

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON TUESDAY, JUNE 23, 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 June 9, 2020	3-6
4.	Public Hearings - None	
5.	Delegations	
	5.1 Evergreen Estates Residents.....	7-8
6.	Bylaws - None	
7.	New and Unfinished Business	
	7.1 Bylaw Committee	9
	7.2 Request for a Tax Reduction.....	10-14
8.	Reports	
	8.1 Department Reports	15
	8.1.1 Chief Administrative Officer.....	16
	8.2 Boards/Committee Reports	17
	8.2.1 Tagish Engineering Project Status Update to June 11, 2020.....	18
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	8.3.1 Mayor Pankiw’s Report.....	20
	8.3.2 Councillor Coulthard’s Report.....	21
	8.3.3 Councillor Curle’s Report.....	22
	8.3.4 Councillor Payson’s Report.....	23
	8.3.5 Councillor Rondeel’s Report.....	24
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	
12.	Adjournment	



REQUEST FOR DECISION

Council Agenda Item	3.0
Council Meeting Date	June 23, 2020
Subject	Minutes
For Public Agenda	Public Information
Attachments	3.1 Minutes of Regular Council June 9, 2020
Recommendation	Motion by Council to accept the Minutes of the Regular Council Meeting of June 9, 2020, as presented.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 18, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 18, 2020

Date

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON TUESDAY, JUNE 9, 2020 VIA ZOOM VIDEO CONFERENCE DURING THE CORONAVIRUS COVID 19 HEALTH EPIDEMIC

1. Call to Order Mayor Pankiw called the meeting to order at 5:00 pm, with the following in attendance via zoom video conference:
- Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel
Chief Administrative Officer – Lori Hillis, CPA, CA
Director of Finance – Wanda Stoddart
Development Officer – Liz Armitage
Recording Secretary – Kathy Blakely
- Absent:
- Public:
2. Adoption of Agenda 2.1 June 9, 2020 Agenda
- Motion 134/20
- Moved by Councillor Rondeel to accept the Agenda for the June 9, 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 May 26, 2020
- Motion 135/20
- Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of May 26, 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 Delegations - None

6. Bylaws

6.1 969/20 2020 COVID 19 Residential Waiver of Performance / Security DepositMotion 136/20

Moved by Councillor Payson to give first reading to 969/20 2020 COVID 19 Residential Waiver of Performance/Security Deposit Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Motion 137/20

Moved by Councillor Curle to give second reading to 969/20 2020 COVID 19 Residential Waiver of Performance/Security Deposit Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Motion 138/20

Moved by Councillor Coulthard to unanimously consider to give third and final reading to 969/20 2020 COVID 19 Residential Waiver of Performance/Security Deposit Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Motion 139/20

Moved by Councillor Rondeel to give third and final reading 969/20 2020 COVID 19 Residential Waiver of Performance/Security Deposit Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7. New and
Unfinished
Business7.1 Nesting Place RV ParkMotion 140/20

Moved by Councillor Coulthard to permit the Lion's Club to operate the Nesting Place RV Campground following the Government of Alberta's Guidance for Private and Municipal Campgrounds and Workplace Guidance for Business Owners regarding COVID-19.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7.2 Rimbey Municipal Library Board Member ApplicationMotion 141/20

Moved by Councillor Rondeel to appoint Christine Leinweber to be a Municipal Library Board Member for a three year term, commencing June 9, 2020.

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 142/20

Moved by Councillor Curle 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 FCSS/RCHHS Board Meeting Minutes of April 16, 2020

8.2.2 Tagish Engineering Project Status Updates to May 28, 2020

Motion 143/20

Moved by Councillor Coulthard to accept the Rimbey FCSS/RCHHS Board Meeting Minutes of April 16, 2020, and the Tagish Engineering Project Status Updates of May 28, 2020, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

9. Correspondence 9.1 Correspondence - None10. Open Forum 10.1 Open Forum11. Closed Session 11.1 Closed Session - None12. Adjournment 12.1 AdjournmentMotion 144/20

Moved by Councillor Curle to adjourn the meeting.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Time of Adjournment: 5:22 pm.

