

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON TUESDAY, DECEMBER 8, 2020 AT 5:00 PM VIA ZOOM VIDEO CONFERENCE:

LOG IN:

<https://us02web.zoom.us/j/85706285938?pwd=cHJQTlh2V3FPUDVHb2M3NU1xWERTdz09>

Meeting ID: 857 0628 5938. Passcode: 909595

1.	Call to Order Regular Council Meeting & Record of Attendance	
2.	Agenda Approval and Additions	1
3.	Minutes	2
3.1	Minutes of Regular Council November 24, 2020.....	3-14
4.	Public Hearings - None	
5.	Delegations - None	
6.	Bylaws	
6.1	961/20 Responsible Pet Ownership Bylaw.....	15-26
7.	New and Unfinished Business	
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7.2	Returning Officer for the 2021 General Municipal Election	28-29
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8.2.1	Tagish Engineering Projects Status Update to November 13 and November 26, 2020.....	34-37
8.2.2	FCSS/RCHHS Board Meeting Minutes of October 15, 2020	38-42
8.2.3	Rimbey Historical Society Board Meeting Minutes of October 21, 2020	43-44
9.	Correspondence - None	
10.	Open Forum (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.	
11.	Closed Session - None	
12.	Adjournment	



REQUEST FOR DECISION

Council Agenda Item	3.0
Council Meeting Date	December 8, 2020
Subject	Minutes
For Public Agenda	Public Information
Attachments	3.1 Minutes of Regular Council November 24, 2020
Recommendation	Motion by Council to accept the Minutes of the Regular Council Meeting of November 24, 2020, as presented.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON TUESDAY, NOVEMBER 24, 2020 VIA ZOOM CONFERENCE DURING THE CORONAVIRUS COVID 19 HEALTH EPIDEMIC.

1. Call to Order Mayor Pankiw called the meeting to order at 5:10 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
Recording Secretary – Kathy Blakely

Public:
John Hull Rimbey Municipal Library Building Committee Chairman
0 members of the public

2. Adoption of Agenda
2.1 November 24, 2020 Agenda
5.1 Stg St-Cyr, Rimbey RCMP (deletion)
7.2 Masks in the Town of Rimbey(addition)

Motion 281/20

Moved by Councillor Coulthard to accept the Agenda for the November 24, 2020 Regular Council Meeting, as amended.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

3. Minutes 3.1. Minutes of Regular Council Meeting November 10, 2020

Motion 282/20

Moved by Councillor Curle to accept the Minutes of the Regular Council Meeting of November 10, 2020, as presented.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

4. Public Hearings 4.1 Public Hearings - None

5. Delegations 5.1 Stg. Pierre ST-CYR – Rimbey RCMP (deletion)

6. Bylaws

6.1 961/20 Responsible Pet Ownership BylawMotion 283/20

Moved by Councillor Rondeel to accept the proposed text amendments to 961/20 Responsible Pet Ownership Bylaw as follows:

Listing of Proposed Changes to 961/20 Responsible Pet Ownership Bylaw		
	text with strike through will be removed	text highlighted in yellow will be added
	From	To
2 b)	"Animal " means dog or cat	"Animal" means dog or cat, aggressive dog or dangerous dog
2 d)	"Aggressive Dog" means any dog that: i. has been designated an aggressive do by a justice ii has been made the subject of an order under the Dangerous Dog Act	"Aggressive Dog" means any dog that: i. has been designated an aggressive do by a justice Animal Control Officer ii has been made the subject of an order under the Dangerous Dog Act
2 e)	"Assistance Dog" mean any professionally trained dog, including a guide, hearing or service dog, that works in partnership with a disabled person to increase his/her independence, safety and mobility.	"Assistance Dog" mean any professionally trained dog, including a guide, hearing or service dog, that works in partnership with a disabled person to increase his/her independence, safety and mobility.
2 h)	"Comfort Animal" mean any professionally trained dog, including a guide, hearing or service dog, that works in partnership with a disabled person to increase his/her independence, safety and mobility.	"Comfort Animal" mean any professionally trained dog, including a guide, hearing or service dog, that works in partnership with a disabled person to increase his/her independence, safety and mobility.
2 i)	i) "Contractor" means a person employed or under contract by the Town to enforce the provisions of this bylaw and maintain and administer an impound facility for animals.	i) "Contractor" means a person employed or under contract by the Town to enforce the provisions of this bylaw and maintain and administer an impound facility for animals.
2 j)		"Dangerous Dog" means i A dog which has been made the subject of an order under the Dangerous Dog Act.
2 q)	"Leash" means a restraint that is less than two meters in length and made of material capable of restraining an animal or Aggressive Dog on which it is being used.	"Leash" means a restraint that is less than two meters in length and made of material capable of restraining an animal or Aggressive Dog on which it is being used.

