

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

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON TUESDAY SEPTEMBER 11, 2018 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING**

---

1	<b>Call to Order Regular Council Meeting &amp; Record of Attendance</b>	
2.	<b>Agenda</b>	1
3.	<b>Minutes</b>	
	3.1 Minutes of Regular Council Meeting August 28, 2018.....	2-10
4.	<b>Public Hearings - None</b>	
5.	<b>Delegations - None</b>	
6.	<b>Bylaws - None</b>	
7.	<b>New and Unfinished Business</b>	
	7.1 Coffee with Council.....	11
	7.2 Evergreen Walking Trail Update.....	12-14
	7.3 Policies.....	15-19
8.	<b>Reports</b>	
	8.1 Department Reports	20
	8.1.1 Director of Finance – Accounts Payable Listings.....	21-22
	8.2 Boards/Committee Reports	23
	8.2.1 Tagish Engineering Ltd. Project Status Updates to Aug 16/18..	24-26
9.	<b>Correspondence</b>	27
	9.1 Alberta Recreation and Parks Association .....	28-29
	9.2 Alberta Municipal Affairs .....	30
10.	<b>Open Forum</b> <small>(Bylaw 939/18– Council Procedural Bylaw Part XXI 1.The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.</small>	
11.	<b>In Camera</b>	
	11.1 FOIP Section 25 (1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Southwest Storm Water Pond	
	11.2 FOIP Section 25 (1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Encroachment into Utility Right of Way	
	11.3 FOIP Section 17(1) Disclosure harmful to Personal Privacy – Library Board Member Resignation	
	11.4 FOIP Sections 24(1)(a) and section 25(1) Proposal and consideration of options relating to deferred municipal reserve.	
12.	<b>Adjournment</b>	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON  
TUESDAY, AUGUST 28, 2018 IN THE COUNCIL CHAMBERS OF THE  
TOWN ADMINISTRATION BUILDING

---

1. Call to Order Mayor Pankiw called the meeting to order at 5:00 pm, with the following in attendance:

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel  
Chief Administrative Officer – Lori Hillis, CPA, CA  
Director of Finance – Wanda Stoddart  
Director of Public Works – Rick Schmidt  
Planning and Development Officer - Liz Armitage  
Recording Secretary – Kathy Blakely

Absent:

Public:

Treena Mielke, Rimbey Review  
0 member(s) of the public  
Kelly McTaggart and Chris Montgomery, CAPP

2. Adoption of Agenda

2.1 August 28, 2018 Agenda

Motion 255/18

Moved by Councillor Coulthard to accept the Agenda for the August 28, 2018 Regular Council Meeting, as presented.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

3. Minutes

3.1 Minutes of Regular Council July 24, 2018

Motion 256/18

Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of July 24, 2018, as presented.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

4. Public Hearings

4.1 946/18 Advertisement Bylaw

Mayor Pankiw opened the Public Hearing for Bylaw 946/18 Town of Rimbey Advertisement Bylaw at 5:01 pm.

Mayor Pankiw advised the purpose of Bylaw 946/18 Town of Rimbey Advertisement Bylaw is to make the advertisement of proposed bylaws, resolutions, meetings and public hearings on the Town's website and by posting the notice prominently on the front doors, back doors and at the front counter of the Town of Rimbey Administration Office located at 4938 50th Avenue official forms of advertising.

Mayor Pankiw requested confirmation of notice of the public hearing for Bylaw 946/18 Town of Rimbey Advertising Bylaw.

Mrs. Armitage replied notice was placed in the July 31-August 6, 2018 and August 7-13, 2018 editions of the Rimbey Review; and notice of this public hearing was posted on the Town of Rimbey web site under important notices with a copy of the complete package available for public review, and on the front and back doors of the Town of Rimbey Administration and at the front counter.

Mayor Pankiw requested a report on Bylaw 946/18 Town of Rimbey Advertisement Bylaw from Mrs. Armitage.

Mrs. Armitage advised Council gave first reading to Bylaw 946/18 Town of Rimbey Advertisement Bylaw on July 24, 2018. Council set the Public Hearing date of August 28, 2018 and directed administration to advertise the public hearing in the Rimbey Review for 2 consecutive weeks prior to the Public Hearing. The Town of Rimbey regularly advertises proposed bylaws, resolutions, meetings and public hearings on the Town's website and by posting the notice prominently on the front doors, back doors and at the front counter of the Town of Rimbey Administration Office located at 4938 50th Avenue.

In order for these to be official forms of advertising, the Town of Rimbey has prepared an Advertising Bylaw, which will add to the traditional forms of notification authorized in the Municipal Government Act and regularly utilized by administration which includes circulating notices to adjacent neighbours and advertise in the local newspaper, the Rimbey Review.

She noted the Town of Rimbey is required to circulate in accordance with Section 606(1) of the Municipal Government Act and as such circulates to adjacent neighbours and advertise in the Rimbey Review. This bylaw does not change our traditional approach to advertising these items.

In preparing this Bylaw administration reviewed similar bylaws from the Town of St. Paul, Town of Eckville and Saddle Hills County. All three bylaws were nearly identical, and as such the Town of Rimbey administration recommends utilizing the same bylaw format and content. The Town of Eckville has provided approval for the Town of Rimbey to utilize their bylaw text in preparing our bylaw.

Mayor Pankiw inquired if there had been any written submissions regarding the Bylaw.

Mrs. Armitage advised Administration received no written responses by August 17, 2018.