 MAYOR RICK PANKIW

 CHIEF ADMINISTRATIVE OFFICER LORI HILLIS



REQUEST FOR DECISION

Council Agenda Item	5.1
Council Meeting Date	June 23, 2020
Subject	Evergreen Estates Residents
For Public Agenda	Public Information
Background	Administration has received a request from Judy Anderson for a delegation at Council for the residents of Evergreen Estates to discuss the walking path, taxes and paving of the subdivision.
Attachments	Email from Judy Anderson
Recommendation	Administration recommends Council accept the presentation from the residents of Evergreen Estates, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 17, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 17, 2020

Date

Kathy

From: Lori Hillis
Sent: Wednesday, June 17, 2020 10:58 AM
To: Kathy
Subject: FW: Delegation

From: Action Auto [<mailto:actionauto@albertahighspeed.net>]
Sent: Wednesday, June 17, 2020 10:52 AM
To: Lori Hillis
Subject: RE: Delegation

Hi Lori, the topics they are concerned about are when they will get a walking path as some parents are concerned about their children walking along the main highway to school, the dangers of that. Some are concerned with the amount of taxes they pay for what they get for improvements at the subdivision. Some are concerned about paving costs and when it can be done. Some want to know where all the tax money has went to since this subdivision has been started and why very little money from the taxes it has generated and will generate will go towards improvements instead of most of it going into general revenue for the town. They want to know if anyone is searching for a government grant for the paving of the subdivision. Lastly, Carey and I as the developers want to know why our municipal tax portion of our lots cannot be decreased as other communities do or have done for their developers we have heard. We feel the amount of money the subdivision that we built and paid for has brought in hundreds of thousands of dollars in tax revenue to the town and we are currently paying 20 thousand a year in taxes and if the paving goes ahead then will cost us more. With the economy the way it is and lot sales not moving as we had hoped we will not be able to afford both municipal and paving taxes, so something will need to be decreased in order for us to continue as developers.

That is the concerns we are hearing and the concerns we have,

Any questions please email me, thanks Judy.

From: Lori Hillis <lori@rimbey.com>
Sent: June 17, 2020 9:48 AM
To: Action Auto (actionauto@albertahighspeed.net) <actionauto@albertahighspeed.net>
Subject: Delegation

Hi Judy,

Were the residents of Evergreen Estates planning to come as a delegation to the June 23, 2020 Council Meeting? If so, could you please send me an email with a short summary of what they would like to bring forward to Council. The deadline for submissions for the Council package is noon today.

Thanks.

Lori Hillis, CPA, CA
Chief Administrative Officer
Town of Rimbey
Box 350
Rimbey AB T0C2J0
403-843-2113



REQUEST FOR DECISION

Council Agenda Item	7.1
Council Meeting Date	June 23, 2020
Subject	Bylaw Committee
For Public Agenda	Public Information
Background	<p>MGA Section 145 allows for a council to pass bylaws in relation to the establishment and functions of council committees and the procedures to be followed by such council committees. A council committee may consist entirely of councillors, a combination of councillors and other persons or entirely of persons who are not councillors.</p> <p>At the Council meeting held on May 11, 2020, discussion regarding the formation of a bylaw committee was tabled to the June 23, 2020 Regular Council Meeting.</p>
Discussion	<p>A bylaw committee would be responsible to review all existing bylaws to determine if they are still relevant to the Town. If the committee determines a bylaw is outdated or requires changes the committee would make the proposed changes and the draft bylaw would be brought to Council as a whole for discussion.</p> <p>All proposed new bylaws would be reviewed by the committee prior to discussion by council as a whole. These draft bylaws would then be brought to a regular council meeting for discussion.</p> <p>All bylaws must still be passed through regular Council meetings.</p>
Relevant Policy/Legislation	MGA 145
Recommendation	Council to determine if they wish to form a bylaw committee.
Prepared By:	<p><u>Lori Hillis</u> _____ <u>June 15, 2020</u> _____ Lori Hillis, CPA, CA Date Chief Administrative Officer</p>
Endorsed By:	<p><u>Lori Hillis</u> _____ <u>June 15, 2020</u> _____ Lori Hillis, CPA, CA Date Chief Administrative Officer</p>

