

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON
TUESDAY, OCTOBER 13, 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 September 21, 2020.....	3-11
4.	Public Hearings - None	
5.	Delegations - None	
6.	Bylaws - None	
7.	New and Unfinished Business	
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9.	Correspondence	55
9.1	Letter from Mayor Tera Veer, City of Red Deer	56-60
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 16 (1) Disclosure harmful to business interests of a third party – Rimbey Travel Centre	
12.	Adjournment	



REQUEST FOR DECISION

Council Agenda Item	3.0
Council Meeting Date	October 13, 2020
Subject	Minutes
For Public Agenda	Public Information
Attachments	3.1 Minutes of Regular Council September 21, 2020
Recommendation	Motion by Council to accept the Minutes of the Regular Council Meeting of September 21, 2020, as presented.
Prepared By: <p style="text-align: center;"><u>Lori Hillis</u> _____ <u>October 7, 2020</u> Lori Hillis, CPA, CA Date Chief Administrative Officer</p>	
Endorsed By: <p style="text-align: center;"><u>Lori Hillis</u> _____ <u>October 7, 2020</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 MONDAY, SEPTEMBER 21, 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 5:00 pm, with the following in attendance:

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Chief Administrative Officer – Lori Hillis, CPA, CA
Development Officer – Liz Armitage
Director of Public Works – Rick Schmidt
Recording Secretary – Kathy Blakely

Absent:
Councillor Rondeel

Public:
2 members of the public
Miles Davis, Bob Podritske, Doug Campbell and Logan Moe – Rimbey Travel Centre

2. Adoption of Agenda 2.1 September 21, 2020 Agenda

Motion 213/20

Moved by Councillor Payson to accept the Agenda for the September 21, 2020 Regular Council Meeting, as presented.

In Favor Opposed
Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

CARRIED

3. Minutes 3.1. Minutes of Regular Council Meeting September 8, 2020

Motion 214/20

Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of September 8, 2020, as presented.

In Favor Opposed
Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

CARRIED

4. Public Hearings 4.1 971/20 Amendment to Land Use Bylaw 917/16

Mayor Pankiw opened the Public Hearing for 971/20 Amendment to Bylaw 917/16 – Variance at 5:01 pm.

Mayor Pankiw advised the purpose of Bylaw 971/20 Amendment to Land Use Bylaw 917/16 – Variance, is a land use bylaw amendment to increase the Development Authority's variance power for accessory buildings of 13.4m² from twenty percent to fifty percent.

Mayor Pankiw requested confirmation of notice of the Bylaw from the Development Officer.

Development Officer Liz Armitage advised notice was placed in the September 1, 2020 and September 8, 2020 editions of the Rimbey Review; and notice was given to affected agencies; and notice of this public hearing was posted on the Town of Rimbey web site under important notices with a copy of the complete package available for public review, and on the front and back doors of the Town of Rimbey Administration and at the front counter.

Mayor Pankiw requested a report from the Development Officer regarding Bylaw 971/20 Amendment to Land Use Bylaw 917/16 – Variance.

The Development Officer advised that on August 25, 2020, Rimbey Town Council provided first reading to Bylaw 971/20 amendments to Land Use Bylaw 917/16.

Council set the Public Hearing date of September 21, 2020 and directed administration to circulate notice of Bylaw 971/20 to relevant agencies. Additionally, Council directed administration to advertise the public hearing in the Rimbey Review for 2 consecutive weeks prior to the Public Hearing.

Mayor Pankiw inquired if there had been any written submissions.

Development Officer Liz Armitage advised written submission were received from:

- Alberta Transportation, September 2, 2020 – “With reference to the above, I would advise that we have no objections...”
- Atco Pipelines & Liquids Global Business Unit, September 2, 2020 – No Objections
- Richard and Sharon Fehr letter of support dated September 11, 2020.

Mayor Pankiw asked if there were any persons present who wished to speak regarding Bylaw 971/20 Amendment to Land Use Bylaw 917/16 – Variance, indicating they would each have 20 minutes to present their case.

Mayor Pankiw asked a second time if there were any persons present who wished to speak regarding Bylaw 971/20 Amendment to Land Use Bylaw 917/16 – Variance.

Mayor Pankiw asked a third time if there were any persons present who wished to speak regarding Bylaw 971/20 Amendment to Land Use Bylaw 917/16 – Variance.

Mayor Pankiw asked if the Development Officer had any closing comments.

Mrs. Armitage advised she had no further comments.

Mayor Pankiw closed the Public Hearing for Bylaw 971/20 Amendment to Land Use Bylaw 917/16 – Variance, at 5:02 pm.

5. Delegations

5.1 Miles Davis – Rimbey Travel Centre

Motion 215/20

Moved by Councillor Coulthard to accept the presentation from Miles Davis and Bob Podritske – Rimbey Travel Centre, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Miles Davis, Bob Podritske, Doug Campbell and Logan Moe and 2 members of the public departed the Council meeting at 5:40 pm.

6. Bylaws

6.1 971/20 Amendment to Land Use Bylaw 917/16Motion 216/20

Moved by Councillor Payson to change the text in Bylaw 971/20 Amendment to Land Use Bylaw 917/16 – Variance to:

“The maximum variance that may be granted by the Development Authority is 40% for setbacks from the property line, on accessory buildings over 13.4m².”

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Motion 217/20

Moved by Councillor Curle to give second reading to Bylaw 971/20 Amendment to Land Use Bylaw 917/16.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Motion 218/20

Moved by Councillor Coulthard to give third and final reading to 971/20 Amendment to Land Use Bylaw 917/16.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

6.2 972/20 Bylaw Committee BylawMotion 219/20

Moved by Councillor Curle to give first reading to Bylaw 972/20 Bylaw Committee Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Motion 220/20

Moved by Councillor Coulthard to give second reading to Bylaw 972/20 Bylaw Committee Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Motion 221/20

Moved by Councillor Payson to unanimously consent to consider third and final reading to Bylaw 972/20 Bylaw Committee Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Motion 222/20

Moved by Councillor Curle to give third and final reading to Bylaw 972/20 Bylaw Committee Bylaw.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Motion 223/20

Moved by Councillor Curle to appoint Councillor Rondeel and Councillor Curle to the Bylaw Committee until the Organizational Meeting in October 2020.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

7. New and Unfinished Business

7.1 Rimbey Municipal LibraryMotion 224/20

Moved by Mayor Pankiw to grant free rental of the main auditorium in the Peter Loughheed Community Centre to the Rimbey Municipal Library for two nights per month for movie night for the duration of the COVID-19 gathering restrictions.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

7.2 Rimbey Art Club

Councillor Curle departed the Council Meeting at 6:12 pm indicating a conflict of interest as she is the Treasurer for the Rimbey Art Club.

Motion 225/20

Moved by Councillor Payson to reduce the Rimbey Art Club annual lease payment from \$2,000 (12 months) to \$500.00 (3 months) for the 2020 year, due to the COVID-19 circumstances.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Payson

Opposed

CARRIED

Councillor Curle returned to the Council Meeting at 6:14 pm.

7.3 Well PW (17-15) Raw Water Supply LineMotion 226/20

Moved by Councillor Coulthard to approve the recommendation from Tagish Engineering Ltd to award the tender of the Well PW (17-15) Raw Water Supply Line as duly submitted, to Pidherney's Inc. for the tendered price of \$481,532.21, GST included.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

7.4 Business Development Incentive Grant RequestMotion 227/20

Moved by Mayor Pankiw to continue with Policy 6601 Business Development Incentive Grant within the Town of Rimbey and bring Policy 6601 Business Development Incentive Grant back for review in 2022.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

7.5 Municipal Stimulus Program (MSP)Motion 228/20

Moved by Councillor Curle to approve the Water Infrastructure Upgrades as the project for the Municipal Stimulus Program Funding application to include the projects and estimated cost as follows:

1. Well 10R Wellhouse & Connection to Supply Line	\$134,600
2. Reservoir 2 Emergency Pump VFD	\$42,500
3. Well 13 Water Level Controller	\$16,900
4. Well Radio Communication System	\$15,500
5. SCADA and Distribution Improvements	\$50,000
6. Contingency 15%	\$38,925
7. Fortis Alberta New Power Supply	\$15,000
8. Engineering & Testing 12.5%	<u>\$32,438</u>
Total Estimate	\$345,863

with the additional required funding of \$40,726 to come from Municipal Sustainability Initiative (MSI).

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

8. Reports

8.1 Department Reports

- 8.1.1 Chief Administrative Officer Report
- 8.1.2 Director of Finance Report
- 8.1.3 Director of Public Works
- 8.1.4 Director of Community Services
- 8.1.5 Planning and Development Officer Report

Motion 229/20

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

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

8.2 Boards/Committee Reports

- 8.2.1 Tagish Engineering Ltd Project Status Update to September 3, 2020
- 8.2.2 Beatty Heritage House Society AGM Meeting Minutes of March 4, 2020 and Beatty Heritage House Society Minutes of August 4, 2020
- 8.2.3 Rimbey Historical Society Meeting Minutes of July 15 and August 19, 2020

Motion 230/20

Moved by Councillor Curle to accept the Tagish Engineering Ltd Project Status Update to September 3, 2020, Beatty Heritage House Society AGM Meeting Minutes of March 4, 2020, Beatty Heritage House Society Minutes of August 4, and the Rimbey Historical Society Meeting Minutes of July 15 and August 19, 2020, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

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 231/20

Moved by Mayor Pankiw to accept the reports of Council, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

9. Correspondence 9.1 Rimbey Municipal Library Board Building CommitteeMotion 232/20

Moved by Councillor Curle to accept the correspondence from the Rimbey Municipal Library Board Building committee, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

10. Open Forum 10.1 Open Forum

11. Closed Session 11.1 FOIP 17(1) Personal Privacy – Bylaw Committee Member AppointmentMotion 233/20

Moved by Councillor Curle the Council Meeting move to a closed session at 6:39 pm to discuss:

11.1 FOIP 17(1) Personal Privacy –Bylaw Committee Member Appointment with Mayor Pankiw, Councillor Coulthard, Councillor Curle, Councillor Payson, Chief Administrative Officer Lori Hillis as Administrative Support, and Recording Secretary Kathy Blakely as Administrative Support.

