

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON
MONDAY, NOVEMBER 28, 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 Tuesday, November 14, 2011, Council Meeting Minutes 5-8

5. **Delegations**
 - 5.1 Big Sisters Big Brothers
 - 5.2 Rick Pankiw – Conflict of Interest Inquiry

6. **Bylaws**
 - 6.1 Business License Bylaw 873/11 9-18

7. **New and Unfinished Business**
 - 7.1 Parade Truck 19-21
 - 7.2 CAEP 2012 Membership Fees 22-24

8. **Reports**
 - 8.1 Department Reports
 - 8.1.1 Development 25
 - 8.1.2 Public Works 26-27
 - 8.1.3 Bylaw Enforcement 28
 - 8.1.4 Fire (no report)
 - 8.1.5 Community Services 29
 - 8.1.6 CAO 30
 - 8.1.7 Finance
 - 8.1.7.1 Council Expenses 31-33
 - 8.1.7.2 Accounts Payable Cheque Run – Nov 25/11
 - 8.2 Council Reports
 - 8.2.1 Mayor's Report 34-35
 - 8.3 Board/Committee Reports
 - 8.3.1 Recreation Board
 - 8.3.1.1 Nov 7, 2011 minutes 36-38
 - 8.3.2 Library Board
 - 8.3.2.1 Oct 17 and Sept 12, 2011 minutes 39-40
 - 8.3.3 Rimoka Board Minutes
 - 8.3.3.1 Oct 13, 2011 minutes 41-44

9. **Correspondence**
 - 9.1 Elections Alberta Re Contributions 45-46
 - 9.2 Elections Alberta Provincial Fund Raising & Political Contributions 47-48
 - 9.3 Conflict of Interest Inquiry Letter 49-51

10. **In Camera**

11. **Adjournment**

Summary of Agenda Items for November 28, 2011:

Delegation:

- 5.1 **Big Sisters Big Brothers**
- 5.2 **Rick Pankiw – Conflict of Interest Inquiry**

Bylaws

- 6.1 **Business License Bylaw** – Council pass a resolution for third reading of Bylaw 873/11

New and Unfinished Business:

- 7.1 **Parade Truck** – Historical Society provided Council an overview of cost options to consider for full restoration of the 1928 International Parade Truck
- 7.2 **CAEP 2012 Membership Fees** – Council to decide if they wish to renew the membership for CAEP based on 0.40 per capita based on Municipal Affairs 2011 Official Population List. (2010 population for Rimbey 2,496)

Reports:

- 8.1 **Department Reports**
 - 8.1.1 Development
 - 8.1.2 Public Works
 - 8.1.3 Bylaw Enforcement
 - 8.1.4 Fire (no report)
 - 8.1.5 Community Services
 - 8.1.6 CAO

Council pass resolution to accept the Department reports as presented.

- 8.1.7 Finance
 - 8.1.7.1 Council Expenses
 - 8.1.7.2 Accounts Payable Cheque Run – Nov 25/11

Council pass a resolution to accept Finance Reports as presented.

- 8.2 **Council Reports**
 - 8.2.1 Mayor's Report
- 8.3 **Board/Committee Reports**
 - 8.3.1 Recreation Board
 - 8.3.1.1 November 7, 2011 Minutes
 - 8.3.2 Rimoka Board
 - 8.3.2.1 October 13, 2011 Minutes
 - 8.3.3 Library Board
 - 8.3.3.1 October 17, 2011 Minutes

Council pass a resolution to accept Council and Board/Committee Reports as presented.

Correspondence:

- 9.1 **Elections Alberta Regarding Political Contributions**
- 9.2 **Elections Alberta Provincial Fund Raising & Political Contributions**
- 9.3 **Conflict of Interest Inquiry Letter**

TOWN of RIMBEY STRATEGIC PRIORITIES CHART

Date: September 2011

COUNCIL PRIORITIES (Council/CAO)	
<p><u>NOW</u></p> <ol style="list-style-type: none"> 1. SENIORS LODGE: Briefing (Tony) 2. SERVICE CAPACITY REVIEW: Terms of Reference (Tony) 3. SIDEWALK/STREET PLAN: Priorities (Ryan) 4. TRAIL NETWORK PLAN: Draft (Rick) 5. LAND USE BYLAW (LUB): Targets (Ryan) <p><u>NEXT</u></p> <ul style="list-style-type: none"> • ECONOMIC DEVELOPMENT STRATEGY • MUNICIPAL DEVELOPMENT PLAN: Review • LONG TERM CAPITAL PLAN • ECONOMIC DEVELOPMENT STRATEGY (Terms of Reference) 	<p>Sept. Dec Dec Jan Oct</p>
<ol style="list-style-type: none"> 1. Governance Success Indicators (Ryan) – Oct. 2. Strategic Priority Chart: Quarterly Review (Tony) – Dec. 3. Decision Making Guidelines (Ryan) – Nov. 	
OPERATIONAL STRATEGIES (CAO/Staff)	
<p><u>CAO</u> (Tony)</p> <ol style="list-style-type: none"> 1. SENIORS LODGE: Briefing (Sept) 2. SERVICE CAPACITY REVIEW: ToR (Dec.) 3. ECONOMIC DEV. STRATEGY (Jan.) <ul style="list-style-type: none"> • Sewage Lagoon • RCMP Staffing Level 	<p><u>ASSISTANT CAO</u> (Ryan)</p> <ol style="list-style-type: none"> 1. SIDEWALK PLAN (Dec.) 2. LAND USE BYLAW: Targets (Oct.) 3. Traffic Bylaw (Oct) <ul style="list-style-type: none"> • LONG TERM CAPITAL PLAN • MUNICIPAL DEV. PLAN: ToR
<p><u>PUBLIC WORKS</u> (Vern)</p> <ol style="list-style-type: none"> 1. SIDEWALK: 2011 Hotspots (Oct) 2. Water System Upgrades (Oct) 3. Recycle Centre Upgrades (Nov) <ul style="list-style-type: none"> • Sewage Lagoon • Snow Removal Report 	<p><u>COMMUNITY SERVICES</u> (Rick)</p> <ol style="list-style-type: none"> 1. Park Development Plan: Draft – (Oct) 2. Pool Completion (Nov) 3. Gym Floor (Oct) <ul style="list-style-type: none"> • TRAIL NETWORK PLAN: Draft • Rate Review (Jan)

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON MONDAY, NOVEMBER 14, 2011, IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

1. Call to Order Mayor Ibbotson called the meeting to order at 6:30 pm, with the following in attendance:
- Mayor Sheldon Ibbotson
Councillor Jack Webb
Councillor Gayle Rondeel
Councillor Joe Anglin
Councillor Paul Payson
CAO - Tony Goode
Director of Finance – Danita Deal
Recording Secretary - Melissa Beebe
- Absent:
Assistant CAO – Ryan Maier
- Public:
Stan Cummings, SJC Development
Karen Connover, SJC Development
Phillip Rushton, Rimbey Review
1 member of Public
2. Public Hearing None
3. Adoption of Agenda Motion 272/11
Moved by Councillor Rondeel to approve the agenda as presented. CARRIED
(5-0)
4. Minutes 4.1 October 24, 2011, Council Meeting Minutes
Councillor Anglin noted an amendment to remove item number 10 – in camera.
- Motion 273/11
Moved by Councillor Webb to accept the October 24, 2011, Council Meeting minutes as amended. CARRIED
(5-0)
- Motion 274/11
Moved by Councillor Web to approve October 24, 2011 Organizational Minutes as amended. CARRIED
(5-0)
5. Delegation 5.1 SJC Development
Mr. Stan Cummings and Ms. Karen Connover addressed Council proposing an option to delete the 54th Street access to Highway 53 in exchange to commit the funds that it would have cost for the construction of the access toward the construction of 46th Avenue west to 55th street. Mr. Cummings summarized that this would open up a west access for residents who live in Legacy Court and Rim West Crescent and allow the closure of the back lane behind legacy court.
- Council asked Mr. Cummings if there is a timeline he is looking at for the construction of 46th Avenue west to 55th Street. Mr. Cummings advised potential construction of the road for Spring 2012. Mr. Cummings thanked Council. The Mayor thanked Mr. Cummings and Ms. Connover for attending Council.
- Mr. Cummings, Ms Connover and member of the public withdrew from the

meeting at 6:37 pm.

6. Bylaws

6.1 Business License Bylaw 873/11

Motion 275/11

Moved by Councillor Anglin to amend item number 22 of Bylaw 873/11 to read as follows: "A notice of appeal from clause 20 shall be made within 30 business days after a refusal or revocation".

CARRIED UNANIMOUSLY
(5-0)

Motion 276/11

Moved by Councillor Webb to give second reading to Business License Bylaw 873/11 as amended.

CARRIED
(5-0)

6.2 Regional Assessment Review Board Bylaw 874/11

Motion 277/11

Moved by Councillor Payson to give first reading to Regional Assessment Review Board Bylaw 874/11.

