

**TOWN OF RIMBEY**  
**TOWN COUNCIL AGENDA**

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, SEPTEMBER 8, 2014 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING**

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1. **Call to Order Regular Council Meeting & Record of Attendance**
2. **Public Hearing**
  - 2.1 None
3. **Agenda Approval and Additions**
4. **Minutes**
  - 4.1 August 25, 2014, Regular Council Meeting Minutes..... 2-5
5. **Delegations**
  - 5.1
6. **Bylaws**
  - 6.1 None
7. **New and Unfinished Business**
  - 7.1 Tagish Engineering Project Status Report to August 26/14..... 6-11
  - 7.2 2015 Municipal Internship Program ..... 12-13
  - 7.3 Robert & Jessie Gates Back Alley Issues..... 14-15
  - 7.4 Ponoka County – Request for Consent ..... 16-18
8. **Reports**
  - 8.1 Department Reports
    - 8.1.1 Council Meeting Action List to September 5, 2014..... 19-20
  - 8.2 Boards/Committee Reports
    - 8.2.1 Beatty Heritage House Society..... 21-22
9. **Correspondence** 23
  - 9.1 Erin O’Toole, C.D. Thank you Letter..... 24
  - 9.2 Rimbe Chamber of Commerce – Recruit & Retain Motivated Staff ..... 25-26
10. **Open Forum**
11. **In Camera - None**
12. **Adjournment**

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON  
MONDAY, AUGUST 25, 2014 IN THE COUNCIL CHAMBERS OF THE TOWN  
ADMINISTRATION BUILDING

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1. Call to Order Mayor Pankiw called the meeting to order at 7:00 pm, with the following in attendance:
- Mayor Pankiw  
Councillor Jaycox  
Councillor Payson  
Councillor Webb  
CAO Lucien Cloutier  
Assistant CAO/Director of Finance – Lori Hillis  
Recording Secretary - Karen Dawn
- Absent:
- Public:  
Treena Mielke – Rimbey Review  
10 members of the public
2. Public Hearing 2.1 None
3. Adoption of Agenda of 3.1. August 25, 2014 Agenda  
Motion 255/14
- Moved by Councillor Payson that Council accepts the addition of in camera item 11.2 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act) to the agenda and accepts the amended agenda as presented.
- CARRIED
4. Minutes 4.1 July 28, 2014, Council Regular Meeting Minutes  
Motion 256/14
- Moved by Councillor Webb that council accepts the July 28, 2014 Council Regular Meeting Minutes as presented.
- CARRIED
5. Delegation 5.1 TNC Publications
- Mr. Erwin Jack and Mr. Brian Graham were present to discuss a pending marketing publication for the Rimbey area.
- Motion 257/14
- Moved by Councillor Jaycox that council accepts Mr. Graham's Presentation as information.
- CARRIED
- 5.2 Ms. Val Hillikier The Virtues Project
- Ms. Val Hillikier was present to discuss the Virtues Project.
- Motion 258/14
- Moved by Councillor Webb that Council accepts Ms. Hilliker's presentation on The Virtues Project as information.
- CARRIED

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6. Bylaws 6.1 None
7. New and Unfinished Business
- 7.1 Tagish Engineering Ltd. Project Status Update  
Motion 259/14  
 Moved by Councillor Jaycox that Council accepts the Project Status Update dated August 12, 2014 from Tagish Engineering as information.  
 CARRIED
- 7.2 2014 Municipality/School Division Golf Tournament  
 The CAO will make suitable arrangements for any Council member to attend the 2014 Municipality/School Division Golf Tournament to represent the Town.
- 7.3 Scenario Planning Workshop  
Motion 260/14  
 Moved by Councillor Payson that Council approves sending the Town of Rimbey CAO to attend the Municipal Governance Reform and Land Use Planning in Alberta Scenario Planning Workshop on Wednesday, October 8, 2014 in Camrose.  
 CARRIED
- 7.4 Rimbey Employment Centre Closure  
Motion 261/14  
 Moved by Councillor Jaycox to send a letter as prepared to the Minister of Human Resources regarding the closure of the Rimbey Employment Centre.  
 CARRIED
- 7.5 AUMA Meeting with Ministers  
Motion 262/14  
 Moved by Councillor Webb that administration forward emails to the Minister of Human Services, the Minister of Municipal Affairs and the Minister of Transportation to make appointments to meet at the AUMA Conference.  
 CARRIED
8. Reports
- 8.1 Department Reports  
 CAO status report – regarding Council Meeting Follow-up  
Motion 263/14  
 Moved by Councillor Jaycox that Council accepts the Council Action List as information.  
 CARRIED
- 8.2 Boards/Committee Reports  
 None
- 8.3 Council Reports
- 8.3.1 Mayor Pankiw's Report  
 Mayor Pankiw provided a written report.
- 8.3.2 Councillor Jaycox's Report