Mrs. Armitage advised Council the Rimbey Review published an article on August 21, 2018 expressing concern regarding the proposed bylaw. In the newspaper article published on August 21, 2018, the Rimbey Review expressed concern regarding the Advertising Bylaw. However, no written response was provided to administration. Administration spoke with representatives from the Rimbey Review to express that the Bylaw 946/18 Advertisement Bylaw is not intended to replace existing methods of advertising as prescribed in Section 606(1) of the MGA, rather it is intended to formalize additional modern techniques of advertisement that have been utilized by the Town for a number of years. To reduce potential confusion administration recommends modifying the Bylaw to state the following:

- a. Advertised in accordance with Section 606(2)a and Section 606(2)b of the Municipal Government Act;
- b. Electronically by posting a notice prominently on the Town of Rimbey's website; or
- c. By posting the notice prominently on the front doors, back doors and at the front counter of the Town of Rimbey Administration Office located at 4938 50th Avenue.

Mayor Pankiw asked if any persons wished to be heard regarding Bylaw 946/18 Town of Rimbey Advertisement Bylaw.

Mrs. Armitage indicated there are no people who have signed the Public Hearing Sign In Sheet.

Mayor Pankiw asked a second time if there are any other persons wishing to be heard.

There were no replies.

Mayor Pankiw asked a third time if there are any other persons wishing to be heard.

There were no replies.

Mayor Pankiw inquired if Administration had any closing comments.

Mrs. Armitage indicated the additional line in the bylaw should provide more clarity.

Mayor Pankiw closed the Public Hearing for Bylaw 946/18 Town of Rimbey Advertisement Bylaw at 5:06 pm.

## 5. Delegations

### 5.1 Canadian Association of Petroleum Producers

Mayor Pankiw welcomed Kelly McTaggart and Chris Montgomery of the Canadian Association of Petroleum Producers to the Council Meeting.

Ms. McTaggart presented a power point presentation to Council regarding continuing challenges for Canada's oil and gas industry, energy demand, growth in the global energy mix from 2016-2040, completing for global customers, crude oil prices, global natural gas prices, Canadian natural gas prices, global investment trends, total wells drilled in western Canada, upstream capital investments in Canada, oil pipelines, natural gas markets, competitive challenges CAPP advocacy and Canada's energy citizens.

Mayor Pankiw thanked Ms. McTaggart for her presentation regarding the state of the industry update.

#### Motion 257/18

Moved by Councillor Payson to accept the presentation from Kelly McTaggart of the Canadian Association of Petroleum Producers on the state of the industry, as information.

#### In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

#### Opposed

CARRIED

Kelly McTaggart and Chris Montgomery departed the Council Meeting at 5:25 pm.

### 5.2 Serenity Pet Shelter

Serenity Pet Shelter was unable to attend this evening.

## 6. Bylaws

6.1 946/18 Town of Rimbey Advertisement BylawMotion 258/18

Moved by Councillor Coulthard to give second reading to Bylaw 946/18 Advertisement Bylaw.

In FavorOpposed

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

CARRIED

Motion 259/18

Moved by Councillor Payson to give third and final reading to Bylaw 946/18 Advertisement Bylaw.

In FavorOpposed

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

CARRIED

## 7. New and Unfinished Business

7.1 Rimbey and District Crime Watch AssociationMotion 260/18

Moved by Councillor Payson to authorize the Rimbey & District Crime Watch Association to hold their monthly one hour meetings, on the third Tuesday of each month, in the Kinsmen Room at the Peter Loughheed Community Centre, free of charge, for the period September 2018 through Dec 31, 2018 and request the Rimbey and District Crime Watch Association to apply for the Community Events Grant for the 2019 year to cover the rental of the facility.

In FavorOpposed

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

CARRIED

7.2 Rimbey Municipal Library Request for Space in Parkland ManorMotion 261/18

Moved by Councillor Curle to have Mayor Pankiw contact the Alberta Seniors Housing to discuss the possibility of a long term leasing agreement to the Town for a minimum of 5 years.

In FavorOpposed

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

CARRIED

7.3 Schedule A – Fees for Services Bylaw 905/15Motion 262/18

Moved by Mayor Pankiw to approve Bylaw 905/15 Fees for Services Schedule A, as presented.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

7.4 Recycle UpdateMotion 263/18

Moved by Councillor Payson to allow the Town of Rimbey, Summer Village of Parkland Beach and the County of Ponoka commercial customers, schools and churches to use the transfer station for recycling, free of charge.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 264/18

Moved by Councillor Coulthard to update the Bylaw 905/15 Fees and Services Bylaw Schedule A to reflect the inclusion of commercial customers, schools and churches in the recycling program

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

7.5 Vision for Non-ViolenceMotion 265/18

Moved by Councillor Payson to waive the fee for rental of the Peter Lougheed Community Centre for the Vision for Non-Violence Regional Conference on Friday, November 2, 2018.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

7.6 Committee of the WholeMotion 266/18

Moved by Councillor Rondeel for Administration to prepare a Committee of the Whole Bylaw with terms of reference and bring back to the September 25, 2018 Regular Council Meeting.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

7.7 Employee Group BenefitsMotion 267/18

Moved by Councillor Coulthard to approve the cancellation of vision care coverage and the inclusion of a Health Spending Account of \$1,000 per year for family coverage and \$500 per year for single coverage as part of the employee benefit package, effective January 1, 2019.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

7.8 Blue Bag ProgramMotion 268/18

Moved by Councillor Payson to approve the use of blue recycle containers with a secure fitting lid up to a maximum size of 120 litres, with the residents responsible to purchase their own containers if they choose.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

7.9 Subdivision and Development Appeal Board Hearing Decision of July 25, 2018Motion 269/18

Moved by Councillor Curle to accept the Subdivision and Development Appeal Board Decision dated July 30, 2018, as information.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

## 8. Reports

8.1 Department Reports

## 8.1.1 Chief Financial Officer – Accounts Payable Listing

Treena Mielke of the Rimbey Review departed the Council Meeting at 6:39 pm.