Council Agenda Item	7.2
Council Meeting Date	June 23, 2020
Subject	Request for Tax Reduction Roll 23440
For Public Agenda	Public Information
Background	<p>Administration has received a letter of request from Canalta Real Estate Services Ltd. for a 10% reduction of their 2020 property taxes due to the impact of COVID-19 on the tourism industry.</p> <p>As a response to the financial challenges of COVID-19 on all citizens business and industries, Town of Rimbey Council passed Bylaw 966/20 – 2020 Tax Penalty Cancellation Bylaw on April 14, 2020. Bylaw 966/20 which cancels the August 1 penalty of 12% on all outstanding current year taxes.</p> <p>Town of Rimbey Council also passed motion 071/20 to waive late payment penalties for all utilities to December 31, 2020.</p> <p>These COVID-19 relief measures give all residents and businesses the option of deferring their property taxes and utility payments until December 31, 2020 without penalty.</p>
Discussion	<p>MGA Section 347(1) allows the cancellation, reduction, refund or deferral of taxes for a particular taxable property or business if Council considers it equitable to do so.</p> <p>Taxes for 2020 for this property are \$46,603. A 10% reduction would equal \$4,660.</p>
Relevant Policy/Legislation	MGA Section 347(1)
Options/Consequences	<ol style="list-style-type: none"> 1. Grant the requested 10% reduction of taxes resulting in a reduction of tax revenue of \$4,660. 2. Grant a tax reduction of a different amount. 3. Refuse the request for a tax reduction.
Attachments	Letter of request from Canalta Real Estate Services Ltd.
Recommendation	Administration recommends Council refuses the request for tax reduction for Roll #23440 due to the Town of Rimbey COVID-19 relief measures currently available to all residents and business in the Town of Rimbey.



REQUEST FOR DECISION

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 17, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 17, 2020

Date



Town of Rimbey
Box 350
Rimbey, AB
T0C 2J0

ATTENTION: TAXATION DEPARTMENT

To whom it may concern:

Re:- Canalta Real Estate Services Ltd. - Request for Deferral of Property Tax Payments Due to COVID 19

Roll No. 23440

Canalta Real Estate Services Ltd. has been working with municipalities to secure satisfactory arrangements for payment of property taxes. Our businesses under the Canalta Group, like so many across Canada, have been reduced to temporary closures and minimal to no income which has severely impacted our cashflow. Our industry has been greatly impacted by COVID-19.

We are hereby requesting a 10% reduction of our 2020 property taxes.

We have received the 10% reduction from other municipalities, and we are confident that the Town of Rimbey will consider our request and provide us with the support necessary to aid us in getting through these troubled times. Thank you for your consideration.

Please contact Karin Lowen at (403) 820-3730 (direct phone) or by email karin.lowen@canalta.com to further discuss our request.

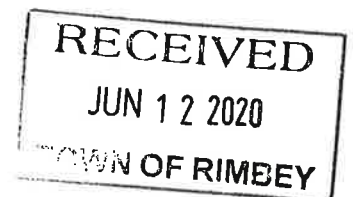
Sincerely,

CANALTA REAL ESTATE SERVICES LTD.

PER:

CAM CHRISTIANSON
President and CEO

Canalta Corporate Office



545 Highway 10 East PO Box 2109 Drumheller AB Canada T0J 0Y0
Phone: 403.823.2030 Fax: 403.823.2039

jeanette

From: Karin Lowen <karin.lowen@canalta.com>
Sent: Friday, June 12, 2020 12:02 PM
To: jeanette
Subject: Property Tax
Attachments: Rimbey.docx

Hello Jeanette,

Attached is a letter of request.