2 r)	<p>“Livestock” includes but is not limited to:</p> <ul style="list-style-type: none"> i. a horse, mule, ass, swine, emu, ostrich, camel, alpaca, sheep, or goat. ii. domestically reared or kept deer, reindeer, moose, elk or bison. iii. fur bearing animals including fox, coyote, wolf, weasels, or mink. iv. animals of the bovine species. v. animals of the avian species including chickens, ducks, turkeys, geese, pheasants or pigeons. vi. Bees. vii. all other animals normally kept for agriculture purposes. 	<p>“Livestock” includes but is not limited to:</p> <ul style="list-style-type: none"> i. a horse, mule, ass, swine, emu, ostrich, camel, alpaca, sheep, or goat. ii. domestically reared or kept deer, reindeer, moose, elk or bison. iii. fur bearing animals including fox, coyote, wolf, weasels, or mink. iv. animals of the bovine species. v. animals of the avian species excluding including chickens, ducks, turkeys, geese, pheasants or pigeons. vi. Bees. vii. all other animals normally kept for agriculture purposes.
2 s)		<p>“Major Injury” means any physical injury to a domestic animal or person, caused by an animal or aggressive dog that results in major bruising large puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.</p>
2 t)		<p>“Microchip” means a tiny transponders, about the size of a grain of rice, that can be implanted in your pet's skin by a veterinarian for a good back-up option for pet identification.</p>
2 u)	<p>“Minor Injury” means any physical injury to a domestic animal or person, caused by an animal or aggressive dog that results in minor bruising, small puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.</p>	<p>“Minor Injury” means any physical injury to a domestic animal or person, caused by an animal or aggressive dog that results in minor bruising, small puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.</p>
2 w)	<p>“Muzzle” means a device of sufficient strength placed over an animals or aggressive dogs’ mouth to prevent it from biting.</p>	<p>“Muzzle” means a device of sufficient strength placed over an animals or aggressive dogs’ mouth to prevent it from biting.</p>
2 bb)	<p>“Severe Injury” means any physical injury to a domestic animal or person caused by an animal or aggressive dog that results in severe bruising, multiple punctures or lacerations, any laceration requiring sutures or cosmetic surgery, broken bones, or other injury severe in nature.</p>	<p>“Severe Injury” means any physical injury to a domestic animal or person caused by an animal or aggressive dog that results in severe bruising, multiple punctures or lacerations, any laceration requiring sutures or cosmetic surgery, broken bones, or other injury severe in nature.</p>

2 cc)		"Tattoo" means a permanent means of identification with a series of letters and numbers.
3.1	No more than three (3) dogs shall be kept or harbored at one time on land or premise occupied by their owners unless approval to operate a kennel is received by way of a Development Permit from the Town of Rimbey. Kennels will not be permitted in residential areas.	No more than three (3) dogs over 4 months old shall be kept or harbored at one time on land or premise occupied by their owners unless approval to operate a kennel is received by way of a Development Permit from the Town of Rimbey. Kennels will not be permitted in residential areas.
3.2	No more than three (3) cats shall be kept or harbored at one time on land or premise occupied by their owners.	No more than three (3) cats over 4 months old shall be kept or harbored at one time on land or premise occupied by their owners.
3.10	a) no owner shall permit his animal on any school ground, or playground. b) Where an animal is found on a school ground, or playground, the owner shall be deemed to have breached the provisions of subsection (a) and is subject to the fines outlined in Schedule "A".	a) no owner shall permit his animal on any school ground, or playground. b) Where an animal is found on a school ground, or playground, the owner shall be deemed to have breached the provisions of subsection (a) and is subject to the fines outlined in Schedule "A".
4.1	Every person, who owns, keeps or harbors an animal or aggressive dog, which is four (4) months of age, or older must obtain a license for each animal or aggressive dog from the Town of Rimbey yearly. Furthermore, any person who obtains an animal or aggressive dog during any point of the calendar year shall within 30 days of obtaining the animal or aggressive dog obtain a license from the Town of Rimbey. Also, any person who moves into the Town of Rimbey at any point during the calendar year with an animal or aggressive dog shall within 30 days apply for a license from the Town of Rimbey.	Every person, who owns, keeps or harbors an animal or aggressive dog , which is four (4) months of age, or older must obtain a license for each animal or aggressive dog from the Town of Rimbey yearly. Furthermore, any person who obtains an animal or aggressive dog during any point of the calendar year shall within 30 days of obtaining the animal or aggressive dog obtain a license from the Town of Rimbey. Also, any person who moves into the Town of Rimbey at any point during the calendar year with an animal or aggressive dog shall within 30 days apply for a license from the Town of Rimbey.
4.4	Upon payment of the current yearly licenses fee, the Town or its designate shall issue a license and a tag with a number and year on it to the owner. Every owner shall provide their animal with a collar to which the license tag shall be attached to at all times, which shall be worn by the animal or aggressive dog for which it is issued at all times.	Upon payment of the current yearly licenses fee, the Town or its designate shall issue a license and a tag with a number and year on it to the owner. Every owner shall provide their animal with a collar to which the license tag shall be attached to at all times, which shall be worn by the animal or aggressive dog for which it is issued at all times.

