



# AGENDA

## Town Council

November 28, 2022 - 5:00 PM

Town Administration Building - Council Chambers

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AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, NOVEMBER 28, 2022 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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

#### 1.1 LAND ACKNOWLEDGEMENT

### 2. AGENDA APPROVAL AND ADDITIONS

### 3. MINUTES

#### 3.1 Minutes

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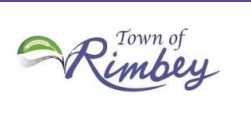
## **10. OPEN FORUM**

(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**

Town Council  
**REQUEST FOR DECISION**



**Meeting:** November 28, 2022  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Minutes  
**Item For:**  Public Information -or-  Closed Session

**RECOMMENDATION:**

Administration recommends that Council accept the Minutes of Regular Council meeting on November 14, 2022, as presented.

**ATTACHMENTS:**

[RFD 3.1.1 Minutes of November 14, 2022](#)

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**



# MINUTES

## Town Council Meeting

Monday, November 14, 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, CPA, CA - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant

Delegates: Austin Weaver & Merry Kuchle with the Lacombe Regional Tourism

Public: (0) members of the public

**1.1. LAND ACKNOWLEDGEMENT**

**2. AGENDA APPROVAL AND ADDITIONS**

Motion 249/2022

Moved by Councillor Clark to accept the Agenda for the November 14, 2022, Regular Council Meeting, as amended with the addition of 7.10 Rimbey Agricultural Society.

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

CARRIED

**3. MINUTES**

3.1. Minutes

Motion 250/2022

Moved by Councillor Coston to accept the Minutes of the Organizational Meeting and Regular Council Meeting held on October 24, 2022, 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**

5.1. Delegation: Lacombe Regional Tourism

Motion 251/2022

Moved by Councillor Curle to accept the presentation from Lacombe Regional Tourism, as information.

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

CARRIED

**6. BYLAWS**

**7. NEW AND UNFINISHED BUSINESS**

7.1. 2023 Interim Operating Budget

Motion 252/2022

Moved by Councillor Curle to adopt the 2023 Interim Operating Budget, as presented.

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

CARRIED

7.2. Committee of the Whole Meeting Dates and Times

Motion 253/2022

Moved by Councillor Coston to schedule Committee of the Whole Meetings on every second Monday of the month and Regular Council Meetings on the fourth meeting of the month at 5:00 pm.

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

CARRIED

7.3. Rimbey Art Club

Motion 254/2022

Moved by Councillor Clark to deny the request to reduce to the Rimbey Art Club annual lease payment for the 2022 year.

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

CARRIED

Town Council  
November 14, 2022

7.4. Parkland Regional Library

Motion 255/2022

Moved by Mayor Pankiw to approve payment of the outstanding balance of \$1,373.40 for the 2022 requisition payment to Parkland Regional Library.

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

CARRIED

7.5. Rimbey Junior Senior High School

Motion 256/2022

Moved by Mayor Pankiw to deny the request to purchase parking blocks to finish perimeter of the parking lot and to install a metal gate on the north end of parking lot for the Rimbey Junior Senior High School.

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

CARRIED

7.6. Silver Star Septic System

Motion 257/2022

Moved by Councillor Rondeel to proceed with renting two porta potties from Silver Star Septic System during the months of April 15 to September 15. One porta pottie will be for the Lion's Park #1 and the other one for the Bergen community gardens, with cost coming from Reserves.

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

CARRIED

Town Council  
November 14, 2022



7.7. Christmas Hours 2022

Motion 258/2022

Moved by Councillor Clark to approve the closure of Operations for the Town for the entire day of Wednesday, December 28, 2022, with the employees of the Town of Rimbey paid for the entire day.

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

CARRIED

7.8. Swimming Passes

Motion 259/2022

Moved by Councillor Rondeel to donate 2 \$15 family swimming passes to the Rimbey Review for the 12 Days of Christmas Advent Calendar.

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

CARRIED

7.9. Council Round Table Discussion

Motion 260/2022

Moved by Mayor Pankiw to direct Administration to contact the Town of Bentley to inquire information on the new roundabout signage.

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

CARRIED

Motion 261/2022

Moved by Councillor Coston for Council to hand out candy canes at the Twilight Shop Night on December 1, 2022, from 5:00 pm to 7:00 pm and for the town to purchase the candy canes.

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

CARRIED

7.10. VIP Seats for AG Society

**8. REPORTS**

**8.1. DEPARTMENT REPORTS**

Motion 262/2022

Moved by Councillor Clark to accept the report from the Chief Administrative Officer and the Director of Finance – Accounts Payable Listing, 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 263/2022

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

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

CARRIED

Town Council  
November 14, 2022

- 9. CORRESPONDENCE
- 10. OPEN FORUM
- 11. CLOSED SESSION
- 12. ADJOURNMENT

12.1. Adjournment

Motion 264/2022

Moved by Councillor Coston to adjourn the meeting at 6:19 pm.

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

CARRIED

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Rick Pankiw, Mayor

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Lori Hillis, Chief Administrative Officer

# Town Council REQUEST FOR DECISION



**Meeting:** November 28, 2022  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Blindman Valley Lions Club Lease Agreement  
**Item For:**  Public Information -or-  Closed Session

## BACKGROUND:

At the Council meeting held on October 24, 2022, Council made the following motion:

### Motion 242/2022

Moved by Councillor Coston to accept ownership of the property and continue the operations of the Blindman Youth Action Society building.

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

As the Town of Rimbey has accepted ownership of the Blindman Youth Action building, attached is a lease agreement between the Town of Rimbey and the Blindman Valley Lions Club for room rental at the Blindman Youth Centre commencing on December 1, 2022 until November 30, 2023.

## RECOMMENDATION:

Administration recommends Council approve the lease agreement between the Town of Rimbey and the Blindman Valley Lions Club for room rental at the Blindman Youth Centre.

## ATTACHMENTS:

[RFD 7.1.1 Lease Agreement Blindman Valley Lions Club](#)

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

**ENDORSED BY:**

November 23, 2022  
**Date**

Lori Hillis, CPA, CA, Chief Administrative  
Officer

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_ 2022

BETWEEN:

**Town of Rimbey (Lessor)**

and

**Blindman Valley Lions Club (Lessee)**

**WHEREAS** Blindman Valley Lions Club (hereinafter referred to as the Lessee) is desirous of renting from the Town of Rimbey (hereinafter referred to as the Lessor), certain premises owned by the Lessor hereinafter described.

**AND WHEREAS** the Lessor has agreed to rent to the Lessee, those premises hereinafter described on the terms and conditions hereinafter set out.

**NOW THEREFORE** the parties hereto agree as follows:

**1. PREMISES**

The Lessor does hereby lease to the Lessee, upon terms and conditions hereinafter set out the building located at 4907 - 49 Street (148BT, Block C) in the Town of Rimbey.

