

TOWN OF RIMBEY

ORGANIZATIONAL MEETING AGENDA

**AGENDA FOR THE ORGANIZATIONAL MEETING OF THE TOWN COUNCIL
TO BE HELD ON MONDAY, OCTOBER 24, 2011 AT 6:00 PM IN THE
COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING**

1. **Call to Order**

2. **Agenda Approval and Additions**

3. **Schedule**
 - 3.1 Council & Committee Meetings 2

4. **Appointments**
 - 4.1 Subdivision & Development Appeal Board 3
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 - 4.5 Disaster Services Committee 7
 - 4.6 CAEP Board 7
 - 4.7 Cemetery Committee 7
 - 4.8 Chamber of Commerce 7
 - 4.9 FCSS Board 7
 - 4.10 Fire Commission 7
 - 4.11 Historical Society Board 7
 - 4.12 Library Board (including regional Parkland) 7
 - 4.13 Recreation Board 7
 - 4.14 Rimoka Foundation Board 7
 - 4.15 West Central Planning Agency 7
 - 4.16 Interagency Board 7
 - 4.17 Bylaw & Policy Committee 7

5. **Adjournment**

Council & Committee Meeting Schedule

1. Require a resolution of Council to schedule Council Meetings for twice a month. The meetings could be held on the 1st and 3rd Wednesdays at 4:00 pm, with exception that one meeting be scheduled for December 7, 2011, July 18, 2012, and August 22, 2012.
2. Require a resolution of Council to schedule Committee of the Whole meetings for once month which could be held on the 2nd Wednesday of the month at 4:00 pm, as required.

 Proposed Council dates

 Proposed Committee Dates

 Holidays

November 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

March 2012

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2012

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2012

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2012

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2012

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SUBDIVISION & DEVELOPMENT APPEAL BOARD MEMBERS

The members that were appointed last year for a one year term were as follows:

Mr. Tim Buist
Mr. Rob Rondeel
Mr. Bob Johnston
Ms. Kathy Pfau
Mr. Phil Swanson

Background:

Oct 13, 2005 Council passed a resolution that members of the Development Appeal Board be provided an annual honorarium of \$100.00 to serve on the board. Since that time members who served on the board have received the annual honorarium of \$100.00. Any courses relating to the position being offered and the town approves, the members who attend receive reimbursement in accordance with Policy 155.

A letter was sent on October 14 to the existing board members requesting to extend the term of the existing members for another two years. Mr. Buist and Mr. Rondeel have expressed they would like to continue serving on the board. Mr. Johnston and Ms. Pfau have not responded to the letter or phone messages to advise if they will continue to serve on the board. Mr. Swanson will not continue serving, so Administration only knows firmly of the one that will have to be advertised for.

Conclusion:

Require a resolution of Council to table appointments of the Subdivision & Development Appeal Board Members to the second meeting in the month of November to allow time to advertise and finalize member appointments.



Council Recommendation

Date: October 12, 2011

Title: 2011 Auditor Appointment & 2012 RFP for Auditor

Presenter: Danita Deal

Background:

Due to changes in current year - especially change of Director of Finance - I suggest that some continuity is kept by keeping the same auditors for the 2011 year end.

Discussion:

Recommendation:

That council pass a resolution to appoint Wilde and Company as Auditors for the December 31, 2011 year end and approve a RFP for Auditors for the 2012 year end.



Council Recommendation

Date: October 12, 2011

Title: RFP for Bank

Presenter: Danita Deal

Background:

Have been approached by another bank in the community suggesting that they would have a competitive package for us.

Have been dealing with ATB since 1999.

Suggest that all the local banks should be given to opportunity to present what they could do for the Town of Rimbey.

Discussion:

Recommendation:

That council pass a resolution to have a RFP sent out to all the local banks.

DEPUTY MAYOR & SIGNING AUTHORITY

Require a resolution of Council to extend the rotation term for Deputy Mayor & Signing Authority from 3 months to 6 months following already established rotation starting with Councillor Rondeel starting November 2011.

Committees / Boards	Mayor Ibbotson	Councillor Rondeel	Councillor Payson	Councillor Webb	Councillor Anglin
TERM:		1ST	2ND	3RD	4TH
Deputy Mayor (6 month term proposed)		Nov 2011 – Apr 2012	May 2012 – Oct 2012	Nov 2012 – Apr 2013	May 2013 – Oct 2013
Signing Authorities (6 month term proposed)		Nov 2011 – Apr 2012	May 2012 – Oct 2012	Nov 2012 – Apr 2013	May 2013 – Oct 2013



Town of Rimbeey

SCHEDULE A Committee / Boards October 2011 – 2012

Committees / Boards	Mayor Ibbotson	Councillor Rondeel	Councillor Payson	Councillor Webb	Councillor Anglin	CAO Tony Goode	Assist. CAO Ryan Maier	
		1	2	3	4			
Deputy Mayor (6 month term proposed)		Nov 2011 – Apr 2012	May 2012 – Oct 2012	Nov 2012 – Apr 2013	May 2013 – Oct 2013			
Signing Authorities (6 month term proposed)		Nov 2011 – Apr 2012	May 2012 – Oct 2012	Nov 2012 – Apr 2013	May 2013 – Oct 2013			
Disaster Services Committee (3)	X		X		X			
CAEP Board (2)	X				X			
Cemetery Committee (2)	X			X				
Chamber of Commerce		X						
FCSS Board	X							
Fire Commission					X			
F.O.I.P. Coordinator						X		
Historical Society Board					X			
Library Board (includes Parkland Library Board)			X					
Recreation Board (2)		X	X					
Recycling Committee (3)	X	X	X	X				
Rimoka Foundation Board (2)				X	X			
West Central Planning Agency(2)	X				X alternate			
Interagency Committee		X alternate	X					
Bylaw & Policy Committee	X	X					X	
Subdivision and Development Appeal Board (5)	Vacancy	Rob Rondeel	Bob Johnston (Awaiting confirmation)	Tim Buist	Kathy Pfau (Awaiting Confirmation)			
Assessment Review Board (3)	Central Alberta Regional Assessment Review Board							

**Mayor ex officio to all Committees