4.5	Every person who fails to purchase a license, for any animal or aggressive dog they own, on or before the 31st day of January in any year, shall be guilty of an offence and subject to the penalties provided for in this Bylaw.	Every person who fails to purchase a license, for any animal or aggressive dog they own, on or before the 31st day of January in any year, shall be guilty of an offence and subject to the penalties provided for in this Bylaw.
4.8	A tag is not transferable from one animal to another or one aggressive dog to another and no refund will be made for any issued tag.	A tag is not transferable from one animal to another or one aggressive dog to another and no refund will be made for any issued tag.
5.1	The owner of an animal is guilty of an offence if the animal: a) is running at large b) is on a park or parkland where animals are prohibited or where the park or parkland area contains a playground apparatus and/or a sand rubber or other materials utilized as a play area. c) destroys or damages any public or private property.	The owner of an animal is guilty of an offence if the animal: a) is running at large b) is on a park or parkland where animals are prohibited or where the park or parkland area contains a playground apparatus and/or a sand rubber or other materials utilized as a play area. c) destroys or damages any public or private property.
5.5	Section 5.3 does not apply to the premises lawfully used for the care and treatment of animals operated by a licensed veterinarian or a person in possession of a development permit to operate a kennel or cattery as authorized by the Town's current Land Use Bylaw.	Sections 5.3 or 5.4 does not apply to the premises lawfully used for the care and treatment of animals operated by a licensed veterinarian or a person in possession of a development permit to operate a kennel or cattery as authorized by the Town's current Land Use Bylaw.
5.6	The owner of an animal or aggressive dog is guilty of an offence if he or she allows the defecation of an animal or aggressive dog to accumulate on private property to such an extent that is it likely to annoy people or constitute a nuisance due to odor or unsightliness.	The owner of an animal or aggressive dog is guilty of an offence if he or she allows the defecation of an animal or aggressive dog to accumulate on private property to such an extent that is it likely to annoy people or constitute a nuisance due to odor or unsightliness.
5.9	A person is guilty of an offence if he or she exercises an animal or aggressive dog while he or she is driving a motor vehicle.	A person is guilty of an offence if he or she exercises an animal or aggressive dog while he or she is driving a motor vehicle.
5.10	The owner of an animal or aggressive dog is guilty of an offence if he or she fails to ensure the animal or aggressive dog wears a collar and tag, when the animal or aggressive dog is off the owner's premises.	The owner of an animal or aggressive dog is guilty of an offence if he or she fails to ensure the animal or aggressive dog wears a collar and tag or is microchipped or tattooed, when the animal or aggressive dog is off the owner's premises.

5.12	<p>No person shall keep or cause to be kept:</p> <p>a) any exotic animal, venomous snake, reptile, insect or spider</p> <p>b) any wild animal</p> <p>c) any livestock on any property unless the property is designated as an Agriculture District as provided under the Town Land Use Bylaw and has been approved for such by the Development Officer.</p>	<p>No person shall keep or cause to be kept:</p> <p>a) any exotic animal, venomous snake, reptile, insect or spider</p> <p>b) venomous snake, reptile, insect or spider</p> <p>c) any wild animal</p> <p>d) any livestock on any property unless the property is designated as an Agriculture District as provided under the Town Land Use Bylaw and has been approved for such by the Development Officer.</p>
6.1	<p>The owner of an animal or aggressive dog is guilty of an offence if the animal:</p> <p>a) exhibits threatening behavior towards a person or other domestic animal;</p> <p>b) bites, attacks or causes minor injury to a domestic animal.</p> <p>c) bites, attacks or causes minor injury to a person.</p> <p>d) bites, attacks or causes major injury to a domestic animal.</p> <p>e) bites, attacks or causes major injury or death to a person.</p> <p>f) causes death to a domestic animal.</p>	<p>The owner of an animal or aggressive dog is guilty of an offence if the animal:</p> <p>a) exhibits threatening behavior towards a person or other domestic animal;</p> <p>b) bites, attacks or causes minor injury to a domestic animal.</p> <p>c) bites, attacks or causes minor injury to a person.</p> <p>d) bites, attacks or causes major injury to a domestic animal.</p> <p>e) bites, attacks or causes major injury or death to a person.</p> <p>f) causes death to a domestic animal.</p>
6.2	<p>Section 6.1 applies to the conduct of an animal or aggressive dog whether on or off the property of the owner.</p>	<p>Section 6.1 applies to the conduct of an animal or aggressive dog whether on or off the property of the owner.</p>
7.1	<p>A Justice, after convicting an owner of dog of an offence under this Bylaw, may, in addition to the fine specified under this Bylaw, order one or more of the following:</p> <p>a) the dog be designated as an aggressive dog.</p> <p>b) the dog be humanely euthanized.</p> <p>c) the owner be prohibited from owning any dog for a specified period of time.</p>	<p>A Justice, after convicting an owner of dog of an offence under this Bylaw, may, in addition to the fine specified under this Bylaw, order one or more of the following:</p> <p>a) the dog be designated as an aggressive dangerous dog.</p> <p>b) the dog be humanely euthanized.</p> <p>c) the owner be prohibited from owning any dog for a specified period of time.</p>
8.1	<p>Any person, whether or not he or she is the owner of an animal or aggressive dog which is being or has been pursued and or captured, is guilty of an offence if he or she:</p>	<p>Any person, whether or not he or she is the owner of an animal or aggressive dog which is being or has been pursued and or captured, is guilty of an offence if he or she:</p>