**2. COMMON AREAS**

The Lessor hereby permits the Lessee to use the boardroom, two closets in the hallway, in which the Lessee will be responsible to change the locks, and the washroom as they require, for 2 hours per month on the second Wednesday of the month from 7:00pm– 9:00pm.

**3. TERM**

The term of this lease shall commence on December 1, 2022 and shall continue until November 30, 2023.

**4. SUBLETTING**

The Lessee shall not sublet the whole or any portion of the premises without the written consent of the Lessor.

**5. UTILITIES**

The Lessor shall be responsible for the payment of all utilities

**6. ALTERATIONS**

The Lessee shall not make any alterations, additions, or improvements to the leased premises without the previous written consent of the Lessor. The cost of any alterations, additions, or improvements to the leased premises, if granted by the Lessor, would be the responsibility of the Lessee.

**7. CARE OF THE BUILDING**

The Lessee shall keep the premises in an orderly, clean, and sanitary condition. Janitorial service shall be the responsibility of the Lessee. In the event of mechanical, electrical or structure failure in the facility or in the event the Lessor and Lessee are of the opinion that it would not be advisable to use or occupy the facility, the Lessee and Lessor may terminate this Agreement immediately or on a date to be fixed by the Lessor.

**8. INDEMNIFICATION**

The Lessee shall indemnify and save harmless the Lessor from all liabilities, damages, costs, claims, suits, or actions arising out of any injury to any person or persons (including death) resulting at any time therefrom or damage to the property occurring in and about the premises or any part thereof resulting from the negligence of the Lessee. The Town will maintain insurance coverage on the building.

**9. LEASE AMOUNT**

The Lessee agrees to pay the Lessor monthly rent in the amount of \$360.00 payable upon annual invoice.

**10. TERMINATION**

This lease may be terminated by either party giving three (3) months written notice.

**IN WITNESS WHEREOF** the parties hereto have executed this duplicate at the Town of Rimbey, in the Province of Alberta, \_\_\_\_\_ day of month \_\_\_\_\_ 2022.

**TOWN OF RIMBEY**

**Blindman Valley Lions Club**

\_\_\_\_\_  
Mayor, Rick Pankiw

\_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer, Lori Hillis

\_\_\_\_\_

Town Council  
**REQUEST FOR DECISION**



**Meeting:** November 28, 2022  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Department Reports  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.

**RECOMMENDATION:**

Motion by Council to accept the department reports, as information.

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**



November 28, 2022  
**CAO Report**



## HIGHLIGHTS

### **Emergency Management:**

Attended a Regional Emergency Management Partnership Agency Meeting at Ponoka County office with the agency partners as well as our field representative from Alberta Emergency Management. Discussions included when and where the next tabletop exercise will be and possible scenarios.

### **Blindman Youth Action Society Building:**

Met with Janet Stout to view the BYAS building. Keys will be turned over to the Town on November 30, 2022.

Lori Hillis  
Chief Administrative Officer

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

November 28, 2022

## Director of Finance Report



### HIGHLIGHTS

- Working on balancing asset and liability accounts for month end reports year to date.
- Working on the Tangible Capital Asset amounts and project worksheets for 2022.
- Checking out the insurance values and verifying lists of equipment and property according to information sent out by our insurance provider. Updating our insurance provider with information regarding any new additions that were needed to be added to insurance.
- Filling in all of the additional insurance forms that are required this year by our insurance company and their underwriters.
- Sending out insurance forms to all of our Additionally Named Insured - these forms are required to be filled in by the insurance underwriters. The forms again required a lot of additional information than in previous years. Verifying that the forms have all been completed and returned to the insurance company for purposes of renewal.
- Working on reports for GST purposes.
- Dealing with Local Authorities Pension Plan - re: queries and balancing.
- Working with employees regarding Group Benefits, Local Authorities Pension Plan, retirement and other queries.
- Working on updating ICITY for month end closures.

### ATTACHMENTS

[RFD 8.1.2 Copy of Variance Report - October 31, 2022](#)

[RFD 8.1.2 Payables Listing Nov 08 - 21, 2022](#)

**PREPARED BY:** Wanda Stoddart, Director of Finance

Council Agenda Item 8.1.3

TOWN OF RIMBEY								
VARIANCE REPORT								
FOR THE TEN MONTH PERIOD ENDING OCTOBER 31, 2022								
OPERATING	2022 Revenues				2022 Expenses			
	Budget	Year to Date	% Revenue to Date	Variance	Budget	Year to Date	% Expenses to Date	Variance
General Municipal Revenues	4,363,384	4,248,996	97%	114,388	954,502	710,854	74%	243,648
Council (11)					224,130	151,919	68%	72,211
Administration (12)	41,840	12,809	31%	29,031	757,837	607,948	80%	149,889
General Administration (13)		500		(500)	121,900	80,490	66%	41,410
Police (21)	68,052	35,082	52%	32,970	168,446	156,103	93%	12,343
Fire (23)					25,971	21,643	83%	4,328
Disaster Services (24)				0	4,000	200	5%	3,800
Intern	0	0	0%	0	0	0	0%	0
Bylaw Enforcement (26)	48,100	23,211	48%	24,889	162,528	132,113	81%	30,415
Public Works (32)	23,000	17,120	74%	5,880	830,588	646,276	78%	184,312
Airport (33)	0	0	0%	0	0	0	0%	0
Storm sewer (37)	0	0	0	0	19,275	7,242	38%	12,033
Water (41)	554,000	414,308	75%	139,692	394,996	308,200	78%	86,796
Sewer (42)	296,125	229,432	77%	66,693	319,193	191,008	60%	128,185
Garbage (43)	213,370	163,218	76%	50,152	109,459	84,606	77%	24,853
Recycle (43-01)	38,597	29,748	77%	8,849	122,426	103,843	85%	18,583
Compost	2,800	2,584	92%	216	16,427	7,910	48%	8,517
Community Services (FCSS)	215,424	255,415	119%	(39,991)	249,227	277,698	111%	(28,471)
Cemetery (56)	10,400	13,426	129%	(3,026)	50,092	33,746	67%	16,346
Development (61)	41,250	28,998	70%	12,252	109,732	67,505	62%	42,227
Econ.Development (61-01)	24,500	24,826	101%	(326)	128,146	140,095	109%	(11,949)
Recreation Office (72)	377,150	399,148	106%	(21,998)	99,827	84,088	84%	15,739
Pool (72-04)	47,700	59,988	126%	(12,288)	253,991	185,110	73%	68,881
Parks (72-05)	0		0%	0	129,661	46,627	36%	83,034
Fitness Center (72-06)	20,000	28,242	141%	(8,242)	43,395	24,844	57%	18,551
Arena (72-09)	76,800	52,355	68%	24,445	319,053	243,768	76%	75,285
Recreation Programs (72-11)	3,200	3,239	101%	(39)	40,285	41,098	102%	(813)
Community Centre (74)	38,285	15,947	42%	22,338	305,557	178,961	59%	126,596
Library (74-06)	0	0	0%	0	141,002	141,848	101%	(846)
BYAS (74-08)					0	0	0%	0
Curling Club (74-09)	799	799	100%	0	21,500	15,584	72%	5,916
Museum (74-12)					61,500	57,215	93%	4,285
<b>Total Revenues</b>	<b>6,504,776</b>	<b>6,059,391</b>		<b>445,385</b>	<b>6,184,646</b>	<b>4,748,542</b>		<b>1,436,104</b>
<b>Debenture &amp; Loan Principal Payments</b>					<b>453,708</b>	<b>427,950</b>		<b>25,758</b>
<b>Total operating and debt repayment</b>	<b>6,504,776</b>	<b>6,059,391</b>		<b>445,385</b>	<b>6,638,354</b>	<b>5,176,492</b>		<b>1,461,862</b>

