



AGENDA

Town Council

February 26, 2024 - 1:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, FEBRUARY 26, 2024 AT 1:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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2. AGENDA APPROVAL AND ADDITIONS

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3.1 Minutes

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9. CORRESPONDENCE

10. OPEN FORUM

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

11. CLOSED SESSION

12. ADJOURNMENT

Town Council
REQUEST FOR DECISION



Meeting: February 26, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes
Item For: Public Information -or- Closed Session

BACKGROUND:

Minutes of January 22, 2024, Regular Council Meeting.

RECOMMENDATION:

To accept the Minutes of January 22, 2024, Regular Council Meeting, as presented.

ATTACHMENTS:

[2024 01 22 Minute of Regular Council](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

February 21, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

February 21, 2024
Date



MINUTES

Town Council Meeting

Monday, January 22, 2024 - 1:00 PM
Town Administration Building - Council Chambers

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

Mayor Pankiw called the meeting to order at 1:00 PM with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Jamie Coston
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer

Public: Members of the public 31
(28 grade 6 students from Wolf Creek Rimbey Elementary School, 1 teacher, 1 teachers' aide and 1 resident)

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 001/2024

Moved by Councillor Coston to accept the Agenda for the January 22, 2024, Regular Council Meeting, with the two additions, 7.6 Alberta Mid-Size Towns Mayors' Caucus and 11.1 FOIP Section (17) Personal Privacy.

- | | |
|--------------------|----------|
| Mayor Pankiw | In Favor |
| Councillor Clark | In Favor |
| Councillor Coston | In Favor |
| Councillor Curle | In Favor |
| Councillor Rondeel | In Favor |

CARRIED

3. MINUTES

3.1. Minutes

Motion 002/2024

Moved by Councillor Clark to accept the Minutes of December 11, 2023, Regular Council Meeting, as presented.

- | | |
|--------------------|----------|
| Mayor Pankiw | In Favor |
| Councillor Clark | In Favor |
| Councillor Coston | In Favor |
| Councillor Curle | In Favor |
| Councillor Rondeel | In Favor |

CARRIED

4. PUBLIC HEARINGS

5. DELEGATIONS

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1. Flag Policy

Motion 003/2024

Moved by Councillor Rondeel to approve 1129 Flag Policy for the Town of Rimbey.

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

CARRIED

7.2. Rimbey Historical Society

Motion 004/2024

Moved by Councillor Coston to reimburse the Historical Society \$7500 for repairs and maintenance to the pavilion at Pas-Ka-Poo Park.

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

CARRIED

7.3. Water Management Plan

Motion 005/2024

Moved by Councillor Curle to direct Administration to prepare a water management plan and bring back to Council for review.

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

CARRIED

7.4. Rescind Motion 200/2023

Motion 006/2024

Moved by Mayor Pankiw to rescind Motion 200/2023 made on December 11, 2023.

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

CARRIED

7.5. 2024 Capital Budget Estimate - Tagish Engineering

Motion 007/2024

Moved by Councillor Coston not to pursue a special tax levy (local improvement plan) for the paving in the following areas listed but to send letters to the businesses that would have been affected.

1. Project: 43 Street. Road Construction & Paving, 43 Street – from 50 Ave. to 54 Ave.
2. Project: 53 Avenue. Road Construction & Paving, 53 Avenue – from 42 St. to 43 St.
3. Project: 42 Street. Road Paving, 42 Street – from 53 Ave. to 54th Ave (Hwy. 20).
4. Project: 54 Av. Road Construction & Paving, 54 Ave – from 44 St. to Hwy 20.

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

CARRIED

7.6. Alberta Mid-Sized Towns Mayors' Caucus

Motion 008/2024

Moved by Councillor Rondeel to approve the membership of the Mid-Sized Towns Mayors' Caucus as per the terms of reference and agree to pay a \$250 membership fee, after the terms of reference have been adopted.

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

CARRIED

8.

REPORTS

8.1. DEPARTMENT REPORTS

Motion 009/2024

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

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

CARRIED

8.2. BOARDS/COMMITTEE REPORTS

Motion 010/2024

Moved by Councillor Clark to accept the board/committee reports, as information.

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

CARRIED

9.

CORRESPONDENCE

10.

OPEN FORUM

11.

CLOSED SESSION

11.1. FOIP Section (17) Personal Privacy

Motion 011/2024

Moved by Councillor Curle to enter into closed session at 2:15 P.M.