11.2 FOIP 17(1) Personal Privacy –Rimbey Municipal Library Board Member Appointment with Mayor Pankiw, Councillor Coulthard, Councillor Curle, Councillor Payson, Chief Administrative Officer Lori Hillis as Administrative Support, and Recording Secretary Kathy Blakely as Administrative Support.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Development Officer Liz Armitage and Director of Public Works Rick Schmidt departed the Council Meeting at 6:39 pm.

Motion 234/20

Moved by Councillor Coulthard the Council Meeting reverts back to an open meeting at 6:46 pm.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Motion 235/20

Moved by Councillor Curle to appoint Janet Carlson, Jack Webb and Connor Ibbotson to the Bylaw Committee from September 21, 2020 to the Organizational Meeting scheduled for October 27, 2020.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson

Opposed

CARRIED

Motion 236/20

Moved by Councillor Coulthard to appoint Angela Bennik as a Rimbey Municipal Library Board Member for a 3 year term, commencing September 21, 2020.

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

12. Adjournment

12.1 Adjournment

Motion 237/20

Moved by Councillor Coulthard to adjourn the meeting.

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

Time of Adjournment: 6:48 pm.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER LORI HILLIS

Council Agenda Item	7.1
Council Meeting Date	October 13, 2020
Subject	Electric Distribution Franchise Fee for 2021
For Public Agenda	Public Information
Background	<p>The Town of Rimbey has an Electrical Distribution Franchise Agreement with Fortis Alberta Inc., which is Schedule A of Town of Rimbey Bylaw 883/13. The Agreement became effective July 1, 2013 with an initial term of ten (10) years and may be renewed for a further period of five (5) years.</p> <p>Fortis Alberta agrees to collect from Consumers and pay to the Town a franchise fee calculated as a percentage of Fortis Alberta's total revenue in that year derived from the Distribution Tariff rates charged for Electric Distribution Service within the Municipal Service Area, excluding any amounts refunded or collected pursuant to riders.</p> <p>The franchise fee may be adjusted annually at the option of the Municipality and cannot exceed 20%.</p> <p>Historical percentages collected by the Town of Rimbey are as follows:</p> <p style="margin-left: 40px;">2013 – 7% 2014 – 7% 2015 – 14% 2016 – 14% 2017 – 14% 2018 – 15% 2019 – 16% 2020 16%</p>
Discussion	Fortis Alberta Inc. has estimated our 2021 franchise revenue will be approximately \$315,322 at the current rate of 16%.
Relevant Policy/Legislation	Bylaw 883/13
Options/Consequences	<ol style="list-style-type: none"> 1. Council may choose to increase the Fortis Alberta Franchise Fee 2. Council may choose to decrease the Fortis Alberta Franchise Fee. 3. Council may choose to leave the Fortis Alberta Franchise Fee at 16%.
Financial Implications	As previously noted.
Recommendation	Administration recommends Council leave the Fortis Alberta Inc. Franchise fee at the current rate of 16% for the 2021 budget year.



REQUEST FOR DECISION

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date



REQUEST FOR DECISION

Council Agenda Item	7.2
Council Meeting Date	October 13, 2020
Subject	Parkland Regional Library Proposed Budget 2021
For Public Agenda	Public Information
Background	The Town of Rimbey became a member of the Parkland Regional Library in November of 1997. The Town of Rimbey pays a cost per capita to be a member.
Discussion	<p>The Parkland Regional Library is requesting approval of the Proposed 2021 Budget.</p> <p>For 2021, there is a zero increase to the municipal per capita requisition. The amount will remain the same as in 2020, at \$8.55.</p> <p>In compliance with the Town of Rimbey’s agreement with the Parkland Regional Library Board, they require Councils decision regarding the increase of the 2020 per capita requisition by November 4, 2020.</p>
Relevant Policy/Legislation	Parkland Regional Library Agreement signed in November 1997, Clauses 8.1, 8.2, 8.3
Financial Implications	2021 requisition estimated at \$21,948.
Attachments	Parkland Regional Library Proposed Budget 2021
Recommendation	Administration recommends Council approve the Parkland Regional Library 2021 Proposed Budget estimated requisition for the Town of Rimbey at \$8.55 per capita, for a total of \$21,948.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date

Speaking Notes for the PRLS 2021 Budget

For 2021, there is a zero increase to the municipal per capita requisition. The amount will remain the same as in 2020, at \$8.55

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level.

PRLS' budget projections for 2021 use the information supplied by the Public Library Services Branch, Alberta Municipal Affairs. For 2021, we project the provincial operating grant to regional systems will remain at \$4.70 per capita and \$5.55 per capita for the rural library service grant. We also assume that grant levels will be based on 2016 population statistics.

At the end of the budget documents you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$197,400. By approving the budget, the board has approved these transfers to and from Parkland's reserve fund accounts.

For further details on Parkland's 2021 budget, please refer to the notes included in your budget package.

Parkland's Director, Ron Sheppard, is available to speak to your council or administration regarding the budget upon request. Please contact Parkland if you have any questions. We can be reached at 403-782-3850 or by email at operations@prl.ab.ca

Proposed 2021 Budget

PARKLAND REGIONAL LIBRARY

Present
Budget

	2020	2021
Income		
1.1 Provincial Grants	990,831	990,831
1.2 First Nations Grant	145,602	145,602
1.3 Membership Fees	1,868,987	1,881,316
1.4 Alberta Rural Library Services Grant	428,738	428,738
1.5 Interest Income	35,000	32,000
TOTAL Income	3,469,158	3,478,487
Support Materials & Services Directly to Libraries		
2.1 Alberta Rural Library Services Grant	428,738	428,738
2.2 Allotment Funds issued to Libraries	247,916	249,546
2.3 Cataloguing Tools	3,000	3,000
2.4 Computer Maint. Agree. Software licenses	192,967	197,690
2.5 eContent Platform fees, Subscriptions	53,700	53,700
2.6 FN Provincial Grant expenses	78,839	78,839
2.7 Freight	6,500	1,800
2.8 Internet Connection Fees	14,400	14,400
2.9 Marketing/Advocacy for Libraries	5,000	5,000
2.10 Member Library Computers Allotment	65,580	66,010
2.11 Outlets - Contribution to Operating	800	800
2.12 Periodicals	1,100	1,100
2.13 Postage /Postage Reimbursement to libraries	9,500	4,500
2.14 Supplies purchased Cataloguing/Mylar	25,000	25,000
2.15 Vehicle expense	46,000	46,000
2.16 Workshop/Training expense	14,000	14,000
PRL Circulating Collections		
2.17 Audio Book	3,500	3,000
2.18 eContent	47,500	47,500
2.19 Large Print	10,000	10,000
2.20 Programming Kits	1,500	2,000
2.21 Reference	4,500	4,500
TOTAL Support Materials & Services Directly to Libraries	1,260,040	1,257,123
Cost of Services		
3.1 Audit	15,200	17,400
3.2 Bank expenses	2,000	2,000
3.3 Bank Investment Fees	4,500	4,300
3.4 Building-Repairs/Maintenance	18,000	18,000
3.5 Continuing Education	20,000	20,000
3.6 Dues/Fees/Memberships	11,500	11,750
3.7 Insurance	17,200	18,500
3.8 Janitorial/Outdoor maintenance expense	32,500	32,500
3.9 Photocopy/Printing	7,000	7,000
3.10 Publicity/Trade Shows	6,500	4,100
3.11 Salaries	1,599,769	1,607,281
3.12 Salaries - Employee Benefits	351,949	354,497
3.13 Supplies/Stationery/Building	30,000	30,036
3.14 Telephone	12,000	12,000
3.15 Travel	12,000	9,000
3.16 Trustee expense	32,000	34,000
3.17 Utilities	37,000	39,000
TOTAL Cost of Services	2,209,118	2,221,364
TOTAL Expenses (library materials & cost of service)	3,469,158	3,478,487
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	8.55	8.55



PROPOSED BUDGET 2021

Notes for the Parkland Regional Library Budget 2021

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library Agreement. According to clause eight of the agreement – Library System Budget:

- 8.1 The PRLS Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]*
- 8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRLS Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRLS Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.*
- 8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.*
- 8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRLS Board.*
- 8.5 The PRLS Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.*
- 8.6 Notwithstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.*

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. For 2021, there is a zero increase to the municipal per capita requisition. The amount will remain the same as in 2020, at \$8.55.

PRLS' budget projections for 2021 use the information supplied by the Public Library Services Branch, Alberta Municipal Affairs. For 2021, we project the provincial operating grant to regional systems will remain at \$4.70 per capita and \$5.55 per capita for the rural library service grant. We also assume that grant levels will be based on 2016 population statistics.

Points within the budget to note include:

- The provincial operating grant for systems is estimated using 2016 population figures and calculated at the current rate of \$4.70 per capita (line 1.1).
- The First Nations Grant is assumed to continue using 2016 population figures, the grant is calculated at \$10.25 per capita (line 1.2).
- It is assumed the rural library service grant will also be issued at \$5.55 per capita using 2016 population figures (line 1.4).
- Materials Allotment is being calculated at \$1.13 per capita (line 2.2).
- Freight has been reduced with PLSB's change to government courier services, PRLS will now have shipments dropped here at headquarters (line 2.7).
- Postage Reimbursement expense has declined with the use of Polaris and PRLS standards for libraries for ship to patron requests (line 2.13).
- The Audit expense line (3.1) has increased due to our LAPP triannual audit requirement.
- Insurance increased slightly due to adding cyber insurance to Parkland's Policy (line 3.7).
- Publicity/Trade show expenses were reduced based on five-year averages (line 3.10).
- Trustee expenses have increased by \$2,000 to accommodate the Advocacy Committee meetings (line 3.16).
- Provincial grants amount to approximately 45.5% of PRLS' total income.