CARRIED
(5-0)

Motion 278/11

Moved by Mayor Ibbotson to give second reading to Bylaw 874/11.

CARRIED
(5-0)

Motion 279/11

Moved by Councillor Webb to give consent for third reading of Bylaw 874/11.

CARRIED UNANIMOUS
(5-0)

Motion 280/11

Moved by Councillor Rondeel to give third and final reading to Bylaw 874/11.

CARRIED
(5-0)

Motion 281/11

Moved by Mayor Ibbotson that the Town of Rimbey enter into an agreement with the City of Red Deer for Regional Assessment Review Board services at an annual cost of \$2,000.

CARRIED
(5-0)

7. New and Unfinished Business

7.1 Tax Cancellation Request.

Lawrence and Katherine Klassen submitted a letter requesting Council cancel a portion of their taxes and assessment, as they claim both are too high in comparison with other properties.

Motion 282/11

Moved by Councillor Webb to take into consideration Municipal Property Consultant, Don Sheridan's, recommendation and decline the request.

CARRIED
(5-0)

7.2 Request to Consider Cat Bylaw

Rimbey Vet Clinic submitted an email to Council requesting consideration of a cat bylaw. Administration presented information from Animal Control Services and a Draft Animal Bylaw that outlines options for Council's consideration and recommendation.

Motion 283/11

Moved by Councillor Webb to refer the request to consider a cat bylaw to the Bylaw Committee.

CARRIED
(5-0)

7.3 Recreation Board Agreement Issue

A member at large from the Town of Rimbey has moved to the County and according to the current agreement, this member must resign as they are no longer a resident of the municipality. Council discussed the options under the agreement and will advise the board to accept the resignation and have recreation advertise to fill the position. Under the agreement, the board member may remain until a replacement is found. If a replacement is not found Administration will bring back to Council at the first meeting in January to review options.

8. Reports

8.1 Department Reports:8.1.1 Finance

- 8.1.1.1 Bank Reconciliation
- 8.1.1.2 Cash Position
- 8.1.1.3 Consolidated Financial Statement
- 8.1.1.4 Accounts Payable Cheque Run – Nov 14, 2011

Motion 284/11

Moved by Mayor Ibbotson to approve the Financial Reports as presented.

CARRIED
(5-0)

9. Correspondence

9.1 SJC Deletion of 54 Street Access to Highway 53 Proposal Letter

Mr. Cummings as a delegation earlier in the meeting summarized his proposal letter submitted to Council which outlined the option to delete the 54th Street access to Highway 53 in exchange to commit the funds that it would have cost for the construction of the access toward the construction of 46th Avenue west to 55th street.

Motion 285/11

Moved by Councillor Anglin that Council commit the funds designated for 54th Street intersection to the construction of 46 Avenue west to 55 Street as proposed by SJC.

Council discussed options and requested to defer to in camera for further discussion.

Motion 286/11

Moved by Councillor Anglin to defer to in camera for further discussion.

CARRIED
(5-0)

9.2 Claim Request Letter for Damages

Ms. Maciborsky is requesting that the Council consider paying for the damages to her car for hitting a rock that is located near the curb on the lawn at the north entrance to the Seniors Drop In Centre. The incident was reviewed by the insurance company and found no liability on the part of the town. After further review and consideration of all the facts the claim was denied.

Motion 287/11

Moved by Councillor Webb to deny the claim request for damages by Ms. Maciborsky and to place a reflective marker showing the location of the rock.

CARRIED
(5-0)

- 9.3 Big Brothers Big Sisters of Rimbey
- 9.4 Alberta Utilities Commission
- 9.5 FCSS & RCHHS September 21/11 Board Minutes

Motion 288/11

Moved by Councillor Anglin to refer Big Brothers Big Sisters to Administration for action and to accept the Alberta Utilities Commission, Department of Energy and FCSS & RCHHS September 21/11 minutes as information.

CARRIED
(5-0)

Mayor Ibbotson called a short recess at 8:04 pm.

Mayor Ibbotson reconvened the meeting at 8:12 pm.

10. In Camera

Motion 289/11

Moved by Councillor Anglin to go in camera at 8:14 pm.

CARRIED
(4-1)

Jack withdrew from meeting at 8:27 pm.

Motion 290/11

Moved by Mayor Ibbotson to come out of camera at 8:31 pm.

CARRIED
(4-0)

Motion 291/11

Moved by Councillor Anglin to refer to the committee of the whole meeting and table motion 285/11 to first meeting in January 2012.

CARRIED
(4-0)

Motion 292/11

Moved by Councillor Anglin to direct Administration to forward a letter to Gord Davis requesting a release from the agreement regarding the intersection and Administration will seek assistance from Council as required.

CARRIED
(4-0)

11. Adjournment

Council adjourned the meeting at 8:41 pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

TOWN OF RIMBEY

DATE: November 28, 2011

TITLE: Business License Bylaw

BACKGROUND:

The current Business License Bylaw is from 1999 and is very outdated. Business license fees have not changed since 1999.

DISCUSSION:

A new Business License Bylaw draft has been developed that would rescind Bylaw 707/99 and thirteen other bylaws relating to business licensing that have never been rescinded, dating back to 1919.

The previous bylaw had eight different categories of business license fees, so an attempt was made to simplify the fee structure. There is also a provision allowing for a single day permit, something that did not previously exist.

In comparing eight communities similar to Rimbey in terms of population, the average base business license fee was \$62.00. It was felt that an increase from the current \$25 to \$35 would not be unreasonable.

After first reading of the Bylaw, we would like to propose a slight amendment to clause 1) k) "non-resident business", by changing "and does not include" to "includes". This would allow the definition of a hawker or peddler to be distinct from non-resident business, but included as a non-resident business in the fee category, as there is currently no separate category for a hawker or peddler.

RECOMMENDATION:

That Council pass a resolution for third reading of Bylaw 873-11, the Business License Bylaw, as amended.

The Town of Rimbey Business License Bylaw

Bylaw 873/11

A BYLAW OF THE TOWN OF RIMBEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION AND LICENSING OF BUSINESSES CARRIED ON WITHIN THE CORPORATE LIMITS OF THE TOWN AND TO PROVIDE FOR THE APPOINTMENT OF A LICENSE INSPECTOR.

WHEREAS, Pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, the Council may pass Bylaws respecting businesses and provide for a system of licensing;

AND WHEREAS it is deemed expedient to provide for the licensing of certain businesses operating in Rimbey;

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

PART I - BYLAW TITLE

This Bylaw may be cited as the "Business License Bylaw".

PART II - DEFINITIONS

- 1) In this Bylaw unless the context otherwise requires:
 - a) "business" means a commercial, merchandising or industrial activity or undertaking; a profession, trade, occupation, calling or employment; or an activity providing goods or services, including a cooperative or association of persons.
 - b) "business license" or "license" means a license granted by the Town of Rimbey, authorizing the person to whom it is granted to carry on the business activity therein specified in the Town of Rimbey.
 - c) "C.A.O." means the Chief Administrative Officer of the Town of Rimbey.
 - d) "Council" means the Council of the Town of Rimbey.
 - e) "development permit" means a document authorizing a development issued pursuant to the Town of Rimbey's Land Use Bylaw.
 - f) "Hawker or Peddler" means a person not being a body corporate and who, whether as principal or agent;
 - i) goes from house to house selling or offering for sale any merchandise to any person, and who is not a wholesale or retail dealer in such merchandise with a permanent place of business in the Town of Rimbey;

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- ii) offers or exposes for sale to any person by means of sample, patterns, cuts or blueprints, merchandise to be afterwards delivered or shipped into the Town, or;
 - iii) sells merchandise or a service, or both, on the streets or roads or elsewhere than at a building that is his permanent place of business in the Town;
 - iv) does not have a permanent place of business in the municipality.
- g) “Home business” or “Home office” means a home business or home office as defined by the Town of Rimbey Land Use Bylaw.
- h) “License Inspector” means and includes a Community Peace Officer, Licensing Officer or any person so designated by Council, or the Chief Administrative Officer, to perform their duties.
- i) “licensee” means a person to whom a license has been issued, pursuant to the provisions of this Bylaw.
- j) “local area business” means a business that does not have a permanent office or place of business within the corporate limits of the Town of Rimbey and is located within the County of Ponoka, west of the 5th meridian, or within Township 41 of the County of Lacombe.
- k) “non-resident business” means a business that does not have a permanent office or place of business within the corporate limits of the Town of Rimbey and includes a hawker or peddler.
- l) “Peace Officer” means any member of the RCMP, a Peace Officer and a Bylaw Enforcement Officer.
- m) “resident business” means a business where a permanent office or place of business is situated in either a commercial, industrial, residential, or direct control district within the corporate limits of the Town of Rimbey and includes a hawker or peddler.
- n) “Town” means the Town of Rimbey.

