



AGENDA

Town Council

January 22, 2024 - 1:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, JANUARY 22, 2024 AT 1:00 P.M. IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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9. CORRESPONDENCE

10. OPEN FORUM

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

11. CLOSED SESSION

12. ADJOURNMENT

Town Council
REQUEST FOR DECISION



Meeting: January 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes
Item For: Public Information -or- Closed Session

BACKGROUND:

Minutes of December 11, 2023, Regular Council Meeting.

RECOMMENDATION:

To accept the Minutes of December 11, 2023, Regular Council Meeting, as presented.

ATTACHMENTS:

[2023 12 11 Council Minutes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 17, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

January 17, 2024
Date



MINUTES

Town Council Meeting

Monday, December 11, 2023 - 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 P.M. with the following in attendance:

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

Public: (1) members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 198/2023

Moved by Councillor Curle to accept the Agenda for the December 11, 2023, Regular Council Meeting, as amended, with the addition of "Closed Session" 11.1 FOIP Financial.

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 199/2023

Moved by Councillor Clark to accept the Minutes of November 27, 2023, Regular Council Meeting, as presented.

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

CARRIED

4. PUBLIC HEARINGS

5. DELEGATIONS

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1. Rimbey Historical Society

Motion 200/2023

Moved by Mayor Pankiw for the Town of Rimbey to take over the operations of the Pas-Ka-Poo Park and the Pavilion, effective May 1, 2024.

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

CARRIED

Motion 201/2023

Moved by Mayor Pankiw that the Town of Rimbey reimburse the Rimbey Historical Society \$3800 now that the Town of Rimbey is taking over the operations of Pas-Ka-Poo Park and the Pavilion.

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

CARRIED

7.2. Alberta Rural Renewal Stream

Motion 202/2023

Moved by Councillor Clark to decline in taking part in the Alberta Rural Renewal Stream Program, at this time.

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

CARRIED

7.3. Cost of Living (COLA) Increase

Motion 203/2023

Moved by Councillor Rondeel to approve a 3.5% cost of living increase for Council and staff including any applicable merit increases, to be effective January 1, 2024.

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

CARRIED

7.4. 0112 Chambers Policy

Motion 204/2023

Moved by Councillor Coston to accept the revised 0112 Council Chambers Policy, as presented.

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

CARRIED

7.5. 2024 Capital Budget Estimate - Tagish Engineering

Motion 205/2023

Moved by Councillor Coston to pursue a special tax levy (local improvement plan) for the paving in the following areas:

- 2. Project: 43 Street. Road Construction & Paving, 43 Street – from 50 Ave. to 54 Ave. – (\$752,353) or (\$890,298 If Provisional Pathway is included)
- 3. Project: 53 Avenue. Road Construction & Paving, 53 Avenue – from 42 St. to 43 St. – (\$205,398)
- 4. Project: 42 Street. Road Paving, 42 Street – from 53 Ave. to 54th Ave (Hwy. 20). – (\$176,365)
- 5. Project: 54 Av. Road Construction & Paving, 54 Ave – from 44 St. to Hwy 20 – (\$536,100)

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

8.2. BOARDS/COMMITTEE REPORTS

Motion 206/2023

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

9. CORRESPONDENCE

9.1. Correspondence

Motion 207/2023

Moved by Councillor Coston to accept the correspondence from the Blindman Valley Lions Club, as information.

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

CARRIED

10. OPEN FORUM

11. CLOSED SESSION

11.1. FOIP-Financial

Motion 208/2023

Moved by Councillor Coston to enter into closed session at 6:02 P.M.

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

CARRIED

Motion 209/2023

Moved by Councillor Clark to come out of closed session at 6:18 P.M.

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

CARRIED

12. ADJOURNMENT

12.1. Adjournment

Motion 210/2023

Moved by Councillor Clark to adjourn the meeting at 6:20 P.M.

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

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: January 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Flag Policy
Item For: Public Information -or- Closed Session

BACKGROUND:

At the last Committee of the Whole meeting held on January 8, 2024, Council made the following motion:

Motion 004/2024 COW

Moved by Councillor Curle to bring the Town of Rimbey Flag Policy 1129, to the next Regular Council meeting on January 22, 2024.

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

CARRIED

RECOMMENDATION:

Administration recommends Council approve the flag policy for the Town of Rimbey.

ATTACHMENTS:

[Town of Rimbey Flag Policy Template](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 18, 2024
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

January 18, 2024
Date



Town of Rimbey Policy Manual

Title: Flag Policy	Policy No: 1129
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Date Approved:	Resolution No:
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Date Effective:

Purpose:	To establish procedures for ensuring that proper protocol for all flags flown by the Town is followed, and that all flags flown at the Town Administration building are displayed in an appropriate and consistent manner.
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1.0 Policy Statement:

1.1. The Town recognizes that the National Flag of Canada, as well as all provincial, territorial, and municipal flags, are seen as symbols of pride and honour for all Canadians. As such, it is important and necessary to establish procedures for ensuring that proper protocol for all flags flown by the Town is followed, and that all flags flown at the Town Administration building are displayed in an appropriate and consistent manner.

2.0 Responsibilities:

2.1 Responsibility for ensuring that this policy is enforced shall fall to the Chief Administrative Officer, or an otherwise designated officer.

3.0 Guidelines:

3.1 All flags flown at the Town Administration building must be kept in excellent condition, with no holes, tears, or other visible damage.

3.2 Flags flying at a Town facility or property will be lowered to half-mast on specific occasions to commemorate a solemn occasion.

3.3 Protocol used for the lowering of flags, the order in which flags are flown, and any other matter related to flags not specifically addressed in this policy will be at the directive of:

- 3.3.1 The Prime Minister’s Office, acting through Canadian Heritage;
- 3.3.2 The Premier’s Office, acting through Alberta Protocol; or
- 3.3.3 The Council of the Town of Rimbey , acting through this policy

3.4 Flags will be flown at half-mast on the following anniversaries or occasions, as a mark of remembrance (per Alberta Protocol):

- 3.4.1 April 9 (National Day of Remembrance of the Battle of Vimy Ridge)
- 3.4.2 April 28 (National Day of Mourning)
- 3.4.3 June 23 (National Day of Remembrance for Victims of Terrorism)

