

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD  
ON MONDAY JANUARY 14, 2013 AT 7:00 PM IN THE COUNCIL CHAMBERS  
OF THE TOWN ADMINISTRATION BUILDING**

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1.	<b>Call to Order Regular Council Meeting &amp; Record of Attendance</b>	
2.	<b>Public Hearing</b>	
3.	<b>Agenda Approval and Additions</b>	
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11.	<b>Adjournment</b>	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON MONDAY, DECEMBER 10, 2012, IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

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1. Call to Order Mayor Ibbotson called the meeting to order at 9:31 am, with the following in attendance:
- Mayor Sheldon Ibbotson  
Councillor Jack Webb  
Councillor Paul Payson  
Councillor Scott Ellis  
Councillor Gayle Rondeel  
CAO Tony Goode  
Assistant CAO/Development Officer - Melissa Beebe  
Recording Secretary – Kathy Blakely
- Absent: Director of Finance - Danita Deal
- Public:  
14 Students/2 Teachers - Rimbey Christian School  
Peggy Makofka, - FCSS
2. Public Hearing None
3. Adoption of Agenda of 3.1. December 10, 2012 Agenda  
Motion 237/12
- Moved by Councillor Ellis to accept the agenda as presented.
- CARRIED  
(5-0)
4. Minutes 4.1 November 29, 2012 Council Regular Meeting Minutes  
Motion 238/12
- Moved by Councillor Webb to accept the November 29, 2012, Council Regular Meeting Minutes as presented.
- CARRIED  
(5-0)
5. Delegation 5.1 Rimbey Christian School Grade 6 Social Studies Class (7.6)
- Mayor Ibbotson welcomed the Rimbey Christian School Grade 6 Social Studies Class who are in attendance to observe how a local government Council Meeting is run.
- 5.2 Peggy Makofka – Rimbey FCSS (7.7)
- Mrs. Makofka thanked Council for the opportunity to attend this mornings' Council Meeting and provide an overview of her attendance at the Alberta Emergency Management Summit that she attended on behalf of the Town of Rimbey.
- Mrs. Makofka provided an extensive written and verbal report to Council on emergency preparedness, such as the reception center, registry of evacuees, food services, donations management, traffic control and security. She spoke on the importance of having mock disaster table top exercises to better inform all involved as to who is in charge, what needs to be done and where they need to be.
- Mayor Ibbotson thanked Mrs. Makofka for her update on the Alberta Emergency Management Summit.
6. Bylaws 6.1 None

7. New and Unfinished Business

7.1 51 Street Parking (Hwy 20A within Town Limits)

The parking issue on 51<sup>st</sup> street (Hwy20A within Town limits) was discussed at length at the November 29<sup>th</sup> Council meeting where it was tabled to the December 10th, 2012 Council Meeting.

Discussion ensued at length on various suggestions to rectify the parking problems. It was reiterated by Administration that Traffic Bylaw 872/11 deals with the parking of vehicles over 1 tonne on residential roadways, however, at the current time, it is only enforced if a written complaint is received.

Discussions ensued on the plowing of the roadway.

No consensus was ascertained on the parking issue.

7.2 Recreation Board – RV Park

The Town of Rimbey currently owns and operates the Nesting Place RV Park. The Lions Club provided a letter to the Town inquiring about operating the RV Park.

Discussion ensued on advertising in the Rimbey Review for Requests for Proposal from groups or service clubs for the operation and maintenance of the Nesting Place RV Park, in order to hear from all groups or service clubs which may be interested in taking it over.

Motion 239/12

Moved by Councillor Ellis that the Town advertises in the Rimbey Review for Request for Proposals from clubs /service groups who are interested in operating and maintaining the Nesting Place RV Park for a 5 year term, with a one year cancellations clause.

CARRIED  
(5-0)

Mayor Ibbotson recessed the meeting at 10:01 am.

Mayor Ibbotson reconvened the meeting at 10:39 am.

The 14 students and 2 teachers departed the meeting at 10 39 am.

7.3 Recreation Board – Community Grants Program

An application to the Community Events Program in the amount of \$500.00 is in progress in support of the Christmas Day Supper at the Legion.

Motion 240/12

Moved by Councillor Webb that the grant application to the Community Events Program in the amount of \$500.00 for the Christmas Day Supper at the Legion be approved.

CARRIED  
(5-0)

7.4 Capital Budget 2013

Council agreed to split the 2013 budget process into two parts. Part one is the Capital Budget in November/December and part two the Operating Budget in January/February. It is prudent to do the Capital Budget first in order to get project tenders out early in the new year. On November 29, 2012 Council met with Administration to review the Capital Budget for 2013.

Listed below is the 2013 Capital Budget.

**2013 Capital Budget**

## TOWN COUNCIL                      REGULAR COUNCIL MINUTES                      DECEMBER 10, 2012

Budget Implications	Priority	Est. Cost	Funding	Notes
NE Lagoon Outlet	A	\$300,000	AMWWP/ MSI	total Cost \$600,000 1/2 County - 300,000
Baffle Curtain/Berm/desludge/defuser repair	A	\$63,245	Water/Sewer Reserve	AMIP-Baffle Curtain
Monitoring Wells/Drainage	A	\$92,000	Sewer Reserve	
Trails (2km)	A	\$200,000	Rec Reserve	
Sidewalk Replacements	A	\$103,636	MSI	
Community Centre Air Handling Unit	A	\$25,000	AMIP/MSI	MSI Operating
Community Centre Washroom Renovation	A	\$60,000	AMIP/FGTF	
58th Ave - 48-45A St.	A	\$328,273	MSI	
Street Sweeper	A	245,000	MSI	
Hwy 20 Intersections	A	\$337,171	BMTG	
PW Trucks (1)	A	\$26,800	Reserve Fund	
Concrete Crushing	A	\$50,000	Road Reserve	
Compactor Truck	A	\$12,000	Road Reserve	
Backhoe	A	\$110,000	Water/Sewer Reserve	
Mower	A	\$9,000	Rec Reserve	
<b>Subtotal "A"</b>		<b>\$1,962,125</b>		<b>Est. Cap Bgt. \$ 2,094,304</b>
51 to 52 Street	B	\$661,755		
Town Electronic Signage	B	\$29,116		
BMX Park	B	\$80,000		
BMX Track	B	\$50,000		
Dog Park	B	\$30,000		
Grader	B	\$236,100		
	B			
<b>Subtotal "B"</b>		<b>\$1,086,971</b>		
<b>TOTAL</b>		<b><u>\$3,049,096</u></b>		

Motion 241/12

Moved by Councillor Webb that Council approve the 2013 Capital Budget as presented.

CARRIED  
(5-0)

Mayor Ibbotson recessed the meeting at 10:47 am.

Mayor Ibbotson reconvened the meeting at 10:55 am.

7.5 Proposed Bylaw Enforcement Budget Considerations

The Town of Rimbey entered into an agreement for Bylaw Enforcement services with the Summer Village of Gull Lake dated September 2010. At that time the Town of Rimbey was requesting 240 hours of service for the municipality. The breakdown consisted of 20 hours a month. The system was set up on a complaint basis, which consisted of the complainant filling out a signed complaint form that was confidential but was required in case the offender wanted to fight the ticket in court, and then the complainant would be required to appear.

Since the time of commencement of this program, complaints and traffic issues have been continually increasing. To be able to increase the hour component of the contract, SV of Gull Lake does not have the resources to continue the administration of the program and has entered into

discussions with Rimbey to take over operating and supplying Peace Officer Services to the partnering municipalities. Administration feels that it would be prudent to assume control of the services and in agreement with the participating municipalities, have looked at increasing hours of enforcement services with the condition of entering into a five year contract with all municipalities involved at a cost recovery basis. After reviewing the current issues facing Rimbey, such as Drader Crescent Alley, large truck parking violations, patrolling the school drop off areas, etc. Administration is looking at increasing the overall hours from 240 to 1100 hours annually to help with the increased concerns of residents. Assuming control of the contract would allow for more visible enforcement within the community.

Motion 242/12

Moved by Councillor Webb that Administration negotiate with partnering municipalities to assume administration of the Peace Officer/Bylaw Enforcement program.

CARRIED  
(5-0)

7.6 Rimbey Christian School Grade 6 Social Studies Class (5.1)

It was noted that Council had a very interesting session with the Grade 6 Class. They were very inquisitive on the workings of Council and the current issues at hand. Council took the time to answer each of their very well thought out questions.

7.7 Peggy Makofka – Rimbey FCSS

It was noted that Mrs. Makofka suggested that a mock disaster table top exercise should take place with all parties involved so that in the event of an actual emergency, all parties know their roles and responsibilities.

The Councilors were advised that revisions and updates were made to the Town of Rimbey's emergency plan during the summer. Discussion ensued on the Town's emergency plan and it was suggested that the Councilors' received a copy. It was also suggested that we obtain a copy of emergency plans from places such as the hospital, schools and the seniors lodge. The Assistant CAO, Melissa Beebe will coordinate with Mrs. Makofka and members of the Disaster Services Committee to see what areas we should be working on.

Motion 243/12

MOVED by Mayor Ibbotson that Administration review the coordination of the Town of Rimbey's Emergency Plan and bring the information back to Council at the second meeting in February 2013.

CARRIED  
(5-0)

8. Reports

8.1 Department Reports

8.1.1.Finance Reports

Director of Finance supplied a summary of the following reports:

Bank Reconciliation November 2012

Cash Position Report November 2012

Consolidated Financial Statement November 2012

Accounts Payable Cheque Listing to November 30 and December 5, 2012

Motion 244/12

Moved by Councillor Payson to accept the Bank Reconciliation, Cash Position and Consolidated Financial Reports as presented.

CARREID  
(5-0)

Motion 245/12

Moved by Councillor Webb to accept Accounts Payable Cheque Listing to November 30, and December 5, 2012 as presented.

CARRIED  
(5-0)

8.2 Board/Committee Reports

8.2.1 - FCSS Board Meeting Minutes October 18, 2012

Motion 246/12

Moved by Councillor Ellis to accept reports 8.2.1 as presented

CARRIED  
(5-0)

9. Correspondence    9.1 Brent Bratland Letter  
                              9.2 FCSS Letter of Invitation

It was the consensus of Council that a reply letter be forwarded to Mr. Bratland.

It was determined that all Council members will attend the "When I'm 64" Seminar, which they were invited to on January 3/13 from 10:00 am to 2:00 pm at the Senior's Drop In Center.

Motion 247/12

Moved by Councillor Webb to accept items 9.1 and 9.2 as information.

CARRIED  
(5-0)

10. In Camera        None

11. Adjournment    Council adjourned the meeting at 11:40 am

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	5.1	Confidential	Yes	No	XX
Topic	MP Blaine Calkins				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
<p>A letter was sent in late September 2012 to MP Blaine Calkins inviting him to attend a Town of Rimbey Council meeting as a delegation.</p>					
Documentation Attached:		Yes	No		
<b>DISCUSSION:</b>					
<p>Administration has been advised that MP Blaine Calkins will be able to attend the January 14, 2013 Town Council Meeting.</p>					
<b>RECOMMENDED ACTION:</b>					
<p>Accept as information.</p>					
Ass <sup>4</sup> CAO <i>M. Busch</i>					
DISTRIBUTION:		Council:	Admin:	Press:	Other:

# TOWN OF RIMBEY AGENDA ITEM

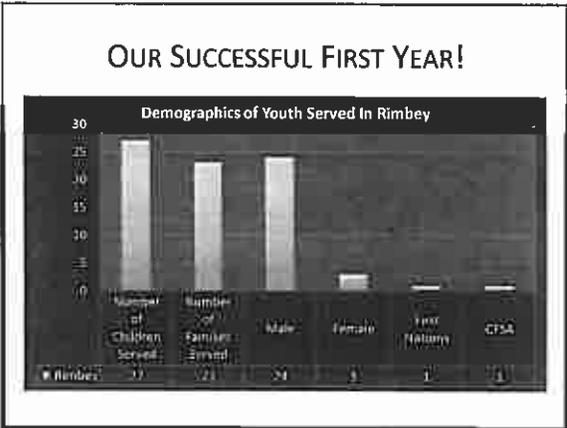
Meeting	Council	Meeting Date	January 14, 2013	
Agenda Item No.	5.2	Confidential	Yes	No
Topic	Rimbey Big Brothers Big Sisters			
Originated by	Tony Goode	Title	CAO	
<b>BACKGROUND:</b>				
The Rimbey Big Brothers Big Sisters have requested to make a presentation to Council.				
Documentation Attached:	Yes	No		
<b>DISCUSSION:</b>				
Attached is the information provided with their delegation request.				
<b>RECOMMENDED ACTION:</b>				
Accept as information.				
Asst CAO	<i>M. Beebe</i>			
DISTRIBUTION:	Council:	Admin:	Press:	Other:

**Big Brothers Big Sisters  
of Rimbe**

**RIMBEY TOWN COUNCIL  
PRESENTATION**

**OUR SUCCESSFUL FIRST YEAR!**

**27**  
Mentoring  
Matches  
in 2012!!!



**OUR PROGRAMS**

- In – School Mentoring
- Traditional Mentoring
- Teen Mentoring

**SCHOOLS PARTNERSHIPS**

- BBBS Rimbe Elementary School
- Rimbe Junior Senior High School
- Rimbe Christian
- Bluffton School (new in 2013)

Schools We Run Programs At

### BUSINESS PARTNERSHIPS

- Keyera
- ATB Financial
- Rimbey Co-op
- Rimbey Review
- Servus Credit Union
- Bonavista Energy



Businesses Who Either Pay Their Employees To Mentor Or Allow Them Time Away From Work

### FUNDING RAISED IN THE COMMUNITY

The businesses and people of Rimbey were very supportive to our agency in our first full year of operating. We are so grateful to everyone for helping us fundraise over \$20,000.00 in 2012!

### EXPANSION PLANS FOR 2013

- Bluffton School
- Child and Youth Programming In The Schools



Big Brothers Big Sisters

2013 IS BBBS OF CANADA'S CENTENNIAL CELEBRATION!

### OUR REQUEST

You Can Be A Mentor!



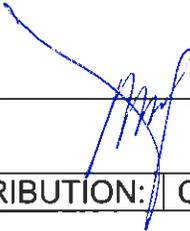
Funding For 2013 \$3000.00

HELP US START SOMETHING GREAT FOR THE FUTURE OF RIMBEY!

SHARE a little MAGIC



# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 14, 2013	
Agenda Item No.	6.1	Confidential	Yes	No
Topic	Bylaw 880/13 Rimbey Library Loan Authorization			
Originated by	Melissa Beebe	Title	Assistant CAO	
<b>BACKGROUND:</b>				
<p>The Rimbey Librarian and a Rimbey Board Member presented to Council on November 14 and indicated that they required a letter of support from Council guaranteeing a loan of \$180,000.00 to qualify for the matching federal grant funding. The total federal grant application would be for \$361,514.00. It is the intent of the Rimbey Municipal Library Board to raise an equivalent amount of funds and repay the town in full within 24 months of the completion of the project.</p>				
Documentation Attached:	Yes	No		
<b>DISCUSSION:</b>				
<p>Council motioned to approve a letter of support to the Rimbey Library guaranteeing a repayable grant of up to \$180,000.00 taken from municipal reserves, conditional to repayment of such grant being made over a two year period with commencing date subject to Western Economic Diversification Community Infrastructure Improvement Fund application approval.</p> <p>Under section 265 of the MGA, a municipality is authorized to lend money to a non-profit organization provided that the loan is authorized by Bylaw that set outs the amount of money to be borrowed; the rate of interest; terms of repayment; and the source of the money to be used to pay the principal and interest owing under the loan if the municipality is required to do so under the guarantee.</p> <p>As stipulated in the MGA, section 265(3) a bylaw that authorized the guarantee must be advertised.</p>				
<b>RECOMMENDED ACTION:</b>				
<p>That Council motion to do first reading of the Rimbey Library Loan Authorization Bylaw 880/13.</p>				
CAO				
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:

# The Town of Rimbey Library Loan Authorization

Bylaw 880/13

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## A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE A LOAN TO THE RIMBEY MUNICIPAL LIBRARY.

WHEREAS, Section 265 of the Municipal Government Act authorizes a municipality to lend money to a non-profit organization, provided that the loan is for a purpose beneficial to the community and provided that the loan is authorized by Bylaw; and;

WHEREAS; the Rimbey Municipal Library Board wishes to apply to the Government of Canada for a grant to allow for the expansion of the Library. It is a requirement of that funding program that the applicant have obtained matching funds. Therefore, the Rimbey Municipal Library board has asked the Town of Rimbey to lend it the sum of \$180,000 to be applied to the expansion project; and

THEREFORE, Council considers that the proposed loan will be used for a purpose that will be beneficial to the public, namely the expansion of the municipal library.

### COUNCIL OF THE TOWN OF RIMBEY, ALBERTA, ENACTS AS FOLLOWS:

1. Council hereby authorizes a loan to the Rimbey Municipal Library board to be used for the expansion of the library on the following terms:
  - (a) Purpose of loan: Expansion of Municipal Library
  - (b) Principal Amount: \$180,000
  - (c) Interest Rate: 5% per annum
  - (d) Term of Loan: 2 years
  - (e) Payments: semi-annual payments of \$47,847.22
  - (f) Security: Mortgage on land
2. The source of the funds to be loaned shall be from the Town of Rimbey municipal reserve.
3. The loan is to be advanced conditionally upon the approval of a matching grant from the Government of Canada.
4. Town administration is authorized to enter into a loan agreement with the Board on the terms set out in this Bylaw and in a form satisfactory to the Town's Solicitor.

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

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2013.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2013.

READ a third and final time this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	6.2	Confidential	Yes	No	XX
Topic	Bylaw 881/13 – "Brix Area Structure Plan"				
Originated by	Melissa Beebe	Title	Assistant CAO/DO		

**BACKGROUND:**

The Town of Rimbey Bylaw 672/97 was passed as new provincial planning legislation was introduced outlining changes that General Municipal plans were replaced by more detailed Municipal Development Plans. Bylaw 672/97 outlined under 11.9 that Council supports Area Structure Plans as a means of pre-planning the Town's future growth and development.

Documentation Attached:	Yes XX	No
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**DISCUSSION:**

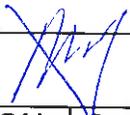
The "Brix Area Structure Plan" is a portion of SW-22-42-2- W5, which lies to the west of Highway 20 and south of Lot 2, Block 1, Plan 972-3266 (DRT) containing 61.08 acres more or less. The plan identifies key issues such as land use, servicing, aesthetic design, transportation network, municipal reserve issues and to provide viable options in the solution of those issues.

As a bylaw, in order to amend this plan, including any changes to the text or maps within, an amendment to the Plan will be required to be approved by Bylaw and would require the holding of a public hearing together with public notification.

Bylaw 881/13 is intended to establish a process of sequencing to ensure the development occurs in a logical, efficient and sequential manner. The public hearing could be scheduled for Monday February 11, 2013, once first reading is completed by Council. This date allows for the two weeks of advertising and notification to affected landowners.

**RECOMMENDED ACTION:**

Administration requests that Council consider giving first reading to The Town of Rimbey Brix Area Structure Plan Bylaw 881/13.

CAO				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

# The Town of Rimbey Brix Area Structure Plan

Bylaw 881/13

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## **A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ADOPTING THE BRIX AREA STRUCTURE PLAN.**

WHEREAS, Part 17 of the Municipal Government Act permits the Council of a municipality to enact an Area Structure Plan to provide a framework for subsequent subdivision and development of an area of land within the municipality; and;

THEREFORE; the Council of the Town of Rimbey deems it advisable to adopt the Brix Area Structure Plan; and

COUNCIL OF THE TOWN OF RIMBEY, ALBERTA, ENACTS AS FOLLOWS:

1. That this bylaw is to be cited as the "Brix Area Structure Plan" set out for parcel Part of SW 22-42-2-W5.
2. That schedule "A" attached hereto is hereby adopted as part of the bylaw.

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

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2013.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2013.

READ a third and final time this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

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**BRIX  
AREA  
STRUCTURE PLAN**

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# **BRIX AREA STRUCTURE PLAN**

**Within the**

**PT SW 22 - 42 – 2 - 5**

**TOWN OF RIMBEY**

**PREPARED FOR**

**Brix Construction**

**BY**

**Robert Wescott, B.Sc. AICP**

**Wescott Consulting Group Ltd.**

**December, 2012**

**BRIX AREA STRUCTURE PLAN  
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## Appendices

### Appendix 'A'

"Aquifer Analysis of SW Sec. 22, Twp 42, Rge 2, West of the 5<sup>th</sup> Meridian  
Groundwater Information Technologies Ltd.

### Appendix 'B'

Kaizen LAB results and analysis, September 27<sup>th</sup>, 2012 for Plan 122-  
3426 within the SW Sec. 22, Twp. 42, Rge. 2, West of the 4<sup>th</sup>  
Meridian.

### Appendix 'C'

Traffic Impact Assessment, New Recreational Vehicle Storage Facility on  
Highway 20 south of Rimbey, Traffic Solutions, September 4<sup>th</sup>, 2012.

## 1.0 INTRODUCTION

The BRIX Area Structure Plan is defined as all that portion of the SW ¼ Section 22, Township 42, Range 2, West of the 5th Meridian which lies to the west of Road Plan 2262 JY and south of Lot 1, Block 1, Plan 972-3266 containing 24.72 hectares (61.08 Acres) more or less as shown in Figure 1 (*Regional Context*).

### 1.1 PLAN AREA JURISDICTION

The Plan Area (as shown in Figure 1 Regional Context) is located within the municipal jurisdiction of the Town of Rimbey. This plan consists of policy statements and conceptual representations that provide the framework to promote the following principles:

- Promote sustainable development;
- Promote the expansion of the tax base within the Town of Rimbey;
- Acknowledge and promote the development potential of the lands while recognizing the geographical importance within both the local and regional context;
- Create a visually appealing residential, commercial/industrial environment.

### 1.2 PURPOSE

This Area Structure Plan provides for the orderly and economic approach to the subdivision and development of the lands within that portion of the SW ¼ Section 19, Township 53, Range 17, West of the 5th Meridian which lie to the south and west of Highway 20.

The BRIX Area Structure Plan is intended to identify key issues such as land use, servicing, aesthetic design, transportation network and municipal reserve issues, and to provide viable options in the solution of those issues.

The Area Structure Plan is intended to establish a process of sequencing to ensure that development occurs in a logical, efficient and sequential manner.

### 1.3 PLAN COMPLIANCE

This Area Structure Plan hereinafter referred to as ‘the Plan’, has been prepared at the request of Town of Rimbey in compliance with Section 5.6, 5.7 and Section 11.14 of the Town of Rimbey Municipal Development Plan, which requires that such plans be prepared for select study areas.

The Area Structure Plan shall be prepared in accordance with the requirements as stipulated of the Municipal Government Act. The specific legislation under Section 633 of the MGA enabling the creation of Area Structure Plans states:

- (1) For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw, adopt an area structure plan.
- (2) An area structure plan
  - (a) must describe
    - (i) the sequence of development proposed for the area,
    - (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,
    - (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and
    - (iv) the general location of major transportation routes and public utilities, and
  - (b) may contain any other matters the council considers necessary.

In addition the Area Structure Plan will incorporate the principles and policies stipulated in Bylaw 839/09 “The Town of Rimbey Area Structure Plan.”

### 1.4 KEY ELEMENTS OF THE PLAN

The two key elements in the Area Structure Plan are:

- A process that is structured to coordinate development intensification in concert with transportation capacities and servicing capabilities.
- Policy Statements supplemented with a Land Use Concept Plan to establish a logical and sequential pattern of development.

## **1.5 POLICY INTERPRETATION**

The explanatory text accompanying a policy within the Plan is provided for information purposes only to enhance the understanding of the policy. If an inconsistency arises between this text and a policy, the policy will take precedence.

Where “shall” is used in a policy, the policy is considered mandatory. However, where actual quantities or numerical standards are contained within the policy, such quantities or standards may be varied, provided that the variance is necessary to address unique circumstances that would otherwise render compliance impractical or impossible, and the general intent of the policy is still achieved.

Where “should” is used in a policy, the intent is that the policy is to be complied with. However, the policy may be varied in a specific situation provided that the variance is necessary to address unique circumstances that will otherwise render compliance impractical or impossible, or to introduce an acceptable alternate means to otherwise achieve the general intent of the policy.

## **1.6 PLAN AMENDMENTS**

In order to amend this Plan, including any changes to the text or maps within, an amendment to the Plan will be required to be approved by Bylaw. An amendment will require the holding of a statutory public hearing together with public notification carried out in accordance with procedures established by the Town of Rimbey.

Where an amendment to the Plan is requested, the applicant will be required to submit supporting information necessary to evaluate and justify the amendment. Such changes will be made from time to time as determined necessary to ensure that the text and maps remain accurate.

## **1.7 MAP INTERPRETATION**

Unless otherwise specified within the Plan, the boundaries or locations of any symbols or areas shown on a map are approximate only, not absolute, and shall be interpreted as such. They are not intended to define exact locations except where they coincide with clearly recognizable physical features or fixed boundaries, such as property lines or road and utility rights-of-way.

## **1.8 CONSISTENCY AND MONITORING OF THE PLAN**

It is intended that consistency between the Plan and any other policy directives which have been approved by Council be maintained, including but not limited to, the Municipal Development Plan of the Town of Rimbey.

In order to ensure the Plan remains current and relevant, it will be monitored over time. If any changes are deemed necessary as a result of future monitoring, the Plan will be modified through the amendment process

## 2.0 PLAN AREA

### 2.1 REGIONAL CONTEXT

Rimbey is located at the junction of Highways 20 and 53 in the Blindman River valley area, approximately 62 kilometers (39 mi) northwest of Red Deer and 145 kilometers (90 mi) southwest of Edmonton

As of 2011 the population of Rimbey was 2378. This represented an increase of approximately 5.6% from a population 2252 in 2006. The land area encompassing the Town of Rimbey is approximately 4.38 sq. miles.

Rimbey is the center of a thriving mixed farming and oil and gas region, and is the gateway to some excellent recreational facilities. Rimbey is centrally located amongst many lakes and rivers, and close to the foothills. Rimbey is the ideal area for fishing, hunting, snowmobiling, hiking and boating with close proximity to Sylvan Lake, Gull Lake and Pigeon Lake. An abundant array of wildlife offers endless hours of enjoyment for photographers and nature-lovers.

Rimbey offers a lifestyle that is the envy of many communities. The town has a very sound economy and is blessed with having most services within the community. As you walk the streets of Rimbey, you will always be greeted by a hello and a smile from those you pass by.