9.1	A residence of the Town of Rimbey who finds a cat on its property may report a complaint to the Contractor and request a cat trap from the Contractor.	A residence resident of the Town of Rimbey who finds a cat on its property may report a complaint to the Contractor and request a cat trap from the Contractor.
9.4	It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Contractor and, if an animal is caught, the Complainant must make arrangements to have the animal picked up or delivered to the Contractor within 24 hours following the trapping. During the week the Contractor will arrange the scheduling of their officers patrols in such a manner to reduce the length of time a cat is kept in a trap to a minimum. Traps are not to be set on weekends or when outside temperatures are constantly below zero (0) degrees. Traps shall be set in a shaded area of the property, away from the sun.	It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Contractor and, if an animal is caught, the Complainant must make arrangements to have the animal picked up or delivered to the Contractor within 24 hours following the trapping. During the week the Contractor will arrange the scheduling of their officers patrols in such a manner to reduce the length of time a cat is kept in a trap to a minimum. Traps are not to be set on weekends or when outside temperatures are constantly below zero (0) degrees. Traps shall be set in a shaded area of the property, away from the sun.
9.5	The Contractor may enter the property of the Complainant (but not a dwelling house) to ascertain if a cat has been properly placed or set and if a cat has been trapped.	The Contractor may enter the property of the Complainant (but not a dwelling house) to ascertain if a cat trap has been properly placed or set and if a cat has been trapped.
9.7	When the Contractor takes possession of a trapped cat, the Contractor will try to locate an identifying tag or tattoo on the cat and if found will make reasonable efforts to contact the owner of the cat in order to report that it has been impounded by the Contractor.	When the Contractor takes possession of a trapped cat, the Contractor will try to locate an identifying tag, or tattoo or microchip on the cat and if found will make reasonable efforts to contact the owner of the cat in order to report that it has been impounded by the Contractor.
9.9	If a Complainant is disabled and therefore unable to pick up the cat trap, the Contractor will deliver the trap to the Complainant's property, and pick up the trap 72 hours later. No fee shall be charged to the Complainant.	If a Complainant is disabled and therefore unable to pick up the cat trap, the Contractor will deliver the trap to the Complainant's property, and pick up the trap 72 hours later. No fee shall be charged to the Complainant.
9.10	Any person renting a cat trap or the Animal Control Officer shall be responsible for trapping any animal caught as humanely as possible.	Any person renting a cat trap or the Animal Control Officer shall be responsible for trapping treating any animal caught as humanely as possible.