- 3.4.4 Second Sunday in September (Firefighters' National Memorial Day)
- 3.4.5 Last Sunday in September (Police and Peace Officers National Memorial Day)
- 3.4.6 September 30 (National Truth & Reconciliation Day)
- 3.4.7 November 11 (Remembrance Day)
- 3.4.8 December 6 (National Day of Remembrance and Action on Violence Against Women)
- 3.5 Flags will be flown at half-mast from the time of notification of death until the morning of the first working day following the funeral or the memorial service for the following individuals:
 - 3.5.1 The Sovereign
 - 3.5.2 A Member of the immediate Royal Family
 - 3.5.3 The Governor General of Canada or any former Governors General
 - 3.5.4 The Prime Minister of Canada or any former Prime Ministers
 - 3.5.5 The Lieutenant Governor of Alberta or any former Lieutenant Governors
 - 3.5.6 The Premier of Alberta or any former Premiers
 - 3.5.7 A currently serving MP or MLA representing the Town of Rimbey
 - 3.5.8 The current Mayor and any current member of Council of the Town of Rimbey
- 3.6 Flags will be flown at half-mast on the day of the funeral or memorial service for the following individuals:
 - 3.6.1 Any current or former Provincial (Alberta) Cabinet Minister
 - 3.6.2 Any former Mayor or member of Council of the Town of Rimbey
 - 3.6.3 Any current employee of the Town or any current emergency service personnel serving within the County.
- 3.7 At Council's discretion, flags may be flown at half-mast to mark other significant occasions or circumstances; requests for this may be brought before Council for approval.
 - 3.7.1 If there is insufficient time between the request and the proposed date of lowering, the Mayor may, after consulting with Council through email or any other authorized means determine whether or not to grant the request and lower flags to half-mast.
- 3.8 At this time, the Town of Rimbey shall not fly the flags/banners of community groups, charitable organizations, or any other outside groups.

Initial Policy Date:		Resolution No:	
Revision Date:		Resolution No.	
Revision Date:		Resolution No.	

Town Council REQUEST FOR DECISION



Meeting: January 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rimbey Historical Society
Item For: Public Information -or- Closed Session

BACKGROUND:

At the last Committee of the Whole Meeting held on January 8, 2024, Council discussed the Rimbey Historical Society, and the following motion was made:

Motion 005/2024 COW

Moved by Mayor Pankiw to bring the discussion of reimbursing the Rimbey Historical Society \$7500 to the next Regular Council meeting on January 22, 2024.

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

CARRIED

RECOMMENDATION:

Administration recommends that Council determine if they wish to reimburse the Historical Society \$7500 for repairs and maintenance.

ATTACHMENTS:

- [COW Meeting Handout November 15, 2023](#)
- [Rimbey Historical Email Request October 19, 2023](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 17, 2024
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

January 18, 2024
Date

**COTW Meeting Nov 15 2023
Re: Pavilion at Paskapoo Park**

Key points

Quotes were solicited from 5 companies.

One company responded with a quote of \$13,000.

It was decided to take on as much of the work ourselves to reduce cost.

Work was carried out at the following costs for structural repairs;

- JIGS Welding	\$ 550.00
- Kevin Booth Construction	\$ 3,340.00
- Evergreen Coop, 4 steel beams	<u>\$ 2,698.25</u>
Total	\$ 6,588.25

When the pavilion was built there was never heating installed, even though there is water and sewer in the building.

In the past, 2 space heaters and turning up the stove's pilot lights up provided heat to the facility so the water won't freeze.

We had a proper electric commercial overhead heater installed at a cost of **\$ 1,500.00**.

Maintenance and repair costs for the 2023 year so far amount to;

- Custom Eaves, eavestrough repairs	\$ 270.00
- Labour costs, cleaning tables, washing concrete pad, garbage removal etc.	\$ 1,050.00
- Cleaning and sanitary supplies	\$ 200.00
- Advance Fire & Safety, inspection and servicing	<u>\$ 395.00</u>
Total	\$ 1,915.00

Total, we have spent **\$10,003.25** on maintenance and capital repairs. Over the past 3 year the income amounts to **\$ 4,050.00** (2021, \$900) (2022, \$1700) (2023, \$1450). The annual maintenance costs equals the annual revenue.

The money we have used for the aforementioned capital repairs is taken from our museum building maintenance and repair program.

Prepared by:
Bill Hval
President,
Rimbey Historical Society

Council Agenda Item 7.2

> -----Original Message-----

> From: Bill Hval <[REDACTED]>

> Sent: Thursday, October 19, 2023 11:08 AM

> To: Craig Douglas <craig@rimbey.com>

> Cc: Rimbey Historical Society <paskapoo@telus.net>

> Subject: Financial Assistance

>

>

> The Rimbey Historical Board is seeking the Town's financial assistance in completing two outstanding projects that should be completed before "the snow flies".

>

> The first is the installation of a proper thermostatically controlled commercial electric heater in the pavilion. Each year two portable electric heaters have been used to prevent water freeze up. However, the units are not designed for 24hr/7-day a week operation. These units used in this fashion have been known to be fire hazards. The cost of this initiative is about \$1,300.

>

> The second project is to install a high output motion activated LED light on the west side of the museum, which will illuminate the gated area leading into the RV storage yard. We are hoping by having a lighting system such as mentioned, it will help to deter vandalism and break-and-enter of the area. Currently the Town is paying utility costs for an inefficient light that does not provide a good illumination of the area. By replacing the light with the LED system, it will help to conserve energy thus reducing operational costs. This project is estimated at \$1,200. Both quotes were provided by GJS Electric in Rimbey.

>

> We would cover the costs ourselves for the aforementioned, but unfortunately we spent more than anticipated carrying out the requisite repairs on the pavilion this past summer. So far the costs are sitting at around \$6,500 which was a large part of our capital expenditure program for 2023.

>

> 1. Can the Town help out the museum by paying for the projects directly, about \$2,500, or;

> 2. Is the Town in a position to reimburse the museum the amount we will incur by completing the two projects.

>

> Thank you for your consideration in this matter and I look forward to your earliest reply.

>

> Regards,

> - Bill -

Town Council REQUEST FOR DECISION



Meeting: January 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Water Management Plan
Item For: Public Information -or- Closed Session

BACKGROUND:

At the last Committee of the Whole held on January 8, 2024, Council discussed water management and made the following motions:

Motion 006/2024 COW

Moved by Councillor Coston to bring forward the discussion of a water management plan to the next Regular Council meeting on January 22, 2024.

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

CARRIED

Motion 007/2024 COW

Moved by Councillor Coston bring forward the discussion of interested parties to implement an incentive/education program to the next meeting on January 22, 2024.

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

CARRIED

RECOMMENDATION:

Administration recommends Council determine if they wish to implement a water management plan

ATTACHMENTS:

[Letter to Elected Municipal Leaders - Minister Rebecca Schulz](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 18, 2024
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas", with a large, sweeping flourish extending to the right.

Craig Douglas, Chief Administrative Officer

January 18, 2024
Date



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at rivers.alberta.ca. To learn more about the impacts of drought on communities and the principles for sound water management, please visit alberta.ca/drought.

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email epa.drought@gov.ab.ca.