Thank you for your time and attention in this matter and I look forward to hearing from you.

Karin Lowen

Canalta Family of Companies

545 Highway 10 East - Box 2109

Drumheller AB Canada T0J 0Y0

PHONE: 403.8203827

FAX: 403.8203828

EMAIL: karin.lowen@canalta.com

WEB: www.canaltahotels.com



CANALTA



REQUEST FOR DECISION

Council Agenda Item	8.1
Council Meeting Date	June 23, 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
Recommendation	Motion by Council to accept the department reports, as information.
Prepared By:	<p><u>Lori Hillis</u> _____ <u>June 18, 2020</u> _____ Lori Hillis, CPA, CA Date Chief Administrative Officer</p>
Endorsed By:	<p><u>Lori Hillis</u> _____ <u>June 18, 2020</u> _____ Lori Hillis, CPA, CA Date Chief Administrative Officer</p>

Highlights

Emergency Management:

- The Regional Emergency Management group has cancelled our bi-weekly conference calls unless the regional COVID-19 situation deems it necessary to resume the calls to provide updates and coordination of any regional response.
- Provincial Operations Center continues to provide biweekly updates regarding the Provincial response to the pandemic.
- The Emergency Generator installation was completed on June 16, 2020

COVID-19:

- The Town Office re-opened on Monday, June 15, 2020. Citizens are encouraged to continue to mail in bill payments, pay online through their banks, use the drop box at the south side of the Administration building or call the Administration office to pay by credit card.
- The Rimbey Aquatic Centre and Splash Park will open when we are able to meet all the recommendations from the provincial guidance and when we have sufficient staffing in place. At this time the hot tubs will remain closed until Phase 3 of the relaunch.
- The Peter Loughheed Community Centre will be open when the washroom renovations are complete. Currently we are waiting on new fixtures which are on back-order.
- Tentative opening of the Fitness Centre will be on Monday, June 22, 2020 and will follow the guidance recommended by the Province. Please be aware of any capacity limitations and sanitizing requirements.

Tax and Utility Accounts:

- We are monitoring our outstanding tax and utility accounts compared to the same time last year to determine if our cash flow is being impacted by residents and business postponing their payments until December 2020 as there is no penalties for either taxes or utilities until the end of the year. At June 17, 2020, there is an increase of \$52,057 (2.07%) in unpaid taxes compared to June 17, 2019. Utility accounts remain consistent with last year.

Lori Hillis
Chief Administrative Officer



REQUEST FOR DECISION

Council Agenda Item	8.2
Council Meeting Date	June 9, 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 to June 11, 2020
Recommendation	Motion by Council to accept the Tagish Engineering Project Status Updates to June 11, 2020, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 18, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 18, 2020

