



AGENDA

Town Council

January 24, 2022 - 1:00 PM

Town Administration Building

VIA ZOOM CONFERENCE

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, JANUARY 24, 2022 AT 1:00 PM VIA ZOOM CONFERENCE.

LOGIN:

<https://us02web.zoom.us/j/85744493470?pwd=amxiN21yWHJTaGdsYjREanh2R0UvQT09>

Meeting ID: 857 4449 3470 Passcode: 213548

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10. OPEN FORUM

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

11. CLOSED SESSION

12. ADJOURNMENT

	REQUEST FOR DECISION
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Council Agenda Item	3.1
Council Meeting Date	January 24, 2022
Subject	Minutes
For Public Agenda	Public Information
Attachments	3.1 Minutes of Regular Council January 10, 2022
Recommendation	Motion by Council to accept the Minutes of the Regular Council Meeting of January 10, 2022, as presented.

Prepared By:



 Lori Hillis, CPA, CA
 Chief Administrative Officer

January 17, 2022
 Date

Endorsed By:



 Lori Hillis, CPA, CA
 Chief Administrative Officer

January 17, 2022
 Date



MINUTES

Town Council Meeting

Monday, January 10, 2022 - 5:00 PM

Town Administration Building - Council Chambers

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

Mayor Pankiw called the meeting to order at 5:00 PM with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Jamie Coston
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Lori Hillis - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant
- Liz Armitage - Development Officer

Delegates:

- Stg. St. Cyr & Cpl Funk with the Rimbey RCMP
- Shawn Moore, Jazdn Moore, Ryker Moore and Jennah Salls with Ecotree

Public: (2) members of the public

2. AGENDA APPROVAL AND ADDITIONS

Motion 001/22

Moved by Councillor Clark to accept the Agenda for the January 10, 2022 Regular Council Meeting, as presented.

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

CARRIED

3. MINUTES

Motion 002/2022

Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of December 13, 2021, as presented.

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

CARRIED

4. PUBLIC HEARINGS

5. DELEGATIONS

Motion 003/2022

Moved by Councillor Clark to accept the update provided by Stg. St. Cyr of the Rimbey RCMP, as information.

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

CARRIED

Stg. St. Cyr and Cpl. Funk of the Rimbey RCMP departed the Council meeting at 5:12 PM.

Motion 004/2022

Moved by Councillor Curle to accept Jazdn Moore’s Ecotree presentation, as information.

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

CARRIED

Shawn Moore, Jazdn Moore, Ryker Moore and Jennah Salls with the Ecotree presentation departed the Council meeting at 6:40 PM.

6. BYLAWS

Motion 005/2022

Moved by Councillor Clark that Council to accept the amended Bylaw 961/20 Responsible Pet Ownership Bylaw as of January 5, 2022, as information.

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

CARRIED

7. NEW AND UNFINISHED BUSINESS

Motion 006/2022

Moved by Councillor Curle to revert back to Zoom meetings starting with the next Council meeting on January 24, 2022 at 1:00 PM until otherwise notified.

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

CARRIED

Motion 007/2022

Moved by Councillor Clark to cancel the Strategic Planning Session on January 22, 2022 due to Covid restrictions.

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

CARRIED

Motion 008/2022

Moved by Councillor Rondeel to revert back to Zoom for Bylaw Committee meetings commencing on Feb 1, 2022.

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

CARRIED

8. REPORTS

8.1. DEPARTMENT REPORTS

Motion 009/2022

Moved by Councillor Coston to accept the report from the Chief Administrative Officer and the Director of Finance – Accounts Payable Listing December 9, 2021, as information.

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

CARRIED

8.2. BOARDS/COMMITTEE REPORTS

Motion 010/2022

Moved by Councillor Curle to accept the Tagish Engineering Project Status Updates December 9 & 23, 2021, Rimbey Historical Society Board Meeting Minutes April, May, July, August, September, October 2021, FCSS Board Minutes November 2021 and Bylaw Committee Meeting Minutes –June 10, 2021, as information.

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

CARRIED

9. CORRESPONDENCE

10. OPEN FORUM

Eileen Banks spoke about the 961/20 Responsible Pet Ownership Bylaw. Her main concern in the bylaw is regarding the "number of cats allowed". She noted that more than one of the resident letters addressed the same concern. Eileen suggests that the Bylaw Committee go back to the letters to review the concerns that the residents have with the bylaw. She also suggests that there should be a process stated in the bylaw that a resident may come before the Bylaw Committee to request an exemption to have more than 3 cats.

11. CLOSED SESSION

12. ADJOURNMENT

Motion 011/2022

Moved by Councillor Curle to adjourn the meeting at 7:11 PM.

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

CARRIED

Rick Pankiw, Mayor

Lori Hillis, Chief Administrative Officer



REQUEST FOR DECISION

Council Agenda Item	7.1
Council Meeting Date	January 24, 2022
Subject	Sewage Charges
For Public Agenda	Public Information
Background	<p>Administration received a letter on January 27, 2021 from Jim Chow regarding his December 2018 utility bill in the amount of \$2135.05 for his residence.</p> <p>Mr. Chow is requesting that the sewage portion (\$868.81) of his December 2018 bill be reviewed as the flooding that took place his basement does not have a connection will the town sewer system.</p>
Discussion	<p>The Town of Rimbey Bylaw 780/05 regulates the use of public and private sewers and drains and the disposal of sewage and the discharge of liquids and waste into the Rimbey sewerage system.</p> <p>Part VII Sewerage Services Charges Section 7.01 states: <i>“The town does hereby levy a sewerage service charge on all persons or municipalities occupying property connected with the sewerage system of the Town to be paid monthly as set out in the Municipal Utility Rates Bylaw.”</i></p> <p>Bylaw 905/15 Fees for Services Schedule A Section Utilities: <i>“Sewer 70% of water consumption charges”</i></p> <p>Policy #3211 Utility Service Fee, Payment and Penalties Policy: <i>“1.2 Utility rates and charges shall be levied for water, sewer, solid waste collection and disposal, recycle and meter service charges commencing when water is turned on to a property.</i></p> <p>A review of the above bylaws and policy indicates no provisions for relief of the sewer charges for any water that does not enter the sewer system.</p>
Attachments	<ul style="list-style-type: none"> • Email from Mr. Chow • Town of Rimbey Bylaw 780/05 • Town of Rimbey Bylaw 905/15 Fees for Services • Town of Rimbey Policy 3211 Utility Service Fee, Payment and Penalties Policy
Relevant Policy/Legislation	<p>Town of Rimbey Bylaw 780/05 Town of Rimbey Bylaw 905/15 Fees for Services Town of Rimbey Policy 3211 Utility Service Fee, Payment and Penalties Policy</p>
Recommendation	Administration recommends that Council deny Mr. Chow’s request for relief of the sewer charges of his December 2018 utility bill as the Bylaws and Policies do not allow



REQUEST FOR DECISION

for exemption of sewer charges when metered water does not enter the sewer system.

Prepared By:

Handwritten signature of Lori Hillis in blue ink.

Lori Hillis, CPA, CA
Chief Administrative Officer

January 18, 2022

Date

Endorsed By:

Handwritten signature of Lori Hillis in blue ink.

Lori Hillis, CPA, CA
Chief Administrative Officer

January 18, 2022

Date

From: [REDACTED]
To: [Kathy](#)
Subject: Sewage Charges
Date: Wednesday, January 27, 2021 3:07:57 PM
Attachments: [Screenshot \(396\).png](#)

To whom it may concern:

In December of 2018 my house at [REDACTED] in Rimbey froze up and flooded resulting in severe damage to my interior resulting in a utility bill of \$2,135.05.
The water consumption portion of this bill was \$1,2041.15 and the sewage portion was \$868.81.

I do not have any issue with the consumption portion however I do not believe that charging me sewage fees for water and ice that only collected in my basement and main floor is not appropriate as my dugout basement does not have a connection to the town sewer and thus would not impact the town sewer system whatsoever.

It is not correct that I had to pay for a vacuum truck to come in several times to pump out the water and to also pay an outrageous amount for sewage fees for water that did not enter into the town sewer system.

Can you please review this and make the appropriate remedial action.

Best Regards,

Peter (Jim) Chow
[REDACTED]



BY-LAW NO. 780/05

A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS AND THE DISPOSAL OF SEWAGE AND THE DISCHARGE OF LIQUIDS AND WASTE INTO THE RIMBEY SEWERAGE SYSTEM

WHEREAS

The Town of Rimbey has constructed and now maintains a sewerage system consisting of storm and sanitary sewers and a sewage treatment lagoon system, and

WHEREAS

It is deemed just and proper to levy a sewerage service charge on all persons occupying property connected with the sewerage system of the Town to assist with the costs of constructing and maintaining the system including the cost of treatment and disposal of sewage.