Councillor Jaycox provided a written report.

8.3.3 Councillor Webb's Report

Councillor Webb provided a written report.

8.3.4 Councillor Payson's Report

Councillor Payson has no report to provide.

Motion 264/14

Moved by Councillor Webb that Council accepts the reports as information.

CARRIED

9. Correspondence
- 9.1 Letter from Alberta Development Officer's Association
  - 9.2 2014 Penhold Fall Festival Invitation
  - 9.3 Letter from Honourable Greg Weadick
  - 9.4 Letter from Community Futures
  - 9.5 Letter from Honourable Greg Weadick

Motion 265/14

Moved by Councillor Webb that Council accepts the correspondence from Alberta Development Officers Association regarding sponsorship for 2014 ADOA 30th Anniversary Conference, letter from Honourable Greg Weadick regarding Safety Codes, 2014 Penhold Fall Festival invitation, Letter from Community Futures regarding the 2013-2014 Annual Review and the letter from Honourable Greg Weadick regarding three qualifying projects under the capital funding guidelines as information.

CARRIED

10. Open Forum 10.1 Open Forum

Mayor Pankiw asked the gallery if anyone wished to address Council.

There were 2 responses from the gallery.

One person spoke regarding the closure of the Employment Centre and how many other employment centres are closing and wondering if it is every small town.

Another person spoke to thank Council for taking an interest in the closure of the Employment Centre and how much this is appreciated.

Mayor Pankiw recessed the meeting at 7:54 pm.

10 members of the public departed the meeting.

Mayor Pankiw reconvened the meeting at 8:02 pm.

11. In Camera Motion 266/14

Moved by Councillor Webb to proceed with the meeting in camera to discuss the following legal and personnel matters at 8:07 pm:

11.1 Legal (Pursuant to Division 2, Section 27(1)(a) of the Freedom of Information and Protection of Privacy Act.)

11.2 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act)

Motion 267/14

Moved by Councillor Payson the Council meeting reverts to an open meeting at 8:53 pm.

CARRIED

Motion 268/14

Moved by Mayor Pankiw that Council not cancel the taxes for 1318209 Alberta Ltd.

CARRIED

Motion 269/14

Moved by Councillor Webb that due to the Town's error in not contacting the customer on In camera item that was tabled to at the July 28<sup>th</sup> meeting, council hereby cancels the tax penalties for the properties owned by 1318209 Alberta Ltd.

CARRIED

## 12. Adjournment

Motion 270/14

Moved by Councillor Payson to adjourn the meeting.

CARRIED

Time of Adjournment: 8:55 pm.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER



**Town of Rimby  
Request for Decision – to Council**

Council Meeting Date: September 8, 2014

Subject: Tagish Engineering Ltd. Project Status Updates Aug 26/14

Confidential: No

Recommendation: Administration recommends Council accepts the Project Status Update dated August 12, 2014 from Tagish Engineering as information.

Background: History/Discussion:  
Tagish Engineering Ltd has provided a project status update on the various ongoing projects within the Town of Rimby.

Relevant Policy/Legislation/Practices:

Options/Consequences:

Desired Outcome(s):

Follow Up: Financial


Attachments: Yes

Prepared by:

  
\_\_\_\_\_  
Lucien Cloutier, CLGM  
Chief Administrative Officer

Sep 4/14  
Date

Endorsed by:

  
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4/14  
Date



## PROJECT STATUS UPDATES

August 26, 2014

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## **TABLE OF**

### **Town of Rimbey**

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#### **RB00 – Rimbey General**

This project is for small general requests for the Town.