Motion 270/18

Moved by Councillor Curle to accept the report from the Chief Financial Officer regarding the Accounts Payable Listings, as information.

In FavorOpposed

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

CARRIED

8.2 Boards/Committee Reports

8.2.1 Tagish Engineering Project Status Update to July 5<sup>th</sup> and 19<sup>th</sup>, 2018

8.2.2 Subdivision and Development Appeal Board Hearing Minutes of July 25/18

8.2.3 Beatty Heritage House Minutes of June 4, 2018

Motion 271/18

Moved by Councillor Coulthard to accept the Tagish Engineering Project Status Updates to July 5<sup>th</sup> and 19<sup>th</sup>, the Subdivision and Development Appeal Board Hearing Minutes of July 25, 2018 and the Beatty Heritage House society Minutes of June 4, 2018, as information.

In FavorOpposed

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

CARRIED

8.3 Council Reports

8.3.1 Mayor Pankiw's Report

8.3.2 Councillor Coulthard's Report

8.3.3 Councillor Curle's Report

8.3.4 Councillor Payson's Report

8.3.5 Councillor Rondeel's Report

Motion 272/18

Moved by Councillor Curle to accept the reports of Council, as information.

In FavorOpposed

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

CARRIED



9. Correspondence Correspondence

- 9.1 Alberta Recreation & Parks Association
- 9.2 Alberta Culture and Tourism
- 9.3 Letter from Penny Giebelhaus
- 9.4 Letter from Ken & Gabriela Petersen
- 9.5 Rimbey RCMP – Public Facing Crime Mapping Project
- 9.6 Kinsmen Club of Rimbey
- 9.7 Letter from Mayor Grant Creasey, City of Lacombe
- 9.8 Letter from Harvey Kuzio
- 9.9 Alberta Municipal Affairs

Motion 273/18

Moved by Councillor Curle to accept the correspondence from Alberta Recreation & Parks Association, Alberta Culture and Tourism, Penny Giebelhaus, Ken and Gabriela Petersen, Rimbey RCMP – Public Facing Crime Mapping Project, Kinsmen Club of Rimbey, Mayor Grant Creasey, City of Lacombe, Harvey Kuzio and Alberta Municipal Affairs, as information.

In Favor

Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

## 10. Open Forum

10.1 Open Forum

There were no members of the public at the Council Meeting for the open forum.

Mayor Pankiw recessed the Council Meeting at 6:53 pm.

Mayor Pankiw and Chief Financial Officer Wanda Stoddart departed the Council meeting at 6:53 pm.

Deputy Mayor Paul Payson assumed the chair for the remainder of the Council Meeting.

Deputy Mayor Paul Payson reconvened the Council Meeting at 6:59 pm.

## 11. In Camera

11.1 FOIP Section 25 (1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Encroachment into Town owned Road Right of Way

11.2 FOIP Section 25 (1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Encroachment into Utility Right of Way

Motion 274/18

Moved by Councillor Coulthard the Council meeting go in camera at 6:59 pm, pursuant to FOIP Section 25 (1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Encroachment into Town owned Road Right of Way and FOIP Section 25 (1)(c)(iii) Disclosure harmful to economic and other interests of a public body – Encroachment into Utility Right of Way to discuss land with Deputy Mayor Paul Payson Councillor Coulthard, Councillor Curle, Councillor Rondeel, Planning and Development Officer Liz Armitage as Planning Support, Director of Public Works Rick Schmidt as Public Works support, Chief Administrative Officer Lori Hillis, and Recording Secretary Kathy Blakely as Administrative support.

In Favor

Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 275/18

Moved by Councillor Curle the Council meeting reverts back to an open meeting at 7:25 pm.

In Favor  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 276/18

Moved by Councillor Curle for Administration to organize a public meeting with the residents of the block to discuss the road right of way running east to west between 48th Avenue and 49th Avenue / 50th Street and 49th Street.

In Favor  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Motion 277/18

Moved by Councillor Rondeel to have public works move the shed and planter at the Community Garden and remove the old planter from the Community Gardens.

In Favor  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

12. Adjournment

Motion 278/18

Moved by Councillor Coulthard to adjourn the meeting.

In Favor  
Mayor Pankiw  
Councillor Coulthard  
Councillor Curle  
Councillor Payson  
Councillor Rondeel

Opposed

CARRIED

Time of Adjournment: 7:28 pm.

\_\_\_\_\_  
MAYOR RICK PANKIW

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER LORI HILLIS



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.1
<b>Council Meeting Date</b>	September 11, 2018
<b>Subject</b>	Coffee with Council
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Coffee with Council is held every Friday from 3pm to 4pm at the Rimbeey Library. Council has taken a hiatus for the summer and is scheduled to resume Coffee with Council on September 14, 2018.
<b>Discussion</b>	<p>At the Regular Council Meeting June 12, 2018 Council discussed holding Coffee with Council once per month at Valley View Manor instead of the Library.</p> <p>This has been discussed with Peter Hall, CAO of Rimoka who indicated that members of Council are more than welcome to come to the new lodge and have coffee with the residents at any time. However, as the lodge is not a public venue and is the senior's home it is preferable not to hold regular "Coffee with Council" where the general public is invited.</p>
<b>Recommendation</b>	Council accept as information.