NOW THEREFORE

Under the authority of the Municipal Government Act, Revised Statutes of Alberta 2000 and amendments thereto, the Council of the Town of Rimbey, duly assembled, enacts as follows:

PART I
DEFINITIONS

Unless the context specifically indicates otherwise the meaning of terms used in this By-Law shall be as follows:

1.0

- 1.01 B.O.D. denoting "Biochemical Oxygen Demand" shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in parts per million by weight.
- 1.02 "Building Drain" shall mean that part of the lowest horizontal piping which receives the discharge from soil waste or other drainage pipes within a building and conducts it to the building sewer beginning three (3) feet outside the building wall.
- 1.03 "Building Sewer" shall mean that part of a drainage system outside a building commencing at a point three (3) feet from the outer face of the wall of the building and connecting the building drain to the public sewer or place of disposal of sewage.
- 1.04 "Combined Sewer" shall mean a sewer receiving both surface run-off and sewage.
- 1.05 "Garbage" shall mean solid wastes from the preparation, cooking, and dispensing of food, and from the handling, storage and sale of produce.
- 1.06 "Garbage Disposal Unit": shall mean any device, equipment or machinery designed, used or intended to be used for the purpose of grinding or otherwise treating garbage to enable the same to be introduced into a public sewer.
- 1.07 "Grease" shall mean material recovered as grease.
- 1.08 "Health Officer" shall mean the Public Health Inspector, or any person to whom he/she may delegate a particular duty.
- 1.09 "Highway" shall mean any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage of vehicles, but does not include a place declared by the Lieutenant Governor in Council not to be a highway.
- 1.10 "Industrial Wastes" shall mean liquid wastes from Industrial processes.
- 1.11 "Natural Outlet" shall mean any outlet into a water course, pond, ditch or lake or other body of surface or ground water.
- 1.12 "Owner" shall mean the registered owner of a property or the purchaser thereof who is entitled to occupy and enjoy the property.
- 1.13 "Person" shall mean any individual, firm, company, association, society, corporation or group.
- 1.14 "pH" shall mean the logarithm of the reciprocal of the weight of hydrogen ion in grams per liter of solution and denotes alkalinity or acidity.
- 1.15 "Sanitary Sewer" shall mean a sewer, which carries sewage, and to which storm, surface and ground waters are not intentionally admitted.



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- 1.16 "Sewer Backflow Valve" shall mean a valve designed to prevent the backflow of wastewater or sewage into the foundation.
- 1.17 "Sewerage Works" shall mean all facilities for collecting, pumping, treating and disposing of sewage.
- 1.18 "Sewage" shall mean a combination of the water carried wastes from residences, business buildings, institutions and industrial establishments; together with such ground, surface and storm waters as may be present.
- 1.19 "Sewer" shall mean a pipe or conduit for carrying sewage.
- 1.20 "Sewage Treatment Plant" shall mean any arrangement used for treating sewage, and without restricting the generality of the foregoing shall include a sewage lagoon disposal system.
- 1.21 "Storm Sewer or Storm Drain" shall mean a sewer, which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.
- 1.22 "Suspended Solids" shall mean solids that either float on the surface of, or are in suspension in water, sewage or other liquids and which are removable by laboratory filtering.
- 1.23 "Town Engineer" shall mean any qualified engineer and/or engineering firm designated by the Town council to act in an advisory capacity to the Town on any particular project.
- 1.24 "Water Course" shall mean a channel in which a flow of water occurs, either continuously, or intermittently.

PART II
USE OF PUBLIC SEWERS REQUIRED

2.0

- 2.01 No person shall place, deposit or permit to be deposited in any manner that is unsanitary in the opinion of the Public Health Inspector upon public or private property within the Town of Rimbey or in any area under the jurisdiction of the Town, any human or animal excrement, garbage or other objectionable waste.
- 2.02 It shall be unlawful to discharge to any natural outlet within the Town of Rimbey or to any area under the jurisdiction of the said Town, any sanitary sewage, industrial waste, or other polluted waters except where suitable pre-treatment has been approved in accordance with the subsequent provisions of this by-law.
- 2.03 The owner of every house, building or property used for human occupancy, employment, recreation or other purpose, situated within the Town and abutting on any highway, or right-of-way in which there is now or hereafter located, a public, sanitary or combined sewer of the Town, is hereby required at his expense to install suitable toilet facilities therein and to connect such facilities directly to the public sanitary sewer system.
- 2.04 Except as permitted by this By-Law or the Plumbing Inspector or the regulations of the Provincial Board of Health, no person shall construct or maintain any privy, septic tank, cesspool or other facility intended or used for the disposal or sewage.

PART III
PRIVATE SEWAGE DISPOSAL

3.0

- 3.01 Where a public sanitary sewer or combined sewer is not available under the provisions of Section 2.03, the Building Sewer shall be connected to a private sewage disposal system complying with the provisions of this By-Law, the Provincial plumbing requirements and the regulations of the Provincial Board of Health.



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A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS AND THE DISPOSAL OF SEWAGE AND THE DISCHARGE OF LIQUIDS AND WASTE INTO THE RIMBEY SEWERAGE SYSTEM

- 3.02 At such time as a public sewer becomes available to a property served by a private sewage disposal system, the provisions of Section 2.03 shall then apply to the property and a direct connection shall be made to the public sewer in compliance with this By-Law and any septic tanks, cesspools and similar private sewage disposal facilities shall be abandoned and filled with suitable material, within 90 days.
- 3.03 The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times at no expense to the Town.
- 3.04 No statement contained in this By-Law shall be construed to interfere with any additional requirements that may be imposed by the Department of Environment.

PART IV
BUILDING SEWERS AND CONNECTIONS

4.0

- 4.01 No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenances thereof.
- 4.02 All new developments shall require a sewer backflow valve to be installed to prevent the backflow of wastewater or sewage into the foundation.
- 4.03 All building sewers when approved shall be constructed by Municipal forces or municipal contractors from the public sewer to the property line. Any person desiring to connect his premises with any sanitary, combined or storm sewer, shall sign and file with the Town a written application for a permit to make such connection. The permit applications shall be supplemented by any plans, specifications or other information considered pertinent in the judgement of the Town Engineer.
- 4.04 Connection of sewer service lines shall commence at the street main or property line, working there from towards the building, thereby insuring proper grade level.
- 4.05 All building sewers on private property shall be constructed by the owner's forces to the requirements of this By-Law and to the satisfaction of the Town's Plumbing Inspector. Permits for constructing such building sewers must be obtained from the Town.
- 4.06 The Town shall maintain the building sewer from the main to the property line at the expense of the Town, from this point to the building connection shall be maintained by the property owner at his expense.
- 4.07 When any sewer connection is abandoned, the owner or his agent shall effectively block up the connection at a suitable location within his property so as to prevent sewage backing up into the soil or dirt from being washed into the sewer.
- 4.08 Weeping tile system shall be connected to any sanitary sewer. If storm sewer is available, then weeping tile shall be connected to the storm sewer.
- 4.09 In all instances where the ground water table, seasonally adjusted, is within 7 feet of the top of the footing of any residence constructed after the passage of the By-Law giving force to this section, such residence must have a weeping tile system connected to the storm sewer of the Town of Rimbey where a storm sewer is or can be made available.

PART V
USE OF PUBLIC SEWERS

5.0

- 5.01 No person shall discharge or cause to be discharged by any storm water, surface water, ground water, roof run-off, sub-surface drainage, cooling water or unpolluted industrial water to any sanitary sewer however the Town may on application authorize such discharge where exceptional conditions prevent compliance with the foregoing provisions.
- 5.02 Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers, or to a natural outlet approved by the Town.