At the end of the budget documents you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$197,400. By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

Brief Notes – September 2021

INCOME

- 1.1 The Provincial Operating grant is an estimate, based on announcement from the Public Library Services Branch (PLSB) calculated at \$4.70 per capita.
- 1.2 The First Nations grant for reserve residents is calculated at \$10.25 per capita
- 1.3 Estimated requisition to municipalities to balance budget
- 1.4 Estimate, based on announcement from PLSB and calculated at \$5.55 per capita
- 1.5 Decreased slightly to reflect the anticipated returns on investments

LIBRARY MATERIALS

- 2.1 Estimate, based on announcement from PLSB - see 1.4 above
- 2.2 Reflects allotment rate of \$1.13 per capita
- 2.3 Based on actual costs and held at the 2020 level
- 2.4 Line slightly increased which includes the Polaris Integrated Library system maintenance agreement, purchases of non-capital hardware and misc. IT items such as adapters, cables, and supplies. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRLS and member library computers, PRLS' management of wireless networks
- 2.5 Line held at 2020 level - for platform fees/subscriptions for eContent - including Niche Academy, Novelist and the TAL core. Covers eResources subscriptions and includes Survey Monkey and the Audio Cine fees moved from periodicals
- 2.6 This line created due to PLSB expectations for direct First Nations services, the amount for 2020 is \$5.55 per capita to spearhead outreach activities and services to First Nations reserve residents
- 2.7 Reduced significantly as Government Courier is now delivered straight to headquarters which eliminated Parkland's need for a local courier service
- 2.8 Held at the 2020 level \$14,400
- 2.9 New - two lines combined - used to provide tools for marketing, advocacy and other initiatives for PRLS and member library staff
- 2.10 Based on current population at \$0.30 per capita
- 2.11 Held at \$800
- 2.12 Held at \$1,100
- 2.13 New line which combines both ILL postage reimbursement to libraries and ILL postage at HQ – reduced due to fewer ship-to-patron requests
- 2.14 Held at 2020 amount - used for purchasing library material processing items such as mylar book covers, cataloguing records, and multimedia cases
- 2.15 Held at 2020 level – for the operations of three cargo vans and two consulting vehicles - anticipated maintenance costs for five vehicles and fuel, using a 5-year review of actual costs
- 2.16 Held at \$14,000 - used for projects for training library managers and staff, and library conference expenses

PRLS Circulating Collections

- 2.17 Reduced slightly to \$3,000
- 2.18 Line reflects materials allotment for the purchase of eContent, held at the 2020 level
- 2.19 Held at 2020 amount
- 2.20 Increased to \$2,000 for updating existing kits and building new kits
- 2.21 Held at 2020 amount

COST OF SERVICES

- 3.1 The fee for 2021 is increased to include our triannual LAPP audit requirement - line also includes the annual legal letter required from PRLS' lawyer for the auditor
- 3.2 Held at \$2,000 - to cover the cost of electronic banking services and cheques
- 3.3 Reduced slightly to \$4,300 based on actual over a three-year period
- 3.4 Held at \$18,000
- 3.5 Held at \$20,000
- 3.6 Increased slightly to \$11,750 - to cover PRLS' cost to belong to membership organizations (e.g. Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), The Alberta Library (TAL), etc.)
- 3.7 Increased - covers five vehicles to insure and the recently added cyber insurance, with the rest based on a 5-year review of actual costs
- 3.8 Held at 2020 level of \$32,500 - includes snow removal, yard maintenance, janitorial services and janitorial maintenance (carpet and window cleaning)
- 3.9 Held at 2020 amount of \$7,000 based on usage over last three years
- 3.10 Reduced to \$4,100 - based on five-year averages
- 3.11 Increased slightly as per executive recommendation and reflects current staff levels
- 3.12 Increased to reflect predicted staff benefits costs based on current staff levels
- 3.13 Increased slightly to balance - based on a five-year review
- 3.14 Held at 2020 level of \$12,000 - based on actual costs
- 3.15 Reduced to \$9,000 - based on actual expenses
- 3.16 Increased slightly in 2021 to \$34,000 to include an advocacy committee, executive committee meetings and to support trustee activities
- 3.17 Based on five-year averages - increased slightly to \$39,000

Complete Notes to the 2021 Budget

Proposed 2021 Budget PARKLAND REGIONAL LIBRARY

		Present Budget	Proposed Budget
		2020	2021
Income			
1.1	Provincial Grants	990,831	990,831
1.2	First Nations Grant	145,602	145,602
1.3	Membership Fees	1,868,987	1,881,316
1.4	Alberta Rural Library Services Grant	428,738	428,738
1.5	Interest Income	35,000	32,000
TOTAL Income		3,469,158	3,478,487

Income – line details

1.1 Provincial Grants: for budgeting purposes, the provincial operating grant rate for regional systems is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2016 population statistics at \$4.70 per capita - this rate is subject to change annually.

1.2 First Nations Grant: the First Nations (FN) grant from the PLSB is expected to be ongoing. It is calculated at \$10.25 per capita based on First Nations reserve residents found within Parkland's regional borders. The grant is to provide system level services to FN reserve residents. The grant is composed of two grants. The \$4.70 system operating grant and the \$5.55 per capita rural library services grant. The \$4.70 is used to fund operations of the regional system. The \$5.55 per capita is to fund various First Nations initiatives. See line 2.6.

1.3 Membership Fees: \$8.55 per capita – requisition to municipalities to balance the budget.

1.4 Alberta Rural Library

Services Grant:

grant received from Alberta Municipal Affairs for service to rural residents, based on the membership in PRLS of municipalities and municipal districts, which do not appoint a library board – the grant is passed entirely to libraries as directed by these municipalities. Based on information from the PLSB, the grant will be calculated using 2016 population statistics at \$5.55 per capita – see line 2.1 under Support Materials & Services Directly to Libraries.

1.5 Interest Income:

estimate based on the returns from the RBC Dominion investment program, any short-term investments, and current bank account – the budgeted amount is reflective of the anticipated return on investments and is slightly reduced.

Support Materials & Services Directly to Libraries		2020	2021
2.1	Alberta Rural Library Services Grant	428,738	428,738
2.2	Allotment Funds issued to Libraries	247,916	249,546
2.3	Cataloguing Tools	3,000	3,000
2.4	Computer Maintenance Agreement Software licenses	192,967	197,690
2.5	eContent Platform fees, Subscriptions	53,700	53,700
2.6	FN Provincial Grant expenses	78,839	78,839
2.7	Freight	6,500	1,800
2.8	Internet Connection Fees	14,400	14,400
2.9	Marketing/Advocacy for Libraries	5,000	5,000
2.10	Member Library Computers Allotment	65,580	66,010
2.11	Outlets - Contribution to Operating	800	800
2.12	Periodicals	1,100	1,100
2.13	Postage /Postage Reimbursement to libraries	9,500	4,500
2.14	Supplies purchased Cataloguing/Mylar	25,000	25,000
2.15	Vehicle expense	46,000	46,000
2.16	Workshop/Training expense	14,000	14,000
PRLS Circulating Collections			
2.17	Audio Book	3,500	3,000
2.18	eContent	47,500	47,500
2.19	Large Print	10,000	10,000
2.20	Programming Kits	1,500	2,000
2.21	Reference	4,500	4,500
TOTAL Support Materials & Services Directly to Libraries		1,260,040	1,257,123

Support Materials & Services Directly to Libraries - line details

2.1 Alberta Rural Library

Services Grant:

provincial grant received by PRLS for municipalities and municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as mandated by the municipalities – see line 1.4 under income.

2.2 Allotment Funds Issued to Libraries:

reflects allotment rate of \$1.13 per capita – held at 2017 level.

2.3 Cataloguing tools: based on actual costs – held at 2020 level – includes a number of electronic resources such as Library of Congress classification web, RDA Tool kit, Web Dewey, and BookWhere; among other resources, all of which are used to prepare books and other materials for libraries.

2.4 Computer Maint. Agree. Software Licenses: for software maintenance agreements and subscriptions – line covers, but not limited to, the Microsoft suite of software for member library computers, website software, PRLS' management of wireless networks, PRLS' computer licenses, and licensed services for the Polaris integrated library system also includes small non-capital IT items as needed such as monitors and bar code scanners.

2.5 eContent Platform fees and Subscription fees: to pay for platform fees for CloudLibrary ebooks, and Novelist, subscriptions, Niche Academy, now includes Audio Cine and Survey Monkey fees, and the TAL core of eResource subscriptions (includes 4 public library focused databases: Ancestry Library Edition, Consumer Reports, and Solaro (homework help) – held at 2020 level.

2.6 FN Provincial Grant Expense: line created due to expectations from the Public Library Services Branch that direct services to indigenous communities be provided and accounted for, the amount estimated is \$5.55 per capita to spearhead outreach activities and services. Based on 2016 population levels.

2.7 Freight: vendor freight costs for library materials, in-house collections and shipment of computers for repairs and/or replacement parts – reduced due to reduced courier costs because Government Courier is now delivered directly to PRLS headquarters.

2.8 Internet Connection Fees: for internet service provision to member libraries and HQ – held at 2020 levels.

2.9 Marketing/Advocacy for Libraries: new two lines combined – used to provide tools for marketing, advocacy and other initiatives for PRLS and member library staff.