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## 3.0 EXISTING SITE FEATURES & CHARACTERISTICS

The Plan Area (as shown in Figure 6) consists of approximately 24.72 ha (61.08 Acres) of land intended to accommodate country residential development, Municipal Reserve dedications and future commercial/industrial parcels.

The five (5) residential lots proposed in Phase I range in size from 2.0 acres to 2.51 acres while the twelve (12) industrial lots proposed in future phasing range in size from 3.18 acres in size to approximately 4.5 acres. In addition the plan provides for the expansion of the existing Country Residential parcel contained with Plan 122-3426.

### 3.1 SITE CHARACTERISTICS

The Plan Area as shown in Figure 5 (*Topographical Features*) has a gently rolling topography. The plan area varies approximately 8 meters in elevation difference with the high point located in the west quadrant of the plan area to the lowest point which is the extreme south east quadrant of the plan area.

### 3.2. DRAINAGE BASIN

The plan area is part of the Blindman Valley drainage system.

Drainage of the existing site flows in two directions. A relatively small area located in the western extreme area of the plan area flows westerly into the drainage ditch system within 40<sup>th</sup> Street (Range Road 23) and flows in a southerly direction to a drainage course which leads to the Blindman Valley drainage system. In the remainder of the lands within the Plan Area the drainage flows easterly overland towards Highway 20 and is collected in the Highway 20 road ditch system with eventual flow to the Blindman Valley drainage system.

### 3.3 PIPELINES & RIGHTS OF WAY

The Plan area is severed by a resource industry pipeline (Plains Midland Canada) running diagonally through the center of the parcel. There is a right of way located along the south boundary of the parcel owned by Plains Midland Canada, however, the holder of the right of way has indicated that they are in the process of abandonment. In addition, an ATCO gas pipeline is located along the west and south boundary of the parcel with a Fortis Right of Way along the south boundary of the plan area as shown in Figure 4 (*Pipelines & Rights of Way*).

### 3.4 ADJACENT LAND USES

Lands to the west and south of the Plan area are predominantly agricultural and grazing lands. Lands directly to the north are utilized as an oil field servicing site and is designated Industrial. Lands east of the plan area and Highway # 20 are primarily industrial, a proposed recreation storage facility and some minor agricultural pursuits as shown in Figure 2 (*Existing Uses of Land*).

Within the 'Plan Area' the proposed development lands are presently designated as "UX – Urban Expansion District" as shown in Figure 5 (*Existing Land Use Designation*). Redesignation to the appropriate Land Use Districts to facilitate development will be required.

### **3.5 BUILDINGS**

There are no buildings contained within the plan area.

### **3.6 VEGETATION & SOILS**

The Plan area is presently in cultivation. The lands within the plan area are identified as having a soil rating of Canada Land Inventory 2c. This rating is defined as soils having moderate limitations that restrict the range of crops or require moderate conservation practices. The soils are deep and hold moisture well. However, the subclass C indicates that the main limitation is low temperature or low or poor distribution of rainfall during the cropping season, or a combination of these.

### **3.7 SURFICIAL GEOLOGY**

The surficial geology consists of Pleistocene lacustrine deposits, composed of lake-deposited sediments containing clay, silt and sand. Outliers of glacial Rimbey Till are also present. The till is primarily continental in source with few stones (quartzite, granite, and metamorphic rock) with a silty-clay matrix with low carbonate content (Roed, 1970).

### **3.8 EXISTING TRANSPORTATION NETWORK**

Figure 2 (*Existing Land Use Patterns*) illustrates the major features of the area's existing transportation network. The system impacting the plan area is comprised of Highway 20, and 40<sup>th</sup> Street (Range Road 23).

These features are described as follows:

- Highway 20 is directly adjacent to the plan area. This major provincial highway is a two lane, undivided highway.

### **3.9 ACCESS**

Physical access to the plan area is via 40<sup>th</sup> Street (Range Road 23) which is a component of the provincial grid road allowance system.

### **3.10 WATER AND SANITARY SEWER SERVICES**

The Plan area is not presently serviced with municipal water or waste water services. The Town of Rimbey, in adopting the Municipal Development Plan, has indicated that servicing of the Plan Area with municipally owned water and waste water service does not appear to be a viable option at this time.

In recognizing these constraints, the solutions as proposed in Section 6.7 are based on the principles referred to below.

### **3.11 MAJOR FRANCHISED UTILITIES**

Fortis Alberta owns an overhead power transmission line, which is located on the west and south boundary of the Plan area. Future subdivision will require connection to this line for electrical servicing.

ATCO Gas is presently located within the right of way which parallels the east boundary of 40<sup>th</sup> Street (Range Road 23) and future subdivision will require connection to this line for natural gas service.

## **4.0 STRATEGY**

### **4.1 PLAN PRINCIPLES**

#### **4.1.1 SUSTAINABLE DEVELOPMENT**

The first principle is focused on sustainable development.

- All development shall be in an environmentally sustainable manner, which includes the protection of groundwater supply to ensure that this resource lasts well into the future.
- Development shall be restricted to non-polluting uses and practices.

#### **4.1.2 SIGNIFICANT ENVIRONMENTAL FEATURES**

The second principle is one of identifying and protecting environmental features of significance.

- Low lying areas, which at the present time serve as a seasonal surface runoff retention area, need be protected where possible.

#### **4.1.3 INTEGRITY OF HIGHWAY INFRASTRUCTURE**

The third principle is maintaining the integrity of the highway infrastructure:

- Ensuring that development is accommodated in a fashion that public safety is first and foremost.

#### **4.1.4 EXPANSION OF THE TAX BASE**

The fourth principle is taking the necessary steps to broaden the tax base of the Town of Rimbey in a manner that limits the demands of new development on the Town's existing infrastructure.

- Proposing the uses of land that demand limited services from the Town of Rimbey.
- Encourage the location of land uses in which assessment are sustained at a high level (minimal depreciation).

#### **4.1.5 GEOGRAPHICAL IMPORTANCE AND VISUAL APPEAL**

The last principle relates to the highest and best use of lands:

- Ensuring that the nature of development is one that reflects positively on the Town of Rimbey.
- Development espouses the values of a proud, prosperous, healthy, and vibrant community.
- Consistent site development guidelines are implemented to ensure that development within the Plan Area is visually appealing and environmentally sustainable.

#### **4.2 PLAN PROCESS**

The Plan preparation process began by gathering, reviewing and analyzing all relevant information pertaining to future development options within and around the Plan Area. In addition, inventories relating to hydrology and soil permeability are referenced in support of this Plan.

##### **4.2.1 HYDROLOGICAL REPORT**

An “Aquifer Analysis of the SW 22-42-2-W5” completed by Groundwater Information Technologies Ltd. (see Appendix ‘A’) determine a safe 20 year potable water yield to sustain development with the plan area.

##### **4.2.2 PRIVATE SEWAGE DISPOSAL SYSTEM ANALYSIS**

In September 2012, an application for a permit to construct a Private Sewage Disposal System on Plan 122-3426 within the SW Sec. 22, Twp. 42, Rge. 2, West of the 5<sup>th</sup> Meridian was approved by the Town of Rimbey. A copy of the PSDS application with supporting documentation is provided as a reference in support of the use of individual sewage disposal systems within the Plan Area.

##### **4.2.3 TRAFFIC IMPACT ASSESSMENT**

A Traffic Impact Assessment referenced as “Traffic Impact Assessment - New Recreational Vehicle Storage Facility on Highway 20 south of Rimbey” was completed by Traffic Solutions and dated September 4<sup>th</sup>, 2012. The purpose of the Traffic Impact Assessment was to support a request to the County of Ponoka to develop a Recreational Vehicle Storage area directly west of the Plan Area on the east side of Highway 20. It is important to note that the Traffic Impact Assessment reflected the construction of a point of intersection with Highway 20 which coincides with a proposed future highway access identified in Bylaw 839/09 ‘The Town of Rimbey Area Structure Plan’.

## **5.0 PLAN OBJECTIVES**

### **5.1 PLAN OBJECTIVES**

The Future Land Use Concept reflects the following key planning objectives of the Municipal Development Plan:

- "The developer pays" is accepted practise throughout Alberta. When new subdivision and development occurs in a .municipality the Municipal Government Act allows the Municipality to require the developer to pay for necessary infrastructure. Past practise in Rimbey often did not conform to this practise and the long-term interests of the town were poorly served. As a result, current and future Councils are forced to deal with the problems of the past. Council serves notice, by way of this Plan that proper practices must and will be followed in the future.
- Council's position on the planning system is clear - Council will respect the system and "go by the book". Council will apply its planning authority fairly and consistently and will ensure the same from the town's other planning authorities, such as the subdivision committee, the development authority, the development agreements committee and the Subdivision and Development Appeal Board. In return, Council expects a similar commitment to the planning system from those who live and work in Rimbey.
- Recent changes in Alberta's planning legislation have given the town greater control over the planning system than ever before. This is particularly true for subdivision and development - parts of the system which tend to affect people most directly in their daily lives. Given this level of control, Council encourages anyone who has difficulty with the town's planning policies and standards, or with a subdivision or development application, to make constructive suggestions for changing the system. In other words, don't "go away mad". Work with Council and the administration to improve the system.

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## 6.0 CONCEPT PLAN

The land use prescribed for the site is reflected in Figure 6 (*Future Land Use Concept Plan*). This concept plan outlines the land uses, transportation network, and utility infrastructure for the Plan Area.

### 6.1 PLAN POLICIES

The policies listed below are unique to the BRIX Area Structure Plan and are to be applied at the time of the new subdivision and development. All existing statutory plans and policies, particularly those policies referenced in the Town of Rimbey Municipal Development Plan, as well as the Town of Rimbey Area Structure Plan, shall be applied.

### 6.2 PHASED DEVELOPMENT

The BRIX Area Structure Plan envisions that the Plan Area will be a phased development, the timing of which is influenced by several factors notwithstanding:

- The immediate needs of the landowner.
- Market conditions.
- A coordinated approach in the provision and construction of both the 'on-site' and 'external' infrastructure requirements such as road design, storm water management, drainage and shallow utility installation.
- The establishment of an economic model that reflects the nature of the development and the limitations of front-loading financial obligations.

#### 6.2.1 PHASE I

Phase I shall consist of Five (5) Country Residential parcels and a Municipal Reserve lot as shown in Figure 6 (*Future Land Use Concept Plan*).

#### 6.2.2 FUTURE PHASING

Future Phasing shall include the subdivision and development of the residual lands in title as shown in Figure 6 (*Future Land Use Concept Plan*). Future phasing is contingent on upgrading of the existing Traffic Impact Assessment, as referenced in Appendix 'C', as well as the completion of a comprehensive geotechnical investigation to confirm both site suitability and the load bearing capacity of the proposed development lands.

### 6.3 LAND USE

While it is recognized that much of the Plan Area is considered as lands having marginal agricultural capabilities it is further acknowledged that development pressures, existing parcel configurations and general public input suggest that support exists for the proposed use of the lands.

The public recognizes that the proximity of the area to the Town of Rimbey, the highway corridor, the resultant increases in land values and marginal agricultural soil capacities have reduced the viability of conventional agricultural operations. As such the plan area has been identified as having characteristics favorable for future development as per Figure 6 (*Land Use Concept Plan*). Development of the Plan Area could provide the opportunity for properties adjacent to the plan area to take advantage of upgraded infrastructure.

The Land Use Concept Plan proposed for the BRIX Area Structure Plan is shown on Figure 6 (*Land Use Concept Plan*).

Specifically, the Land Use Concept Plan responds to the following critical factors:

- The Town of Rimbey existing statutory plans and in particular the Municipal Development Plan and Bylaw 839/09 – The Town of Rimbey Area Structure Plan.
- Acknowledgment of the existing conditions, such as natural features, current uses of land, parcel boundaries, and subdivision and development opportunities, which result in both opportunities and constraints for future land use.
- The existing transportation network infrastructure including proposed improvements.
- Acknowledgement, that, for the foreseeable future, services will be provided on-site.

### 6.3.1 LAND USE POLICIES

Notwithstanding the above, all future subdivision and development within the Plan Area shall have regard to the spirit and intent of the BRIX Area Structure Plan and in particular shall have regard to both the vision and the following land uses which serve to promote that vision.

- 6.3.1.1 All future subdivision and development within the Plan Area shall comply with the Land Use Concept shown in Figure 6 (*Land Use Concept Plan*).
- 6.3.1.2 All future subdivision and development within the Plan Area shall be in accordance with the requirements stipulated in the Land Use Bylaw of the Town of Rimbey.
- 6.3.1.3 Prior the approval of future phasing as shown in Figure 6 (*Land Use Concept Plan*), a comprehensive geotechnical investigation shall be provide by the developer in support of future phasing development.
- 6.3.1.4 Prior to the approval of future phasing a traffic impact assessment relating to the construction of the point of intersection with Highway 20 as shown in Figure 6 (*Land Use Concept Plan*), shall be completed by the developer.
- 6.3.1.5 Phase I shall consist of Five (5) Country Residential parcels and Municipal Reserve lots as shown in Figure 6 (*Future Land Use Concept Plan*).
- 6.3.1.6 Phase I shall include the consolidation of approximately .514 hectares of land with existing Block 1, Plan 122-3426 as shown in Figure 6 (*Future Land Use Concept Plan*).

Notwithstanding the above, all future subdivision and development within the Plan Area shall have regard to the spirit and intent of the Bylaw 938/09, the “Town of Rimbey Area Structure Plan” and in particular shall have regard to the land uses which serve to promote that vision.

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## 6.4 TRANSPORTATION NETWORK

The proposed development is to be served by both 40<sup>th</sup> Street (Range Road 23) and through a proposed access to Highway # 20.

### 6.4.1 TRANSPORTATION POLICIES

- 6.4.1.1 All road improvements, including new construction and highway improvements shall be constructed to municipal standards as dictated by the Town of Rimbey and shall be at the sole cost and expense of the Developer.
- 6.4.1.2 Required future road widening to any existing roads including 40<sup>th</sup> Street (Range Road 23) shall be dedicated at the time of subdivision.
- 6.4.1.3 Direct access from the proposed Country Residential lots to 40<sup>th</sup> Street (Range Road 23) will be permitted.
- 6.4.1.4 All internal development (Future Phasing) within the Plan Area will access a proposed internal road system as shown in Figure 6 (*Future Land Use Concept Plan*).
- 6.4.1.5 The Developer shall be responsible for the dedication of land necessary for the upgrading of the point of intersection of the proposed internal road with Highway # 20 as shown in Figure 6 (*Land Use Concept Plan*).
- 6.4.1.6 Until such time as the north/south internal road (as shown in Figure 6 (*Land Use Concept Plan*)) extends southerly beyond the plan area a “temporary” Cul De Sac shall be provided.

## 6.5 ENVIRONMENTALLY SIGNIFICANT FEATURES

Policies are proposed to ensure that the existing environmentally significant features within the Plan Area are protected, while also providing opportunities for the development of new environmental features.

### 6.5.1 ENVIRONMENTALLY SIGNIFICANT FEATURES POLICIES

- 6.5.1.1 Existing natural features, such as tree cover and drainage courses, shall be preserved, wherever possible, by integrating such features into the design of the new subdivision.
- 6.5.1.2 The use of high efficiency and energy efficient building materials, fixtures and appliances shall be encouraged.
- 6.5.1.3 The individual harvesting of rain water for irrigation purposes on each lot shall be encouraged.
- 6.5.1.4 Where possible buildings shall be orientated to provide the greatest exposure to the sun and create solar heating and solar capture opportunities.
- 6.5.1.5 Each lot owner shall be encouraged to plant shelter belts along the north boundary of their lot to provide additional protection from the northern winds.

## 6.6 MUNICIPAL RESERVE

- 6.6.1 Municipal Reserve, as shown in Figure 6 (*Land Use Concept Plan*) will be dedicated in a manner which will enhance and compliment both the Plan Area and the community at large.
- 6.6.2 Cash in Lieu of Municipal Reserve and the disposition of the existing deferred reserve caveat will be provided to the Town of Rimbey in accordance with requirements stipulated within the Municipal Government Act. The Town of Rimbey will determine the cash in lieu requirements and disposition of Municipal Reserve lands within their jurisdiction at the time of subdivision.

## 6.7 SERVICING INFRASTRUCTURE

The “Aquifer Analysis SW 22-42-2-W5” (see Appendix ‘A’) confirms an apparent safe yield to sustain the development as proposed.

### 6.7.1 POTABLE WATER POLICIES

6.7.1.1 All subdivision and development shall be capable of being serviced on site with individual well systems. Each lot will be served by an individual water well system located on each individual lot.

### 6.7.2 SANITARY SEWER SYSTEM

Individual ‘on-site’ systems of sewage treatment and disposal are proposed for all development within the Plan Area.

In addition to the traditional on-site ‘septic tank and field disposal systems’ several other methods of on-site sewage treatment and disposal are approved for use within the Province of Alberta. These systems are installed in compliance with and in accordance to the Alberta Plumbing Code, as well as, practices and procedures stipulated by Alberta Environment. System alternatives range from septic tank and above ground field systems, evaporation mounds to packaged mechanical treatment systems. Again, each alternative method of ‘on-site’ sewage treatment and sewage disposal is constructed or installed and maintained in accordance with the requirements of both the Alberta Plumbing Code and practices and procedures provided by Alberta Environment.

It is also recognized that identifying the appropriate method of sewage treatment and subsequent disposal may be site specific and based on proven technologies as well as the physical attributes and soil characteristics of the site.

### 6.7.2 SANITARY SEWER SYSTEM POLICIES

6.7.2.1 Prior to the issuance of a development permit for any construction on each specific lot, the Developer shall provide the following for both Municipal and Provincial regulatory approval:

- Plans of the proposed construction including a site plan indicating the topographical features.
- A detailed report indicating the anticipated volumes of sewage treatment and an ‘Approved’ method of sewage treatment and disposal completed by a professional engineer or agrologist.

### **6.7.3 STORM WATER MANAGEMENT**

Storm water management will incorporate overland drainage only. This will be accomplished by using roadway ditches, culverts, and drainage swales along lot lines. Individual lots will be graded to direct runoff water to the drainage swales or ditches. These ditches will be used to convey water from the lots to the storm pond.

The layout of the overland flow system will be chosen to work closely with existing topography, as well as the lot layout. The slopes of the ditches and the drainage swales should be maintained between 0.5% and 2.0%. The ditches and swales should be protected with grass vegetation as soon as possible to reduce erosion, and help with storm water quality.

#### **6.7.3.1 STORM WATER MANAGEMENT POLICIES**

6.7.3.1 Prior to the subdivision and development of 'Future Phasing' the Developer shall provide a storm water management plan to the satisfaction of the Town of Rimbey.

6.7.3.2 Design for constructed storm water management facilities shall follow the 'Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems,' Alberta Environment, latest edition as a minimum.