(July 15) Working with Town staff and suppliers to correct water meter problem at NE Reservoir.

(July 29)

- Working with Tundra Controls and staff on mag meter at NE Reservoir.
- Discussion with CAO on Cavalier Ventures Corporation on minimum requirements for municipal infrastructure requirements. E-mail developers engineer to inquire on status of engineering drawing updates.

(August 12)

- Border Paving has indicated that the patching crew is held up due to extremely large projects and have rescheduled the paving for later this month.
- Alberta First Call has being contacted to locate all infrastructure adjacent to proposed skateboard park.
- August 6, test holes were drilled on 35 Ave project to confirm soil types.

(August 26)

- **Waiting for Border Paving to start asphalt patching. Contractor has scheduled paving for first week in September.**
- **Working with drafting staff to complete drawing for 35 Ave Paving project.**

#### **RB87 – Hwy 20 Intersections – (GM)**

This project consists of granular base construction (ready for asphalt paving to be completed by others) for both the 54 Av and 58 Av intersections on Hwy 20. Alberta transportation as agreed to pave the intersections in conjunction with the asphalt overlaying of Hwy 53

(July 15) Contractor has completed placing the 20 mm crush gravel on the west side of Hwy 20 at both intersections, and has started placing topsoil on the back-slope. The Contractor has stripped of the sod and topsoil, benched the edge of the highway and is working on compacting the material on the east side of Hwy at both intersections. Subgrade material will be tested prior to the placement of the crushed concrete.

(July 29) Contractor has hauled and placed all crushed concrete, remainder of granular fill required will substituted with 75mm crushed gravel. Contractor has placed the bulk of the granular base course and is working on placing topsoil and side slopes.

(August 29) Discussions with Alberta Transportations Consultant (WSP Engineering) have indicated that intersections are scheduled to be paved by September 15. Alberta Transportation through WSP Engineering have indicated that the Town will be required to reshape the gravel surfaces just prior to paving. The Contractor has submitted a progress claim for work completed.

**(August 26) Completed Progress Payment # 2 and sent to Contractor for review on work completed to August 14, 2014.**



**RB90 – Legacy Court Phase II - GS**

(Aug 12) A meeting is scheduled for Friday August 15 to discuss development with the developers.

(Aug 25) The meeting was held and the drainage was discussed between phase 1 and 2, WSP is working on a solution.

**RB100 – 51st Avenue from 44-46<sup>th</sup> Street (2012 Construction) – (LS)**

(July 2) 51<sup>st</sup> Ave has been patched over the worst settled areas. Will wait till next year to see how road holds up before we make any more decisions.

(July 15) Project will no longer be updated till next year when we see how road holds up.

**RB102 South Lagoon Baffle Curtain – GM**

This project consists of improving the baffle curtain support system.

(July 2-Aug 26) No Change.

**RB106 Rimbey Northeast Lagoon Subdrain Upgrades - GM**

This project is related to all work involving the NE Lagoon repairs and drainage.

(July 15) No Change.

(July 29) Contacted Urban Dirtworks Inc. to assist Town on completing repairs at NE Lagoon. Contractor has been committed on other projects and unable to schedule date to complete repairs

(August 12) Contacted Urban Dirtworks indicating that Town was still using their 4 inch pump to dewatering the manhole. We are meeting with Rick to review strategy at this location and to discuss AMEC proposal regarding Well #13. The AMEC scope of work has been emailed to Alberta Environmental for their review.

(Aug 25) We have discussed with Rick and it was decided to order one more electric pump and get the station working in the interim until lift station can be researched more thoroughly. We are looking into a cam lock fitting to hopefully make pump removal much easier. We are trying to schedule Urban Dirtworks for this work.

As discussed with Rick it looks like October is an appropriate time for Amec to complete the field testing portion of their study to determine whether there is connectivity between Well 13 and the Lagoon. Amec is to supply a formal proposal for the testing and investigation between Well 13 and the Lagoon for the Town to sign off. There will also be a separate proposal for the annual ground water monitoring of the piezometers around the NE Lagoon. Rick indicated the south lagoon may be added to this testing.