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

CARRIED

Motion 012/2024

Moved by Councillor Clark to exit closed session at 2:16 P.M.

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

CARRIED

Motion 013/2024

Moved by Councillor Coston to accept, with regret, the resignation of Library Board Member Carrie Korpiniski, effective January 22, 2024.

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

CARRIED

12. ADJOURNMENT

12.1. Adjournment

Motion 014/2024

Moved by Councillor Clark to adjourn the meeting at 2:16 P.M.

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

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: February 26, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Budget Meeting Dates
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole Meeting held on February 12, 2024, Council made a motion to bring the Special Budget Meeting Dates forward to the Regular Council Meeting on February 26, 2024.

RECOMMENDATION:

Administration recommends Council determine the date of which to hold a Special Meeting of Council, in Council Chambers, for the 2024 budget deliberations.

PREPARED BY: Craig Douglas, Chief Administrative Officer

February 21, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

February 21, 2024
Date

Town Council
REQUEST FOR DECISION



Meeting: February 26, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rimbey 4H
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole Meeting held on February 12, 2024, Ryker Moore provided a Rimbey 4H Creative Option Project presentation to Council.

Council made a motion to bring forward the Rimbey 4H to the Regular Council Meeting held on February 26, 2024.

RECOMMENDATION:

Administration recommends Council determine if they wish to support an annual festival in Rimbey to celebrate Farm Day.

PREPARED BY: Craig Douglas, Chief Administrative Officer

February 21, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

February 21, 2024
Date

Committee of the Whole REQUEST FOR DECISION



Meeting: February 12, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Town Waste Collection Fee
Item For: Public Information -or- Closed Session

BACKGROUND:

Carts for organics / compost and garbage collection are being delivered to residences. Beginning in March, a new collection schedule will commence with a new billing structure for the Town.

Discussion:

The increase in services, previously approved by council, will result in a shortfall in the budget for waste collections. To maintain the budget without a shortfall an additional \$5.85 will need to be charged per household per month.

RECOMMENDATION:

Administration recommends that council consider an increase in the fees for waste collection.

PREPARED BY: Craig Douglas, Chief Administrative Officer

February 7, 2024
Date

ENDORSED BY:

February 7, 2024
Date

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: February 26, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Cancelling COW meeting on March 11, 2024, at 3pm in Council Chambers.
Item For: Public Information -or- Closed Session

BACKGROUND:

Due to conflicting schedules administration makes the suggestion to cancel the Committee of the Whole Meeting scheduled for March 11, 2024, at 3pm in Council Chambers.

RECOMMENDATION:

Administration recommends that Council determine if they want to cancel the Committee of the Whole meeting scheduled for March 11, 2024, at 3pm in Council Chambers due to scheduling conflicts.

PREPARED BY: Craig Douglas, Chief Administrative Officer

Date 2024-02-21

ENDORSED BY:

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

Date 2024-02-21

Craig Douglas, Chief Administrative Officer

February 26, 2024
CAO Report



HIGHLIGHTS

MEETINGS

- **Minister of Tourism - February 2, 2024**
- **Local Government Fiscal Framework Webinar - February 6, 2024**
- **Emerging Trends Virtual Training**