**Prepared By:**

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*Sept 5/18*

Date

**Endorsed By:**

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*Sept 5/18*

Date



<b>Council Agenda Item</b>	7.2
<b>Council Meeting Date</b>	September 11, 2018
<b>Subject</b>	Evergreen Walking Trail Update
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>Council passed the following two motions, which permitted Town Administration to undertake the process of acquiring the land necessary to complete a walking trail between Evergreen Estates and Pas-ka-poo Park.</p> <p><u>Motion 177/18</u></p> <p><i>Moved by Councillor Curle to authorize Administration to send a letter to Mr. and Mrs. Abou Ghanim with the following terms:</i></p> <ol style="list-style-type: none"> <li>1. <i>Municipal Reserve Dedication.</i> <ol style="list-style-type: none"> <li>a. <i>The 0.27 acres of Plan 082 6263, Block 1, Lot 1, will be considered Municipal Reserve dedication and provided to the Town of Rimbey at no cost. The Town of Rimbey has prepared the land transfer agreement and will pay the full cost associated with the formal subdivision required to complete the transfer of the 0.27 acres.</i></li> <li>b. <i>In 2004 a 1.0 acre parcel of your land was given by the former land owner to the Town of Rimbey as Municipal Reserve. The Town will consider the 1.0 acre dedication along with the current 0.27 dedication as part of the total 10% Municipal Reserve calculation required on your 17.4 acre parcel. Please note the final determination of remaining Municipal Reserve dedication will be done through an Area Structure Plan and finalized at the time of your future subdivision.</i></li> </ol> </li> <li>2. <i>The Town of Rimbey will complete an Area Structure Plan for your existing lands at a cost of \$35,000. The Town requires payment in full prior to commencing work. Any funds remaining at the completion of the area structure plan will be returned to you. This fee is valid for the 2018 year only and if the Area Structure Plan does not commence in 2018 a new fee agreement will be required.</i></li> <li>3. <i>Due to safety and security of Pas-ka-poo Park, the Town is unable to alter the fence located on the south side of the property.</i></li> </ol> <p><u>In Favor</u>  Mayor Pankiw  Councillor Coulthard  Councillor Curle  Councillor Payson  Councillor Rondeel</p> <p style="text-align: right;"><u>Opposed</u></p> <p style="text-align: right;"><b>CARRIED</b></p>

	<p><u>Motion 226/18</u></p> <p><i>Moved by Councillor Payson to accept and execute the Agreement for Sale between the Town of Rimbey and Kriz Farming Ltd. for the purchase of approximately 0.49 acres of land located at NE 29-42-2-W5, for the purpose of the Evergreen Walking Trail, with funding to come from Restricted Municipal Reserve.</i></p> <p><u>In Favor</u> Mayor Pankiw Councillor Coulthard Councillor Curle Councillor Payson Councillor Rondeel</p> <p><u>Opposed</u></p> <p style="text-align: right;"><i>CARRIED</i></p>
<b>Discussion</b>	<p>Both agreements have been executed and administration has begun the subdivision process to formally acquire title on the lands required to complete the Evergreen Walking trail.</p> <p>Tagish Engineering is currently preparing a tentative plan of subdivision. Upon receipt of the tentative plan the Development Authority will immediately circulate the tentative plan to required government agencies and neighbors in compliance with the Municipal Government Act.</p> <p>Upon conclusion of circulation, the subdivision will be brought to Council, as the Subdivision Authority, for review and approval. Town administration anticipates this will be on the September 25, 2018 Council meeting Agenda. Note, while it is unlikely, should a government agency request additional time for review and comment, the Development Authority will be unable to bring the item to Council until October 2018.</p> <p>Upon approval from the Subdivision Authority, the Development Authority will prepare a Notice of Decision to notify all impacted parties of the subdivision approval, conditions and appeal period. This letter is required as per Section 656(1) of the MGA.</p> <p>Upon conclusion of the 14 day subdivision appeal period, Tagish Engineering will work with Bemoco Land Surveying to complete the necessary field work and registration documents to be executed by the impacted parties. Upon receipt of the executed documents the surveyor will be responsible for registering the documents at Alberta Land Titles. Registration at Land Titles is expected to take approximately 30-45 days based on current processing times. Note Land Title timelines are based on estimates provided by Land Titles and are subject to change.</p> <p>Based on the current timeline, we anticipate having the subdivision registered at land titles by December of 2018.</p> <p>Construction of the trail is anticipated to occur in the spring/summer of 2019.</p>



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Relevant Policy/Legislation</b>	Municipal Government Act
<b>Options/Consequences</b>	Not Applicable
<b>Financial Implications</b>	Not Applicable
<b>Attachments</b>	Not Applicable
<b>Recommendation</b>	Accept report as information.

**Prepared By:**

  
\_\_\_\_\_  
Elizabeth Armitage, MEDES, MCIP, RPP  
Planning and Development Officer

September 5, 2018  
Date

**Endorsed By:**

  
\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

Sept 5/18  
Date



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.3
<b>Council Meeting Date</b>	September 11, 2018
<b>Subject</b>	Policies
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Councillors attend various Conferences and Seminars during the year relating to their duties and or committees they are appointed to.
<b>Discussion</b>	The following policies require amendments to allow for Councillors to attend conferences and seminars.  Wording with a strike through will be removed from the policy and wording highlighted in yellow will be added to the policy.
<b>Attachments</b>	Policy 155 Council Remuneration Policy 156 Councillor Attendance at Conferences/Meetings
<b>Recommendation</b>	Administration recommends Council approve the amendments to Policy 155 Council Remuneration and Policy 156 Council attendance at Conferences/Meetings, as presented.