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz
Minister of Environment and Protected Areas

cc: Honourable Ric McIver
Minister of Municipal Affairs

Honourable RJ Sigurdson
Minister of Agriculture and Irrigation

Stacey Smythe
Assistant Deputy Minister, Regulatory Assurance
Environment and Protected Areas

Town Council REQUEST FOR DECISION



Meeting: January 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rescind Motion 200/2023
Item For: Public Information -or- Closed Session

BACKGROUND:

At the last Regular Council meeting held on December 11, 2023, Council made the following motion.

Motion 200/2023

Moved by Mayor Pankiw for the Town of Rimbey to take over the operations of the Pas-Ka-Poo Park and the Pavilion, effective May 1, 2024.

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

CARRIED

Following the meeting held on December 11, 2023, Council has determined that they would like to rescind Motion 200/2023.

RECOMMENDATION:

Motion from Council to rescind Motion 200/2023 made on December 11, 2023.

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 18, 2024
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

January 18, 2024
Date

Town Council
REQUEST FOR DECISION



Meeting: January 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: 2024 Capital Budget Estimate - Tagish Engineering
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Regular Council Meeting held on December 11, 2023, Council discussed the Tagish Engineering 2024 Capital Budget Estimate including various paving projects and made the following motion:

Motion 205/2023

Moved by Councillor Coston to pursue a special tax levy (local improvement plan) for the paving in the following areas:

1. Project: 43 Street. Road Construction & Paving, 43 Street – from 50 Ave. to 54 Ave. – (\$752,353) or (\$890,298 If Provisional Pathway is included)
2. Project: 53 Avenue. Road Construction & Paving, 53 Avenue – from 42 St. to 43 St. – (\$205,398)
3. Project: 42 Street. Road Paving, 42 Street – from 53 Ave. to 54th Ave (Hwy. 20). – (\$176,365)
4. Project: 54 Av. Road Construction & Paving, 54 Ave – from 44 St. to Hwy 20 – (\$536,100)

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

CARRIED

DISCUSSION:

Final calculations with current interest rates indicate increased financial impact to the Town. Administration recommends Council determine if they wish to proceed with the special tax levy.

RELEVANT POLICY/LEGISLATION:

MGA s397 (1)

RECOMMENDATION:

Administration recommends that Council decide if they wish to pursue a special tax levy.

ATTACHMENTS:

[RB00 20231120 LTR 2024 Capital Plan Draft](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 18, 2024
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

January 18, 2024
Date



November 20, 2023

File#: RB00
Sent by: Mail

Town of Rimbey
Box 350
Rimbey, Alberta
T0C 2J0

ATTENTION: Craig Douglas, CAO

Dear Sir;

RE: 2024 Capital Budget Estimate

Tagish Engineering has been requested to provide conceptual estimates for several projects for consideration in the Town's 2024 Capital Budget.

2024 – Capital Budget:

1. Project: Water Valve Replacement - (\$50,000.00)

This project includes the replacement of non-functioning water main valves. The valves that will be selected for this program are valves that leak through the packing and are unable to be operated. hydrants are in poor condition with replacement parts very expensive or not available at all.

2. Project: 43 Street. Road Construction & Paving, 43 Street – from 50 Ave. to 54 Ave. – (\$752,353) or (\$890,298 If Provisional Pathway is included)

Due to increased traffic within the commercial area, this project includes roadway upgrades to 43 Street from 50 Ave. to 54 Ave. Road construction includes an additional 150mm lift of crushed gravel with a 100mm lift of new asphalt over the existing gravel base. Existing approaches and driveways would be upgraded to tie into the new roadway surface. The project also includes some stormwater and drainage improvements to existing culverts and a clean out of the west ditch. As this is a newly created commercial area, the Town may want to consider adding an additional pathway for pedestrian traffic. This pathway is provisional and can be removed or completed as part of a future project if its not required.

3. Project: 53 Avenue. Road Construction & Paving, 53 Avenue – from 42 St. to 43 St. – (\$205,398)

This project includes roadway upgrades to 53 Avenue from 42 Street to 43 Street (Roadway between Jehovah's Witness Church and Dairy Queen). The existing roadway is quite narrow, so new road shoulders would be constructed to widen the existing road. Road construction includes an additional 150mm lift of crushed gravel with a 100mm lift of new asphalt over the existing gravel base. The project also includes the construction of a storm main within the south



ditch which help the existing ditch function better and provide better safety features in a commercial area.

4. Project: 42 Street. Road Paving, 42 Street – from 53 Ave. to 54th Ave (Hwy. 20). – (\$176,365)

The project includes reshaping the existing gravel base and adding a 100mm lift of asphaltic pavement for the service road off of Highway 20 into the Tim Horton's Commercial Area.

5. Project: 54 Av. Road Construction & Paving, 54 Ave – from 44 St. to Hwy 20 – (\$536,100)

The project includes the installation of storm mains, curb, gutter and asphaltic pavement to provide an all-weather surface from the newly constructed Hwy 20 intersection to 44 Street. Public Works has completed the gravel base construction in 2021.

Closing:

It is recognized that there are multiple projects listed above which may not all be able to be completed within the 2024 budget. Tagish Engineering has provided discussion comments for each to help assist the Town in selecting prospective projects for 2024 and subsequence years.

Projects estimates have been completed as stand alone projects with contingency and engineering. If multiple projects are to be completed as part of a program, contingency and engineering can be lowered.

We would ask that Capital Budget be approved as soon as possible. The quicker the turn around, the quicker we can get projects designed and tendered to get the Town the best possible prices.

Yours truly,
TAGISH ENGINEERING LTD.

Lloyd Solberg, P. Eng.
Project Manager

Town Council
REQUEST FOR DECISION



Meeting: January 22, 2024
Submitted By: Craig Douglas, 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: Craig Douglas, Chief Administrative Officer

January 17, 2024
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

January 17, 2024
Date

January 22, 2024
CAO Report



HIGHLIGHTS

MEETINGS

- **Fire Department Meeting as CAO - December 12, 2023**
- **Ponoka Regional Emergency Plan - December 14, 2023**
- **Government Frameworks - December 14, 2023**
- **Met with Baytex - January 10, 2024**
- **Met with Fortus - January 10, 2024**

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 22, 2024

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 2023.
- Dealing with Local Authorities Pension Plan regarding queries and balancing for year-end preparation.
- Checking on Local Authorities Pension Plan regarding leaves and retirement matters.
- Working on ICity system re: year end and closing modules and updating constants for payroll for the new year.
- Updating estimate of earnings for Workers Compensation for 2023.
- Working on budget.
- Working with insurance company and their queries and dealing with the additionally named insured organizations under the Town's policy.