The Town of Rimbey Business License Bylaw

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PART III – LICENSE INSPECTOR

- 2) Council or the C.A.O. shall appoint a License Inspector or License Inspectors to carry out the terms of this Bylaw.
- 3) The power and duties of a License Inspector are;
 - a) To administer this Bylaw and as far as practicable see that all persons concerned conform to its provisions and to prosecute or assist to prosecute persons who fail to comply within;
 - b) To make an inspection of all premises and locations for which a license is required or has been applied for, pursuant to this Bylaw;
 - c) To investigate complaints lodged against a license and, if necessary, inspect the premises or location described in the complaints and to revoke any license issued and to levy fees or penalties pursuant to this Bylaw.

PART IV – LICENSE PROCEDURES

- 4) No person within or partly within the Town shall be engaged in any business unless and until they have paid the prescribed fee and hold a valid and subsisting business license as set out in Schedule “A” hereto, and issued pursuant to the provisions of this Bylaw, unless specifically exempted by law or within this Bylaw.
- 5) Every person applying for a new business license shall submit to the License Inspector a written application as per Schedule “C” of this Bylaw and signed by the applicant or agent of the corporation.
- 6) The Town shall issue an invoice in January of each year to all holders of valid business licenses in the previous calendar year.
- 7) Payment of the business license fee shall be made no later than the last business day of March, or the fee shall be doubled.
- 8) Subject to the provisions of this Bylaw, upon receipt of an application for business license, the License Inspector may grant a business license or may refuse a business license, if, in his opinion, there are just and reasonable grounds for the refusal of the application.
- 9) Subject to the provisions of this Bylaw, where a business license has been granted pursuant to this Bylaw, the License Inspector may revoke or suspend the business license, if, in his opinion, there are just

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and reasonable grounds for the revocation of the license.

- 10) Upon a license being revoked or suspended as hereinbefore provided, the License Inspector shall notify the licensee thereof:
 - a) By delivery of notice to him personally, or
 - b) By mailing a registered letter to his place of residence or business,

and, after the delivery of such notice, his business shall not be carried on until such time as a new license is issued or the suspended license is reinstated.

- 11) No business license shall be granted until such time as the applicant holds a valid development permit where required by the Land Use Bylaw.
- 12) No business license shall be granted until such time as the applicant holds a valid Provincial or Federal license required by law.
- 13) No business license shall be granted if the applicant fails to comply with any other bylaw of the Town of Rimbey.
- 14) No business license shall be granted until the applicant has submitted to the License Inspector the proper fee as provided by this Bylaw.
- 15) No business license shall be valid unless the said license has been signed by the License Inspector or anyone designated to act on his behalf.
- 16) Any advertising of the businesses referred to in this Bylaw shall be deemed to be prima facie proof of the fact that the person advertising is carrying on or operating any such business.
- 17) Every business license issued under this Bylaw shall be posted in a conspicuous place in the business premises of the said license.
- 18) Every business license issued under the provisions of this Bylaw, unless revoked, shall terminate at midnight on the 31st day of December of the year in which the said license was issued.
- 19) No business license shall be required for:
 - a) Businesses specifically exempted from obtaining a municipal business license by Provincial or Federal legislation;
 - b) A business that is carried on by the Government of the Province of Alberta or

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- Canada;
- c) A business that is a charitable or non-profit organization;
 - d) A business that carries on its activities at the Farmer's Market;
 - e) A business that is carried on or operated by the municipality or its employees on behalf of the municipality;
 - f) A supplier bringing in bulk goods to a licensed business for the purpose of resale;
 - g) Residential garage sales, provided that the sale takes place on a residential property where that property owner, or primary resident when referring to residential rental properties, directly supervises and controls the sale.
 - h) Such other businesses as Council by resolution may from time to time exempt.
- 20) Where any certificate, authority, license or other document of qualification under this or any other Bylaw, or under any statute of Canada or the Province of Alberta, is suspended, cancelled, terminated or surrendered, any license issued under this Bylaw based in whole or in part on such certificate, authority, license, or other document of qualification shall be revoked automatically forthwith.
- 21) In every case where an application for a business license has been refused or a business license has been revoked, the person seeking the license may appeal to Council.
- 22) A notice of appeal from Clause 20 shall be made within thirty (30) business days after a refusal or revocation.
- 23) All appeals shall be made in writing addressed to the C.A.O. of the Town and shall be dated as of the date received by the C.A.O.
- 24) Council, after hearing the applicant may:
- a) Direct a business license be issued;
 - b) Direct a business license be issued with conditions;
 - c) Refuse to grant a business license;
 - d) Uphold the revocation of a business license on the grounds which appear just and reasonable.
- 25) A decision of Council on an appeal is final and binding

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on all parties.

- 26) Every person carrying on or engaged in any business in respect of which a license is required under this Bylaw, upon receipt of the License Inspector, shall give to the License Inspector all information necessary to enable him to carry out his duties.
- 27) No person shall commence to, or shall carry on or engage in the business of a Hawker or Peddler on public property within the Town unless and until such person is the holder of a business license issued pursuant to this Bylaw.
- 28) There shall be no sales by Hawkers or Peddlers licensed pursuant to this Bylaw within 150 metres of stores selling similar produce or products.

PART V - ENFORCEMENT

- 29) The C.A.O. of the Town or a Peace Officer may, at their discretion, issue a letter or notice to anyone who is in contravention of any section of this Bylaw directing the said person to take any action required so as not to be in breach of the section. The notice or letter may provide a time frame for the person to complete the action.
- 30) Any person who does not comply with a notice or letter is subject to a penalty pursuant to a fine amount as listed in Schedule "B".
- 31) A Peace Officer is hereby authorized and empowered to issue a violation ticket to any person who the Peace Officer believes on reasonable and probable grounds has contravened any section of this Bylaw.
- 32) Any person to whom a violation ticket has been issued may make the voluntary payment, if one is offered, by delivering the violation ticket as per instructions on the violation ticket along with an amount equal to that specified for the offence as set out in this Bylaw.
- 33) Notwithstanding the provisions of this Bylaw, any person who has been issued a violation ticket pursuant to any section of this Bylaw may exercise his/her right to defend any charge of committing a contravention of any provision of this Bylaw.
- 34) A person issued a violation ticket for an offence shall be deemed sufficiently and properly served if served personally on the accused.
- 35) Should a person within or partly within the Town be engaged in any business without a valid and

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subsisting business license, unless specifically exempted by law, then as per Section 8 of the Municipal Government Act they may be prevented from engaging in any business until such time that they attain a valid business license.

PART VI - SEVERABILITY

- 36) Should any provision of this Bylaw be invalid, then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

PART VII - REPEAL

- 37) Bylaws 003/19, 006/19, 043/37, 153/47, 164/48, 169/48, 197/50, 221/51, 235/52, 250/53, 117/70, 149/71, 195/73 and 707/99 are hereby repealed.

PART VIII - EFFECTIVE DATE

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

READ a first time this 24 day of October, 2011.

READ a second time this 14 day of November, 2011.

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

MAYOR

CHIEF ADMINISTRATIVE OFFICER

The Town of Rimbey Business License Bylaw

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SCHEDULE “A” – BUSINESS LICENSE FEES

Resident Business	\$35.00
Local Area Business	\$85.00
Home Office or Home Business	\$50.00
Non-Resident Business	\$250.00
Daily License (any category)	\$50.00

New annual business license fees shall be reduced by half (50%) when purchased after September 30 in any license year.

SCHEDULE “B” - VIOLATIONS AND PENALTIES

Any person who commits a breach of any of the provisions of this bylaw shall be liable to a penalty of \$200.00 (Two-hundred dollars).

A person who commits a second or subsequent offence within a period of one (1) year may be subject to a fine that is double the amounts above.

The issuance of a violation ticket that includes a penalty does not preclude the requirement to obtain a valid business license.

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SCHEDULE "C" – BUSINESS LICENSE APPLICATION

BUSINESS LICENSE APPLICATION

Business Name: _____

Mailing Address: _____

Street Address of Business: _____

Operated
By: _____ Business Telephone No: _____

Is This a Home Office or a Home Business? Will sales
(A business is visited by a significant number people go door
of clients) _____ to door? _____

Do you reside in Rimbey? _____ Street address of
Residence: _____

Brief Description of the Business: _____

***Important:** Applicant may not proceed with the business or any construction to the business site until a business license and other necessary permits have been obtained.

Date: _____ Signature of Applicant: _____

Office Use Only

Roll #: _____ Zoning: _____ Business License Fee: \$ _____

Is this a permitted use according to the Land Use By-Law? _____ Development Permit Fee \$ _____

Legal Land Description: Lot: _____ Block: _____ Plan: _____

Brief Description of Development Required: _____

Approval by
Development or
Assistant
Development Officer _____ Date: _____

REPORT ON THE COST TO FINISH RESTORATION OF '28 INTERNATIONAL TRUCK

THE COUNCIL AND CAO

TOWN OF RIMBEY

Firstly, I wish to apologise for the delay in getting this report submitted. The primary reason for this is that everyone who had initially consented to be part of this committee basically quit by default. After trying for some time, unsuccessfully, to convene this committee, I then tried to recruit other members. Again, unsuccessfully. There seems to exist, in the community, a sentiment of curiosity about the status of this project, but a desire to remain at arm's length from it. In addition to this circumstance, during some of the summer months I got quite busy with farming and the community work I am already committed to, and simply did not have the time. Finally, I came to the conclusion, that if it was going to get it done I would have to act alone, which is in no way the manner in which I believe a "committee" should operate, but I was left with little choice.