**Prepared By:**

Lori Hillis  
Lori Hillis, CPA, CA  
Chief Administrative Officer

Sept 5/18  
Date

**Endorsed By:**

Lori Hillis  
Lori Hillis, CPA, CA  
Chief Administrative Officer

Sept 5/18  
Date



# Town of Rimbey Policy Manual

Title: Council Remuneration

Policy No: 155

Date Approved:

Resolution No:

Date Effective:

Purpose:

1. To set appropriate rates of pay for Council
2. Members of Town Council should be reimbursed for all direct expenses as a result of their duties

## ***Policy Statement:***

### **Base Fees**

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

Councillors will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Councilor's attendance is requested but not required by Council.

The Deputy Mayor will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Deputy Mayor's attendance is requested but not required by Council.

Council remuneration will be adjusted annually by the same percentage as is provided to Town Staff.

### **Other Expenses**

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

Cell Phone Costs – The Mayor shall receive a cell phone paid for by the Town or an allowance of \$46.15 bi-weekly for use of their personal phone.



**Hourly Rates Daily Rates**

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

University of Alberta; and

Other organizations interested in or working with local governments.

A.U.M.A. Annual Convention

AAMD&C Convention

FCM Convention

Mayor's Caucus's

A.U.M.A. Regional Seminars

University of Alberta Elected Officials Seminars

Meetings with any branch of the Alberta Government, or any other municipal government

Field trips and research trips to other Municipalities

~~Any other meetings or attendance at functions approved by resolution of Council~~

**All conferences, events, seminars, and special meetings relating to Municipal duties**

Compensation shall be as follows:

Hourly and maximum daily rates in accordance with Schedule A.

Councillors shall be responsible for filling in their own claim forms for these events.

Compensation will not be provided for attendance at meetings or functions where expenses are paid by other organizations (ex. Rimoka Foundation).

**Benefits**

Group Accident Insurance As per Provider Rates

Health Spending Account \$300 per month

**Policy Review**

The annual remuneration for the Mayor and Councillors will be reviewed by July 31 preceding the next general election.

Initial Policy Date:	October 20, 2003	Resolution No:	457/03
Revision Date:	October 13, 2009	Resolution No:	321/09
Revision Date:	February 23, 2011	Resolution No:	046/11
Revision Date:	February 24, 2014	Resolution No:	055/14
Revision Date	December 12, 2016	Resolution No:	532/16
Revision Date	July 24, 2017	Resolution No.:	222/17
Revision Date:			

**TOWN OF RIMBEY  
COUNCIL REMUNERATION  
POLICY NO 155  
SCHEDULE A**

<b>Base Fees</b>					
<b>Year</b>	<b>Mayor</b>	<b>Deputy Mayor</b>	<b>Councillor</b>	<b>Meeting rates per hour</b>	<b>Maximum Daily rate</b>
2018	850.21	633.27	583.84	34.88	348.82
2019	910.58	678.23	625.30	37.36	373.59
2020	975.23	726.39	669.69	40.01	400.12
2021	1,014.63	755.73	696.75	41.63	416.28

**Above rates include a 2% annual increase to be reviewed annually in conjunction with Town Staff salaries.**



# Town of Rimbey Policy Manual

Title: Councillor Attendance at Conferences/Meetings		Policy No: 156	
Date Approved:		Resolution No:	
Date Effective:			
Purpose:		To provide guidance to determine Elected Officials attendance at Conventions/Meetings.	
Policy Statement:		The Council of the Town of Rimbey recognizes the importance of Council attendance at conferences, and accepts responsibility for payment of related fees and expenses for attendance at such conferences.	
<p>The Mayor and Councillors may attend the following conferences/seminars:</p> <ul style="list-style-type: none"> <li>AAMD&amp;C (Alberta Association of Municipal Districts &amp; Counties)</li> <li>AUMA (Alberta Urban Municipalities Association)</li> <li>FCM (Federation of Canadian Municipalities)</li> <li>AUMA Mayors Caucus's</li> <li><del>Any other conference/seminar deemed necessary by Council.</del></li> <li><b>All conferences, events, seminars, and special meetings relating to Municipal duties.</b></li> </ul> <p>The Mayor and Deputy Mayor may attend the Mayor's Caucus.</p> <p>The Mayor and one (1) Councillor may attend the two (2) AAMD&amp;C Conferences per year.</p> <p>All Council may attend the annual AUMA Conference.</p> <p>Attendance at the Annual FCM Conference will be limited to the Mayor and two Councillors when the conference is held out of province. The Councillors shall rotate until all Councillors have attended.</p> <p>The Mayor and all Council may attend the Annual FCM Convention when it is out of province, if the Convention is within driving distance of Rimbey.</p> <p>The Mayor and all Councillors may attend the Annual FCM Conference when it is held in the Province of Alberta.</p> <p>Expenses for attendance at conferences/seminars will be reimbursed as per Policy 155.</p> <p>It is expected all delegates will conduct him/her self in such a manner to positively reflect the values of the Town of Rimbey by attending all sessions punctually and professionally.</p>			
Initial Policy Date:	November 14, 2016	Resolution No:	449/16
Revision Date:			
Revision Date:			



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.1
<b>Council Meeting Date</b>	September 11, 2018
<b>Subject</b>	Department Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.
<b>Attachments</b>	8.1.1 Chief Financial Officer Report – Accounts Payable Listing
<b>Recommendation</b>	Motion by Council to accept the report from the Chief Financial Officer, as information.