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A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS AND THE DISPOSAL OF SEWAGE AND THE DISCHARGE OF LIQUIDS AND WASTE INTO THE RIMBEY SEWERAGE SYSTEM

- 5.03 Except as hereinafter provided, no person shall discharge or cause or permit to be discharged any of the following described waters or wastes to any public sewer.
- 1) Any liquid or vapor having a temperature higher than 170 degrees F.
 - 2) Any gasoline, benzine, naphtha, fuel oil or other flammable or explosive liquids, solvent or gas.
 - 3) Any ashes, cinders, sand, potters clay, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood or other solid viscous substance capable of causing obstruction to the flow of sewers or other interference with the proper operation of the sewage works.
 - 4)
 - a) Any paunch manure or intestinal contents from horses, cattle, sheep or swine;
 - b) All animal hooves, toenails, or bone scraps;
 - c) Animal intestines or stomach casings;
 - d) Bones;
 - e) Hog bristles;
 - f) Hides or parts thereof;
 - g) Animal fat or flesh in particular larger than will pass through a ¼ inch screen;
 - h) Horse, cattle, sheep or swine manure;
 - i) Poultry entrails, heads, feet, feathers or eggshells;
 - j) Fleshings and hair resulting from tanning operations.
 - 5) Any waters or wastes having pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment, biological sewage treatment processes, and personnel of the sewage works.
 - 6) Any waters or wastes containing a toxic or poisonous substance in sufficient quantity to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, or create any hazard in the receiving waters of the sewage treatment plant.
 - 7) Any noxious or malodorous gas or substance capable of creating a public nuisance.
- 5.04 Grease, oil and sand interceptors shall be provided on private property for all garages, gasoline service stations and vehicle and equipment washing establishments; interceptors will be required for other types of businesses when in the opinion of the Town, they are necessary for the proper handling of liquid waste containing grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients, except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the Town and shall be so located as to be readily and easily accessible for cleaning and inspection. Where installed, all grease, oil and same interceptors shall be maintained by the owner at his expense in continuously efficient operation at all times.
- 5.05 In case any blockage, either wholly or in part, of said sewerage system is caused by reason of failure, omission or neglect to comply strictly with the foregoing provisions, the owner, proprietor or occupier concerned therein shall, in addition to any penalty for infraction of the provisions hereof, be liable to the Town for all costs of clearing such blockage and for any other amount for which the Town may be held legally liable because of such blockage.
- 5.06 No municipality or person shall discharge or cause to be discharged into any sewer within, or entering the Town sewers, waste water, domestic sewage, commercial sewage, industrial or factory waste in a greater volume than one hundred thousand (100,000) cubic feet per month without obtaining a license to do so from the Town in the manner provided, but no such license shall be given by the Town until:
- a) Such municipality or person has made application in writing for permission to discharge industrial or factory waste or sewage into a sewer within, or entering the Town system; and



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A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS AND THE DISPOSAL OF SEWAGE AND THE DISCHARGE OF LIQUIDS AND WASTE INTO THE RIMBEY SEWERAGE SYSTEM

- b) Such applicant shall have given the chemical and physical analysis, quantity and rate of discharge or sewage to be so discharged, and any other detailed information that is required, including all pertinent information relating to any proposed pre-treatment before discharge; and
 - c) The application has been formally approved in writing.
- 5.07 a) Where necessary, in the opinion of the Town Manager and Town Engineer, the person making application for a license shall provide, at his expense, such preliminary treatment as may be necessary to change the characteristics of the industrial waste or sewage to the standards acceptable to the Town.
- b) Where preliminary treatment facilities are provided for any industrial waste or sewage, they shall be maintained continuously in satisfactory and effective.
- 5.08 When required by the Town Manager & Engineer the applicant for a license on premises served by a sewer connection carrying industrial waste, shall at his expense install a suitable control manhole in the sewer connection to facilitate observation, sampling and measurement of the waste. Such manhole, when required, shall be accessibly and safely located and shall be constructed in accordance with plans approved by the Town. The manhole shall be installed by the applicant at his own expense and shall be maintained by him so as to be safe and accessible at all times.
- 5.09 All measurements, tests and analysis of the characteristics of industrial waste, sewage or water to which reference is made in this By-Law shall be determined in accordance with the "Standard Method for the Examination of Water and Sewage", and shall be determined at the control manhole provided for in Section 5.08 of this By-Law, or upon suitable samples taken at said manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the common sewer to the point at which the sewer connection of the licensee enters.

PART VI
POWER AND AUTHORITY OF INSPECTORS

- 6.0** 6.01 The Town Foreman and Town Engineer of the Town bearing proper credentials and identification shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling and testing in accordance with the provisions of this By-Law. If such inspection discloses any defect in the location, construction, design or maintenance of any of the sewer systems or any connection from there to the Town system, the person making such inspection shall notify in writing the said owner, proprietor or occupier to rectify the cause of complaint.

PART VII
SEWERAGE SERVICE CHARGES

- 7.0** 7.01 The town does hereby levy a sewerage service charge on all persons or municipalities occupying property connected with the sewerage system of the Town to be paid monthly as set out in the Municipal Utility Rates By-Law.

PART VIII
PENALTIES

- 8.0** 8.01 a) If the owner or occupier of any building, which, under the provision of this By-Law, is required to be connected with the water main or common sewer, or both, shall neglect or refuse to commence the work necessary to cause such building to be so connected in accordance with the provisions of this By-Law for the period of ninety (90) days after notice in writing, which has been given to him or some adult person at the building required to be connected, by the Provincial Health Inspector or his authorized agent, or to prosecute the work without delay or to the satisfaction of the Town then such



BY-LAW NO. 780/05

A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS AND THE DISPOSAL OF SEWAGE AND THE DISCHARGE OF LIQUIDS AND WASTE INTO THE RIMBEY SEWERAGE SYSTEM

person shall on summary conviction be liable to a penalty not exceeding five hundred (\$500.00) dollars, exclusive of costs, for each and every day such default is continued.

b) The person giving notice above provided for shall also post up a copy of such notice on the front door or some other conspicuous part of the building referred to in the notice. Any person tearing down or defacing the copy so posted up shall be guilty of an infraction of this By-Law.

8.02 Any person violating any provision of this By-Law shall be served written notice by the Town stating the nature of the violation, and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the time stated in such notice, permanently cease all violations.

8.03 When any person commits a breach of any section of this By-Law and no penalty is set out therein, then such person shall on summary conviction before a Magistrate be subject to the penalties laid down by the Magistrate.

THAT By-Laws 388/80, 498/86, 503/86, 512/86 and 524/86 are hereby repealed.

THAT this By-Law shall take effect upon the final passage thereof.

READ a First Time in Council this ____ day of _____ 2005.

Mayor

Chief Administrative Officer

READ a Second Time in Council this ____ day of _____ 2005.

READ Third Time and Finally Passes this ____ day of _____, 2005.

Mayor

Chief Administrative Officer

**By-Law 905/15
Fees for Services**

**A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF
ALBERTA TO ESTABLISH A FEE STRUCTURE TO PROVIDE
INFORMATION, GOODS OR SERVICES TO THE PUBLIC**

WHEREAS Every person has a right to obtain information in the possession of a municipality unless there is a reason why the information should not be disclosed;

WHEREAS The Council of the Town of Rimbey deem it appropriate to establish a fee structure to provide information, goods or services to the public;

The Council and the Town of Rimbey deem it necessary to make appropriate changes to the Planning & Development fees.

THEREFORE The Council of the Town of Rimbey, duly assembled, hereby enacts as follows:

The attached "Schedule A" for By-Law 905/15 establishes the fee services to the public and may be amended and replaced by Administration as necessary, by resolution of Council.

By-Law amendments as followed:

"Schedule A" will be removed from By-law 873/11, 818/07, 836/09 and replaced by "Schedule A" in By-law 905/15.

"**LICENSE FEE**" and "**IMPOUND FEE**" are removed from "Schedule A" of By-law 755/03 and will be added to "Schedule A" of By-law 905/15.

AND FURTHER THAT Bylaw 876/12, and 900/15 are hereby rescinded.


This By-Law shall come into effect on the date of final passage thereof.

Read a First Time in Council this 28 day of Sept, 2015.

Read a Second Time in Council this 28 day of Sept, 2015.


UNANIMOUSLY AGREED to present this By-Law for Third and Final Reading.

Read a Third Time and Finally Passed this 28 day of Sept, 2015.