ATTACHMENTS

[RFD 8.1.2 Copy of Variance Report - December 31, 2023](#)

[Accounts Payable Listing Dec. 08 - 31, 2023](#)

[Accounts Payable Listing Jan. 01 - 16, 2024](#)

PREPARED BY: Wanda Stoddart, Director of Finance

TOWN OF RIMBEY								
VARIANCE REPORT								
FOR THE TWELVE MONTH PERIOD ENDING DECEMBER 31, 2023								
OPERATING	2023 Revenues				2023 Expenses			
	Budget	Year to Date	% Revenue to Date	Variance	Budget	Year to Date	% Expenses to Date	Variance
	General Municipal Revenues	4,510,176	5,616,434	125%	-1,106,258	938,583	938,583	100%
Council (11)					241,535	186,157	77%	55,378
Administration (12)	44,805	39,084	87%	5,721	808,018	794,010	98%	14,008
General Administration (13)				0	123,904	102,470	83%	21,434
Police (21)	65,946	53,335	81%	12,611	199,268	175,400	88%	23,868
Fire (23)				0	25,971	25,971	100%	0
Disaster Services (24)				0	4,000	745	19%	3,255
Intern	0	0	0%	0	0	0	0%	0
Bylaw Enforcement (26)	32,100	26,474	82%	5,626	173,872	163,290	94%	10,582
Public Works (32)	24,510	26,525	108%	-2,015	903,696	826,322	91%	77,374
Airport (33)	0	0	0%	0	0	0	0%	0
Storm sewer (37)	0	0	0	0	19,251	11,776	61%	7,475
Water (41)	554,500	578,302	104%	-23,802	417,111	421,739	101%	-4,628
Sewer (42)	347,500	476,739	137%	-129,239	385,810	345,802	90%	40,008
Garbage (43)	213,215	218,660	103%	-5,445	119,655	105,507	88%	14,148
Recycle (43-01)	38,537	41,685	108%	-3,148	124,278	113,282	91%	10,996
Compost	3,100	3,336	108%	-236	16,541	9,175	55%	7,366
Community Services (FCSS)	230,415	236,841	103%	-6,426	291,538	308,544	106%	-17,006
Cemetery (56)	16,625	29,503	177%	-12,878	51,911	44,466	86%	7,445
Development (61)	29,260	13,627	47%	15,633	111,234	71,433	64%	39,801
Econ.Development (61-01)	24,000	16,415	68%	7,585	53,654	66,891	125%	-13,237
Recreation Office (72)	420,766	420,766	100%	0	103,847	99,716	96%	4,131
Pool (72-04)	86,250	96,058	111%	-9,808	287,558	235,401	82%	52,157
Parks (72-05)	0	0	0%	0	139,454	83,838	60%	55,616
Fitness Center (72-06)	32,600	38,412	118%	-5,812	46,066	26,470	57%	19,596
Arena (72-09)	115,250	132,802	115%	-17,552	353,005	310,045	88%	42,960
Recreation Programs (72-11)	3,400	10,247	301%	-6,847	42,263	56,082	133%	-13,819
Community Centre (74)	64,500	65,646	102%	-1,146	319,945	240,844	75%	79,101
Library (74-06)	0	0	0%	0	152,460	149,088	98%	3,372
Blindman Youth Action Society (74-08)	15,060	27,742	184%	-12,682	15,220	20,500	135%	-5,280
Curling Club (74-09)	823	823	100%	0	32,000	29,973	94%	2,027
Museum (74-12)					77,800	82,316	106%	-4,516
Total Revenues	6,873,338	8,169,456		-1,296,118	6,579,448	6,045,836		533,612
Debenture & Loan Principal Payments					328,700	327,955		745
Total operating and debt repayment	6,873,338	8,169,456		-1,296,118	6,908,148	6,373,791		534,357

TOWN OF RIMBEY							
VARIANCE REPORT							
FOR THE TWELVE MONTH PERIOD ENDING DECEMBER 31, 2023							
CAPITAL	Grants and reserves	Operating surplus			Year to Date	Variance	
Town Office Building Sign	8,500				7,150	1,350	
IT - Computers - 5 workstations replacements, Watchguard T40-W Firewall, HPE Tower Server	52,000				47,229	4,771	
Concrete/asphalt crushing	100,000				94,800	5,200	
Streetlights 56 Ave., 53 Ave., 46 St	6,800				7,852	-1,052	
Water Meters	50,000				40,975	9,025	
Water Level Transmitters	50,000				11,536	38,464	
2023 Street Improvements							
43 St Road Construction - 50 Ave to 54 Ave (Local Improvement Project) Conceptual estimate 1.1 m, Design Work in 2023	100,000				41,910	58,090	
51st St from 46 Ave to 51 Ave Storm System Replacement 3-04-39-610	765,000				1,360,123	-595,123	
Parks							
Tree replacement 50 St (52 Ave-54 Ave) 48 Trees.	21,600				16,000	5,600	
Recycle Depot							
Replace Overhead Doors	29,500				26,980	2,520	
Cemetery							
Pool							
Spray Park Flow through System	60,000					60,000	
Community Centre							
Electric Scissor Lift	20,000				18,500	1,500	
Walk Behind Floor Scrubber 3-04-88-610	12,500				11,241	1,259	
North Wall - Insulate and Tin-Estimate	20,000					20,000	
Arena							
Hvac Unit over Arena Concession	50,000				43,082	6,918	
Ice Plant Brine Pump	8,000				7,172	828	
Fitness Center							
Fitness Center - Equipment	10,000				11,858	-1,858	
	1,363,900	0			1,746,408	-382,508	
Total operating and capital	8,237,238	8,169,456		-1,296,118	6,908,148	8,120,199	151,849