I obtained estimates from two sources, Craig Cooksley – Bentley's Auto Body, Crestomere; and Les Beierbach – who operates from his shop west of Rimbey. Both these gentlemen have extensive experience in auto restoration, and I do believe their estimates to be accurate, especially since both their estimates are very close.

If you have any questions, or require more clarification on any aspect of this report, please contact me at 403-843-6289.

Respectfully submitted,

Harold Kenney

November 22, 2011

Craig Cooksley

- A. Craig suggested that a cheaper job could be done by painting the truck with a flat paint, i.e.: flat black. Flat black would not require as much body work as it does not show small imperfections as easily as a gloss paint. This would include box, cab, rear fenders, small "hot rod" type, aftermarket front fenders, paint and labour for about \$5000.00. To keep the original front fenders would add approximately \$2000.00 by themselves. Another possibility he suggested was to use '32 Ford front fenders which would add \$600.00-700.00 to the original \$5000.00. This would NOT include wiring, lighting, and brake, and steering systems. These would require an additional, approximately, \$2000.00.
- B. Full restoration, including all body work, paint, wiring, lighting, brakes, steering, and labour - \$10,000.00 - \$12,000.00.

A. Flat paint option:	\$5,000.00
Wiring, lighting, brakes, steering	<u>+\$2,000.00</u>
Approx.	\$7,000.00

B. Full restoration; **\$10,000.00 - \$12,000.00**

Les Beierbach

Les's estimate was much simpler. I quote, "About, **\$10,000.00** would get you a nice little truck." This would be a full restoration, same as in "B" above.

Neither of these estimates includes ANY automotive work. This would include engine, engine cooling system, transmission, and final drive. Both of these gentlemen concluded, though admitting not to be automotive experts, that an additional **\$10,000.00** would easily cover all automotive work, and probably less. Both recommended, as have others I have spoken with, that the AMC engine currently in the truck should be replaced by a GM 350ci (cheapest engine to rebuild or obtain parts for in North America), or possibly a small block International, such as a 348ci, which would also necessitate replacing the transmission as well. This could all be accomplished within the ten thousand estimated.

CONCLUSION

The truck could be fully restored for approximately **\$20,000.00**. There are a few in the community who have expressed interest in doing some volunteer work, if the decision was to go ahead with it. With some volunteer work, and donations, the cost could be substantially less, though I would not estimate more than **\$5000.00**. Additional volunteer labour and donations might reduce the figure more, however I suspect this would greatly extend the date of completion.

ADDENDUM

If the decision is to sell the truck, I would suggest a detailed listing of the aftermarket parts purchased and/or already installed on the truck, should be made so as to maximize the return on selling it. Not sure how this could be accomplished for the engine, unless the town has in its possession the bills for the work done to the engine. Also, the engine and truck should probably be sold separately for the same reason already stated. Based on discussions I have had with several others, I believe the Town should be able to recoup somewhere between **\$7,000.00** and **\$10,000.00** from the sale of the engine and truck separately.



November 8, 2011

Mayor Sheldon Ibbotson
Town of Rimbey
PO Box 350
Rimbey Alberta T0C 2J0

Dear Mayor Ibbotson,

Re: CAEP 2012 Membership Fees

With the restructuring of Alberta Finance and Enterprise (AFE) The Central Alberta Economic Partnership (CAEP) has had to face some new challenges. Funding and project support has been reduced by AFE resulting in a review of our operations. Through our community consultation process over the last few months we have gathered important information and support to help us evaluate the needs of our communities and CAEP's role. We are using this information to help in our own restructuring.

As a result of funding and support being reduced the Board finds it necessary to increase the membership fees by \$0.10 per capita. The end result is a total annual fee of \$0.40 per capita. Calculations will be based on Municipal Affairs 2011 Official Population List. This will be the first increase in seven years and will help provide matching funds for government grants. We are sending this notice for your 2012 budget discussions as the CAEP board has approved the increase to be effective for April 1, 2012.

As a catalyst and driver for economic growth in Central Alberta, CAEP facilitates collaboration and networking opportunities between communities, business and government. We would like to extend our appreciation of your support as we continue to provide you with the necessary tools to grow your community.

Yours Truly,

Al Kemmere
Chair

Cc: Tony Goode, CAO, Town of Rimbey
Joe Anglin, Councillor, Town of Rimbey



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Overview

Central Alberta Economic Partnership (CAEP) is a leader in community economic development. Through CAEP's leadership we facilitate bringing to communities the strengths of other communities. Acting as the catalyst, this collaborative approach has and will continue to develop a stronger region with significant new growth in economic development for many communities. This results in all communities benefiting. The use of pooled resources and our regional representation has also enabled the cost effective development of numerous tool kits, training events and the undertaking of special projects to address key issues identified by members. As new economic development challenges are identified CAEP will step forward and undertake these projects. Through this innovative approach CAEP has and will continue to show significant benefits to Central Alberta Communities.

CAEP reviews its strategic plan each year to align the key projects with members input. Our future direction will include increased collaboration with economic development bodies to identify issues and opportunities that have the greatest impact on economic prosperity in the region. Pursuing strategies to overcome obstacles and enhance opportunities will provide enhanced economic services and benefits to business and communities in the region

CAEP has identified community investment readiness, business retention and expansion, foreign direct investment and regional teamwork as priority goals.

Current and Future projects include:

- Local Business Retention and Expansion
- Business opportunity identification
- Labour Force development
- Profile and Marketing Plan for Investment Attraction
- Website promotion- Community Links
- Economic Development Training and Communication Sessions
- Regional Transportation
- Workshops to Build from success
- Identification and development of further partnerships, strategic alliances
- Training for business visitation program
- Access Prosperity partner. TKO project to attract Foreign Direct Investment

Some Past Achievements include:

- Investment attraction – Site Selection Leads
- International Marketing of the Central Alberta region.
- Central Alberta Rural Manufactures Association - CARMA
- Community Investment Readiness
- Labour Force Development
- Welcoming Communities – Provincial Award
- Community Video Project, CAEP TV - Economic Developers of Alberta Award

CAEP Structure, Management and Administration

The Central Alberta Economic Partnership Ltd. (CAEP) is a regional economic development alliance with 42 partner municipalities, 14 Associate members and one Indian Band representing Central Alberta. Geographically, the CAEP region covers one eighth of the province and has a total population of over one quarter million people. CAEP is governed by a management board made up of fifteen representatives that are elected annually on a 3 year rotation. The CAEP board has six primary committees. All committees are chaired by a board member that reports committee updates and progress reports back to the board.

CAEP has a full time Executive Director that oversees all operations and provides project management for the board. Additional CAEP staff provides project, administrative, and accounting support for CAEP operations.

Alberta Treasury Board and Enterprise (ATE), previously Alberta Finance and Enterprise provides \$75,000 of annual operations funding to CAEP through a Memorandum of Understanding (MOU). The current MOU is a three year agreement from April 1, 2011 to March 31, 2014. The balance of the operations funding is from grant applications, corporate support, and membership fees.

The MOU sets out a cooperative framework for CAEP and ATE to coordinate collaborate and support regional economic development. It outlines shared goals, performance measures, financial support, and reporting roles for both parties and outlines ATE advisory support available from its Regional Development Branch and Enterprise Division staff.

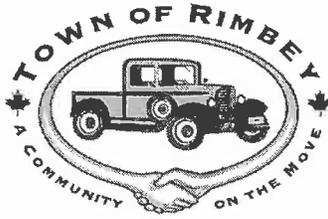
CAEP operates independently of the government of Alberta.