Council Agenda Item 8.1.3

TOWN OF RIMBEY							
VARIANCE REPORT							
FOR THE TEN MONTH PERIOD ENDING OCTOBER 31, 2022							
CAPITAL	Grants and reserves	Operating surplus				Year to Date	Variance
IT Surface Pros - Council (new)	15,000					15,539	(539)
VOIP Phone System	9,500					15,648	(6,148)
IT - Computers Total- Phones and Comp 25500	16,000					21,866	(5,866)
							0
Walk behind Double Drum Compactor	11,000					11,000	0
Hydrovac Truck	250,000					239,246	10,754
SB90 43rd Street Road Repairs	22,300						22,300
							0
New Well Project Phase 2 3-04-00-84-610	50,000					29,981	20,019
							0
Main Reservoir/Pump HouseUpgrades 3-04-03-610	700,000					238,986	461,014
2022 Water Infrastructure Upgrades		35,536				35,536	0
Scada Upgrades		36,107				36,107	0
<b>2022 Street Improvements</b>							0
56th Ave Overlay (Improvements)	348,300					130,708	217,592
51st St from 46 Ave to 51 Ave Storm System Replacement 3-04-39-610	2,720,033					1,107,445	1,612,588
							0
							0
Evergreen Estates Paving		1,110				1,110	0
<b>Parks</b>							0
Tree replacement 50 St (52 Ave-53 Ave) 48 Trees.	19,200						19,200
Outdoor Exercise Equipment Replacement	52,500					44,955	7,545
<b>Recycle Depot</b>							
Replace Overhead Doors	20,600						20,600
							0
<b>Cemetery</b>							
Ash Garden	3,500						3,500
Fencing (West Haven)	9,600					2,480	7,120
<b>Pool</b>							
Anti-Entrapment Requirements (including slide pump relocation)	20,000						20,000
Spray Park Flow through System	60,000						60,000
<b>Arena</b>							
Zamboni Room metal garage door	18,000					16,271	1,729
Ice Plant Quantum HD Control panel	30,000					8,685	21,315
Electric Grill for Concession	5,000						5,000
<b>Fitness Center</b>							0
Fitness Center - Equipment	10,000						10,000
Land Purchase		6,219				6,219	0
56 Ave Sanitary Sewer Improvement 3-04-95-610		302				302	0
	4,390,533	79,274				1,962,084	2,507,723
<b>Total operating and capital</b>	<b>10,895,309</b>	<b>6,138,665</b>				<b>7,138,576</b>	<b>3,969,585</b>