2.10 Member Library

Computers:

income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

**2.11 Outlet - Contribution
to Operating:**

amounts set by board policy, up to \$200 annually, if a local library outlet's sponsoring society provides matching funds – held at \$800.

2.12 Periodicals:

held at 2020 level, includes professional development publications and library journals.

2.13 Postage

Reimbursement:

reduced to account for a change in the borrow by mail service – reimbursement for items interlibrary loaned or mailed directly to patrons by member libraries.

2.14 Supplies purchased

Cataloguing/Mylar:

held at 2020 level, line for purchasing library materials processing laminated book covers, cataloguing records, and multimedia cases.

2.15 Vehicle Expense:

includes fuel and accounts for fluctuation in fuel prices, repairs and tire replacements for three cargo vans and two vehicles for staff use – held at 2020 amounts.

2.16 Workshop/Training:

includes costs for all workshops and training activities hosted or planned by PRLS staff for member libraries regardless of whether they are held at PRLS or other locations – held at 2020 amount.

PRLS Circulating Collections

2.17. Audiobook Materials:

reduced slightly – used to support the physical audiobook collection.

2.18 eContent:

includes allotment for CloudLibrary, RB Digital magazines and eAudiobooks, and potentially other eContent - held at 2020 level.

- 2.19 Large Print Books:** held at 2020 level.
- 2.20 Programming Boxes:** increased slightly to \$2,000 - to refresh and build new programming kits for programming in member libraries.
- 2.21 Reference Materials:** held at 2020 level – to purchase limited amounts of reference material for use by PRLS staff and member libraries. eResources for reference and professional development purposes can also be purchased using this budget line.

Cost of Services		2020	2021
3.1	Audit	15,200	17,400
3.2	Bank expenses	2,000	2,000
3.3	Bank Investment Fees	4,500	4,300
3.4	Building-Repairs/Maintenance	18,000	18,000
3.5	Continuing Education	20,000	20,000
3.6	Dues/Fees/Memberships	11,500	11,750
3.7	Insurance	17,200	18,500
3.8	Janitorial/Outdoor maintenance expense	32,500	32,500
3.9	Photocopy/Printing	7,000	7,000
3.10	Publicity/Trade Shows	6,500	4,100
3.11	Salaries	1,599,769	1,607,281
3.12	Salaries - Employee Benefits	351,949	354,497
3.13	Supplies/Stationery/Building	30,000	30,036
3.14	Telephone	12,000	12,000
3.15	Travel	12,000	9,000
3.16	Trustee expense	32,000	34,000
3.17	Utilities	37,000	39,000
TOTAL Cost of Services		2,209,118	2,221,364

Cost of Services – line details

- 3.1 Audit:** Increased to include costs for Parkland's triannual LAPP Audit requirement – includes costs for an annual letter from PRLS' lawyer required for the audit process.
- 3.2 Bank Expenses:** Held at 2020 amount - to cover the cost of cheques and other banking services including enhanced electronic services.
- 3.3 Bank Investment Fees:** fee for management of the RBC Dominion investment program – based on actual charges – reduced slightly.
- 3.4 Building-Repair/Maintenance:** Held at 2020 amount – costs are based on five-year averages.

- 3.5 Continuing Education:** funds PRLS staff to attend the Alberta Library Conference, plus other conferences, workshops, seminars, technology courses, and other continuing education activities – held at \$20,000.
- 3.6 Dues/Fees/Memberships:** for Parkland’s membership in professional organizations; may include, but not necessarily be limited to: Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), Alberta Association of Library Technicians (AALT), Public Library Associations (PLA), Rural Municipalities of Alberta (RMA), American Library Association (ALA), Alberta Public Library Administrators’ Council (APLAC); and The Alberta Library (TAL). Increased slightly.
- 3.7 Insurance:** this line has increased slightly to account for the addition of cyber insurance. It includes the building, HQ’s contents, PRLS’ outlet libraries contents, vehicles, general liability, bond and crime - based on a review of actual historical costs.
- 3.8 Janitorial Expense:** held at \$32,500 for janitorial building maintenance such as carpet and window cleaning – also includes snow removal, yard maintenance, and small repairs.
- 3.9 Photocopy/Printing:** held at 2020 amount – reflects actual costs reviewed over last three years and estimated usage – now includes printing costs if an outside source is used for publications.
- 3.10 Promotion/Trade Shows/
Publicity:** includes, but not limited to, printing systems’ brochures and hospitality expenses for the Alberta Library Conference (ALC), the trade shows for the Alberta Urban Municipalities Association (AUMA) and Rural Municipalities of Alberta (RMA) conventions, plus gifts/donations, flowers for libraries’ anniversaries, and promotional items – based on five-year averages; reduced.
- 3.11 Salaries:** estimated to support current positions at Parkland’s Executive Committee’s recommendation as per PRLS’ compensation policy.
- 3.12 Salaries-Employee
Benefits:** increased on the basis of all eligible staff members being provided full benefits including LAPP and Blue Cross.

**3.13 Supplies/Stationery/
Building:**

held at 2020 amount - based on a six-year review - includes, but not limited to, book-related supplies as well as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, building supplies, and stationery supplies.

3.14 Telephone:

includes line charges, toll free number, mobile telephones, and long-distance costs – held at 2020 amount.

3.15 Travel:

includes consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement at \$0.505 per km to staff when they are unable to use the PRLS staff vehicles) – based on actual and estimates, reduced to \$9,000.

3.16 Trustee Expense:

increased to account for the Advocacy Committee meetings – along with costs for a 10-member Executive Committee meeting 8 or 9 times a year, and 4 trustees attending the Alberta Library Conference; also includes \$100 half day/\$200 full day honorarium and mileage for committee meetings (includes meetings the board chair attends such as, Systems Directors and Board Chair meetings hosted by the Public Library Services Branch).

3.17 Utilities:

based on five-year averages – increased slightly to \$39,000.

Proposed 2021 Budget
PARKLAND REGIONAL LIBRARY

	Present Budget 2020	Proposed Budget 2021
TOTAL Income	3,469,158	3,478,487
TOTAL Support Materials & Services Directly to Libraries	1,260,040	1,257,123
TOTAL Cost of Services	2,209,118	2,221,364
TOTAL Expenses (library materials & cost of service)	3,469,158	3,478,487
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	8.55	8.55

Budget Supplement

Explanation points to the 2021 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRLS has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRLS' Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The amortization expense for IT purchases will be allocated and the residual value set aside in the Amortization Reserve.

Parkland will be purchasing no new vehicles in 2021. The amortization expense for vehicle purchases will be allocated and the residual value set aside in the Amortization Reserve.

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy. Capital assets are purchased from reserves.

Parkland Regional Library System

Budget Supplement - Movement of Funds - 2021

Explanation points to the 2021 Budget dealing with Capital Assets, Amortization and Reserves

In passing the budget you agree to the movement of funds between reserves and operating as defined below and based on policy.

Capital assets will now be purchased from reserves.

1 MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME	2021	
Amortization Reserve		
Anticipated funds required to cover current portion of amortization expense from Jan 1, 2009 forward	\$71,136	A
<i>(actual amount will be affected by asset disposals during the year)</i>		
Vehicle Reserve		
Anticipated funds required to purchase new vehicles	\$0	B
<i>(actual amount will be based on exact purchase price in the year)</i>		
Technology Reserve		
Anticipated funds required for Technology purchases	\$197,400	B
<i>(May included Member libraries computers, wireless equipment, SuperNet CED units, PRLS assets)</i>		
<i>(Estimated capital PRLS assets - 2021, \$48,400 -B)</i>		
	\$268,536	
<hr/>		
2 INCOME FROM THE SALE OF CAPITAL ASSETS		
Vehicle selling price	\$0	C
<i>(actual amounts will be based on exact selling price in the year)</i>		
	\$0	
<hr/>		
3 MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES		
Amortization Reserve		
Residual Amortization anticipated - PRLS assets	\$32,430	B
<i>(actual amounts will be based on exact purchase amounts in the year)</i>		
Vehicle Reserve		
Proceeds from the sale of vehicles	\$0	C
<i>(actual amounts will be based on exact selling price in the year)</i>		
Technology Reserve		
Budgeted for member library computers	\$66,010	

\$98,440

4 CAPITAL ASSET EXPENSE ALLOCATION

Current year Amortization estimated - PRLS Assets \$15,970 **B**
(actual amounts will be based on exact purchase amounts in the year)

Amortization expense anticipated from years (Jan 2009 forward) \$71,136 **A**
(actual amount will be affected by asset disposals during the year)

\$87,106

5 Unrestricted Operating Fund - as needed to balance at year end

Current Amortization expense anticipated - from years previous to Dec 31, 2008 \$17,305
(actual amounts will be based on exact disposals amounts in the year)



REQUEST FOR DECISION

Council Agenda Item	7.3
Council Meeting Date	October 13, 2020
Subject	Interim Alberta Police Advisory Board – Municipal Survey
For Public Agenda	Public Information
Background	<p>Administration has received email correspondence from Dan Rude, Chief Executive Officer of the Alberta Urban Municipalities Association regarding the Interim Alberta Policy Advisory Board.</p> <p>The Interim Alberta Policy Advisory Board is requesting Alberta Municipalities to complete a survey to help inform them on recommendations on 2021/22 provincial policing priorities and the buildup of the provincial police service. They are requesting completion of the survey as a Council.</p>
Discussion	Attached is a copy of the survey to be completed. Administration will submit the completed survey before October 19, 2020.
Attachments	Municipal Survey on RCMP Police Services in Alberta
Recommendation	
Prepared By:	
<p style="text-align: center;"><u>Lori Hillis</u> _____ <u>October 7, 2020</u> _____ Lori Hillis, CPA, CA Date Chief Administrative Officer</p>	
Endorsed By:	
<p style="text-align: center;"><u>Lori Hillis</u> _____ <u>October 7, 2020</u> _____ Lori Hillis, CPA, CA Date Chief Administrative Officer</p>	

Kathy

From: Rick Pankiw
Sent: Monday, September 28, 2020 11:44 AM
To: Lori Hillis; Kathy
Subject: FW: Interim Alberta Police Advisory Board survey on provincial policing priorities

From: Crystal Zevola [<mailto:czevola@auma.ca>] **On Behalf Of** Dan Rude
Sent: September 28, 2020 9:46 AM
Subject: Interim Alberta Police Advisory Board survey on provincial policing priorities

Dear Members:

The Interim Alberta Police Advisory Board is asking Alberta municipalities to complete a [survey](#) to help inform the Board's recommendations on 2021/22 provincial policing priorities and the buildup of the provincial police service. The survey will take approximately 30 minutes to complete and is open until **October 19, 2020**. Please provide only one response per municipality. Completing the survey as a council is suggested where possible. Individual survey responses will not be shared and only aggregated results will be reported.