CAEP Contacts

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al.kemmere@mountainviewcounty.com

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2011 Building Permits Summary To November 15, 2011

Zoning		Number of Developments	Value
Residential	New	8	\$1,910,000.00
	Renovations & Other	7	\$118,000.00
Commercial	New	3	\$1,451,000.00
	Renovations	5	\$1,222,500.00
Institutional	New	0	\$0.00
	Renovations	0	\$0.00
Industrial	New	0	\$0.00
	Renovations	0	\$0.00
TOTALS		23	\$4,701,500.00

PUBLIC WORKS REPORT – OCTOBER/NOVEMBER 2011

- Oct 21/11 – Public Works removed the playground equipment at the BMX Park on 56 Avenue and 47 Street;
- Oct 25/11 – Christmas decorations were being checked over, will be put up in latter November;
- Well maintenance was done on wells 10, 12 & 13. They were super chlorinated, flushed out and put back on stream;
- Grading was done on some of our gravel streets, and lagoon roads prior to any snowfall;
- Fall discharge of our two lagoons was completed. They were shut-in. There were no problems of flooding of the drainage course.
- The sanding unit, and our driveway blocker were installed on our equipment;
- Oct 27/11 – Gravelling potholes in alleys was done;
- Oct 28/11 – I attended a meeting with Town Council and Administration on the Tagish Engineering 2011 Infrastructure Study and Five Year Capital Plan;
- Nov 4/11 – Sidewalk sweeping, and street sanding was done;
- Nov 7/11 – Encana sent out a Technician to sample our effluent from both lagoons for more testing;
- Nov 14/11 – Public Works rented a basket truck to start putting up the Chamber of Commerce banners. We started late afternoon, we installed 2 banners. The next morning we started up again, but 1 of the banners we had put up, already had torn. The weather was cold and there had been high winds the previous night. I phoned Jackie Stratton from the Chamber of Commerce to let her know what had happened. I suggested that they wait until next spring to put up the rest of the banners. Jackie asked us to take the banner down that had torn, as she wanted to take to

the supplier to discuss the problem of the tearing overnight. There are 2 banners left hanging;

- Nov 15/11 – Public Works put in a reflective marker post beside the rocks on the approach to the Drop-In Center and Kansas Ridge II;
- Nov 16/11 – Emergency services parking lots cleared;
- Nov 17/11 – Grading of streets started;
- Nov 18/11 – Public Works put in some overtime to plow priority #1 and #2 streets. Street sanding ongoing;
- Nov 21-22 – Finished plowing rest of streets, 55th Avenue Close to be done later;
- Nov 23/11 – High Pressure Flushing came out to video the sewer mains on 51 Ave – 46 St. – 44 St; and 58 Ave between 48 St – 46 St.;
- Daily regular maintenance and record keeping is done on our wells, reservoirs and lagoons.

Vern Browne
Public Works Foreman

MUNICIPAL BYLAW ENFORCEMENT REPORT

November 28, 2011

- Complaints received, unpaid business license, property line/fencing and smoking in the work place.
- I assisted as much as I could with the unpaid business license.
- The building of a fence was brought to my attention and I advised the complainant that if the fence belongs to you, then it may become a civil matter if they choose to go that route.
- The complaint regarding smoking in the work place, caller was informed to contact OH/S for a workplace inspection/safety and they should be able to guide and direct the business owners.
- School zone monitoring; several were stopped for speeding and many drivers failed to produce the proper documents.
- One vehicle was towed, vehicle was displaying a 2002 Alberta license plate, vehicle was not registered thus the vehicle was towed off the street.
- Stopped a vehicle under the Distracted Driving law, driver had a cell phone up to his ear, not wearing a seat belt and the driver was a suspended driver, vehicle was seize for 30 days.
- Speeding tickets were also issued on 50 Ave west bound off of Highway 20. Highest speed radar was 79 KP/H in a 50 KP/H zone

Respectfully Submitted
Joe Croken
Peace Officer
Gull Lake Municipal Enforcement



Community Services Report

November 28th, 2011

Best Western Pool Usage Agreement

The Pool Usage Agreement between the Town and the Best Western has been terminated by the Town as of Nov. 1st, 2011 as the Best Western was unable to hire a lifeguard to supervise pool patrons.

Playground Sand Removal

I talked with Vern from Public Works regarding the sand at the playgrounds that were removed (46th Avenue Park & 56th Avenue Park). He thinks it would be best to wait until May before we remove the sand and replace the area with dirt. Remaining pieces of equipment requiring removal would also be completed in May as they are cemented into the ground.

Canadian Playground Safety Institute Course

I attended the CPSI course in Beaumont from November 15th to the 18th to train to become a certified playground inspector. The course provided a lot of insight into playground safety, maintenance and inspections.

Recreation Board Minutes

The November 7th Recreation Board Minutes are attached.

Racquetball/Squash Court Refinishing

We will have our courts refinished on Dec. 16th. Patrons will not be able to access the courts until December 20th.

Respectfully submitted by:

Rick Kreklewich

Rick Kreklewich

Director of Community Services

CAO Report

November 28, 2011

1. Attended CAEP meeting regarding a presentation on Turning the key on Opportunity project.
2. Attended a West Central Planning meeting to review the 2012 budget.
3. Made arrangements for Stan Orleski from Fortis to meet with Recreation Board reps.
4. Met with Shirley Ingram from Ag Society regarding budget and local improvement charges.
5. Met with Genivar Engineering regarding proposed Hwy 53 upgrading to happen in 2012 subject to financing.
6. Meeting with Librarian regarding Dinner Theatre/Rec Centre concerns
7. Ryan, Danita and I interviewed a potential candidate for the Treasure's position.
8. Ryan and I attended the Local Government Administrations Association meeting in Delbourne, AB.

Mayor's Report

October 27. Bylaw committee reviewed LUB.

October 28. Met with Tagish Engineering to review the Infrastructure Study prepared by their firm.

November 2. Attended Public Alert Broadcast seminar in Blackfalds.

November 3. Bylaw committee reviewed LUB. Jason and Ryan came from the West Central Planning Agency to review changes for the Land Use Bylaw.

November 7. Attended the West Central Planning Agency meeting in Wetaskiwin. A deficit of \$63,000 is projected for this year. The Agency will use money from its \$233,000 reserve fund to cover the shortfall to cover the deficit. The Board passed a resolution to set the floor of the reserve fund at \$150,000. The good news is the County of Ponoka agreed to fund the Municipal Intern at the Agency for the next two years. This is \$15,900 per year and increases revenue for the next two years.

November 10. Bylaw committee reviewed LUB and letters received by the Ryan regarding the proposed Traffic Bylaw.

November 11. Laid a wreath, on behalf of the Town, at the Remembrance Day service held at the Community Centre. At least 400 people attended to honour Veteran's service to our country.

November 17. Traffic Bylaw open house held from 5 p.m. to 7 p.m. Seven people appeared at 5 p.m. All but one were concerned about the provisions regarding trucks. When the weather drops below freezing the trucks need to be running or plugged in. Security is also an issue. Three of the owners had suffered theft from their vehicle. The third issue was to find a parking lot that trucks could use with power. Wayne Clark suggested the Nesting Grounds as a possible location for a truck parking lot during the winter months.

November 18. Attended Committee of the Whole.

November 18. Attended the Inter Agency meeting at Neighbourhood Place.

November 17. Held an open house to obtain public feedback on the proposed Traffic Bylaw.

November 22. Meeting with Bill of Genivar, Tony, Ryan and Vern regarding repaving the east-west highway through Town. Depending on available funds it is tentatively scheduled for 2012. The plan is to mill off 70 mm on Highway 53 and replace it with 70 mm of new asphalt. More extensive work is scheduled for 2018.

November 23. Attended the FCSS Board meeting. First flu clinic had approximately 600 people vaccinated. FCSS helps with managing the lines. The second clinic is scheduled for November 24th at the Community Centre. FCSS has a plan to maintain a reserve equivalent to 3 months operating cost and is contributing money to this reserve from any surpluses that accumulate over the year. Volunteer Alberta sent a delegation to present to the board regarding the work their organization performs. The Home Care RFP is going to be put out by Alberta Health Services in the new year. FCSS is working hard to prepare a proposal and continue to provide Home Care services in Rimbey. The Home Care contract is essential as it becomes a contact point with clients and opens the door to FCSS to provide other services to our residents.

November 24. Bylaw Committee reviewed LUB.

MINUTES

Rimbey and Area Recreation Board Monday November 7 2011

Rimbey Community Centre Kinsmen Room

In Attendance:

Gail Stuart-County Resident, Laverne Oberhammer-Lions Representative, Dawna Providenti-Town Resident, Gayle Rondeel-Town Councillor, Christine Makofka- Town Resident, Rick Kreklewich- Resident Director of Community Services, Paul Payson-Town Councillor, Derry Armstrong-County Resident

Guest(s)-Bronwen Jones, Nick Bamford, Joe Anglin, Earl Giebelhaus

Meeting commenced at 735 p.m

Motion to adopt agenda from Christine

New and Unfinished Business

Bronwen Jones presented ideas/concepts of the BMX Park
Summary of the Presentation:

5.1

The park is to be completed in phases due to the cost.

The skate board park portion could cost approximately \$250,000

Suggestion that the soccer field could also be left as an open field/play area

Large wall to be built up against the floor hockey to accommodate other uses such as basketball and tennis

Playground area would be designed for 5-12 year olds

Different vegetation such as large trees, bushes to beautify the area and benches

Bronwen also suggested that possibly a small rain garden area or water feature could be built

A path could be implemented

Nick Bamford (403-843-1147) a local resident and BMX competitor presented ideas on different layouts for BMX area of the park (see attachments)

He emphasized that it is a sport increasing in popularity. He further said the park would be used to build skills not necessarily for a competitive sport. Gayle R asked if the track could be changed according to skill. Nick said sleeper jumps or multiple jumps could be implemented.