**RB108 2013 Walking Trails– GM**

Project: Construct an asphalt trail system from the Rimbey Community Center to Hwy 53 - 55 St, then south along the west boundary of NE 20 – 42 – 2 W, connecting to the Lions Walking Trail.

(July 15) Appollo Landscaping has completed the landscaping on the entire trail. Border Paving is scheduled to be on sit the week of July 28 to complete the asphalt repairs.

(July 29) Border Paving is scheduled to complete asphalt repairs in the week of Aug 4.

(August 12) Asphalt trail repairs will be rescheduled to be completed at the same time the asphalt as patching is completed.

(August 26) Contractor is scheduled to complete asphalt patching in the first week in September, 2014.

### **RB109 – 58<sup>th</sup> Avenue Re-construction – LS**

Project: There are significant settlements along 58<sup>th</sup> Ave. Roadway is to be milled, asphalt leveling course is to be applied and overlaid. Sanitary is to be re-lined with a CIPP as part of this project. Miscellaneous patching in Rimbey is also part of this project.

(July 15) Awaiting Town input to determine what course of action they would like to take with project.

(July 29) Will start contacting contractors for prices to fix the single service on 58<sup>th</sup> Ave. this week.

(Aug 12) Town has agreed that this will be one of the projects that public works will take care of.

(Aug 26) Project will no longer be updated as Tagish will not be involved in it and will be taken off of future updates.

### **RB116 – Bergum Area and Back Lane Storm (GM)**

Project: Assessment of drainage from back lane entering Bergum property

(March 25 – July 29) No Change.

(March 25 – August 26) No Change.

### **RB119 – 2014 Concrete Sidewalk Replacements – (LS)**

(July 15) Construction is complete. Will finalize SCC and as-builts by end of July.

(July 29) No change.

(Aug 12) SCC and as-builts have been sent to the Town. Awaiting Town to return the signed SCC copies. Holdback release will be finalized by the end of the week.

(Aug 26) SCC and Holdback Release has been sent to Olds Concrete. Awaiting them to return the signed copy of HB release.

### **RB120 – Community Center HVAC Upgrades – (GM)**

This project involves the replacement of three (3) Air Handling Units and the Control System for the Rimbey Community Center.

AHU-1 Is the air handling unit that serves the main entrance and administrative areas.

AHU-4 Is the unit that serves the north side of the main auditorium.

AHU-6 Is the air handling unit for the fitness area.

Direct Digital Controls are scheduled to start later next month or early August.

(July 15 - Aug 12) No Change.

(August 26)

- Rimbey heating has cleaned 7 of the 8 coils. One of the Roof Top Units (RTU's) is sitting on the roof. Contractor is waiting for the roof curb which the RTU is mounted on. The larger RTU is scheduled to arrive mid-September.
- Direct Digital Controls & Services Ltd. have the new controllers in hand and are waiting for the installation of the air handling units before they go in and complete their work.

### **RB121 – Spray Park Upgrades 2014 – (LS)**

(July 15) Awaiting Town input to determine what course of action they would like to take with project.

(July 29) Will contact the new Rimbey recreation department this week and determine a course of action for the spray park.

(Aug 12) Town has agreed that this will be one of the projects that public works will take care of.

(Aug 26) Project will no longer be updated as Tagish will not be involved in it and will be taken off of future updates.

### **RB122 – Water System Upgrades 2014 – (GM)**

(July 15) Ram Fencing is scheduled to start fencing this week.

(July 29) Ram Fencing on site and working on fencing at both Well 12, & 13.

(July 29 – August 12) Ram Fencing on site and working on fencing at both Well 12, & 13.

(August 26) Ram Fencing has received shipment on some of the chain link fence gates which will be installed the week of August 25, with the remaining gates to be built and delivered in the first week of September 2014.

### **RB123 - Rimbey Skate Park - GS**

(Aug 11) Survey has been completed. Alberta One call is doing locates and we are compiling the plan.

(Aug 25) Tagish has submitted the autocad drawing and has no further work on this project. The time against this project is to be donated by Tagish to the skate park.



**Town of Rimbey  
Request for Decision – to Council**

**Council Meeting Date:** September 8, 2014

**Subject:** 2015 Municipal Internship Program

**Confidential:** No

**Recommendation:** That the Town of Rimbey applies through the 2015 Municipal Internship Program for a Municipal Internship for Administrators.