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

Date Range: 08-Nov-2022 to 21-Nov-2022  
 Sequence by: Cheque/EFT#  
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
AlSCO	48709	09-Nov-2022	AlSCO - janitorial supplies	560.09
AMSC Insurance Services Ltd.	48710	09-Nov-2022	AMSC Insurance - Mayor/Council Nov.2022	48.63
AN Adventure Distribution & Consulting	48711	09-Nov-2022	An Adventure - supplies	141.17
Animal Control Services	48712	09-Nov-2022	Animal Control - October 2022 fees	3,108.00
ATS Traffic Alberta	48713	09-Nov-2022	ATS Traffic - 3 way signs	63.60
Border Paving Ltd.	48714	09-Nov-2022	Border Paving Ltd - PPC#2 - RB145 - 56 Ave Sur	112,028.74
Buist Motor Products Ltd.	48715	09-Nov-2022	Buist Motors - Bylaw (Tahoe) repair) VIN#R23986	174.51
Cast-A-Waste Inc.	48716	09-Nov-2022	Cast-a-Waste - November 2022 garbage/recycle	9,817.50
Centerline Auto Service	48717	09-Nov-2022	Centerline Auto Service - Unit 12 - repairs	1,038.98
Centratech Technical Services	48718	09-Nov-2022	Centratech - smoke detector replacement/light re	5,451.32
CLARK,DAWSON	48719	09-Nov-2022	Dawson Clark - cardlock refund	25.00
Curle,Lana	48720	09-Nov-2022	Lana Curle - Oct. 2022 - council expenses	61.00
Element Materials Technology Canada Inc.	48721	09-Nov-2022	Element - annual raw water testing	649.60
Environmental 360 Solutions (Alberta) Ltd	48722	09-Nov-2022	E360 - 5109-54 St - bin dump/rent	752.23
Evergreen Co-operative Association	48724	09-Nov-2022	Co-op - supplies	3,961.02
Expert Security Solutions	48725	09-Nov-2022	Expert Security - Pool - Nov. 2022 monitoring	26.20
HENDRY,DUSTIN	48726	09-Nov-2022	Dustin Hendry - cardlock refund	25.00
Hunter Hydrovac Inc.	48727	09-Nov-2022	Hunter Hydrovac - 4613 Rimwest Cres	1,092.00
Imperial Esso Service (1971)	48728	09-Nov-2022	Esso - fuel	548.50
KOWALCHUK,EMILY	48729	09-Nov-2022	Emily Kowalchuk	100.00
MLA Benefits Inc.	48730	09-Nov-2022	MLA Benefits - Nov. 2022 - HSA - Mayor/Council	1,595.70
MROCHUK,JOEL	48731	09-Nov-2022	Joel Mrochuk - cardlock deposit	25.00
NAPA Auto Parts - Rimbey	48732	09-Nov-2022	Napa - parts - Unit #21	13.05
Northside Construction Partnership	48734	09-Nov-2022	Northside Construction Partnership - RB144 - 51s	122,145.78
Pankiw,Rick	48735	09-Nov-2022	Rick Pankiw - mileage - meeting	184.22
Pitney Bowes	48736	09-Nov-2022	Pitney Bowes Lease - Sept - Nov. 2022	182.04
Ponoka County	48737	09-Nov-2022	Ponoka County - tippage fees - July - Sept.2022	3,840.80
Red Deer Fasteners & Tools Ltd.	48738	09-Nov-2022	Red Deer Fasteners - supplies - outdoor equip	99.29
Reynolds Mirth Richards & Farmer LLP	48739	09-Nov-2022	Reynolds Mirth Richards & Farmer - general matt	420.00
Rimbey Express	48740	09-Nov-2022	Rimbey Express - freight	350.00
Rimbey Home Hardware	48741	09-Nov-2022	Home Hardware - supplies	527.14
Rimbey Implements Ltd.	48742	09-Nov-2022	Rimbey Implements - supplies	127.09
Rimbey Janitorial Supplies	48743	09-Nov-2022	Rimbey Janitorial - arena - supplies	118.91
Rimbey Trees	48744	09-Nov-2022	Rimbey Trees - supply/plant trees	16,117.50
RJ Plumbing and Heating	48745	09-Nov-2022	RJ Plumbing - supplies	386.32
Royal Canadian Legion	48746	09-Nov-2022	Royal Canadian Legion - wreath	100.00
Staples Professional	48747	09-Nov-2022	Staples Professional - office supplies	267.67
Stationery Stories & Sounds (2005)	48748	09-Nov-2022	Stationery Stories Sounds - office supplies	68.51
Superior Safety Codes Inc.	48749	09-Nov-2022	Superial Safety Codes - Sept. 2022 - closed perr	650.79
TAYLOR,JAQUIE	48750	09-Nov-2022	Jaquie Taylor - facility deposit refund	150.00
The Government of Alberta	48751	09-Nov-2022	Gov't of AB - Land Titles	30.00
Town of Ponoka	48752	09-Nov-2022	Town of Ponoka - yard waste compost - Sept.202	106.58
Town Of Rimbey	48753	09-Nov-2022	Town of Rimbey - utilities	1,915.41
True Way Tire Ltd.	48754	09-Nov-2022	True Way Tire - Unit #12 - tires	1,071.75
Uni First Canada Ltd.	48755	09-Nov-2022	UniFirst - janitorial / coveralls	114.14
United Farmers Of Alberta	48756	09-Nov-2022	UFA - supplies	313.41
Wolseley Industrial Canada INC	48757	09-Nov-2022	Wolseley - bleach - PW	1,915.91
Zinck,Carl	48758	09-Nov-2022	Carl Zinck - expense claim	136.49
Longhurst Consulting	48759	09-Nov-2022	Longhurst Consulting - Nov.2022 inv	3,425.98
New Can Truck Parts	48760	09-Nov-2022	New Can Truck Parts - Unit 5 - brake inspection	2,114.44
Nikirk Bros. Contracting Ltd.	48761	09-Nov-2022	Nikirk - fillcrete - Rimwest Cres. dig	454.55
Sunbelt Rentals of Canada Inc	48762	09-Nov-2022	Sunbelt Rentals - RV Park - air compressor	320.97
AlSCO	48763	15-Nov-2022	AlSCO - supplies	248.99
AN Adventure Distribution & Consulting	48764	15-Nov-2022	An Adventure - supplies	106.63
Black Press Group Ltd.	48765	15-Nov-2022	Black Press Media - Oct. 2022 advertisements	994.68
Boys & Girls Club of Wolf Creek	48766	15-Nov-2022	Boys & Girls Club - 2022 Approved Community G	10,000.00
Geo H. Hewitt Co. Ltd.	48767	15-Nov-2022	The Geo. H. Hewitt Co. Limited - steel stamps	63.59
HOLTKAMP,JADA	48768	15-Nov-2022	Jada Holtkamp - cardlock refund	25.00

Council Board Report 8.1.3  
Council Agenda Report

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

Date Range: 08-Nov-2022 to 21-Nov-2022

Sequence by: Cheque/EFT#

Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Imperial Esso Service (1971)	48769	15-Nov-2022	Esso - propane	66.00
KOENIG,JOHN	48770	15-Nov-2022	John Koenig - cardlock refund	25.00
Kondro,Jonah	48771	15-Nov-2022	Refund on account 001-11620-009.	77.74
Longhurst Consulting	48772	15-Nov-2022	Longhurst Consulting - renewal - Watchguard Ba	856.66
MAHECHA,VALERIA	48773	15-Nov-2022	Valeria Mahecha - cardlock refund	25.00
Rimbey Agricultural Society	48774	15-Nov-2022	Rimbey Agricultural Society - Community Grant -	500.00
RMA Insurance Ltd.	48775	15-Nov-2022	RMA Insurance - Auto insurance (CR - BHV)	145,517.37
Smilemakers	48776	15-Nov-2022	Smile Makers - supplies	239.84
Staples Professional	48777	15-Nov-2022	Staples Professional - office supplies	165.48
Tagish Engineering Ltd.	48778	15-Nov-2022	Tagish - Oct. 2022 - general engineering	18,098.33
WEENING,AMARIS	48779	15-Nov-2022	Amaris Weening - cardlock refund	25.00
ALBERTA MUNICIPAL SERVICE CORPORATION	00124-0001	09-Nov-2022	Alberta Municipal Services Corp - gas/power - No	47,825.93
Canada Revenue Agency	00124-0002	09-Nov-2022	CRA - deductions (Oct.23-Nov.5/22) biweekly pay	17,361.45
Eastlink	00124-0003	09-Nov-2022	Eastlink - cable - fitness room	98.91
LAPP	00124-0004	09-Nov-2022	LAPP - Town - Nov.10/22 biweekly payroll (Oct.2	10,855.68
VICTOR CANADA	00124-0005	09-Nov-2022	Victor - Sept 2022 - HSA	800.33
Waste Management	00124-0006	09-Nov-2022	Waste Management - recycle - Oct.2022	6,116.39
LAPP	00125-0001	15-Nov-2022	LAPP - Library - Nov.30/22 payroll	3,405.85
Telus Mobility Inc.	00125-0002	15-Nov-2022	Telus Mobility - Nov.06/22	398.79
Telus Communications Inc.	00125-0003	15-Nov-2022	Telus - Beatty House - Nov.10/22	2,019.44
Workers' Compensation Board - Alberta	00125-0004	15-Nov-2022	WCB - Nov.06/22	1,928.86
<b>Total:</b>				<b>566,809.47</b>

November 28, 2022

## Public Works Report



### HIGHLIGHTS

#### **ROADS:**

- 56 Ave pavement overlay completed
- Street sweeping completed for the year
- Pothole repair on going
- Tree planting along 50th Street completed for the year
- Mowing completed up for the season
- Start switching equipment from summer to winter mode

#### **WATER:**

- Annual water sampling and testing completed
- Replacing broken water meters as needed
- Wells super chlorinated for the winter