9.12	Any person seeing a cat in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor will, if warranted after investigation, attend at the premises where the abuse has taken place and remove the cat and the trap forthwith.	Any person seeing a cat in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor will, if warranted after during investigation, attend at the premises where the alleged abuse has taken place and remove the cat and the trap forthwith.
10.1	Any Officer or any designated Contractor with the Town may seize and impound: a) any animal or aggressive dog running at large. b) any animal or aggressive dog not wearing a collar or tag, while off the premises of the owner. c) any animal found on a park or playground where animals are prohibited or where the park or parkland area contains a playground apparatus and/or a sand rubber or other materials utilizes as a play area. d) any female animal or aggressive dog in heat and not confined or housed.	Any Officer or any designated Contractor with the Town may seize and impound: a) any animal or aggressive dog running at large. b) any animal or aggressive dog not wearing a collar or tag, while off the premises of the owner. c) any animal found on a park or playground where animals are prohibited or where the park or parkland area contains a playground apparatus and/or a sand rubber or other materials utilizes as a play area. d) any female animal or aggressive dog in heat and not confined or housed
10.2	Upon receiving an animal or aggressive dog for impound, an Animal Control Officer, Contractor, or its staff, shall make reasonable efforts to identify and contact the owner of the animal or aggressive dog.	Upon receiving an animal or aggressive dog for impound, an Animal Control Officer, Contractor, or its staff, shall make reasonable efforts to identify and contact the owner of the animal. or aggressive dog
10.4	An Officer, including an Animal Control Officer is hereby authorized to use live traps, nets or any other similar means to effect capture of animals or aggressive dogs. The Town or its Contractor shall not be held liable for the death or injury of any animal or aggressive dog.	An Officer, including an Animal Control Officer is hereby authorized to use live traps, nets or any other similar means to effect capture of animals. or aggressive dogs. The Town or its Contractor shall not be held liable for the death or injury of any animal. or aggressive dog.
10.5	The Contractor shall not sell, euthanize or otherwise dispose of any impound animal or aggressive dog until the animal or aggressive dog is retained in the Contractors Impound facility for seventy-two(72) hours, not including the day of impounding, Sunday's or Statutory Holidays. After the expiration of the seventy-two (72) hours, if the owner has not claimed the impounded animal, the animal becomes property of the Contractor.	The Contractor shall not sell, euthanize or otherwise dispose of any impound animal or aggressive dog until the animal or aggressive dog is retained in the Contractors Impound facility for seventy-two(72) hours, not including the day of impounding, Sunday's or Statutory Holidays. After the expiration of the seventy-two (72) hours, if the owner has not claimed the impounded animal, the animal becomes property of the Contractor.

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10.6	Section 10.5 may be overruled if an impounded animal or aggressive dog is deemed to be in immediate and severe medical distress by a licensed veterinarian or other qualified animal health professional, whereas humane euthanasia is the only treatment option to end suffering.	Section 10.5 may be overruled if an impounded animal or aggressive dog is deemed to be in immediate and severe medical distress by a licensed veterinarian or other qualified animal health professional, whereas humane euthanasia is the only treatment option to end suffering.
10.10	Where an impounded animal or aggressive dog has not been claimed by an owner within 72 hours of impoundment, the Contractor is authorized to sell, euthanize, or otherwise dispose of any impounded animal or aggressive dog.	Where an impounded animal or aggressive dog has not been claimed by an owner within 72 hours of impoundment, the Contractor is authorized to sell, euthanize, or otherwise dispose of any impounded animal. or aggressive dog.
12.3	A Municipal Ticket shall be deemed to be sufficiently served if: a) served personally on the owner of the animal or aggressive dog, or left at the owners residence; or b) mailed to the address of the owner of the animal or aggressive dog.	A Municipal Ticket shall be deemed to be sufficiently served if: a) served personally on the owner of the animal or aggressive dog , or left at the owners residence; or b) mailed to the address of the owner of the animal. or aggressive dog.
	PART THIRTEEN - EFFECTIVE DATE	PART THIRTEEN - SEVERABILITY CLAUSE
13.1	No previous severability clause.	Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
		PART FOURTEEN - EFFECTIVE DATE
14.1	This Bylaw shall take effect on January 1, 2021.	This Bylaw shall take effect on January 1, 2021 April 1, 2021.
14.2	Bylaw 755/03 is repealed on January 1, 2021.	Bylaw 755/03 is repealed on January 1, 2021 April 1, 2021.

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

Opposed

CARRIED

7. New and
Unfinished
Business

7.1 Request for Waiver of Development Permit Fee

Motion 284/20

Moved by Councillor Coulthard to grant the request from Rimbey Library Board to waive the required damage deposit fee for the construction of the Library extension on the Town owned building located at 4983 50 Avenue with a condition of the development permit be that the applicant is responsible for any damages to Town infrastructure, and if there are any damages caused by the development, and the applicant refuses to make the necessary repairs, the Town will issue a stop work order until the repairs are made and depending on the timing of the damages and the stop work order, the construction may be complete or almost complete.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Motion 285/20

Moved by Mayor Pankiw to grant the request from Rimbey Library Board to waive the required Development Permit fee for the development permit application pertaining the Library extension on the Town owned building located at 4938 50 Avenue.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

John Hull departed the zoom meeting at 5:29 pm.

7.2 Masks in the Town of Rimbey (addition)

Motion 286/20

Moved by Councillor Curle to publish a communication statement from Council that Council supports the wearing of masks to protect the citizens of Rimbey and Surrounding Area.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

8. Reports

8.1 Department Reports

- 8.1.1 Chief Administrative Officer Report
- 8.1.2 Director of Finance Report
- 8.1.3 Director of Public Works Report
- 8.1.4 Director of Community Services Report
- 8.1.5 Development Officer Report

Motion 287/20

Moved by Councillor Payson to accept the department reports, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

8.2 Boards/Committee Reports8.2.1 Bylaw Committee Meeting Minutes of November 03, 2020Motion 288/20

Moved by Councillor Coulthard to accept the Bylaw Committee Meeting Minutes of November 03, 2020, as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

8.3 Council Reports

- 8.3.1 Mayor Pankiw' 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 289/20

Moved by Councillor Curle to accept the Councillor Reports as information.

