthard
- Councillor Curle
- Councillor Payson
- Councillor Rondeel

CARRIED

6.2 960/20 Amendment to Land Use Bylaw

Councillor Payson declared a conflict of interest as he is employed by the Rimbey Christian School and departed the Council Meeting at 1:23 pm.

Motion 013/20

Moved by Councillor Coulthard to give first reading to 960/20 Amendment to Land Use Bylaw 917/16.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Rondeel

Opposed

CARRIED

Councillor Payson rejoined the Council meeting at 1:35 pm but abstained from voting on the following 2 motions.

Motion 014/20

Moved by Councillor Curle to advertise Bylaw 960/20 Amendment to Land Use Bylaw 917/16 for two consecutive weeks in the Rimbey Review and circulate to affected agencies.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Rondeel

Opposed

CARRIED

Motion 015/20

Moved by Councillor Rondeel to hold a public hearing for Bylaw 960/20 Amendment to Land Use Bylaw 917/16 at 5:00 pm on March 10, 2020, during the Regular Meeting of Council.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Rondeel

Opposed

CARRIED

6.3 961/20 Responsible Pet Ownership BylawMotion 016/20

Moved by Councillor Curle to give first reading to 961/20 Responsible Pet Ownership Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7. New and
Unfinished
Business7.1 1128 Whistleblower PolicyMotion 017/20

Moved by Councillor Payson to approve 1128 Whistleblower Policy, as presented.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7.2 Budget Meeting DateMotion 018/20

Moved by Councillor Coulthard hold a Special Meeting of Council on March 20, 2020, commencing at 9:00 am, in the Council Chambers, for the 2020 budget deliberations.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7.3 Council Meeting Date Change RequestMotion 019/20

Moved by Councillor Curle to move the Regular Meeting of Council scheduled for Tuesday, March 24, 2020 to Monday, March 23, 2020 commencing at 5:00 pm in the Council Chambers.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

Councillor Rondeel

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 Planning and Development Officer Report

31 Students and 2 supervisors departed the Council Meeting at 2:00 pm.

Motion 020/20

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 Rimbey Municipal Library Board Minutes of November 6, 2019

8.2.2 Tagish Engineering Ltd. Project Status Update to December 19, 2019 and January 9, 2020

8.2.3 Beatty Heritage House Society Minutes of December 2, 2019

8.2.4 Rimbey FCSS/RCHHS Minutes of December 19, 2019

8.2.5 Rimoka Housing Foundation Minutes of November 18, 2019

Motion 021/20

Moved by Councillor Curle to accept the Rimbey Municipal Library Board Minutes of November 6, 2019, Tagish Engineering Ltd. Project Status Update to December 19, 2019 and January 9, 2020, Beatty Heritage House Society Minutes of December 2, 2019, Rimbey FCSS/RCHHS Minutes of December 19, 2019, and the Rimoka Housing Foundation Minutes of November 19, 2019, 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 022/20

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 9.1 Correspondence - None

10. Open Forum 10.1 Open Forum

11. Closed Session
- 11.1 FOIP Section 25(1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Intermunicipal Collaboration Framework
 - 11.2 FOIP Section 27 Privileged Information

Motion 023/20

Moved by Councillor Coulthard the Council Meeting move to a closed session at 2:05 pm to discuss:

- 11.1 FOIP Section 25 (1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Intermunicipal Collaboration Framework with Mayor Pankiw, Councillor Coulthard, Councillor Curle, Councillor Payson, Councillor Rondeel, Chief Administrative Officer Lori Hillis as Administrative Support, Director of Finance Wanda Stoddart as Financial Support, Development Officer Liz Armitage as Administrative Support and Recording Secretary Kathy Blakely as Administrative Support.
- 11.2 FOIP Section 27 Privileged Information - Legal with Mayor Pankiw, Councillor Coulthard, Councillor Curle, Councillor Payson, Councillor Rondeel, Chief Administrative Officer Lori Hillis as Administrative Support, Director of Finance Wanda Stoddart as Financial Support Development Officer Liz Armitage as Administrative Support and Recording Secretary Kathy Blakely as Administrative Support.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Mayor Pankiw recessed the Closed Session at 2:05 pm to allow people time to depart the Council Chambers.

Treena Mielke of the Rimbey Review departed the Council Meeting at 2:05 pm.

Mayor Pankiw reconvened the Closed Session of Council at 2:07 pm.