6.7.3.3 Native soils shall be salvaged and stockpiled and reused as topsoil and planting bed material

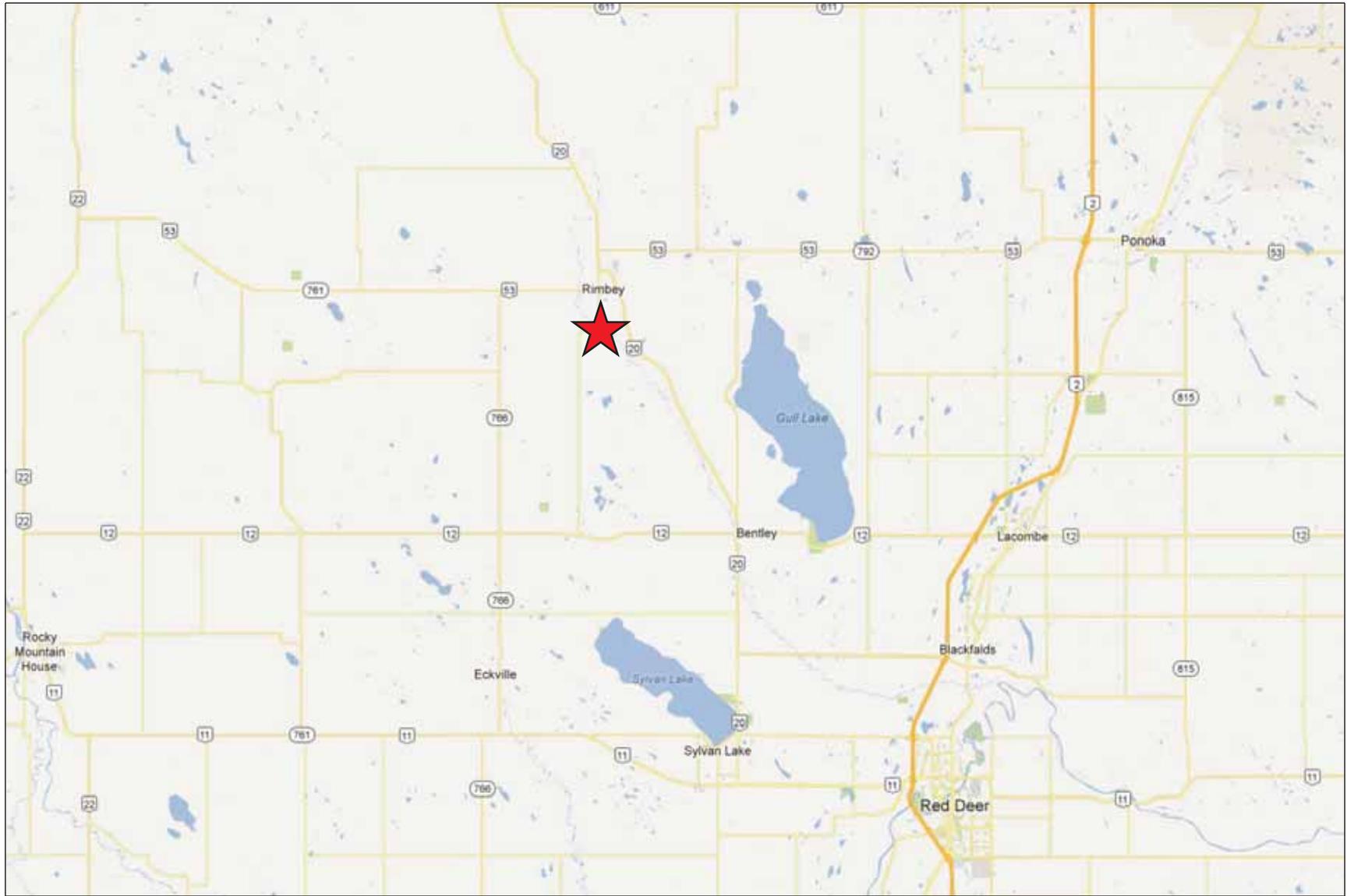


Figure 1

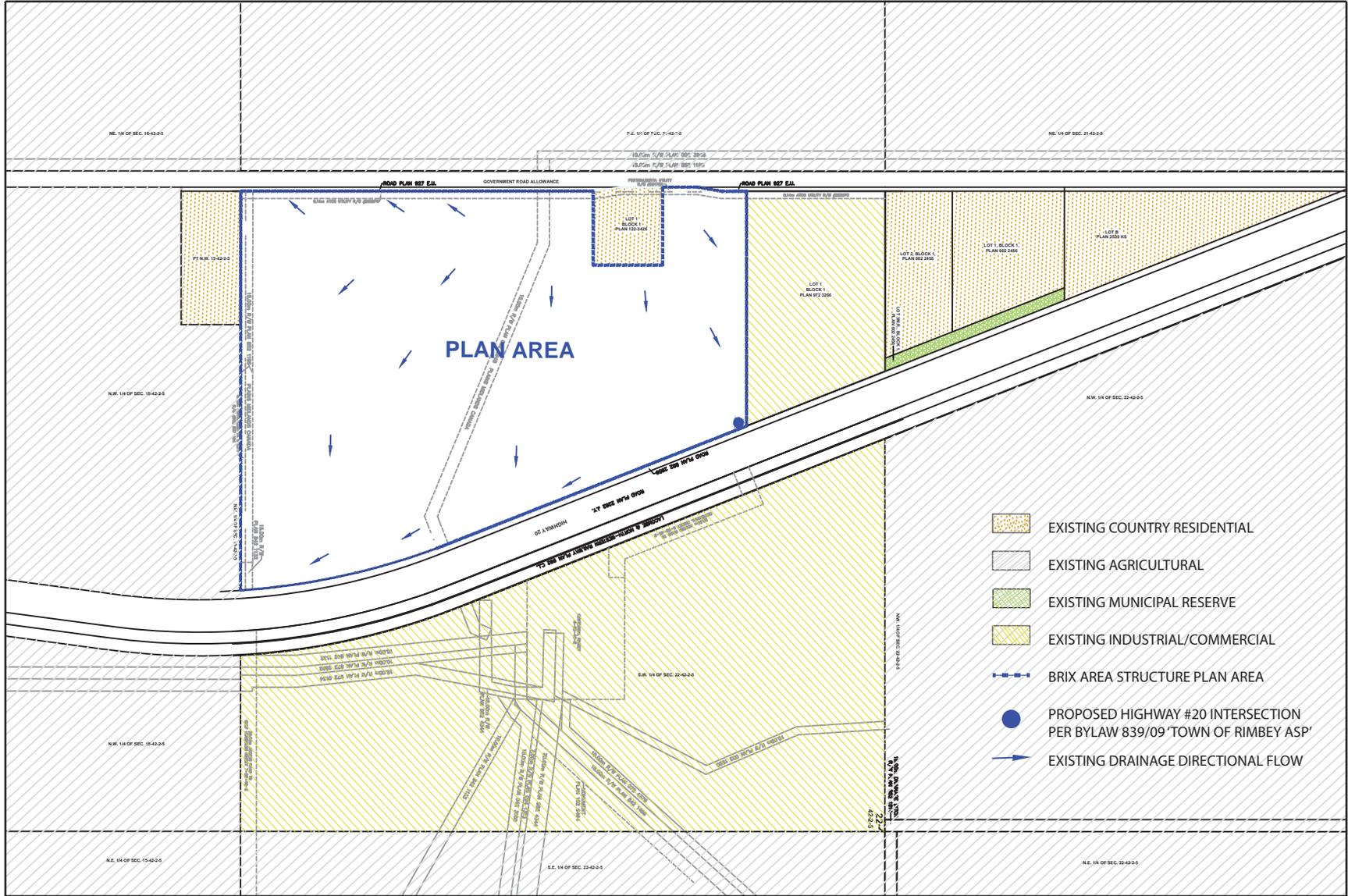


Figure 2

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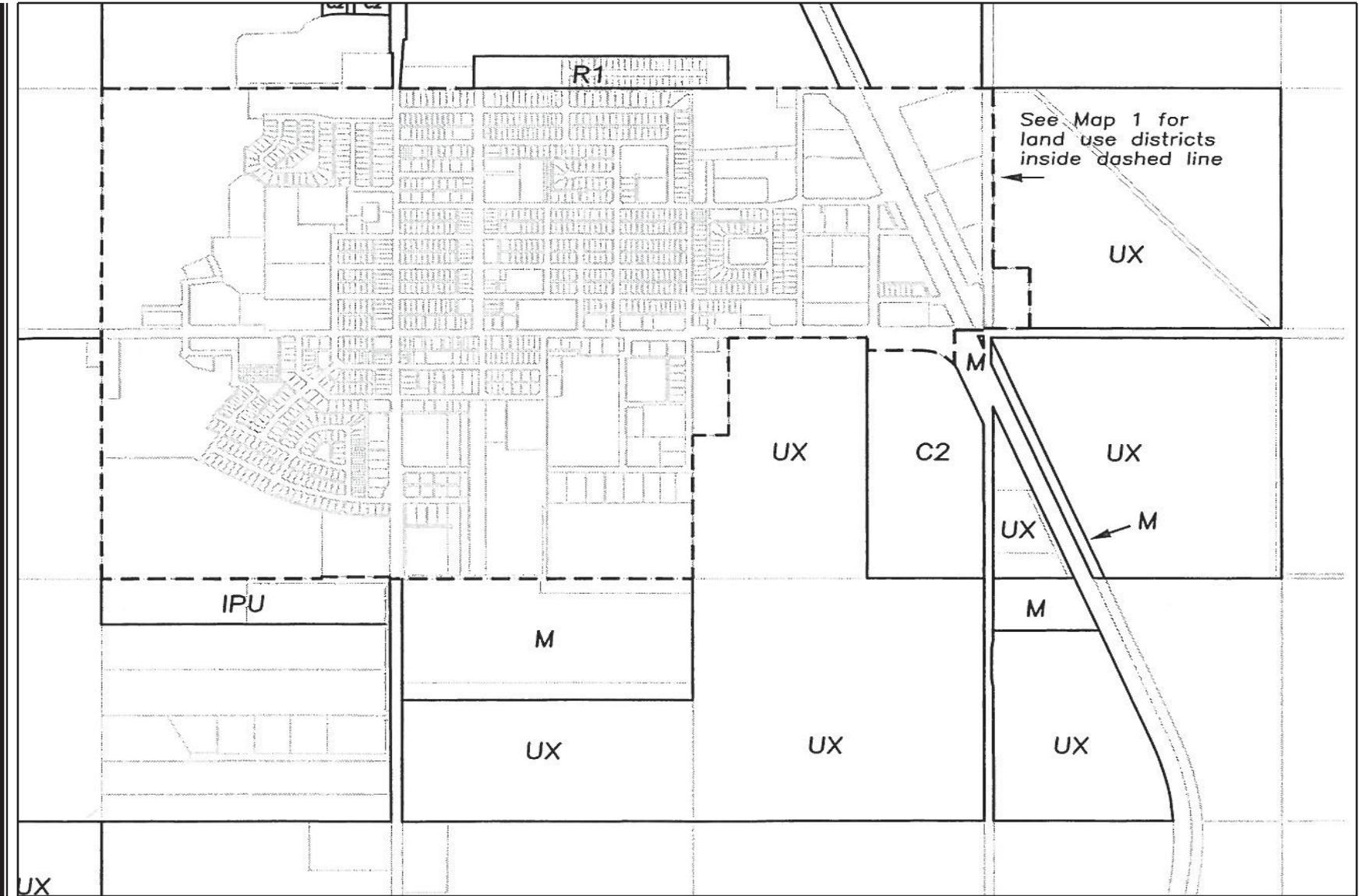
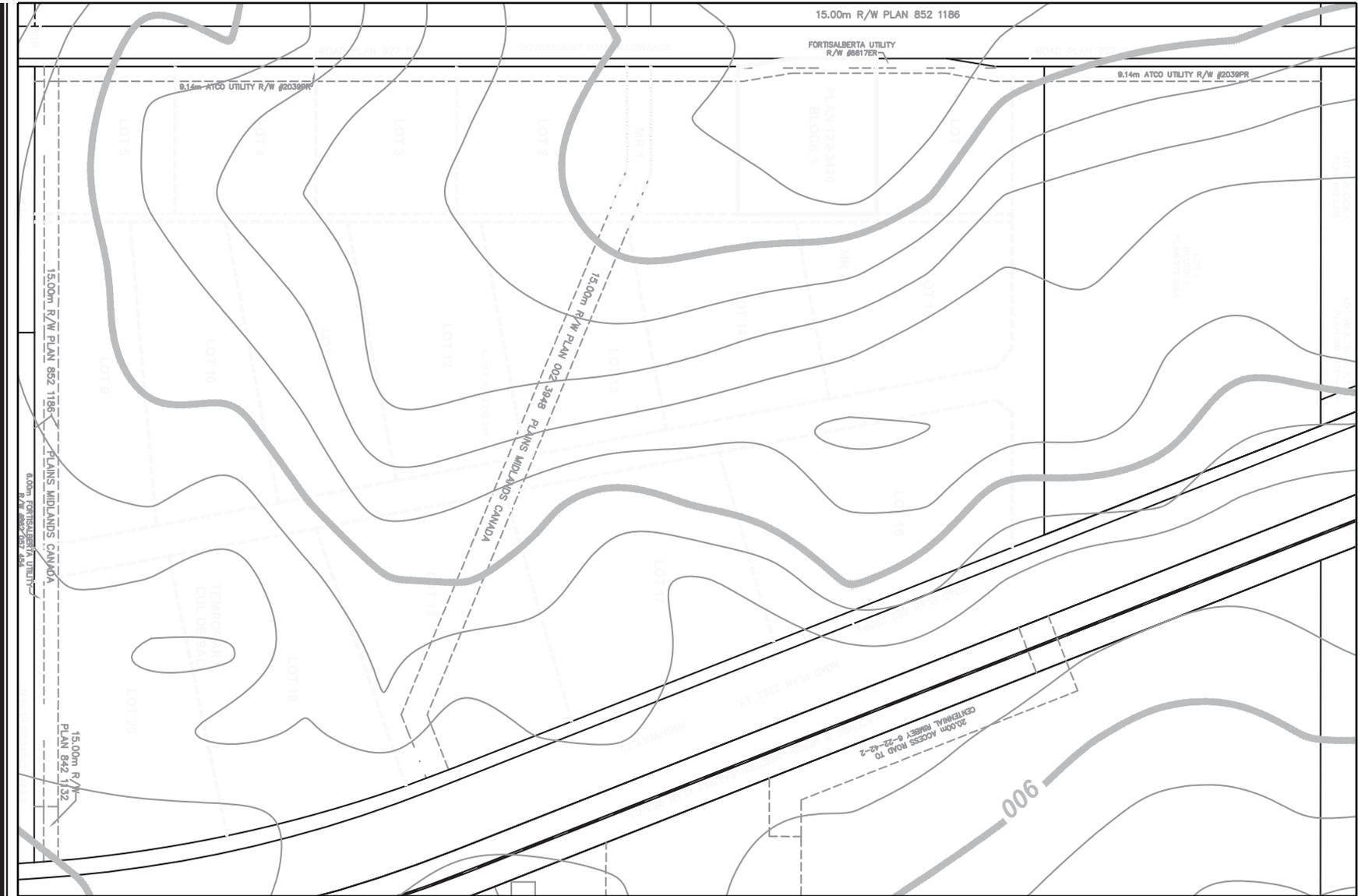


Figure 3

Existing Land Use Districts



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**“ACQUIFER ANALYSIS”**

**SW 22-42-2-W5**

**PREPARED BY**

**GROUNDWATER INFORMATION TECHNOLOGIES LTD.**

**APPENDIX ‘A’**

**December 2012**

# GRIT Ltd.

Groundwater Information Technologies Ltd.

## Aquifer Analysis

SW – 22 – 42 – 2W5

Prepared For:

Wescott Consulting Ltd.

Attention: Robert Wescott

Prepared By:

Groundwater Information Technologies Ltd.



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Appendix 1 – Reconnaissance Report of wells in area

## Executive Summary

An analysis of wells and aquifers in the vicinity of a proposed commercial and residential development located within the SW ¼ - 22 - 42 - 2W5 was undertaken to determine whether the aquifers underlying the site are capable of supplying water for the development. The analysis consists of a review of existing data such as water well records and previously published reports. No pump tests on wells from the subject site or in the immediate area were available for review of aquifer capabilities.

The aquifers in the area consist of bedrock sandstones of the Paskapoo Formation. This formation has been subdivided into three members, with an upper (Sunchild) and lower (Haynes) aquifer separated by an aquitard (Lacombe). The Sunchild aquifer is sporadically present within the area and has a maximum thickness of approximately 100 m. This aquifer appears to be present underlying the site and it is recommended that well depths of at least 30 m be utilized to maintain high quality groundwater.

High production rates are observed in many wells in the area and it may be possible to utilize a single well as a licensed source for groundwater supply for the development. Alternately, individual wells for each lot may also be used, although licensing will be required for all commercial users.

The water quality is generally good with a total dissolved concentration of less than 100 mg/L and low sulphate content. Minimal treatment would be necessary, likely consisting of chlorination only for a community well supply. No indications of aquifer depletion in the area are observed.

No adverse effects to existing users by water use at the proposed development are anticipated based on typical consumption rates that may be needed for the various establishments in the development. No licensed users are present within Section 22 - 42 - 2W5, but some registrations for water use for agricultural purposes are present in the subject section and adjoining sections. The Town of Rimbey obtains their water from the Sunchild Aquifer in Sections 27 and 28 north of the site, but due to the distance of the subject site to the town supply wells and the discontinuous nature of the Sunchild Aquifer in the area, no adverse effects between the town wells and the water supply at the subject site would be expected.

## Introduction

At the request of Robert Wescott an aquifer analysis was undertaken at parcel of land located within the SW ¼ of Section 22 – Twp 42 – Range 2W5M. This site is located south east of the Town of Rimbey Alberta and immediately west of Highway 20. Development of the site is proposed to consist of approximately 5 residential lots and 12 industrial/commercial lots. A site map showing the proposed development is as follows:



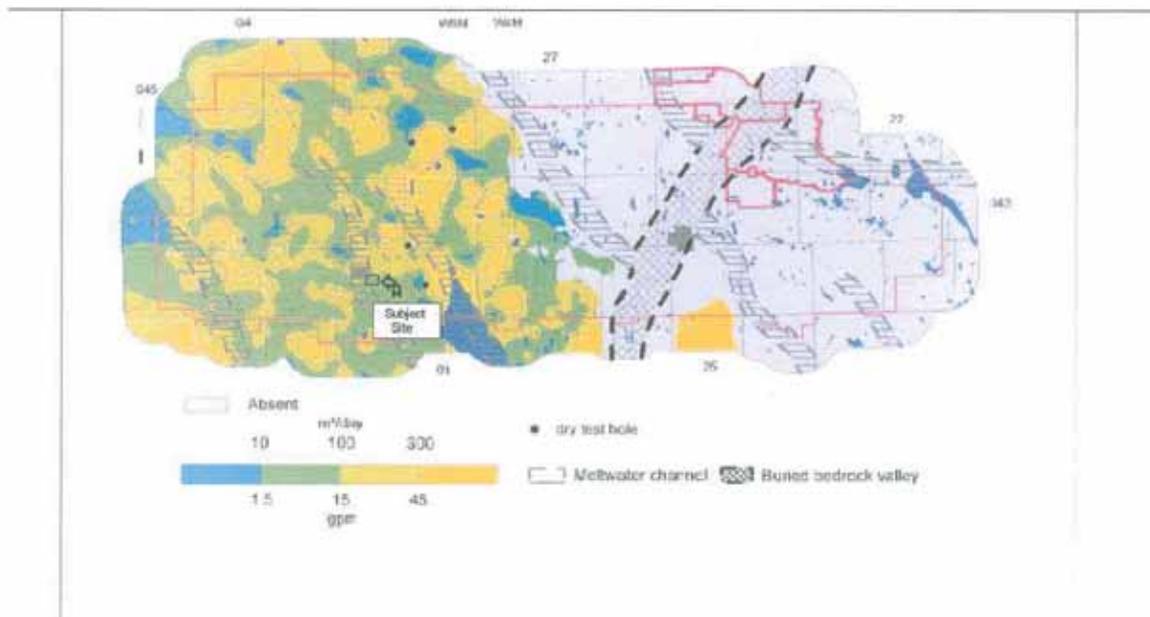
The purpose of the analysis is to review the aquifer(s) in the area to see if the groundwater can be supplied in a sustainable manner. The review is based on existing information such as water well records from Alberta Environment and Sustainable Resource Development (AESRD) database and existing published reports on aquifers in the area. No pump test data from is available from a well on the subject site and regional interpretations are made. It is anticipated that a well or wells will be installed with development of the project, however details of water demand, especially from the commercial sites, are not available. Typically these demands would be expected to be relatively modest for most users.

## Nature of Regional Aquifers

The area is located within a meltwater channel of post glacial origin and the soil underlying the site consists of a thin (approximately 3 m) thick unit of silts and clays which are likely either till or lake bed deposits. No aquifers are expected to be found in the immediate area within these upper units.

According to the Regional Groundwater Assessment undertaken for Ponoka County by Agriculture and Agri-Food Canada in 2003, the aquifers in the area consist of bedrock sandstones of the Dalehurst Member of the Paskapoo Formation. These sandstones consist of sands that infilled river channels. The sandstone channels are separated both vertically and horizontally by overbank and flood plain shales. As a result the aquifers are somewhat isolated from each other.

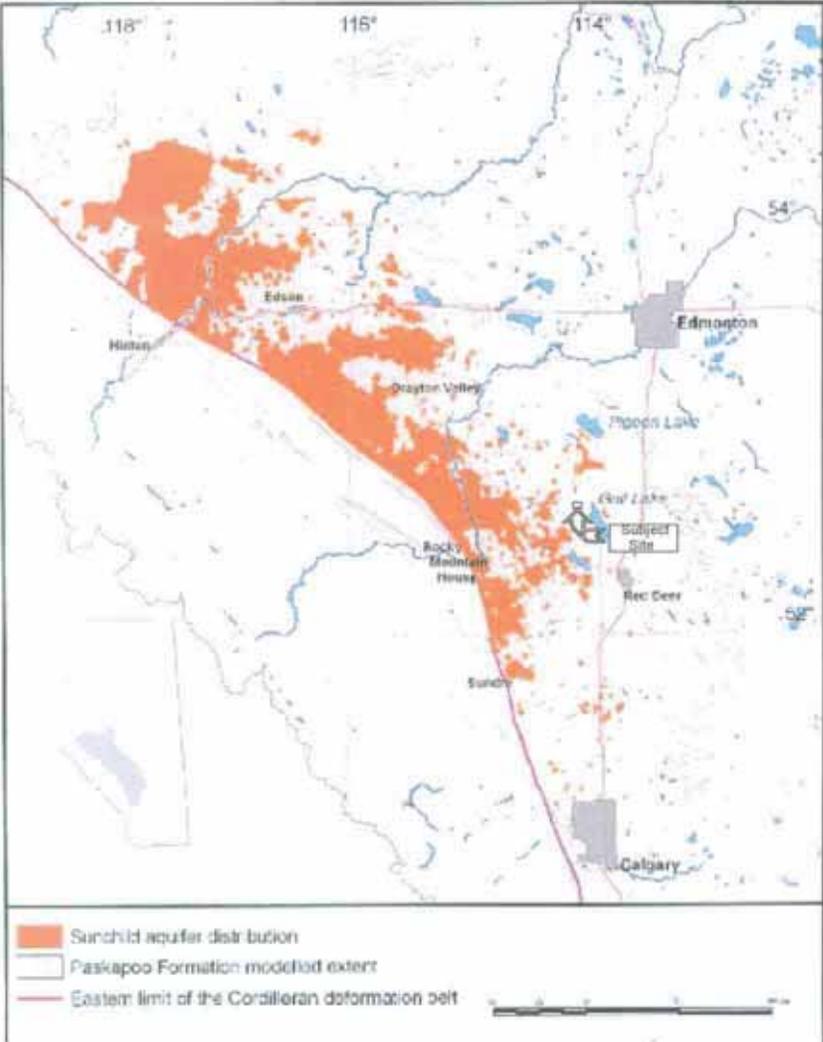
The productivity of the aquifers range in the area is quite variable ranging from 1.5 to 45 imperial gallons per minute ( $10\text{ m}^3/\text{day}$  to  $300\text{ m}^3/\text{day}$ ). A map from the Agriculture and Agri-Food Canada report of the productivity of the Dalehurst Aquifer is as follows:



The Dalehurst Member in the area is approximately 100 m thick. Underlying the Dalehurst Member is the Lacombe Member. Few wells are drilled to this depth; however the Lacombe Member is utilized east of the area and appears less productive overall than the Dalehurst Member.

A more recent study has been undertaken on the Paskapoo Formation by the Alberta Geological Survey (Geostatistical Rendering of the Architecture of the Hydrostratigraphic Units within the Paskapoo Formation, Central Alberta, ERCB/AGS Bulletin 66, 2012). The Paskapoo Formation is subdivided into three hydrostratigraphic units based on the amount of sand. The aquifer units are defined where 25 m thick slices contain over 55% sandstone. A lowermost Hayes Aquifer is separated by the Lacombe Aquitard and upper Sunchild Aquifer.

The Haynes Aquifer is present at depths exceeding 250 m and is not likely within accessible range for aquifer use. The Sunchild Aquifer is sporadically present within the area as shown by the following map taken from Bulletin 66:



Isolated zones with high sandstones / shale ratios are present in the area indicating some highly productive aquifers may be present. No large scale continuous aquifers are mapped in the Agriculture and Agri-Food Canada or Alberta Geological Survey reports indicating that aquifers are likely isolated in both a lateral and vertical sense.

## Local Well Users

A review of AESRD water well database was made to determine the local well use within the area. The Reconnaissance Report summarizing the wells within a 1 km radius of the site is attached in Appendix A. Twenty three well records are present with depths ranging from 60 to 178 feet (18.3 – 54.3 m). All wells obtain water from bedrock aquifers, usually sandstone aquifers.

The productivity of the wells is relatively high as indicated by test rates ranging from 8 to 250 imperial gallons per minute with average rates of 26 gallons per minute. No wells in the area were found that would allow for detailed well test interpretation and calculation of 20 year safe yields, but examination of several of the air test records (recovery data only) indicates some wells may be able to produce even higher than the tested rates.

As no test data is available, a review of the formation logs in the Water Well Drilling Reports on the subject section was made to see if thick sandstone sequences are present (defined as greater than 55% sandstone in 25 m thick slices). Of the four well records present in the subject quarter section, Well 341956 has 21% sandstone in the upper 25 m and 66% sandstone in the lower 15 m, Well 472270 has 66% sandstone in the upper 25 m, Well 472271 has 0% sandstone in the upper 25 m and 22% sandstone in the lower 15 m and well 42272 has 87% sandstone in the upper 25 m.

A good correlation between sandstone percentages and initial pumping rates is observed with Well 341956 having an initial pumping rate of 25 gallons per minute, Well 472270 having an initial test rate of 40 gallons per minute, 472271 having an initial pumping rate of 12 gallons per minute and Well 472272 having an initial pumping rate of 30 gallons per minute.

A review of the AESRD license and approval database was undertaken to determine licensed groundwater usage in the area. No licenses are present within the subject section; however 2 registrations are in place owned by Fairplay Stable and Ormberg (for a maximum use of 6250 m<sup>3</sup>/year). Registrations in the adjoining sections are summarized as follows:

Section	Number of Registrations
14	2
15	3
16	1
21	1
22	2
23	1
26	0
27	2
28	0

One surface water license is located in Section 26 for 3 acre-feet per year. Water licenses for the Town of Rimbey water supply are located in Sections 27 and 28 from groundwater sources. These licenses are for a total supply of 74,100 m<sup>3</sup>/year and are obtained from wells less than 60 m deep.

The wells are located at distances of one to two miles from the subject site. Due to the relatively long distances and the discontinuous nature of the aquifer, it is not thought likely that the aquifer zones that supply the town water wells would be in direct communication with water supply wells at the subject site.

## Water Quality

Water quality is generally good in the area with a total dissolved solids concentration of 500 – 1000 mg/L. Sulfate content is low and the dominant ions are sodium, calcium and bicarbonate.

The water can be considered as High Quality Groundwater by Alberta Environment definitions, and minimal treatment, likely consisting of chlorination only, will likely be the only required treatment. Detailed testing of the water supply will be required to confirm this as some parameters such as iron, manganese and fluoride can vary from well to well and can be a problem in an individual well.

## Water Level Change with Time

A review of groundwater levels with time was made to determine if indications of aquifer depletion are occurring. A nearby AESRD observation well located in 1 – 32 – 39 – 2W5 which measures water over an interval of 31.3 – 32.9 m shows a decline in water levels of approximately 0.4 m in the 1990's and stable water levels since then.

A review of water levels based in the wells based on drill date from the data in the Reconnaissance Report was undertaken to also examine water level changes with time. A summary of the average water levels by decade is as follows:

Decade	Number of Wells	Average Depth to Water
1970's	2	16
1980's	11	33
1990's	6	26
2000's	2	33.5

Although the data is sparse and taken over a range of well depths, no discernible decrease in water levels with time is observed. Indications of aquifer depletion, based on the local water well database or the AESRD observation well, are not present.

## Recommendations and Conclusions

As the upper silt and clay till units are relatively thin (less than 5 m), there is a potential for subsurface contaminants (i.e. septic field effluent, or industrial spills) contaminating shallow aquifers. Although aquifers may be present at depths of less than 50 feet (15 m) it is recommended that only aquifers below a depth of at least 15 m be utilized. It would be preferential if aquifers starting at depths below 30 m (100 feet) are utilized as it appears that sufficient aquifers may be found to depths of 100 m (300 feet).

Wells appear to have sufficient productivity in the area such that a well would likely be able to supply the several lots on the development, or individual lots could have their own supply. Water licenses would have to be obtained for any community well or individual wells on commercial lots. Treatment would also be required for any community water supply.

## Groundwater Wells

Please click the water Well ID to generate the Water Well Drilling Report.

Well ID	LSB	SEC	TWP	RGE	M	DRILLING COMPANY	DATE COMPLETED	DEPTH (ft)	TYPE OF WORK	USE	CHM	LT	PT	WELL OWNER	STATIC LEVEL (ft)	TEST RATE (gpm)	
<a href="#">341956</a>	06	27	042	02	5	ALKEN BASIN DRILLING LTD.	2002-10-09	140.00	New Well	Other		16	9	PLAINS MARKETING CAN L.P.	25.00	25.00	
<a href="#">367284</a>	11	14	042	02	5	MID-WEST WATER WELLS LTD.	1992-07-02	80.00	New Well	Industrial		2		CHEVRON CAN RES/KENTING 39	10.00	65.00	
<a href="#">367285</a>	11	14	042	02	5	MID-WEST WATER WELLS LTD.	1992-07-02	80.00	New Well	Industrial		2		CHEVRON CAN RES/KENTING 39	10.00	70.00	
<a href="#">406392</a>	NW	22	042	02	5	ALKEN BASIN DRILLING LTD.	1995-06-07	140.00	New Well	Domestic		15	4	SOLOMONS, JOHN	55.00	60.00	
<a href="#">407826</a>	NE	22	042	02	5	ALKEN BASIN DRILLING LTD.	1995-07-27	73.00	New Well	Industrial		3	10	ARMBERG, MURRAY	10.00	40.00	
<a href="#">466401</a>	13	23	042	02	5	ALKEN BASIN DRILLING LTD.	1996-09-23	120.00	New Well	Domestic		17	11	AMOCO PETRO CO LTD	35.00	30.00	
<a href="#">467525</a>	NE	16	042	02	5	MEDICINE VALLEY WATER WELLS	1997-05-23	89.00	New Well	Domestic		7	21	ANDERSON, RON	28.00	12.00	
<a href="#">472211</a>	NW	14	042	02	5	UNKNOWN DRILLER		160.00	Chemistry	Domestic	1			PALMER, ROB	60.00		
<a href="#">472212</a>	NW	14	042	02	5	FREEMAN W J	1956-11-26	54.00	New Well	Domestic & Stock			2			10.00	250.00
<a href="#">472213</a>	12	14	042	02	5	UNKNOWN DRILLER	1952-05-23	1,090.00	Structure Test Hole	Industrial				CALIFORNIA STANDARD			
<a href="#">472214</a>	13	14	042	02	5	OTHER		0.00	Flowing Shot Hole	Industrial				SUN OIL			
<a href="#">472216</a>	13	15	042	02	5	AB WATER WELL DRILLING	1977-03-28	90.00	New Well	Domestic & Stock		8		CADSAND, DAVID C	21.00	20.00	
<a href="#">472217</a>	14	15	042	02	5	MID-WEST WATER WELLS LTD.	1983-09-28	100.00	New Well	Industrial		5		CHIEFTAIN DEV #RIG WELL	15.00	45.00	
<a href="#">472218</a>	15	15	042	02	5	ALBERTA EAGLE DRILLING LTD.	1982-05-25	90.00	New Well	Domestic & Stock		4		CADSAND, DAVID	36.00	30.00	
<a href="#">472220</a>	16	16	042	02	5	MID-WEST WATER WELLS LTD.	1984-01-31	100.00	New Well	Industrial		5		GULF #RIG WELL	10.00	50.00	
<a href="#">472221</a>	16	16	042	02	5	MID-WEST WATER WELLS LTD.	1984-01-31	100.00	New Well	Industrial		5		GULF #RIG WELL	10.00	50.00	
<a href="#">472260</a>	01	21	042	02	5	UNKNOWN DRILLER	1952-05-20	1,119.00	Structure Test Hole	Industrial				CALIFORNIA STANDARD			
<a href="#">472265</a>	NE	21	042	02	5	FORRESTER WATER WELL DRILLING (1981) LTD.	1985-09-11	177.00	New Well	Domestic & Stock		23		JORDAN, DON	89.00	25.00	
<a href="#">472266</a>	NE	21	042	02	5	AB WATER WELL DRILLING	1989-06-09	181.00	New Well	Domestic		8		REIS, SUSANNA	93.00	8.00	
<a href="#">472267</a>	16	21	042	02	5	MID-WEST WATER WELLS LTD.	1983-09-06	200.00	New Well	Industrial		4		CHIEFTAIN #RIG WELL	30.00	30.00	
<a href="#">472268</a>	16	21	042	02	5	UNKNOWN DRILLER		90.00	Flowing Shot Hole	Industrial				REDWATER UTILS #SP401			
<a href="#">472269</a>	SE	22	042	02	5	ALKEN BASIN DRILLING LTD.	1967-07-09	60.00	New Well	Stock		6		HUGHES, GARRETT	4.00	30.00	
<a href="#">472270</a>	SW	22	042	02	5	SCHMIDT DRILLING LTD.	1974-07-29	80.00	New Well	Stock		3		JORDAN, R.	10.00	40.00	
<a href="#">472271</a>	SW	22	042	02	5	SCHMIDT DRILLING LTD.	1980-12-27	120.00	New Well	Domestic & Stock		4		JORDAN, R.	51.00	12.00	
<a href="#">472272</a>	06	23	042	02	5	MID-WEST WATER WELLS LTD.	1983-07-18	100.00	New Well	Industrial		5		CHIEFTAIN #RIG WELL	10.00	30.00	

