

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON
WEDNESDAY, FEBRUARY 23, 2011 AT 6:30 PM IN THE COUNCIL CHAMBERS
OF THE TOWN ADMINISTRATION BUILDING**

1. **Call to Order Regular Council Meeting
& Record of Attendance**

2. **Public Hearing**

3. **Agenda Approval and Additions**

4. **Minutes**
 - 4.1 Wednesday, February 9, 2011 Council Meeting Minutes 3-6

5. **Delegations**
 - 5.1 none noted

6. **Bylaws**
 - 6.1 Pool Debenture Bylaw 7-10

7. **New and Unfinished Business**
 - 7.1 Council Remuneration Policy No. 155 Amendment 11-15
 - 7.2 Expense Reimbursement Policy No.1108 Amendment 16-23
 - 7.3 Utility Service Fee Policy No. 3211 Amendment 24-27
 - 7.4 Employee Pension Fund Policy No. 1105 Amendment 28-31
 - 7.5 Rescind Policy 1503 – Credit Card Policy 32-33

8. **Reports**
 - 8.1 Department Reports
 - 8.2.1 Ambulance 34
 - 8.2.2 Recreation 35-36
 - 8.2.3 Fire 37
 - 8.2.4 Public Works 38-39
 - 8.2.5 CAO 40
 - 8.2 Council Reports
 - 8.3 Finance Reports
 - 8.3.1 AP Cheque Run

9. **Correspondence**
 - 9.1 Proclamation Request for Parental Alienation Day 41-42
 - 9.2 Wolf Creek Public Schools Networking Evening Invitation 43-44
 - 9.3 Rimby Municipal Library Minutes for Nov 22/10 and Jan 17/11 45-46

10. **In Camera**

11. **Adjournment**

Summary of Agenda Items for February 23, 2011:

Bylaws:

- 6.1 Pool Debenture Bylaw – that Council pass a resolution to approve first reading of the pool debenture bylaw.

New and Unfinished Business:

- 7.1 Draft Remuneration Policy 155 – Council pass a resolution to approve the amended council remuneration policy 155.
- 7.2 Expense Reimbursement Policy 1108 - that Council pass a resolution to approve the amended expense reimbursement policy 1108 that will supersede policies 151, 1107, 1109, 1110, and 1111.
- 7.3 Utility Service Fee Policy 3211 - that Council pass a resolution to approve the amended utility service fee policy 3211.
- 7.4 Employee Pension Fund Policy 1105 – that Council pass a resolution to approve the amended employee pension fund policy 1105.
- 7.5 Credit Card Policy 1503 – that Council pass a resolution to rescind the credit card policy 1503.

Reports:

- 8.1 Department reports are being presented for Ambulance, Recreation, Fire, Public Works, and CAO as information for Council.
- 8.2 Council to present reports.
- 8.3 Finance to present to Council the Accounts Payable report for February 23, 2011 and pass a resolution to approve.

Correspondence:

- 9.1 Proclamation request was received requesting Council consider passing a resolution proclaiming that April 25, 2011 be noted as Parental Alienation Awareness Day for the Town of Rimbey.
- 9.2 Wolf Creek Public Schools invite Council and members of senior management staff of the Town of Rimbey to the fourth Municipal/School Division Networking Evening on March 17, 2010 from 6:30-8:30 pm at the Wolf Creek Public Schools Office in Ponoka. RSVP is required before March 4.
- 9.3 Rimbey Municipal Library Board has provided a copy of the November 22, 2010 and January 17, 2011 meeting minutes as information to Council.

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON
WEDNESDAY, FEBRUARY 9, 2011, IN THE COUNCIL CHAMBERS OF THE
TOWN ADMINISTRATION BUILDING

1. Call to Order Mayor Ibbotson called the meeting to order at 6:32 pm, with the following in attendance:
- Mayor Sheldon Ibbotson
Councillor Jack Webb
Councillor Paul Payson
Councillor Gayle Rondeel
Councillor Joe Anglin
CAO – Tony Goode
Assistant CAO – Ryan Maier
Director of Finance – Jackie McMullen
Recording Secretary - Melissa Beebe
- Public:
Rimbey Review – Trena Mielke
15 members of the Public attended
2. Public Hearing None
3. Adoption of Agenda Motion 33/11
- Moved by Councillor Anglin to adopt the agenda with the following amendments:
- Delegations:
5.2 Kinsmen Club/CAR
- New and Unfinished Business
7.6 Ground Ambulance
7.7 Rimoka
- CARRIED
(5-0)
4. Minutes 4.1 January 26, 2011, Council Meeting Minutes
- Motion 34/11
- Moved by Councillor Rondeel to accept the January 12, 2011, Council Meeting minutes as presented.
- CARRIED
(5-0)
5. Delegation 5.1 Kinsmen Club/CAR
- Rod Schaff, acting liaison for Central Alberta Raceways (CAR), presented that CAR is currently working on its 2011 schedule and are requesting the use of 50th Street for the 8th annual 100ft Shoot-out event scheduled for July 9th, 2011,. This event has always been held the second weekend of July and has been a huge attraction to Rimbey and always well attended. Mr. Schaff presented that funds raised are used for local groups and community projects and this year will be donating funds to the pool project. CAR has provided the town a copy of the insurance since 2009 and this year the liability will be increased to 5 million for all events and especially for the 100ft Shoot-out. Mr. Schaff asked if Council had any questions.
- Council voiced concerns regarding the following:
- Effects on the local businesses within the vicinity of the event with regards to access of patrons.
 - What about noise from the car event affecting the horses at the rodeo event.
 - Could the event be held on Sunday, to alleviate the effects on local business.
 - Could the event be located at a different location.
 - Changing the date
 - Effects this will have on the parade.

- Standards and regulations for the set up of the barriers.

Mr. Schaff advised that he has talked to major businesses and have been advised they are not against it. CAR has offered to provide a shuttle service to help patrons get to the affected businesses such as the drug stores. Moving the event to Sunday affects some of the contestants that are driving long distances to come here and the date is pretty well locked in due to three other scheduled shoot-out events. Mr. Schaff commented that he has talked with a member of the rodeo association and they do not see it interfering with the rodeo event. The parade may need to be moved to Sunday and would need to discuss with Recreation. There are no regulatory boards and as for standards Nikirks make sure the barriers are set up properly as they are contracted to do that type of work.

Council discussed approving in principle with conditions applied.

Motion 35/11

Moved by Councillor Anglin to approve the use of 50th Street for 100 Foot Shoot-out Event being held on July 9, 2011, on the condition that it meets the risk standards set out by the town insurance provider and a letter of support from the Rimbey Rodeo Board.

CARRIED
(4-1)

6. Bylaws None Noted

7. New and
Unfinished
Business

7.1 Council Budget Meetings

Motion 36/11

Moved by Mayor Ibbotson that Council Budget Meeting be held on Thursday, February 24, 2011, commencing at 9:00 am.

CARRIED
(5-0)

7.2 Intersection Improvements

Assistant CAO advised that intersection improvements are required to the two intersections on the east side of Rimbey along Highway 20 to bring them up to a Type II A standard. Permits are in place and Alberta Transportation has approved these improvements. This project was tendered last year and postponed due to costs and will be budgeted in the 2011 capital budget. A developer will meet with Administration to discuss the options of moving the current access north of 54 Avenue to 53 Ave, which would involve additional costs as the avenue does not exist. Engineering has been completed for the existing intersection north of 54 Avenue.