Nick suggested that the BMX portion of the park has its own area and that it does not interfere or run alongside with the other areas such as the playground or floor hockey. He advised that there could be some safety concerns regarding pedestrian traffic.

Derry asked about the cost for a BMX Park. Nick said that some BMX parks were built using inexpensive materials and/or by volunteers and donated materials

Paul P wanted to know if the location was good. Nick said the location offered a lot of space which is important

The age group of people using or playing at a BMX Park can vary from 10-25 year olds

Derry felt that the parking area is not necessary.

There was a suggestion to make a tobogganing hill in the middle of the BMX Park
Paul P wanted to know about pedestrian walking. She did have on her diagram a sidewalk.
Gail says that the plan must be presented to the neighbourhood or to the schools. Paul P
suggested having the diagram on display at a farmer's market for people to be able to make
suggestions or comments

Derry was concerned about the public perception and the costs associated with the skate board
park area. He stressed that community feedback is necessary and to stress that the park is a
phase project. The phases being

1. Playground
2. BMX
3. Ball Hockey
4. Skateboard

Derry asked on how to proceed. Gayle R said it is all about the approach and presentation to
the community

Laverne says presentation is very important. Demographics play a large part on who will be
supportive of the park. It was decided that Bronwen would be asked if she would present the
idea(s) for the park at a community meeting. Rick is to contact Bronwen Jones

Gayle R says \$5000 out of a budget of \$50000 has been spent on the parks

Derry asked about a timeframe. Laverne said that the Lions would be supportive of the skate
board park. Laverne is going to ask the Lions about moving the existing skateboard park.

Derry suggested the third week in January to present Bronwen's proposal of the BMX Park at a
public forum.

5.2

Trail Concept Plan: Presenter was Derry Armstrong

It is a concept to expand Town Transit over a long term project. It would be a 2 trail system.

The Primary trail would allow access from the 4 quadrants of the developed areas of the town. It
would be 2 1/2 meter paved trail. Good for walking, strollers, scooters. It would be connected to
the town sidewalks. It would go all around the town. Some parts of the trail can be developed by
the land owners themselves or by developers.

The Secondary trail would extend from town to attractions such as the racetrack, golf course,
blindman valley_____. It would be 1 meter wide. Its primary uses would be for running,
walking and possibly cross country skiing. It would not be designed for motorized vehicles.
Derry says that an average paved trail costs around \$100,000 per kilometre. He says it is like
building a narrow road. He says when building a trail you must think long term. To build one
properly it is initially expensive but in the long term it requires less maintenance or repairs. Derry
suggested we table the trail plan for an action item at next meeting.

Earl Giebelhaus inquired about expanding the Nesting Grounds. He has on his own time began
cleaning up some of the area by cleaning up the brush that has overgrown, cutting down some
smaller trees that he felt were necessary as part of his clean up. He felt that a backhoe is all that
is needed to help further clean up the area of the garbage and excess dirt. Expansion of the
campground could influence existing or future trails.

5.3 In-House Catering Letter

Derry told Rick to respond to the letter and let her know that the contract is in place until 2012.

5.4 RimWest Park Planning Meeting

There was a poor turnout for the RimWest Park Planning meeting on October 25. Some ideas brought forward from the two persons who did attend from the neighbourhood and the recreation board were to install a basketball hoop, swings, new playground equipment for kids under 6. The equipment would be installed closer to the middle of the park. Other suggestions were to install a trail around the area, have a covered picnic table and have a contest to name the park.

Paul motioned that the Rec Board recommendation to council is that the following actions be taken for the RimWest Park: fix fence, put in a picnic table, garbage cans, new gate, new sign and reclaim where the playground was back to grass.
Gail S. seconded it.

5.5 Swim Club Proposal

Board was supportive of the formation of a swim club to be implemented when the new pool is open. Rick to get back to proponent to confirm details and scheduling.

5.6 Curling Rink Portable Flooring

It was tabled to due to time. Laverne did ask Rick to get some estimates for the flooring and storage. Gayle R was concerned about the cost and whether it would be used enough to justify the costs. She also questioned how practical it was.

5.7 Grant in Aid

New policy guidelines were distributed and item tabled for consideration at the December meeting. Some ideas were to begin advertising it in January and February but with no deadline. Still have a set budget. Gayle R said that only \$4500 was given out this past year out of \$10000

5.8 Letter from Christine

Christine tried to resign but the board did not accept her resignation. Rick will ask council to amend the policy to allow a Town Business owner to be a town representative.

6.0 Recreation Report

Rick said that Badminton is starting up next Thursday

Meeting was adjourned at 11pm

Next meeting is scheduled for **December 5 at 730.**

Rimbey Municipal Library Board Meeting Minutes
Monday, October 17th, 2011
7:30 p.m.

Present: Jean Keetch (Librarian), Lorie Armstrong (Chairperson), Marg Ramsey, Gordon Mounteny, Brenda Krossa, Val Warren, Rowena Aitken, Paul Payson

Absent: Jody Davidson

Call to Order

Minutes from the Last Meeting - read and approved as printed by Val W/Brenda K.

Consent Agenda Items:

1. Librarians Report
 2. Financial Report
 3. Correspondence - there was a formal letter from the town accepting our agreement
- Motion** - Brenda K / Rowena A. - passed and carried

Business Arising from the Minutes:

1. Agreement between the Board and the Town - completed and signed.
2. Policy on Gift Giving - it is difficult to create a policy, but we have decided to have a place in the budget with a certain amount of money in it and it would be at Jean's discretion as to the spending of it.
3. Baying Buffoons - we created a spreadsheet for the jobs for each night.
4. Dinner Theatre Menu - discussed
5. Christmas Markets - Nov. 12 & Dec. 3. We will sell quilt tickets and used books. Val and Bev. Ewanchuk will take the Nov. 12th session and Lori A. and Marg R. will do the Dec. 3rd session.
6. Health Care Plan - Brenda K. moved that we purchase the Enhanced Insurance Plan for Jean. Seconded - Val W. Carried

New Business

Budget for 2012 - discussed and added \$200.00 to the Volunteer and Staff Appreciation Fund for gift giving. Brenda K. moved that we accept the budget as presented and present it to the town council. Rowena A. - seconded. Carried.

The meeting was adjourned at 9:15 p.m.

Next Meeting: Monday, November 14th at 7:30 p.m.

Rimbey Municipal Library Board Meeting Minutes
Monday, September 12, 2011
7:30 p.m.

Present: Jean Keetch (Librarian), Lorie Armstrong (Chairperson), Marg Ramsey, Gordon Mounteny, Brenda Krossa, Jody Davidson
Absent: Rowena Aitken, Paul Payson

Call to Order

Minutes from the Last Meeting - read and approved as printed by Brenda K.

Consent Agenda Items:

1. Librarians Report
2. Financial Report
3. Correspondence

Motion - Gordon M./ Val W. - passed and carried

Business Arising from the Minutes:

1. Agreement between the Board and the Town - Brenda K/Gordon M. moved that we add (and Council) to # 6.1. All in favor
2. Policy on Gift Giving - Lorie is working on it.
3. Baying Buffoons - dates are changed to November 18,19,25 and 26. We will decide about the menu and deserts at the next meeting.

New Business:

1. Christmas Markets - Nov. 12 & Dec. 3
2. Baying Buffoons - need to draw up a spreadsheet for next meeting for jobs.
3. Open or Close on Sat, Nov.12th - it was decided that the library will stay open
4. Health Care Plan - the decision as to which one was tabled until next meeting.
5. Alberta Arts Day - on Sept. 30 - Oct. 2- many activities are taking place.nd
6. COW Bus will be here on Oct. 4 - 5th at the library. - the library will be supplying hot dogs and hamburgers
7. Monday Opening - need to have a larger budget, but will open next June, July and August rather than just July and August.
8. Budget - will be moving staff wages up a bit more this year.

The meeting was adjourned at 8:45 p.m.

Next Meeting: Monday, October 17th at 7:30 p.m.