In Favor

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

- 9. Correspondence Correspondence - None
- 10. Open Forum 10.1 Open Forum
- 11. Closed Session Closed Session - None

12. Adjournment 12.1 Adjournment

Motion 290/20

Moved by Councillor Curle to adjourn the meeting.

In Favor

- Mayor Pankiw
- Councillor Coulthard
- Councillor Curle
- Councillor Payson
- Councillor Rondeel

Opposed

CARRIED

Time of Adjournment: 5 45pm.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER LORI HILLIS



REQUEST FOR DECISION

Council Agenda Item	6.1
Council Meeting Date	December 8, 2020
Subject	961/20 Responsible Pet Ownership Bylaw
For Public Agenda	Public Information
Background	<p>Administration brought 961/20 Responsible Pet Ownership Bylaw to the January 28, 2020, Regular Meeting of Council. Council gave first reading of the bylaw at that time.</p> <p>A Bylaw Committee was created with the mandate to review previous bylaws of the Town of Rimbey and review new bylaws prior to submission to Council for review and adoption.</p> <p>The Town of Rimbey Bylaw Committee reviewed 961/20 Responsible Pet Ownership Bylaw and recommended text amendments to the bylaw.</p> <p>On November 24, 2020, Council approved the text amendments by way of Motion 283/20.</p>
Discussion	Administration has made the text amendments to 961/20 Responsible Pet Ownership Bylaw
Attachments	961/20 Responsible Pet Ownership Bylaw
Recommendation	<ol style="list-style-type: none"> Administration recommends Council give second reading to 961/20 Responsible Pet Ownership Bylaw. Administration recommends advertising 961/20 Responsible Pet Ownership Bylaw to receive comments from the residents of Rimbey, prior to third reading of the bylaw.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date



Town of Rimbey

Bylaw 961/20

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATIONS FOR THE CONTROL OF DOGS AND CATS IN THE TOWN.

WHEREAS A Council of a Municipality may, pursuant to the Municipal Government Act, Chapter M-26, R.S.A. 2000, pass bylaws for the purpose of regulating and controlling domestic animals and activities in relation to them and to provide for the imposition of a fine and or imprisonment due to contravention of said bylaw; and

WHEREAS The Council of the Town of Rimbey deems it necessary and expedient to pass a bylaw for the purpose of regulating and controlling dogs and cats within the corporate boundaries of the Town of Rimbey;

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF RIMBEY, DULY ASSEMBLED, ENACTS AS FOLLOWS:

PART ONE- TITLE

1. The Bylaw shall be cited as the "Responsible Pet Ownership Bylaw".

PART TWO- DEFINITIONS

2. In this bylaw, unless the context otherwise requires, the word, term or expressions:
- a) "Altered" means neutered or spayed.
 - b) "Animal" means dog or cat, aggressive dog or dangerous dog
 - c) "Animal Control Officer" means a person or firm engaged by the Town to administer and/or enforce the provisions of the bylaw.
 - d) "Aggressive Dog" means any dog that:
 - i. has been designated an aggressive dog by an Animal Control Officer.
 - e) "Cat" means either a male or female animal of the feline family.
 - f) "Cat License" means the numbered tag issued by the Town of Rimbey on an annual basis.
 - g) "Dangerous Dog" means:
 - i. A dog which has been made the subject of an order under the Dangerous Dog Act.
 - h) "Dog" means either a male or female animal of the canine family.
 - i) "Dog License" means the numbered tag issued by the Town of Rimbey on an annual basis.
 - j) "Exotic Animals" means an animal not indigenous to Canada and not commonly kept as a household pet in Canada.
 - k) "Former Owner" means the person at the time of impoundment who was the Owner of an Animal which has been subsequently sold or destroyed.
 - l) "Justice" has the meaning as defined in the Provincial Offences and Procedure Act, R.S.A 2000, c. P-34 and amendments thereto.
 - m) "Kennel" means any place, owned by a person, group of persons or corporation engaged in the business of breeding, buying, selling, or boarding more than three dogs and/or three cats.
 - n) "Leash" means a restraint that is less than two meters in length and made of material capable of restraining an animal on which it is being used.
 - o) "Livestock" includes but is not limited to:
 - i. a horse, mule, ass, swine, emu, ostrich, camel, alpaca, sheep, or goat.
 - ii. domestically reared or kept deer, reindeer, moose, elk or bison.