Motion 37/11

Moved by Councillor Anglin and seconded by Councillor Rondeel to approve in principle to proceed with the tendering of the Highway 20 intersection improvements subject to meeting with the developer on conditions of approval or denial regarding development of Block Y, Plan 6268CE.

CARRIED
(5-0)

7.3 Regional Assessment Review Board Agreement

Administration presented Council an agreement between the City of Red Deer and the Town of Rimbey, which would provide assessment appeal services with the Regional Assessment Review Board for Council's approval.

Motion 38/10

Moved by Councillor Webb to enter into an agreement with the City of Red Deer for assessment appeal services with the Regional Assessment Review Board.

CARRIED
(5-0)

7.4 Residential Waste and Recycling Collection RFP

Administration presented Council a copy of the Residential Waste and Recycling Collection RFP based on previous discussions with Council. RFP to be out by February 11 with an expected submission deadline of March 4. Notices will be sent out to commercial collection customers that the town will no longer be responsible for waste and cardboard collection as of March 31, 2011.

Council accepted the residential waste and recycling collection RFP as information.

7.5 Historical Society – Recreational Vehicles

Director of Finance presented that a call was received from the town's insurance provider advising that the Historical Society contacted them in regards to the risks and liability of having RV storage at the park. The Historical Society has not made a formal request to the Town advising on if this proposal will include camping, which may create an insurance risk and increase the premiums to the Town. Council directed Councillor Rondeel to approach the Historical Society to come and present to council on their intentions.

7.6 Ground Ambulance

Councillor Anglin provided an update for the Rimbey Ground Ambulance on the following:

- One job position available,
- Seniority levels regarding open positions
- Needs required to change from BLS (Basic Life Support) to ALS (Advanced Life Support)
- ALS additional equipment costs.
- Paramedic staffing.

7.7 Rimoka

Councillor Anglin provided an update regarding Rimoka. The Rimoka CAO resigned and the board is in the process of acquiring a replacement or hiring a management firm. Studies prove Rimbey is in need of an assisted living facility and the Rimoka Board is looking at all options to acquire funding to move ahead with the plan.

Council accepted as information.

8. Reports

8.1 Finance Reports

Director of Finance presented the following reports:

- Pre-Paid Accounts Payable for January 31, 2011, and Accounts Payable for February 9, 2011;
- Consolidated Financial Statement for December 31, 2010;
- Bank Reconciliation to January 31, 2011;
- Cash Position to January 31, 2011, and Bank Balance to February 3, 2011.

Motion 39/11

Moved by Councillor Anglin to approve Pre-Paid Accounts Payable for January 31, 2011, and Accounts Payable for February 9, 2011, as presented.

CARRIED
(5-0)

Council accepted the other reports as information.

Mayor Ibbotson called a short recess at 8:33 pm.

Mayor Ibbotson reconvened the meeting at 8:41 pm.

9. Correspondence 9.1 Dog License Fee Waiver Request for Service DogMotion 32/11

Moved by Mayor Ibbotson to waive the license fee for Certified Service Dogs in training that are in the care of a registered volunteer puppy raiser.

CARRIED
(5-0)

9.2 AUMA Mayors Caucus Meetings

Information for Council that AUMA is hosting the one day Mayors Caucus Meetings in Edmonton depending on population size. They are as follows: Population under 2500 – Feb 16; Population 2501-10,000 – Feb 17; Populations over 10,000 – Feb 18.

9.3 Municipal Sustainability Initiative (MSI)

Information for Council that the Municipal Sustainability Initiative (MSI) accepted the Northeast Lagoon Upgrade as a qualifying project under the capital funding guidelines and allocated \$70,000 of funding to the qualifying costs of the project.

9.4 Federal Gas Tax Fund Accepted Funded Projects

Information for Council that the Federal Gas Tax Fund (FGTF) accepted for the 2010 application for program acceptance for the highway intersection upgrade list of projects as a qualifying project under the terms of FGTF

9.5 Alberta Municipal Infrastructure Program Accepted Funded Projects

Information for Council that the Alberta Municipal Infrastructure Program (AMIP) accepted for the 2010 application for program acceptance for the storm drainage improvements and water reservoir and water distribution system projects as qualifying under the terms of AMIP

Council accepted the correspondence 9.2, 9.3, 9.4 and 9.5 as information.

10. In Camera None
11. Adjournment Council adjourned the meeting at 8:45 pm.

MAYOR

TOWN MANAGER



Council Recommendation

Date: February 18, 2011

Title: Pool Debenture By-Law 863-11

Presenter: Administration

Background:

The total cost of the pool project is 3.066 million dollars. 1 million has been obtained by way of a debenture dated 15 September 2010. RinC grant funds that will be utilized total \$750,000. Ponoka County has committed \$500,000.

Discussion:

A shortfall of \$816,000 needs to be addressed. Attached is a copy of correspondence dated February 1, 2011 from ACFA advising the time frame for issuing a debenture in mid-June, 2011. Given the time frame for obtaining financing by way of a debenture, first reading of By-Law 863-11 is necessary by February 24, 2011.

Recommendation:

Council pass first reading of By-Law 863-11 at February 23, 2011 council meeting to facilitate a 1 million dollar debenture to cover costs of the pool project.

February 1, 2011

**To the Shareholders of the
Alberta Capital Finance Authority**

Attention: Chief Administrative Officer/Manager/Treasurer

Re: Reminder

Two issues arose regarding borrowing bylaws and compliance with the Alberta Capital Finance Authority's (ACFA) Lending Policy.

Borrowing bylaws must be *valid*, as defined in section 273 of the *Municipal Government Act*, at least 30-days prior to the borrowing date. The by-law must also allow for semi-annual repayment terms or it will require amendment and re-advertising. Borrowing bylaw formats have been included on the ACFA website at www.acfa.gov.ab.ca (under "What's New" on left shortcut bar) for your information.

The following is an example of the process to ensure that a borrowing bylaw is valid if you intend to borrow mid June 2011. The example assumes Council meets every other Thursday, that the bylaw is for a term longer than 5 years, and that a sufficient petition is not received.

- February 24 - First reading
- March 1 - Advertised (Week 1)
- March 8 - Advertised (Week 2)
- March 9 - Start of 15-day petition period
- March 24 - End of 15-day petition period
- April 7 - Second and Third reading
- May 7 - Valid bylaw (if no application made to Court of Queen's Bench to have the bylaw declared invalid)
- Mid June - Borrows from ACFA

ACFA would like to request that all shareholders who intend to borrow mid June 2011, confirm their intention to borrow specifying the amount and term of the borrowing no later than May 13, 2011, and provide your application and back-up documentation as soon as possible. Please reply to this e-mail or telephone ACFA at (780) 427-9711.

ACFA hopes this reminder will help facilitate your borrowing process and reduce the need to revise your borrowing bylaw(s).

Thank you for your attention.

The Town of Rimbey Aquatic Centre Debenture Bylaw

Bylaw 863/11

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE MUNICIPAL COUNCIL TO INCUR AN INDEBTEDNESS ON BEHALF OF THE SAID TOWN TO THE ALBERTA CAPITAL FINANCE AUTHORITY BY THE ISSUANCE OF A DEBENTURE FOR THE PURPOSE OF REFURBISHING THE RIMBEY AQUATIC CENTRE.

WHEREAS, The Council of the Town of Rimbey has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing and refurbishing of the Rimbey Aquatic Centre.

WHEREAS, plans, specifications, and estimates for the project have been made by Western Recreation and Development which confirms the total cost of said project is \$3,066,000.00.