MINUTES

In Attendance	Legion	D. MacPherson		
	Town of Ponoka	L. Henkelman	J. Jacobs	
	Town of Rimbey	J. Anglin - Chair	J. Webb	
	County of Ponoka	K. Beebe	G. Hinkley – Vice Chair	
	The Bethany Group	D. Beesley	D. Buist - CAO	A. Magwood

1.	CALL TO ORDER	<p>The meeting was called to order at 0900 hours by J. Anglin. J. Anglin turned the meeting over to D. Beesley to call for nominations.</p>
2.	ORGANIZATIONAL MEETING	<p>Call For Nominations Of The Chair The CAO called for nominations for the position of Board Chair. MOVED by K. Beebe that J. Anglin be nominated as Board Chair. The CAO called for further nominations three times, and hearing no further nominations, requested nominations cease. MOVED by G. Hinkley that nominations cease. J. Anglin was declared Board Chair. J. Anglin assumed the role of the Chair.</p> <p>Call For Nomination For The Board Vice-Chair The Chair called for nominations for the position of Board Chair. MOVED by D. MacPherson that L. Henkelman be nominated as Board Vice-Chair. L. Henkelman declined the nomination. MOVED by K. Beebe that D. MacPherson is nominated as Board Vice-Chair. D. MacPherson declined the nomination MOVED by D. MacPherson that G. Hinkley be nominated as Board Vice-Chair. G. Hinkley accepted the nomination. The Chair called for further nominations three times, and hearing no further nominations, requested nominations cease. MOVED by L. Henkelman that nominations cease. G. Hinkley was declared Board Vice-Chair</p> <p>Call For Review Of Board Member Remuneration The CAO advised that the Board Bylaws call for the review of Board member remuneration as part of the organizational meeting agenda and the existing remuneration rate. RHF 11-10-01 MOTION by G. Hinkley to continue using the current remuneration rate. CARRIED</p> <p>Call For Review Of The Board Meeting Schedule The CAO advised that historically the Board meeting schedule has been reviewed as part of the organizational meeting and the proposed schedule was included in the agenda.</p>

	RHF 11-10-02	MOTION J. Webb that the submitted schedule, indicating that the third Wednesday of each month be time held for the Rimoka Housing Foundation's Board meetings. CARRIED
3.	ADOPTION OF THE AGENDA	
	RHF 11-10-03	MOVED by G. Hinkley that the Board meeting agenda be adopted with the addition of Governance Review under New Business. CARRIED
4.	APPROVAL OF MINUTES	
	September 21, 2011	
	RHF 11-10-04	MOVED by K. Beebe that the Board accept the minutes of the September 21, 2011 meeting as distributed. CARRIED
5.	FINANCIAL REPORTS – September 30. 2011	
	Lodge Operations	
	<ul style="list-style-type: none"> • Provided for information 	
	Senior Self Contained Housing, Community Housing & Rent Supplement	
	<ul style="list-style-type: none"> • Deficit evident due to utilities and the elevator repairs. 	
	RHF 11-10-05	MOVED by L. Henkelman that the Board accept the Lodge Operations and Senior Self Contained Housing, Community Housing & Rent Supplement Consolidated statement of Operations (unaudited) for the nine months ending September 30, 2011 for information. CARRIED
	Life Lease Operations	
	<ul style="list-style-type: none"> • G. Hinkley stepped out of the meeting at 0925 hours. 	
	RHF 11-10-06	MOVED by J. Jacobs to accept the Life Lease Operations Consolidated statement of Operations (unaudited) for the nine months ending September 30, 2011 as information. CARRIED
	<ul style="list-style-type: none"> • G. Hinkley stepped back in the meeting at 0926 hours. 	
	Cash in Bank Report	
	<ul style="list-style-type: none"> • Provided for information. 	
	2011 Federal Stimulus Funding	
	<ul style="list-style-type: none"> • Projects listed are underway and on track. • J. Webb stepped out of the meeting at 0927 hours. 	
	Endowment Account Expenditures	
	RHF 11-10-07	MOVED by D. MacPherson that the Board approve the reported endowment account expenditures for the months of June, July, August and September. Carried
	<ul style="list-style-type: none"> • G. Hinkley stepped out at 0929 hours. • G. Hinkley stepped in at 0930 hours. 	
	Direct Debit Payments	
	<ul style="list-style-type: none"> • Provided for information. 	

	<p>Cheque Register</p> <ul style="list-style-type: none"> • Provided for information. • J. Webb came back into the meeting at 0931 hours. <p>RHF 11-10-08 MOVED by D. MacPherson that the Board accept the Direct Debit Payments and Cheque Register for information. CARRIED</p>						
<p>6.</p>	<p>MAXIMUM RENT FOR SENIORS AND NON SENIORS SELF CONTAINED HOUSING</p> <p>There is no change in these amounts from 2011.</p> <p>RHF 11-10-09 MOVED by J. Jacobs that the maximum basic rent for self contained senior citizen and non senior housing accommodation for 2012 will be set at:</p> <table border="0" style="width: 100%;"> <tr> <td style="text-align: center;">Senior</td> <td style="text-align: center;">Non-Senior</td> </tr> <tr> <td style="text-align: center;">Ponoka - \$575.00 per month</td> <td style="text-align: center;">Ponoka - \$575.00 per month</td> </tr> <tr> <td style="text-align: center;">Rimbey - \$575.00 per month</td> <td style="text-align: center;">Rimbey - \$575.00 per month</td> </tr> </table> <p style="text-align: right;">CARRIED</p>	Senior	Non-Senior	Ponoka - \$575.00 per month	Ponoka - \$575.00 per month	Rimbey - \$575.00 per month	Rimbey - \$575.00 per month
Senior	Non-Senior						
Ponoka - \$575.00 per month	Ponoka - \$575.00 per month						
Rimbey - \$575.00 per month	Rimbey - \$575.00 per month						
<p>7.</p>	<p>CAO OPERATIONS REPORT</p> <p>Highlights of the report:</p> <ul style="list-style-type: none"> • Seasonal work has been caught up. The Reid Manor elevator repairs are almost complete. • Legacy residents have met monthly and their maintenance concerns have been addressed. • Accommodation standards license for 2011 has been completed. • License renewal for 2012 will take place end of October. There are no issues projected to delay compliance. <p>RHF 11-10-10 MOVED by L. Henkelman that the Board accept the CAO operations report for information. CARRIED</p>						
<p>8.</p>	<p>PREVIOUS BUSINESS</p> <p>Proposed Rimbey Project</p> <p>Clarification of Partnership:</p> <ul style="list-style-type: none"> • The asset to be replaced is owned by the government. • The Ponoka County will buy the land and donate the land back to Rimoka Housing Foundation. • The Town of Rimbey will service the land at no cost to Rimoka Housing Foundation. • Rimoka Housing Foundation will finance the construction and manage the building. This would hopefully be in conjunction with a government grant. <p>RHF 11-10-11 MOVED by G. Hinkley and seconded by K. Beebe that the partnership mentioned in motion RHF 11-09-08 is clarified as: The Ponoka County will purchase the land and hold until the Rimoka Housing Foundation is ready to construct the proposed facility. The title of the land will be held by Ponoka County, until construction has been completed. The Town of Rimbey has agreed in partnership to service (water/sewer/sidewalk) the parcel of land. Rimoka Housing</p>						

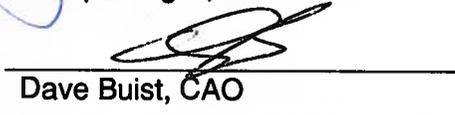
		<p>Foundation will pursue financing through grant funding and other finance venues for the construction of the new seniors facilities in Rimbey.</p> <p style="text-align: right;">CARRIED</p>
		<p>Ministerial Order (MO)</p> <ul style="list-style-type: none"> • A copy of the existing MO was shown to respective councils. • The Minister requires the respective council's support to change the MO. • The proposed MO will need to be amended to declare that The Bethany Group (TBG) will become the managerial body. • Rimoka Housing Foundation (RHF) will retain their present authorities. The only change to the MO is naming TBG in the MO. In principle, nothing changes in regards to RHF's authority. • The Town of Ponoka passed a motion that they support the change to the MO at their October 12 meeting. A copy of the motion will be forwarded to TBG. • Town of Rimbey and County of Ponoka have also motioned to support the proposed change to the MO. • Legion will submit a motion to TBG as well.
9.	NEW BUSINESS	
	a. Governance Review	<p>J. Jacobs suggested that an independent governance review should be completed on a regular basis for Rimoka Housing Foundation and that he is unaware of any reviews that have been done to date.</p> <p><i>ACTION: D. Beesley will contact George Cuff to discuss reviewing Rimoka Housing Foundations Governance model, as well as getting an estimated cost of this review.</i></p>
10.	CORRESPONDENCE	
	Activity Coordinator Request	<p>RHF 11-10-12 MOVED by J. Webb moved to support the request to access \$1000.00 from the endowment account to use for transportation.</p> <p style="text-align: right;">CARRIED</p>
11.	DATE & LOCATION OF NEXT MEETING	<p>The next meeting November 16, 2011 at 0900 hours in Rimbey.</p>
12.	ADJOURNMENT	<p>RHF 11-10-12 MOVED by G. Hinkley that the meeting adjourn at 1028 hours.</p> <p style="text-align: right;">CARRIED</p>



 Joseph Anglin, Board Chair

Nov 16 2011

 Date



 Dave Buist, CAO

Nov 16/11

 Date

Board meeting minutes were recorded by A. Magwood of The Bethany Group.