Motion 024/20

Moved by Councillor Curle the Council Meeting reverts back to an open meeting at 2:32 pm.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

12. Adjournment

12.1 Adjournment

Motion 025/20

Moved by Councillor Coulthard to adjourn the meeting.

In Favor

- Mayor Pankiw
- Councillor Coulthard
- Councillor Curle
- Councillor Payson
- Councillor Rondeel

Opposed

CARRIED

Time of Adjournment: 2:33 pm.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER LORI HILLIS



REQUEST FOR DECISION

Council Agenda Item	8.1
Council Meeting Date	February 11, 2020
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
Recommendation	Motion by Council to accept the department reports, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Feb 5, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Feb 5, 2020

Date

Highlights

Peace Officer Position

- We have received several applications however only a few of them have the required Solicitor General training. We will be interviewing in the next couple of weeks.

Streetlights

- Fortis is preparing an updated quote for the replacement of the streetlights west of the 4 way stop to be included in the 2020 budget discussions.

2020 Capital and Operating Budgets

- Continue to work on 2020 Budgets.

Brownlee Emerging Trends Workshop

- Mayor Pankiw, Councillor Curle and Councillor Rondeel have been registered for the Brownlee Emerging Trends Workshop in Edmonton on February 13, 2020.

Intermunicipal Collaboration Framework

- Met with Vicinia Planning and the CAO and Operations Manager from Ponoka County to discuss the ICF regarding recreation funding.

AUMA President's Summit

- Attended the AUMA President's Summit in Edmonton on January 22 and 23, 2020.

Emergency Management

- Met with Dennis Jones and Paul MacMillan, a student from NAIT, to discuss our Regional Emergency Management Plan. As part of his Emergency Management studies, Paul is conducting a comprehensive review of the plan in light of the recent changes to the Local Authority Emergency Management Regulations.

Lori Hillis
Chief Administrative Officer

Council Board Report



Supplier : 1020405 to ZIM1598
 Fund : 1 GENERAL FUND
 Include all Payment Types : No

Date Range: 23-Jan-2020 to 05-Feb-2020
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Alberta Water & Wastewater Operators Assoc	45941	29-Jan-2020	AWWOWA - Memberships	179.99
Buist Motor Products Ltd.	45942	29-Jan-2020	Buist - repair - 2009 Chev VIN#9Z100693 - PW	503.17
Canadian Pacific Railway Company	45943	29-Jan-2020	CP Rail - Hoadley crossing	296.00
Cervus Ag Equipment LP	45944	29-Jan-2020	Cervus - JD2320 repair	2,057.47
Digitex Inc.	45945	29-Jan-2020	Digitex - copies - Town Office	501.64
HATALA,Alex	45946	29-Jan-2020	Hatala - CC deposit refund	150.00
HOHN,KATRINA & LEO	45947	29-Jan-2020	Hohn - plot back to Town	630.00
Kansas Ridge Mechanical Ltd.	45948	29-Jan-2020	Kansas Ridge Mechanical - RCMP - repair	1,102.50
LOR-AL SPRINGS LTD.	45949	29-Jan-2020	water	22.00
Nikirk Bros. Contracting Ltd.	45950	29-Jan-2020	Nikirk - sanding chips	635.25
Rimbey Electric	45951	29-Jan-2020	Rimbey Electric - bucket van rental	210.00
Rimbey Implements Ltd.	45952	29-Jan-2020	Rimbey Implements - parts	420.00
TAXervice	45953	29-Jan-2020	TAXervice fee - Roll#17320	1,386.00
Titan Supply LP	45954	29-Jan-2020	Titan - grader blade	523.03
Uni First Canada Ltd.	45955	29-Jan-2020	UniFirst - coveralls	60.18
Waste-Co Disposal Systems	45956	29-Jan-2020	Waste-Co - RCMP - bin rent/dump	53.81
Total:				8,731.04

Town of Rimbey

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Feb 05, 2020

Time : 2:33 pm

Supplier : 1020405 To ZIM1598
 Cheque Dt. 22-Jan-2020 To 05-Feb-2020
 Bank : 1 - Servus