WHEREAS, it is estimated by the Council of the Town of Rimbey that the following will be applied to the project:

Recreational Infrastructure Canada	\$750,000.00
Ponoka County	\$500,000.00
Debenture Funds - September 15, 2010	\$1,000,000.00
Debenture Funds	\$1,000,000.00

WHEREAS, in order to construct and complete the project, it will be necessary to borrow the sum of \$1,000,000.00, for a period not to exceed 15 years, from the Alberta Capital Finance Authority by the issuance of debentures and on the terms and conditions referred to in this bylaw.

WHEREAS, the estimated lifetime of the project financed under this bylaw is equal to, or in excess of 15 years.

WHEREAS, the amount of equalized assessment in the municipality as last determined and fixed by the Assessment Equalization Board is \$260,125,202.00.

WHEREAS, the amount of the existing debenture debt of the Town of Rimbey at December 31, 2010 is \$3,056,351.19 and no part of the principal or interest is in arrears.

WHEREAS, all required approvals for the project have been obtained, and the project is in compliance with all Acts and regulations of the Province of Alberta.

NOW THEREFORE, by virtue of the power conferred upon it by the Municipal Government Act, Chapter M-26, R.S.A. 2000, and amendments thereto, the Council of the Town of Rimbey, duly assembled, enacts as follows:

1. That for the purpose of refurbishing the Rimbey Aquatic Centre, the sum of ONE MILLION DOLLARS (\$1,000,000.00) be borrowed from the Alberta Capital Finance Authority by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$1,000,000.00 is to be paid by the Municipality at large.
2. The Mayor and the Chief Administrative Officer of the Town of Rimbey are hereby authorized to issue debenture(s) on behalf of the Town of Rimbey for the amount and purpose as authorized by this bylaw, namely the refurbishing of the Rimbey Aquatic Centre.

The Town of Rimbey Aquatic Centre Debenture Bylaw

Bylaw 863/11

3. The Town of Rimbey shall repay the indebtedness according to the repayment structure in effect, namely semi-annual payments of combined principal and interest installments not to exceed FIFTEEN (15) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority on the date of the borrowing, and not to exceed TEN (10) percent.
4. The Town of Rimbey shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Town of Rimbey.
6. The amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

AND FURTHER THAT this bylaw shall take effect on the date of third and final reading.

READ a first time this 23rd day of February , 2011.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

READ a second time this _____ day of _____, 2011.

READ a third and final time this _____ day of _____, 2011.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Town of Rimbey Policy Manual

Title: Council Remuneration

Policy No.: 155

Supersedes.: 154

Approved: February xx, 2011

Resolution No.: xxx/11

Effective Date: February xx, 2011

Purpose:

1. To set appropriate rates of pay for Council
2. Monthly Time sheets to be approved by resolution of Council
3. Members of Town Council should be reimbursed for all direct expenses as a result of their duties

Policy Statement:

Base Fees

The Mayor will be paid \$ 1,553.55 per month to cover the regular monthly Council meeting, all background work, general public interaction, in-Town charity functions, local meetings, committee meetings, attendance to functions and gatherings where the Mayor's presence is requested but not required; but he/she deems it appropriate to attend.

Councillors will be paid \$ 1,066.77 per month to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Councillor's attendance is requested but not required by Council. The Deputy Mayor shall receive an additional \$100.00 per month.

Cost of living will automatically be applied to Council remuneration and meeting rates as per Town Staff salaries, according to the Alberta Consumer Pricing Index, on January 1st of every year.

Other Expenses

Travel and subsistence expenses shall be paid in accordance with Policy #1108.

Cell Phone Costs – The Mayor shall receive a cell phone paid for by the Town or an allowance of \$50.00 per month for use of their personal phone.

Hourly Rates

Councillors shall be further compensated for attendance at the following events:

- Alberta Government
- Alberta Urban Municipalities Association
- University of Alberta; and
- Other organizations interested in or working with local governments.
- Meetings with other Municipalities
- The A.U.M.A. Annual Convention
- A.U.M.A. Regional Seminars
- University of Alberta Elected Officials Seminars
- Meetings called and organized by any branch of the Alberta Government, or any other municipal government
- Field trips and research trips to other Municipalities
- Any other meetings or attendance at functions approved by resolution of Council

Compensation shall be as follows:

\$30.00 / hour to a maximum of \$300.00 / day

Councillors shall be responsible for filling in their own claim forms for these events. Compensation will not be provided for attendance at meetings or functions where expenses are paid by other organizations (ex. Rimoka Foundation).

Benefits

Group Accident Insurance	As per Provider Rates
Health Spending Account	\$200 per month

Initial Policy Approved: October 20, 2003

Resolution: 457/03

Latest Revision: October 13th, 2009

Resolution: 321/09



Town of Rimbeey

CURRENT Policy Manual

Title: Council Remuneration

Policy No.: 155

Supercedes.: 154

Approved: October 13th, 2009

Resolution No.: 321/09

Effective Date: October 1st, 2009

Purpose:

1. To set appropriate rates of pay for Council
2. Monthly Time sheets to be signed by the CAO

Policy Statement:

Base Fees

The Mayor will be paid \$ 1,553.55 per month to cover the regular monthly Council meeting, all background work; general public interaction; in Town charity functions; attendance to functions and gatherings where the Mayor's presence is requested; but not required, but he/she deems it appropriate to attend. The Town is to provide a cell phone for Mayor's communication purposes at a cost to the Town.

Councillors will be paid \$ 1,035.70 per month to cover the regular monthly Council meeting, background work, general public interaction, and events where and when Councillors attendance is requested but not required by Council.

Cost of living will automatically be applied to Council remuneration and meeting rates as per Town Staff salaries, according to the Alberta Consumer Pricing Index, on January 1st of every year.

Councillors shall be further compensated for attendance at the following events:

- Special Council Meetings
- Committee Meetings
- Conventions approved by Council
- Educational courses and seminars, and other events staged by the Town of Rimbeey
- Alberta Government
- Alberta Urban Municipalities Association
- University of Alberta; and
- Other organizations interested in or working with local governments.
- Meetings with other Municipalities
- The A.U.M.A. Annual Convention

- A.U.M.A. Regional Seminars
- University of Alberta Elected Officials Seminars
- Meetings called and organized by any branch of the Alberta Government, or any other municipal government
- Field trips and research trips to other Municipalities
- Orientation sessions or long-range planning sessions of the Council
- Emergency preparedness exercises involving Council as a whole.

Compensation shall be as follows:



Meetings

1. Mayor Meeting Rate

1.1 Local or Out of Town meetings, Conventions, Seminars

** \$36.25 / hour (two hour minimum) to a maximum of 290.00 / day
 Meetings over 6.0 hrs plus shall constitute a day.

2. Councillor Meeting Rate

2.1 Local or Out of Town meetings, Conventions, Seminars

** \$30.45 / hour (two hour minimum) to a maximum of \$243.60 / day
 Meetings over 6.0 hrs plus shall constitute a day.

** Travel time shall be included in determining total time of meetings.

Travel & Subsistence As based on income tax act and the rate per kilometre that is considered reasonable (0.52¢)

Meals for out of town meetings & conventions By receipt

Other expenses By receipt

Memberships to relevant organizations Paid by the Town
 (i.e. A.U.M.A., F.C.M.)

Councillors shall be responsible for filling in their own claim forms for these events. Meals and mileage shall be paid in accordance with this policy.