MAYOR


ACTING CHIEF ADMINISTRATIVE OFFICER

Public Works	
Sanding Truck	\$100.00 per hour (minimum)
Sand/Salt	\$40.00 per cubic Metre (minimum)
Street Sweeper	\$150.00 per hour (minimum)
Tandem Truck	\$115.00 per hour (minimum)
Backhoe	\$130.00 per hour (minimum)
Loader	\$175.00 per hour (minimum)
Skid Steer	\$100.00 per hour (minimum)
Snow Blower	\$100.00 per hour (minimum)
Street Grader	\$175.00 per hour (minimum)
Municipal Vehicles	\$75.00 per hour (minimum)
Grass Cutting Equipment	\$65.00 per hour (minimum)
Dust Control <small>(Dust control services will not be provided after September 1 of each year)</small>	Actual Cost of Dust Control Agent (min, 100m)
Lagoon Dumping Fees	\$8.50 M ³
All equipment rentals include an operator. GST will also be added to the above rates.	
Recycle Facility	
Residential (Town/County/Summer Village of Parkland Beach)	Free
Commercial/Schools/Churches	Free
Burn Pit: (All trucks over 1 Ton) <small>Restriction of all materials to be under 6' in length and 1' in diameter</small>	\$40.00-\$50.00
Concrete without Rebar	\$25.00 per tonne
Concrete with Rebar	\$40.00 per ton
Utilities	
Water Consumption	\$2.10m ³ (April 1, 2019)
Sewer	70% of water consumption charges
Meter Service Charges (Flat Rate)	
5/8" meter	\$4.69 monthly
5/8 x 3/4" meter	\$4.69 monthly
3/4" meter	\$4.69 monthly
1" meter	\$7.81 monthly
1 1/2" meter	\$10.94 monthly
2" meter	\$15.63 monthly
3" meter	\$31.25 monthly
4" meter	\$62.5 monthly
Wastewater Disposal Fee	\$8.50 per cubic metre
Garbage Fee (Residential)	\$17.68 per month (April 1, 2019)
Recycle Fee (Residential)	\$3.12 per month (April 1, 2019)
Commercial meter rate depends on meter size.	
All properties are required to have water meters.	
In the event that a utility account is in arrears, the charges levied, penalties and fees may be transferred to the tax roll of the property and be collected by the same procedures as taxes levied by the Town of Rimbey.	

		<p><i>Town of Rimbey</i> <i>Policy Manual</i></p>	
Title: Utility Service Fee, Payment and Penalties Policy		Policy No: 3211	
Date Approved: January 23, 2017		Resolution No: 028/17	
Date Effective: January 23, 2017			
Purpose:		To provide service fee rates, payment and penalty policies for utility accounts.	
<p>Policy Statement:</p> <p>1.0 <u>Utility Billings</u></p> <p>1.1 All utility billings shall be processed and forwarded in the name of the property owner(s) as listed on the tax roll.</p> <p>1.2 Utility rates and charges shall be levied for water, sewer, solid waste collection and disposal, recycle and meter service charges commencing when water is turned on to a property.</p> <p>1.3 Utility billings shall be mailed out and collected on a regular schedule as determined by Council.</p> <p>1.4 Billings for services shall be in accordance with rates set out in Schedule A ,(as amended from time to time, by resolution of Council) of Fees for Services Bylaw 905/15.</p> <p>1.5 Billings shall be mailed no later than ten (10) days after the first day of the month following the end of the period for which the account was rendered.</p> <p>1.6 Utility bills shall cease only when an employee or agent of the Town of Rimbey physically turns off the water to a property, however, the owner shall still receive a utility bill if there is an outstanding balance owing. If the utility bill is not paid accordingly, then section 5.1 shall apply.</p>			

2.0 Connection / Disconnection Fee

2.1 A fee of fifty dollars (**\$50.00**) shall be charged to any accounts to defray the costs for any of the following:

- a) Shutting off a service.
- b) Reconnecting of service following shutoff.
- c) New service.

3.0 Utility Account Transfers & Fees

3.1 An administration fee of forty dollars (**\$40.00**) shall be charged to any account, when a new owner purchases a property. The non-refundable transfer fee will be charged to the new account holder on the first utility billing.

3.2 **NO utility account** for any property *shall be transferred into the name of a renter*, but shall be forwarded in the name of the property owner only.

3.3 If a property owner chooses, a utility billing may be forwarded in care of a renter, providing that the property owner has signed a 'Utilities Rental Agreement' form as per attached, allowing that utility account arrears, plus penalties and fees, may be transferred to the property owner's tax roll account, and acknowledging that there may be no notification of such transfers until tax levy notices are mailed in the spring of each year. The forty dollar (\$40.00) transfer fee shall apply each time a new account needs to be created.

3.4 **Mobile Home Parks** – Utility billings shall be forwarded to the owner of the manufactured or mobile home. If the mobile home owner chooses, a utility billing may be forwarded in care of a renter, as per section 3.3.

4.0 Payment and Penalties

4.1 The date fixed for payment of utility billings shall be the second last working day of the month in which the utility billings were mailed.

4.2 Any utility account, which remains unpaid on the last working day of the month in which the utility billings were mailed, shall have a **10% late payment penalty** added to the unpaid current balance which will form part of the rate levied.

4.3 Should an account or portion thereof become 2 months in arrears, a written notice shall be forwarded, giving notice of the arrears and final opportunity to pay prior to transferring the arrears to the **property tax roll account**.

Utility Service Fee, Payment and Penalties Policy	Policy No: 3211	Page 3
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5.0 Arrears Transfer to Tax Roll

- 5.1 In the event that payment for the arrears on a utility account is not received at the Town Office by the date and time specified in the written notice (4.3), the **arrears and penalties, plus a forty dollar (\$40.00)** administration fee, will be transferred to the tax roll of the property, without further notice.
- 5.2 These charges become an amount owing to the Municipality and subject to collections under the tax recovery process.

Initial Policy Date:	June 23, 2005	Resolution No:	229/05
Revision Date:	February 12, 2008	Resolution No.	57/08
Revision Date:	February 23, 2011	Resolution No.	50/11
Revision Date	January 23, 2017	Resolution No.	028/17



Policy 3211

Utilities Rental Agreement

Utility Account Number		Street Address			
Legal Description:					
Lot:		Block:		Plan:	
Owner's Name			Renter's Name:		
Owner's Mailing Address:			Renter's Mailing Address:		
Owner's Phone Number:			Renter's Phone Number:		

I, _____, being the owner of the property described above, hereby consent to having the Town of Rimbey utility billing forwarded to the renter at the renter's mailing address as noted above.
The utility billing shall be retained in my name, but forwarded in care of the renter.

I ALSO AGREE TO:

1. Allow any unpaid utility account balances not paid within the specified time to be transferred to the property tax account, plus fees and penalties, knowing that amounts transferred to the tax roll are then subject to penalties applicable to unpaid taxes.
2. Acknowledge that there may not be notification for late or nonpayment of utility billings until tax levy notices are mailed in the spring of each year.
3. A \$40.00 Administration fee being added to the first utility bill issued in care of the renter.

This agreement shall be effective: _____

Date

 Signature of Property Owner

 Signature of Renter

 Print Name

 Print Name

Please note that the personal information requested in this form is protected under the Freedom of Information and Protection of Privacy Act (FOIP). Collection of the personal information is authorized under FOIP, Section 33c, and is to be used in conjunction with the Town of Rimbey Utility Billings. If you have any questions regarding FOIP, please phone 403-843-2113 and ask for the FOIP coordinator.



REQUEST FOR DECISION

Council Agenda Item	7.2
Council Meeting Date	January 24, 2022
Subject	Council Round Table Discussion
For Public Agenda	Public Information
Background	Council Round Table Discussion is for matters that are not on the agenda but arise during Council meeting.

Prepared By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

January 18, 2022
 Date

Endorsed By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

January 18, 2022
 Date



REQUEST FOR DECISION

Council Agenda Item	8.1
Council Meeting Date	January 24, 2022
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.
Attachments	8.1.1 Chief Administrative Officer Report 8.1.2 Director of Finance Report – Accounts Payable Listing 8.1.3 Director of Public Works Report 8.1.4 Director of Community Services Report 8.1.5 Development Officer Report
Recommendation	Motion by Council to accept the department reports, as information.

Prepared By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

 January 18, 2022
 Date

Endorsed By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

 January 18, 2022
 Date



Highlights

COVID-19:

- Continuing to attend biweekly virtual meetings with Dr. Deena Hinshaw regarding COVID-19 updates with municipalities

Meetings/Conferences:

- Brownlee LLP Emerging Trends Workshop will be held virtually on February 17, 2022. All of Council has been registered.
- Attended the first two of four sessions of Munis 101. Remaining two sessions are being held on January 21 and January 28.
- Attended the Alberta Public Sector Purchasing – Trade Agreements session on January 11, 2022. Yearly reporting requirement now include updating the APC site with all awarded contracts.
- Email correspondence with Alberta Transportation and Fortis regarding the transfer of ownership of the streetlights along Highway 20A within the Town of Rimbey limits. They do not expect any issues with the transfer and we should get the approval in February.

Municipal Stimulus Program:

- We have been granted the requested time extension and approval for our additional project under this program.
- We are working on the 2021 Red Tape Reduction reporting requirements for this program.