#### **WASTEWATER:**

- Annual Wastewater sampling and testing is ongoing and should be complete by the end of December
- Lagoons discharged and shut in for the winter
- Piezometer well dips completed

#### **RECYCLE:**

- Overhead doors for the recycle building have been ordered and we are awaiting their arrival
- The yard waste pick up program is complete for the year
- Yard waste was hauled from Rimbey to Ponoka to finish it off for the season

#### **R.C.M.P. STATION:**

- Mowing and other outdoor maintenance complete for the year

#### **CEMETERY:**

- New fencing installed at the West Haven Cemetery
- Casting garden completed
- Overhead Gate sign painted at West Haven
- Trees trimmed
- Waiting on one new gate panel to replace bent one

#### **PARKS AND RECREATION**

- Outdoor exercise equipment installed

#### **OTHER:**

- Building inspections completed for the year

**PREPARED BY:** Rick Schmidt, Director of Public Works

November 28, 2022

# Community Services Report



## HIGHLIGHTS

### Peter Lougheed Community Centre

- Cleaning and maintenance of the facility
- Facility Bookings - Christmas parties, markets, meetings, Drama production, school PE classes
- Curling Rink Lounge entrance cardlock system installed
- Maintenance on Entrance/Exit doors, snow removal
- Building inspection - repairs to Emergency lights, Fire extinguishers & smoke/heat detectors

### Community Fitness Centre

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

### Rimbey Aquatic Centre

- weekly checks
- Researching Spray Park operational system (flow-through vs recirculation)
- Anti-Entrapment grates for the existing non-compliance for AHS
- Purchase pool supplies
- Swimming Lessons - Lifesaving Society will be offering lessons in 2023

### Arena

- ice scheduling - practices, games, Tournaments, school PE classes
- Water Fountain – installed
- Metal overhead door into Zamboni room installed
- Boiler installed for the Zamboni and snow pit

### Programs

- Drop In Sports - Badminton/pickle ball - Tuesday/Thursday nights 8-12 players per night
- Babysitting Course – Saturday, October 22 - 5 participants
- Pickleball instruction class - 16
- Sr/Parent and Tot skate - 6
- Public/Family Skating over the Christmas holidays
- Planning programs for January - cooking class, Yoga, Pilates, Pickleball, Elderfit

### Events

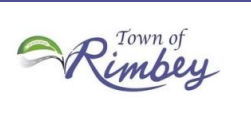
- Santa Night and Light Up the Park - Nov. 24
- Canada Day Grant submitted

**PREPARED BY:** Cindy Bowie, Director of Community Services



November 28, 2022

# Development Officer Report



## HIGHLIGHTS

### Highlights

- Administration is currently reviewing one subdivision application.
- 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 November 22, 2022

	Applied 2022	Issued 2022	In Progress 2022
<b>Development Permit Applications (non change in use / home occupation)</b>	<b>47</b>	<b>41</b>	<b>4</b>
<b>Change in Use / Home Occupation Development Permits Applications</b>	<b>8</b>	<b>8</b>	<b>0</b>
<b>Subdivision Applications</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Land Use Bylaw Amendments</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>Certificate of Compliance Requests</b>	<b>11</b>	<b>10</b>	<b>1</b>
<b>Building Permit Applications</b>	<b>26</b>	<b>15</b>	<b>11</b>

The following development permits have been approved in 2022:

Permit Number	Date Issued	Civic Address	Type of Development
01/22	01.31.2022	5201-43 Street	Dairy Queen Signage
02/22	01.31.2022	4917-54th Avenue	Home Occupational Business
03/22	02.24.2022	4430-50th Avenue	Change of Use & Signage for ReNuu

			Production Optimization Inc.
04/22	02.25.2022	Unit #101 5005-50 Avenue	Change of Use, Interior Reno's & Signage -Value Drug Mart
05/22	03.01.2022	4918-58th Avenue	New House Build
06/22	03.01.2022	4918-49th Avenue	Demolition of House
07/22	04.14.2022	4918-49th Avenue	Building Duplex
08/22	03.11.2022	5005-46 Avenue	Change of Use – Oilfield Services to Tire Service
09/22	03.15.2022	4502-51 Street	Variance for two sheds under 13.4m2
10/22	04.05.2022	6210 Evergreen Close	Build New House
11/22	04.13.2022	Town of Rimbey Walking Path	Lions installing 9 light posts on Town of Rimbey Walking Path
12/22	04.13.2022	4922-52 Avenue	Demolition
13/22	04.13.2022	Bay #9, 5201-43 Street	Interior Reno's & Signage
14/22	05.03.2022	5018-48 Avenue	Cast-A-Waste to use as a parking lot to store Garbage trucks.
15/22		CANCELLED	
16/22	05.03.2022	4917-53 Avenue	3rd Accessory Building
17/22	05.05.2022	6405-52 Street	Storage of Grain Bins
18/22	06.21.2022	4922-46 Avenue	Change in Use Land Use Amendment
19/22	05.25.2022	5602-43 Street	Enclosed Diesel Exhaust Fluid Unit
20/22		CANCELLED	
21/22	05.13.2022	4934-49 Avenue	Change in Use
22/22	05.05.2022	4629-Park Avenue	Variance
23/22	05.25.2022	4725-55 Avenue	8 X 20 Extension of Existing Deck
24/22	05.20.2022	5006-45 Avenue	Change in Use, Signage & Interior Reno's
25/22	06.24.2022	5101-46 Street	Adding addition to back where existing deck is located
26/22	07.29.2022	4645-52 Avenue	Moving and setting up a Manufactured Home
27/22	06.21.2022	5006-45 Avenue	Window on Southside replaced with Doors.
28/22	07.25.2022	4502-51 Street	Detached Garage over 13.4m <sup>2</sup>

29/22	07.25.2022	4306-51th Avenue	Replacing 6 old Grain Bins with 6 new Grain Bins.
30/22	07.21.2022	4634-52 Avenue	Demolition of Old Garage and Rebuild 12' X 36' New Garage
31/22	07.18.2022	4606-51 Street	Install 1 Fascia Sign
32/22	07.25.2022	5512-50 Street	Replacing existing fence with 5-foot pressure treated wood.
33/22	07.25.2022	4717-56 Avenue	Demolition of Garage
34/22	07.29.2022	4515-51 Avenue	Setback Variance on Existing House and Accessory Building. Two Accessory Buildings under 13.4m & Two Accessory buildings over 13.4m
35/22	08.15.2022	6210 Evergreen Close	Build New Detached Garage
36/22	09.14.2022	5304 Drader Crescent	Build New Detached Garage & Variance on 2 Sheds
37/22	10.06.2022	#1, Lindy's Mobile Home Park	Moving Previously Owned Manufactured Home onto Lot.
38/22	09.02.2022	#1, Lindy's Mobile Home Park	Moving Previously Owned Manufactured Home Out.
39/22	09.14.2022	4905-58 Avenue	Deck Extension
40/22		In Progress	
41/22	10.04.2022	Units A & B 4909-50 Avenue	Change In Use & Signage
42/22	11.10.2022	Unit B 4810-51 Street	Adding Vape Shop - Change in Use & Signage
43/22	09.30.2022	5214-51 Street	Discretionary Use - Child Care Facility
44/22	11.10.2022	5014-51 Street	Interior Renovations
45/22		In Progress	
46/22		In Progress	
47/22		In Progress	