Benefits

Alberta Health Care & Life Insurance Policy As per Provider Rates
 Health Spending Account 300.00 per month

Spousal Accompaniment

Spousal accompaniment is authorized for members of Council attending business or educational events that requires them to be away from home. Spousal expenses authorized include travel, meals, registration, and accommodations. (in province only)

CURRENT POLICY

Initial Policy was Approved: October 20, 2003

Resolution: 457/03

Revised: October 19th, 2007

Resolution: 364/07

Revised: October 14th, 2008

Resolution: 331/08



Town of Rimbey Policy Manual

Title: Reimbursement for Council, Staff, Fire Department, Boards & Committees

Policy No.: 1108

Supercedes.: Policy 151, 1107, 1109, 1110, 1111

Approved: February xx, 2011

Resolution No.: xxx/11

Effective Date: February xx, 2011

Purpose: To provide equitable compensation for those traveling on municipal business.

Policy Statement:

Meals

When required by the Town of Rimbey to be absent from Rimbey during meal hours, the following rates shall apply for the Staff, Fire Department, and all Board & Committee members:

Breakfast	\$10.00 (including gratuities)
Lunch	\$15.00 (including gratuities)
Supper	<u>\$25.00</u> (including gratuities)
Total per day	\$50.00

Or receipts may be submitted for full compensation, including a maximum gratuity of 15%. No alcoholic beverages shall be paid for by the Town at any time.

Mileage

Shall be set at the simplified per kilometer rate for Alberta according to Canada Revenue Agency.

Lodging

Actual receipted cost.

No receipt required for stay in private accommodations - \$50.00 per night

Registration Fees

Actual receipted cost

Other Items

Actual receipted cost. May include incidentals such as parking, use of public transportation, etc...

Employees will not be reimbursed hourly wages for travel time to and from functions outside regular working hours.

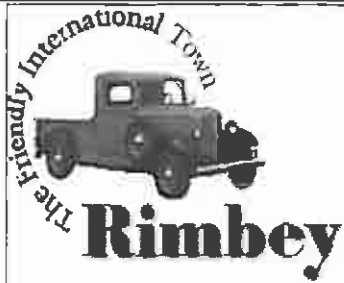
DRAFT

Initial Policy Approved: October 23, 1991

Resolution: 754/91

Latest Revision: May 27, 2008

Resolution: 183/08



Town of Rimbey

Policy Manual **CURRENT POLICY**

Title: Reimbursement for Council, Staff, Fire Department, Boards & Committees

Policy No.: 151

Supercedes.: New

Approved: May 28th, 1986

Resolution No.: 286/86

Effective Date: March 26th, 1986

Purpose:

Policy Statement:

When required by the Town of Rimbey to be absent from Rimbey during meal hours, the following rates shall apply for the Council, Staff, Fire Department, and all Boards & Committees:

Breakfast	\$ 4.50
Lunch	\$ 5.50
Supper	<u>\$15.00</u>
Total per day	\$25.00

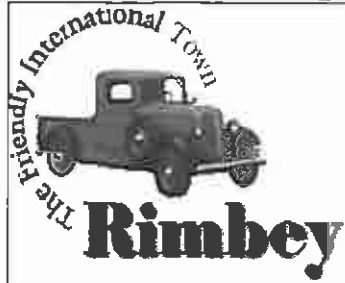
No alcoholic beverages shall be paid for by the Town at any time.

Initial Policy was Approved:

Resolution:

Revised:

Resolution:



Town of Rimbey Policy Manual

CURRENT POLICY

Title: Travel Time – Seminars & Conferences **Policy No.:** 1107

Supercedes.: New

Approved: June 26th, 1991

Resolution No.: 584/91

Effective Date: June 26th, 1991

Purpose:
To clarify Policy #1110

Policy Statement:

Council recognizes the municipal obligation to pay the expenses noted in Policy #1110.

However, employees will not be paid 'travel time' for the time spent traveling to and from seminars and short courses out of Town.

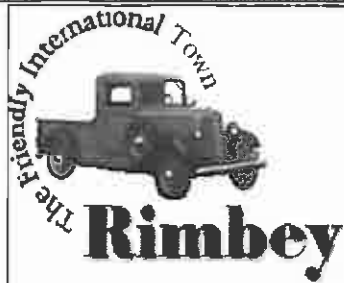
Such travel time is deemed to be included in the mileage portion of the expense claim.

Initial Policy was Approved:

Resolution:

Revised:

Resolution:



Town of Rimbey Policy Manual

CURRENT POLICY

Title: Reimbursement for Council, Staff, Fire Department, Boards & Committees **Policy No.:** 1108

Supercedes.: Policy 151

Approved: October 23rd, 1991

Resolution No.: 754/91

Effective Date: October 23rd, 1991

Purpose:

To provide equitable compensation for those traveling on municipal business.

Policy Statement:

When required by the Town of Rimbey to be absent from Rimbey during meal hours, the following rates shall apply for the Staff, Fire Department, and all Board & Committee members and their spouses who may accompany them:

Breakfast	\$15.00 (including gratuities per person)
Lunch	\$20.00 (including gratuities per person)
Supper	<u>\$25.00</u> (including gratuities per person)

Total per day \$60.00

No alcoholic beverages shall be paid for by the Town at any time. Receipts shall be required when claiming reimbursement.

Mileage shall be set at the rate per kilometer as considered reasonable in the income tax act.

Initial Policy was Approved: October 23, 1991

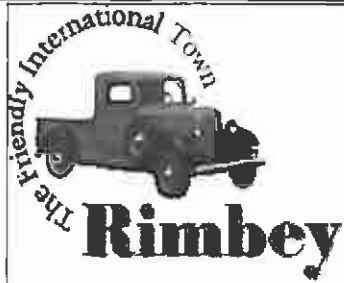
Resolution: 754/91

Revised: November 8, 2005

Resolution: 398/05

Revised: May 27, 2008

Resolution: 183/08



Town of Rimbey Policy Manual

CURRENT POLICY

Title: Councillor Fees – Development Meetings **Policy No.:** 1109

Supersedes.: New

Approved: July 22nd, 1992

Resolution No.: 299/92

Effective Date: July 22nd, 1992

Purpose:

Policy Statement.

Whereas Resolution #188/91 replaced meeting fees for Councillors with a flat monthly stipend;

And Whereas developers may request that Town Council and staff attend special meetings to deal with their developments;

And Whereas the cost of development should be paid by the developer;

Now Therefore it is resolved that the Town of Rimbey charge \$40.00 per Councillor (or Mayor) per special meeting attended regarding development matters. Such charges would be recovered from the developer; and the Mayor and Councillors compensated accordingly.

The Town of Rimbey may also charge for staff time in accordance with the development agreement reached.

Definitions:

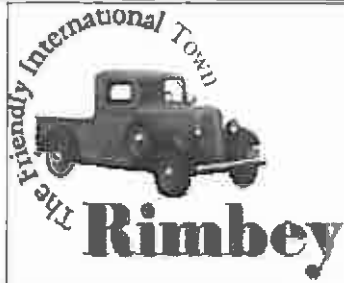
“Special Meeting” shall mean a full meeting of the Town Council held at a date and time which is not a regular meeting date and time. It does not include development agreement committee meetings.