**Background:** History/Discussion:

The Objective of the Municipal Internship Program is to work with Alberta Municipalities and planning service agencies to address succession issues. The program helps interns prepare for senior administrative positions in Alberta's municipal governments. The Municipal Internship Program for Administrators will have 12 positions for May 2015 to April 2016. The Municipality must have a population between 700 and 100,000. Hosts will provide experience in all major functional areas of the municipality. Host municipalities receive a grant of \$43,000 to assist with the costs of hosting an intern.

**Relevant Policy/Legislation/Practices:**

n/a.

**Options/Consequences:**

- 1.) Apply for the 2015 Municipal Internship Program. A resolution of Council would be required to enable Administration to complete the application process in time for the October 1, 2014 deadline.
- 2.) Do not apply for the Municipal Internship Program.

**Desired Outcome(s):**

A Municipal Intern would be trained in several different areas of the municipality. The incumbent would gain a working knowledge of administration, public works and recreation.

Having a Municipal Intern would provide the Town with the opportunity to address the issues identified in the report produced by Transitional Solutions. The Intern could tackle such issues as updating bylaws and polices. Training would be provided to the individual in such things as tax recovery, fleet management, tangible capital assets and grant management.

In short, a municipal internship in Rimbey would be a mutually beneficial arrangement. The grant provided would provide great "bang-for-the-buck".

Follow Up: Financial

Grant of \$43,000 to offset costs. This would partially offset wages and benefits. Additional funding would need to be allocated. This amount could be discussed and determined during the budget process.

Attachments: No

Prepared by:

  
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4/14  
Date

Endorsed by:

  
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4/14  
Date



**Town of Rimbey  
Request for Decision – to Council**

Council Meeting Date: September 8, 2014

Subject: Robert & Jessie Back Alley Issues

Confidential: No

Recommendation: To forward a letter to Mr. & Mrs. Gates advising the Town will consider construction of the back alley in the future and at this time it is not financially feasible to install a new storm sewer system, and further the Town will contact the School Division to share the Gates' concern regarding the vegetation growth on the School Division's property.

Background: History/Discussion:  
A letter received from Mr. & Mrs. Gates requests their back alley be extended to allow access to the rear of their property. They also request the Town to address town surface water issues from Drader Crescent and concerns regarding weeds grass and weeds north of the Peter Lougheed Community Centre. This letter had been previously discussed by Council at a Committee of the Whole. Since that time, Public Works has reviewed the request. The customers have indicated that no water has entered their basement to date.

Relevant Policy/Legislation/Practices:

n/a

Options/Consequences:

- 1) If the Town were to construct the alleyway, Several steps would need to be taken including surveying, stripping of the dirt, hauling in of clay and the alley built up above the surrounding area. Alleys are typically 20 feet wide. There is no turn around area at the end of this alley. If a turnaround was built it would either be built on school property or on Johnston's property.
- 2) Include construction of the alleyway in the ten year capital plan.
- 3) Do not construct the alleyway and leave as is.
- 4) In order to get the water to run to Highway 53, it would take a storm water main installation to get it there and require a ½ to ¾ kilometer of storm pipe and

easements agreements.

- 5) Do not install a storm water main and storm pipe.
- 6) Send a Letter to the School Division requesting them to maintain the grassed area north of the Peter Lougheed Community Centre on a more regular basis.
- 7) Do not contact the School Division regarding the grassed area north of the Peter Lougheed Community Centre.

Desired Outcome(s):

Forwarding the response will provide the customers with verification their concerns have been reviewed and discussed.

Bringing this matter forward puts the idea of the future construction of the alleyway "on the radar".

Follow Up:

Financial

- 1) Alleyway – Estimated cost on this project would be twenty three thousand dollars. (\$23,000).
- 2) Drainage Issue – Cost estimates would need to be obtained from Tagish Engineering for a project of this nature. The cost would be substantial.

Attachments:

No.