Council Board Report 8.1.3



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

Date Range: 08-Dec-2023 to 31-Dec-2023
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
1025984 ALBERTA LTD.	49904	12-Dec-2023	Refund on PT Account 000 - 10160	346.04
Accu-Flo Meter Service Ltd.	49905	12-Dec-2023	Accu-Flo - 2" e-coder M3 register	588.00
Black Press Group Ltd.	49906	12-Dec-2023	Black Press Media - November 2023 - advertising	1,197.41
Corner Bistro Ltd. O/A 2154010 Alberta Ltd.	49907	12-Dec-2023	Corner Bistro - CARE course lunch - RhPAP (AR)	600.00
Evergreen Co-operative Association	49909	12-Dec-2023	Co-op - supplies	5,348.78
Global Industrial Canada	49910	12-Dec-2023	Global Industrial - 6 tables - CC	3,173.86
Hi-Way 9 Express Ltd.	49911	12-Dec-2023	Hi-Way 9 - freight - Titan Supply	44.06
Imperial Esso Service (1971)	49912	12-Dec-2023	Esso - propane - arena	251.01
KAIN,BRETT	49913	12-Dec-2023	Brett Kain - cardlock refund	25.00
Luchak,Angela& Luchak, Steven	49914	12-Dec-2023	Refund on account 003-19560-003.	451.57
MENDOZA,JOAN	49915	12-Dec-2023	J.Mendoza - cardlock refund	25.00
NAPA Auto Parts - Rimbey	49916	12-Dec-2023	Napa- oil/filters	120.12
Reynolds Mirth Richards & Farmer LLP	49917	12-Dec-2023	Reynolds Mirth Richards & Farmer - general matt	207.90
Rimbey Builders Supply Centre Ltd.	49918	12-Dec-2023	Rimbey Builders - BYAS - supplies	4.19
Rimbey Express	49919	12-Dec-2023	Rimbey Express - freight	212.50
Rimbey Home Hardware	49920	12-Dec-2023	Home Hardware - batteries/supplies	192.97
Rimbey Implements Ltd.	49921	12-Dec-2023	Rimbey Implements - seal kit	559.14
Rimbey Janitorial Supplies	49922	12-Dec-2023	Rimbey Janitorial - arena - supplies	607.95
SANSOME,SAMANTHA	49923	12-Dec-2023	Samantha Sansome - Nov.7-28/23 - yoga classes	290.00
Staples Professional	49924	12-Dec-2023	Staples Professional - office supplies	460.56
Town Of Rimbey	49925	12-Dec-2023	Town of Rimbey - utilities	1,288.20
True Way Tire Ltd.	49926	12-Dec-2023	True Way Tire - PW - tire repair - Unit 12	37.01
Uni First Canada Ltd.	49927	12-Dec-2023	UniFirst - coveralls/supplies	140.03
Action Autobody	49928	19-Dec-2023	Action Autobody - Unit #12 - repair	588.50
Boys & Girls Club of Wolf Creek	49929	19-Dec-2023	Boys and Girls Club of Wolf Creek (Rimbey) 2023	10,320.00
DOUGLAS,CRAIG	49930	19-Dec-2023	C.Douglas - expense claim	65.28
Empringham Disposal Corp.	49931	19-Dec-2023	Empringham - garbage/recycle - Nov.2023	9,292.50
Kansas Ridge Mechanical Ltd.	49932	19-Dec-2023	Kansas Ridge Mechanical - Town Office - check 1	115.50
Rimbey Implements Ltd.	49933	19-Dec-2023	Rimbey Implements - supplies - well #12 & #13	316.16
SANDHILLS EQUIPMENT SALES	49934	19-Dec-2023	SandHills Equipment Sales - portable gen set ligh	3,570.00
SINGH,JASKIRAT	49935	19-Dec-2023	J.Singh - cardlock refund	25.00
Uni First Canada Ltd.	49936	19-Dec-2023	UniFirst - coveralls/supplies	67.65
Aquam	49937	22-Dec-2023	Aquam - supplies	2,999.73
Central Alberta Raceways	49938	22-Dec-2023	Central Alberta Raceways - donation from Keyerz	2,500.00
DURAND,MELVIN	49939	22-Dec-2023	Melvin Durand RhPAP - Christmas candy/hot ch	236.20
Imperial Esso Service (1971)	49940	22-Dec-2023	Esso - propane	102.00
LMC LEANNE CROSS	49941	22-Dec-2023	LMC - fitness classes	550.00
Mega Tech	49942	22-Dec-2023	Mega Tech - installation - docking station - bylaw	2,189.31
NAPA Auto Parts - Rimbey	49943	22-Dec-2023	Napa - supplies	359.45
Rimbey Art Club	49944	22-Dec-2023	Rimbey Art Club - Art Fusion/Acrylic Workshop/Q	2,310.00
RJ Plumbing and Heating	49945	22-Dec-2023	RJ Plumbing - CC - repair roof drain	199.50
SKJONSBURG,JESSICA	49946	22-Dec-2023	Jessica Skjonsberg - BYAS cleaning - Nov.2023	700.00
Stationery Stories & Sounds (2005)	49947	22-Dec-2023	Stationery Stories Sounds - 2 boxes security env	525.00
THIBEAULT,BRADLEY	49948	22-Dec-2023	B.Thibeault - expenses - oil change/maint. -	998.18
Wolseley Industrial Canada INC	49949	22-Dec-2023	Wolseley - CR to inv#934061	992.78
Animal Control Services	49950	29-Dec-2023	Animal Control - Dec. 2023 inv	3,013.50
ATS Traffic Alberta	49951	29-Dec-2023	ATS Traffic - signs/supplies	55.82
Black Press Group Ltd.	49952	29-Dec-2023	Black Press Media - Dec. 2023 ads	990.92
Bowie,Cindy	49953	29-Dec-2023	C.Bowie - office expenses	166.53
Canadian Pacific Railway Company	49954	29-Dec-2023	CP Rail - Hoadley crossing	365.50
CENTRAL LABS	49955	29-Dec-2023	Central Labs - Dec 2023 - north & south lagoons	1,410.53
Empringham Disposal Corp.	49956	29-Dec-2023	Empringham - Dec. 2023 - garbage/recycle	9,292.50
Environmental 360 Solutions (Alberta) Ltd	49957	29-Dec-2023	E360 - RCMP - Dec. 2023 bin dump/rent	773.30
Evergreen Co-operative Association	49959	29-Dec-2023	Co-op - Christmas Party Supplies	2,916.10
Expert Security Solutions	49960	29-Dec-2023	Expert Security Solutions - BYAS Bldg	1,270.50
GLANFIELD,BRENT	49961	29-Dec-2023	Brent Glanfield - cardlock refund	25.00
Glover International Trucks Ltd.	49962	29-Dec-2023	Glover Trucks - parts - unit #7	110.16
Imperial Esso Service (1971)	49963	29-Dec-2023	Esso - propane	68.00