# Reconnaissance Report

[View in Metric](#)

[Export to Excel](#)

Well ID	LSD	Sec	TWP	RGE	M	DRILLING COMPANY	DATE COMPLETED	DEPTH (ft)	TYPE OF WORK	USE	CHM	LT	PT	WELL OWNER	STATIC LEVEL (ft)	TEST RATE (gpm)
472273	NW	22	042	02	5	FORRESTER WATER WELL DRILLING (1981) LTD.	1982-02-16	144.00	New Well	Domestic	1	22		KENDREW, KEITH	39.00	30.00
472274	NW	22	042	02	5	UNKNOWN DRILLER		50.00	Chemistry	Domestic	2			SALOMONS, J.		
472275	NW	22	042	02	5	UNKNOWN DRILLER		178.00	Chemistry	Domestic	1			NEWSBURY, KEN		
472276	13	22	042	02	5	UNKNOWN DRILLER	1952-06-11	1,100.00	Structure Test Hole	Industrial				CALIFORNIA STANDARD		
495201	NW	22	042	02	5	ALKEN BASIN DRILLING LTD.	2000-04-03	160.00	New Well	Domestic		21	10	KENDREW, COLIN	42.00	15.00

**“KAIZEN LAB RESULTS & ANALYSIS”**

**FOR PLAN 122-3426**

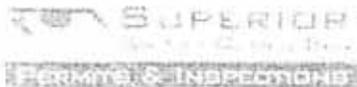
**IN THE VICINITY**

**OF**

**S.W. SEC. 22, TWP. 42, RGE. 2, WEST OF THE 5<sup>TH</sup> MERIDIAN**

**APPENDIX ‘B’**

**December 2012**



Private Sewage Disposal  
Permit Application

Label TRY S 0002 12 RD  
Town of Rimby

Other Required Permits:  Building  Electrical  Gas  Plumbing  
 Permit Type:  Owner  Contractor Development Permit Number: \_\_\_\_\_  
 Application Date (M/D/Y): OCT. 6 - 2012 Estimated Installation Date (M/D/Y): OCT 10 - 2012

Owner: Beck Coast Mailing Address: RR#4  
 City: Rimby Prov: AB Postal Code: T0C-2S0 Phone: 703 704-3545  
 Cell Number: \_\_\_\_\_ Email Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Contractor: Pioneer Backhoe Service Mailing Address: RR#2  
 City: Rimby Prov: AB Postal Code: T0C-0S0 Phone: 703 588 1700  
 Cell Number: \_\_\_\_\_ Email Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Project Location Name of Municipality: Pioneer County or Town of Rimby  
 Street or Rural Address: \_\_\_\_\_ Subdivision or Hamlet Name: \_\_\_\_\_  
 Unit or Suite # \_\_\_\_\_ Lot 2 Block I Plan 1223426 Tax Roll # \_\_\_\_\_  
 Legal Subdivision Part of SW 1/4 Sect 28 Twp 42 Rge 2 W of 5  
 Directions: From the 31 meters in Rimby go south on Simpson Rd just past the 1st

System Design Criteria (complete all applicable items)  Soil Log Report from two (2) test pits with Soil Analysis Report (attach copy)  
 Expected Volume of Effluent: 337.5 cubic meters per day  gallons per day  liters per day Number of bedrooms: 3  
 Project Type:  Commercial (Conventional)  Industrial (Conventional)  Residential (Conventional) Depth to Water Table: Not Found  
 Commercial (Advanced)  Industrial (Advanced)  Residential (Advanced)  Work Camp # of Men \_\_\_\_\_

SITE EVALUATION DIAGRAM: Attach a detailed site diagram including the system location in relation to buildings, distance to water supply and/or surface water bodies, and other pertinent information (AS PER PART 7 OF THE PRIVATE SEWAGE STANDARD OF PRACTICE 2009).

Project Information:  New Installation  Alteration Description of Work: Replace Septic Field  
 Components Used:  Septic Tank, Working Capacity Size \_\_\_\_\_  Lagoon  Packaged Sewage Treatment Plant  
 Holding Tank Size \_\_\_\_\_  Open (surface) discharge  At Grade (variance required)  
 Disposal Field Size 1500'  Treatment Mound Size \_\_\_\_\_  Sand Filter \_\_\_\_\_

**Homeowner Declaration:** The permit applicant certifies that this installation will be completed in accordance with the Alberta Safety Codes Act and Regulations and work will commence within 90 days. The permit applicant/owner acknowledges that as per Section 12(2) of the Alberta Safety Codes Act, Superior Safety Codes Inc. is not liable for any decision related to the system of inspections, examinations, evaluations and certifications including but not limited to a decision relating to their regulatory and the impact of which they may be liable for. This personal information provided on this form is protected by the Freedom of Information and Protection of Privacy Act.

Installer's Name (as on card): \_\_\_\_\_ Installer's Signature: \_\_\_\_\_ Homeowner's Signature: \_\_\_\_\_  
 Private Sewage Installer's Certification Number: PS E133 Homeowner Declaration: By signing this permit I hereby certify that I own or will own and occupy this dwelling.

Permit Fee: \$ 150 \*SCC Levy: \$ 6 TOTAL FEE: \$ 156  
 \*SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560  
 Payment Method:  Visa  M/C  Debit  Cheque  Cash Authorization / Cheque Number: Inv 2012 225  
 Credit Card #: \_\_\_\_\_ Expiry Date: \_\_\_\_\_ Date of Authorization: \_\_\_\_\_  
 Name of Cardholder: \_\_\_\_\_ Signature of Cardholder: \_\_\_\_\_

Permit Validation Section to be completed by the Plumbing Safety Codes Officer:  
 Special Conditions: \_\_\_\_\_  
 SCC's Name (print or type): Gerald Bolze SCC's Signature: \_\_\_\_\_  
 SCC's Designation Number: 25179 Date of Issue (M/D/Y): Oct 9/12

Calgary	25 2015 - 32 Avenue NE	T2E 6Z1	Ph: 403 717 2344	Toll Free Ph: 1 888 717 2344	Fax: 403 717 2346	Toll Free Fax: 1 888 717 2346
Edmonton	14512 - 114 Avenue	T6L 4S5	Ph: 780 485 4777	Toll Free Ph: 906 999 4777	Fax: 780 485 4711	Toll Free Fax: 1 866 222 4777
Fort McMurray	135 101 Signal Road	T8H 4N6	Ph: 780 715 7726	Toll Free Ph: 1 877 715 7726	Fax: 780 715 7731	Toll Free Fax: 1 877 715 7731
Grande Prairie	111 Floor 1052b - 100 Avenue	T6V 0V6	Ph: 780 682 6777	Toll Free Ph: 1 877 682 6777	Fax: 780 682 6877	Toll Free Fax: 1 877 682 6777
Lethbridge	422 North Mayor Macrae Dr	T1H 6H7	Ph: 403 328 0124	Toll Free Ph: 1 877 328 0124	Fax: 403 328 0966	Toll Free Fax: 1 877 328 0124
Lloydminster	Box 1 2014 - 40 Avenue	T9V 0S5	Ph: 780 872 9020	Toll Free Ph: 1 888 358 5545	Fax: 780 870 9036	Toll Free Fax: 1 800 358 5545
Red Deer	3 5264 - 67A Street	T4P 1E8	Ph: 403 353 5545	Toll Free Ph: 1 888 358 5545	Fax: 403 358 5085	Toll Free Fax: 1 800 358 5085

E-MAILED

Inv 2012 225

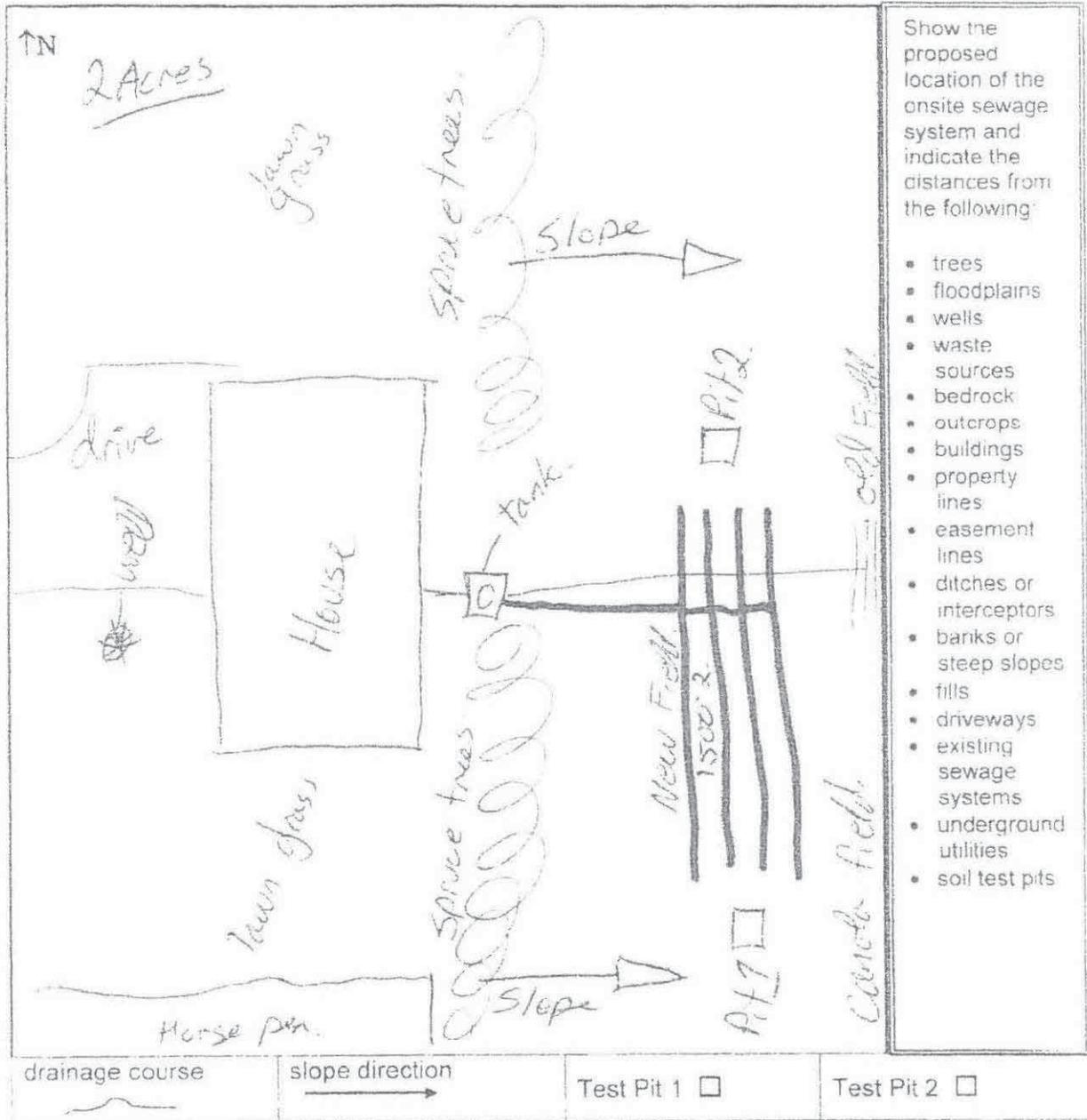
This was revised as per Ross!  
Had page 13 correct Lot/Block/Plan

34



**Private Sewage System Site Evaluation Diagram**

Legal Description: \_\_\_\_\_



Show the proposed location of the onsite sewage system and indicate the distances from the following:

- trees
- floodplains
- wells
- waste sources
- bedrock
- outcrops
- buildings
- property lines
- easement lines
- ditches or interceptors
- banks or steep slopes
- fills
- driveways
- existing sewage systems
- underground utilities
- soil test pits

Note: Additional information is required to be submitted separately for the system design detail.

Calgary	25, 2015 - 30 Avenue NE	T2E 6T3	PH 403 717 2344	Toll Free Ph 1 888 717 2344	Fax 403 717 2340	Toll Free Fax 1 888 717 2340
Edmonton	14613 - 734 Avenue	T5L 4S9	PH 780 489 4777	Toll Free Ph 1 866 999 4777	Fax 780 489 4711	Toll Free Fax 1 866 900 4711
Fort McMurray	165 101 Signal Road	T9H 4N6	PH 780 715 1126	Toll Free Ph 1 877 715 7126	Fax 780 715 7731	Toll Free Fax 1 877 815 7731
Grande Prairie	1 <sup>st</sup> Floor 10525 - 100 Avenue	T8V 0V8	PH 780 682 8777	Toll Free Ph 1 877 882 8777	Fax 780 682 7677	Toll Free Fax 1 877 882 8776
Red Deer	3 5264 - 67A Street	T4P 3E8	PH 403 358 5545	Toll Free Ph 1 888 358 5545	Fax 403 358 5085	Toll Free Fax 1 866 358 5085
Lethbridge	422 North Mayor Magrath Drive	T1H 6H7	PH 403 320 0734	Toll Free Ph 1 877 320 0734	Fax 403 320 9969	Toll Free Fax 1 877 882 9976
Lynchminster	Bay 1, 2914 - 80 Avenue	T9V 2S5	PH 780 870 9020		Fax 780 870 9035	

155, 50th Avenue SE  
 Calgary, AB T2C 2B5  
 Phone (403) 297-6666  
 Fax (403) 297-0669  
 E-mail: kaizenlab@kaizenlab.com



ANALYTICAL DATA REPORT

Client Company: Moore's Backhoe      Date Received: Sep 27 2012      Lab File #: 144773  
 Client Contact: Ross Macre      Date Reported: Oct 01 2012  
 Client Project #:

Sample ID: 144773-1, Erix Construction, Simpson Rd  
 Date Sampled: Unknown

Package Name: Hydrometer

Parameter Name	Units	Results	Detection Limit
Sand %	%	87.5	0.1
Silt %	%	85.0	0.1
Clay %	%	0.5	0.1
Soil Texture		Clay loam	

Comments:

Test Methodologies:

Load Rate

$< \begin{matrix} .18 \\ .27 \end{matrix}$

Gal Per day  
 472

Soil Texture: Modified from Soil Sampling and Methods of Analysis, M.B. Carter, 1993

3 bedroom House

$LR - .18 = 1666.67 \cdot 2 - \text{field}$

$LR - .27 = 1111.11 \cdot 2 - \text{field}$

1500'² Installed

QA/QC Reviewed By: \_\_\_\_\_

Lab Manager: A. Saccis \_\_\_\_\_

Note: The results in this report relate only to the items tested. Information is available for any items in 9.10.2 of ISO/IEC 17025 that cannot be put on a test report.

\*Detailed test methodologies and QA/QC data available upon request

OCT 1 2012

**“TRAFFIC IMPACT ASSESSMENT”**

**NEW RECREATIONAL VEHICLE STORAGE FACILITY**

**IN THE**

**S.W. SEC. 22, TWP. 42, RGE. 2, WEST OF THE 5<sup>TH</sup> MERIDIAN**

**APPENDIX ‘C’**

**PREPARED BY**

**TRAFFIC SOLUTIONS**

**September 4<sup>th</sup>, 2012**

September 4, 2012

TSCL File No: TE036

**BRIX Construction**

R.R. 4

Rimbey, AB T0C 2J0

**Attention: Mr. Steffen Olsen**

**Regarding: Traffic Impact Assessment**

**New Recreational Vehicle Storage Facility on Highway 20 south of Rimbey**

This letter report is prepared for BRIX Construction to assess the potential transportation impacts of the proposed Recreational Vehicle (RV) Storage Facility south of Rimbey on the operations on Highway 20

## **1. Background**

The proposed RV Storage Facility is on a three (3) acre site located east of Highway 20, at 1.2 km south of Rimbey. It is expected that the site will be operating at full capacity in 1 year.

At present, an existing Plain Midstream Crude Oil Loading Facility is located near the proposed RV Storage Facility site. Both the proposed RV Storage Facility and the Plains Midstream Crude Oil Loading Facility will utilize the same approach to access onto Highway 20.

For the purposes of this report, the Highway 20 access which will be shared jointly by the existing Plain Midstream Crude Oil Loading Facility as well as the proposed RV Storage Facility will be referred to in this report as the “**Site Access**”. The Site Access has a Type I access intersection geometry.

### **1.1 Road Network and Canadian Pacific Railway (CPR) Track**

Highway 20 at the Site Access is a 2-lane undivided Level 2 Arterial Highway with a pavement width of 11 m and a posted speed of 100 km/h. The 11 m cross-section of Highway 20 consists of two (2) 3.7 m travel lanes and a 1.8 m wide shoulder on each side of the northbound / southbound travel lanes. Highway 20 intersects with Township Road 424 / 50 Avenue in Rimbey at 1.2 km north of the Site Access. There is also an existing field approach on Highway 20 at 800 m south of the Site Access.

A Canadian Pacific Railway (CPR) track running parallel to and east of Highway 20 intersects the approach to the RV site and the Plain Mainstream Crude Oil Loading Facility at approximately 40 m east of the centreline of Highway 20. A 5 m long passenger vehicle stopped on the Site Access just east of the Highway 20 shoulder will be 29.5 m from the centreline of the CPR track. A 20 m long truck stopped on the Site Access just east of the Highway 20 shoulder will be 14.5 m from the centreline of the CPR track.

**2. Existing Traffic Conditions**

**2.1 Existing Highway 20 Traffic Volumes / Conditions**

It is anticipated that the PM peak period will be the critical traffic period along Highway 20. Traffic counts were collected at the Site Access on May 31, 2012 (Thursday). Only PM peak period traffic counts were collected.

The existing PM peak hour traffic flows at the Site Access are summarized in **Table 1** below:

**Table 1 Existing Site Access Weekday PM Peak Period Traffic Volumes (4:15 PM to 5:15 PM)**

Approach	Travel Directions	Volumes (% Truck)
North Approach	Southbound Through (Away from Rimbey)	198 vph (12% Truck)
	Southbound Left Turn (towards Plains Stream)	5 vph (80% Truck)
South Approach	Northbound Through (towards Rimbey)	178 vph (13% Truck)
	Northbound Right Turn (towards Plains Stream)	1 vph (100% Truck)
East Approach	Westbound Right Turn (towards Rimbey)	4 vph (0% Truck)
	Westbound Left Turn (away from Rimbey)	4 vph (50% Truck)

**2.2 CPR Train Information**

The train information summarized in **Table 2** below was obtained from a phone call to CPR:

**Table 2 Train Information Provided by CPR (Contact: Ms. Brenda Land, Phone: 1-800-766-7912)**

Train Frequency (from CPR reports)	From October to March: - Average 5 trains per week (could be anytime of the day)
	From April to September: - Average 2 trains per week (could be anytime of the day)
Train Length	Vary, up to ~ 3.05 km (10,000 ft)
Train Speed	40 km/h (25 mph), or equivalent to 11.1 m/s

Based on the above information provided by CPR, for a 3.05 km long train, travelling at 40 km/h, it is estimated that every time when the train passes will result in 4.6 minutes of road blockage to the Site Access (see calculation below).

$$\text{Blockage time} = \text{length of train} / \text{speed of train} = 3050 \text{ m} / 11.1 \text{ m/s} = 275 \text{ seconds (or 4.6 minutes)}$$

### 2.3 Existing Plains Midstream Crude Oil Loading Facility Traffic Information

The following traffic information related to the existing Plains Midstream Crude Oil Loading Facility was provided by Mr. Brent Moxness, the Site Supervisor of Plains Midstream:

- i) The Crude Oil Loading Facility is operating 24 hours a day with two (2) 12-hour shifts.
- ii) It generates approximately 80 truck trips per day – steady between 8 AM to midnight, and quiet down between midnight and 8 AM. The Weekday PM peak hour is the most critical period. PM peak hour traffic counts collected showed there were 6 inbound vehicles (1 car & 5 trucks) and 8 outbound vehicles (6 cars & 2 trucks)
- iii) Trucks are 20 m long (60 feet) tractor trailer units.
- iv) There were a couple of minor accidents on the highway over the past few years.
- v) Trains usually pass through twice per day – heading southbound around 10 AM and heading back north around 3 PM. (These could be just service trains that occupy the Site Access crossing for considerably shorter durations)

### 3. Traffic Analysis Methodology

The analysis methods used in this assessment include:

- **Geometry Requirements** - The methodology is used to determine if the intersection geometry / configuration is adequate. The methodology is based on the traffic volume warrant procedures outlined in the Alberta Transportation Highway Geometric Design Guide - in Figure D-7.4, Traffic Volume Warrant Chart for At-Grade Intersection Treatment on Two-Lane Rural Highways (for design speeds of 100, 110 and 120 km/h). The Alberta Transportation traffic volume warrant methodology provides a cursory assessment of the intersection geometry needs through checking the daily traffic volumes (AADT) on both the east/west Site Access road and on Highway 20.
- **Intersection Level of Service** – The Trafficware Synchro program was used to calculate the levels of service expected for all traffic movements at the Highway 20 Site Access – for both the east/west Site Access road and on Highway 20. This analysis was carried out for the most critical traffic period – the weekday PM peak hour.
- **Intersection Queuing Analysis** – The Trafficware SimTraffic program was used to simulate queue lengths on all approaches at the Highway 20 Site Access. The queuing analyses were carried out for scenarios with and without blockage of the Site Access road by passing trains. The queuing analysis was also carried out for the most critical PM peak hour traffic period. The intention of the analysis was to determine how often the queue would form on Highway 20 and on the Site Access road, and also how long the queues are.

## 4. Traffic Projection

The following traffic impact assessments take into account 2 key traffic components:

- Background traffic (at the time when the proposed RV site is fully developed)
- Site generated traffic (which consists of the traffic from both the existing Plains Midstream Crude Oil Loading Facility and the traffic generated by the proposed RV Storage Facility)

### 4.1 Background Traffic

#### 4.1.1 Background Traffic - Peak Hour Traffic Flows

It is assumed that, by 2013, the proposed RV Storage Site will be fully built-out within 1 year with its maximum business potential realized. Accordingly, the existing traffic flows on Highway 20 were adjusted to account for 1 year of traffic growth on Highway 20.

To determine the current annual traffic growth rate on Highway 20, the AT website Automatic Traffic Recorder (ATR) volumes at the Highway 20 & Township Road 424 intersection from the Alberta Transportation website were reviewed and the results are shown below in **Table 3**:

**Table 3 Traffic Growth on Highway 20** (ATR Station is located south of Hwy 20 & Twp Rd 424 intersection)

	Peak Hour Traffic Volumes			
	Hwy 20 Northbound		Hwy 20 Southbound	
	AM	PM	AM	PM
2011	164 vph	165 vph	184 vph	184 vph
2010	156 vph	158 vph	175 vph	173 vph
2009	155 vph	156 vph	173 vph	171 vph
2008	151 vph	151 vph	170 vph	168 vph
<b>Growth Factor (2008 to 2011)</b>	<b>1.09</b>	<b>1.09</b>	<b>1.08</b>	<b>1.09</b>
<b># of years from 2008 to 2011</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Annual Growth Rate</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>

Accordingly, a 3% growth rate is applied to the northbound and southbound traffic volumes on Highway 20 to come up with the projected highway background traffic volumes at 2013, the year when the RV Storage Facility is anticipated to operate at its full capacity.

#### 4.1.2 Background Traffic - Daily Traffic Volumes

In 2011, the AADT on Highway 20 was 3,360 vpd. For the purpose of this traffic review, it is assumed that the proposed site will be built-out and operate in full capacity in 2013. Therefore, a 6 percent growth rate (3 percent per year, for two years) was applied to the 2011 AADT volumes. The 2013 AADT was determined to be 3,600 vpd along Highway 20.

**4.2 RV Storage Facility Site Traffic**

The Institute of Transportation Engineers (ITE) Trip Generation Manual, 8<sup>th</sup> Edition does not have a specific land use for the RV Storage Facilities. Typically, the RV storage facilities do not generate a significant number of vehicle trips. In addition, due to the nature of the development, it is likely that the majority of the traffic utilizing the RV Storage Facility will occur during non-peak hours and also at the start and end of weekends. A conservative estimate was prepared based on the worst case scenario, generating up to 20 trips a day, and up to 6 total site trips (3 entering and 3 exiting) for the PM peak hour.

**5. Traffic Analysis**

**5.1 Intersection Geometry – Traffic Volume Warrant**

Alberta Transportation’s traffic volume warrant analysis for At-Grade Intersection Treatment on Two-Lane Rural Highways (for design speeds of 100, 110 and 120 km/h) was used to determine if the intersection geometry of the current Site Access is adequate to handle the following proposed traffic flows as summarized in **Table 4**:

**Table 4 Daily Traffic Volumes used in Traffic Volume Warrant Analysis**

Road	Daily Traffic	Source of Traffic	Report reference section
Highway 20	3,600 vpd	Highway background traffic	Section 4.1.2
Site Access	100 vpd	Plain Midstream: 80 vpd	Section 2.3
		Proposed RV Storage Site: 20 vpd	Section 4.2

The above daily volumes were plotted onto the Traffic Volume Warrant Chart (attached. Source: Figure D-7.4, Traffic Volume Warrant Chart for At-Grade Intersection Treatment on Two-Lane Rural Highways, Alberta Transportation Highway Geometric Design Guide).

The attached Traffic Volume Warrant Chart shows that the current Type I intersection geometry would be adequate to handle the proposed level of traffic flows at the Site Access.

**5.2 Intersection Level of Service – Synchro Analysis**

The weekday PM peak hour volumes at the Site Access are summarized in **Table 5** below.

**Table 5 PM Peak Period Traffic Volumes (Background Traffic plus Site Traffic)**

Approach	Travel Directions	Volumes (% Truck)	Level Of Service
North Approach	Southbound Through	204 vph	LOS A
	Southbound Left Turn	7 vph	
South Approach	Northbound Through	184 vph	LOS A
	Northbound Right Turn	2 vph	
East Approach	Westbound Right Turn	6 vph	LOS B
	Westbound Left Turn	5 vph	

The result of the Synchro analysis are summarized in Table 6 below as well as attached with this Report. They show that Highway 20 will operate at Level of Service A and the Site Access east/west road will operate at Level of Service B.