**Prepared By:**

*Wanda Stoddart*

Wanda Stoddart  
Chief Financial Officer

*Sept 5/18*

Date

**Endorsed By:**

*Lori Hillis*

Lori Hillis, CPA, CA  
Chief Administrative Officer

*Sept 5/18*

Date

**Town of Rimbey 2018**  
**Accounts Payable Cheque List**  
**From: 22-Aug-2018 To: 06-Sep-2018**

Vendor Name	Purpose	Cheque	Date	Amount
Jim Pattison Lease	Bylaw - lease	PAW4906	23-Aug-2018	1677.11
Canada Revenue Agency	RP0001/02 - (Aug 5-18/18) Aug.24, 2108	PAW4907	23-Aug-2018	14383.27
LAPP	LAPP payment for Aug.24/18 - biweekly (Aug.5...	PAW4908	23-Aug-2018	7911.09
LAPP	LAPP payment for Aug.15/18 (biweekly payroll...	PAW4909	23-Aug-2018	1272.92
Direct Energy Regulated Services	Scout Hall - gas	PAW4910	23-Aug-2018	77.16
Direct Energy Regulated Services	Curling Club - gas	PAW4911	23-Aug-2018	125.75
EPCOR	Final bill - Scout Hall - power (will be put on ma	PAW4912	23-Aug-2018	111.00
Telus Communications Inc.	Beatty House - phone	PAW4913	23-Aug-2018	70.23
Telus Communications Inc.	PW - phone	PAW4914	23-Aug-2018	69.58
Telus Communications Inc.	Internet	PAW4915	23-Aug-2018	101.85
Telus Communications Inc.	phone	PAW4916	23-Aug-2018	69.58
Telus Communications Inc.	phone	PAW4917	23-Aug-2018	2106.39
Alberta Municipal Services...	power / gas	PAW4918	23-Aug-2018	34401.37
Workers' Compensation Board -...	WCB	PAW4919	23-Aug-2018	2240.45
Telus Mobility Inc.	cell	PAW4920	23-Aug-2018	164.81
Eastlink	cable	PAW4921	23-Aug-2018	87.31
Servus Credit Union	L.Hillis - Servus - July 31/18	PAW4922	23-Aug-2018	320.87
Servus Credit Union	W.Stoddart - July 2018	PAW4923	23-Aug-2018	431.53
Servus Credit Union	Nutrien Ag Solutions - lawn fertilizer	PAW4924	23-Aug-2018	210.00
LAPP	LAPP Pension - Aug.29/18 - Biweekly payroll -...	PAW4925	28-Aug-2018	1272.92
LAPP	LAPP payment for Aug. 2018 - monthly payroll...	PAW4926	28-Aug-2018	806.62
Great West Life	Sept. 2018 - GWL - Town	PAW4927	28-Aug-2018	10655.87
AMSC Insurance Services Ltd.		43751	22-Aug-2018	41.12
Big Hill Services Ltd.		43752	22-Aug-2018	322.99
Brownlee LLP		43753	22-Aug-2018	502.64
Buist Motor Products Ltd.		43754	22-Aug-2018	756.00
Hunter Hydrovac Inc.		43755	22-Aug-2018	819.00
Johnson, Walter & Grace		43756	22-Aug-2018	270.77
JT Glass		43757	22-Aug-2018	210.00
Longhurst Consulting	Cancelled	43758	22-Aug-2018	966.00 *
McDonagh, Rae-Ann		43759	22-Aug-2018	25.00
Rimbey Implements Ltd.		43760	22-Aug-2018	18.69
Rockenback, Kyle		43761	22-Aug-2018	25.00
Rural Municipalities of Alberta		43762	22-Aug-2018	228.85
Tagish Engineering Ltd.		43763	22-Aug-2018	24093.65
Trautman, Camille		43764	22-Aug-2018	605.90
Uni First Canada Ltd.		43765	22-Aug-2018	75.17
Wolseley Industrial Canada INC		43766	22-Aug-2018	1561.09
Wood Environment &...		43767	22-Aug-2018	5629.19
Advanced Fire Alarm Systems...		43768	24-Aug-2018	157.50
Evergreen Co-operative...		43769	24-Aug-2018	3353.43
Guy's Carpentry		43770	24-Aug-2018	798.00
Hunter Hydrovac Inc.		43771	24-Aug-2018	1365.00
Municipal Property Consultants...		43772	24-Aug-2018	3590.29
Nikirk Bros. Contracting Ltd.		43773	24-Aug-2018	78.75
Rimbey Express Inc.		43774	24-Aug-2018	175.00
Rural Municipalities of Alberta		43775	24-Aug-2018	4631.63
Tennant, Randy		43776	24-Aug-2018	9051.00
Uni First Canada Ltd.		43777	24-Aug-2018	70.65

**Town of Rimbey 2018**  
**Accounts Payable Cheque List**  
**From: 22-Aug-2018 To: 06-Sep-2018**

<b>Vendor Name</b>	<b>Purpose</b>	<b>Cheque</b>	<b>Date</b>	<b>Amount</b>
Wolseley Industrial Canada INC		43778	24-Aug-2018	957.34
AN Adventure Distribution &...		43779	28-Aug-2018	1225.69
Bishop, Michelle		43780	28-Aug-2018	25.00
Central Alberta Raceways		43781	28-Aug-2018	500.00
Cowle, Nancy		43782	28-Aug-2018	210.00
Digitex Inc.		43783	28-Aug-2018	655.22
Porte, Owen		43784	28-Aug-2018	45.00
Soukup, Lori		43785	28-Aug-2018	25.00
			<b>57 cheques for</b>	<b><u>\$140,667.24</u></b>



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.2
<b>Council Meeting Date</b>	September 11, 2018
<b>Subject</b>	Boards/Committee Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Various community groups supply minutes of their board meetings to Council for their information.
<b>Options/Consequences</b>	Accept the various community groups' board meeting minutes submitted to Council as information. Discuss items in question from the submitting community boards with Council members who sit as a member on the Board.
<b>Attachments</b>	8.2.1 Tagish Engineering Project Status Update to August 16, 2018
<b>Recommendation</b>	Motion by Council to accept the Tagish Engineering Project Status Updates to August 16, 2018, as information.