Initial Policy was Approved:

Resolution:

Revised:

Resolution:



Town of Rimbey Policy Manual

CURRENT POLICY

Title: Allowances - Seminars & Conferences **Policy No.:** 1110

Supercedes.: 1104

Approved: October 28th, 1992

Resolution No.: 438/92

Effective Date: October 28th, 1992

Purpose:

Policy Statement:

1. Employees authorized to attend approved seminars or short courses out of Town, will have the following paid for by the Town:
 - a) Registration Fees;
 - b) Return transportation (.30 cents per km);
 - c) Hotel or Motel accommodations; and
 - d) Meal costs as per policy 1111
2. When seminars or courses are of two (2) or more days duration and an employee stays with friends or relatives rather than in a hotel or motel, the Town will pay up to \$35.00 per day in lieu of c) and d) above. In these cases, the following certification will be attached to the expense statement:

"This is to certify that on _____ I stayed at the home of _____

signature of employee

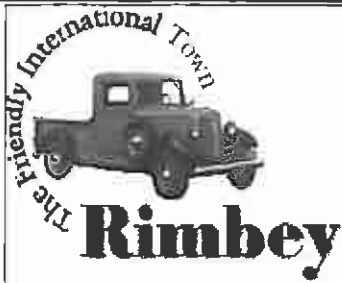
3. When an employee returns home at night, rather than staying away from home the Town will pay:
 - a) Return Transportation (.30 cents per km); and
 - b) One (1) meal (lunch) if not included in the registration fee.
4. In the case of paragraph (3) the maximum that will be paid to any employee will be \$33.00 per day.
5. The date and time to and from Rimbey must be shown on all expense statements.

Initial Policy was Approved:

Resolution:

Revised:

Resolution:



Town of Rimbey

Policy Manual **CURRENT POLICY**

Title: Reimbursement for Council, Staff, Fire Department, Boards & Committees

Policy No.: 1111

Supercedes.: 1108

Approved: October 21st, 1997

Resolution No.: 444/97

Effective Date: October 21st, 1997

Purpose:

To provide equitable compensation for those traveling on municipal business.

Policy Statement:

When required by the Town of Rimbey to be absent from Rimbey during meal hours, the following rates shall apply for the Council, Staff, Fire Department, and all Boards & Committees and their spouses who may accompany them:

Breakfast	Up to a maximum of \$ 7.50 per person (including gratuities up to 10%)
Lunch	Up to a maximum of \$10.00 per person (including gratuities up to 10%)
Supper	Up to a maximum of \$18.00 per person (including gratuities up to 10%)

Total per day \$35.50

No alcoholic beverages shall be paid for by the Town at any time unless ratified by Council.

Receipts shall be required when claiming reimbursements.

Individuals submitting receipts for reimbursement shall clearly mark which meal or meals the receipt is for and for how many people. Names to be included.

Initial Policy was Approved: Was Policy 151

Revised: to Policy #1108 on October 23rd, 1991

Resolution: 754/91



Town of Rimbey Policy Manual

Title: Utility Service Fee, Payment & Penalties Policy

Policy No.: 3211

Supersedes:

Approved: February xx, 2011

Resolution No.: xxx/11

Effective Date: February xx, 2011

Purpose: To provide service fee rates, payment and penalty policies for utility accounts.

Policy Statement:

The following policy, procedures and rates regulate the delivery and collection of utility billings in a timely and effective manner.

1.0 Utility Billings

- 1.1 All utility billings shall be processed and forwarded in the name of the property owner(s) as listed on the tax roll.
- 1.2 Utility rates and charges shall be levied for water, sewer, solid waste collection and disposal, recycle and meter service charges commencing when water is turned on to a property.
- 1.3 Utility billings shall be mailed out and collected on a regular schedule as determined by Council.
- 1.4 Billings for services shall be in accordance with rates set out in the Municipal Utility Rates By-Law.
- 1.5 Billings shall be mailed no later than ten (10) days after the first day of the month following the end of the period for which the account was rendered.
- 1.6 Utility bills shall cease only when an employee or agent of the Town of Rimbey physically turns off the water to a property.

2.0 Connection / Disconnection Fee

- 2.1 A fee of fifty dollars (**\$50.00**) shall be charged to any accounts to defray the costs for any of the following:
 - a) Shutting off a service.
 - b) Reconnecting of service following shutoff.
 - c) New service.

3.0 Utility Account Transfers & Fees

- 3.1 An administration fee of forty dollars (**\$40.00**) shall be charged to any account, when a new owner purchases a property. The non-refundable transfer fee will be charged to the new account holder on the first utility billing.
- 3.2 **NO utility account** for any property **shall be transferred into the name of a renter**, but shall be forwarded in the name of the property owner only.
- 3.3 If a property owner chooses, a utility billing may be forwarded in care of a renter, providing that the property owner has signed a 'Utilities Rental Agreement' form as per Appendix 'A', allowing that utility account arrears, plus penalties and fees, may be transferred to the property owner's tax roll account, and acknowledging that there may be no notification of such transfers until tax levy notices are mailed in the spring of each year. The forty dollar (\$40.00) transfer fee shall apply each time a new account needs to be created.
- 3.4 **Mobile Home Parks** – Utility billings shall be forwarded to the owner of the manufactured or mobile home. If the mobile home owner chooses, a utility billing may be forwarded in care of a renter, as per section 3.3.

4.0 Payment and Penalties

- 4.1 The date fixed for payment of utility billings shall be the second last working day of the month in which the utility billings were mailed.
- 4.2 Any utility account, which remains unpaid on the last working day of the month in which the utility billings were mailed, shall have a **10% late payment penalty** added to the unpaid current balance which will form part of the rate levied.
- 4.3 Should an account or portion thereof become 2 months in arrears, a written notice shall be forwarded, giving notice of the arrears and final opportunity to pay prior to transferring the arrears to the **property tax roll account**.

5.0 Arrears Transfer to Tax Roll

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

Initial Policy Approved: June 23, 2005

Resolution: 229/05

Latest Revision: February 12, 2008

Resolution: 57/08



Town of Rimbey

Policy Manual **CURRENT POLICY**

Title: Utility Service Fee, Payment & Penalties Policy

Policy No.: 3211

Supersede:

Approved: June 23, 2005

Resolution No.: 229/05

Effective Date: March 1, 2005

Purpose: To provide service fee rates, payment and penalty policies for utility accounts.

Policy Statement:

The following policy, procedures and rates regulate the delivery and collection of utility billings in a timely and effective manner.

1.0 Utility Billings

- 1.1 All utility billings shall be processed and forwarded in the name of the property owner(s) as listed on the tax roll.
- 1.2 Utility rates and charges shall be levied for water, sewer, solid waste collection and disposal, recycle and meter service charges commencing when water is turned on to a property.
- 1.3 Utility billings shall be mailed out and collected on a monthly basis.
- 1.4 Billings for services shall be in accordance with rates set out in the Municipal Utility Rates By-Law.
- 1.5 Billings shall be mailed no later than ten (10) days after the first day of the month following the end of the month for which the account was rendered.
- 1.6 Utility bills shall cease, only when an employee or agent of the Town of Rimbey physically turns off the water to a property.

2.0 Connection / Disconnection Fee

- 2.1 A fee of fifty dollars (**\$50.00**) shall be charged to any accounts to defray the costs for any of the following:
 - a) Shutting off a service.
 - b) Reconnecting of service following shutoff.
 - c) New service.