Prepared by:



Sep 4/14

Date

Lucien Cloutier, LCGM  
Chief Administrative Officer

Endorsed by:



Sep 4/14

Date

Lucien Cloutier, LCGM  
Chief Administrative Officer



**Town of Rimbey  
Request for Decision – to Council**

Council Meeting Date: September 8, 2014

Subject: Ponoka county – Request for Consent

Confidential: No

Recommendation: Forward a letter to Ponoka County advising the Town of Rimbey consents to Ponoka County purchasing Lot 1, Block 1, Plan 1423218 (8.45 acres) located within the Town of Rimbey.

Background: History/Discussion:

A letter received from Ponoka County requests formal consent from the Town of Rimbey to purchase Lot 1, Block 1, Plan 1423218 (8.45 acres).

Relevant Policy/Legislation/Practices:

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.1) in the case of land located in a province or territory adjoining Alberta, the local government within whose boundaries the land is located consents in writing to the acquisition, and

(b) after the written consent is given, the council that wishes

to acquire the estate or interest in the land authorizes the acquisition.

(2) This section does not apply when a municipality acquires

(a) an option on land outside its boundaries, but it does apply

when the municipality exercises the option, or

(b) an estate or interest in mines and minerals.

1994 cM-26.1 s72;1996 c30 s4;1999 c11 s5

Options/Consequences:

- 1) Provide the letter to Ponoka County authorizing the purchase of 8.45 acres of land located at Lot 1, Block



- 1, Plan 1423218.
- 2) Deny the request from Ponoka county to purchase 8.45 acres of land located at Lot 1, Block 1, Plan 1423218.

Desired Outcome(s):  
Ponoka county will be able to proceed with the purchase of land which will facilitate the future development of a Senior's Lodge.

Follow Up: Financial


Attachments: Yes.

Prepared by:

  
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4/14  
\_\_\_\_\_  
Date

Endorsed by:

  
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4/14  
\_\_\_\_\_  
Date



# Ponoka County

OUR FILE:  
YOUR FILE:

August 26, 2014

TOWN OF RIMBEY  
Box 350  
RIMBEY, Alberta  
T0C 2J0

ATTENTION: Lucien Cloutier  
C.A.O.

Dear Sir:

RE: County Purchase of Lot 1, Block 2, Plan 1423218

In accordance with Section 72 of the Municipal Government Act, please accept this letter as our formal request for consent from the Town of RimbeY Council for the County's purchase of 8.45 acres of land within the Town of RimbeY, as noted above.

As formal possession occurs on assurance of title transfer, we would appreciate your written response as soon as possible.

If you have any questions or concerns, kindly contact the undersigned.

Yours truly,

Charlie B. Cutforth  
Chief Administrative Officer

/dr



**Town of Rimby  
Request for Decision – to Council**

Council Meeting Date: September 8, 2014

Subject: Council Meeting Action List to September 5, 2014

Confidential: No

Recommendation: Council accepts the Council Meeting Action List to September 5, 2014 as information.

Background: History/Discussion:  
The Council Meeting Action List is a tool to provide Council with the progress of actions and directions to administration and department directors arising from the Council meetings.

Options/Consequences:  
1) Council accepts the Council Meeting Action List as information.  
2) Council offers possible amendments to action list.

Desired Outcome(s):  
To keep Council apprised on the status of requested actions.

Follow Up: Financial

Attachments: Yes.

Prepared by:   
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4 / 14  
Date

Endorsed by:   
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4 / 14  
Date

**COUNCIL MEETING ACTION LIST  
UPDATED AS OF SEPTEMBER 5, 2014**

<b>Council meeting Date</b>	<b>Title/Task</b>	<b>Assigned to</b>	<b>Target Date</b>	<b>Status</b>
Jul 28/14	<b>Councillor By-election</b>			
	Arrange Voting Venue(s)	LC		COMPLETE
Jul 28/14	<b>1318209 Alberta Ltd. – K. Buist</b>			
	Send letter advise penalties waived	LC		COMPLETE
	Cancel Penalties on 1318209 Alberta Ltd	LH		IP
Jul 28/14	<b>ACB Annual Work Place Conference</b>			
	Register Rick Pankiw for Conference at the Jasper Park Lodge	KBL		COMPLETE
	Book Room at the Jasper Park Lodge	KBL		COMPLETE
Aug 25/14	<b>7.2 2014 Municipality/School Division Golf Tournament</b>			
	CAO to make arrangements for any Council Members to attend Golf Tournament	LC		COMPLETE
Aug 25/14	<b>7.3 Scenario Planning Workshop</b>			
	Register Lucien Cloutier for the Workshop in Camrose.	LC		Course offering full. Put on waiting list. Complete
Aug 25/14	<b>7.4 Rimbey Employment Center Closure</b>			
	Forward Letter as prepared to the Minister of Human Resources regarding the closure of the Rimbey Employment Centre.	KBL		COMPLETE
Aug 25/14	<b>7.5 AUMA Meeting with Ministers</b>			
	Make appointment to meet with Minister of Human Services at AUMA Convention	KBL		IP
	Make appointment to meet with Minister of Municipal Affairs at AUMA Convention	KBL		IP
	Make appointment to meet with Minister of Transportation at AUMA Convention.	KBL		IP