**Prepared By:**

Lori Hillis \_\_\_\_\_ Sept 5/18 \_\_\_\_\_  
Lori Hillis, CPA, CA Date  
Chief Administrative Officer

**Endorsed By:**

Lori Hillis \_\_\_\_\_ Sept 5/18 \_\_\_\_\_  
Lori Hillis, CPA, CA Date  
Chief Administrative Officer



## **PROJECT STATUS UPDATES**

August 16, 2018



Date	Project Manager	Status Update
<b>Town of Rimbey</b>		
<b>Project: RBYM00000.18 RB00 - 2018 General Engineering</b>		
July 5, 2018	Matichuk, Gerald	Request for Quote (RFQ) documents were sent out to four (4) Central Alberta Contractors, two (2) of which submitted pricing to complete the Hydrant and Valve Replacement program. Tagish is reviewing the RFQ's and will be providing the Town a Letter of Recommendation to select a Contractor.
July 19, 2018	Matichuk, Gerald	Letter of Recommendation to award Urban Dirtworks Inc to complete the Hydrant and Valve Replacement program was submitted to the Town. The Contractor is scheduled to start construction the week of August 27, 2018.
August 2, 2018	Matichuk, Gerald	2018 Hydrant & Valve Replacement program was awarded Urban Dirtworks Inc. Service Agreement documents are being prepared and will be sent to the Contractor for endorsement. The Contractor is scheduled to start construction the week of August 27, 2018.
August 16, 2018	Matichuk, Gerald	<b>Urban Dirtworks Inc. is scheduled to commence construction on the 2018 Hydrant &amp; Valve Replacement program August 27, 2018.</b>
<b>Project: RBYM00126.00 RB126 - 2015 New Water Well Ph 1</b>		
July 5, 2018	Matichuk, Gerald	AMEC and Tagish Engineering meet with Alberta Environment to discuss licensing Well PW17-15 as a ground water production well. AMEC will provide additional documentation and submit an application to licence PW17-15 as a production well.
July 19, 2018	Matichuk, Gerald	AMEC is working with Alberta Environment to licensing Well PW17-15 as a ground water production well.
August 2, 2018	Matichuk, Gerald	AMEC is working on preparing a draft report required by Alberta Environment to licensing Well PW17-15 as a ground water production well.
August 16, 2018	Matichuk, Gerald	<b>AMEC has completed the "Water Act Licensing for Town of Rimbey PW17-15" report. AMEC is in the process of submitting the application to Alberta Environment to licensing Well PW17-15 as a ground water production well.</b>
<b>Project: RBYM00131.01 RB131.01 - SW Stormwater Management Plan</b>		
July 5, 2018	Solberg, Lloyd	(July 5) No change.
July 19, 2018	Solberg, Lloyd	A site plan for the West Pond was sent to the Town. Tagish will set up a meeting with Earl to discuss land acquisition for the West Pond, likely the week of July 30th if that works for all parties.
August 2, 2018	Solberg, Lloyd	Tagish met with Earl on July 31 to discuss the west pond. The Town has indicated that they are planning on submitting an offer to Earl for land purchase. Awaiting feedback from both the Town and Earl before we can proceed.
August 16, 2018	Solberg, Lloyd	<b>(Aug 16) No change.</b>
<b>Project: RBYM00133.00 RB133 - 2017 NE Lagoon Outlet Ditch Upg</b>		
July 5, 2018	Matichuk, Gerald	July 5, 2018 Publicworks and Tagish are scheduled to meet with land owners adjacent to the NE Outlet Ditch to document the landowners concerns.
July 19, 2018	Matichuk, Gerald	Publicworks and Tagish have meet with landowners adjacent to the NE Outlet Ditch to document the land owners concerns. Tagish will be meeting with Alberta Environment on July 25 to discuss wetland requirements related to cleaning out the Outlet Ditch.
August 2, 2018	Matichuk, Gerald	Tagish is working with Alberta Environment on the requirements related to cleaning out the Outlet Ditch. Tagish is working with Ponoka County to secure the ability to utilize the undeveloped County roadway adjacent to the Outlet Ditch in Section 15 -42 - 2 - W5M.
August 16, 2018	Matichuk, Gerald	<b>Tagish is working on completing the engineering drawings and Tender Documents for the clean-out and construction of the Outlet Ditch - 2018 project. Tagish is working to have the Tender completed by August 31, 2018.</b>

**Project: RBYM00134.00 RB134 - 2018 Street Improvements**

July 5, 2018	Matichuk, Gerald	J. Branco & Sons Concrete Services have completed the concrete replacements on 47 S, 48 St and 51 St. Border Paving has requested First Call locations on 47 St and 48 St. and are scheduled to be on site the week of July 11 to repair road base prior to asphalt overlays.
July 19, 2018	Matichuk, Gerald	Border Paving is working on the removal and replacement of failed road sections on 47 and 48 St. July 19 Border Paving has milled the gutters of 47 St & 48 St. Border Paving is scheduled to complete the asphalt overlay by July 27, 2018.
August 2, 2018	Matichuk, Gerald	Border Paving is completed the asphalt overlay on 47 and 48 St. J. Branco and Sons Concrete Services are scheduled to start work on 50 Ave concrete replacement the week of Aug 13, 2018.
August 16, 2018	Matichuk, Gerald	Due to the delay in receiving ACO drain channel material, J. Branco and Sons Concrete Services will be on site to complete concrete repairs on 50 Ave the week of Aug 27, 2018.