Seq : Cheque No. Status : All
 Medium : E=EFT-PAP

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount	
00005-0001	22-Jan-2020	CAN1445	Canada Revenue Agency	Cleared	4	E	16,235.72	
00005-0002	22-Jan-2020	EAS0907	Eastlink	Cleared	4	E	89.46	
00005-0003	22-Jan-2020	JIM2049	Jim Pattison Lease	Cleared	4	E	1,677.11	
00005-0004	22-Jan-2020	LAP1085	LAPP	Cleared	4	E	18,496.33	
00005-0005	22-Jan-2020	TEL0793	Telus Communications Inc.	Cleared	4	E	69.85	
00005-0006	22-Jan-2020	VICT001	VICTOR INSURANCE MANAGERS INC.	Cleared	4	E	9,635.48	
00006-0001	24-Jan-2020	CAN1445	Canada Revenue Agency	Issued	8	E	15,853.09	
00007-0001	29-Jan-2020	LAP1085	LAPP	Cleared	11	E	2,176.36	
00007-0002	29-Jan-2020	VICTOR001	VICTOR CANADA	Cleared	11	E	10,017.12	
Total Computer Paid :		0.00	Total EFT PAP :		74,250.52	Total Paid :		74,250.52
Total Manually Paid :		0.00	Total EFT File :		0.00			

9 Total No. Of Cheque(s) ...



REQUEST FOR DECISION

Council Agenda Item	8.2
Council Meeting Date	February 11, 2020
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 Updates of January 23, 2020
Recommendation	Motion by Council to accept the Tagish Engineering Project Status Updates of January 23, 2020, as information.

Prepared By:

Lori Hillis, CPA, CA
Chief Administrative Officer

Date

Endorsed By:

Lori Hillis, CPA, CA
Chief Administrative Officer

Date

Date	Project Manager	Status Update
Town of Rimbey		
Project: RBYM00000.19 RB00 - 2019 General Engineering		
December 18, 2019	Matichuk, Gerald	Bemoco Land Surveying has completed the survey for the Replacement Disposition Licence of Occupation and is revising the plan. Tagish is reviewing sanitary sewer videos for the 2019 - Flushing & Video Inspection program.
January 9, 2020	Matichuk, Gerald	Waiting for Bemoco Land Surveying to complete the plan for the Replacement Disposition Licence of Occupation. Tagish is working with staff to provide budget estimate for 2020 Capital projects.
Project: RBYM00000.20 RB00 - 2020 General Engineering		
January 23, 2020	Matichuk, Gerald	Tagish provided comments and concerns related to Gibson Energy request to install test wells adjacent to RR # 23.
Project: RBYM00133.00 RB133 - NE Lagoon Outlet Ditch Upgrade		
January 23, 2020	Matichuk, Gerald	The project is completed with no additional reporting after December 5, 2019.
January 23, 2020	Matichuk, Gerald	SmithIron Earthworks Ltd. fencing crew has completed all fencing work. Tagish has prepared the final progress payment. The project is completed with no additional reporting after December 5, 2019.
Project: RBYM00135.00 RB135 - Standby Generator Comm Centre		
December 18, 2019	Matichuk, Gerald	No assignment this period (Jan 9, 2020).
January 9, 2020	Matichuk, Gerald	No assignment this period (Jan 9, 2020).
January 23, 2020	Matichuk, Gerald	No assignment this period (Jan 9, - Jan 23, 2020).
Project: RBYM00136.00 RB136 - 2019 Street Improvements		
December 18, 2019	Matichuk, Gerald	No assignment this period (Jan 9, 2020).
January 23, 2020	Matichuk, Gerald	No assignment this period (Jan 9, - Jan 23, 2020).
Project: RBYM00138.00 RB138 - 51st Street Engineering		
December 19, 2019	Solberg, Lloyd	The open house has been put on hold for now. The project will no longer be updated unless something changes.
January 9, 2020	Solberg, Lloyd	(Jan.9) No change.
Project: RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply		
December 18, 2019	Matichuk, Gerald	Tagish is working with Fortis Alberta to have a budget estimate to supply and install a power supply to Well PW(17-15) site.
January 9, 2020	Matichuk, Gerald	Tagish is working with pump supplier to obtain power requirements for Fortis Alberta requires prior to providing a budget estimate to supply and install a power supply to Well PW(17-15) site. Access Land Services is working on obtaining Third Party Authorization from land owner (requirement of Fortis Alberta).
January 23, 2020	Matichuk, Gerald	Fortis Alberta has provided a budget estimate to supply and install a power supply to Well PW(17-15) site. In order to confirm the land parcel size, a application for a Development Permit was sent to Ponoka County.