**5.3 Intersection Queuing Analysis – SimTraffic Analysis**

SimTraffic model run was carried out using the same traffic volumes and assuming that the Site Access road will be blocked for 5 minutes. The results of the simulation queuing analysis are summarized in **Table 6** below as well as attached with this Report.

**Table 6 PM Peak Period Traffic Volumes (Background Traffic plus Site Traffic)**

Approach	Travel Directions	Average Queue	Remarks
North Approach	Southbound Through	1.0 m	No standing queue observed on Highway 20 in 60 minutes of simulation
	Southbound Left Turn	1.0 m	
South Approach	Northbound Through	No queue	
	Northbound Right Turn	No queue	
East Approach	Westbound Right Turn	1.9 m	Queue did not propagate back to the CPR crossing
	Westbound Left Turn	1.9 m	

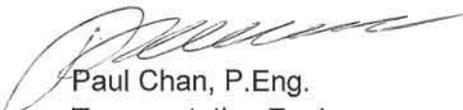
The results of the queuing simulation analysis indicate that queuing should not be an issue at the Site Access.

**6. Conclusions**

The purpose of this letter report was to evaluate the potential transportation issues of the new RV Storage Facility. The majority of traffic expected to be generated by the site will occur during non-peak hours and during the weekends. The report concludes that the traffic generated at the Site Access will still result in acceptable level of services on both the highway and the site access, and that the extent of queuing on both the highway and on the site access will be minimal.

It is therefore concluded that the proposed RV Storage Facility will not trigger any intersection improvements at the intersection of Highway 20 and the Site Access.

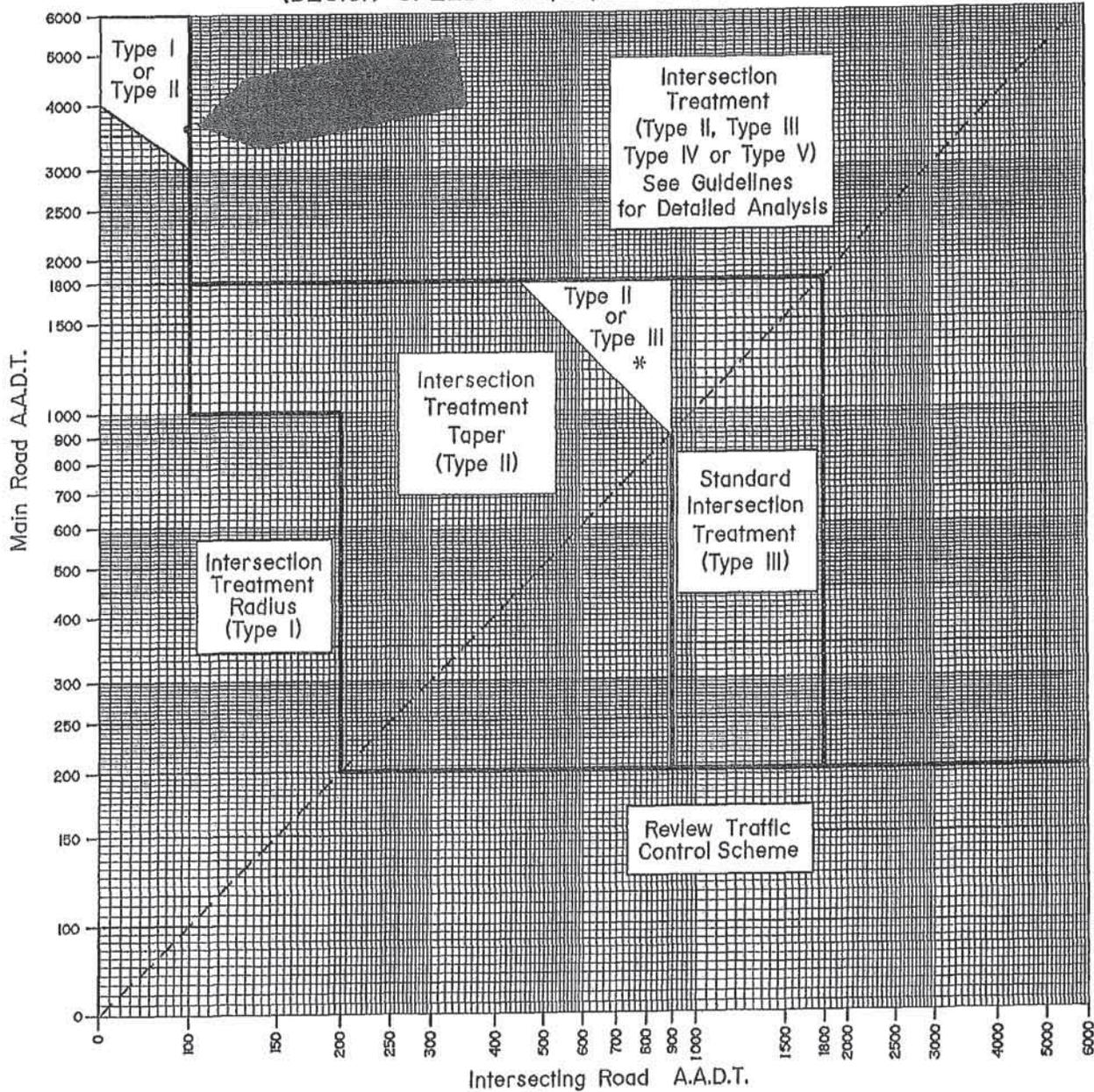
Sincerely,



Paul Chan, P.Eng.  
Transportation Engineer

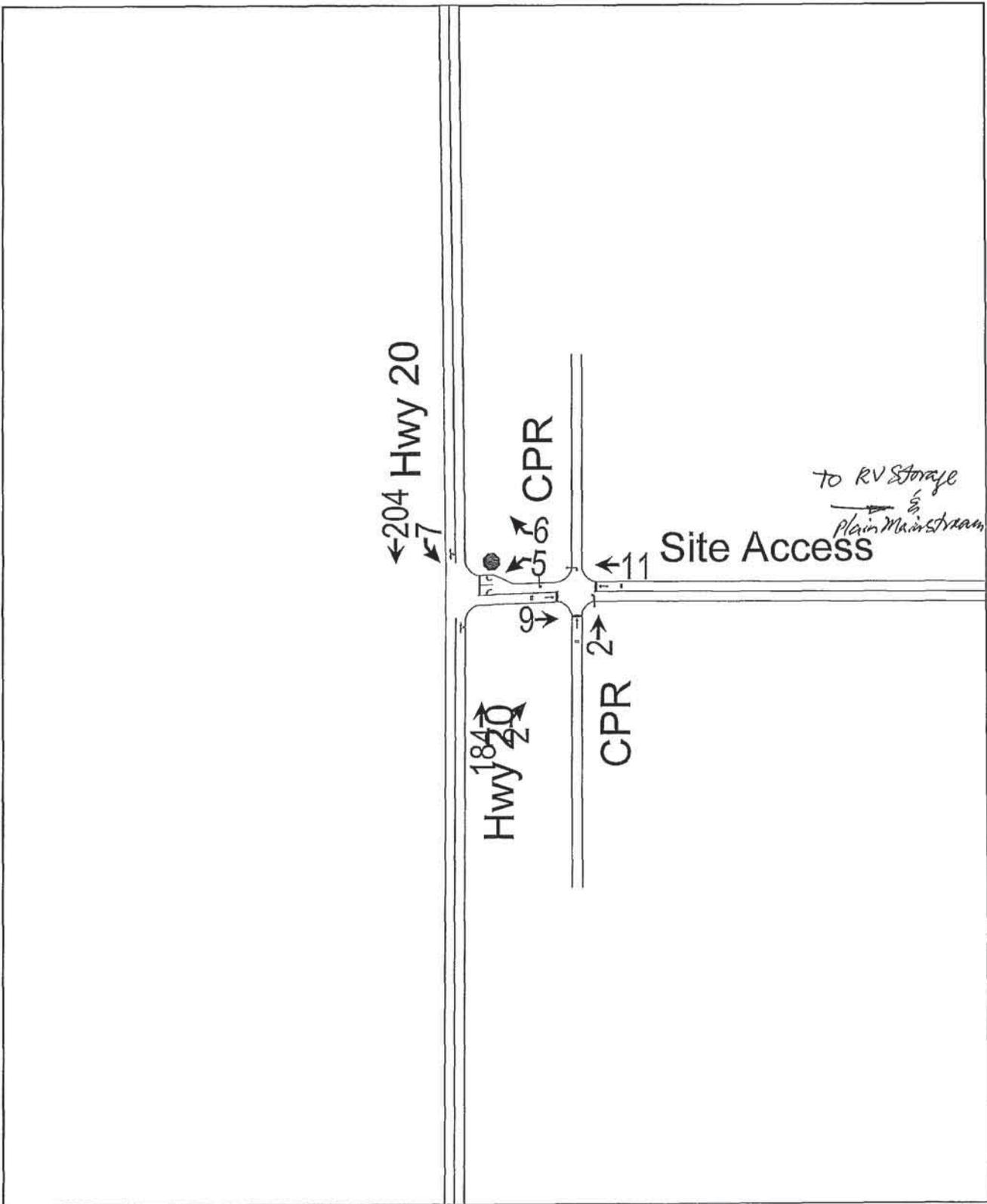
Cc: Gail Long, Alberta Transportation  
Pat Sinclair, DGE Civil Engineering Consultants  
Patrick Wong, Traffic Solutions Consulting Ltd.

FIGURE D-7.4 TRAFFIC VOLUME WARRANT CHART FOR AT-GRADE INTERSECTION TREATMENT ON TWO-LANE RURAL HIGHWAYS (DESIGN SPEEDS 100, 110, 120 km/h)



**Notes:**

1. If main road, or intersecting road, is <100 AADT provide Type I Intersection Treatment (15m radius), except as shown for the higher volume main roads on this chart (Type I or II zone) where engineering judgement may be used to select the appropriate treatment.
2. If main road is >4000 AADT Review Access Management  
 - - - If Intersecting Road AADT is > Main Road AADT: Review Traffic Control Scheme
3. Use projected traffic volumes for design  
 Sloping line is defined by Main Road AADT x Intersecting Road AADT = 800,000



HCM Unsignalized Intersection Capacity Analysis  
 3: Site Access & Hwy 20

8/31/2012



Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↙	↗	↑	↘	↙	↗
Volume (veh/h)	5	6	184	2	7	204
Sign Control	Stop		Free			Free
Grade	0%		0%			0%
Peak Hour Factor	0.80	0.80	0.80	0.80	0.80	0.80
Hourly flow rate (vph)	6	8	230	2	9	255
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)		1				
Median type			None			None
Median storage (veh)						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	504	231			232	
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	504	231			232	
tC, single (s)	6.9	6.2			4.9	
tC, 2 stage (s)						
tF (s)	4.0	3.3			2.9	
p0 queue free %	99	99			99	
cM capacity (veh/h)	448	813			986	

Direction, Lane #	WB 1	NB 1	SB 1
Volume Total	14	232	264
Volume Left	6	0	9
Volume Right	8	2	0
cSH	985	1700	986
Volume to Capacity	0.01	0.14	0.01
Queue Length 95th (m)	0.3	0.0	0.2
Control Delay (s)	11.1	0.0	0.4
Lane LOS	B		A
Approach Delay (s)	11.1	0.0	0.4
Approach LOS	B		

Intersection Summary			
Average Delay		0.5	
Intersection Capacity Utilization		26.4%	ICU Level of Service A
Analysis Period (min)		15	

Queuing and Blocking Report  
Baseline

8/31/2012

Intersection: 3: Site Access & Hwy 20

Movement	WB	WB	SB
Directions Served	L	R	LT
Maximum Queue (m)	20.4	10.3	20.4
Average Queue (m)	1.9	2.1	1.0
95th Queue (m)	11.0	8.7	7.6
Link Distance (m)	28.7		229.1
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (m)		5.0	
Storage Blk Time (%)	1	1	
Queuing Penalty (veh)	0	0	

Intersection: 5: Site Access & CPR

Movement	NB
Directions Served	T
Maximum Queue (m)	9.1
Average Queue (m)	1.5
95th Queue (m)	6.8
Link Distance (m)	98.2
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Network Summary

Network wide Queuing Penalty: 0

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 14, 2013
Agenda Item No.	7.1	Confidential	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> X
Topic	Policy 6601-Business Development Incentive Program Application		
Originated by	Melissa Beebe	Title	Assistant CAO

**BACKGROUND:**

A Business Development Incentive Grant Application was received from 1025984 AB Ltd seeking approval for a grant incentive for a new multi-family rental home that replaced an old dilapidated house. The development incentive grant program was set up to encourage development of businesses with the Town by encouraging the enhancement of existing buildings, the construction of new buildings and additions to existing buildings, or the demolition of dilapidated buildings. The policy was to encourage owners of non-residential buildings to invest in improvements that enhance existing buildings, attract economic growth and employment, encourage new investment, and demolition of dilapidated buildings.

Documentation Attached:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
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**DISCUSSION:**

Eligibility requirements that would be met are as follows: assessed value will increase by a minimum of \$50,000, the applicant is the registered owner, is a business applicant, the applicant has secured all required development and building permits, attracts economic growth and employment and encourage new investment in the Town.

The program applies to all private commercial and industrial buildings together with all vacant lots zoned for commercial or industrial purposes.

The business owner's property is located at 5113-49 Ave, which is zoned R4 (high density residential). The construction project is intended for multi-family rental homes to house workers from outside the community, people on lower incomes, single parents, etc. to be able to find suitable accommodations. The property owner advises this project is meant to help address some of the noted problems. The applicant is in the rental business and believes therefore that this qualifies as a business application, which would qualify under the grant.

**RECOMMENDED ACTION:**

Council will need to determine whether the applicant is a business; then the policy would require amending to include multi-family rental units under the business category or Council could waive the policy and approve the request.

CAO			
DISTRIBUTION:	Council:	Admin:	Press: Other:



## BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM APPLICATION FORM

THIS FORM TO BE COMPLETED IN FULL WHEREVER APPLICABLE

### 1. APPLICANT INFORMATION

Business Name: 1025984 AB Ltd Applicant's Name: c/o. John Peacock  
Business Locations: 5113-49 Ave Rimbey Lot: 23 Block: 6 Plan: 2168 KS  
Mailing Address: Box 12 Rimbey Postal Code: T0C 2T0  
Business Phone: 403-783-1342 Cell Phone: 403 783-1342 Home Phone: 403-843-3483

### 2. TYPE OF IMPROVEMENT(S)

Enhancements to Existing Property	Type:	Value:
New Build on Vacant Land	<u>4 plex unit for rental space</u>	<u>400,000</u>
Demo of Existing Building	<u>remove very old delapidated house</u>	<u>5,000</u>

3. PROPOSED LOCATION FOR PLACEMENT: 5113-49 Ave Rimbey

4. REASONS FOR SELECTING THE PROPOSED LOCATION FOR PLACEMENT: \_\_\_\_\_

R-4 zoning to allow for 4 plex

### 5. ASSESSMENT VALUE

Year before Construction: \$ \_\_\_\_\_ Year after construction: \$ \_\_\_\_\_

### 6. DECLARATION

I, (print) John Peacock for 1025984 AB Ltd hereby request the Town of Rimbey to administer the Business Development Incentive Grant Program in regards to the above designated improvement(s) on my behalf.

Applicant's Signature: per John Peacock Date: Dec 13, 2012  
for 1025984 AB Ltd

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FOIP) NOTICE

The information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act (FOIP). The FOIP Act regulates the collection and disclosure of personal information. The privacy of personal information requested in this form is protected by the FOIP Act and is collected for the sole use of the Town of Rimbey.



## BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM

### APPLICATION CHECKLIST

- 1. Pre- application consultation meeting with the Development Officer regarding the application process, criteria, and rules of eligibility.
- 2. Application form. Completed application forms will be submitted to the Development Officer. This process does not require an application fee.
- 3. Program participants are required to comply with all municipal, provincial and federal permits and licenses.
- 4. Approved development and building permits for the project for which the applicant is seeking grant approval.
- 5. Any other information that may be deemed necessary by the Development Officer to support the application.

#### Program Evaluation:

In order to measure the effectiveness of the Business Development Incentive Grant Program at the end of the two-year period the Town shall establish starting benchmarks and final evaluation criteria, which may include such measurements as:

- i. The 2011 Baseline figures;
- ii. The assessment impacts upon the Town;
- iii. A review of dollar value figures for building permits (new construction and improvements) through participation in the Program;
- iv. New and continuing employment opportunities created through the Program.

This project meets the criteria of the Business Development Incentive Program for the following reasons.

1. This construction project is not intended to be a “For Sale” project. It is intended to be multi-family rental homes. Rimbey has an extremely low vacancy rate making it difficult for people to relocate here. Businesses, particularly in the hospitality and food industries, are bringing in workers from outside the community and sometimes from outside of Canada. Finding places for them to live can be a major difficulty. People on lower incomes, particularly single parents find suitable accommodations difficult to find. This project is meant to help address this problem.
2. I have been assured that the assessment base will rise substantially from the previous home on this lot.
3. This project has the added benefit of replacing a little old house in the downtown area with a modern home. This improves the “visual amenities of the area”.



# Town of Rimbey Policy Manual

<b>Title:</b>	Business Development Incentive Grant Program	<b>Policy No.:</b>	6601
<b>Supercedes:</b>	New		
<b>Approved:</b>	September 12, 2011	<b>Resolution No.:</b>	206/11
<b>Effective Date:</b>	September 12, 2011		
<b>Purpose:</b>	Development Incentive to encourage business growth within the community		

## 1.0 Policy Statement

The Town of Rimbey is committed to encouraging development of businesses within the Town by encouraging the enhancement of existing buildings, the construction of new buildings and additions to existing buildings, or the demolition of dilapidated buildings.

To this end, Council has established a business development incentive grant program for eligible development projects, to be paid upon project completion.

## 2.0 Purpose

The purpose of this Policy is to establish the Business Development Incentive Grant Program (the "Program") in order to:

- 2.1 Encourage owners of non-residential buildings to invest in improvements that enhance the building's appearance and function and which will increase the assessed value of the property.
- 2.2 Attract economic growth and employment, and encourage new investment in the Town.
- 2.3 Encourage the demolition of existing buildings that may detract from the visual amenities of the area, as well as posing a potential fire and safety hazard to the community.

## 3.0 Application Area, Effective Date and Program Timeline

- 3.1 This Program applies to all private commercial and industrial buildings within the Town of Rimbey, together with all vacant lots zoned for commercial or industrial purposes in accordance with the Town of Rimbey Land Use Bylaw.
- 3.2 This Program becomes effective upon approval by Town Council.
- 3.3 Once approved, the Program shall run for a two-year period for application submissions. At the end of the two-year period, Administration shall evaluate the overall effectiveness of the Program and report its findings to Town Council. Town Council can then determine whether to continue the Program.
- 3.4 All Program funding is subject to Town Council approval within the Town's operating budget and all applications for grants shall be processed on a first come, first serve basis subject to the availability of funding as approved by Town Council.

### **Amended:**

**Date:** \_\_\_\_\_ **Resolution:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Resolution:** \_\_\_\_\_

**4.0 Eligibility**

- 4.1 The Applicants assessed value must increase by a minimum of \$50,000, except for demolition.
- 4.2 To be eligible for a grant under this Program, no work may be performed until approved by the Town. Except as noted in clauses 4.3 or 4.4, work that has commenced prior to Town approval is not eligible for a grant through this Program.
- 4.3 Business Applicants that previously qualified for a development incentive pursuant to Town of Rimbeby Bylaw #827/08, which was rescinded March 9, 2011, would be eligible for a grant.
- 4.4 Business Applicants that previously qualified for a demolition incentive pursuant to Town Policy #6701, which was abolished March 9, 2011, would be eligible for a grant.
- 4.5 The applicant would be eligible for a grant once the Town has received verification that the improvements, the subject of the grant application, have been completed to the Town's satisfaction.
- 4.6 The Program is limited to one grant application per parcel or principal building on a parcel. In the case of a single parcel accommodating multiple tenants or businesses, the grant incentive program may be applied for each independent business operation, with the grant available to the property owner(s).
- 4.7 Home based businesses are not eligible for grant funding through this Program.
- 4.8 The applicant must be the registered property owner or his or her designate.
- 4.9 Business Applicants must be in good standing with the Town in order to qualify under this Program. Applicants and businesses that have outstanding taxes (including tax arrears), outstanding utilities or any litigation or Town Bylaw infractions with the Town will not qualify for this Program. If any tax or utility payments are missed or received late for the property, the Town may terminate any application related to that property.
- 4.10 Government offices and agencies and any organizations exempt from paying property taxes to the Town will not qualify for this Program.
- 4.11 All projects approved under this Program must be completed in a timely manner. All projects must be completed within 12 months of the approval by the Town. When it can be demonstrated that circumstances clearly beyond the applicant's control prohibit completion in 12 months, the Town may, in its discretion, grant a 12 month extension. Failure to complete the project in a timely manner will result in cancellation of the application at the discretion of the Town.
- 4.12 The applicant will be responsible for securing all required development permits and building permits. All work must comply with the Town, Provincial and Federal regulations.
- 4.13 All construction contracts will be between the applicant and the contractor.
- 4.14 Final determination of qualification for a grant pursuant to this Program will not be made until the construction is substantially complete and ready for occupancy and a review has been undertaken by the Development Authority assessing the project against the applicant's previously approved proposal.

**5.0 Development Incentive Grant**

- 5.1 New Build or Enhancements to Existing Buildings (Including internal and external improvements and additions to existing buildings and rebuild after demolition)
  - 5.1.1 The grant is provided and paid to the property owner in one payment following receipt of new assessment. Schedule "A" attached to this policy, sets out the grants available.
  - 5.1.2 As this is a one time grant, each grant is subject to review by Council annually.

**Amended:**

**Date:**

**Resolution:**

**Date:**

**Resolution:**

## 5.2 Demolition of Existing Buildings (with no rebuild)

- 5.2.1 A one-time grant up to \$5,000 is available to the property owner to assist with demolition costs, grant not to exceed the total cost of the demolition.
- 5.2.2 The grant is available following demolition and subject to the Town's satisfaction that the entire site has been cleared of all buildings and structures.
- 5.2.3 Must comply with relevant environmental standards.
- 5.2.4 Each grant is subject to annual review by Council.

## 6.0 Application Requirements

- 6.1 Applications submitted under this Program shall be accompanied by the following components:
  - 6.1.1 An approved Development Permit and approved Building Permit.

## 7.0 Application Process

- 7.1 In conjunction with or prior to filing an application, the applicant shall review the Application Requirements and consult with the Development Authority regarding the application process, requirements, criteria, rules of eligibility, project design and other relevant details of the proposed project.
- 7.2 In order to ensure adequate, consistent review and evaluation, the project proposal shall be prepared in accordance with the format established by Town Administration.
- 7.3 Completed applications shall be submitted to the Town's Development Authority.
- 7.4 Upon receipt of the application by the Development Authority, the applicant will be required to contact the Development Authority to schedule a pre-construction inspection of the subject property to determine the pre-construction status of the lands and any buildings on it.
- 7.5 Except as noted in clauses 4.3 or 4.4, to be eligible for reimbursement, no work may be performed until approved by the Town. Work that has commenced prior to Town approval is not eligible for reimbursement.
- 7.6 The Town reserves the right to accept, reject or modify any application and render decisions in regards to complete applications as approvals, approvals with conditions, and refusals.
- 7.7 In the case of an approval with conditions, or refusal of an application by the Town, the applicant may appeal such a decision to Council.
- 7.8 An appeal may be made in writing by the applicant to the Development Authority for presentation to Council within 14 days of the date of the decision of the Development Authority.
- 7.9 There is no fee associated with an appeal to Council, however only one appeal may be filed for an application, with no opportunity permitted for a second appeal on the same application.
- 7.10 Within 30 days of receipt of a notice of appeal, Council will hold a hearing respecting the appeal. The hearing shall be conducted in public.
- 7.11 Council shall give at least 5 days notice in writing of the appeal hearing to the applicant and the Development Authority.
- 7.12 At the appeal hearing, Council shall hear:
  - 7.12.1 The appellant or any person acting on behalf of the appellant;

**Amended:**

**Date:**

**Resolution:**

**Date:**

**Resolution:**

7.12.2 The Development Authority; and

7.12.3 Any other person affected by the decision, or claims to have an interest in the decision and that Council agrees to hear.

7.13 Council shall make a decision on the appeal within 14 days of the appeal hearing.

## **8.0 General Program Conditions**

8.1 The general conditions and requirements of the Program are not necessarily exhaustive and the Town reserves the right to include other conditions, considerations and requirements as deemed necessary on a property specific basis. All grants pursuant to this Program are subject to the following general conditions and requirements:

8.1.1 The Town is not responsible for any costs incurred by the applicant in relation to the Program, including without limitation, costs incurred in the anticipation of the grant;

8.1.2 If an applicant is in default of any of the Program's requirements or conditions, or any other requirement of the Town, the Town may delay, reduce or terminate an approved grant;

8.1.3 The Town may discontinue the Program at any time but applicants with approved grants will continue to receive approved grants subject to the meeting of the Program's conditions and requirements;

8.1.4 All proposed projects approved under the Program shall conform to all relevant codes, policies, procedures, standards and guidelines, including any applicable Town bylaws, zoning requirements and approvals;

8.1.5 The Town may inspect the property that is subject to an application under this Program at any time;

8.1.6 Outstanding work orders, and orders or requests to comply, and other charges from the Town (including current year tax and arrears) must be satisfactorily addressed prior to any payment being issued at any time.

## **9.0 Responsibilities**

9.1 Town Council

9.1.1 Approves changes to this Program and Policy;

9.1.2 Approves Program funding for implementation of this Program;

9.1.3 Hears and decides appeals on Program applications; and

9.1.4 Evaluates the Program upon completion.

9.2 Chief Administrative Officer

9.2.1 Recommends to Town Council the application of this Program;

9.2.2 Recommends to Town Council the Program funding for implementation of the Program;

9.2.3 Recommends changes to the Program to Town Council;

9.2.4 Provides administrative evaluation of the Program upon completion;

9.2.5 Identifies a funding source for the Program and makes recommendations to Town Council accordingly;

**Amended:**

**Date:**

**Resolution:**

**Date:**

**Resolution:**

- 9.2.6 Renders decisions regarding the approval, approval with conditions or refusal of grant applications pursuant to this Program; and
- 9.2.7 Administers the funding source.
- 9.3 Development Authority
  - 9.3.1 Recommends to the Chief Administrative Officer the Program funding for implementation of the Program;
  - 9.3.2 Recommends changes to the Program to the Chief Administrative Officer;
  - 9.3.3 Recommends a funding source for the Program to the Chief Administrative Officer;
  - 9.3.4 Evaluates the Program annually, provides report to the Chief Administrative Officer regarding its performance and makes appropriate recommendations regarding its ongoing implementation;
  - 9.3.5 Serves as the Town's contact for receipt of applications for Program grants issued pursuant to this Program;
  - 9.3.6 Evaluates applications for completeness;
  - 9.3.7 Coordinates the administrative review of applications throughout the period between submission of the application and project completion;
  - 9.3.8 Prepares a written report to the Chief Administrative Officer on each application with a recommendation to approve, conditionally approve or refuse an application; and
  - 9.3.9 Conducts on-site pre-construction, post-construction and periodic inspections of the subject project.