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
<b>Development Permit Applications</b>	41	40	34	33	40	39	37	34	17	15
<b>Change in Use / Home Occupation Development Permits Applications</b>	9	9	13	13	11	11	n/a	n/a	n/a	n/a
<b>Subdivision Applications</b>	1	1	3	3	1	0	1	1	0	0
<b>Land Use Bylaw Amendments</b>	4	4	4	4	1	1	3	2	2	2
<b>Certificate of Compliance Requests</b>	18	18	12	12	13	13	13	13	10	10
<b>Building Permit Applications</b>	30	30	12	12	7	7	18	18	7	7

**PREPARED BY:** Liz Armitage, Development Officer

Town Council  
**REQUEST FOR DECISION**



**Meeting:** November 28, 2022  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Boards/Committee Reports  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

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

**RECOMMENDATION:**

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

**ATTACHMENTS:**

[RFD 8.2.1 Tagish Project Status Updates November 10, 2022](#)

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

**ENDORSED BY:**

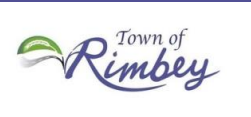
A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

Date	Project Manager	Status Update
<b>Town of Rimbeby</b>		
<b>RBYM00000.22 RB00 - 2022 General Engineering</b>		
September 29, 2022	Solberg, Lloyd	No change (Sept. 29)
October 13, 2022	Solberg, Lloyd	The Town has asked us to coordinate the well level transmitters with Nason, which we are working through.
October 27, 2022	Solberg, Lloyd	No change (October 27)
November 10, 2022	Solberg, Lloyd	We are just working with Nason on some different transmitter options that are more cost affordable for the Town.
<b>RBYM00144.00 RB144 - 51st Street Storm Main Install</b>		
September 29, 2022	Solberg, Lloyd	Construction is on-going. Northside has completed storm installations upto 49th Avenue and has mobilized off site. They will finish installations upto 51st Avenue next year. Proform is on site completing reinstatements for concrete that was disturbed upto 49th Ave.
October 13, 2022	Solberg, Lloyd	Construction is on-going. Northside has completed storm installations upto 49th Avenue and has mobilized off site. They will finish installations upto 51st Avenue next year. Proform is on site completing reinstatements for concrete that was disturbed upto 49th Ave. Proform are completing pours on October 13 and 14.
October 27, 2022	Solberg, Lloyd	Site has been winterized for the year. Apollo on site completing some landscaping before snow fall. Remaining work will be completed in the Spring, when weather permits.
November 10, 2022	Solberg, Lloyd	Project will no longer be updated until work resumes in the Spring.
<b>RBYM00145.00 RB145 - 56th Ave Surface Improvements</b>		
September 29, 2022	Solberg, Lloyd	Construction is on-going. Concrete, milling and road shaping has been completed. Border is scheduled to pave the road on Sept. 29.
October 13, 2022	Solberg, Lloyd	Construction is on-going. SCC was completed on October 6th. Border is working through project deficiencies.
October 27, 2022	Solberg, Lloyd	Border is completing project deficiencies October 26th and 27th.
November 10, 2022	Solberg, Lloyd	The project has been completed. Holdback release remains for the project. The project will no longer be updated barring any changes.
<b>RBYM00146.00 RB146 - Scada Upgrades</b>		
September 29, 2022	Solberg, Lloyd	Nason has finished the programming. Nason is waiting for a router and then they will bring the equipment to the Town to setup.
October 13, 2022	Solberg, Lloyd	Nason has finished the programming. Nason is waiting on a router to arrive. They are hoping to bring the Scada computer next week, provided the router arrives.
October 27, 2022	Solberg, Lloyd	Nason is installing the Scada computer October 27.
November 10, 2022	Solberg, Lloyd	Nason installed the Scada computer on October 27. Nason is just coordinating with the Town to complete the remaining work at Reservoir 2.

Town Council  
**REQUEST FOR DECISION**



**Meeting:** November 28, 2022  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Council Reports  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.

**RECOMMENDATION:**

Motion by Council to accept the reports of Council, as information.

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink that reads "Lori Hillis".

Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

November 28, 2022

# Mayor Pankiw's Report



## HIGHLIGHTS

Date	Event	Details of Event
Nov 8	RMA Conference Edmonton	Annual Conference
Nov 9	Transportation Focus Group Mtg	Met with FCSS, Rimoka and other parties to talk about getting more transportation for Seniors in our Community
Nov 9	BYAS Meeting	Met with BYAS Board to go over details of Town taking over BYAS
Nov 10	RMA Conference Edmonton	Annual Conference
Nov 11	Remembrance Day Ceremony at Community Centre	Attended
Nov 24	ABMuni Virtual meeting	Attended online ABMuni seminar

Numerous commissioner of oaths and cheque runs

**PREPARED BY:** Rick Pankiw, Mayor



November 28, 2022

# Councillor Clark's Report



## HIGHLIGHTS

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

**PREPARED BY:** Bonnie Rybak, Executive Assistant

November 28, 2022

# Councillor Coston's Report



## HIGHLIGHTS

Date	Event	Details of Event
October 17	ARC	Planned fall appreciation and welcomed new member to committee
October 24	Council Meeting	Regular council meeting, see minutes
November 10	Interagency Meeting	Lots of great things happening pick up the newsletter at the Town Office
November 14	Council Meeting	Regular council meeting, see minutes.
November 17	PRL	nominations for committees, I am part of the Executive this year.
November 20	Outdoor Rink	Boards going up end of November, Grand opening beginning of February on outdoor walk day.

**PREPARED BY:** Jamie Coston, Councillor

November 28, 2022

# Councillor Curle's Report



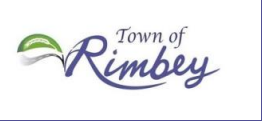
## HIGHLIGHTS

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

**PREPARED BY:** Bonnie Rybak, Executive Assistant

November 28, 2022

# Councillor Rondeel's Report



## HIGHLIGHTS

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

**PREPARED BY:** Bonnie Rybak, Executive Assistant

Town Council  
**REQUEST FOR DECISION**



**Meeting:** November 28, 2022  
**Submitted By:** Lori Hillis, CPA, CA, Chief Administrative Officer  
**Subject:** Correspondence  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

Administration received an email from Rodney Sidloski regarding the 2023 Subsidized Shelterbelt Program for Towns.