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- iii. fur bearing animals including fox, coyote, wolf, weasels, or mink.
 - iv. animals of the bovine species.
 - v. animals of the avian species excluding chickens.
 - vi. Bees.
 - vii. all other animals normally kept for agriculture purposes.
 - p) "Major Injury" means any physical injury to a domestic animal or person, caused by an animal that results in major bruising large puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.
 - q) "Microchip" means a tiny transponder, about the size of a grain of rice, that can be implanted in your pet's skin by a veterinarian for a good back-up option for pet identification.
 - r) "Minor Injury" means any physical injury to a domestic animal or person, caused by an animal that results in minor bruising, small puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring, or debilitating.
 - s) "Municipal Ticket" means a municipal ticket issued on behalf of the Town for a violation under this bylaw.
 - t) "Muzzle" means a device of sufficient strength placed over an animals mouth to prevent it from biting.
 - u) "Officer" includes an Animal Control Officer, a bylaw enforcement officer, a Peace Officer, a Special Constable and a Member of the Royal Canadian Mounted Police.
 - v) "Owner" includes any person, partnership, association or corporation:
 - i. owning, possessing, having charge of, or control over any animal.
 - ii. harboring any animal.
 - iii. suffering or permitting any animal to remain about his or her house or premises.
 - iv. any person to whom a License has been issued under this bylaw.
- For the purpose of this Bylaw, an animal can have more than one Owner at the same time, any, or all, who may be charged with offences under this Bylaw.
- w) "Park or Parkland" means all recreational land areas owned or controlled by the town, lying within the Town boundaries, and whether improved or in whole or in part, or in its natural state: and includes all buildings or other improvements situated on these land areas.
 - x) "Running at Large" shall mean any animal off the premises of the owner and not on a leash held by a person able to control the animal.
 - y) "Tattoo" means a permanent means of identification with a series of letters and numbers.
 - z) "Threatening Behavior" means behavior that creates a reasonable apprehension of a threat of harm and may include growling, lunging, snarling, charging, or chasing.
 - aa) "Unaltered" means not neutered or spayed.

PART THREE- RESPONSIBILITY OF THE OWNER

- 3.1 No more than three (3) dogs over 4 months old shall be kept or harbored at one time on land or premise occupied by their owners unless approval to operate a kennel is received by way of a Development Permit from the Town of Rimbey. Kennels will not be permitted in residential areas.
- 3.2 No more than three (3) cats over 4 months old shall be kept or harbored at one time on land or premise occupied by their owners.



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- 3.3 Puppy's may be kept up to a maximum of four (4) months.
 - 3.4 Dog runs may be constructed on private lots in lieu of fencing the total property. All regulations of this by-law shall apply.
 - 3.5 A female dog in heat shall be confined and housed on the property of the owner or person having control over the dog in such a manner as to prevent male dogs from accessing the female during the whole period that the dog is in heat.
 - 3.6 If an animal defecates on any public or private property other than the property of its owner, the owner shall cause such defecation to be removed immediately. The owner shall be responsible for carrying the necessary apparatus to remove the offending substance.
 - 3.7 If an animal defecates on its owners property to the extent that an excessive smell results, the owner shall immediately remove the defecation upon receipt of notice from an Officer, or Health Authority having jurisdiction.
 - 3.8 The owner of a dog or aggressive dog is guilty of an offence if such dog barks or howls so as to disturb a person.
 - 3.9
 - a) no owner shall permit his animal to damage public or private property.
 - b) when public or private property is damaged by an animal, its owner shall be deemed to have breached the requirements of subsection (a) and is subject to the fines outlined in Schedule "A".
 - 3.10 When an aggressive dog is on the premises of its owner, it shall be kept confined indoors under the effective control of a person sixteen years (16) or older, or confined in a secured enclosed and locked pen, or other structure constructed and secured in such a fashion as to prevent the escape of the aggressive dog, and to prevent the entry of person unauthorized by the owner.
 - 3.11 When an aggressive dog is off the premises of the owner, it shall be securely muzzled and shall be either harnessed or leashed securely and under the direct control of a person sixteen years (16) or older to effectively prevent it from threatening or harassing any person. This requirement shall not apply when the aggressive dog is confined in a pen meeting the requirements of 3.11 above.

PART FOUR- LICENSING PROVISIONS AND OFFENCES

- 4.1 Every person, who owns, keeps or harbors an animal, which is four (4) months of age, or older must obtain a license for each animal from the Town of Rimbey yearly. Furthermore, any person who obtains an animal during any point of the calendar year shall within 30 days of obtaining the animal obtain a license from the Town of Rimbey. Also, any person who moves into the Town of Rimbey at any point during the calendar year with an animal shall within 30 days apply for a license from the Town of Rimbey.
- 4.2 Animal licenses must be renewed each year that ownership continues. Renewal of animal licenses are due and payable to the Town of Rimbey on the first day of January in each year and shall be for the period of January 1st to December 31st, each year.
- 4.3 At the time of purchase of a license, the owner shall record with the Town, their name, mailing address, and physical address if different from mailing address. A description of the animal, including sex, breed, age, along with microchip or tattoo number, or other information pertaining to the animal as requested by the Town.
- 4.4 Upon payment of the current yearly licenses fee, the Town or its designate shall issue a license and a tag with a number and year on it to the owner. Every owner shall provide their animal with a collar to which the license tag shall be attached to at all times, which shall be worn by the animal or aggressive dog for which it is issued at all times.