AUMA has strongly advocated for Alberta municipalities policed by the RCMP to have meaningful input into setting policing priorities and determining how new police resources are distributed, especially with the implementation of the new police costing model. In response, the Minister of Justice and Solicitor General has established the Alberta Police Advisory Board to give municipalities a stronger voice in RCMP policing oversight and resource deployment.




As you may recall, the Alberta Police Advisory Board is being implemented in two phases. In its first year, an Interim Board will focus on establishing the operational Board's structure and scope. As per the Terms of Reference developed by Justice and Solicitor General, the Interim Board is made up of four representatives from the RMA Board, four representatives from the AUMA Board, and one representative from the Alberta Association of Police Governance Executive. Interim Board members were appointed to ensure broad municipal perspectives and to align with each of the four RCMP districts (Central, Eastern, Southern, and Western). It is important to note that once the Interim Board has completed its mandate, it will reach out to municipalities looking for nominations to serve on the operational Police Advisory Board.

The Interim Board will be engaging with municipalities again to solicit feedback on the operational Board's scope and governance, including how to recruit and select operational Board members.

If you have any questions regarding this survey, please email the Alberta Police Advisory Board at Board@ABPoliceAdvisoryBoard.com.

Sincerely,

Dan Rude | Chief Executive Officer
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca
Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca   



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Interim Alberta Police Advisory Board – Municipal Survey on RCMP Police Services in Alberta

Background

With the implementation of the new police costing model, Alberta's municipalities that are policed by the RCMP deserve a voice in setting policing priorities and determining how new police resources are distributed. The Government of Alberta has established the Alberta Police Advisory Board to give municipalities a stronger voice in RCMP policing oversight and resource deployment.

The Alberta Police Advisory Board is being implemented in two phases. In its first year, an Interim Board will focus on establishing the operational Board's structure and scope. As per the Terms of Reference developed by Justice and Solicitor General, the Interim Board is made up of four representatives from the RMA Board, four representatives from the AUMA Board, and one representative from the Alberta Association of Police Governance Executive. Interim Board members were appointed to ensure broad municipal perspectives and to align with each of the four RCMP districts (Central, Eastern, Southern, and Western). It is important to note that once the Interim Board has completed its mandate, it will reach out to municipalities looking for nominations to serve on the operational Police Advisory Board.

The Interim Board has specifically been tasked with:

- Developing the scope and terms of reference for the operational Board;
- Developing a recruitment and selection process for operational Board members;
- Developing governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles document;
- Providing input, advice, and recommendations to the government and RCMP on the buildup of the provincial police service related to funds raised by the new police costing model; and
- Providing input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

The purpose of this survey is to help inform Interim Board's recommendations and input on 2021/22 provincial policing priorities and the buildup of the provincial police service. Please provide only one response per municipality. Completing the survey as a council is suggested where possible. Individual survey responses will not be shared and only aggregated results will be reported.

The Interim Board will be engaging with municipalities again to solicit feedback on the operational Board's scope and governance, including how to recruit and select operational Board members.

If you have any questions regarding this survey, please email the Alberta Police Advisory Board at Board@ABPoliceAdvisoryBoard.com.

The deadline for completing the survey is October 19, 2020.

Survey

1. Name of Municipality
2. Our municipality is a:
City

Town
Village
Summer Village
Specialized Municipality
County/Municipal District
Other (please specify)

3. We represent a population:
 - Under 2,000
 - 2,000 - 5,000
 - 5,001 - 10,000
 - Over 10,000
4. Our municipality receives RCMP services from the following detachment(s): (fill in)
5. Please provide a contact name, in case there is a need to follow up with your municipality to clarify feedback or get more detailed information regarding interesting ideas or collaborations (optional).

Engagement with RCMP

6. Does your municipality have a police oversight body?
 - Yes
 - No
7. How often does your municipality or municipal/community police oversight body meet with your RCMP detachment commander(s)?
 - Four times a year or more
 - 2-3 times a year
 - Once a year
 - Less than once a year
 - We've never met formally
8. Do you consider your current meeting frequency with the RCMP detachment commander(s) to be sufficient?
 - Yes
 - No
9. Does your RCMP detachment(s) provide you with a copy of their annual performance plan(s)?
 - Yes
 - No
10. Is your municipality or municipal police oversight body involved in developing the detachment's annual performance plan (APP)?
 - Yes
 - No
11. Does your municipality or municipal police oversight body receive regular reporting (such as information on statistics, trends, and detailed crime rates) from your local detachment(s)?

Yes
No

If yes, what type of information *do you* receive?
Is there any other type of information you would like to receive that is not currently provided?

If no, what type of information *would you like* to receive?

12. Please share any examples of effective collaboration between your detachment(s) and your municipality/community members.
13. How could your detachment(s) improve engagement with your municipality/community members?
14. Do you think that processes for providing input on local policing priorities should be formalized and standardized? For example, independent municipal, community police oversight bodies, which are currently optional, could be mandated in legislation.

Yes
No

If yes, what is your preferred mechanism for doing so?

Policing Priorities

15. Rank the policing priorities below in the order of importance for your municipality in 2021/22.
 - Traffic enforcement (i.e. aggressive driving, distracted driving)
 - Family violence (i.e. domestic abuse and threats)
 - Illegal drug-related offenses (i.e. possession, trafficking)
 - Impaired driving (drugs, alcohol)
 - Crimes against persons (i.e. assaults, threats)
 - Minor property crime (i.e. vandalism, theft from motor vehicles, theft under \$5,000)
 - Major property crime (i.e. break and enters, theft of motor vehicles, theft over \$5,000)
 - Proactive/community policing (i.e. school resource officers, patrols)
 - Increased focus on prolific offenders
 - Other (fill in)
16. Rank the RCMP service issues below in the order of importance for your local RCMP detachment to resolve in 2021/22.
 - 911 response times
 - Community visibility
 - Filling vacancies and providing full coverage service
 - Engaging with the municipality (reporting, setting priorities, communication on service changes, etc.)
 - Communication with community members and other stakeholders
 - Other (fill in)

Rollout of New Police Resources

The RCMP currently determines how to allocate additional and/or new policing resources by analyzing each detachment's workload. This analysis takes the following factors into account:

- Travel time
- Call volume
- Type of crimes occurring in the area
- Amount of time required for investigations
- Size of detachment
- Time available for proactive policing (patrols, community engagement, visiting schools, and attending community events).

17. Rank the order of importance of these factors to your municipality.

18. Are there any other factors that should be considered?

Revenue collected through the new costing model will be reinvested into policing, leading to an increase in the number of RCMP officers and civilian positions throughout the province. This investment prioritizes adding uniformed patrol officers in rural RCMP detachments, but will also add police officers to centralized RCMP units that work to address province-wide issues such as organized crime, drug trafficking, and auto and scrap metal theft. A portion of the revenue will also be used to fund new civilian positions to assist with administrative tasks and provide investigative support. These administrative roles are intended to improve response times and help ensure officers have the support they need to protect Albertans by spending more time in their communities.

19. Do you agree that RCMP resource allocation should balance frontline officers with centralized, specialized, and/or civilian positions? (Strongly agree to strongly disagree)

Police Costing Model

20. Have you engaged in conversations with your local detachment around whether any new police resources arising from the new costing model may affect policing in your municipality?

Yes

No

If yes, what information did you receive from your detachment on new police resources?

21. Has the information provided by the Government of Alberta on the new police costing model been sufficient to ensure your council and staff understand the new model, including how costs are determined and how the additional funding could be used?

Yes

No

If no, what additional information do you require on the new police costing model?

Thank you for taking the time to complete this survey!



REQUEST FOR DECISION

Council Agenda Item	7.4
Council Meeting Date	October 13, 2020
Subject	Library Board Member Resignation
For Public Agenda	Public Information
Background	Council appoints members to the Rimbey Municipal Library. Administration has received a letter from Library Board Member Desiree Vandenhoven, advising of her resignation from the Rimbey Municipal Library Board, effective November 1, 2020.
Recommendation	To accept, with regret, the resignation of Library Board Member Desiree Vandenhoven, effective November 1, 2020.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date



REQUEST FOR DECISION

Council Agenda Item	8.1
Council Meeting Date	October 13, 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

October 7, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date

Highlights

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. As at September 30, 2020 unpaid taxes are \$700,694 compared to \$318,583 as at September 30, 2019.
- Utility accounts remain consistent with last year.