PREPARED BY: Craig Douglas, Chief Administrative Officer

Council Board Report 8.1.2



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

Date Range: 17-Jan-2024 to 21-Feb-2024
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Air Liquide Canada Inc.	50014	25-Jan-2024	Air Liquide - 2024 - yearly lease	158.41
Association of Alberta Municipalities	50015	25-Jan-2024	Assoc. of AB Municipalities - 2024 Membership F	3,828.68
CARLSON, RONALD & ALLEN, JUANITA	50016	25-Jan-2024	Ronald Carlson / Juanita Allen - dev. permit refund	3,000.00
City Of Red Deer	50017	25-Jan-2024	City of Red Deer - 2024 RARB Membership	2,000.00
DOUGLAS, CRAIG	50018	25-Jan-2024	C. Douglas - expenses - mtg - Ponoka CAO	112.80
FUNK, MIRIAM	50019	25-Jan-2024	Miriam Funk - facility refund	218.12
Mega Tech	50020	25-Jan-2024	Mega-Tech - Bylaw vehicle - repairs	2,514.83
Municipal Property Consultants (2009) Ltd.	50021	25-Jan-2024	Municipal Property Consultants - Feb. 2024 invoice	3,640.88
NAPA Auto Parts - Rimbey	50022	25-Jan-2024	Napa - oil	99.99
Nikirk Bros. Contracting Ltd.	50023	25-Jan-2024	Nikirk - CC - snow removal	876.75
ORNAMENTAL BRONZE LIMITED	50024	25-Jan-2024	Ornamental Bronze - columbarium plaque - Rums	1,605.45
Ponoka County	50025	25-Jan-2024	Ponoka County - tippage fees (Oct-Dec./23)	3,282.00
Ram Fencing Ltd.	50026	25-Jan-2024	Ram Fencing - Well 10 R - repair	5,176.50
Rimbey Historical Society	50027	25-Jan-2024	Rimbey Historical Society - reimbursement repair	7,500.00
Rimbey Implements Ltd.	50028	25-Jan-2024	Rimbey Implements - supplies	37.90
THIBEAULT, BRADLEY	50029	25-Jan-2024	B.Thibeault - expenses - veh appt/DEM Course/s	568.27
Uni First Canada Ltd.	50030	25-Jan-2024	UniFirst - coveralls/supplies	70.31
UTILITY SAFETY PARTNERS	50031	25-Jan-2024	Utility Safety Partners - 2024 Annual Membership	486.16
Wolseley Industrial Canada INC	50032	25-Jan-2024	Wolseley - PW - CR to inv#937321	1,137.68
AN Adventure Distribution & Consulting	50033	31-Jan-2024	An Adventure - supplies	103.64
Canadian Pacific Railway Company	50034	31-Jan-2024	Canadian Pacific Railway - Hoadley crossing	365.50
Hach Sales & Services Canada Ltd.	50035	31-Jan-2024	Hach - labs	2,100.00
Imperial Esso Service (1971)	50036	31-Jan-2024	Esso - propane - arena	272.00
Kansas Ridge Mechanical Ltd.	50037	31-Jan-2024	Kansas Ridge Mechanical - furnace repair - librar	816.45
NAPA Auto Parts - Rimbey	50038	31-Jan-2024	Napa - supplies	228.64
ReNuu Production Optimization Inc.	50039	31-Jan-2024	ReNuu Production Optimization Inc. - dev deposit	3,000.00
SKJONSBURG, JESSICA	50040	31-Jan-2024	Jessica Skjonsberg - BYAS - Jan./24 janitorial	350.00
Staples Professional	50041	31-Jan-2024	Staples - office supplies	1,285.50
Stationery Stories & Sounds (2005)	50042	31-Jan-2024	Stationery Stories Sounds - envelopes	1,848.00
Superior Safety Codes Inc.	50043	31-Jan-2024	Superior Safety Codes - Dec. 2023 - closed perm	1,157.63
Tagish Engineering Ltd.	50044	31-Jan-2024	Tagish - Dec.2023 - RB148 - 43rd St. Prelim. Des	6,353.80
TYCO ELECTRIC LTD.	50045	31-Jan-2024	Tyco Electric Ltd - repairs - CC	1,380.75
556436 Alberta Ltd.	50046	06-Feb-2024	Central Sharpening - sharpen ice knife	246.75
AMSC Insurance Services Ltd.	50047	06-Feb-2024	AMSC Insurance - Mayor/Council	52.29
Animal Control Services	50048	06-Feb-2024	Animal Control	1,932.00
Black Press Group Ltd.	50049	06-Feb-2024	Black Press Media - Jan.2/24 inv - Xmas tree picl	585.78
Brandt Tractor Ltd	50050	06-Feb-2024	Brandt Tractor - Unit #3 - repairs	1,697.01
CENTRAL LABS	50051	06-Feb-2024	Central Labs - Jan. 2024 - north and south lagoor	1,410.53
Empringham Disposal Corp.	50052	06-Feb-2024	Empringham Disposal - Jan.2024 - waste/recycle	9,292.50
Environmental 360 Solutions (Alberta) Ltd	50053	06-Feb-2024	E360 - 5109 - 54 St - Jan.24 - bin dumps/rent	971.94
Evergreen Co-operative Association	50055	06-Feb-2024	Co-op - bolts	4,868.20
Expert Security Solutions	50056	06-Feb-2024	Expert Security Solutions - pool - monitoring Feb.	26.20
FINNING CANADA	50057	06-Feb-2024	Finning Cat - parts	575.06
Imperial Esso Service (1971)	50058	06-Feb-2024	Esso - propane - arena	120.25
Longhurst Consulting	50059	06-Feb-2024	Longhurst Consulting - February 2024 - monthly t	3,927.14
MLA Benefits Inc.	50060	06-Feb-2024	MLA Benefits - Feb.2024 - HSA - Mayor/Council	1,655.77
New Can Truck Parts	50061	06-Feb-2024	New Can Truck Parts - Unit #48 - parts	198.88
Rimbey Builders Supply Centre Ltd.	50062	06-Feb-2024	Rimbey Builders - toilet seat - public washroom	41.99
Rimbey Express	50063	06-Feb-2024	Rimbey Express - Jan. 2024 inv	170.00
Rimbey Home Hardware	50064	06-Feb-2024	Home Hardware - CO detectors	211.01
Rimbey Implements Ltd.	50065	06-Feb-2024	Rimbey Implements - parts	33.06
Rimbey Janitorial Supplies	50066	06-Feb-2024	Rimbey Janitorial - CC - supplies	995.40
RJ Plumbing and Heating	50067	06-Feb-2024	RJ Plumbing - repairs	154.45
Staples Professional	50068	06-Feb-2024	Staples Professional - cartridge	208.93
The Government of Alberta	50069	06-Feb-2024	Gov't of AB - Land Titles - Jan. 2024	40.00
THOMPSON, MELISSA	50070	06-Feb-2024	Melissa Thompson - Zumba - Nov/23 - Jan./24	400.00
Town Of Rimbey	50071	06-Feb-2024	Town of Rimbey - Jan. 2024 util	1,324.62
Uni First Canada Ltd.	50072	06-Feb-2024	UniFirst - coveralls/supplies	135.89