**Project: RBYM00135.00 RB135 - Standby Generator Comm Centre**

July 5, 2018	Matichuk, Gerald	Eight (8) bidders attending the pre-quote meeting with one (1) Bidders submitting a RFQ submission. Canadian Consulting Group is reviewing the RFQ and will provide comments and recommendations.
July 19, 2018	Matichuk, Gerald	Tagish is working with the Bidder who submitting a RFQ in a effort to see if any cost saving to lower the overall price of the Standby Generator.
August 2, 2018	Matichuk, Gerald	Tagish is working with Frontline Compression Services Inc. to provide a RFQ for the standby generator for the Community Center.
August 16, 2018	Matichuk, Gerald	Frontline Compression Services Inc. is working on completing a price quotation to provide a standby generator for the Community Center.



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Agenda Item</b>	9.0
<b>Council Meeting Date</b>	September 11, 2018
<b>Subject</b>	Correspondence
<b>For Public Agenda</b>	Public Information
<b>Attachments</b>	9.1 Alberta Recreation and Parks Association 9.2 Alberta Municipal Affairs
<b>Recommendation</b>	Administration recommends Council accept the correspondence from Alberta Recreation and Parks Association and Alberta Municipal Affairs, as information.

**Prepared By:**

Lori Hillis  
Lori Hillis, CPA, CA  
Chief Administrative Officer

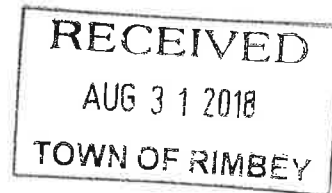
Sept 5/18  
Date

**Endorsed By:**

Lori Hillis  
Lori Hillis, CPA, CA  
Chief Administrative Officer

Sept 5/18  
Date

August 29, 2018



Mayor Pankiw and Council  
Town of Rimbey  
PO Box 350  
Rimbey, Alberta T0C 2J0



Dear Mayor Pankiw and all members of Council,

On behalf of the Alberta Recreation & Parks Association (ARPA) we wish to invite you and your colleagues to attend the 2<sup>nd</sup> Annual Greener Facilities Conference and Expo presented by the Alberta Recreation and Parks Association on November 14 -15, 2018 at the Edmonton Inn and Conference Centre.

In most municipalities the cost of operating facilities is a significant cost and has an impact on fees and taxes. The mandate of this event is to provide councils and their administrators with the following:

- ✓ Examples from speakers addressing specific opportunities and challenges associated with energy efficiency and a reduced ecological footprint;
- ✓ Innovative new technology products and services demonstrated by companies and consultants at the tradeshow expo, helping facilities deliver on their environmental and efficiency goals;
- ✓ Best practices sharing through sessions and networking with other like-minded sector decision makers and practitioners;
- ✓ Real-life solutions from municipalities and organizations who have already moved to energy efficient methods; and
- ✓ Information on grants, funding and cost-saving.

I want to highlight a few of our keynote speakers:

- ❖ *Property Assessed Clean Energy (PACE) Program - Justin Smith, Energy Efficiency Alberta* - This session will overview the legislation that allows municipalities to establish programs that will make it more affordable for Albertans to upgrade their properties (commercial, residential and agricultural) without having to put money down.
- ❖ *Les Quinton (Town of Black Diamond)* - This session will highlight key considerations in cost effective and greener decision making and planning.

.../Pg. 2

Pg. 2

- ❖ *Blatchford* - This session will focus on the green infrastructure and renewable energy that is being incorporated into the subdivision. Living, working and learning in a sustainable community that uses 100% renewable energy, is carbon neutral, significantly reduces its ecological footprint, and empowers residents to pursue sustainable lifestyle choices.

Program sessions, registration and accommodation information can be found at <https://arpaonline.ca/events/greener-facilities-conference-expo/>

We look forward to see you there.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Susan Laurin', with a long horizontal flourish extending to the right.

Susan Laurin  
President



ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Leduc-Beaumont

August 14, 2018

AR94527

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

Dear Mayor Pankiw,

The Government of Alberta is committed to working with municipalities to make life better for Albertans. By providing stable, predictable funding to our municipal partners, we continue to ensure you have the resources needed to meet your local infrastructure priorities and strengthen the communities you call home. Alberta is partnering with the Government of Canada to provide Gas Tax Fund (GTF) funding to assist with building strong, safe, and resilient communities.

I am pleased to accept the following qualifying project submitted by your municipality under the GTF program.

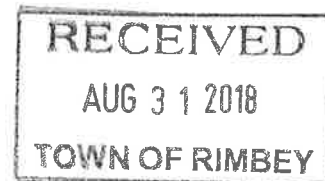
Project #	Project Name	GTF Funding
GTF-83	2018 Street Improvements	\$141,581

The provincial government appreciates opportunities to celebrate your GTF funded projects with you, so please send invitations for these milestone events to my office. If you would like to discuss possible project recognition events and activities, as outlined in the program guidelines, contact Municipal Affairs Communications, toll-free at 310-0000, then 780-427-8862, or at [ma.gtfgiants@gov.ab.ca](mailto:ma.gtfgiants@gov.ab.ca).

I look forward to working in partnership to strengthen Alberta's communities.

Sincerely,

Hon. Shaye Anderson  
Minister of Municipal Affairs



cc: ✓ Lori Hillis, Chief Administrative Officer, Town of Rimbey