CURRENT POLICY

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- 3.3 If a property owner chooses, a utility billing may be forwarded in care of a renter, providing that the property owner has signed a 'Utilities Rental Agreement' form as per Appendix 'A', allowing that utility account arrears, plus penalties and fees, may be transferred to the property owner's tax roll account, and acknowledging that there may be no notification of such transfers until tax levy notices are mailed in the spring of each year. The forty dollar (**\$40.00**) transfer fee shall apply each time a new account needs to be created.
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- 5.1 In the event that payment for the arrears on a utility account is not received at the Town Office by the date and time specified in the written notice (4.3), the **arrears and penalties, plus a forty dollar (\$40.00)** administration fee, will be transferred to the tax roll of the property, without further notice.
- 5.2 These charges become an amount owing to the Municipality and subject to collections under the tax recovery process.

Amended:

Date: Feb.12/08

Resolution: 57/08

Date:

Resolution:

TOWN OF RIMBEY

DATE: February 23, 2011

TITLE: Policy 1105 – Employee Pension Fund Policy

BACKGROUND:

The Town of Rimbey currently has Policy 1105 regarding the employee pension fund. The policy requires updating as the Town is joining the Local Authorities Pension Plan (LAPP).

DISCUSSION:

LAPP is a compulsory benefit for all full-time permanent staff. However, there are times that some staff members do not want to contribute to a defined benefits pension plan.

This policy will allow for those employees to become “full-time temporary” staff members by signing an employment contract with an end date.

RECOMMENDATION:

That Council pass a resolution to adopt amended Policy 1105 as presented.



Town of Rimbey Policy Manual

Title: Employee Pension Fund

Policy No.: 1105

Supersedes:

Approved: February xx, 2011

Resolution No.: xxx/11

Effective Date: February xx, 2011

Purpose:

To provide a pension plan to full-time, permanent employees of the Town of Rimbey.

Policy Statement:

1. New full-time, permanent Town of Rimbey employees shall be eligible to contribute to the Local Authorities Pension Plan (LAPP) after satisfactorily completing their probationary period of six (6) months, or as per their employment contract.
2. This benefit is a compulsory benefit provided by the Town to regular full-time employees. Payment will be as per LAPP guidelines and is based on a percentage of gross basic wages. Overtime and bonus pay do not accumulate pension benefits.
3. Full-time temporary employees may be offered voluntary membership after six (6) months of continuous service, or as per their employment contract. The decision to join LAPP or opt out of LAPP by a full-time temporary employee must be made at the time the employment contract is signed, and the decision cannot be reversed until a new contract is signed.
4. Full-time temporary employees that opt out of LAPP benefits may have an RRSP contribution made on their behalf in an amount equivalent to the employer's contribution under LAPP, if such an arrangement is included in their employment contract.

Definitions:

Full-time permanent employee – an employee that works no less than thirty (30) hours per week over the period deemed by the employer to be a normal working year. In most cases, a normal working year will be a 12-month period.

Full-time Temporary Employee – is an employee hired for a specific period under a contract. Full-time temporary employees are not considered full-time permanent employees even if their contracts are extended without a break in service.

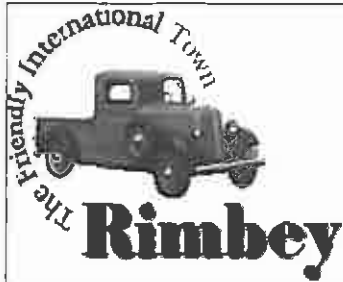
DRAFT

Initial Policy Approved: *November 25, 1987*

Resolution: *384/87*

Latest Revision: *July 13, 2010*

Resolution: *287/10*



Town of Rimbey

Policy Manual

CURRENT POLICY

Title: Employee Pension Fund **Policy No.:** 1105

Supersedes:

Approved: November 25th, 1987

Resolution No.: 384/87

Effective Date: November 25th, 1987

Purpose:

To provide a more attractive pension plan to the employees.

Policy Statement:

1. New full time permanent Town of Rimbey employees shall be eligible to contribute to the Town's pension plan after satisfactorily completing their probationary period of six months or as per their employment contract.
2. The employee can elect to have the pension contributions sent to an RRSP account at a bank of the employee's choice.
3. Participating employees shall be responsible for any RRSP administration costs levied by their bank.
4. The employee and employer contributions shall be made according to the rates provided for in the Local Authorities Pension Plan.

Amended:

Date: October 13, 2005

Resolution: 364/05

Date: July 13, 2010

Resolution:

TOWN OF RIMBEY

DATE: February 23, 2011

TITLE: Policy 1503 – Credit Card Policy

BACKGROUND:

The Town of Rimbey currently has Policy 1503 regarding the use of credit cards for payment of accounts owing the Town of Rimbey. The policy states that payment of amounts owing in excess of \$500 is not authorized without prior approval of the Town Manager or Municipal Treasurer.

DISCUSSION:

The denial of payment by credit card for amounts in excess of \$500 goes against the merchant agreement with credit card companies.

RECOMMENDATION:

That Council pass a resolution to rescind Policy 1503 – Credit Card Policy.



Town of Rimbey Policy Manual

CURRENT POLICY

Title: Credit Card Policy

Policy No.: 1503

Supercedes

Approved: Sept.16/02

Resolution No.: 472/02

Effective Date: Sept. 16/02

Purpose:

To allow customers the convenience of paying their accounts with a credit card without unduly costing the Town with credit card fees.

Policy Statement:

The Town of Rimbey will allow all accounts under \$500.00 to be paid by either Master Card or Visa.

Credit cards will not be allowed to pay for accounts over \$500.00 unless authorized by the Town Manager or Municipal Treasurer.

Amended:

Date:

Resolution:

From: Roni Coulthard [mailto:REMS@telus.net]
Sent: Tuesday, February 15, 2011 9:48 AM
To: 'Town of Rimbey'
Subject:

Following is Rimbey EMS report for Council Meeting on Feb. 23rd :

- There are 6 F.T. EMT's on staff. There is one EMT (Emergency Medical Technicians) on leave until May 2012. Presently I have an EMR (Emergency Medical Responders) who is taking their EMT and working her shifts. I have hired 2 more casuals bringing our casual list up to 7. The other F.T. (Full Time) position will be staffed with casual/temp. F.T. EMT until I hear from Tony as how we are filling this position.
- Tony and I will be meeting with Laine of HSAA (Health Sciences Association of Alberta) on Feb. 25th to discuss CBA (Collective Bargaining Agreement). (? Start negotiations).
- All staff have completed the Mandatory Competencies therefore are able to continue employment with the Ambulance services in Alberta.
- We have had some minor issues with the living quarters in the ambulance hall this winter. The reason being that we did not have staff living in the hall last winter. Minor issues are condensation on the windows, leaks in the ceiling (? Condensation) and fans not running. I have contacted Stephan Olson the contractor and he has been diligent about getting things looked at upon my request.
- Dispatch continues to work with us to accommodate patient and staff needs. I.e. if staff are busy cleaning up from another call or they need a quick meal break, the transfer is held to accommodate the time for staff to do this. Other dispatch concerns like Newton's Cradle's (A transfer half way - i.e. Pick up a patient. in Red Deer that needs to go to Drayton Valley. We meet Drayton Valley Ambulance at Rimbey Hospital with patient and they take patient to Drayton Valley.), not the closest ambulance being called etc. is being monitored, discussed and changed as AHS (Alberta Health Services) deems necessary. Staff are encouraged to fill out "Risk Reports" with any concerns and these rights have been exercised.
- Updates, changes correspondence are all posted on the AHS/EMS website and all practitioners in Alberta have access to this.

This concludes the report. Open for Questions?

Roni C.
Director of Ambulance Services

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Community Services Report

February 23rd, 2011

Best Western Pool Usage Report

A usage report has been provided by Stan Cummings. According to the numbers, the pool is seeing a fair amount of use.