Lori Hillis
Chief Administrative Officer



Highlights

- Worked on balancing asset and liability accounts for month end reports year to date.
- Working on the Tangible Capital Asset amounts and project worksheets for 2021.
- Dealing with Local Authorities Pension Plan regarding queries and balancing for year end preparation.
- Checking on LAPP regarding leaves.
- Working on ICity system re: year end and closing modules, updating constants for payroll for new year, etc.
- Working on new information required by the banks and benefit providers for the new Councillors elected in the Municipal Election.
- Updating estimate of earnings for Workers Compensation for 2021.
- Working with insurance company and their queries and dealing with the additionally named insured organizations under the Town's policy.

Wanda Stoddart
Director of Finance
Town of Rimby

Council Agenda Item 8.1.2

TOWN OF RIMBEY								
VARIANCE REPORT								
FOR THE TWELVE MONTH PERIOD ENDING DECEMBER 31, 2021								
OPERATING	2021 Revenues				2021 Expenses			
	Budget	Year to Date	% Revenue to Date	Variance	Budget	Year to Date	% Expenses to Date	Variance
General Municipal Revenues	4,150,746	4,048,515	98%	102,231	936,992	936,992	100%	0
Council (11)					192,782	171,075	89%	21,707
Administration (12)	37,540	41,921	112%	(4,381)	736,450	654,800	89%	81,650
General Administration (13)		1,200		(1,200)	127,900	104,984	82%	22,916
Police (21)	65,744	66,018	100%	(274)	143,111	145,513	102%	(2,402)
Fire (23)					25,971	25,971	100%	0
Disaster Services (24)				0	3,000	527	18%	2,473
Intern	0	0	0%	0	0	0	0%	0
Bylaw Enforcement (26)	53,300	25,878	49%	27,422	157,412	151,327	96%	6,085
Public Works (32)	39,040	78,096	200%	(39,056)	800,627	674,860	84%	125,767
Airport (33)	0	0	0%	0	0	0	0%	0
Storm sewer (37)	0	0	0	0	19,428	7,363	38%	12,065
Water (41)	531,600	630,642	119%	(99,042)	379,348	334,661	88%	44,687
Sewer (42)	295,650	390,009	132%	(94,359)	316,338	228,045	72%	88,293
Garbage (43)	211,870	213,612	101%	(1,742)	109,453	100,091	91%	9,362
Recycle (43-01)	39,595	43,502	110%	(3,907)	105,713	103,842	98%	1,871
Compost	2,290	2,951	129%	(661)	17,268	8,727	51%	8,541
Community Services (FCSS)	215,424	215,424	100%	0	244,227	245,027	100%	(800)
Cemetery (56)	20,670	16,576	80%	4,094	47,154	31,402	67%	15,752
Development (61)	26,575	44,060	166%	(17,485)	103,899	90,180	87%	13,719
Econ.Development (61-01)	26,000	24,142	93%	1,858	32,475	17,200	53%	15,275
Recreation Office (72)	337,450	337,450	100%	0	92,326	84,594	92%	7,732
Pool (72-04)	56,650	47,824	84%	8,826	280,411	194,714	69%	85,697
Parks (72-05)	0	1,134	0%	(1,134)	121,352	56,849	47%	64,503
Fitness Center (72-06)	16,100	19,781	123%	(3,681)	42,912	22,771	53%	20,141
Arena (72-09)	66,800	85,460	128%	(18,660)	329,675	225,500	68%	104,175
Recreation Programs (72-11)	3,200	3,200	100%	0	39,985	41,479	104%	(1,494)
Community Centre (74)	21,900	13,000	59%	8,900	308,507	175,472	57%	133,035
Library (74-06)	0	0	0%	0	130,167	127,727	98%	2,440
Scout Hall (74-08)					0	0	0%	0
Curling Club (74-09)	747	776	104%	(29)	21,500	10,613	49%	10,887
Museum (74-12)					61,600	56,560	92%	5,040
Total Revenues	6,218,891	6,351,171		(132,280)	5,927,983	5,028,866		899,117
Debenture & Loan Principal Payments					322,125	322,125		0
Total operating and debt repayment	6,218,891	6,351,171		(132,280)	6,250,108	5,350,991		899,117

Council Agenda Item 8.1.2

TOWN OF RIMBEY							
VARIANCE REPORT							
FOR THE TWELVE MONTH PERIOD ENDING DECEMBER 31, 2021							
CAPITAL	Grants and reserves	Operating surplus				Year to Date	Variance
IT Ipads/laptops - Council (new)	2,500						2,500
VOIP Phone System		7,473				7,473	
Project 84 Demo (old Comm Centre)	60,000					55,956	4,044
IT - Computers	40,000						40,000
1885 JD Mower 59000	69,000					65,700	3,300
Winter Attach - 1885 JD Mower 10000							0
Concrete/Asphalt Crushing	100,000					99,820	180
54th Ave Road Repair and SB90 - \$15000	45,000					36,238	8,762
35th Ave Road Repair and SB90 - \$30000							
New Well Project Phase 2 3-04-00-84-610	393,801					298,046	95,755
New Water Well Phase 1							0
Main Reservoir/Pump HouseUpgrades	1,500,000					734,073	765,927
2021 WaterInfrastructure Upgrades		289,716				289,716	0
2021 Street Improvements							0
Downtown Concrete Repairs - 68000							0
Storm Swale - Drader Crescent - 8500							0
47 St Overlay - 50 Av to 54 Ave - 212700	289,200					267,681	21,519
56 Ave. Sanitary Upgrade - 50 St.(mid-block) to 51 St - 316400	376,400					287,822	88,578
56 Ave. CIPP Liner - 510 St. (mid-block) to 51 St - 60000							0
51 St Major Proj - Predesign		11,250				11,250	0
Evergreen Estates Paving	755,000.00					626,457	128,543
							0
Tree replacement 50 St (51 Ave-52 Ave) 32 Trees.	9,600						9,600
Shrubs for Boulevards	2,500						2,500
							0
Cemetery							
Replace 4 Pillow Blocks (West Haven)	22,300					13,264	9,036
New Columbarium (West Haven)	33,600					17,584	16,016
Pool							
Anti-Entrapment Requirements	20,000					17,258	2,742
Spray Park Flow through System/Hot tub repairs	20,000						20,000
Arena							
Arena - Concession Air Unit	15,000						15,000
Comm Centre Backup Generator		695				695	0
Land Purchase - UMC Financial							0
Land Purchase - LI Ranches		89,007				89,007	0
							0
	3,753,901	398,141				2,918,040	1,234,002
Total operating and capital	9,972,792	6,749,312			(132,280)	6,250,108	8,269,031
							2,133,119