**RECOMMENDATION:**


Administration recommends Council accept the correspondence from Rodney Sidloski regarding the 2023 Subsidized Shelterbelt Program for Towns, as information.

**ATTACHMENTS:**

- [RFD 9.1.1 2023 Subsidized Seedlings and Potted Trees for Towns](#)
- [RFD 9.1.2 Announcement 2023 Subsidized Shelterbelt Program Launch for Towns](#)
- [RFD 9.1.3 2023 Spring Tree Order Form](#)

**PREPARED BY:** Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

**ENDORSED BY:**   
Lori Hillis, CPA, CA, Chief Administrative Officer

November 23, 2022  
**Date**

**From:** [Rodney Sidloski](#)  
**To:** [town\\_administrator@yahoo.com](mailto:town_administrator@yahoo.com)  
**Subject:** 2023 Subsidized Seedlings and Potted Trees for Towns  
**Date:** Wednesday, November 23, 2022 9:10:19 AM  
**Attachments:** [Announcement 2023 Subsidized Shelterbelt Program Launch for Towns.docx](#)  
[Announcement 2023 Subsidized Shelterbelt Program Launch for Towns.pdf](#)  
[HELP 2023 Spring Tree Order Form.docx](#)  
[HELP 2023 Spring Tree Order Form.pdf](#)

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Dear Mayor, Councilors, and Town Administrator;

Please find in attachment our 2023 Spring Shelterbelt Program Announcement and Application Form.

Please note that our program is not only available for town plantings and for towns who wish to distribute tree seedlings to town residents but also for parks, resorts, and hamlets under your jurisdiction.

In addition to aesthetic plantings we have trees that are adapted for environmental protection plantings associated with municipal waste water, salinity control, and landfill lechate control. HELP was the first in Western Canada to develop strategies and protocols for these types of plantings.

HELP is available on a contract basis to carry out on-site assessment and planning sessions as well as carrying out contract plantings and drip irrigation installations.

HELP's current tree crop is larger with each passing year. In addition to seedlings towns will like to know that we now carry 10,000 potted saplings as well.

Action Request:

I thank you for your cooperation in the past and ask that you once again get this tree information onto your council's agenda.

Please contact me should you require more information or clarification.

Rodney Sidloski,  
CEO & Lead Researcher  
HELP International And  
Green Research & Discovery Corp  
Tel: 306-842-2433  
Cell: 306-861-0814  
<http://www.help-international.com>  
[www.help-shelterbelts.com](http://www.help-shelterbelts.com)



## HELP International Shelterbelt Program

Tree Production, Research and Training Center  
P.O. Box 181, Weyburn, SK, Canada S4H 2J9  
Tel: (306) 842-2433 Cell: (306) 861-0814  
Fax: (306) 848-0902 Email: [helpint@sasktel.net](mailto:helpint@sasktel.net)



### 2023 Subsidized Shelterbelt Program Launch

November 21, 2022

I am proud to announce the launch of HELP's 2023 Subsidized Shelterbelt Program

The program is open to any urban or rural municipality, local or regional park, farm, acreage owner, or other private or public landowner or community group for any purpose in tree planting including but not limited to:

- Shelterbelts, Stream Margin Forest Buffers, Wildlife Habitat Plantings
- Parks
- Street Boulevards
- Tree distributions by municipalities, non-for-profits or companies to the public
- Phytoremediation applications including but not limited to:
  - salinity control around lagoons
  - tree caps for decommissioned landfill for leachate control
  - forest filters on flood plains below landfills
  - effluent irrigation woodlots and much more

#### **Great News About HELP Current Crop of Tree Seedlings**

In response to supply chain concerns during Covid HELP embarked on a new strategy of over-producing tree stock and holding over more green house produced tree seedlings into their second year prior to sale. This ensures hardier stock than ever and means that for many varieties you are getting two year old seedlings for the price of one year olds.

#### **New Sapling Production**

In addition to 1,000,000 seedlings of diverse poplar, willow, evergreen and shrub varieties, HELP now has saplings available in one liter to one gallon pots including: Tristis Poplar, Okanese Poplar, Prairie Sky Poplar and the majestic North West Poplar (up to 7 feet potted saplings) in addition to Laurel Leaf Willow, Golden Willow as well as three year old Scot's Pine.

Three ways to order:

- On Line: [www.help-shelterbelts.com](http://www.help-shelterbelts.com) and click on 'store'
- Mail in paper order with cheque payment
- By phone to 306-861-0814

### **Keeping Tree Price Low**

HELP continues to keep its tree prices lowest in Canada of any private or non-subsidized social enterprise. Our patented tree production system and HELP volunteers are key in keeping tree pricing low. In addition to low cost seedlings, our charity provides early bird discounts up to 6 %, plus 5% bonus trees over top of what you order and an additional 10% (payable in large generic willow) for pick up customers. So potentially 21 percent in bonuses and/or discounts.

HELP also provides free trees exclusively for habitat plantings (to Saskatchewan residents only) in collaboration with Game Bird Trust and Shand Greenhouse. These are only available for Saskatchewan pick up customers and can only be provided at the time of pick up. No pre-ordering is available for these free habitat trees.

### **Uber-like Tree Deliveries**

HELP pays pick up customers to carry and hand over shipping customer trees at or within 50 km of shipping customer destination. This allows trees to be delivered same day and allows full leaf trees to be transported in open container.

Our research unit continues production of longer root willows to enhance drought resistance.

### **Shelterbelt Planting Assistance**

In addition to free website and telephone advice on shelterbelt planning, on a contract basis provides leading edge field assistance in shelterbelt planting, plastic film mulching with funnels at each tree, and turf grass installation. HELP also installs drip irrigation on a contract basis across the three Prairie Provinces.

### **HRD News**

I am proud to announce that, in addition to our volunteers, HELP International has added eight full time professional technicians possessing PhDs, MAs and B.Sc.s. These fine workers will help lead important research and meet rising demand for trees and tree planting services across the prairies.

In response to ever increasing demand for trees, HELP is increasing its tree stock with each passing year. `

HELP is extremely thankful to all Towns, RMs, and Prairie residents who continue to collaborate with us in vital tree planting. This is an activity that increases the quality of life on the prairies for everyone.