Pool Progress

The building is very close to being completed. Western Recreation has been installing mechanical equipment in the last couple of weeks. Some work is still continuing on the spray park. Most of the outdoor work remaining will be completed in April and May.

New Snowblower

We had to purchase a new snowblower earlier than intended as our old one broke down and required a new engine. The new snowblower cost just over \$1,000.

Indoor Walking Facility

I was approached by a member of the community to have an indoor walking facility available for the winter months. Our plan is to host the walking program on weekdays from 9:00 – 11:00 a.m. free of charge. A donation jar would be provided at the Office. The program schedule would be posted at the Community Centre and on the website.

Staff Update

The ad has been posted for the Community Services Coordinator position. There is no deadline for the position, just until a suitable candidate is found. Ads will be posted soon regarding lifeguards and summer students. I also found out that Stan Loyek will be taking at least two months off for knee surgery. His surgery is scheduled for April 7th.

Lions Trail Extension

Earl Giebelhaus approached me to consider extending the Lions Walking Trail. The extended trail would be a natural trail (no gravel or asphalt) and is planned to pass through private land. Private land owners have not yet been approached.

Rimbey Rodeo Parade

The parade is currently scheduled for Saturday, July 9th at 10:30 a.m. The Rodeo Assoc. has suggested that the Town change the date of the parade to Friday, July 8th so it doesn't interfere with the Shootout. We will review the time and date and provide a recommendation.

Respectfully submitted by:

Rick Kreklewich

Rick Kreklewich

Director of Community Services

Pool Usage Jun 1st to Dec 31 2010 per person								
Program	June	July	Aug	Sept	Oct	Nov	Dec	Total Usage
Day Passes								
Family	120	264	252	48	40	124	148	996
Senior (55+)	21	53	23	12	6	26	23	164
Adult (19-54)	6	20	24	7	11	16	20	104
Youth (6-18)	96	226	210	36	12	53	56	689
Child (0-5)	13	16	6	5	4	5	4	53
10 Punch Card								
Senior	20	10				10	20	60
Adult	20							20
Youth	70	40	10	10	30			160
Child	40							40
Aqua Size						5	4	9
Monthly Passes								
Family		160						160
Senior								0
Adult								0
Youth		20						20
Child								0
Programs								
Aqua Size	54	54	41	35	38	89	38	349
Moms and Tots	20	22	12	4	4	36	12	110
Lesons per Week	22	26	24	17	1	11		101
Total Usage								3035

Melissa

From: jweisgerber [fire_amb@telus.net]
Sent: Thursday, February 17, 2011 11:19 AM
To: Town of Rimbey
Subject: highlights

To date this year the fire dep. Has received 11 calls for service. The calls are made up of town and county. The calls are made up of 5 MVC, 4 structure fire and smoke, the remainder were public assist.

Two practices in January and two in February consisting of work on air, ventilation, On site conduct and paper work needed, ladders, and budget (what is needed).

Spec of a new fire truck is ongoing and we hope to have some bids in within the next month.

Trailer for our Ranger has been ordered but has yet to arrive.

If more info is required call me.

PUBLIC WORKS REPORT – January to February, 2011

Roads – due to the above average snowfall in January and February, Public Works has been extremely busy plowing and maintaining our street.

- Sanding of icy streets is ongoing;
- Public Works had to hire some equipment to aid in the timely maintenance of our streets;
- On January 14/11 Public Works in conjunction with Alberta Highway Services and Alberta Transportation hauled the snow off main street (Highway 53). Public Works started at 12:00 AM plowing and pushing the snow to the center of the highway. Hauling of the snow started at 3:00 AM and finished at 10:00 AM. This snow removal is done on a shared cost basis with the Town and Alberta Transportation;
- On January 18/11 Public Works plowed the snow to the center on 52nd St. between 50th Ave. & 53rd Ave., also 51st St. between 50th Ave & 48th Ave. and 50th St. between 51st Ave. & 52nd Ave. Public Works hired a Loader and 5 trucks to haul the snow to our snow storage site. Our tandem was used as well. Hauling started at 3:00 AM till 11:30 AM.
- As of February 15/11, approximately \$8750.00 has been spent on hiring of extra equipment to haul snow off the streets;
- Extra plowing of streets was required when warm weather created soft, slushy snow build-up on streets;
- More snow plowing was required after high winds and drifting caused the roads to be narrow. After pushing the snow back, driveways were cleared;
- Due to the excess snow, sidewalk brooming and snow blowing was kept busy doing the sidewalks in the downtown area and the Walkway trail;
- Daily monitoring of the reservoir and our 3 wells;
- Daily monitoring of our 2 aerated lagoon systems;
- Weekly water samples taken for our water;
- Daily chlorine residual testing being done in distribution system;

- Public Works has started our repair work on equipment in readiness for spring. The Street Sweeper is the first priority. We have ordered parts to replace the worn out parts on the back end;
- Public Works started at 6:00 AM plowing some ice off the street on 52nd St. between 52nd Ave. and 53rd Ave. by the school. There is an ongoing problem by the High School, where the roof drainage pumps out onto 52nd Street running South causing ruts and ice build-up.

Vern Browne

Foreman

Public Works - Rimbey

**CAO REPORT
February 2011**

1. Met with staff and Council at a pre-budget planning meeting to establish priorities of 2011.
2. Considerable amount of time spent with lawyer reviewing Ethanol Plant issues.
3. Attending Remuneration Committee meetings in an advisory capacity
4. Attended a meeting with the groups that are funded by the Town on Jan 20/11.
5. Prepared budgets with Town Departments
6. Assistant CAO and I met with property owner of Block Y, Plan 6268CE regarding highway access for potential development.



Proclamation Request 2011

Parental Alienation and Hostile Aggressive Parenting involve a series of behaviours that can effectively alienate a child from a parent. They are often seen in the context of high conflict divorce or custody cases, and are done by a third party, such as a parent, step-parent or extended family. Such behaviours interfere with the bond between a loving parent and child.

These behaviours can include speaking negatively about a parent to or in front of a child; interfering with communication and time with the child; moving and leaving no contact information /abduction; allowing children to make inappropriate decisions, such as if they want or don't want to see the other parent; and discussing inappropriate information with a child, such as details of the marriage, court proceedings, and financial matters. The severest form of Parental Alienation is abduction, and tragically in some cases, a parent will go as far as murdering their own children to keep them from the other parent forever.

The most common response of a child exposed to alienating behaviours is extreme resistance to contact with, or fear of, a parent without any justifiable cause.

These behaviours are both painful and destructive, and can leave deep and long-lasting emotional scars on a child. Research has shown that children who have been alienated from a parent show a greater percentage of depression, low self-esteem, drug and alcohol problems, and difficulties in their own relationships.

- This in turn, will be reflected in our Community as these children grow.

While not everyone agrees on the terminology, most mental health and legal professionals acknowledge and agree that alienating behaviours, such as those above are damaging. Research shows loyalty conflicts or forcing a child to choose sides, is the single most important factor for how kids are negatively affected by divorce. These behaviours, designed to take advantage of a child's suggestibility and dependency, leave a child feeling confused, frightened, and insecure.

They can result in the loss of a relationship with a previously loving, supportive, and nurturing parent, and in fact, send a message that the half of the child that is 'that parent' is unworthy. The child has 'lost' a parent, but is given no permission to grieve.