#### **10.0 Measurements for Program Effectiveness**

- 10.1 In order to measure the effectiveness of the Program at the end of the two-year period, the Town may establish starting benchmarks and final evaluation criteria which may include such measurements as:
  - 10.1.1 2011 Baseline Figures;
  - 10.1.2 Assessment impacts upon the Town;
  - 10.1.3 Review of dollar value figures for building permits (new construction and improvements) through participation in the Program;
  - 10.1.4 New and/or continuing employment opportunities created through the Program.

**Amended:**

**Date:**

**Resolution:**

**Date:**

**Resolution:**

SCHEDULE "A"

Total Increase in Assessment	Grant payment upon receipt of new assessment
\$50,000 to \$99,999.....	\$500
\$100,000 to \$149,999.....	\$1,000
\$150,000 to \$199,999.....	\$1,500
\$200,000 to \$249,999.....	\$2,000
\$250,000 to \$299,999.....	\$2,500
\$300,000 to \$349,999.....	\$3,000
\$350,000 to \$399,999.....	\$3,500
\$400,000 to \$449,999.....	\$4,000
\$450,000 to \$499,999.....	\$4,500
\$500,000 to \$749,999.....	\$5,000
\$750,000 to \$999,999.....	\$6,000
\$1,000,000 to \$1,499,999.....	\$8,000
\$1,500,000+ .....	\$10,000

**Amended:**

**Date:**

**Date:**

**Resolution:**

**Resolution:**



## BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM APPLICATION FORM

THIS FORM TO BE COMPLETED IN FULL WHEREVER APPLICABLE

### 1. APPLICANT INFORMATION

Business Name \_\_\_\_\_ Applicant's Name: \_\_\_\_\_  
Business Locations: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

### 2. TYPE OF IMPROVEMENT(S)

Enhancements to Existing Property	Type: _____	Value: _____
New Build on Vacant Land	Type: _____	Value: _____
Demo of Existing Building	Type: _____	Value: _____

3. PROPOSED LOCATION FOR PLACEMENT: \_\_\_\_\_

4. REASONS FOR SELECTING THE PROPOSED LOCATION FOR PLACEMENT: \_\_\_\_\_

### 5. ASSESSMENT VALUE

Year before Construction: \$ \_\_\_\_\_ Year after construction: \$ \_\_\_\_\_

### 6. DECLARATION

I, (print) \_\_\_\_\_ Hereby request the Town of Rimbey to administer the Business Development Incentive Grant Program in regards to the above designated improvement(s) on my behalf.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FOIP) NOTICE

The information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act (FOIP). The FOIP Act regulates the collection and disclosure of personal information. The privacy of personal information requested in this form is protected by the FOIP Act and is collected for the sole use of the Town of Rimbey.



## BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM

### APPLICATION CHECKLIST

- 1. Pre- application consultation meeting with the Development Officer regarding the application process, criteria, and rules of eligibility.
- 2. Application form. Completed application forms will be submitted to the Development Officer. This process does not require an application fee.
- 3. Program participants are required to comply with all municipal, provincial and federal permits and licenses.
- 4. Approved development and building permits for the project for which the applicant is seeking grant approval.
- 5. Any other information that may be deemed necessary by the Development Officer to support the application.

#### Program Evaluation:

In order to measure the effectiveness of the Business Development Incentive Grant Program at the end of the two-year period the Town shall establish starting benchmarks and final evaluation criteria, which may include such measurements as:

- i. The 2011 Baseline figures;
- ii. The assessment impacts upon the Town;
- iii. A review of dollar value figures for building permits (new construction and improvements) through participation in the Program;
- iv. New and continuing employment opportunities created through the Program.

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 14, 2013
Agenda Item No.	7.2	Confidential	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Topic	Interim Operating Budget		
Originated by	Tony Goode	Title	CAO

**BACKGROUND:**

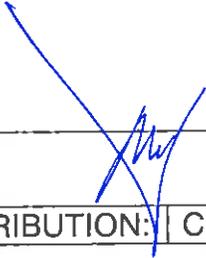
Under the requirements of the Municipal Government Act, Council must adopt an operating budget each calendar year, but Section 242(2) of the act allows a Council to adopt an interim operating budget for part of a calendar year.

Documentation Attached:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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**DISCUSSION:**

**RECOMMENDED ACTION:**

Council adopt the 2012 Operating Budget as the Interim Operating Budget for 2013.

CAO 	
<b>DISTRIBUTION:</b>	Council: <input type="checkbox"/> Admin: <input type="checkbox"/> Press: <input type="checkbox"/> Other: <input type="checkbox"/>

## 2012 Operating Budget

Function	2012 ANNUAL BUDGET			2011 BUDGET		2011 ACTUAL	
	Revenues	Expenses	Difference	Revenue	Expenses	Revenue	Expenses
General Municipal Revenues	2,589,127 *		2,589,127	5,303,671		4,486,639	
Council		127,645	(127,645)		170,645		114,447
Administration	15,449	618,813	(603,364)	99,599	544,470	14,636	569,668
General Operating		82,680	(82,680)		105,280		86,296
Policing	63,750	66,904	(3,154)	48,750	66,181	68,947	46,316
Fire Department	60,000	125,440	(65,440)	65,000	124,880	88,233	102,299
Disaster Services	0	4,250	(4,250)		5,250	2,253	923
Ambulance	0	0	0	852,368	882,325	338,421	584,173
Bylaw Enforcement	18,700	38,707	(20,007)	16,700	34,900	15,718	22,925
Public Works	6,250	567,250	(561,000)	9,000	549,041	5,509	524,030
Airport	1,020	8,275	(7,255)	1,020	3,613	989	3,123
Storm Sewers		3,000	(3,000)		3,000		1,892
Water	458,831	332,121	126,710	418,600	333,261	405,910	322,711
Sewer	271,429	247,333	24,096	266,620	227,897	249,199	215,223
Garbage	204,784	142,830	61,954	234,950	238,397	237,277	231,363
Recycle	35,616	53,501	(17,885)	37,260	27,240	38,219	53,423
F.C.S.S.	158,686	178,522	(19,836)	158,700	178,540	158,686	178,526
Cemetery	11,350	17,633	(6,283)	10,650	9,768	14,350	6,735
Development	36,600	92,351	(55,751)	41,100	141,599	44,585	129,560
Economic Development	0	47,573	(47,573)	200	28,555	18,676	73,887
RV Park	79,950	61,756	18,194	80,750	43,216	66,945	46,814
Recreation	342,425	680,716	(338,291)	303,675	582,083	301,439	480,787
Community Centre	39,250	235,142	(195,892)	36,850	210,168	34,585	193,205
Library	11,000	111,940	(100,940)	109,292	208,020	18,682	119,898
Museum	0	81,600	(81,600)		78,275	18,900	89,346
School Requisition	759,031	772,585	(13,554)		699,731		699,731
Rimoka Requisition	32,240	32,240	0		45,000		25,354
<b>Subtotal</b>	<b>5,195,488</b>	<b>4,730,807</b>	<b>464,681</b>	<b>8,094,755</b>	<b>5,541,335</b>	<b>6,628,798</b>	<b>4,922,655</b>
Add	Deb/Loan Prin. Payments	365,269	(365,269)				
			99,412				

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	7.3	Confidential	Yes	No	XX
Topic	2013 Operating Budget Meeting				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
<p>Administration has directed all departments to submit their 2013 operating budgets to the Director of Finance by Wednesday, January 16, 2013. All departments will meet with Administration on Monday, January 21, 2013.</p>					
Documentation Attached:		Yes	No	XX	
<b>DISCUSSION:</b>					
<p>Administration requests that Council meet on February 2, 2013, at 9:00 am, in the Council Chambers to review the 2013 Operating Budget.</p>					
<b>RECOMMENDED ACTION:</b>					
<p>Administration recommends that Council meet on Saturday, February 2, 2013, at 9:00 am, in the Council Chambers to review the 2013 Operating Budget.</p>					
Ass't CAO <i>M. Burke</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	7.4	Confidential	Yes	No	
Topic	Library Expansion				
Originated by	Tony Goode		Title	CAO	

**BACKGROUND:**

Town Office currently shares the Administration Building with the Rimbey Municipal Library. The Town Office occupies 3354 square feet (311 square meters). The Library is housed in 2590 square feet (240.62 square meters) and Provincial Library standards for service area require them to have 6500 square feet (603 square meters). Alternative locations were sought out for the Town Administration Office. The Provincial Building has been identified as a potential option for relocation.

Documentation Attached:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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**DISCUSSION:**

The Town has been advised that we could lease the space at a cost of \$2,917.00 per month, including utilities on the condition of a ten (10) year lease. The province will confirm in the near future with regards to renovations, such as new flooring, painting and blinds are required

Other items to consider, should the Town move to the Provincial Building are pedestrian access to the Provincial Building, moving expenses, office down time during the move and security issues during evening meetings.

Town Building 621 sq meters Includes Library	2012 Estimated Costs	Provincial Building 350.47 sq meters	
Gas	\$2,766.06	Monthly Lease	\$2,917.00
Power	\$8,010.77	X 12 months	
W/S/G/R	\$368.75	Includes utilities	
Custodial	\$21,914.93		
Janitorial Supplies	\$2,016.77		
Sub Total	\$35,076.78	Sub Total	\$35,000.00
		Custodial costs	\$10,062.00
		Janitorial supplies	\$2,000.00
Grand Total	\$35,076.78	Grand Total	\$47,062.00

Total costs would be \$82,138.78 per year, up and above the \$80,000.00 grant already given to the Library as we would be paying the operating expenses of two building.

A letter dated December 4, 2012 was received from the Rimbey Municipal Library Board offering to purchase the Town Administration/Library Building for \$1.00.

**RECOMMENDED ACTION:**

4 options (Option 4 was added at the November 29, 2012 Council Meeting):

- 1) Council cover the costs for the Town Administration Building and Provincial Building at an estimated cost of \$80138.78,
- 2) Sell the Town Administration Building to the Rimbey Municipal Library Board for \$1.00, with the Library Board responsible for all operating costs. The current grant plus approximately \$10,000.00 for utilities.
- 3) Town Administration Office remains where it is.
- 4) Sell the Town Administration Building to the Rimbey Municipal Library Board for \$1.00, with the Library Board responsible for all operating costs.

Asst.  
CAO

*M. Burke*

DISTRIBUTION:

Council:

Admin:

Press:

Other:



Box 1130  
Rimbey, Alberta  
T0C 2J0  
Phone (403) 843-2841  
E-mail: [rimbeylibrarian@libs.prl.ab.ca](mailto:rimbeylibrarian@libs.prl.ab.ca)  
<http://rimbeylibrary.prl.ab.ca>

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Town of Rimbey Council

December 4, 2012

Dear Councillors:

On December 3, 2012 the Town of Rimbey Library Board passed a motion to offer to purchase the Town Hall/Library building for \$1.00. Please consider this offer and let us know your decision.

Sincerely,

*Margaret J Ramsey*

Marg Ramsey  
Board Secretary

*Jean Ketch*  
Library manager

is proof, in the absence of evidence to the contrary, of the original bylaw, of all bylaws amending it, and of the fact of the passage of the original and all amending bylaws.

1994 cM-26 1 s69

## Division 8 Limits on Municipal Powers

### Disposal of land

**70(1)** If a municipality proposes to transfer or grant an estate or interest in

- (a) land for less than its market value, or
- (b) a public park or recreation or exhibition grounds,

the proposal must be advertised.

~~A~~ **(2)** The proposal does not have to be advertised if the estate or interest is

- (a) to be used for the purposes of supplying a public utility,
- (b) transferred or granted under Division 8 of Part 10 before the period of redemption under that Division, or

~~A~~ (c) to be used by a non-profit organization as defined in section 241(f).

1994 cM-26 1 s70, 1995 c24 s9

### Mines and minerals

**71** No municipality may acquire an estate or interest in mines or minerals without the approval of the Lieutenant Governor in Council.

1994 cM-26 1 s71; 1996 c30 s3

### Acquisition of land outside municipal boundaries

**72(1)** A municipality may acquire an estate or interest in land outside its boundaries only if

- (a) the council of the municipal authority in whose boundaries the land is located consents in writing to the acquisition or, in the case of a municipal authority that is an improvement district or special area, the Minister consents in writing to the acquisition,

- (a) "borrowing" means the borrowing of money and includes
- (i) borrowing to refinance, redeem or restructure existing debt,
  - (ii) a lease of capital property with a fixed term beyond 5 years or a fixed term of 5 years or less but with a right of renewal that would, if exercised, extend the original term beyond 5 years, and
  - (iii) an agreement to purchase capital property that creates an interest in the capital property to secure payment of the capital property's purchase price if payment of the purchase price under the agreement exceeds 5 years;
- (b) "borrowing bylaw" means a bylaw referred to in section 251;
- (c) "capital property" means property that
- (i) is used in the production or supply of goods and services or is used for a municipal purpose,
  - (ii) has a useful life extending beyond 12 months and is intended to be used on a continuing basis, and
  - (iii) is not intended for sale in the ordinary course of operations;
- (d) "controlled corporation" means a corporation controlled by a municipality;
- (e) "debt limit" means the debt limit for a municipality determined in accordance with the regulations under section 271;
- (f) "non-profit organization" means
- (i) a society, credit union or co-operative established under a law of Canada or Alberta,
  - (ii) a corporation that is prohibited from paying dividends to its members and distributing the assets to its members on a winding-up, or
  - (iii) any other entity established under a law of Canada or Alberta for a purpose other than to make a profit.

1994 cM-26 1 s241,1996 c30 s13;1998 c24 s12

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	7.5	Confidential	Yes	No	XX
Topic	Recreation Board – Community Grants Program				
Originated by	Rick Kreklewich	Title	Director of Community Services		
<b>BACKGROUND:</b>					
<p>The RimbeY &amp; District Victim Services Unit provided an application for the Community Events Grant Program at the January 7<sup>th</sup> Recreation Board Meeting. They are requesting \$500 to host a Big Band Valentine Gala on Feb. 9<sup>th</sup>. The event will feature a catered meal, entertainment from a jazz band, dancing and a silent auction.</p>					
Documentation Attached:	Yes	No	XX		
<b>DISCUSSION:</b>					
<p>The Board agreed to provide funding for this community event in the amount of \$500 from the Community Events Grant Program as it meets all the requirements.</p>					
<b>RECOMMENDED ACTION:</b>					
<p>That we recommend approval of the application provided by the RimbeY &amp; District Victim Services Unit in the amount of \$500.00 as part of the Community Events Grant Program.</p>					
Asst CAO <i>M. Bube</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council Meeting	Meeting Date	January 14 <sup>th</sup> , 2013		
Agenda Item No.	7.6	Confidential	Yes	No	XX
Topic	CIIF Funding Allocation				
Originated by	Rick Kreklewich	Title	Director of Community Services		

**BACKGROUND:**

The Town of Rimbey applied for a Community Infrastructure Improvement Fund grant in the amount of \$150,000 in July/2012 for development of the BMX Park. The grant is a matching grant from the Federal Government. The application passed the first round and requires a commitment to the project to move on to the next round.

Documentation Attached:	Yes	No	XX
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**DISCUSSION:**

The cost of the BMX Park playground installation is included within the grant. The Town of Rimbey spent \$65,000 toward that portion of the project. If the Town were to allocate an additional \$85,000 in funding toward the BMX Park project that would cover the Town's portion (\$150,000) of the matching grant. In order to receive the grant, the project must be complete before March 31<sup>st</sup>, 2014.

**RECOMMENDED ACTION:**

The Recreation Board asks Council to commit funds for the BMX Park project should the CIIF grant be accepted.

Asst CAO <i>M. Bube</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council Meeting	Meeting Date	January 14, 2013		
Agenda Item No.	7.7.	Confidential	Yes	No	XX
Topic	Rimbey Volunteer Appreciation Dinner				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
Each year the Rimbey Volunteer Week Committee holds a Volunteer Appreciation Dinner.					
Documentation Attached:			Yes XX	No	
<b>DISCUSSION:</b>					
Councillor Ellis has advised that the Volunteer Appreciation Dinner for 2013 is scheduled for April 22 <sup>nd</sup> . A Council meeting is scheduled for the same night.					
<b>RECOMMENDED ACTION:</b>					
Accept as information.					
<i>Asst.</i> CAO <i>M. Bube</i>					
DISTRIBUTION:		Council:	Admin:	Press:	Other:

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.1.1	Confidential	Yes	No	XX
Topic	Finance Reports				
Originated by	Danita Deal		Title	Director of Finance	
<b>BACKGROUND:</b>					
<p>Each month the Director of Finance prepares the following reports:</p> <ul style="list-style-type: none"> <li>Bank Reconciliation</li> <li>Cash Position</li> <li>Consolidated Financial Statement</li> <li>Accounts Payable Cheque Listing</li> <li>Council Expenses</li> </ul>					
Documentation Attached:	Yes			No	
<b>DISCUSSION:</b>					
<p>Attached are the Bank Reconciliation, Cash Position Consolidated Financial Statement for December 31, 2012, the Accounts Payable Listing for the period ending December 17/12 and December 31/12, and Council Expenses to December 15, 2012.</p>					
<b>RECOMMENDED ACTION:</b>					
<p>Administration recommends that Council accept the Director of Finance Reports for the Bank Reconciliation, Cash Position and Consolidated Financial Statement for the period ending December 31, 2012 as presented.</p> <p>Administration recommends that Council accept the Accounts Payable Cheque Listing for the period ending December 17/12 and December 31, 2012, as presented.</p> <p>Administration recommends that Council accept the Council Expenses to December 15, 2012 as presented.</p>					
P.S.I. CAO <i>m. Bute</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

**Bank Reconciliation  
to December 31, 2012**

	<b>ATB (23 and 24) General</b>	<b>TOTAL</b>
Balance November 30, 2012	3,455,952.74	3,455,952.74
ADD RECEIPTS	244,010.08	
ADD: INTEREST	2,886.36	
ADD: Cancelled Cheque		
LESS EXPENSES	(478,815.10)	
LESS: TRANSFER		
LESS: DEBENTURES		
LESS: SCHOOL REQUISITION		
LESS: RET'D CHEQUES		
LESS: BANK CHARGES	(261.86)	
LESS: ADJUSTMENTS (Prior Month)	(6,124.09)	
LESS: BANK ERROR		
Balance December 31, 2012	3,217,648.13	3,217,648.13

**Cash Position  
As of December 31, 2012**

	30-Nov-12	30-Nov-12	31-Dec-12	31-Dec-12
Bank Account				
Cash	\$3,455,952.74		\$3,217,648.13	
Investments	\$0.00		\$0.00	
Total	\$3,455,952.74	\$3,455,952.74	\$3,217,648.13	\$3,217,648.13
Less:				
Other Reserves/Allowances	-\$828,330.83		-\$828,330.83	
Trust Accts.	-\$186,186.53		-\$183,098.76	
Unexpended Grant Revenue				
BMTG Grant	-\$521,523.95		-\$521,523.95	
FGTG Grant	-\$338,189.76		-\$338,189.76	
AMIP Grant	-\$182,042.36		-\$182,042.36	
MSI Capital Grant	-\$1,382,204.73		-\$1,382,204.73	
Hospital Storm Sewer Grant	-\$92,228.41		-\$92,228.41	
Monies Spent on Capital Items	\$1,634,742.68		\$1,657,358.68	
Total		-\$1,895,963.89		-\$1,870,260.12
<b>Unrestricted Cash</b>		<b>\$1,559,988.85</b>		<b>\$1,347,388.01</b>
Budgeted 2012 Operating Expenses	\$4,730,807.00			
2012 Debt Principal Payments	\$365,269.00			
	\$5,096,076.00			
5,096,076 / 12 = 424,673				
Two Month Average Operations		-\$849,346.00		-\$849,346.00
<b>Cash Position</b>		<b>\$710,642.85</b>		<b>\$498,042.01</b>

**Consolidated Financial Statement As of Month Ending December 31, 2012**

OPERATING Department	Budgeted			YTD Actual			Bal. of Budget
	Revenues	Expenses	Surplus/Deficit	Revenues	Expenses	Surplus/(Deficit)	Remaining
General Administration (10)	2,589,127.00		2,589,127.00	2,554,218.80		2,554,218.80	(34,908.20)
Council (11)		127,645.00	(127,645.00)		101,751.04	(101,751.04)	25,893.96
Administration (12)	15,449.00	618,813.00	(603,364.00)	19,213.48	567,222.23	(548,008.75)	55,355.25
General Operating (12-13)		82,680.00	(82,680.00)		77,507.44	(77,507.44)	5,172.56
Police (21)	63,750.00	66,904.00	(3,154.00)	87,365.33	48,907.63	38,457.70	41,611.70
Fire (23)	60,000.00	125,440.00	(65,440.00)	43,463.63	84,079.94	(40,616.31)	24,823.69
Disaster Services (24)		4,250.00	(4,250.00)	0.00	502.69	(502.69)	3,747.31
Ambulance (25)	0.00	0.00	0.00	231.05	3,002.92	(2,771.87)	(2,771.87)
Bylaw Enforcement (26)	18,700.00	38,707.00	(20,007.00)	22,332.25	31,896.72	(9,564.47)	10,442.53
Public Works (32)	6,250.00	567,250.00	(561,000.00)	5,610.00	449,619.90	(444,009.90)	116,990.10
Airport (33)	1,020.00	8,275.00	(7,255.00)	873.00	5,192.40	(4,319.40)	2,935.60
Storm Sewer (37)		3,000.00	(3,000.00)		2,692.85	(2,692.85)	307.15
Water (41)	458,831.00	332,121.00	126,710.00	452,414.66	238,727.49	213,687.17	86,977.17
Sewer (42)	271,429.00	247,333.00	24,096.00	271,316.36	215,783.39	55,532.97	31,436.97
Garbage (43)	204,784.00	142,830.00	61,954.00	203,280.93	152,192.82	51,088.11	(10,865.89)
Recycle (43-01)	35,616.00	53,501.00	(17,885.00)	35,477.18	44,659.32	(9,182.14)	8,702.86
FCSS (51)	158,686.00	178,522.00	(19,836.00)	158,686.00	178,522.00	(19,836.00)	0.00
Cemetery (56)	11,350.00	17,633.00	(6,283.00)	17,175.62	22,184.58	(5,008.96)	1,274.04
Development (61)	36,600.00	92,351.00	(55,751.00)	39,785.90	83,014.41	(43,228.51)	12,522.49
Econ.Development (61-01)		47,573.00	(47,573.00)	1,749.72	22,632.75	(20,883.03)	26,689.97
RV Park (61-08)	79,950.00	61,756.00	18,194.00	75,262.85	42,784.04	32,478.81	14,284.81
Subdivision Land (66)			0.00			0.00	0.00
Recreation Office (72)	146,850.00	105,361.00	41,489.00	164,929.29	67,520.88	97,408.41	55,919.41
Pool (72-04)	35,950.00	152,416.00	(116,466.00)	129,736.08	169,960.69	(40,224.61)	76,241.39
Parks (72-05)	0.00	46,200.00	(46,200.00)	3,500.00	47,212.84	(43,712.84)	2,487.16
Racquetball (72-06)	21,000.00	10,950.00	10,050.00	21,043.22	7,035.50	14,007.72	3,957.72
Arena (72-09)	93,925.00	243,028.00	(149,103.00)	88,996.36	235,665.42	(146,669.06)	2,433.94
After School Program(72-10)	10,000.00	10,921.00	(921.00)	11,096.25	13,678.95	(2,582.70)	(1,661.70)
Recreation Programs (72-11)	34,700.00	111,840.00	(77,140.00)	24,563.03	63,638.63	(39,075.60)	38,064.40
Community Centre (74)	39,250.00	235,142.00	(195,892.00)	41,287.82	220,100.18	(178,812.36)	17,079.64
Library (74-06)	11,000.00	111,940.00	(100,940.00)	13,400.89	113,872.30	(100,471.41)	468.59
Scout Hall (74-08)					5,782.98	(5,782.98)	(5,782.98)
Curling Club (74-09)					6,650.56	(6,650.56)	(6,650.56)
Museum (74-12)		81,600.00	(81,600.00)	(13,528.24)	66,794.92	(80,323.16)	1,276.84
Requisitions (80)	791,271.00	804,825.00	(13,554.00)	789,716.76	610,372.59	179,344.17	192,898.17
<b>Operating Totals</b>	<b>5,195,488.00</b>	<b>4,730,807.00</b>	<b>464,681.00</b>	<b>5,263,198.22</b>	<b>4,001,163.00</b>	<b>1,262,035.22</b>	<b>797,354.22</b>