Council Board Report 8.1.2



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

Date Range: 23-Dec-2021 to 31-Dec-2021
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
AlSCO	47860	31-Dec-2021	AlSCO - janitorial supplies - Dec.2021	534.04
Animal Control Services	47861	31-Dec-2021	Animal Control. - Dec. 2021 patrols	1,606.50
Automated Aquatics Canada Ltd.	47862	31-Dec-2021	Automated Aquatics Canada - supplies	2,738.89
Buist Motor Products Ltd.	47863	31-Dec-2021	Buist - maint - Bylaw	127.23
Canadian Pacific Railway Company	47864	31-Dec-2021	CP Rail - Hoadley crossing	296.00
Environmental 360 Solutions (Alberta) Ltd	47865	31-Dec-2021	E360 - 4705 - 46 Ave - bin dumps	672.07
Evergreen Co-operative Association	47866	31-Dec-2021	Co-op - Xmas gift cards	4,233.55
Grutterink,Herb	47867	31-Dec-2021	Herb Grutterink - Nov./Dec. 2021 - snow removal	1,790.25
Imperial Esso Service (1971)	47868	31-Dec-2021	Imperial Esso - propane	27.00
Longhurst Consulting	47869	31-Dec-2021	Longhurst - Oct./Nov.2021 - services	2,494.78
Miller,Jonathan	47870	31-Dec-2021	Jonathon Miller - workboots	146.92
NAPA Auto Parts - Rimbey	47871	31-Dec-2021	Napa - supplies	6.81
Petty Cash	47872	31-Dec-2021	Town of Rimbey - Petty Cash	115.75
Rimbey Express	47873	31-Dec-2021	Rimbey Express - Dec. 2021 freight	200.04
Rimbey Home Hardware	47874	31-Dec-2021	Home Hardware - supplies	146.37
Rimbey Implements Ltd.	47875	31-Dec-2021	Rimbey Implements - parts	174.54
Rimbey Janitorial Supplies	47876	31-Dec-2021	Rimbey Janitorial - CC - supplies	6,195.00
RMA Insurance Ltd.	47877	31-Dec-2021	RMA Insurance - Cyber Liability - FCSS - 2021	3,502.00
Staples Professional	47878	31-Dec-2021	Staples Professional - supplies	190.60
Stationery Stories & Sounds (2005)	47879	31-Dec-2021	Stationery Stories Sounds - PW - office supplies	61.43
Superior Safety Codes Inc.	47880	31-Dec-2021	Superior Safety Codes - Nov. 2021 closed permit	420.00
TELUS CUSTOM SECURITY SYSTEMS	47881	31-Dec-2021	Telus Custom Security Systems - service call/bat	338.10
Town Of Rimbey	47882	31-Dec-2021	Town of Rimbey - Dec. 2021 util	1,358.48
Uni First Canada Ltd.	47883	31-Dec-2021	UniFirst - coveralls/supplies	46.89
United Farmers Of Alberta	47884	31-Dec-2021	UFA - bylaw - fuel	347.97
Vicinia Planning & Engagement Inc.	47885	31-Dec-2021	Vicinia - Dec. 2021 inv	2,473.24
Wolseley Industrial Canada INC	47886	31-Dec-2021	Wolseley - bleach - PW	992.78
Black Press Group Ltd.	47887	31-Dec-2021	Black Press Media - Dec. 2021 ads	810.33
Brownlee LLP	47888	31-Dec-2021	Brownlee LLP - professional services	9,595.93
Fitness Mechanics	47889	31-Dec-2021	Fitness Mechanics	8,518.58
Outlaw Electric Ltd.	47890	31-Dec-2021	Outlaw Electric - Res. #1 - repairs	236.25
Tagish Engineering Ltd.	47891	31-Dec-2021	Tagish - RB 125 - Main Res. Upgrades	12,092.91
TIMCON CONSTRUCTION (1988) LTD.	47892	31-Dec-2021	Timcon Construction Ltd - RB125 - Main Pump H	225,386.61
INNOV8 DIGITAL SOLUTIONS INC.	00090-0001	31-Dec-2021	Innov8 - copies - Town / CC	711.24
Telus Communications Inc.	00090-0002	31-Dec-2021	Telus - Dec.10/21 - Town	2,241.17
Total:				290,830.25

Council Board Report 8.1.2



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

Date Range: 01-Jan-2022 to 18-Jan-2022
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
556436 Alberta Ltd.	47893	18-Jan-2022	556436 Alberta Ltd (Central Sharpening) - ice kni	320.25
Air Liquide Canada Inc.	47894	18-Jan-2022	Air Liquide - 2022 cylinder lease	130.91
Alsco	47895	18-Jan-2022	Alsco - janitorial supplies	578.97
AMSC Insurance Services Ltd.	47896	18-Jan-2022	AMSC Insurance - Jan.2022 - Mayor/Council	41.98
Brandt Tractor Ltd	47897	18-Jan-2022	Brandt Tractor	4,402.49
Bremner,Tim& BREMNER, CHARMAYNE	47898	18-Jan-2022	Refund on account 001-11520-004.	129.98
Cast-A-Waste Inc.	47899	18-Jan-2022	Cast-A-Waste - Jan. 2022 - garbage/recycle colle	9,817.50
Clelland,Torrence	47900	18-Jan-2022	Torrence Clelland - cardlock refund	25.00
COLLINGE,ROBERT & JOANNE	47901	18-Jan-2022	Refund on account 004-15870-008.	54.54
DESROCHES,LUC	47902	18-Jan-2022	Luc Desroches - cardlock refund	25.00
Federation of Canadian Municipalities	47903	18-Jan-2022	FCM - 2022-23 Membership	770.62
Imperial Esso Service (1971)	47904	18-Jan-2022	Esso - propane - arena	108.00
Kansas Ridge Mechanical Ltd.	47905	18-Jan-2022	Kansas Ridge Mechanical - RCMP - furnace repa	262.50
Longhurst Consulting	47906	18-Jan-2022	Longhurst Consulting - Jan. 2022 monthly inv.	2,092.65
LOR-AL SPRINGS LTD.	47907	18-Jan-2022	Lor-Al Springs - water	29.60
MLA Benefits Inc.	47908	18-Jan-2022	MLA Benefits - Jan. 2022 HSA - Mayor/Council @	1,500.00
Municipal Property Consultants (2009) Ltd.	47909	18-Jan-2022	Municipal Prop. Consultants - Jan. 2022 monthly	3,575.95
NAPA Auto Parts - Rimbey	47910	18-Jan-2022	Napa - supplies	47.77
New Can Truck Parts	47911	18-Jan-2022	New Can Truck Parts - Unit #5 - 1991 Ford - repa	3,554.15
Pacific Tier Solutions Inc.	47912	18-Jan-2022	Pacific Tier - 2022 - annual fee	1,696.09
Parkland Community Planning Services	47913	18-Jan-2022	Parkland Com. Plan. Services - Regional SDAB -	504.00
Parkland Regional Library	47914	18-Jan-2022	Parkland Regional Library - 1st quarter requisitor	6,104.70
Rimbey Family & Community Support Services	47915	18-Jan-2022	Rimbey FCSS - 2022 - 1st quarter payment (Jan-	47,606.00
Rimbey Implements Ltd.	47916	18-Jan-2022	Rimbey Implements - parts	278.29
Rimbey Janitorial Supplies	47917	18-Jan-2022	Rimbey Janitorial - arena - supplies	515.55
Titan Supply LP	47918	18-Jan-2022	Titan Supply Inc - parts	572.71
Towle,Jeanette	47919	18-Jan-2022	J.Towle - flight - Payroll Conference -June 2022	236.02
Uni First Canada Ltd.	47920	18-Jan-2022	UniFirst - coveralls/supplies	47.31
UTILITY SAFETY PARTNERS	47921	18-Jan-2022	Utility Safety Partners - 2022 - Annual Membersh	490.83
Wolseley Industrial Canada INC	47922	18-Jan-2022	Wolseley - CR to 844730	992.78
ALBERTA MUNICIPAL SERVICE CORPORATION	00091-0001	18-Jan-2022	AMSC - Jan.10/22 - gas /power	47,804.68
Canada Revenue Agency	00091-0002	18-Jan-2022	CRA - deductions (Dec.19/21-Jan.01/22) Jan.07/2	39,069.97
Eastlink	00091-0003	18-Jan-2022	Eastlink - Jan.2022 inv - cable - fitness centre	98.91
LAPP	00091-0004	18-Jan-2022	LAPP -biweekly payroll Jan.1/22 (Dec.19/21-Jan.	19,380.43
Servus Credit Union - Mastercard	00091-0005	18-Jan-2022	Servus M/C - L.Hillis - Dec. 2021	5,434.11
Telus Mobility Inc.	00091-0006	18-Jan-2022	Telus Mobility - Jan. 06/ 22	263.57
VICTOR CANADA	00091-0007	18-Jan-2022	Victor Benefits - Jan. 2022	9,946.83
Total:				208,510.64



Highlights

ROADS

- Pothole repairs as needed before the snow came
- Graded gravel roads prior to freeze up to level them and remove holes
- Plow snow back in the residential and some commercial areas
- Snow from the designated areas downtown, was hauled off as required
- Sidewalks and walking trails are being maintained as needed
- Sanded the streets around town as small amounts of snow made the streets very icy
- Ongoing repairs and maintenance on equipment

WATER

- Timcon Construction has finished 99% of the work required for well 15 & well 10 R to be operational. We are waiting on AEP's final approval before using them.
- The reservoir 1 upgrades are ongoing and will continue into early February
- The reservoir 2 upgrades are set to be finished Jan 18/22
- Annual drinking water tests were completed
- Water meter replacement as required
- Reporting to AEP is ongoing
- Routine operations are ongoing

WASTEWATER

- Weekly sampling and testing are ongoing.
- Reporting to AEP on going
- Routine operations are ongoing

RECYCLE

- Assist Ponoka County with pushing refuse into the trailer, as their skid steer had mechanical issues
- Sand the hill as required
- Maintain recycle bins as needed

R.C.M.P. STATION

- Work with the RCMP to find a contractor for their project
- Hire Timcon Constructions to do the renovations
- Outlaw Electric was hired in late December to replace the lighting in the garage bay
- Remove snow and ice from sidewalks as needed
- Remove snow from parking area as needed
- Sand and salt parking lot as required

CEMETERY

- Replace flags at the cenotaph at West Haven Cemetery prior to Remembrance Day
- Assist families with their needs