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-Dec-2023 to 31-Dec-2023
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Pankiw,Rick	49964	29-Dec-2023	R.Pankiw - expenses - Dec.2023	115.60
R&E ELEVATOR LTD.	49965	29-Dec-2023	R & E Elevator Ltd - CC - elevator - inspection/rej	420.00
Rimbey Art Club	49966	29-Dec-2023	Rimbey Art Club - Art Fusion/Workshops	1,540.00
Rimbey Express	49967	29-Dec-2023	Rimbey Express - Dec. 2023 - freight	170.00
Rimbey Home Hardware	49968	29-Dec-2023	Home Hardware - paint	51.42
Rimbey Janitorial Supplies	49969	29-Dec-2023	Rimbey Janitorial - Town Office - RCMP - supplie	501.90
Staples Professional	49970	29-Dec-2023	Staples Professional - office supplies	41.15
Stationery Stories & Sounds (2005)	49971	29-Dec-2023	Stationery Stories Sounds - labels	31.50
Superior Safety Codes Inc.	49972	29-Dec-2023	Superior Safety Codes - Nov. 2023 inv	404.25
Town Of Rimbey	49973	29-Dec-2023	Town of Rimbey - Dec. 2023 util	1,000.83
Uni First Canada Ltd.	49974	29-Dec-2023	UniFirst - coveralls/supplies	72.38
United Farmers Of Alberta	49975	29-Dec-2023	UFA - cleaning supplies - Bylaw	303.73
Vicinia Planning & Engagement Inc.	49976	29-Dec-2023	Vicinia - Oct. 2023 - inv	4,409.41
Wolseley Industrial Canada INC	49977	29-Dec-2023	Wolseley - bleach - PW	1,132.16
Alberta Education	00163-0001	12-Dec-2023	Alberta Education - 4th quarter school req. - 2023	215,995.98
ALBERTA MUNICIPAL SERVICE CORPORATION	00163-0002	12-Dec-2023	Alberta Municipal Services Corp - gas/power Dec	57,994.32
Eastlink	00163-0003	12-Dec-2023	Eastlink - fitness centre - cable	104.16
Telus Mobility Inc.	00163-0004	12-Dec-2023	Telus Mobility - Dec.06/23	426.79
Waste Management	00163-0005	12-Dec-2023	Waste Management - Dec. 2023 recycling	3,932.03
Workers' Compensation Board - Alberta	00163-0006	12-Dec-2023	WCB - issue date - Dec.06/23	1,270.23
Canada Revenue Agency	00164-0001	19-Dec-2023	CRA - deductions (Dec.03-16/23) Dec.22/23 biwe	17,362.91
LAPP	00164-0002	19-Dec-2023	LAPP - Town - Dec.22/23 (Dec.3-16/23) PP #26 ;	10,333.96
Servus Credit Union - Mastercard	00165-0001	22-Dec-2023	Servus M/C - W.Stoddart - Nov.30/23	6,384.34
Telus Communications Inc.	00165-0002	22-Dec-2023	Telus - Beatty House - Dec.10/23	2,116.48
INNOV8 DIGITAL SOLUTIONS INC.	00166-0001	29-Dec-2023	Innov8 - copies - Town/CC	412.11
VICTOR CANADA	00166-0002	29-Dec-2023	Victor - HSA - Nov.2023	2,557.75
Waste Management	00166-0003	29-Dec-2023	Waste Management - Dec. 2023 - recylce	3,318.41
ALBERTA MUNICIPAL SERVICE CORPORATION	00167-0001	31-Dec-2023	Alberta Municipal Services Corp - gas/power (De	63,595.07
Servus Credit Union - Mastercard	00167-0002	31-Dec-2023	Servus M/C - R.Schmidt - Dec.31/23	3,770.16
Total:				475,421.43

Council Board Report 8.1.3
 Council Agenda Report



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

Date Range: 01-Jan-2024 to 16-Jan-2024
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
1655636 ALBERTA LTD	49978	16-Jan-2024	1655636 Alberta Ltd (Winmar Property Resortatic	3,000.00
556436 Alberta Ltd.	49979	16-Jan-2024	Central Sharpening - sharpen ice knife	120.75
Alberta Water & Wastewater Operators Assoc	49980	16-Jan-2024	AWWOA - annual memberships (Schmidt,Campb	983.24
AMSC Insurance Services Ltd.	49981	16-Jan-2024	AMSC Insurance - Mayor/Council -Jan/24	52.29
Brandt Tractor Ltd	49982	16-Jan-2024	Brandt Tractor - Unit #2 - repairs/parts	8,563.76
Cimco Refrigeration	49983	16-Jan-2024	Cimco - CC - extra work during startup	636.75
CORNERSTONE PILATES STUDIO	49984	16-Jan-2024	Cornerstone Pilates - Dec.2023 classes	250.00
County Cast-A-Waste Inc.	49985	16-Jan-2024	County Cast-a-Waste - BYAS - Jan-Mar.2024 - bi	214.20
Expert Security Solutions	49986	16-Jan-2024	Expert Security - annual fees - pumphouse 2 / lift	535.08
Federation of Canadian Municipalities	49987	16-Jan-2024	FCM - 2024-25 Membership fee	797.94
Kansas Ridge Mechanical Ltd.	49988	16-Jan-2024	Kansas Ridge Mechanical - CC repairs	284.67
Karlstrom,Carolyn	49989	16-Jan-2024	Carolyn Karlstrom - facility deposit refund	80.00
Longhurst Consulting	49990	16-Jan-2024	Longhurst Consulting - Jan. 2024 - monthly fee	3,927.14
LOR-AL SPRINGS LTD.	49991	16-Jan-2024	Lor-Al Springs - water	19.35
Miller,Jonathan	49992	16-Jan-2024	Jonathan Miller - workboots	204.74
MLA Benefits Inc.	49993	16-Jan-2024	MLA Benefits - Jan.2024 - HSA - Mayor/Council \$	1,584.56
Municipal Property Consultants (2009) Ltd.	49994	16-Jan-2024	Municipal Property Consultants - Jan. 2024 fees	3,640.88
NAPA Auto Parts - Rimbey	49995	16-Jan-2024	Napa - heater	45.28
Nikirk Bros. Contracting Ltd.	49996	16-Jan-2024	Nikirk - fillcrete - 57th Ave - watermain break	8,177.78
OUELLETTE,MIKE	49997	16-Jan-2024	Mike Ouellette - cardlock refund	25.00
Outlaw Electric Ltd.	49998	16-Jan-2024	Outlaw Electric - repair in PW shop	100.80
Parkland Regional Library	49999	16-Jan-2024	Parkland Regional Library - 1st quarter requisitior	6,325.60
Pitney Bowes	50000	16-Jan-2024	Pitney Bowes - Dec/23-Feb/24 - lease	182.04
Rimbey Family & Community Support Services	50001	16-Jan-2024	Rimbey Family & Community Services - 2024 - 1s	49,748.28
Rimbey Implements Ltd.	50002	16-Jan-2024	Rimbey Implements - Unit #10 - new battery	143.59
Rimbey Municipal Library	50003	16-Jan-2024	Rimbey Municipal Library - 1st quarterly appropri	27,338.50
RJ Plumbing and Heating	50004	16-Jan-2024	RJ Plumbing - repair - CC - pump	572.25
RYBAK,BONNIE	50005	16-Jan-2024	B.Rybak - mtg expenses reimbursement	72.97
Servus Credit Union - Mastercard	50006	16-Jan-2024	Servus Credit Union - refund - paid twice for rink l	367.50
SFE Global	50007	16-Jan-2024	SFE Global - annual fees (south/north lagoon)	1,962.96
Staples Professional	50008	16-Jan-2024	Staples Professional - office supplies	382.61
Tagish Engineering Ltd.	50009	16-Jan-2024	Tagish - Dec.23 - general engineering	6,313.39
Towle,Jeanette	50010	16-Jan-2024	J.Towle - NPI Conf - expenses	851.11
Uni First Canada Ltd.	50011	16-Jan-2024	UniFirst - coveralls/supplies	205.61
UNIVERUS SOFTWARE CANADA INC.	50012	16-Jan-2024	Univerus - Book King Annual Subscription - 2024	2,068.42
Urban DirtWorks Inc.	50013	16-Jan-2024	Urban Dirtworks - repairs - watermain break - 57th	3,396.75
Canada Revenue Agency	00168-0001	16-Jan-2024	CRA - deductions (Dec.17/23 - Jan.05/24) Jan.05	51,064.12
Eastlink	00168-0002	16-Jan-2024	Eastlink - Jan. 2024 inv - fitness centre - cable	104.16
LAPP	00168-0003	16-Jan-2024	LAPP - Town - Jan.05/24 (Dec.17-30/23) PP #1 2	23,612.93
Telus Mobility Inc.	00168-0004	16-Jan-2024	Telus Mobility - Jan106/24	418.64
Telus Communications Inc.	00168-0005	16-Jan-2024	Telus - Beatty - Jan.10/24	2,116.30
VICTOR CANADA	00168-0006	16-Jan-2024	Victor - Jan. 2024 benefits	14,385.69
Total:				224,877.63