**Consolidated Financial Statement As of Month Ending December 31, 2012**

OVERALL Department	Budgeted			YTD Actual			Bal. of Budget
	Revenues	Expenses	Surplus/Deficit	Revenues	Expenses	Surplus/Deficit	Remaining
Operating Totals	5,195,488.00	4,730,807.00	464,681.00	5,263,198.22	4,001,163.00	1,262,035.22	797,354.22
Deb/Loan Principal Payments		365,269.00	-365,269.00		365,269.00	-365,269.00	0.00
Capital Purchases		1,754,142.00	-1,754,142.00		1,657,358.68	-1,657,358.68	96,783.32
Contributed Assets		0.00	0.00		0.00	0.00	0.00
Reserve Funds Set Up		0.00	0.00		0.00	0.00	0.00
Unexpended Capital Grants		0.00	0.00		0.00	0.00	0.00
Overexpended Capital Grants	0.00		0.00	0.00		0.00	0.00
TCA Disposals	0.00		0.00	0.00		0.00	0.00
Unfunded Amortization	0.00		0.00	0.00		0.00	0.00
Debt. Proceeds	0.00		0.00	0.00		0.00	0.00
Reserve Funds Used			0.00	0.00		0.00	0.00
Unrestricted Surplus Used			0.00	0.00		0.00	0.00
Annual Budget	<u>5,195,488.00</u>	<u>6,850,218.00</u>	<u>-1,654,730.00</u>	<u>5,263,198.22</u>	<u>6,023,790.68</u>	<u>-760,592.46</u>	<u>894,137.54</u>
<b>CAPITAL</b>		<b>Budgeted</b>			<b>YTD Actual</b>		<b>Bal. of Budget</b>
Department		Expenses			Expenses		Remaining
Pumper Truck		110,542.00			119,228.50		-8,686.50
20' Construction Trailer		6,500.00			6,495.00		5.00
200' Rigid Inspection Camera		15,100.00			12,825.13		2,274.87
54 Ave Storm Line - Hwy 20		100,000.00			98,121.15		1,878.85
Sidewalk Rreplacement		100,000.00			172,862.30		-72,862.30
51 Ave Reconstruction		977,000.00			814,139.05		162,860.95
45&46 St-51 Ave Reconstruct	650,000.00						
47&48 St-51 Ave Reconstruct	327,000.00						
South Lagoon Baffle Curtain		10,000.00					10,000.00
45A-47 St-54Ave Paving		202,000.00			203,932.97		-1,932.97
New Truck		32,000.00			34,116.69		-2,116.69
Ag Society Land		70,000.00					70,000.00
Playgrounds		118,000.00			106,225.54		11,774.46
Lions Park	20,000.00				5,020.80		7,979.20
46 Ave Park (Rim West)	48,000.00				7,575.92		-7,575.92
BMX Park Playground	50,000.00				4,310.44		-4,310.44
Bball Backboards/Light Protect		13,000.00			28,350.85		-28,350.85
Replace Well Pumps		0.00			35,774.89		-35,774.89
52 Avenue - 48 Street		0.00			8,379.45		-8,379.45
Northeast Lagoon Repairs							
Water Distribution							
58 Avenue Road		0.00					
Total		<u>1,754,142.00</u>			<u>1,657,358.68</u>		<u>96,783.32</u>

**Town of Rimbey 2012**  
**Accounts Payable Cheque List**  
From: 01-Dec-2012 To: 17-Dec-2012

<b>Vendor Name</b>	<b>Purpose</b>	<b>Cheque</b>	<b>Date</b>	<b>Amount</b>
Telus Mobility Inc.	Nov 6/12 Invoice	PAW 3226	03-Dec-2012	\$25.67
			<b>1 cheques for</b>	<b>25.67</b>

**Town of Rimbey 2012**  
**Accounts Payable Cheque List**  
From: 01-Dec-2012 To: 17-Dec-2012

<b>Vendor Name</b>	<b>Purpose</b>	<b>Cheque</b>	<b>Date</b>	<b>Amount</b>
Telus Communications	Nov 10/12 Invoice (Beatty House)	PAW 3228	01-Dec-2012	\$52.02
			<b>1 cheques for</b>	<b>52.02</b>

**Town of Rimbey 2012**  
**Accounts Payable Cheque List**  
From: 01-Dec-2012 To: 17-Dec-2012

<b>Vendor Name</b>	<b>Purpose</b>	<b>Cheque</b>	<b>Date</b>	<b>Amount</b>
Telus Mobility Inc.	Nov 6 Invoice Nov 7- Dec 6 Services	PAW 3229	03-Dec-2012	\$261.62
			1 cheques for	261.62

**Town of Rimbey 2012**  
**Accounts Payable Cheque List**  
From: 01-Dec-2012 To: 17-Dec-2012

<b>Vendor Name</b>	<b>Purpose</b>	<b>Cheque</b>	<b>Date</b>	<b>Amount</b>
Direct Energy Regulated	Nov 15/12 Invoice	3233	04-Dec-2012	\$125.50
			<b>1 cheques for</b>	<b>125.50</b>

**Town of Rimbey 2012**  
**Accounts Payable Cheque List**  
From: 06-Dec-2012 To: 17-Dec-2012

Vendor Name	Purpose	Cheque	Date	Amount
Telus Mobility Inc.	Nov 11/12 Invoice	PAW 3227	06-Dec-2012	\$25.67
Workers' Compensation Board -	Installment	PAW 3231	06-Dec-2012	\$2081.25
TransAlta Energy Marketing	Nov 9,2012 Invoice	PAW 3232	12-Dec-2012	\$48310.67
Uniserve Communications	Webhosting Dec 12- Jan 11	PAW 3234	13-Dec-2012	\$20.99
Weisgerber, John	Fire Fees, Car allowances, Fire Fees: Clearing	33606	06-Dec-2012	\$1622.32
Rimbey Co-op Association	Christmas Bonus Policy 1102	33607	06-Dec-2012	\$1395.00
Rondeel, Gayle	Christmas Day Supper	33608	17-Dec-2012	\$500.00
Wiens, Randy		33609	17-Dec-2012	\$105.00
Accu-Flo Meter Service Ltd.	Water Meters and fittings	33610	17-Dec-2012	\$2308.32
Alberta One-Call Corporation	November 2012 Notifications	33611	17-Dec-2012	\$31.50
Alsco	Janitorial Supplies and Linens	33612	17-Dec-2012	\$2012.15
Anderson Service	Oil	33613	17-Dec-2012	\$42.00
Animal Control Services	Monthly Animal Control Services	33614	17-Dec-2012	\$1043.70
Bache, Gabriella	Belly Dancing Instruction	33615	17-Dec-2012	\$880.00
Beatty Heritage House Society	2012 Grant to Beatty House	33616	17-Dec-2012	\$4000.00
Beebe, Melissa	Red Deer CAEP AGM Nov 29/12	33617	17-Dec-2012	\$63.60
Black Press Group Ltd.		33618	17-Dec-2012	\$1506.75
Blais, Art	Santa Night Honorarium	33619	17-Dec-2012	\$50.00
Blais, Art	Santa Night Honorarium	33620	17-Dec-2012	\$50.00
Boll, Kurt David	Dec/12 Janitorial	33621	17-Dec-2012	\$2872.80
Border Paving Ltd.	2012 Ashphalt Paving	33622	17-Dec-2012	\$23746.80
Bubble Up Marketing	Backed up files,Troubleshooting,DNS updated	33623	17-Dec-2012	\$315.00
Buist Motor Products Ltd.	Replace Block Heater	33624	17-Dec-2012	\$311.87
Cal-Gas Inc	Propane	33625	17-Dec-2012	\$673.11
Canadian Pacific Railway	Flasher Contract Nov/12	33626	17-Dec-2012	\$257.43
Cast-A-Waste Inc.	Nov/12 Roll Off Bin Rental	33627	17-Dec-2012	\$9429.00
Chapman Riebeek LLP		33628	17-Dec-2012	\$3542.56
City Of Red Deer	Water Lab Analysis (South)	33629	17-Dec-2012	\$1200.76
Coyote Creek Ranch	Canskate Oct/Nov/Dec	33630	17-Dec-2012	\$630.00
Deal, Danita	Myers Brigg Seminar &	33631	17-Dec-2012	\$307.40
Direct Energy Regulated	Dec 5/12 Invoice	33632	17-Dec-2012	\$522.23
Imperial Esso Service (1971)	Sandbags	33633	17-Dec-2012	\$425.89
Jones, Cheryl	Xmas Decor	33634	17-Dec-2012	\$178.55
Kendrew, Keith	Santa Night Honorarium	33635	17-Dec-2012	\$50.00
Konica Minolta Business	Reading to Nov/22	33636	17-Dec-2012	\$438.01
Littke, Juanita	Cleaning Services Nov 15-Dec 15/12	33637	17-Dec-2012	\$367.50
Longhurst Consulting		33638	17-Dec-2012	\$1522.50
Lyster, Stuart	Santa Night Honorarium	33639	17-Dec-2012	\$50.00
Magnum Hydrovac Ltd.	Hydrovac Sewer Line	33640	17-Dec-2012	\$651.00
Meridian Maverick	Parts	33641	17-Dec-2012	\$11.32
MLA Benefits Inc.	Admin Fee for Nov/12 claims	33642	17-Dec-2012	\$878.25
Municipal Property Consultants		33643	17-Dec-2012	\$2612.84
NAPA Auto Parts - Rimbey	Compressor and Headlights	33644	17-Dec-2012	\$1214.82
Nelson Enviromental Inc.	Rimbey Maintenance Project: Progress #1	33645	17-Dec-2012	\$5292.00
Nesbitt, Ben	Santa Night Honorarium	33646	17-Dec-2012	\$50.00
Nikirk Bros. Contracting Ltd.	72 yds Gravel (Nesting Place)	33647	17-Dec-2012	\$4888.54
Pitney Bowes	Dec/2012 Lease	33648	17-Dec-2012	\$181.69
Purolator Courier Ltd.	Clartech Pkg. and Accuflo Pkg	33649	17-Dec-2012	\$88.59

**Town of Rimbey 2012**  
**Accounts Payable Cheque List**  
**From: 06-Dec-2012 To: 17-Dec-2012**

<b>Vendor Name</b>	<b>Purpose</b>	<b>Cheque</b>	<b>Date</b>	<b>Amount</b>
Pyrotec Alarms Inc.	Emergency Lighting Battery	33650	17-Dec-2012	\$225.54
RC Strategies	Rec Master Plan	33651	17-Dec-2012	\$3213.00
Rimbey Co-op Association	November Cardlock	33652	17-Dec-2012	\$1936.20
Rimbey Gas & Splash	November Fuel	33653	17-Dec-2012	\$724.27
Rimbey Historical Society	Donation by Don McFadyen, receipt issued	33654	17-Dec-2012	\$240.00
Rimbey Home Hardware	Cleaning Supplies	33655	17-Dec-2012	\$1079.85
Rimbey Implements Ltd.	Fitting	33656	17-Dec-2012	\$52.65
Rimbey Lions Club	Cancelled	33657	17-Dec-2012	\$226.33*
Rimbey Transport Ltd.	sample testing	33658	17-Dec-2012	\$123.04
Rimbey TV & Electronics 1998	Inline Coupler(Phone)	33659	17-Dec-2012	\$28.33
Rondeel, Gayle	Xmas Decor	33660	17-Dec-2012	\$52.20
Silver Belt Septic Service	49th Ave. Pumping 2 hrs@ 110.00 each	33661	17-Dec-2012	\$231.00
Smith, Ronald	Work Boots	33662	17-Dec-2012	\$76.51
Stationery Stories & Sounds	Binding Cases	33663	17-Dec-2012	\$479.87
Stratton, Rob	Santa Night Honorarium	33664	17-Dec-2012	\$50.00
Superior Safety Codes Inc.	Sept 2012 Closed Permits	33665	17-Dec-2012	\$147.79
The Government of Alberta	Searches November 2012	33666	17-Dec-2012	\$105.00
THIS & THAT	Blade	33667	17-Dec-2012	\$110.25
Town Of Rimbey	Nov/12 Utilities	33668	17-Dec-2012	\$1253.54
United Farmers Of Alberta	Cardlock Invoice	33669	17-Dec-2012	\$92.10
Vadim Software	WinFin 2013 Yearly Maint Fee	33670	17-Dec-2012	\$4725.00
Varty, Lee	Zumba Instruction	33671	17-Dec-2012	\$350.00
Weldco	Helium	33672	17-Dec-2012	\$10.97
Westcan Edmonton		33673	17-Dec-2012	\$24.15
			<b>72 cheques for</b>	<b>144090.64</b>

**Town of Rimbey 2012**  
**Accounts Payable Cheque List**  
 From: 18-Dec-2012 To: 31-Dec-2012

Vendor Name	Purpose	Cheque	Date	Amount
Telus Mobility Inc.	Dec 5/12 Invoice	PAW 3235	28-Dec-2012	\$225.42
Telus Communications	<i>Dec 5/12 Invoice</i>	PAW 3236	30-Dec-2012	\$2441.10
EPCOR	Nov 30 Invoice: Oct 23- Nov 22/2012	PAW 3237	21-Dec-2012	\$90.55
Telus Communications	Dec 10 Invoice (Dec 10- Jan 9)	PAW 3238	27-Dec-2012	\$69.58
Telus Communications	Dec 10 Invoice	PAW 3239	27-Dec-2012	\$69.73
Pitney Bowes	PAW 3230 To record double payment, March	PAW3230	31-Dec-2012	\$181.69
ATB Financial	Sanitation Truck	33674	27-Dec-2012	\$10500.00
AMSC Insurance Services Ltd.	January 2013 Coverage	33680	31-Dec-2012	\$35.04
Baker Anderson, Sandy	Cardlock Refund	33681	31-Dec-2012	\$25.00
Behrens, Gunter	012 Honorarium	33682	31-Dec-2012	\$100.00
Bubble Up Marketing	Website Hosting Nov 2012 - Oct 2013	33683	31-Dec-2012	\$252.00
Buist, Tim	012 Honorarium	33684	31-Dec-2012	\$100.00
Central City Asphalt	51 Ave Reconstruction & 54 Ave Surface	33685	31-Dec-2012	\$97476.22
Chapman Riebeck LLP	<i>Bylaw, Town of Rimbey, Rimbey #3 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000</i>	33686	31-Dec-2012	\$1137.68
Cleartech Industries Inc.	Wrenches	33687	31-Dec-2012	\$94.26
EckRim Agencies Ltd.	Registration Compost Truck	33688	31-Dec-2012	\$84.45
Gutterink, Herb	Snow Removal Nov 8 and Nov 9/2012	33689	31-Dec-2012	\$787.50
Hilander Locksmiths Inc.	Keys, ReKey, Deadbolt	33690	31-Dec-2012	\$210.50
Ibbotson, Sheldon	West Central Planning Meeting	33691	31-Dec-2012	\$100.70
IndependENT Paint and Body	<i>Rocky Mtn Vehicle Damage</i>	33692	31-Dec-2012	\$1360.28
Johnston, Robert	012 Honorarium	33693	31-Dec-2012	\$100.00
Jubilee Insurance Agencies	Umbrella Liability Admin	33694	31-Dec-2012	\$33905.54
Klein, Neil	Cardlock Refund	33695	31-Dec-2012	\$25.00
Pepsi Bottling Group (Canada)	19 Cases Pop & Deposit	33696	31-Dec-2012	\$901.64
Petty Cash	Bales, Candy, Coffee Supplies and Postage	33697	31-Dec-2012	\$110.14
Pfau, Kathy	012 Honorarium	33698	31-Dec-2012	\$100.00
Phone Experts	Prox Cards	33699	31-Dec-2012	\$388.50
Rimbey Electric	Reconnect Motor for Sewer Aeration	33700	31-Dec-2012	\$84.00
Rimbey Ford	2012 Ford Brake Check and Oil Change	33701	31-Dec-2012	\$74.05
Rimbey Historical Society	To Payout Donations made to Rimbey	33702	31-Dec-2012	\$1870.50
Rimbey Lions Club	Paper Recycling	33703	31-Dec-2012	\$215.55
Rocky Mountain Phoenix	Nozzles, Hood, Short Cuffs	33704	31-Dec-2012	\$682.44
Rondeel, Robert	2012 Honorarium	33705	31-Dec-2012	\$100.00
Russell Food Equipment	Shipping Cost to Customer	33706	31-Dec-2012	\$21.00
Scratchin' The Surface	Awards	33707	31-Dec-2012	\$459.90
Superior Safety Codes Inc.	Closed Permits October 2012	33708	31-Dec-2012	\$1030.73
TransAlta Energy Marketing	Dec 13/12 November usage	33709	31-Dec-2012	\$2595.85
Webb, Jack	<i>Automa, Mileage &amp; Meats</i>	33710	31-Dec-2012	\$71.55

38 cheques for

**158078.09**

*Chg's # 33675 - 33679 Cancelled by Danita,*





# Town of Rimbey: Mayor & Councillors Fees

NAME: Scott Ellis

MONTH ENDING: Dec 15, 2012

DATE	PARTICULARS	MEETING # OF HRS.	AMOUNT	NO. OF KMS
			\$0.00	
Total			\$0.00	0.00

TOTAL HONORARIUMS \_\_\_\_\_

**EXPENSE:**

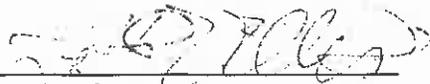
MILEAGE: 0.00 Kilometers @ \$0.52 \$0.00

MEALS: \_\_\_\_\_  
(Receipts Required)

HOTELS: \_\_\_\_\_  
(Receipts Required)

OTHER: \_\_\_\_\_

Total Expenses: \$0.00

SIGNATURE:  



# Town of Rimbey: Mayor & Councillors Fees

NAME: Paul Payson

MONTH ENDING: Dec 15

DATE	PARTICULARS	MEETING # OF HRS.	AMOUNT	NO. OF KMS
			\$0.00	
Total			\$0.00	0.00

No Claim

TOTAL HONORARIUMS \_\_\_\_\_

EXPENSE:

MILEAGE: 0.00 Kilometers @ \$0.52 \$0.00

MEALS: \_\_\_\_\_  
(Receipts Required)

HOTELS: \_\_\_\_\_  
(Receipts Required)

OTHER: \_\_\_\_\_

Total Expenses: \$0.00

SIGNATURE: \_\_\_\_\_



# Town of Rimbey: Mayor & Councillors Fees

NAME: Gayle Rondeel

MONTH ENDING: Dec 15/2012

DATE	PARTICULARS	MEETING # OF HRS.	AMOUNT	NO. OF KMS
			\$0.00	
	No Claims.			
Total			\$0.00	0.00

TOTAL HONORARIUMS \_\_\_\_\_

EXPENSE:

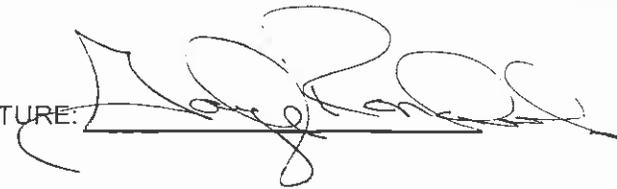
MILEAGE: 0.00 Kilometers @ \$0.52 \$0.00

MEALS: \_\_\_\_\_ \_\_\_\_\_  
(Receipts Required)

HOTELS: \_\_\_\_\_ \_\_\_\_\_  
(Receipts Required)

OTHER: \_\_\_\_\_ \_\_\_\_\_

Total Expenses: \$0.00

SIGNATURE:  



# Town of Rimbey

## Mayor & Councilor Fees

Name: Jack Webb

Month Ending: Dec 15/12

### Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
Nov 29	Caep annual General meeting + sessions	8.5	263.16	135 km
Nov 29	Capital Budget Meeting @ 30.16/hr	1 hr	30.96	

Total Honorarium: 294.12

### Expenses (attach receipts):

Mileage: 135 Kilometers @ \$0.53 Total 71.55

Meals: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Hotels: \_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_

Total Expenses: 71.55

Total Honorarium & Expenses: 365.67

Signature: [Signature]

Mayor Approval: \_\_\_\_\_

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.1.2	Confidential	Yes	No	XX
Topic	CAO Report				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
The CAO provided a written report for the period ending December 31, 2012.					
Documentation Attached:					
Yes XX			No		
<b>DISCUSSION:</b>					
Attached is a copy of the CAO's Report for the period ending December 31, 2012.					
<b>RECOMMENDED ACTION:</b>					
Accept as information.					
Asst. CAO		<i>M. Buhe</i>			
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

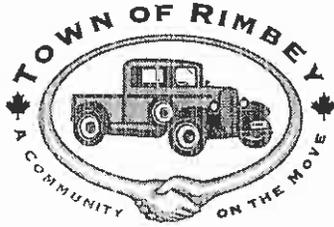
## CAO Report to December 31, 2012

- Attended the Historical Society Dinner and Appreciation Night.
- On November 7, attended a media relations seminar in Wetaskiwin sponsored by the Joint Economic Development Initiative. (Jedi)
- Held a meeting with the Cemetery Committee – discussed possible upgrades to the Mount Auburn Cemetery.
- Met with Tagish, Rick K, Melissa and the Recreation Board Chair, Derry Armstrong to review the proposed 2013 trail project.
- November 15, and 16<sup>th</sup>, met with staff to review proposals for the 2013 capital budget.
- Met with two companies regarding the purchase of our wastewater.
- Attended the Recreation Master Plan Meeting.
- Met with two landowners regarding acquiring a right of way for 2013 trail project
- Attended several Bylaw Committee Meetings reviewing the Municipal Development Plan.
- Met with area Summer Villages regarding developing a regional bylaw enforcement function.
- Authorized the replacement of a failed boiler in the Recreation Centre.

Happy New Year!

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013	
Agenda Item No.	8.1.3	Confidential	Yes	No <input checked="" type="checkbox"/>
Topic	Development Officer Report			
Originated by	Melissa Beebe	Title	Assistant CAO/DO	
<b>BACKGROUND:</b>				
The Development Officer provides a report summarizing the 2012 Building Permits.				
Documentation Attached:	Yes <input checked="" type="checkbox"/>	No		
<b>DISCUSSION:</b>				
Attached is a copy of the 2012 Building Permits Summary to December 31, 2012.				
<b>RECOMMENDED ACTION:</b>				
Accept as information.				
Asst. CAO <i>M. Beebe</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



## 2012 Building Permits Summary To December 31, 2012

Zoning		Number of Developments	Value
<b>Residential</b>	New	11	\$2,575,000.00
	Renovations & Other	8	\$95,399.00
<b>Commercial</b>	New	1	\$160,000.00
	Renovations	3	\$56,000.00
<b>Institutional</b>	New	1	\$5,000,000.00
	Renovations	2	\$380,000.00
<b>Industrial</b>	New	2	\$170,000.00
	Renovations	0	\$0.00
<b>TOTALS</b>		<b>28</b>	<b>\$8,436,399.00</b>

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.1.4	Confidential	Yes	No	XX
Topic	Public Works Department Report				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
Directors of Departments supply a report to Council, bi-monthly at the first meeting of the month advising Council of the work progress from that time period.					
Documentation Attached:					
			Yes XX	No	
<b>DISCUSSION:</b>					
Attached is the report from the Public Works Department for the period ending December 31, 2012.					
<b>RECOMMENDED ACTION:</b>					
Accept as information.					
<i>Asst</i> CAO <i>M. Bule</i>					
DISTRIBUTION:		Council:	Admin:	Press:	Other:

## **PUBLIC WORKS REPORT – NOVEMBER & DECEMBER, 2012**

- Routine daily well, lagoons, reservoirs & lift station maintenance and recording;
- November 1 – sanding streets due to freezing rain, sidewalks salted as well;
- Continuous monitoring of our drainage ditch during our fall discharge is being done;
- Superchlorination of our water wells is being done on our 3 water wells;
- Public Works has been working on our meter repair list of water meters that are not registering properly;
- Sidewalk sweeping ongoing as required;
- Emergency parking lot areas cleared as required;
- November 9 – Christmas decorations were checked for bulb replacement;
- November 13 – High Pressure Flushing has started our annual sewer main flushing program;
- November 19 – Public Works dug a trench in Frank Hull’s property going east to the ditch. This will hopefully help with the overland drainage of storm water;
- November 26 – Public Works repaired a collapsed sewer main by the manhole on 53 Avenue & 49 Street. The broken section was replaced with a piece of PVC sewer pipe and a coupler. The manhole on 53 Avenue and & 49 Street should be scheduled for a complete replacement, due to the condition of the barrel;
- November 29 – Public Works put up the Christmas decorations, using E & C Oilfields basket truck;
- December 12 – Public Works hauled the snow pile away at the Firehall parking lot;
- Public Works is preparing the Capital Budget items;
- December 17 – Public Works staked in twenty(20) straw bales on the storm water channel North of the Ball Diamonds. This should aid in slowing down the flow in the channel;
- December 19 – Public Works had a grave opening & closing at West Haven;
- Urban Dirt Works has started work on installing the pipe from under drain manhole #5 going North to the storm water pond – They will be installing two new sump pumps as well;
- December 31 – Public Works cleared off the parking lot at the Community Centre;

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.1.5	Confidential	Yes	No	XX
Topic	Community Services Report				
Originated by	Rick Kreklewich		Title	Director of Community Services	
<b>BACKGROUND:</b>					
The Director of Community Services provided a written report for the period ending December 31, 2012.					
Documentation Attached:					
Yes XX			No		
<b>DISCUSSION:</b>					
Attached is a copy of the Community Services Report for the period ending December 31, 2012.					
<b>RECOMMENDED ACTION:</b>					
Accept as information.					
<i>Asst</i> CAO <i>M. Bibe</i>					
DISTRIBUTION:		Council:	Admin:	Press:	Other:



## Community Services Report

January 14<sup>th</sup>, 2013

### **RFP – Nesting Place RV Park**

We are currently developing the Request For Proposals to operate the Nesting Place RV Park. The RFP will be open to non-profit community groups in Rimbey. The term of the agreement will be 5 years.

### **Recreation Master Plan Update**

RC Strategies is currently working on a draft of the Master Plan. They plan on providing documentation to the Town at the end of this month.

### **Celebrate Canada Day Grant**

An application was submitted to Canadian Heritage for the July 1<sup>st</sup> Canada Day Celebrations. Last year we received \$3,000 from Canadian Heritage.

### **Boiler Update**

The Community Centre boiler had to be replaced last week. The boiler was replaced with three smaller energy efficient boilers by Bentley Plumbing. The boiler provides heat to the Nursery School Room, Art Room, Recreation Office and other areas where radiant heat is supplied.

### **Facilities Update**

We refinished the wood floor in the Main Auditorium floor as part of our annual maintenance. We have started fixing drywall and painting various areas within the Community Centre. The canopy lights at the Community Centre have been repaired and replaced. The basketball nets are down on the floor and available for use.

### **High School Sports Field Update**

Derry Armstrong and I have met with the High School regarding their plan to develop a track and sports field north of the Community Centre. We discussed options for including walking trails in the development. The next step is to develop an engineered plan for the project. The Town will have their engineer (Tagish) develop the plan once a concept plan is received from the High School.

### **Community Infrastructure Improvement Fund Application**

The application for CIIF funding for the BMX Park project has passed the first round of approval. A request from the Recreation Board is included asking to commit funds should the application be accepted.

*Respectfully submitted by:*

*Rick Kreklewich*

*Rick Kreklewich*

*Director of Community Services*

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.1.6	Confidential	Yes	No	XX
Topic	Fire Department Report				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
Directors of Departments supply a report to Council, bi-monthly at the first meeting of the month advising Council of the work progress from that time period.					
Documentation Attached:		Yes XX	No		
<b>DISCUSSION:</b>					
Attached is the report from the Rimbeiy Fired Department for the period ending December 31, 2012.					
<b>RECOMMENDED ACTION:</b>					
Accept as information.					
<i>Asst</i> CAO <i>um. Buh</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

## FIRE DEPARTMENT REPORT TO DECEMBER 31, 2012

The Fire Department had a very active year in 2012.

In total we responded to 106 calls for service. This is up more than 20% from 2011. Alarms and false alarms were up as well.

We responded to 28 EMS ast., 18 MVC, 16 fires, 8 grass fires (the lowest in years).