Lori Hillis
Chief Administrative Officer

Council Board Report



Supplier : 1020405 to ZIM1598
 Fund : 1 GENERAL FUND
 Include all Payment Types : Yes

Date Range: 15-Sep-2020 to 08-Oct-2020
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
ABC Tree Care	46613	30-Sep-2020	ABC Tree Care - remove trees	17,493.00
Evergreen Co-operative Association	46615	30-Sep-2020	Co-op - water tank	3,156.85
Alberta One-Call Corporation	46616	30-Sep-2020	Alberta One Call - Aug. 2020 notifications	81.90
AMSC Insurance Services Ltd.	46617	30-Sep-2020	AMSC - ins. - mayor/council	39.04
AN Adventure Distribution & Consulting	46618	30-Sep-2020	An Adventure - parts	206.22
Anderson Service	46619	30-Sep-2020	Anderson Service - chain	287.70
Beagle Electric	46620	30-Sep-2020	Beagle Electric - light panels/supplies	4,808.79
Blue Spruce Phone Books	46621	30-Sep-2020	Blue Spruce Phone Books - display ad	315.00
Border Paving Ltd.	46622	30-Sep-2020	Border Paving - RB 136.1 - PPC #2	36,495.31
Brownlee LLP	46623	30-Sep-2020	Brownlee LLP - o/s inv - prof services	1,288.11
Burns, Evie	46624	30-Sep-2020	Evie Burns - refund - Raku Pot course	50.00
Canadian Pacific Railway Company	46625	30-Sep-2020	CP Rail - Hoadley crossing	296.00
Cimco Refrigeration	46626	30-Sep-2020	Cimco - renewal agreement Sept 2020 - Aug 202	3,165.75
City Of Red Deer	46627	30-Sep-2020	City of Red Deer - Aug. 2020 lab analysis - North	1,243.20
Digitex Inc.	46628	30-Sep-2020	Digitex - copies - CC	31.47
Drain Doctor	46629	30-Sep-2020	Drain Doctor - flush line	511.88
Expert Security Solutions	46630	30-Sep-2020	Expert Security Solutions - Well #12	533.40
FILTHAUT, KAREN	46631	30-Sep-2020	Karen Filthaut - refund - Raku Pot course	50.00
GIEBELHAUS, MARNI	46632	30-Sep-2020	M. Giebelhaus - cardlock refund	25.00
Hach Sales & Services Canada Ltd.	46633	30-Sep-2020	Hach - supplies	320.36
Industrial Machine Inc.	46634	30-Sep-2020	Industrial Machine - plow/sand spreader	18,999.75
Legacy Ford	46635	30-Sep-2020	Legacy Ford - unit #12 - 2013 Ford VIN# DKE1:	90.22
Longhurst Consulting	46636	30-Sep-2020	Longhurst - Sept. 2020 - monthly contract	2,320.50
LOR-AL SPRINGS LTD.	46637	30-Sep-2020	Lor-Al Springs - water	27.50
MEJIA, JEREMY	46638	30-Sep-2020	J. Mejia - cardlock refund	25.00
Municipal Property Consultants (2009) Ltd.	46639	30-Sep-2020	Municipal Property Consultants - Oct. 2020 - fee	3,580.74
New Can Truck Parts	46640	30-Sep-2020	New Can Truck Parts - PW - Unit 2005 Sterling	892.08
Ram Fencing Ltd.	46641	30-Sep-2020	Ram Fencing - repair fence	9,682.05
Red Deer Lock & Safe Ltd.	46642	30-Sep-2020	Red Deer Lock & Safe - repairs	662.55
Rimbey Implements Ltd.	46643	30-Sep-2020	Rimbey Implements - blade	181.66
Rimbey TV & Electronics 1998	46644	30-Sep-2020	Rimbey Tv - sd card - PW	52.50
RJ Plumbing and Heating	46645	30-Sep-2020	RJ Plumbing - snake sewer line	401.63
SARGEANT, TERRY & SARGEANT, CAROL	46646	30-Sep-2020	T & C Sargeant - raw waterline supply - phase 1	9,260.00
Stationery Stories & Sounds (2005)	46647	30-Sep-2020	Stationery Stories Sounds - envelopes	1,483.65
Sunbelt Rentals of Canada Inc	46648	30-Sep-2020	Sunbelt Rentals - trench roller	874.78
Tagish Engineering Ltd.	46649	30-Sep-2020	Tagish - 2020 general engineering	42,792.99
The Soap Stop	46650	30-Sep-2020	The Soap Stop - supplies	145.75
Titan Supply LP	46651	30-Sep-2020	Titan Supply Inc - supplies	451.46
True Way Tire Ltd.	46652	30-Sep-2020	True Way Tire - tire repair	51.78
Uni First Canada Ltd.	46653	30-Sep-2020	UniFirst - coveralls/supplies	266.16
Webb, Tessa	46654	30-Sep-2020	Tessa Webb - cardlock refund	25.00
Wolseley Industrial Canada INC	46655	30-Sep-2020	Wolseley - CR (inv 784339)	1,953.00
AlSCO	46656	07-Oct-2020	AlSCO - janitorial supplies	1,017.70
Animal Control Services	46657	07-Oct-2020	Animal Control - Sept. 2020 monthly patrols	1,428.00
Border Paving Ltd.	46658	07-Oct-2020	Border Paving - PPC#3	37,265.55
Bubble Up Marketing	46659	07-Oct-2020	BubbleUP Marketing - Annual Website Hosting N	315.00
Digitex Inc.	46660	07-Oct-2020	Digitex - copies - Town Office	297.32
Environmental 360 Solutions (Alberta) Ltd	46661	07-Oct-2020	E360S - 5117 - 50 St (RCMP)- garbage/rent	737.10
Evergreen Co-operative Association	46663	07-Oct-2020	Co-op - supplies	1,504.59
Expert Security Solutions	46664	07-Oct-2020	Expert Security - security monitoring -Rec Centre	120.54
Guy's Carpentry	46665	07-Oct-2020	Guy's Carpentry - PW - replace windows/OH doc	9,551.09
Imperial Esso Service (1971)	46666	07-Oct-2020	Imperial Esso - propane - arena	20.00
LOR-AL SPRINGS LTD.	46667	07-Oct-2020	Lor-Al Springs - water	16.50
Mega Tech	46668	07-Oct-2020	Mega-Tech - turning forks/Peace Office	62.02
MLA Benefits Inc.	46669	07-Oct-2020	MLA Benefits - Oct 2020 HSA-Mayor/Council @	1,805.17
Nikirk Bros. Contracting Ltd.	46670	07-Oct-2020	Nikirk - topsoil	2,612.40
Outlaw Electric Ltd.	46671	07-Oct-2020	Outlaw Electric Ltd - (ticket #s 8481 -Well 12, tick	1,374.61
Parkland Regional Library	46672	07-Oct-2020	Parkland Regional Library - 4th quarter requisiti	5,761.32

Council Board Report



Supplier : 1020405 to ZIM1598
Fund : 1 GENERAL FUND
Include all Payment Types : Yes

Date Range: 15-Sep-2020 to 08-Oct-2020
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Rimbey Express	46673	07-Oct-2020	Rimbey Express - freight	125.00
Rimbey Home Hardware	46674	07-Oct-2020	Home Hardware - supplies	782.20
Rimbey Municipal Library	46675	07-Oct-2020	Rimbey Municipal Library - quarterly appropriatio	26,168.00
Rimbey TV & Electronics 1998	46676	07-Oct-2020	Rimbey TV - office supplies	42.00
RMA Insurance Ltd.	46677	07-Oct-2020	RMA Insurance - generator - CC	47.38
Ruetters, Pierre	46678	07-Oct-2020	Pierre Ruetters - refund - event cancelled	350.00
Superior Safety Codes Inc.	46679	07-Oct-2020	Superior Safety Codes - Aug.2020 -closed permit	315.00
The Government of Alberta	46680	07-Oct-2020	Land Titles - SR#L534011	10.00
Town Of Rimbey	46681	07-Oct-2020	Town of Rimbey - Sept.2020 water invoices	2,176.01
Uni First Canada Ltd.	46682	07-Oct-2020	UniFirst - coveralls/supplies	78.64
Wolseley Canada Inc.	46683	07-Oct-2020	Wolseley Canada - dethawer	3,897.45
Alberta Education	00037-0001	30-Sep-2020	Alberta Education - 3rd quarter school requisition	138,065.12
Canada Revenue Agency	00037-0002	30-Sep-2020	CRA - (Sept13-26/20) Oct.02/2020	32,838.39
LAPP	00037-0003	30-Sep-2020	LAPP - Oct.2/2020 (Sept.13-26/20)	22,102.52
Servus Credit Union - Mastercard	00037-0004	30-Sep-2020	Servus - M/C - C.Bowie - Aug 2020	65.57
Telus Mobility Inc.	00037-0005	30-Sep-2020	Telus Mobility - Sept.6/2020	146.37
Telus Communications Inc.	00037-0006	30-Sep-2020	Telus - Beatty House - Sept 10/2020	2,290.75
VICTOR CANADA	00037-0007	30-Sep-2020	Victor - Oct. 2020 benefits	13,971.15
Waste Management	00037-0008	30-Sep-2020	Waste Management - Sept 2020 - recycle	2,659.84
Eastlink	00038-0001	07-Oct-2020	Eastlink - cable - fitness room	89.46
LAPP	00038-0002	07-Oct-2020	LAPP -FCSS Oct.7/20 (biweekly Sept14-27/20)	1,414.20
Waste Management	00038-0003	07-Oct-2020	Waste Management - recycle - Sept.2020	2,356.62
Total:				478,500.31



REQUEST FOR DECISION

Council Agenda Item	8.2
Council Meeting Date	October 13, 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.
Discussion	8.2.1 Rimby Municipal Library Board Minutes of June 2 and July 6, 2020 8.2.2 Tagish Engineering Ltd Project Status Update to September 17, 2020 8.2.3 FCSS/RCHHS Board Minutes of June 18, 2020
Recommendation	Motion by Council to accept the Rimby Municipal Library Board Minutes of June 2 and July 6, 2020, Tagish Engineering Project Status Update to September 17, 2020, and the FCSS/RCHHS Board Minutes of June 18, 2020, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

October 7, 2020

Date

Rimbey Municipal Library Board Meeting (via Zoom)

Tuesday, June 2nd , 2020 (5:00 p.m.)