IP = In Progress



**Town of Rimby  
Request for Decision – to Council**

Council Meeting Date: September 8, 2014

Subject: Beatty Heritage House Society Minutes July 7, 2014

Confidential: No

Recommendation: Council accepts the Beatty Heritage House Society Minutes of July 7, 2014 as information.

Background: History/Discussion:

Options/Consequences:

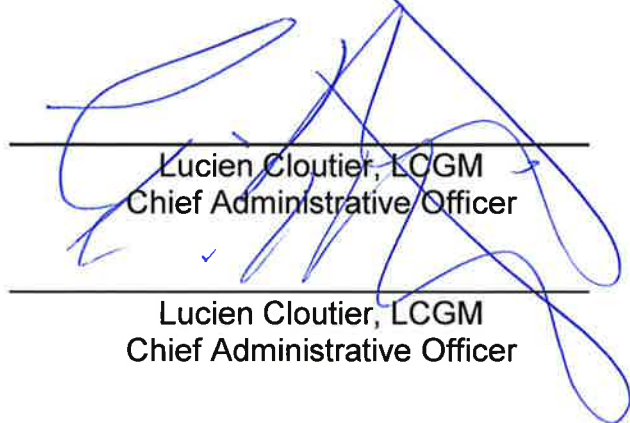
Desired Outcome(s):

Follow Up: Financial:

Attachments: Yes.

Prepared by:   
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4/14  
Date

Endorsed by:   
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4/14  
Date

Meeting was called to order at 8:14 PM by Chairperson Teri Ormberg.

In attendance: Teri Ormberg	Jackie Anderson
Florence Stemo	
Annette Boorman	
Ed Grumbach	Sannie McCrady
Bronwen Jones	Murray Ormberg
Leah Kowalchuk	Annelise Wettstein

MINUTES of previous meeting (June 2, 2014) read by Florence. Adopted as read by Jackie, seconded by Murray. Carried.

CORRESPONDENCE: None

TREASURER'S REPORT: Jackie reported a Balance of \$18,538.94. Report adopted by Jackie: seconded by Murray. Carried.

OLD BUSINESS:

- ELECTRIC KEYBOARD: Unsold at this time.
- AGENDA ITEMS b – h : Discussion re each item –no motions made.
- SUMMER EMPLOYEES: Supervision Schedule set.
- ANNUAL RODEO BBQ; Plans finalized for this event.

NEW BUSINESS:

- CONCERT SERIES: "Ruralroutes" Teri explained the schedule, and the responsibilities of the entertainers, and of our Society as a Sponsor. Decision was made to be placed on the circuit for the 2014 – 2015 Season.
- Co-op BBQ Discussion – no decision made.

NEXT MEETING - September 1, 2014

ADJOURNMENT By Ed at 10:30 PM.



**Town of Rimby  
Request for Decision – to Council**

Council Meeting Date: September 8, 2014

Subject: Correspondence

Confidential: No

Recommendation: Council accepts the Erin O’Toole thank you letter and the Rimby Chamber of Commerce – Recruit & Retain Motivated Staff documentation as information.

Background: History/Discussion:  
9.1 Erin O’Toole, C.D. – Thank You Letter  
9.2 Rimby Chamber of Commerce – Recruit & Retain Motivated Staff.

Options/Consequences:


Desired Outcome(s):

Follow Up: Financial

Attachments: Yes.