With it being an active year there was not as much time spent on training courses as we would have liked.

We have 19 members at this time.

The New pump truck has worked out well so far and has been well received by the fire fighters.

We ended the year with all equipment in good shape and ready to work. Despite being a busy year the budget was not stretched in too many areas.

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.2.1	Confidential	Yes	No	XX
Topic	Rimoka Housing Foundation Minutes				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
Rimoka Housing Foundation held their Board Meeting on October 17, 2012.					
Documentation Attached:		Yes	XX	No	
<b>DISCUSSION:</b>					
Attached is a copy of the Rimoka Housing Foundation Minutes from October 17, 2012.					
<b>RECOMMENDED ACTION:</b>					
Administration recommends that Council accept the Rimoka Housing Foundation Minutes of October 17, 2012 as presented.					
Asst. CAO CAO		<i>gm. Beke</i>			
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

**MINUTES**

	<b>Legion</b>	D. MacPherson	
	<b>Town of Ponoka</b>	L. Henkelman	J. Jacobs
	<b>Town of Rimbey</b>	G. Rondeel	J. Webb
<b>In Attendance</b>	<b>County of Ponoka</b>	P. McLauchlin - Chair	G. Verheire
	<b>The Bethany Group</b>	D. Beesley	D. Bulst
		M. Wideman - Recorder	
	<b>Special Guest</b>	J. Anglin, MLA (until 9:52am)	

<b>1.</b>	<p><b>CALL TO ORDER</b></p> <p>The Board met with the residents of Legacy Place at 9:00am. The Board meeting was called to order at 9:33am by P. McLauchlin.</p>
<b>2.</b>	<p><b>ADOPTION OF THE AGENDA</b></p> <p><b>RHF 12-10-01      MOVED by L. Henkelman that the Board accept the Agenda with the addition of 'Appointment from Ponoka County' as a special item.      CARRIED</b></p>
<b>3.</b>	<p><b>Appointment from Ponoka County</b></p> <p>Ponoka County has appointed G. Verheire to the Rimoka Board.</p> <p>G. Verheire indicated that he was thankful to be appointed to the Board. His primary concern is for the seniors in the County and moving forward with the new building in Rimbey.</p> <p>G. Verheire had previously been on the Board but in January 2011 the Board requested the County to appoint a new member in his place. The County has the authority to appoint a member to sit on the Rimoka Board, and ultimately each Board Member is here to act in best interest of this Board. A non-confidence vote would be used as a communication method with the County, and they may choose to accept or decline it.</p> <p><b>RHF 12-10-02      MOVED by D. MacPherson that the Board vote to have G. Verheire removed from sitting on the Rimoka Foundation Board, with vote to be by secret ballot.      CARRIED</b></p> <p>Votes were collected and tabulated by D. Beesley and D. Bulst. Results of the secret ballot were 4 in favour of the motion to remove G. Verheire from the Rimoka Board, and 3 opposed to the motion. Accordingly, the Board will write a letter to Ponoka County requesting to have G. Verheire removed from the Rimoka Board and a new member appointed in his place.</p> <p><i>J. Anglin left the meeting at 9:52am.</i></p> <p><b>RHF 12-10-03      MOVED by D. MacPherson that the ballots be destroyed.      CARRIED</b></p>

<p><b>4.</b></p>	<p><b>APPROVAL OF MINUTES</b></p> <p>RHF 12-10-04      <b>MOVED by J. Jacobs that the Board accept the minutes of the September 19, 2012 meeting as circulated.</b> <span style="float: right;"><b>CARRIED</b></span></p>
<p><b>5.</b></p>	<p><b>FINANCIAL REPORTS – September 30, 2012</b></p> <p>Review of Financial Reports</p> <ul style="list-style-type: none"> <li>- Lodge Operations - Capital maintenance has not been included. Clarification regarding payout for previous CAO.</li> <li>- Senior Self-Contained - Vacancies at Reid Manor remain quite high. A detailed analysis of the operations for Reid Manor will be provided prior to the next budget deliberations.</li> <li>- Life Lease Operations - One vacancy, which may result in several internal moves.</li> <li>- Cash in Bank Report - For review.</li> <li>- 2012 Federal Stimulus Funding - Alberta Infrastructure is looking after the roof replacements in Rimbey. The RFP was through Alberta Purchasing Connection and no bids were received from local companies. This report will be discontinued.</li> <li>- Endowment Account Expenditures</li> </ul> <p>RHF 12-10-05      <b>MOVED by D. MacPherson to approve the Endowment Account Expenditures as presented.</b> <span style="float: right;"><b>CARRIED</b></span></p> <ul style="list-style-type: none"> <li>- Direct Debit Payments - For review.</li> <li>- Cheque Register - Maintenance has been advised to tender further carpeting jobs. Otis completed elevator repairs at Legacy Place.</li> </ul> <p>RHF 12-10-06      <b>MOVED by D. MacPherson to accept the Cheque Registers as presented.</b> <span style="float: right;"><b>CARRIED</b></span></p> <p>RHF 12-10-07      <b>MOVED by G. Rondeel to accept the Unaudited Financial Statements for September 30, 2012 as presented.</b> <span style="float: right;"><b>CARRIED</b></span></p>
<p><b>6.</b></p>	<p><b>OPERATIONS REPORT</b></p> <p>Review of report prepared by D. Buist.</p> <ul style="list-style-type: none"> <li>- The Annual Christmas Dinner is scheduled for Sunday December 2<sup>nd</sup> at 2:00pm. Formal invitations will be sent to the Board.</li> </ul> <p>Review of report prepared by D. Beesley.</p> <ul style="list-style-type: none"> <li>- Update provided regarding Ministerial Orders, the Lodge Program, Ministry Reorganization, Associations &amp; Affiliated Organizations, Housing Access Link, and TBG/Rimoka Partnership.</li> <li>- Legacy Place waiting list based on a first come first serve basis. If resident is not ready to move in, they will retain their place on the list and the next person will be contacted. D. Buist will provide an update as to the stability of the waiting list.</li> </ul>

	<b>RHF 12-10-08</b>	<b>MOVED by L. Henkelman to accept the Operations Report as Information.</b>	<b>CARRIED</b>
<b>7. PREVIOUS BUSINESS</b>			
<b>a.</b>	<b>Proposed Rimbey Project</b>		
	Review of report, including specs/renderings prepared by the government. The 80/20 split is the standard across the province for replacement projects. Designated Supportive Living spaces will not be included in the Lodge replacement, as this would include Alberta Health and the creation of new beds/spaces within the community. Meeting with the Town of Rimbey was held on Monday September 24 <sup>th</sup> , and the Town has provided an official letter of support. Several good suggestions were discussed, and the Town welcomes further ideas. A meeting will be scheduled with the Deputy Minister for discussion, perhaps in Rimbey.		
<b>b.</b>	<b>Policy Review: Board of Directors Remuneration</b>		
	Tabled until November meeting. Discussion regarding Board Member duties outside of meetings, i.e. being approached by community members, and payment for other meetings and obligations.		
<b>8. NEW BUSINESS</b>			
<b>a.</b>	<b>Rural Seniors Housing</b>		
	Review of request from Rimbey FCSS. Dates will be reviewed.		
	<b>RHF 12-10-09</b>	<b>MOVED by J. Webb that the Board endorse this workshop, and arrange a date that works for all parties.</b>	<b>CARRIED</b>
<b>b.</b>	<b>Provincial One Voice</b>		
	Discussion regarding the creation of a provincial organization to represent of non-market housing agencies, accepted as information.		
<b>c.</b>	<b>The Bethany Group Nominating Committee Request</b>		
	The Bethany Group Governing Board is looking to recruit new members from different communities.		
<b>d.</b>	<b>FOIP Request</b>		
	Have received a FOIP request. D. Buist will contact the FOIP office for clarification and guidance.		

<b>9.</b>	<b>DATE &amp; LOCATION OF NEXT MEETING</b> The next meeting is scheduled for Wednesday November 21 <sup>st</sup> , 2012 at Parkland Manor, Rimbey. The Board will meet with the Rimbey residents prior to the Board Meeting.
<b>10.</b>	<b>ADJOURNMENT</b> The meeting was adjourned at 11:06am.

  
\_\_\_\_\_  
Paul McLauchlin, Board Chair

Dec 6 / 2012  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Dave Buist, CAO

DEC 7 / 12  
\_\_\_\_\_  
Date

Board meeting minutes were recorded by M. Wideman of The Bethany Group.

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.2.2	Confidential	Yes	No	XX
Topic	Rimbey Municipal Library Board Minutes				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
Rimbey Municipal Library Board held their Board Meeting on November 5, 2012.					
Documentation Attached:			Yes	XX	No
<b>DISCUSSION:</b>					
Attached is a copy of the Rimbey Municipal Library Board Meeting Minutes from November 5, 2012.					
<b>RECOMMENDED ACTION:</b>					
Administration recommends that Council accept the Rimbey Municipal Library Board Meeting Minutes of November 5, 2012 as presented.					
Asst CAO <i>M Bube</i>					
<b>DISTRIBUTION:</b>		Council:	Admin:	Press:	Other:

**Rimbey Municipal Library Board Meeting**  
**Monday, November 5<sup>th</sup>, 2012**  
**8:00 p.m.**

**Present:** Jean Keetch, Rowena Aitken (Chairperson), Marg Ramsey, Val Warren, Paul Payson , Gordon Mounteny, Jim Peck, Robyn McIntyre, Cheryl Duckett, Jamie Coston (new members)

**Call to Order**

**Minutes from the Last Meeting** - ~~read and approved~~ as printed by Val.

**Consent Agenda Items:**

1. Librarians Report
2. Financial Report
3. Correspondence - we received a thank you from the Big Brothers and Sisters, our 3 new board members were approved by Town Council and there is a Victim Services fundraiser on Feb. 9<sup>th</sup>. Jamie moved that the Library purchase a table for 8 to the Big Band Dinner Theatre and we fill it with Library Staff and Board member. Robin seconded the motion. All in favor.

Gordon approved the above as presented.

**Business Arising from the Minutes:**

1. Chairs - The 50 children's chairs have arrived and the adult chairs are on the way. It was decided that we will keep the orange set of chairs as an extra set and the old blue chairs will be given away to anyone who would like them.
2. Library Expansion Project - Jean tried to get a contractor to do an evaluation, but we needed to get an architect to check the layout first. He has done the initial draft and will not charge us until the project goes through. Jean is now in the process of writing up a grant to the Federal Gov't.
3. Fall Dinner - the Baying Buffoons cancelled their play for this year so the Library will be presenting a Dinner Theatre with local music on Nov. 16<sup>th</sup>. We chose the menu for the supper and the decorations are to be decided on by the designer. We created a spreadsheet of workers and Marg will send everyone a copy.
4. Christmas Bazaars - Nov. 10 - Cheryl, Rowena and Robin will look after the table  
Dec. 1 - Paul will look after the table

**New Business**

1. Budget for next year - Jean presented the new budget and we looked at the graphs. Jamie made a motion that we present the budget to Town Council with the approval of the Board. Jim seconded the motion. All in favor.

2. EC Mapping Data Release - Jean presented the Early Childhood Study that took place in Rimbey and area which included Bluffton and Crestomere. The Rimbey Library addresses most of the skills mentioned in the study in the different programs they present thus increasing the skill levels in the children who attend their programs.
3. Quilt Tickets - members were encouraged to take books of tickets to sell.

Adjournment - at 9:50 by Cheryl

Next Meeting: Monday, December 3<sup>rd</sup>. at 8:00 p.m.

*Renee Stikeman*

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.2.3	Confidential	Yes	No	XX
Topic	Rimbey Historical Society Minutes				
Originated by	Tony Goode	Title	CAO		
<b>BACKGROUND:</b>					
Rimbey Historical Society held their Board Meeting on October 16, 2012.					
Documentation Attached:		Yes	XX	No	
<b>DISCUSSION:</b>					
Attached is a copy of the Rimbey Historical Society Board Meeting Minutes from October 16, 2012.					
<b>RECOMMENDED ACTION:</b>					
Administration recommends that Council accept the Rimbey Historical Society Board Meeting Minutes of October 16, 2012 as presented.					
<i>Asst.</i> CAO <i>Mr. Burke</i>					
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:	

Rimbey Historical Society  
Meeting Minutes of October 16, 2012

- Present:** B. Birtsch, B. Oldfield, L. Varty, G. Rondeel, D. McFadyen, E. Hornsey, J. Salomons, P. Hansen, H. Kenney, L. Barbarree & C. Jones
- Order:** Harold Kenney called the meeting to order at 7:30 p.m.
- Agenda:** Moved by Don McFadyen and seconded by Eric Hornsey to approve the agenda as presented. CARRIED
- Minutes:** Moved by Larry Varty and seconded by John Salomons to approve the minutes of the September 18, 2012 meeting as presented. CARRIED
- Old Business:**
- Committee Reports**
- President:** Harold Kenney reported that we received a \$500.00 donation from the Legion.
- Treasurer:** The treasurer's report for September, 2012 was presented.
- Pauline Hansen reported on the 3 day workshop taken in Red Deer on strategic planning. At the next meeting we are to set up a committee on strategic planning.
- Moved by Pauline Hansen and seconded by Barney Oldfield to approve the Treasurer's Report. CARRIED
- Grants:** Pauline Hansen reported that she had applied for a \$1000.00 CIP grant. It is to be used towards IT wages to upgrade the web site.
- Park Admin.** Cheryl Jones gave her Park Administrator's report. She reported that a winch was donated by the Bergman family.
- Moved by John Salomons and seconded by Eric Hornsey to accept the donation of the winch. CARRIED
- Farmer's Market** Gayle Rondeel reported that the Farmer's Market was over for the year and the park has been booked for next season.
- Gaming** No Report
- Restoration & Trucks:** John Salomons reported that the I.H. binder is in the final stages of repair. There are repairs to do to the forklift. They will be bringing the tractors in to the shop.

Page 2

**Buildings**

**& Yard:**

Eric Horsey reported work is being done on the Medical Museum building. The drywall and sanding is done and the ceiling texturing is still to be done.

Don McFadyen reported that there is still some shingles to be done and some repairs to be done on various buildings.

**Park Events:**

Larry Varty reported that the kitchen was done for the season and it did very well. He would like to buy a new cooler.

Harold Kenney reported that Santa Night is coming and if we would waive the rental fee as we did last year.

Moved by Eric Horsey and seconded by Don McFadyen to waive the park rental for Santa Night. **CARRIED**

**Volunteer**

**& Recruitment**

Don McFadyen reported that they need 2 volunteers for the Board and need volunteers for the truck museum. He reported that he thinks he has 1 volunteer or possibly 2 for the truck museum.

**Town Rep.**

Gayle Rondeel reported that the landscaping around the reservoir won't be done this year. The Board asked if they could remove piles of garbage as the County will come in with their grader.

**New Business:**

**Next Meeting:** November 20, 2012

**Adjournment:** Moved by Eric Hornsey to adjourn the meeting at 8:45 p.m.

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	8.2.4	Confidential	Yes	No	XX
Topic	Rimbey and District Volunteer Week Committee Minutes				
Originated by	Tony Goode	Title	CAO		
<b>BACKGROUND:</b>					
Rimbey & District Volunteer Week Committee held their Meeting on November 28, 2012.					
Documentation Attached:	Yes	XX	No		
<b>DISCUSSION:</b>					
Attached is a copy of the Rimbey & District Volunteer Committee Meeting Minutes from November 28, 2012.					
<b>RECOMMENDED ACTION:</b>					
Administration recommends that Council accept the Rimbey & District Volunteer Committee Meeting Minutes of November 28, 2012 as presented.					
Asst CAO <i>m. Bube</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

Rimbey & District Volunteer Week Committee  
Meeting: Wednesday, November 28<sup>th</sup>, 2012, 2:00 p.m.  
Rimbey Provincial Building

Meeting

Present: Irene Steeves, Blindman Hall Representative  
Peggy Makofka, FCSS Representative  
Laine Dahms, AHS Representative  
Katherine Winters, Volunteer Services  
Mary Busch, Helping Hands & Food Bank  
Pat Muddle, Fish & Game, Rural Crimewatch  
Alvin Goetz, Lions Club  
Cheryl Jones, Rimbey Historical Society  
Dan Donald, Rimbey Handi Van Society

Regrets:

Lynn Steeves, Ponoka/Rimbey Adult Learning Council Representative  
Diane McCallum, Rimoka Housing  
Roberta (Robbie) Tarleton  
Anita Goetz, Rimoka Housing  
Sheldon Ibbotson, Mayor Town of Rimbey  
Rick Krecklewich, Town Recreation Services  
Donna Keay, Rimoka Housing  
Melissa Beebe, Town of Rimbey  
Alvin Goetz, Lions Club  
Barry Nesbitt, Rimbey Sleigh Wagon Saddle Club

1. Call to Order: L. Dahms called the meeting to order at 2:05 p.m.
2. Approval of Agenda  
MOTION: By: C. Jones to approve the agenda as presented  

CARRIED
3. Approval of May 3, 2012 minutes.  
MOTION: By: P. Muddle to approve the minutes of the May 3<sup>rd</sup>, 2012.  

CARRIED
4. Approval of Financial Report  
MOTION: By: P. Makofka to accept the financial report and information bank balance \$4154.07  

CARRIED
5. Business arising from the minutes
  - 5.1 Introductions with sign in, phone numbers, fax, emails  
No new members
  - 5.2 Stamp & receipt book – L.Dahms has these in her office at the hospital
  - 5.3 Date & time for 2013 event confirmation  
Mon April 22<sup>nd</sup> 2013 is the date of event not April 15<sup>th</sup> as previously stated. 5p.m. doors open, 6p.m.
  - 5.4 Booking – Community Centre  
L. Dahms has confirmed with R. Krecklewich at the recreation department for Monday April 22<sup>nd</sup>, 2013

- 5.5 Theme Confirmation  
"Volunteer" together we can

6. New Business

- 6.1 Centre Pieces  
Rose bowls with white flowers at FCSS office, Chain of paper dolls in a circle will be designed by C. Jones and brought to our next meeting and M. Busch suggested canning jars and flowers inside. C. Jones will bring sample to next meeting.

- 6.2 Correspondence  
No word from volunteer enhancement fund yet.

- 6.3 Entertainment – form subcommittee  
L.Dahms presented information on Gordie West Country Music Band - \$500.00 will play when doors open at 5:00 to 6:00p.m. and again at 7:30 to 9:00p.m.  
MOTION BY: M. Busch to hire the Gordie West Country Music Band at \$500.00 for the evening event on April 22<sup>nd</sup>, 2013.

CARRIED

CARRIED

- 6.4 Letter of Support to the town  
K.Winters offered to prepare this letter and ask for their help with Community Centre rent and the linens rental, Kitchen rental, pizza lunch for work bee on behalf of the committee.

- 6.5 Poster/Poem campaign  
L. Dahms will contact the schools and invite them to submit posters and poem campaigns for the volunteer week appreciation event.

- 6.6 Logo Design  
MOTION BY: I. Steeves to accept the paper doll shape /symbol prepared by L. Dahms to be the 2013 "Volunteer" together we can logo.

CARRIED

MOTION BY: A. Goetz to purchase 1500 colored sheets, 200 envelopes, 200 stamps, 500 white papers, easy removable tape and any other supplies needed.

CARRIED

P. Makofka to consult with community kitchen coordinator about recipe turkey pot pie, volume, one dish casserole, biscuits on top or mashed potatoes and discuss with Ryley at Rimoka  
- Desserts, fruit tray, sheet cake or crisp, rice pudding and raspberries done in roaster.

- 6.7 Enhancement Funding  
K. Winters will watch for this and complete application on behalf of this committee and project.

7. Next Meeting  
Date: January 9<sup>th</sup>, 2013  
Time: 1:00 p.m.  
Place: Provincial Building, small conference room

8. Adjournment

MOTION By: P. Makofka that the meeting adjourns at 3:05 p.m.

CARRIED

\_\_\_\_\_  
L. Dahms, Chairperson

\_\_\_\_\_  
K. Winters Recording Secretary

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council Meeting	Meeting Date	January 14, 2013	
Agenda Item No.	8.3.	Confidential	Yes	No <input checked="" type="checkbox"/> XX
Topic	Council Reports			
Originated by	Tony Goode		Title	CAO
<b>BACKGROUND:</b>				
The Mayor and Councillors provide reports on their activities.				
Documentation Attached:		Yes <input checked="" type="checkbox"/> XX		No
<b>DISCUSSION:</b>				
Attached are the following reports: 8.3.1 Councillor Ellis written report.				
<b>RECOMMENDED ACTION:</b>				
Recommend to accept Council reports as presented.				
<i>AST</i> CAO <i>m. Bude</i>				
<b>DISTRIBUTION:</b>		Council:	Admin:	Press:
				Other:

## Councillor Ellis's Report for December

- Tuesday, December 18 Helped pack Christmas hampers with Councillor Payson for the Rimbey Food Bank at the Nazarene Church.
- Wednesday, December 19 MP 'Open House' in Ponoka with Blaine Calkins. Met Rod Fox MLA for Lacombe-Ponoka, Bill Elliot Mayor of Wetaskiwin, and Grant Creasy Councillor from Lacombe.
- Friday, January 2 'Coffee with the Councillors' at the library with Mr. Ibbotson and Mrs. Rondeel. One citizen stopped by.
- Wednesday, January 2 had coffee at the Truck Museum. They asked when the streets were going to be plowed. Later that afternoon I saw the plow was clearing streets.
- Thursday, January 3 Attended the 'Rural Way' seminar put on by FCSS on identifying what seniors in the community valued. The hospital, and health care system was definitely a priority, with transportation and housing being second.
- Friday January 4 'Coffee with Council' with Mr. Payson and Mrs. Rondeel. Two citizens joined us.
- Wednesday, January 9 'FCSS Board Meeting'
  - FCSS is buying a table at the 'Rimbey Victim Services' Valentines Gala on February 9.
  - Finance Committee presented a healthy financial statement.
  - FCSS AGM will be on Wednesday, March 13.
  - Co-ordination with emergency services
  - 'Compass' a 9 week caregiver support group is starting March 5, 2013 at the Provincial Building.
  - 'Volunteer Centre' CIP (Community Initiative Programming) ran out in March 31, 2012. FCSS is paying for 4 hours/week until they can reapply for CIP again. Banff Volunteer centre closed and Rocky Mt. House is closing May 1, 2013.
  - FCSS Golf Tournament Thursday, August 8, 2013.
  - Volunteer Appreciation Dinner at the Community Centre is scheduled for Monday, April 22, which conflicts with a scheduled council meeting.
  - 'Better Meals Fund' using a 5 of the 9 Community Kitchens to help people with inexpensive meal planning, couponing etc while having dinner.
  - Reapplication for Community Initiative Program (CIP) grant.
  - Next Meeting February 13, 2013 at 9:30AM

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 14, 2013		
Agenda Item No.	9.0	Confidential	Yes	No	XX
Topic	Correspondence				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
Documentation Attached:	Yes XX			No	
<b>DISCUSSION:</b>					
9.1 Alberta Health Services Letter					
9.2 StarKist Catering Letter					
<b>RECOMMENDED ACTION:</b>					
Accept as information.					
Asst CAO <i>m. Bute</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

December 19, 2012

Mayor Sheldon Ibbotson & Council  
Box 350  
Town of Rimbey  
Rimbey, AB T0C 2J0

Dear Mayor Ibbotson and Town Council

**Re: Proposed Rimoka Foundation Lodge and Supportive Living Beds Design**

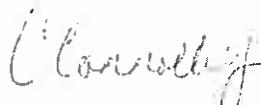
A request was forwarded to me from the Care Manager and Staff as their Area Manager to explore the potential with Rimoka/Town of Rimbey to enable Home Care to have input into the design of the proposed new facility.

As you are aware, Home Care and FCSS staff provide care to the clients in the current Lodge and therefore have a wealth of information regarding what works well and what does not.

There are many challenges that exist in the current building. The bathrooms and tub room are not Senior Friendly. The potential to install ceiling lifts that would enable a client to remain in the facility longer is currently a challenge. It is the hope of the Staff of the Rimbey Home Care to have input during the interior design process to assist with reducing those challenges, to support Seniors and their equipment in the new facility.

If this is a possibility would you please contact Faith Pilgrim at 403-843-5264 or myself at 403-843-7801. Your consideration of this request would be greatly appreciated.

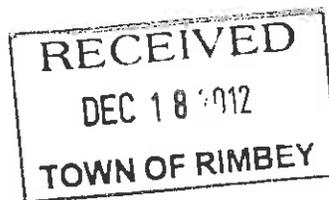
Respectfully submitted,



Colleen Connolly  
Area Manager  
Rimbey Acute Care and LTC  
Rimbey and Winfield Home Care

cc. Faith Pilgrim, Care Manager for Rimbey Home Care

December 14 2012



Rimbey Town Council

Dear Council Members

As caterers of the small community of Rimbey, we are finding it difficult to accommodate the fee that is being charged by the community centre for the kitchen. We do realize that the town does need to recoup some costs as far as the kitchen facility is concerned but should be included with the rental price of the community centre when the party is renting the facility. Putting the cost of the kitchen rental on the caterer is not acceptable since the only reason we are there is because we are providing a meal for the party renting the community centre. No other community centre in the area charges an extra charge for the kitchen being used, except for the Drop In Center; where it is a \$1.00 /plate charge. In a small town it is already hard enough to be competitively priced with other caterers and charging us a large rental fee impacts our bottom line greatly. Especially, when we book a 150 and up per person event, it is pretty much impossible to make a meal in a single day and therefore being charged \$300 for an event, because we need to use the kitchen for two days; is a little hard to take. We are not Red Deer or Calgary where you can charge large amounts for your catering and really don't have an alternative to book elsewhere. If we want to stay in business we need to charge accordingly and we are here also to make a profit in our business. Talking to other caterers in town, they also feel that the charge is too high and do not want to use the kitchen either because of the cost attached to using the facility. In fact they mentioned that they are using the facility they are based out of and avoid the community centre kitchen all together. Thus the community centre makes no money from them at all for events.

We think that charging a more reasonable rate would increase your rentals for the community centre and avoid the conflict between the caterer and the party renting the facility, as it seems that the party renting the community centre is not aware in most cases of the extra charge. Especially for non-profit organizations such as 4H clubs, youth groups and organizations that already have use of rooms in the community centre, there needs to be a subsidized amount for these groups to use facilities. Even when grants are applied to the rental use it still makes for a very expensive facility rental. As a community we should be helping to use the facilities that are available in town, instead of turning away potential business because of high fees. It is not always about making money; it should be about making a community. It is in the Town's best interest to review this policy and make changes to ensure that the local caterers have a chance to be successful too.

Regards,

StarKist Catering



Joan Klugkist

Mariann Valstar