Parental Alienation behaviours, under the term, Parental Alienation, *must* be recognized, understood and addressed, to allow a child to love and be loved by both parents, regardless of the parents' relationship to each other. With Education and Awareness amongst communities we believe Parental Alienation can be prevented and eventually annihilated.

We urge Mayor Sheldon Ibbotson to learn more about Parental Alienation, and we invite him to visit <http://www.PAawareness.org> As proclaimed in 2009 and 2010 by the previous Mayor Dale Barr, we ask that he issue a Proclamation declaring April 25th 2011, as Parental Alienation Awareness Day in the Town of Rimbey. We ask this, for the sake of all children to be able to give and receive all of the love they so deserve.

Thank You For Your Consideration.

Sincerely,

Rhonda Pisanello

Co-Founder of PARK- Parental Alienation Risks Kids

Director for the PAAO- Parental Alienation Awareness Organization

Resources:

1. <http://www.PAawareness.org>
2. Darnall, Douglas, "Divorce Casualties", Taylor Trade Publishing, 1998
3. Warshak, Richard A., "Divorce Poison", Harper Collins Publishing, 2001

Town of Rimbey, Alberta

Proclamation

WHEREAS Parental Alienation deprives children of their right to love and be loved by both parents and it is considered a form of child abuse;

AND WHEREAS, behaviors such as speaking negatively about a parent to, or in front of, a child can destroy the bond between a loving parent and child;

AND WHEREAS, with awareness comes education, understanding, and the power to stop the abuse of innocent children caught in the crossfire of the people they love;

NOW THEREFORE I, Sheldon Ibbotson, Mayor of Rimbey do proclaim April 25th, 2011 to be “**Parental Alienation Awareness Day**” in Rimbey.



Signature

Date



Wolf Creek Public Schools

February 2, 2011

Mayor Sheldon Ibbotson
Town of Rimbey
Box 350

RECEIVED
FEB 11 2011
TOWN OF RIMBEY

Dear Mayor Ibbotson:

On behalf of the Board of Trustees of Wolf Creek Public Schools, I would like to invite you, the members of Council and the senior management staff of the Town of Rimbey to the fourth Municipal/School Division Networking Evening on March 17, 2010 from 6:30-8:30 p.m. at the Wolf Creek Public Schools office in Ponoka (6000 Highway 2A).

We have planned the Networking Evening to focus on the societal issue of domestic violence that many communities face in our modern world. In this respect, we have asked Mr. Ian Wheeliker, Executive Director of the Central Alberta Women's Emergency Shelter, to make a 45 minute presentation during the evening. Mr. Wheeliker's biography is included for your reference.

Our Board has chosen domestic violence as one of our top initiatives and have raised awareness of the issue by arranging for Mr. Wheeliker to speak to a large percentage of our staff at key professional development events throughout this school year. It is our hope that his presentation at the Networking Evening will continue to broaden the awareness of this issue that affects all parts of society and that through discussions with our municipal partners we may find ways in which we can all work together for the betterment of our communities.

A tentative schedule of events for the evening is as follows:

6:30-7:00 pm Arrivals and Networking
7:00-8:00 pm Presentation by Ian Wheeliker, Q & A
8:00-8:30 pm Sharing

We sincerely hope you will be able to attend. Please RSVP before March 4, 2011 to Lisa Hollingsworth (Phone: 783-5441 x1251, Email: lhollingsworth@wolfcreek.ab.ca).

Yours truly,

Trudy Bratland
Board Chair
Wolf Creek Public Schools

cc: Mr. Tony Goode, Chief Administrative Officer, Town of Rimbey

Page 1 of 2



Larry W. Jacobs
Ph.D., Superintendent of Schools

6000 Highway 2A
Ponoka, Alberta T4J 1P6

Phone (403) 783-3473
Fax (403) 783-3483

Departmental Faxes
Facilities & Transportation
(403) 783-3155

Student Services & Home Education
(403) 783-3140

Biography of Ian Wheeliker



Ian Wheeliker began his career in 1986 in Cape Breton working with young offenders. In 1994, he became the program coordinator of Second Chance, a program for men who batter. During his work in Nova Scotia, Ian worked on the Nova Scotia Government's Frame Work for Action on Family Violence under the leadership of the Honourable Bill Gillis Minister of Justice. Ian and his family left Nova Scotia in 1998 when he took a position as Executive Director of the West Central Crisis and Family Support centre in Kindersley, Saskatchewan. His work there focused on domestic and sexual violence. In September of 2007, Ian joined the Central Alberta Women's Emergency Shelter Society as the Executive Director.

In his 20 years of working with perpetrators and victims of domestic and sexual violence Ian has developed a particular interest in the effects of violence on children. With Ian's leadership the shelter has developed the first children's healing centre program in a Canadian shelter.



Rimbey Municipal Library Board Meeting Minutes
Monday, Nov. 22nd 2010

Present: Jean Keetch - Librarian , L. Armstrong - Chairperson, Marg Ramsey , Gordon Mounteney, Rowena Aitken, Brenda Krossa, Val Warren

Absent: Paul Payson (new board member)

Minutes adopted as printed.

Consent Agenda

1. Librarian's Report - discussed
2. Financial Report - discussed
3. Correspondence - The Royal Canadian Legion has requested that Jean attend a meeting.

Motion: Gordon M./ Brenda moved that the previous 3 items be passed. Carried

Business Arising from the Minutes:

1. 2011 Budget - new budget presented
2. Request to Council - Lorie/Jean will attend the next council meeting on Dec. 8/2010


New Business:

1. International Evening - the library plans to host a Mexican evening on a Friday night in February. There will be food snacks, non-alcoholic drinks, a fish pond, face painting, balloon art and possibly Salsa dancing.
2. Wine Tasting - there will be 4 wine tasting sessions offered at \$10.00 per evening. Food will be offered and we will require a liquor license.
3. Plan of Service - it will be e-mailed out to everyone on the board.
4. Volunteer Christmas Tea - will be held on December 11, 2010 at the library.

Next Meeting - Monday, Jan. 17th at 5:00 p.m. at the library and we will have our supper at 6:00 at the Best Taste.



Chairperson



Secretary

Rimbey Municipal Library Board Meeting Minutes
Monday, Jan. 17th, 2011

Present: Jean Keetch - Librarian , L. Armstrong - Chairperson, Marg Ramsey , Gordon Mounteney, Rowena Aitken, Brenda Krossa, Val Warren, Paul Payson

1. Plan of Service Meeting - Rebecca Seidel was present and she went over the Plan of Service with us.

Changes made:

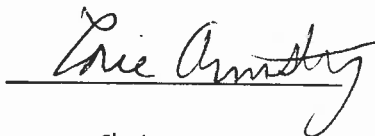
- 2 more years were added so it now reads 2011 - 2016
- A. Goal II Expected Outcomes - changed to read 10 teens per month
- Goal VI - add to Strategy - Keep technology upgraded
- B. Goal III - remove Launch a board of directors...

Gordon/ Rowena moved that we pass the Plan of Service with revisions (All were in favor)

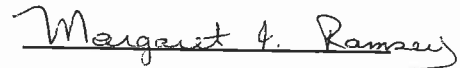
2. Finances - a discussion took place about the library board taking control of our own finances rather than be under the Town of Rimbey

Rowena/Brenda made a motion that the Rimbey library will take control of finances and accounting by January 1, 2012. 6 votes in favor, 1 abstained

Next Meeting - Monday, Feb. 14th at 7:00 p.m. at the library.



Chairperson



Secretary