Prepared by:   
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

Sep 4/14  
Date

Endorsed by:   
\_\_\_\_\_  
Lucien Cloutier, LCGM  
Chief Administrative Officer

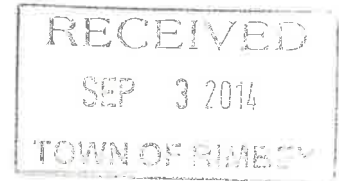
Sep 4/14  
Date



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

**Erin O'Toole, C.D.**

Member of Parliament  
Durham



July 11 2014

His Worship Rick Pankiw  
Town of Rimbey  
Box 350  
Rimbey, AB  
T0C 2J0

Dear Mayor Pankiw,

I would like to thank you for taking the time to attend the roundtable organized by MP Calkins. I found the roundtable discussion to be very informative and appreciate attendees sharing their concerns over emerging challenges in their respective industries.

Please continue to update Blaine on the successes and challenges facing your township. Our Government looks forward to continuing to work with our municipal counter-parts to create jobs and grow our Canadian economy.

Sincerely,

Erin O'Toole

Member of Parliament (Durham)

Cc: Blaine Calkins  
Member of Parliament (Westaskiwin)

*Ottawa*

Room 256, Confederation Building  
Ottawa, Ontario  
K1A 0A6



*Constituency Office*

54 King Street East Unit 103, Bowmanville, Ontario, L1C 1N3  
Tel.: 905-697-1699 or 1-866-436-1141 Fax: 905-697-1678

Erin.OToole@parl.gc.ca

@Erin\_M\_OToole



**Kathy**

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**From:** Rimbey Chamber <rimbeychamber@gmail.com>  
**Sent:** Wednesday, September 03, 2014 11:44 AM  
**To:** rimbeychamber@gmail.com  
**Subject:** Next Chamber of Commerce General Meeting  
**Attachments:** Recruit, Retain and Motivate Staff.pdf

Good Day Everyone,

Just wanted to share with you some information regarding the next Chamber of Commerce General meeting.

As some of you may be aware, the Rimbey & District Employment centre is going through some changes. However, the Chamber has partnered with them and the RABC to put on this presentation "Recruit, Retain and Motivate Staff"

**It will be held at the Best Western Conference Room on Monday, September 22, 2014 at 11:30 AM – 1:00 PM.**

**\*\*Cost: Member \$20 and Non Member \$22.**

Put your name in for the door prize while you are there.

**RSVP by September 19/14.**

**See you there.**

Sincerely,

*Lattie Vaartstra*

Office Administrator  
Rimbey Chamber of Commerce  
Box 87, Rimbey, AB T0C 2J0  
403-392-6521  
[rimbeychamber@gmail.com](mailto:rimbeychamber@gmail.com)

[UNSUBSCRIBE](#)

If you do not wish to receive electronic messages from Rimbey & District Chamber of Commerce in the future, please reply to [rimbeychamber@gmail.com](mailto:rimbeychamber@gmail.com).

# Join us to learn how to Recruit & Retain Motivated Staff !



**Join us at our Chamber Lunch & Learn!  
We have two great speakers for you!**



**Kendall Currie , Labour Force Development Specialist  
from Central Alberta Economic Partnership presents -  
**Innovative Hiring Practices!****

**Attracting and retaining employees is critical for a business and right  
now almost every industry in Alberta is suffering from labour short-  
ages. This session will show how innovative hiring practices are  
working for some employers and share some of their success stories.**



**Kelly Johnson , Workforce Consultant—Jobs, Skills,  
Training & Labour presents— **Canada Job Grant.****

**The Canada-Alberta Job Grant is an employer-driven training  
program. This means that employers decide on who gets training and  
what type of training may be needed for new and existing employees.  
Employers must use a third-party training provider to deliver the  
formal training either onsite, online, or in a classroom setting. It is in  
an employer's best interest to invest in developing the skills of their  
workforce, so they can get the job done and continue to operate.**

**Joins us at the Rimbey Best Western Conference Room  
Monday September 22 11:30am-1:00pm.  
Cost: Chamber Members \$20, Non-Members \$22.**

In partnership with....



**RIMBEY & DISTRICT  
EMPLOYMENT CENTRE**

Rural Alberta  
Business Centre

Rocky Mountain House



**Alberta**

Government

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