Present: Mike Boorman, John Hull, Jean Keetch, Desiree Vandenhoven, Mar Ramsey and Paul Payson came on late. **Away:** Colleen McNaught.

Call to Order: 5:13 p.m.

Minutes from Last Meeting: The minutes were reviewed and Mike moved that we adopt the minutes.

Consent Agenda Items:

1. Librarians Report – Mike approved the consent agenda items. Desiree approved.
2. Financial report – All in favor
3. Correspondence -

Business Arising from the Minutes:

1. Library Expansion Update – the Board would prefer to stay at our present location. John is going to make some rough plans and show them to Jean to see if they will work. It was suggested that all board members do some lobbying of town council members before the July Council Meeting..
2. Plan of Service – Jean is to get a scope of work and a dollar value from Community Futures.
3. GIC Renewal – Mike moved that we put the GIC into the flex plan. Desiree seconded. All in favor.
4. New Board Members – Christine Leinweber has applied to the town to sit on the Library Board.
5. Any other Old Business - none

New Business

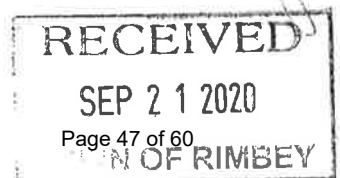
1. Library Opening Information – we will wait and see what the document from AHS says and will follow their recommendations.
2. New Signee (to replace Bev Ewanchuk) – John Hull moved that as Bev has left the Board that her name be removed from the signing authority at Servus and be replaced by Margaret Ramsey. Mike Boorman seconded the motion. All in favor.
3. There was no other new business.

Desiree made a motion to adjourn the meeting at 6:03 p.m.

Next Meeting Is On Monday, July 6th at 5:00 p.m. at the Library (Social Distancing to be carried out)

President Paul Payson

Secretary Margaret Q. Ramsey



Rimbey Municipal Library Board Meeting (via Zoom)

Tuesday, July 6th, 2020 (5:00 p.m.)

Present: Mike Boorman, John Hull, Jean Keetch, Christine Leinweber, Colleen McNaught, Marg Ramsey and Paul Payson. **Away:** Desiree Vandenhoven

Call to Order: 5:06 p.m.

Minutes from Last Meeting: The minutes were reviewed and Mike moved that we adopt the minutes.

Consent Agenda Items:

1. Librarians Report – John approved the consent agenda items.
2. Financial report – All in favor
3. Correspondence - The Town of Rimbey approved Christine's application as a Board member.

Business Arising from the Minutes:

1. We still need several new Board Members, Jean will present any applications to the town.
2. Library Expansion Update – A motion was made by Mike that John will present our proposed building motion at the next Rimbey town council meeting on July 28th.
3. Plan of Service – we will need to make up a questionnaire.
4. Any other Old Business - the Library Booster Society (Friends) was explained.

New Business

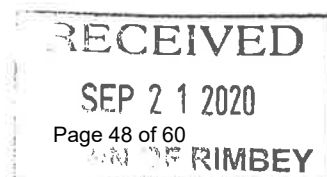
1. Library Opening Information – things are going well but Patron numbers are low and there have been a few patrons who have trouble with mask wearing. Jean has hired some of the former Summer Staff and they are working out well.
2. There was no other new business.

Mike made a motion to adjourn the meeting at 6:45 p.m.

Next Meeting Is On Wednesday, Sept. 9th. at 5:00 p.m. at the Library (Social Distancing to be carried out)

President _____

Secretary Margaret L. Ramsey



Date	Project Manager	Status Update
Town of Rimbey		
RBYM00000.20 RB00 - 2020 General Engineering		
August 6, 2020	Matichuk, Gerald	Revised budget estimates to complete road reconstruction and paving for Evergreen Estates has been sent to the Town. Tagish is awaiting information from the Town before we can proceed further.
August 20, 2020	Matichuk, Gerald	Public works staff are relocating equipment at PasKaPoo Historical Park to make way for the Evergreen Connector Walking Trail. The Evergreen Estates road paving is temporary on hold awaiting a legal opinion on moving forward.
September 2, 2020	Matichuk, Gerald	Construction on the Evergreen Connector Walking Trail continue. Tagish is working on preparing budget estimates for projects for the stimulus grant program.
September 17, 2020	Matichuk, Gerald	Working with Vicinia Planning on the Hwy Commercial development proposal.
RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades		
August 6, 2020	Solberg, Lloyd	Continuing to work on designs. Information has been sent out to sub-consultants for their portions of work. Union Street is completing their geotechnical investigations this week. Working on getting the project ready for Tender in late August.
August 20, 2020	Solberg, Lloyd	As discussed with the Town we are going to Tender this project with the Well Building. We are aiming towards tendering the project in Mid September.
September 2, 2020	Solberg, Lloyd	(Sept. 17) No change.
September 17, 2020	Solberg, Lloyd	We are working on the Tender document for the Main Reservoir and the Well Control Building. Timelines have been pushed back a bit. We are expecting the Tender to go out near the end of September.
RBYM00135.00 RB135 - Standby Generator Comm Centre		
July 23, 2020	Matichuk, Gerald	Frontline Compressor Services Ltd. is working with Highline Electrical Constructors to complete the commissioning on the standby generator and related equipment. (July 23-Aug 6)
August 20, 2020	Matichuk, Gerald	Highline Electrical is working with Centratch Technical Services in coordinating the installation of fire alarm equipment. Frontline Compressor Services Ltd. continue to work in completing the commissioning on the standby generator and related equipment.
September 2, 2020	Matichuk, Gerald	Frontline Compressor Services Ltd. continue to work in completing the commissioning on the standby generator and related equipment.
September 17, 2020	Matichuk, Gerald	Highline Electrical is scheduled to be on site the week of September 28, to install the fire alarm integration components in order to communicate with the transfer switch/generator. Frontline Compressor Services Ltd. will be on site to complete to work with Highline Electrical to commission the standby generator and related equipment.
RBYM00136.01 RB136.01 - 2019/20 Street Improvements		
August 6, 2020	Matichuk, Gerald	J. Branco & Sons Concrete Services are expected to remove and replace concrete in Mid to Late August

August 20, 2020 Matichuk, Gerald Border Paving is working on completing the asphalt patching and deficiencies from the 2019 Street Improvement program. J. Branco & Sons Concrete Services have completed the repair on the drainage swale at 57 Av & 46 St and on the sidewalk under drains on 50 Av.

September 2, 2020 Matichuk, Gerald Border Paving has completed the asphalt patching and deficiencies from the 2019 Street Improvement program. J. Branco & Sons Concrete Services are scheduled to completed the concrete swale extension in Drader Crescent by September 30, 2020.

September 17, 2020 Matichuk, Gerald Tagish is preparing a progress payment for asphalt patching and road repairs completed in the 2019 - 2020 Street Improvement program. J. Branco & Sons Concrete Services are scheduled to complete the concrete swale extension in Drader Crescent by September 30, 2020.

RBYM00138.00 RB138 - 51st Street Engineering

September 2, 2020 Solberg, Lloyd We will work on revising cost estimates and budgets for the 51st Street project. Cost estimates will be revised in October as the Raw Water Supply line and Main Reservoir Tender are main priorities at the moment.

September 17, 2020 Solberg, Lloyd We will work on revising cost estimates and budgets for the 51st Street project. Cost estimates will be revised in November as the Raw Water Supply line and Main Reservoir Tender are main priorities at the moment.

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

August 6, 2020 Matichuk, Gerald Tagish is working with Lex3 Engineering, Canadian Consulting Group on the well house design. Union Street Geotechnical are drilling holes at various locations along the proposed water line route this week. Once we have the designs complete, we will set up a meeting with the Town to complete a design review.

August 20, 2020 Matichuk, Gerald Tagish is working to have the Well PW(17-15) Raw Water Supply Line out to tender by the first week of September.

September 2, 2020 Matichuk, Gerald Tender pick-up for Well PW(17-15) Raw Water Supply Line on September 2, 2020 with pre-tender meeting September 9, and tender closing September 16, 2020..

September 17, 2020 Matichuk, Gerald Five (5) tenders were received for the Well PW(17-15) Raw Water Supply Line ranging from \$481,532.21 to \$723,238.08. Tagish has evaluated the tenders and provided a recommendation to award the tender.

Family and Community Support Services (FCSS)
Rimbey Community Home Help Services (RCHHS)
BOARD MEETING MINUTES
June 18, 2020
10:00 a.m. Rimbey Provincial Building

PRESENT: N. Hartford, Chairperson
M. Josephson, Board Member
I. Steeves, Vice Chairperson
K. Maconochie, Recording Secretary
P. Makofka, Executive Director
D. Noble, Board Member
F. Pilgrim, Board Member
R. Schaff, Board Member

REGRETS: B. Coulthard, Board Member
G. Rondeel, Board Member

1. **CALL TO ORDER**
The meeting was called to Order by: N. Hartford at 10:15 a.m.

2. **APPROVAL OF AGENDA**

20-06-01 MOTION: By: D. Noble: That the agenda is adopted with the following changes.

Under New Business add: 11.9 Food Bank Coordinator

CARRIED

3. **Declaration of Conflicts of Interest and Commitment (Real, Potential or Perceived)**

A conflict of interest is defined as an actual or perceived interest by a staff or Board member in an action that results in, or has the appearance of resulting in, personal, organizational, or professional gain.

4. **PREVIOUS MEETING MINUTES – May 21, 2020**

20-06-02 MOTION: By: I. Steeves: That the Minutes of the May 21, 2020 Board Meeting be adopted as presented.