Council Board Report 8.1.2
 Council Agenda Report



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

Date Range: 17-Jan-2024 to 21-Feb-2024
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
United Farmers Of Alberta	50073	06-Feb-2024	UFA - supplies	328.93
VELOCITY HYDROVAC SERVICES LTD.	50074	06-Feb-2024	Velocity Hydrovac Services - water main repair - !	2,042.25
Vicinia Planning & Engagement Inc.	50075	06-Feb-2024	Vicinia Planning - Jan.2024 inv.	2,050.76
Accu-Flo Meter Service Ltd.	50076	16-Feb-2024	Accu-Flo - water meter - 1" Mach/parts	1,971.44
MORGAN,PAMELA	50077	16-Feb-2024	Pamela Morgan - DP 43/23 - Refund - developme	70.00
Nikirk Bros. Contracting Ltd.	50078	16-Feb-2024	Nikirk - fill sand	29.40
Rimbey Implements Ltd.	50079	16-Feb-2024	Rimbey Implements - supplies	96.47
RIMBEY MOTOR INN/ 1073026 ALBERTA LTD.	50080	16-Feb-2024	Rimbey Motor Inn - refund - \$35.00 late fee for Bu	35.00
Staples Professional	50081	16-Feb-2024	Staples Prof - office supplies	206.44
STERLING POWER SYSTEMS INC.	50082	16-Feb-2024	Sterling Power Systems - repairs - Res 1 & 2 - ge	1,812.43
Tagish Engineering Ltd.	50083	16-Feb-2024	Tagish - RB149 - 2024 Rimbey Mapbook	11,604.04
THIBEAULT,BRADLEY	50084	16-Feb-2024	B.Thibeault - AACPO Conf expenses / windshield	2,580.60
Uni First Canada Ltd.	50085	16-Feb-2024	UniFirst - coveralls/supplies	70.54
Wolseley Industrial Canada INC	50086	16-Feb-2024	Wolseley - CR to inv # 939228	1,137.68
LAPP	00169-0001	25-Jan-2024	LAPP - Library - Jan.31/24 payroll	855.59
Meridian OneCap Credit Corp	00169-0002	25-Jan-2024	Meridian OneCap - copier lease (Feb.-Apr. 2024)	1,801.80
VICTOR CANADA	00169-0003	25-Jan-2024	Victor - Feb.2024 - benefits	13,891.51
Canada Revenue Agency	00170-0001	31-Jan-2024	CRA - deductions (Jan.14-27/24) Feb.02/24 biwe	24,857.02
LAPP	00170-0002	31-Jan-2024	LAPP - FCSS - Feb.07/24 (Jan.15-28/24) PP #3 :	11,382.28
VICTOR CANADA	00170-0003	31-Jan-2024	Victor - HSA - Dec.2023	998.30
ALBERTA MUNICIPAL SERVICE CORPORATION	00171-0001	21-Feb-2024	Alberta Municipal Services Corp - gas/power (sta	61,541.12
Canada Revenue Agency	00171-0002	21-Feb-2024	CRA - deductions (Jan.28-Feb.10/24) Feb.16/24	21,277.59
LAPP	00171-0003	21-Feb-2024	LAPP - Town - Feb.16/24 (Jan.28 - Feb.10/24) PI	11,153.33
Servus Credit Union - Mastercard	00171-0004	21-Feb-2024	Servus M/C - C.Douglas - Jan.31/24	3,555.29
Telus Mobility Inc.	00171-0005	21-Feb-2024	Telus Mobility - Feb.06/24	419.24
Telus Communications Inc.	00171-0006	21-Feb-2024	Telus - Town - Feb.10, 2024	2,116.15
Waste Management	00171-0007	21-Feb-2024	Waste Management - January 2024 - recycle	3,840.39
Workers' Compensation Board - Alberta	00171-0008	21-Feb-2024	WCB - issue date Feb.06/24	2,893.42
Total:				271,471.30