Date

Date	Project Manager	Status Update
Town of Rimbey		
Project: RBYM00000.20 RB00 - 2020 General Engineering		
April 30, 2020	Matichuk, Gerald	No assignment this period (May 29, 2020).
May 14, 2020	Matichuk, Gerald	Tagish is reviewing the engineering drawing related to the Rimbey Christian School gymnasium application.
May 28, 2020	Matichuk, Gerald	Waiting for Rimbey Christian School (gymnasium and parking lot expansion) to provide a detailed engineering drawing showing access from proposed development unto 54 Ave.
June 11, 2020	Matichuk, Gerald	Tagish is working with staff to provide a budget estimate to shape and pave the roads in Evergreen Estates. Waiting for Rimbey Christian School (gymnasium and parking lot expansion) to provide a detailed engineering drawing showing access from proposed development unto 54 Ave.
Project: RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades		
May 28, 2020	Solberg, Lloyd	We are working on the Main Reservoir Designs. The project is expected to go out for tender at the end of summer and begin construction in the early Fall.
June 11, 2020	Solberg, Lloyd	We are working on the Main Reservoir Designs. We have received some information from Chamco for the pumps which we are going through.
Project: RBYM00135.00 RB135 - Standby Generator Comm Centre		
April 30, 2020	Matichuk, Gerald	Highline Electrical Constructors Ltd. is scheduled to be on site the week of May 18, 2020. Work to be completed is the installation of the transfer switch to the main power supply and commissioning of the stand-by generator.
May 14, 2020	Matichuk, Gerald	Highline Electrical Constructors Ltd. is scheduled to be on site the week of May 25, 2020. Work will include installation of a concrete pad to mount the transfer switch, the re-routing of the main power supply, connection of the stand-by generator and commissioning.
May 28, 2020	Matichuk, Gerald	Highline Electrical Constructors Ltd. is on site completing the installation of a concrete pad to mount the transfer switch, the re-routing of the main power supply, connection of the stand-by generator and commissioning. Highline Electrical have indicated that the work should be completed by June 15, 2020.
June 11, 2020	Matichuk, Gerald	Highline Electrical Constructors Ltd. are on site working to complete the installation of a concrete pad to mount the transfer switch, the re-routing of the main power supply, connection of the stand-by generator and commissioning. Highline Electrical have indicated that the work should be completed by June 17, 2020.
Project: RBYM00136.01 RB136.01 - 2019/20 Street Improvements		
April 30, 2020	Matichuk, Gerald	A meeting is scheduled for May 7, 2020 with J. Branco & Sons Concrete Services to mark out sections of concrete sidewalks removals on 50 Avenue between 50 St. & 51 St.
May 14, 2020	Matichuk, Gerald	J. Branco & Sons Concrete are scheduled to be on site the week of May 18, 2020 to start the concrete sidewalks removals on 50 Avenue between 50 St. & 51 St.
May 28, 2020	Matichuk, Gerald	Waiting for J. Branco & Sons Concrete to arrive on site to start the concrete sidewalks removals on 50 Avenue between 50 St. & 51 St.
June 11, 2020	Matichuk, Gerald	J. Branco & Sons Concrete Services are on site work to complete the concrete sidewalks removal and replacements at various locations in Town.
Project: RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply		
May 14, 2020	Matichuk, Gerald	Bemoco Land Surveying has completed the site surveying for the subdivision and utility right-of-way and is working to complete the registration at Land Titles. Tagish is working with pump suppliers to select the pump for Well PW(17-15).
May 28, 2020	Matichuk, Gerald	Bemoco Land Surveying has completed the site surveying and has forwarded all documentation to Land Titles for registration.
June 11, 2020	Matichuk, Gerald	Waiting for Alberta Registries to complete the registration of the subdivision and Utility Agreement. Tagish is working with Access Land to secure the pipeline crossing agreements required for construction.



REQUEST FOR DECISION

Council Agenda Item	8.3
Council Meeting Date	June 23, 2020
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:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 18, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

June 18, 2020

Date

Highlights

Date	Event	Details of Event
May 28,2020	Conference Call	Conference call with Dr. Hinshaw
June 4,2020	Conference Call	Conference call regarding gyms, arenas, sports fields
June 9,2020	Rimoka COA Mtg	Met with Bryce and Jonathan re his performance review
June 17,2020	Rimoka Mtg	Regular meeting in Ponoka
June 18,2020	AUMA Mtg	Conference call with AUMA
June 23, 2020	Council Meeting	Regular Council Meeting in Chambers

Numerous commissionaire of oath's
Cheque Runs

Rick Wm. Pankiw
Mayor

Highlights

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

J. W. Coulthard
Councillor



COUNCILLOR CURLE'S REPORT

Highlights

Date	Event	Details of Event
June 9	Beatty House	Regular Board Meeting, held outside for social distancing.
June 9	Town Council	Regular meeting of town council, held by zoom.
June 17	Rimoka Board	Regular meeting, held in Ponoka
June 17	Historical Society	Regular board meeting, held at the Park.
June 23	Town Council	Regular meeting of town council, held back in council chambers.

Submitted by
Lana Curle
Town 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