CARRIED

5. **BUSINESS ARISING FROM THE MINUTES**

5.1 Block Party

P. Makofka noted that under the MOTION 6.2 for the Block Party, that some of the money was spent on chocolate bars for caregivers in the community and that they were really appreciated (ie firefighters caregivers at the Manor, workers in Co-op).

6. **OLD BUSINESS**

6.1 2020 Rimbey FCSS Strategic Planning Retreat

20-06-03 MOTION: By: F. Pilgrim: That P. Makofka proceed with the planning for the 2020 FCSS Board Strategic Planning Retreat for September 17-18, 2020 at the Canalta Hotel in Rimbey, with a budget up to \$5,000.00.

Seconded by: R. Schaff

CARRIED

6.2 2020 Rimbey FCSS Team Leaders Retreat

20-06-04 MOTION: By: I. Steeves: That P. Makofka proceed with the planning for the 2020 FCSS Team Leaders Retreat for September 18-19, 2020 at the Rimbey Ridge Hotel in Rimbey, with a budget up to \$5,000.00.

Seconded by: R. Schaff

CARRIED

6.3 Canada Summer Jobs – update

Kristin Norstrom has been hired and she will start in the position July 2, 2020. From the interviews, we also hired K. Vig as a casual HCA for the summer, she is a first year nursing student.

6.4 Business beautification & staff, volunteer COVID-19 recognition

Flowers have been planted in the flower beds and a recognition sign has been put in the window at the front doors of the building. It looks really nice.

6.5 Seniors Week celebration

The Rimshaw was decorated and different staff went around to the Senior Citizens complexes in town and delivered 167 Wellness bags. They were really appreciated by the Seniors. The following week, we passed out chocolate bars and thank you note's to caregivers.

7. FINANCE

7.1 June 18, 2020 Finance Committee Meeting Highlights

20-06-05 MOTION: By: I. Steeves: That the Highlights of the June 18, 2020 Finance Committee Meeting be accepted as information.

CARRIED

8. WRITTEN REPORTS

- 8.1 Monthly Board Report
- 8.2 Big Brothers Big Sisters – quarterly-none
- 8.3 Catholic Social Services – quarterly-none

20-06-06 MOTION: By: F. Pilgrim: To accept the Monthly Board Reports as information.

CARRIED

9. QUALITY IMPROVEMENT/RISK MANAGEMENT COMMITTEE

Next meeting: Wednesday, June 24, 2020 at 1:30 p.m.

10. DIRECTOR'S REPORT

20-06-07 MOTION: By: M. Josephison: That the Director's Report is accepted as information.

CARRIED

11. NEW BUSINESS

11.1 2020 Annual FCSS Charity Golf Tournament plans

20-06-08 MOTION: By: M. Josephison: To cancel the FCSS 2020 Charity Golf Tournament this year due to COVID-19.

CARRIED

P. Makofka read a letter that she had prepared that will be sent out to past golfers, sponsors and volunteers.

11.2 2020 Annual FCSS Block Party plans

20-06-09 MOTION: By: D. Noble: That the agency spend up to \$750.00 for "Street Parties" this summer.

Seconded by: R. Schaff

CARRIED

11.3 Rimbey Rimshaw – 2020 plans - handout

20-06-10 MOTION: By: R. Schaff: To proceed with a modified launch of the Rimshaw, following COVID protocols.

CARRIED

11.4 2020 Annual FCSS Family BBQ plans

Due to COVID-19, we are unable to have a Family BBQ this summer. So instead, we thought that we would have a virtual Family BBQ. Gift cards to buy something at the Co-op to BBQ have been handed out and we have asked that staff and Board member take pictures at their "BBQ" and send them in to us.

11.5 2020 HCA Appreciation Event

This will be held in the fall, usually 3rd week in October. It is Ponoka's turn to host. We are not sure what it will look like due to COVID-19 relaunch plans, but are sure that Ponoka will come up with something great.

11.6 FCSS Relaunch plans – Pandemic recovery plans

P. Makofka went through Rimbey FCSS's relaunch plans. See attachment.

11.7 FCSS Years of Service Awards

N. Hartford presented I. Steeves, M. Josephison and B. Coulthard (will be given to him, as not present at the meeting) their gifts for 20 years of service.

11.8 Directors 2020 Survey – results attached

11.9 Food Bank Coordinator

20-06-11 MOTION: By: F. Pilgrim: To increase the Food Bank Coordinator's honorarium by \$25.00 per week.

Seconded by: M. Josephison

CARRIED

12. Workplace Health & Safety Committee – Wednesday, June 17, 2020 at 1:30 p.m.

Copy on minutes will be brought to the next Board Meeting.

13. Review of Statistics

13.1 2020 Monthly Program Statistics report

13.2 AHS Contracted HC and Private HS Client Stats combined 2020

13.3 AHS (HC) & Private (HS) billing 2016-2020

13.4 AHS (HC) Client Totals & Hours 2016-2020

13.5 Private (HS) Client Totals & Hours 2016-2020

13.6 Food Bank Hamper Stats 2016-2020

13.7 Client Safety Reports – quarterly

20-06-12 MOTION: By: D. Noble: To accept the review of the above reports and statistics as information.

CARRIED

14. CORRESPONDENCE

15. NEXT MEETING DATE: Board Meeting: September 17, 2020 at the Board Members Retreat.

16. ADJOURNMENT

20-06-13: By: N. Hartford: That the FCSS Board meeting adjourns at 12:25 p.m.

CARRIED

17. BOARD SHARING TIME

N. Hartford, Chairperson

K. Maconochie, Recording Secretary



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	9.0
Council Meeting Date	October 13, 2020
Subject	Correspondence
For Public Agenda	Public Information
Attachments	9.1 Letter from Mayor Tara Veer, City of Red Deer
Recommendation	Administration recommends Council accept the correspondence from Mayor Tara Veer, City of Red Deer, as information.
Prepared By: <p style="text-align: center;"><u>Lori Hillis</u> _____ <u>October 7, 2020</u> Lori Hillis, CPA, CA Date Chief Administrative Officer</p>	
Endorsed By: <p style="text-align: center;"><u>Lori Hillis</u> _____ <u>October 7, 2020</u> Lori Hillis, CPA, CA Date Chief Administrative Officer</p>	



OFFICE OF THE MAYOR

September 9, 2020

His Worship Rick Pankiw
Mayor of Rimbey
Box 350
Rimbey, Alberta
T0C 2J0

Re: Alberta Health Services Consolidation of Emergency Dispatch Services

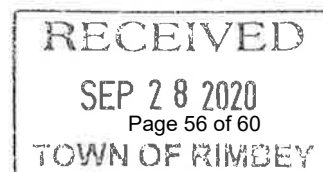
Dear Mayor Pankiw:

The City of Red Deer was notified on August 4, 2020, that Alberta Health Service ("AHS") intends to remove municipal ambulance dispatch service in Lethbridge, Calgary, Red Deer and Regional Municipality of Wood Buffalo, based on the recommendations from the Ernst and Young report published in February 2020. The report was composed without engaging with municipalities.

The City of Red Deer strongly believes that this consolidation will negatively impact emergency dispatch services delivery to our region and the citizens we serve as provincial AHS dispatch staff will not have local knowledge or capacity to monitor regional ambulance distribution. As a Mayor of one of the communities affected by this change, we respectfully request that you and your municipality advocate to the Premier, the Minister of Health, and your local MLA to request a reversal of the decision made by AHS.

Currently, Red Deer dispatch services are 18-21 seconds faster than the AHS emergency communications centre in Edmonton. On medical co-responses with our fire units, 40% of the time, our fire unit arrives before the ambulance. Having fire and ambulance communications operators in the same room allows our units to leave the station earlier in critical situations where seconds matter. Having regional and rural knowledge in emergencies is critical for patient outcomes, especially for those who have limited healthcare access due to geography or lack of local medical services.

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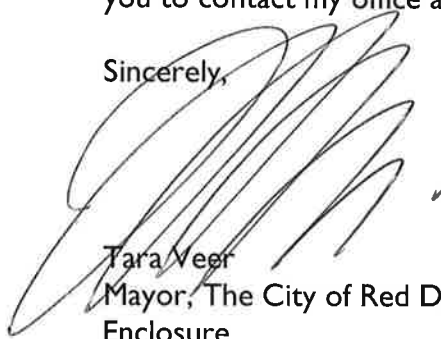


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September 9, 2020
His Worship Rick Pankiw

In 2013 and 2014, our municipalities partnered to raise awareness of the consequences of consolidated emergency dispatch services. In 2014, we were successful in having the previous Minister of Health override AHS' decision. We believe that Minister Shandro needs to understand the local perspective. Your support will provide insight into the impact removing municipal dispatch will have on your community and your citizens, especially in remote areas that rely heavily on ambulance service for emergency healthcare services.

We appreciate your support on this critical matter. If you would like to discuss further, I invite you to contact my office at 403.342.8154.

Sincerely,



Tara Veer
Mayor, The City of Red Deer
Enclosure

cc Adriana LaGrange, Minister of Education and MLA for Red Deer North
Jason Stephan, MLA for Red Deer South
Chris Spearman, Mayor of Lethbridge
Naheed Nenshi, Mayor of Calgary
Don Scott, Mayor of Regional Municipality of Wood Buffalo
Red Deer City Council
Allan Seabrooke, Red Deer City Manager
Paul Goranson, GM of Utilities and Protective Services for City of Red Deer
Ken McMullen, City of Red Deer Fire Chief
Steven Ellingson, Red Deer Intergovernmental Strategist

CURRENT PROCESS



911 CALLER



MUNICIPAL 911
CENTRE



EMS & FIRE

AHS PROPOSED FUTURE PROCESS



EMERGENCY AMBULANCE DISPATCH

2020

TIMELINE