Town Council
REQUEST FOR DECISION



Meeting: February 26, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Boards/Committee Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

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

RECOMMENDATION:

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

ATTACHMENTS:

- [Tagish Engineering Project Status Updates January 18, 2024](#)
- [Rimoka Housing Minutes November 15, 2023](#)
- [Rimoka Housing Minutes December 20, 2023](#)
- [Rimoka Housing Minutes November 24, 2023](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

February 21, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

February 21, 2024
Date

Date	Project Manager	Status Update
Town of Rimbey		
RBYM0000.24 RB00 - 2024 General Engineering		
January 4, 2024	Solberg, Lloyd	Tagish surveyed the storm outfall prior to Christmas. We will work on designs in January.
January 17, 2024	Solberg, Lloyd	We are working on designs. We hope to have a draft design and cost estimate complete by end of January.
RBYM00149.00 RB149 - 2024 Rimbey Mapbook		
December 14, 2023	Solberg, Lloyd	Tagish has started working on revising the map book. We anticipate having a draft for the Town's review at the end of January.
January 8, 2024	Solberg, Lloyd	We anticipate having a draft for the Town's review at the end of January.
January 17, 2024	Solberg, Lloyd	We anticipate having a draft for the Town's review at the end of January.



BOARD MEETING
Wednesday, November 15, 2023
10:00 am
Legacy Place, Ponoka

PRESENT: L. Curle, Board Chair T. Dillon N. Hartford S. Lyon D. MacPherson
G. Rondeel D. Weir L. Fundytus, CAO W. Sheppard, Recorder

1. CALL TO ORDER

L. Fundytus, CAO called the meeting to order at 10:03 a.m.

2. ORGANIZATIONAL MEETING

ELECTION OF BOARD CHAIR

The CAO called for nominations for the position of Board Chair.

MOVED by D. MacPherson that L. Curle be nominated for Board Chair. (RHF 23-11-01)

L. Curle accepts the nomination.

MOVED by T. Dillon that nominations cease. (RHF 23-11-02)

L. Curle was declared Board Chair.

L. Curle assumed the Chair at 10:06 a.m.

ELECTION OF BOARD VICE-CHAIR

The Board Chair called for nominations for the position of Board Vice-Chair.

MOVED by D. MacPherson that D. Weir be nominated for Board Vice-Chair. (RHF 23-11-03)

D. Weir declines the nomination.

MOVED by S. Lyon that T. Dillon be nominated for Board Vice-Chair. (RHF 23-11-04)

T. Dillon accepts the nomination.

MOVED by N. Hartford that nominations cease. (RHF 23-11-05)

T. Dillon was declared Board Vice-Chair.

3. ADOPTION OF AGENDA

L. Curle requested the addition of Item 8.8 Christmas Events to the agenda.

MOVED by S. Lyon that the Board meeting agenda be adopted with the addition of Item 8.8 Christmas Events. (RHF 23-11-06)

Carried

4.	APPROVAL OF MINUTES
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MOVED by N. Hartford the Board approve the minutes of the October 18, 2023 Board meeting. (RHF 23-11-07)

Carried

5.	CAO REPORT
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L. Fundytus provided an overview of the November CAO report.