November 10, 2011

RECEIVED

NOV 17 2011

TOWN OF RIMBEY



chief electoral office

10000 100th Street
Edmonton, Alberta
T5C 1H6

Tel 780 427 7191

Mr. Sheldon Ibbotson
Mayor
Town of Rimbey
PO Box 350
Rimbey, AB T0C 2J0

Dear Mr. Ibbotson:

I have received several complaints alleging that contributions have been made by some municipalities in Alberta, in contravention of the *Election Finances and Contributions Disclosure Act (the Act)*.

The Act defines a contribution as:

“any money, real property or goods or the use of real property or goods that is provided
(i) to a political party, constituency association or candidate,
or
(ii) for the benefit of a political party, constituency association or candidate with its or the candidate's consent, without compensation from that political party, constituency association or candidate;”

Municipalities are prohibited corporations and thus are prohibited from making contributions to political entities. Municipalities that make contributions, as defined by *the Act*, are in contravention of the law and may be subject to administrative penalties or prosecution.

It is important to remember that political contributions cannot be made by municipalities, either directly or indirectly.

An indirect contribution is made by a municipality when an elected official attends a fund-raising function, and when the elected official is reimbursed by the municipality for the contribution portion of the ticket.

I am contacting all municipalities at this time in follow-up to my October 1, 2010 letter (attached) to ensure that due diligence is being exercised in complying with *the Act*.

If your municipality has inadvertently made contributions to a political entity since October 2004, I encourage you to report these contributions to this Office immediately. We would be pleased to work with you to ensure compliance with the legislation. Feel free to contact our Finance staff by telephone (CJ Rhamey, Director at 780-427-1036 or Matthew Dennis, Senior Financial Compliance Analyst at 780-427-6698) or by email at info@elections.ab.ca.

Please contact this Office if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'O. Brian Fjeldheim', written in a cursive style.

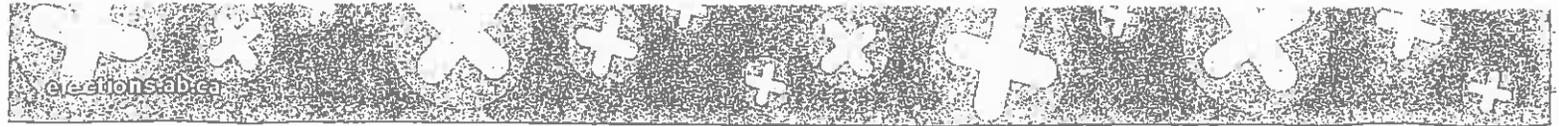
O. Brian Fjeldheim
Chief Electoral Officer

Attachment

cc: Paul Whittaker, Deputy Minister, Alberta Municipal Affairs

John McGowan, Chief Executive Officer, Alberta Urban Municipalities Association

Susan Valentine, Executive Director, Alberta Association of Municipal Districts and Counties



chief electoral office

Suite 100
11510 Kingsway NW
Edmonton, Alberta
Canada T5G 2Y5

Tel | 780.427.7191
Fax | 780.422.2900

info@elections.ab.ca

October 1, 2010

«CAO_MR_MS» «CAO_F» «CAO_L»
«CAOwork»
«Municipality»
«Add1», «Add2»
«City», AB «Post_Code»

Dear «CAO_MR_MS» «CAO_L»:

Re: Provincial Fund-Raising Functions and Provincial Political Contributions

Our Office has received inquiries from municipalities regarding appropriate payment policies for councilors attending political fund-raisers (eg. the MLA's Dinner). In order to ensure understanding and ongoing compliance with the law, Alberta municipalities should be aware of the following:

A municipality within the Province of Alberta cannot make a political contribution nor reimburse an individual for a political contribution because a municipality is considered a "prohibited corporation" under Section 1(1)(l)(ii) of the *Election Finances and Contributions Disclosure Act (the Act)*.

We draw your attention to Section 16 of *the Act* which states:

16 No prohibited corporation, person ordinarily resident outside Alberta or trade union or employee organization other than a trade union or employee organization as defined in this Act shall make any contributions to a registered party, registered constituency association or registered candidate.

Section 23(3)(a) of *the Act* prescribes the portion of a ticket to a fund-raising function which is deemed to be a contribution:

(3) If an individual charge by the sale of tickets or otherwise is made for a fund-raising function held by or on behalf of a registered party, registered constituency association or registered candidate, then, for the purpose of this Act,

(a) if the individual charge is \$50 or less, it shall not be considered as a contribution unless the person who pays the charge specifically requests that it be so considered, in which case 1/2 shall be allowed for expenses and 1/2 shall be considered as a contribution to the registered party,

registered constituency association or registered candidate, as the case may be, and

- (b) if the individual charge is more than \$50, \$25 shall be allowed for expenses and the balance shall be considered as a contribution to the registered party, registered constituency association or registered candidate, as the case may be.

To comply with *the Act*, the municipality may reimburse to the individual who attends a political fund-raiser only for the amount that is allowed as an expense. The individual is responsible for paying the contribution portion and is therefore entitled to an official tax receipt.

For example, if the ticket price is \$100, \$25 is deemed as the expense, and \$75 is deemed as the contribution. Only \$25 may be reimbursed by the municipality.

We understand some municipalities may compensate councilors for attending meetings and events as representatives of the municipality. This compensation is not subject to *the Act*.

We trust this will provide clarification on the restrictions of municipalities' contributions to political fund-raising functions. Please contact CJ Rhamey, Director, Election Finances at (780) 427-1036 or cj.rhamey@elections.ab.ca if you have any questions.

Sincerely,

O. Brian Fjeldheim
Chief Electoral Officer

Nov 25, 2011

To: Town of Rimbey
Fr: Rick Pankiw

I, respectfully request permission to address council on matters regarding the council's use and misunderstanding of the MGA as it applies to public attendance; public presentations; abstentions from voting; disqualification from voting; conflicts of interest; and the use of secret ballots.

Reason:

Councillor Anglin made a motion at the last Council meeting to conduct a secret ballot on a motion before council. It is my understanding that the mayor and council refused the motion on the grounds that secret ballots were not permissible by reason of the MGA. I have concerns that council is not applying the MGA correctly and I respectfully request permission to address council with these concerns.

Further, I have significant concerns about council's behavior with regard to limiting, and in some cases censoring, public delegations requesting permission to appear before council. My concerns center around the requirements placed on some delegations verses others that are neither uniform, applicable or fair to the public.

In closing, it is my position that the inappropriate application of the MGA has created a conflict within this Council and more directly relating to section 174 of the MGA.

Respectfully Yours

Rick Pankiw

Division 7 Disqualification of Councillors

Reasons for disqualification

174(1) A councillor is disqualified from council if

- (a) when the councillor was nominated, the councillor was not eligible for nomination as a candidate under the *Local Authorities Election Act*;
- (b) the councillor ceases to be eligible for nomination as a candidate under the *Local Authorities Election Act*;
- (c) the councillor becomes a judge of a court or a member of the Senate or House of Commons of Canada or of the Legislative Assembly of Alberta;
- (d) the councillor is absent from all regular council meetings held during any period of 8 consecutive weeks, starting with the date that the first meeting is missed, unless subsection (2) applies;
- (e) the councillor is convicted
 - (i) of an offence punishable by imprisonment for 5 or more years, or
 - (ii) of an offence under section 123, 124 or 125 of the *Criminal Code* (Canada);
- (f) the councillor does not vote on a matter at a council meeting at which the councillor is present, unless the councillor is required or is permitted to abstain from voting under this or any other enactment;
- (g) the councillor contravenes section 172;
- (h) the councillor has a pecuniary interest in an agreement that is not binding on the municipality under section 173;
- (i) the councillor uses information obtained through being on council to gain a pecuniary benefit in respect of any matter;
- (j) the councillor becomes an employee of the municipality;
- (k) the councillor is liable to the municipality under section 249.

(2) A councillor is not disqualified by being absent from regular council meetings under subsection (1)(d) if the absence is authorized by a resolution of council passed

- (a) at any time before the end of the last regular meeting of the council in the 8-week period, or
- (b) if there is no other regular meeting of the council during the 8-week period, at any time before the end of the next regular meeting of the council.

(3) For the purposes of this section, a councillor is not considered to be absent from a council meeting if the councillor is absent on council business at the direction of council.

(4) A councillor who is disqualified under this section is eligible to be elected at the next general election in the municipality if the person is eligible for nomination under the *Local Authorities Election Act*.

1994 cM-26.1 s174

Division 8 Enforcement of Disqualification

Resignation on disqualification

175(1) A councillor that is disqualified must resign immediately.

(2) If a councillor does not resign immediately,

- (a) the council may apply by originating notice to a judge of the Court of Queen's Bench for
 - (i) an order determining whether the person was never qualified to be or has ceased to be qualified to remain a councillor, or
 - (ii) an order declaring the person to be disqualified from council,

or

- (b) an elector who
 - (i) files an affidavit showing reasonable grounds for believing that a person never was or has ceased to be qualified as a councillor, and
 - (ii) pays into court the sum of \$500 as security for costs,