OTHER

- Assist other departments as required
- Address citizens concerns

Rick Schmidt
Director of Public Works

Highlights:

Peter Lougheed Community Centre

- Cleaning and maintenance of the facility
- Checking room temperatures weekly
- MCCAC grants for Recreation Energy Conservation project in the Arena
- Facility Bookings
- Discussions with User groups/Lease holders in the building
- Maintenance on Entrance/Exit doors

Community Fitness Centre

- Memberships
- Daily cleaning and maintenance of the area
- Purchasing new equipment
- Quarterly maintenance performed by Fitness Mechanics when needed and extra maintenance items on existing equipment

Rimbey Aquatic Centre

- Year-end purchases for the pool
- Monitoring temperatures and shoveling snow as needed
- Researching and accepting quotes for a Spray Park flow through system

Arena

- Games and Tournaments over the weekends
- Extra Public skating times over the Christmas holidays – open to the public
- Ice scheduling for the season – weekly changes/rentals
- Waxed floors

Programs

- Pickleball/Badminton nights on Tuesday and Thursdays (REP program)
- Wallyball (REP program)
- Dance on Tuesday evenings
- Babysitting Course in the Spring
- X-C Ski Trails – volunteer laid tracks week of Jan 10th (track setter is now at co-owners)
- RJSH/Elementary and Home School use at Main Auditorium and Arena

Events

- Santa Night/Festival of Lights went well
- Canada Day Grant submitted

Cindy Bowie
Director of Community Services

Highlights

- **Resident Questions.** Administration is answering ongoing development questions from residents. Questions are typically related to building decks, fences, house renovations and potential business locations.
- **Development Permits.** Administration has been answering resident questions regarding potential development permits on an on-going basis.
- **Certificate of Compliance.** Administration has been processing certificates of compliance and accompanying paperwork as requested.

The Following chart outlines the 2022 development statistics:

2022 Development Statistics – Up to January 18, 2022			
	Applied 2022	Issued 2022	In Progress 2022
Development Permit Applications (non change in use / home occupation)	0	0	0
Change in Use / Home Occupation Development Permits Applications	0	1*	0
Subdivision Applications	0	0	0
Land Use Bylaw Amendments	0	0	0
Certificate of Compliance Requests	0	0	0
Building Permit Applications	0	0	0

* As of January 18, 2022 no development permits have been applied for in 2022. The Development Permit issued in 2022, was applied for in 2021.

The follow chart outlines the 2021 development statistics as of December 31, 2021:

2021 Development Statistics			
	Applied 2021	Issued 2021	In Progress 2021
Development Permit Applications (Non Change in Use / Home Occupation)	41	40	0
Change in Use / Home Occupation Development Permits Applications	32	32	0
Subdivision Applications	9	8	1
Land Use Bylaw Amendments	1	1	0
Certificate of Compliance Requests	4	4	0
Building Permit Applications	17	17	0
	30	23	7

The following development permits were approved in 2021:

Permit Number	Date Issued	Civic Address	Type of Development
25/20	05/21/2021	5111-43 St	Commercial Building Development
01/21	02/02/2021	4613-56 Ave	Kitchen Renovation
02/21	01/25/2021	4906-54 Ave	Demolition
03/21	01/25/2021	#102 5005-50 Ave	Cannabis Store
04/21	03/21/2021	4938-50 Ave	Library Expansion
05/21	02/02/2021	4702-43 Street	New Menu Signage
06/21	02/01/2021	5001-50 Ave	Interior Renovations/Change of Use
07/21	02/04/2021	#102 5005-50 Ave	Interior Renovations/Change of Use
08/21	02/04/2021	5014-54 street	Home Occupation Business (Land-Use Bylaw Amendment)
09/21	03/31/2021	4906-54 Ave	Landscaping
10/21	03/31/2021	4402-54 Ave	Addition
11/21	03/31/2021	4633-54 Ave	Demolition & rebuild Garage
12/21	04/07/2021	4939-49 Ave	Restaurant Patio
13/21	04/13/2021	4832-58 Ave	Addition of shed to side yard
14/21	04/07/2021	5002-50 Ave	Restaurant Patio
15/21	04/16/2021	5046-50 Ave	Replace signage
16/21	04/30/2021	5321 46 Street	Variance for existing shed
17/21	04/19/2021	5021-49 Avenue	Change zoning from Commercial to Residential
18/21	04/23/2021	5002-50 Ave	Patio Roof
19/21	05/06/2021	4629 Park Ave.	Garage Door
20/21	05/06/2021	#102& 103 6311-52 Street	Patio Expansion
21/21	05/13/2021	6118 Evergreen Close	Shed in rear yard
22/21	05/20/2021	4702-57 Avenue	24 x 24 Detached Garage
23/21	05/07/2021	5411-52 Street	10 x 20 shed
24/21	05/27/2021	5301 Westview Drive	Discretionary Home Based Business
25/21	05/28/2021	4613-57 Avenue	22 x 28 Detached Garage
26/21	06/17/2021	3620-51 Street	Discretionary Home Based Business
27/21	07/05/2021	4502-51 Street	Zoning Changed from Commercial to Residential



28/21	07/10/2021	6312-52 Street	Construction of New Storage Building
29/21	07/10/2021	6312-52 Street	Construction of New Storage Building
30/21	08/03/2021	4948-50 th Avenue	Replacing Existing sign faces in 3 signs
31/21	08/03/2021	Bay 13, 5201-43 Street	Interior work for Liquor Store
32/21	07/30/2021	5014-51 Street	Change of Use – Zoning changed from Commercial to Residential
33/21	08/19/2021	4633-54 Avenue	Demolition of House
34/21	09/08/2021	4917-50 Avenue	Replacing existing signs with new logo
35/21	09/07/2021	4522-54 Avenue	Replacing Window with patio doors as well as a fence on west side
36/21	09/23/2021	4948-50 Avenue	Parking lot paving & front entrance improvements
37/21	10/20/2021	4950-51 Street	Interior reno's, painting & flooring, signage and roof tiles
38/21	10/29/2021	Unit 2 4921-48 Avenue	Moving Trailer into Lindy's Trailer Park
39/21	11/02/2021	5201-42 Street	Install Tim Horton's signage
40/21	12/06/2021	Bay 13, 5102-4s Street	Signage for Liquor Store
41/21	01/14/2022	4621-58 th Avenue	Home Occupation Business License

The following chart outlines historic development statistics:

Historic Development Statistics										
	2021		2020		2019		2018		2017	
	Applied	Issued	Applied	Issued	Applied	Issued	Applied	Issued	Applied	Issued
Development Permit Applications	41	40	34	33	40	39	37	34	17	15
Change in Use / Home Occupation Development Permits Applications	9	9	13	13	11	11	n/a	n/a	n/a	n/a
Subdivision Applications	1	1	3	3	1	0	1	1	0	0
Land Use Bylaw Amendments	4	4	4	4	1	1	3	2	2	2
Certificate of Compliance Requests	18	18	12	12	13	13	13	13	10	10
Building Permit Applications	30	23	12	12	7	7	18	18	7	7

Elizabeth Armitage MEDes, RPP, MCIP
 Panning & Development Officer



REQUEST FOR DECISION

Council Agenda Item	8.2
Council Meeting Date	January 24, 2022
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 RFD 8.2.1 Tagish Engineering Project Status Updates January 6, 2022
Recommendation	Motion by Council to accept the Tagish Engineering Project Status Updates January 6, 2022, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