MOVED by T. Dillon that the Board accept the CAO report as information. (RHF 23-11-08)

Carried

6.	FINANCIAL REPORTS
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L. Fundytus provided an overview of the financial reports for September.

MOVED by D. Weir that the Board accept for the nine months ending September 30, 2023 as information:

- Statement of Financial Position;
- Financial Statements;
- Cash in Bank Report;
- the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 23-11-09)

Carried

7.	OLD BUSINESS
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POLICY HR-02 CRIMINAL RECORD CHECKS

MOVED by S. Lyon that the Board approve Policy HR-02 Criminal Record Checks with the required amendments. (RHF 23-11-10)

Carried

POLICY HR-09 EMPLOYEE RECOGNITION

An updated policy will be presented to the Board once further discussion with management and employees has been completed.

MOVED by T. Dillon that the Christmas gift from the Foundation be increased to \$100 per employee. (RHF 23-11-11)

8.	NEW BUSINESS
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POLICY FIN-15 BOARD REMUNERATION

MOVED by S. Lyon that the Board approve Policy FIN-15 Board Remuneration as presented. (RHF 23-11-12)

Carried

2024 BOARD MEETING SCHEDULE

Council Agenda Item 8.2.1

MOVED by D. MacPherson the Board accept the 2024 Board Meeting Schedule as presented. (RHF 23-11-13)

Carried

BOARD SIGNING AUTHORITIES

MOVED by N. Hartford that the Board approved signing authorities for the Rimoka Housing Foundation continue to be Lana Curle, Ted Dillon and David MacPherson. (RHF 23-11-14)

Carried

POLICY CS-21 MEDICAL ASSISTANCE IN DYING (MAID)

MOVED by T. Dillon that the Board table Policy CS-21 Medical Assistance in Dying (MAID) for further review and discussion in the new year. (RHF 23-11-15)

Carried

CAPITAL EQUIPMENT PURCHASE

L. Fundytus advised that our current John Deere tractors in each community are nearing the end of their usability for the maintenance department.

L. Fundytus recommended the Foundation purchase two Kubota F2690 tractors with snowblower and rotary broom attachments at the cost of \$66,250 plus GST for each unit to be utilized one in Ponoka and one in Rimbey based on the quotes presented. The tractors shall be purchased utilizing Equipment Reserve Funds.

MOVED by D. MacPherson that the Rimoka Housing Foundation purchase two Kubota F2690 tractors with attachments from KeyAg Ventures Inc. at a cost of \$132,500 plus GST. (RHF 23-11-16)

D. Weir seconds
Carried

MOVED by S. Lyon that the funds to purchase the two tractors be transferred from the Equipment Reserve to cover the cost of \$132,500 plus GST. (RHF 23-11-17)

T. Dillon seconds
Carried

2024 INTERIM LODGE BUDGET

MOVED by N. Hartford that the Board approve the 2024 Interim Lodge budget as presented. (RHF 23-11-18)

Carried

2024 INTERIM LEGACY PLACE BUDGET

MOVED by S. Lyon that the Board approve the 2024 Interim Legacy Place budget as presented. (RHF 23-11-19)

Carried

CHRISTMAS EVENTS

L. Curle requested information on Christmas events happening at Rimoka facilities that the Board would be able to attend. L. Fundytus will follow up with the Lodge Managers and advised the Board by email of upcoming events.

8. CORRESPONDENCE

Correspondence from Alberta News Bulletin's provided for Board information.

10. NEXT MEETING

The next meeting will be scheduled for December 20 at 10:00 a.m. at Valley View Manor in Rimbey.

Council Agenda Item 8.2.1

MOVED by D. Weir the meeting adjourn at 11:35 a.m. (RHF 23-11-20)

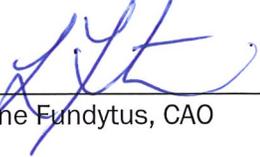
Carried



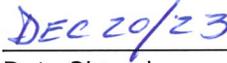
Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed



BOARD MEETING
Wednesday, December 20, 2023
9:00 am
Rimbey Municipal Library, Rimbey

PRESENT: L. Curle, Board Chair N. Hartford S. Lyon G. Rondeel
D. Weir L. Fundytus, CAO W. Sheppard, Recorder
ABSENT: T. Dillon D. MacPherson