Rodney Sidloski, CEO  
HELP International





Applicant # \_\_\_\_\_

# HELP International



## SHELTERBELT TREE PROGRAM

For 2023 Spring Planting (Tree Order Form)

### Applicant Information

Applicant Name(s)			Home Phone	
Street and/or Postal Box Address			Cell Phone	
City	Province	Postal Code	Email Address	
RM/District/County	Comments		Date of Application:	

1. All customers receive 5% extra of each tree they order in lieu of other guarantees
2. 10 % bonus payable in large generic willow (Up to 1 meter stem length) for all pick up customers.
3. We pay pick up customers for each package of trees they carry and hand over to shipping customers at convenient fuel stations enroute.
4. Early Bird Discounts: Nov 5%; Dec 4%; Jan 3%; Feb 2.5%; March 2%; April 1%.
5. Shipping: \$40 (mi. Charge for SK/MB/AB) or 30 cents per seedling (whichever is more) for any location In Prairie Provinces, for Ontario and B.C: \$80(min charge for BC/ONTARIO) or 60 cents per seedling (whichever is more) for any location in Ontario or British Columbia.
6. Tree Seedling Prices 10 to 49 trees: \$5 each, 50 to 149 trees: \$2.50 each, 150 or more of one tree variety: \$2.10 each.
7. For online ordering, catalogue photos and online purchase go to website [www.help-shelterbelts.com](http://www.help-shelterbelts.com)
8. Trees will be shipped out in last week of May through 1st ten days of June unless arranged otherwise.
9. Sapling trees in one liter to one-gallon pots are for pick up customers only (no shipping available for sapling trees).

### Payment Options (check off only one of following choices & circle sub-options that apply)

Payment by: Cheque     Credit Card (circle one) If by cheque please enclose cheque with application form.  
 If by Credit Card (not using on-line electronic shopping basket) please provide credit card information to effect payment: Type of Card: MC    VISA    (circle one)  
 Card #  Full Name on Credit Card:   
 Credit Card Expiry Date:  3 Digit Credit Card Security Code:

### Shipping Option

HELP will call shipping customers with pick up locations at or near your destination town prior to delivery.  
 Please indicate your shipping option below: Check one option!

I will pick up my trees at Weyburn.

I am also willing to provide Uber-like service by delivering one or more customer tree orders to hand over enroute at a major truck stop of other agreed locations. HELP will pay you for providing this service.

Please ship my trees to my destination town or within 50 km for me to fetch them at a cost of 30 cents per seedling or \$40 (whichever is more). Ontario and BC customers customer agree to pay \$80 or 60 cents per seedlings for shipping (whichever is more)

### Other Customer Tree Planning or Planting Assistance

Please contact me to discuss forestry design (or \$400 plus mileage for on-site visit for forestry design service)

I would like a quote for HELP contract planting including equipment, trees and materials and assisting with planting, plastic mulching, grassing and possibly drip irrigation

I really want to plant trees but don't know where to start. Please go to HELP website and click on planting and mulching instructions, shelterbelt design examples, and frequently asked questions. If you still need help please call HELP for phone advice.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

For assistance in completing this application please call 306-842-2433 (Office hour: at customer convenience, Mon – Sat)

Or email [helpint@sasktel.net](mailto:helpint@sasktel.net)

Please Fax or Email your signed application to:

HELP International Shelterbelt Program

Fax: 1(306) 848-0902 Or Mail to HELP Shelterbelt Program, P.O. Box 181, Weyburn, SK. S4H 2J9

**QUANTITY OF TREES REQUIRED**

See actual photos and size of seedlings in 'catalogue' on HELP website: [www.help-shelterbelts.com](http://www.help-shelterbelts.com)  
**Note: All poplar varieties below are hybrid poplars. They are listed in order by highest recommendation by growth rate.**

Tree Variety Trees are priced according to quantities of each tree varieties (We no longer combine quantities)	QTY
<b>Seedling Price:</b> 10 to 49: \$5/ea ; 50-150=\$2.50 ea ; 150 or more =\$2.10 ea ; Potted Saplings: \$20/each 5 to 6 feet	
Okanese Poplar	
Hill Poplar	
Tristis Poplar	
Walker Poplar	
Mixed Poplar	
Potted North West Poplar (Saplings only)	
Potted Okanese Saplings	
Potted Tristis Saplings	
Potted Prairie Sky Saplings	
Other Potted Saplings: Pick and Pay at time of pick up	
Golden Willow	
Silver Leaf Willow	
Acute Willow	
Common Shrub Willow	
Laurel Leaf Willow	
Potted Laurel Leaf willow	
Common Lilac	
Velosa Lilac	
Large Generic Willow (2 – 4 years) Flat costs of \$1.00 each and based upon pick up only.	
<b>TOTAL QTY OF TREES</b>	

**ORDER SUMMARY**

**Order Summary**

**Seedlings:**

150 trees or more of each variety: \_\_\_\_\_ x \$2.10 = \$\_\_\_\_\_

50 - 149 trees of each variety: \_\_\_\_\_ x \$2.50 = \$\_\_\_\_\_

Order of 10 - 49 trees: \_\_\_\_\_ x \$5.00 = \$\_\_\_\_\_

Generic Large Willow: \_\_\_\_\_ x \$1.50= \$\_\_\_\_\_

5-6 Ft Saplings: \_\_\_\_ @ \$20 = \$\_\_\_\_\_

**Common Creeping Red Fescue Grass Seed**  
 50 lb bag: \_\_\_\_\_ x \$125 = \$\_\_\_\_\_

**Plastic Mulch Film (ONLY FOR PICK UP)**  
 Rolls of plastic mulch (4ft x 1500ft):  
 2.5 mil: \_\_\_\_ Rolls @ \$200 each = \$\_\_\_\_\_

3.0 mil: \_\_\_\_ Rolls @ \$220 each =\$\_\_\_\_\_

**10 mil Plastic Mulch Pads for single trees (2ft x 2ft)**  
 \_\_\_\_\_ Mulch Pads x \$1.75 ea = \$\_\_\_\_\_

(Field research shows these mulch pads promote plant establishment & growth better than the \$20 shredded Tire mulch pads. HELP's mulch pads utilize less than 1% the energy during recycling than the shredded tire pads use mechanical and heat energy in recycling)

**Discount: \$\_\_\_\_\_**  
 (Nov: 5%; Dec: 4%; Jan: 3%; Feb: 2.5%; March:2%; April: 1%)

**Sub-Total: \$\_\_\_\_\_**

**Shipping:** \_\_\_\_\_ Seedlings and mulch pads @ 30 cents or \$40 whichever is more for any location in Prairies: \$\_\_\_\_\_

\_\_\_\_\_ Seedlings or mulch pads @\$80 or 60 cents (whichever is more for any location in Ontario or B.C.) = \$\_\_\_\_\_

Grass Seed and Mulch Rolls for pick up customers only unless customer provides their own shipping means.

**New Sub-total: \$\_\_\_\_\_**

**GST: \$\_\_\_\_\_**

**SK PST 6%: \$\_\_\_\_\_**  
 (SK Residents Only)

**GRAND TOTAL TO PAY:\$\_\_\_\_\_**