January 18, 2022

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

January 18, 2022

Date

Date	Project Manager	Status Update
Town of Rimbey		
RBYM00000.21 RB00 - 2021 General Engineering		
November 25, 2021	Matichuk, Gerald	No assignment this period (Nov 25, 2021).
December 9, 2021	Matichuk, Gerald	No assignment this period (Nov 25 - Dec 09, 2021).
December 21, 2021	Solberg, Lloyd	We will work on putting together some costs for Capital Budgets as per our last meeting with the Town. (Jan 6 – No Change)
RBYM00000.22 RB00 - 2022 General Engineering		
January 6, 2022	Solberg, Lloyd	We will work on putting together some costs for Capital Budgets as per our last meeting with the Town. Tagish to complete by early next week.
RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades		
November 25, 2021	Solberg, Lloyd	Construction is on-going. Generator is on site. Balzers installed some of the process piping. Electrical work is on-going.
December 9, 2021	Solberg, Lloyd	Construction is on-going. Balzers installed some of the process piping. Electrical work is on-going. Contractor is anticipating doing some pre-commissioning before Christmas with the majority of pump upgrades and commissioning activities happening in January.
December 21, 2021	Solberg, Lloyd	Construction is on-going. Some electrical work is on-going before the Christmas Break. Majority of pump upgrades and commissioning activities to happen in January.
January 6, 2022	Solberg, Lloyd	Construction is on-going. Pumps arrived on site yesterday. Contractors are working on mechanical and electrical installations. Items to be commissioned over the next couple of weeks.
RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply		
November 25, 2021	Solberg, Lloyd	Construction is on-going. Observation well building has been installed. Just waiting for the arrival of the PLC equipment.
December 9, 2021	Solberg, Lloyd	Construction is on-going. Contractor is planning on flushing the line next week. Just waiting for the arrival of the PLC equipment and commissioning of equipment.
December 21, 2021	Solberg, Lloyd	Construction is on-going. Line was flushed last week. Just waiting for the arrival of the PLC equipment and commissioning of equipment.
January 6, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 15 equipment to occur over the next couple of weeks.
RBYM00140.00 RB140 - Rimbey MSP Projects		
November 25, 2021	Solberg, Lloyd	Construction is on-going. Work is nearly complete other than we are waiting for the VFD Breakers and PLC equipment.
December 9, 2021	Solberg, Lloyd	(Dec.9) No change.
December 21, 2021	Solberg, Lloyd	Well 10R is just waiting for commissioning activities to occur in January. Contractor is working on electrical connections in Reservoir 2 before the Christmas Break. Programming and commissioning in Reservoir 2 to occur in January.
January 6, 2022	Solberg, Lloyd	Commissioning of Reservoir 2 and Well 10R equipment to occur over the next couple of weeks.
RBYM00141.00 RB141 - Evergreen Est Street Imp		
November 25, 2021	Matichuk, Gerald	This project is complete, Tagish is preparing the holdback release.
December 9, 2021	Matichuk, Gerald	This project is complete, Tagish is working on completing the "As Built Engineering Drawings".
January 6, 2022	Solberg, Lloyd	Tagish is just finalizing the as-built drawings. They will be sent off as soon as the final review is complete.

RBYM00143.00 RB143 - 56th Ave Sanitary Sewer Imp

November 25, 2021 [Matichuk, Gerald](#)

This project is complete, Tagish is preparing holdback release.

December 9, 2021 [Matichuk, Gerald](#)

This project is complete (Dec 09, 2021).

January 6, 2022 [Solberg, Lloyd](#)

Tagish is just finalizing the as-built drawings. They will be sent off as soon as the final review is complete.



REQUEST FOR DECISION

Council Agenda Item	8.3
Council Meeting Date	January 24, 2022
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 Clark's Report 8.3.3 Councillor Coston's Report 8.3.4 Councillor Curle'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

January 18, 2022
 Date

Endorsed By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

January 18, 2022
 Date

Highlights

Date	Event	Details of Event
Dec 17, 2021	Action4canada	Met with Dorothy Barron re concerns
Jan 10, 2022	Council Meeting	Regular Council Meeting
Jan 13, 2022	Meeting with Rimbey Travel Centre Developers	Met with Developers from Travel Centre to discuss Phase 2
Jan 12, 2022	Central Alberta Mayors Meeting	Met for Central Alberta's Mayors Meeting in Red Deer
Jan 18, 2022	Adult Learning Committee	Adult Learning Meeting via Zoom
Jan 19, 2022	Rimoka Meeting	Regular meeting in Ponoka
Jan 24, 2022	Council Meeting	Regular Council Meeting

Numerous Commissionaire of Oath's
 Cheque Runs
 Meeting with citizens concerned with Covid-19

Rick Wm. Pankiw
 Mayor



Highlights

Date	Event	Details of Event
January 4, 2022	Bylaw Committee Meeting	Regular Bylaw Committee meetings, see minutes
Jan 10, 2022	Town Council	Regular Council Meeting, see minutes
Jan 13, 2022	MUNIS 101 #2	Mandatory Elected Officials Virtual Course
Jan 20, 2022	MUNIS 101 #3	Mandatory Elected Officials Virtual Course
Jan 24, 2022	Town Council	Regular Council Meeting, see minutes

Submitted by
Wayne Clark
Councillor



COUNCILLOR COSTON'S REPORT

Highlights

Date	Event	Details of Event
January 6, 2022	MUNIS 101	Education session by Zoom
January 10, 2022	Council Meeting	Regular council meeting, see minutes
January 11, 2022	Library Board Meeting	Regular board meeting by Zoom, see minutes
January 13, 2022	Interagency	Regular meeting by Zoom
January 13, 2022	MUNIS 101	Education session by Zoom
January 17, 2022	ARC Meeting	Regular board meeting by Zoom
January 20, 2022	MUNIS 101	Education session by Zoom
January 24, 2022	Council Meeting	Regular council meeting, see minutes
January 28, 2022	MUNIS 101	Education session by Zoom

Submitted by
 Jamie Coston
 Councillor



Highlights

Date	Event	Details of Event
Jan 6, 2022	Municipal training	Mandatory training offered by Zoom
Jan 10, 2022	Town Council	Regular meeting of town council, held in council chambers
Jan 13, 2022	Municipal training	Mandatory training offered by Zoom
Jan 13, 2022	ANS Community Engagement	Zoom meeting held with AHS regarding Palliative Care Services in Central Zone
Jan 19, 2022	Rimoka board	Regular meeting of Rimoka board, held in Ponoka Council Chambers
Jan 19, 2022	Historical Society	Regular meeting of the Historical Society
Jan 20, 2022	Municipal training	Mandatory training offered by Zoom
Jan 24, 2022	Town Council	Regular meeting of town council, held by Zoom
Jan 27, 2022	Municipal training	Mandatory training offered by Zoom

Submitted by
Lana Curle
Councillor

Highlights

Date	Event	Details of Event
December 15, 2021	FCSS Board meeting	Discussed 40th-anniversary celebrations Staff shortages, Staff PPE
December 24, 2021	prepare for Community Christmas Dinner at the Drop-In Center	We had a shortage of volunteers plus with Covid restrictions, we worked with less help in the kitchen
December 25, 2021	Christmas Dinner	Served Christmas Dinner take-out style, we served 41 dinners down 90 from the sit-down dinner in 2019
December 29, 2021	4 Seasons Truth and Reconciliation	A study of the indigenous peoples history with Canada
December 30, 2021	Finished the course	This course on the indigenous people was very eye opening and well worth the time.
January 4, 2022	Bylaw committee	Review the definitions pertaining to R.V. parking in three different bylaws
January 10, 2022	Regular meeting of Town Council	Presentation from ECO-TREE, statistics from RCMP
January 13, 2022		Interagency meeting, several agencies meet to discuss upcoming events and courses
January 13, 2022		Munis 101 Training for councillors on how to spend your time as councillor effectively
January 19, 2022		Discussion on Albertas Provincial Police Service
January 20, 2022		Munis 101 Pecuniary Interests, Code of Conduct
January 24, 2022		Regular meeting of the council /Agenda isn't out yet

Submitted by
Gayle Rondeel
Councillor



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	9.0
Council Meeting Date	January 24, 2022
Subject	Correspondence
For Public Agenda	Public Information
Attachments	9.1 Letter from Gerald Matichuk with Tagish Engineering
Recommendation	Administration recommends Council accept the correspondence from Tagish Engineering, as information.

Prepared By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

January 19, 2022

 Date

Endorsed By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

January 19, 2022

 Date



December 09, 2021

Hand Delivered

Town of Rimbey
Box 350
Rimbey, Alberta
T0C 2J0

ATTENTION: Lori Hillis, CAO

Dear Madam;

**RE: To Whom It May Concern
Rick Schmidt**

In the last nine (9) years I have had the opportunity to work with Rick Schmidt in the Town of Rimbey. In the early years Mr. Schmidt followed in the footsteps of his predecessor completing his daily tasks. Mr. Schmidt expressed interest in completing smaller construction projects that normally would be contracted out. With minimal encouragement and mentoring he has proven to be a leader in the municipal Public Works field by reducing the overall cost of operations that greatly enhance the community.

Some of the most recent projects completed under his direction are:

- Rebuilding the granular base on 54 Avenue,
- Lot filling and grading at Well # 15,
- Backfilling and side-sloping in Evergreen Estates

Under the leadership of Mr. Schmidt the Public Works Department has successfully completed projects that most municipalities would never attempt.

As someone who has worked with Mr. Schmidt I would like to say how I enjoyed working with an individual that shows willingness to complete his job and extra project.

Yours truly,
TAGISH ENGINEERING LTD


**Gerald Matichuk
Senior Project Manager**