1. CALL TO ORDER

L. Curle, Board Chair called the meeting to order at 9:10 a.m.

2. ADOPTION OF AGENDA

D. Weir requested the addition of Board Alternates as Item 7.5.

MOVED by S. Lyon that the Board meeting agenda be adopted with the addition of Item 7.5 Board Alternates.
(RHF 23-12-01)

Carried

3. APPROVAL OF MINUTES

MOVED by D. Weir the Board approve the minutes of the November 15, 2023 Board meeting and the November 24, 2023 email motion. (RHF 23-12-02)

Carried

4. CAO REPORT

L. Fundytus provided an overview of the December CAO report including updates from the Building Committee.

MOVED by D. Weir that the Board accept the CAO report as information. (RHF 23-12-03)

Carried

N. Hartford arrived at 9:41 a.m.

5. FINANCIAL REPORTS

L. Fundytus provided an overview of the financial reports for October.

MOVED by S. Lyon that the Board accept for the ten months ending October 31, 2023 as information:

- Statement of Financial Position;
- Financial Statements;
- Cash in Bank Report;
- the Cheque Registers, Online and Pre-authorized Payment registers. (RHF 23-12-04)

Carried

Council Agenda Item 8.2.1

MOVED by N. Hartford that the Board approve the expenditures from the endowment accounts for July, August and September. (RHF 23-12-05)

Carried

6.	OLD BUSINESS
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POLICY HR-09 EMPLOYEE RECOGNITION – Tabled

Nothing to update at this time.

POLICY CS-21 MEDICAL ASSISTANCE IN DYING (MAID) – Tabled

Nothing to update at this time.

7.	NEW BUSINESS
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LEGACY PLACE OFFER TO LEASE AGREEMENT

MOVED by D. Weir that the Board approve the Legacy Place Offer to Lease Agreement as presented. (RHF 23-12-06)

Carried

LEGACY PLACE OCCUPANCY AGREEMENT

MOVED by D. Weir that the Board approve the Legacy Place Occupancy Agreement as presented. (RHF 23-12-07)

Carried

LEGACY PLACE LOAN AGREEMENT

MOVED by D. Weir that the Board approved the Legacy Place Loan Agreement as presented. (RHF 23-12-08)

Carried

VALLEY VIEW MANOR DHW REPLACEMENT

MOVED by G. Rondeel that Board approve the expenditure amendment to replace the domestic hot water system at Valley View Manor from \$43,660 plus GST to \$47,751 plus GST as per pricing increase. (RHF 23-12-09)

Carried

BOARD ALTERNATES

D. Weir advised that Councilor Bryce Liddle was appointed by Ponoka County as an alternate representative to the Rimoka Board during his absence from January 4 to March 15, 2024.

8.	CORRESPONDENCE
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Correspondence from Alberta News Bulletin's provided for Board information.

10.	NEXT MEETING
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The next meeting will be scheduled for January 17, 2024 at 10:00 a.m. at Legacy Place in Ponoka.

Council Agenda Item 8.2.1

MOVED by S. Lyon the meeting adjourn at 10:01 a.m. (RHF 23-12-10)

Carried



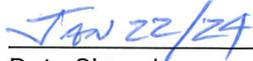
Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed



EMAIL MOTION
Friday, November 24, 2023
12:24 p.m.

PRESENT: L. Curle, Board Chair T. Dillon N. Hartford S. Lyon D. MacPherson
 G. Rondeel L. Fundytus, CAO W. Sheppard, Recorder

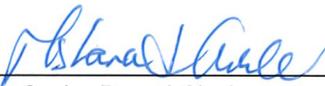
1. VALLEY VIEW MANOR DOMESTIC HOT WATER SYSTEM REPLACEMENT

L. Fundytus advised the Board by email of the quote received from RJ Plumbing & Heating of \$43,360 plus GST to replace the existing domestic hot water system at Valley View Manor and ensure stability of the failing system. The other quote received was for \$107,000.

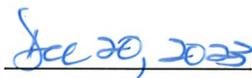
L. Fundytus requested Board approval to proceed with the replacement of the domestic hot water system at Valley View Manor by RJ Plumbing & Heating.

MOVED by D. Weir that the Board approve the replacement of the domestic hot water system by RJ Plumbing & Heating in the amount of \$43,360 plus GST. (RHF 23-11-21)

Carried



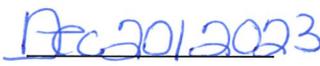
Lana Curle, Board Chair



Date Signed



Lorne Fundytus, CAO



Date Signed