January 22, 2024
Public Works Report



HIGHLIGHTS

ROADS

- Grading and snow removal as needed. Removed snow from the downtown business area twice.
- Sidewalk sweeping as needed.
- Pothole repairs were on-going until the snow came.
- Alley grading.
- Litter pick up.
- Repair large holes in alleys.
- Vehicle and equipment repairs on-going.
- Staff training.
- Met with Lloyd from Tagish Engineering to discuss infrastructure items.

WATER

- Routine maintenance and testing.
- AEP reporting on-going.
- Meter readings ongoing and zero read meters replaced as needed.
- Water wells super chlorinated.
- Litter pick up.
- Building maintenance as required.

WASTEWATER

- Routine maintenance and testing AEP reporting and other related work is ongoing.
- Met with landowners along the drainage ditch after discharge to inquire about any concerns with the discharge.
- Working with Baytex Energy to sort out hose routing and other related meetings.
- Litter pick up.
- Building maintenance as required.

RECYCLE

- Assist Ponoka County staff as required.
- Litter pick up.
- Electronic recycle bins were switched out.
- Remove snow and sand as needed.
- Building maintenance as needed.

R.C.M.P. STATION

- Building maintenance as requested.
- Snow removal and sanding of lot as needed.

CEMETERY

- Opening and closing of graves as requested.
- Snow removal as needed.
- Assist families with their needs.
- Litter pick up.
- Assist funeral directors as needed.

OTHER

- Maintenance at Town Office and Library as requested.
- Assist Development Department as required.
- Assist Town residents and visitors with any questions or concerns.
- Budget correction.
- Install lights at the town office parkette.
- Attend C.O.W meeting.

PREPARED BY: Rick Schmidt, Director of Public Works

January 22, 2024

Community Services Report



HIGHLIGHTS

PETER LOUGHEED COMMUNITY CENTRE

- Cleaning and maintenance of the facility
- Facility Bookings - Fundraising Events, markets, meetings, Christmas parties
- Purchasing Capital Items
- Update Alarm.com App
- Daily activities with school and fitness programs

COMMUNITY FITNESS CENTRE

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

RIMBEY AQUATIC CENTRE

- Checking on the facility weekly for heat or water leaks
- Spray Park operational system waiting on GLVT company to test water flow on current system and determine how much water will be used in a flow through system.
- Anti-Entrapment grates installed - pool is compliant, more documents to complete
- Encouraging local swimmers to become Instructors and Lifeguards
- Purchasing items for next year's start up

ARENA

- Ice scheduling - ongoing
- Arena Concession Operators are keeping the user groups happy
- Concession area Makeup Air Unit - installed in November
- Public Skates throughout the Christmas holidays
- Ice allocation comparison with other communities and previous years

PROGRAMS

- Sept/May Pickleball/Badminton Tuesday/Thursdays 1:30pm - 3:00pm & 7:00pm - 8:30pm
- Attendance (6-20)

Council Agenda Item 8.1.5

- Sept/May Yoga Program: Tuesdays 7:00pm - 8:00pm
- Attendance (1)
- Sept/May Free Weights: Wednesdays 5:45pm - 6:30pm
- Attendance (4-6)
- Oct/May Zumba: Thursdays 7:00pm - 8:00pm
- Attendance (6-12)
- Oct/May Gentle Fit - Tues/Thurs 10:30am - 11:00am
- Attendance (4-8)
- Nov/May Pilates - Saturdays 10:00am - 11:00am
- Attendance (2-4)
- Sept/May 1/2 hr Free weights & 1/2 hr Yoga Sundays 6:00pm - 7:00pm
- Attendance (4)
- ****New this year**** buy a 10 punch card and access any of the fitness classes such as Yoga, Pilates, Zumba, Free Weights from September 2023 - May 2024
- ****\$90 for 10 sessions or \$10/drop in**
- Public Skate on Sundays 5:15pm - 7:30pm
- Attendance (30-70)
- Sr/Parent and Tot - Tuesdays 1:30pm -2:30pm
- Attendance (5)

EVENTS

- Canada Day 2024 - contacting Entertainment Acts, Demonstrations

PREPARED BY: Cindy Bowie, Director of Community Services

January 22, 2024

Development Officer Report



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 2023 development statistics:

2023 Development Statistics - Up to January 10, 2024

	Applied 2023	Issued 2023	In Progress 2023
Development Permit Applications (non change in use / home occupation)	44	40 (2 were withdrawn by applicants)	2
Change in Use / Home Occupation Development Permit Applications	3	3	0
Subdivision Applications	1	0	1
Land Use Bylaw Amendments	0	0	0
Certificate of Compliance Requests	10	8	2
Building Permit Applications	19	12	7

The following development permits have been approved in 2023:

Permit Number	Date Issued	Civic Address	Type of Development
01/23	04.06.2023	5100-61 Avenue	Install light post & 3 parking lot lights
02/23	02.10.2023	4901-51 Street	Signage
03/23	03.03.2023	5031-50 Avenue	Signage
04/23	03.03.2023	Unit #3 4242-51 Avenue	Signage
05/23	03.03.2023	5214-44 Street	Home Occupational Permit
06/23	03.06.2023	5049-50 Avenue	Signage
07/23		CANCELLED 03.09.2023	
08/23	04.18.2023	5018-51 Street	Demolition of Garage, replacement of windows and replacing front porch walls, installing railing & replacing siding.
09/23	05.03.2023	5202-40 Street	Widening existing approach Approx 30' North.
10/23	05.03.2023	5122-51 Avenue	Demolish ramp and extend deck (6 x 23 feet)
11/23	04.20.2023	5114-44 Street	6.3m x 4.0m & 0.8m High Deck on West side of House
12/23	06.09.2023	Unit #30, Town Trailer Park	Second Accessory Building - Tent Shed
13/23	05.19.2023	4609-46 Avenue	Signage & Change in Use
14/23		CANCELLED 05.19.2023	
15/23	05.12.2023	5103-51 Avenue	Sunroom Addition
16/23	05.19.2023	4925-56 Avenue	Addition with attached garage - VARIANCE
17/23	07.07.2023	4907-49 Street	Interior Renovations & 12 X 50 addition
18/23	06.09.2023	5302-52 Street	Accessory Building over 13.4m ² (12.8mx4.9m)
19/23	06.21.2023	5301-46 Street	Accessory Building over 13.4m ² (7.9m X 9.144m)
20/23	06.13.2023	5046-49 Avenue	Demolition of exterior wall. Adding small

			addition and interior renos
21/23	07.13.2023	5002-51 Street	Signage
22/23	07.07.2023	4630-57 Avenue	Accessory Building over 13.4m ² (12.19m X 9.175m)
23/23	07.27.2023	4717-56 Avenue	Accessory Building Over 13.4m ² (8.53m x 7.92m)
24/23	08.16.2023	5601-50 Street	Canopy over North & South Sides of Duplex
25/23	08.25.2023	4821-47 Street	New Waterline
26/23	08.22.2023	5006-45 Avenue	Fabric Structure (9.144m X 12.19m)
27/23	08.23.2023	4910-56 Avenue	Demolition of two sheds and Build New Accessory Building (7.9248m x 10.9728m)
28/23	08.10.2023	4921-54 Avenue	Variance on Principal Building. Side yard setback 1.5m to 1.05m
29/23	08.16.2023	5603-50 Street	Canopy over North & South Sides of Duplex
30/23	09.01.2023	4633-54 Avenue	Move In & Set up 2023 Manufactured Home
31/23	09.01.2023	4625-52 Avenue	1676sqft modified Bi-Level with attached Garage
32/23	09.01.2023	5337-45 Avenue	Accessory Building (7.3m x 7.9m) Variance on Side yard and back setback 1.5m to 1.0m
33/23	09.01.2023	5046-50 Avenue	Removal of canopy over ATM, repair damaged wall framing & stucco as required.
34/23	09.19.2023	4929-50 Avenue	Repair Structural Damage to External walls and repair stucco as needed. Replace Windows and doors.
35/23	10.12.2023	5111-43 Street	Interior Renovations for New Pizza Place
36/23	09.19.2023	5043-50 Avenue	Signage
37/23	11.07.2023	Legacy Lane Phase 2	Seniors Condo's Legacy Phase 2 completion
38/23	10.30.2023	Unit C 4810-51 Street	Change in Use
39/23	10.30.2023	5107-56 Avenue	Deck

40/23	10.30.2023	5014-53 Avenue	Demolition of House
41/23		-In Progress-	
42/23	12.18.2023	4713-51 Street	Change in Use - Motorcycle sales - Discretionary
43/23		-In Progress-	
44/23	12.27.2023	5315 Drader Crescent	Second Accessory Building over 13.4m ² (3.3528m x 9.144m) Discretionary
01/24		-In Progress-	

The following chart outlines historic development statistics:

Historic Development Statistics

	2023		2022		2021		2020		2019	
	Applied	Issued								
Development Permit Applications	44	40	47	44	41	40	34	33	40	39
Change in Use / Home Occupation Development Permits Applications	3	3	8	8	9	9	13	13	11	11
Subdivision Applications	1	0	2	1	1	1	3	3	1	0
Land Use Bylaw Amendments	0	0	1	1	4	4	4	4	1	1
Certificate of Compliance Requests	10	8	11	11	18	18	12	12	13	13
Building Permit Applications	19	12	28	13	30	30	12	12	7	7

PREPARED BY: Liz Armitage, Development Officer

Town Council
REQUEST FOR DECISION



Meeting: January 22, 2024
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Boards/Committee Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

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

RECOMMENDATION:

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

ATTACHMENTS:

- [Tagish Engineering Project Status Updates January 4, 2024](#)
- [BHH Society Minutes Oct.2, 2023](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

January 18, 2024
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

January 18, 2024
Date

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

Beatty Heritage House Society

November 6, 2023 Meeting

The meeting was called to order at 7:40 pm by Chairperson AudreyAnn Bresnahan.

In attendance: AudreyAnn Bresnahan Jackie Anderson
Florence Stemo
Janet Herzog Teri Ormberg
Judy Larmour Annelise Wettstein
Lana Curle Town Councillor

MINUTES of October 2, 2023 Meeting were read by Florence. As there were no corrections to be made, Florence declared the Minutes Adopted as presented.

CORRESPONDENCE: Letter from the Rimbey Town Office advising us that Councillor Lana Curle will be Town Representative at the BHH Society meetings for the coming year. Welcome back, Lana. Our thanks to Councillor Jamie Coston who has served in that position for the past year. It was noted that Craig Douglas is now CAO of the Town of Rimbey, following the retirement of Lori Hillis.

TREASURER'S REPORT: Jackie reported a balance of \$24,127.30, and moved the adoption of her Report.

OLD BUSINESS:

GROUND CARE: RIGID cordless string trimmer (with a lifetime guarantee), battery, and charger have been purchased. Trimmer is registered under Beatty Heritage House Society.

Several volunteers assisted Kelsey of Apex Landscaping in trimming the hedge - done in two hours.

Two yards of soil from Midwest Propane were put over some dips on the lawn. Thanks to Society Member Mike Boorman for seeding the spots. We have not received an estimate from the arborist who assessed the trees and shrubs in September.

HOME ROUTES: Concert on Oct. 28 was well received. Board Member Janet Herzog reported that billeting the entertainer, Alan Gerber, was very enjoyable.

NEW BUSINESS:

HOME ROUTES: Next concert is scheduled for Nov. 25. It is to be an afternoon concert, and billeting of performers will not be needed. We will provide a noontime lunch.

CHRISTMAS LIGHTS: Work Bee set for Wed. pm, Nov. 15. Community Light-up is for Nov. 30.

SUMMER EMPLOYEE: MOVED by Florence seconded by Jackie that we hire a student for fourteen weeks (30 hours per week) at \$17/hr. CARRIED. Jackie will apply for funding assistance from the Federal Government.

NEXT MEETING: Monday, November 6, 2023.

ADJOURNMENT: By Ed at 9:25 pm.

Florence Stemo