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- 4.5 Every person who fails to purchase a license, for any animal or aggressive dog they own, on or before the 31st day of January in any year, shall be guilty of an offence and subject to the penalties provided for in this Bylaw.
- 4.6 The license fee for each year or any part thereof for each dog shall be as outlined in the current Fees for Services Bylaw.
- 4.7 If a tag is lost or destroyed, the owner shall apply for a replacement, which shall be issued by the Town of Rimbey upon presentation by owner of a receipt showing payment of the license fee for the current year and upon payment of 50% of the original fee.
- 4.8 A tag is not transferable from one animal to another or one aggressive dog to another and no refund will be made for any issued tag.
- 4.9 No refund shall be made on any paid animal license fee because of death, sale of animal, or upon the owner leaving the Town of Rimbey prior to the expiry date of the license.

PART FIVE- ANIMAL CONTROL PROVISIONS

- 5.1 The owner of an animal is guilty of an offence if the animal:
 - a) is running at large.
 - b) destroys or damages any public or private property.
- 5.2 The owner of a cat is guilty of an offence if the cat defecates or sprays on property other than the owner's property, or the cat stalks birds.
- 5.3 Any person who owns or occupies a dwelling unit(as defined by the land use bylaw), is guilty of an offence if he or she has more than three(3) dogs over the age of four months on any land which contains or is permitted under the Land Use Bylaw to contain, a dwelling unit.
- 5.4 Any person who owns or occupies a dwelling unit(as defined by the land use bylaw), is guilty of an offence if he or she has more than three(3) cats over the age of four months on any land which contains or is permitted under the Land Use Bylaw to contain, a dwelling unit.
- 5.5 Sections 5.3 or 5.4 does not apply to the premises lawfully used for the care and treatment of animals operated by a licensed veterinarian or a person in possession of a development permit to operate a kennel or cattery as authorized by the Town's current Land Use Bylaw.
- 5.6 The owner of an animal is guilty of an offence if he or she allows the defecation of an animal to accumulate on private property to such an extent that is it likely to annoy people or constitute a nuisance due to odor or unsightliness.
- 5.7 A person is guilty of an offence if such person springs or otherwise tampers with or damages a live trap in which animals are being trapped, or have been trapped, so as to allow any animal to escape from the trap.
- 5.8 Any owner of an animal in the Town for a period of 30 days in a calendar year is required to have a current license for the Town unless the owner is visiting and the animal is licensed in another municipality.
- 5.9 A person is guilty of an offence if he or she exercises an animal while he or she is driving a motor vehicle.
- 5.10 The owner of an animal is guilty of an offence if he or she fails to ensure the animal wears a collar and tag or is microchipped or tattooed, when the animal is off the owner's premises.
- 5.11 The owner of a dog is guilty of an offence if such dog is in an area where signs prohibit the presence of dogs.
- 5.12 No person shall keep or cause to be kept:
 - a) any exotic animal.
 - b) venomous snake, reptile, insect or spider
 - c) any wild animal.



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- d) any livestock on any property unless the property is designated as an Agriculture District as provided under the Town Land Use Bylaw and has been approved for such by the Development Officer.

PART SIX- THREATEN, ATTACK, OR BIT ANIMAL PROVISION

- 6.1 The owner of an animal is guilty of an offence if the animal:
 - a) exhibits threatening behavior towards a person or other domestic animal;
 - b) bites, attacks or causes minor injury to a domestic animal.
 - c) bites, attacks or causes minor injury to a person.
 - d) bites, attacks or causes major injury to a domestic animal.
 - e) bites, attacks or causes major injury or death to a person.
 - f) causes death to a domestic animal.
- 6.2 Section 6.1 applies to the conduct of an animal whether on or off the property of the owner.

PART SEVEN- ADDITIONAL PENALTIES

- 7.1 A Justice, after convicting an owner of dog of an offence under this Bylaw, may, in addition to the fine specified under this Bylaw, order one or more of the following:
 - a) the dog be designated as a dangerous dog.
 - b) the dog be humanely euthanized.
 - c) the owner be prohibited from owning any dog for a specified period of time.

PART EIGHT- INTERFERENCE WITH AN OFFICER

- 8.1 Any person, whether or not he or she is the owner of an animal which is being or has been pursued and or captured, is guilty of an offence if he or she:
 - a) interferes with, or attempts to obstruct, an Officer who is attempting to capture, or who has captured, any animal.
 - b) unlocks or unlatches or otherwise opens the vehicle in which animals captured for impoundment have been placed, so as to allow or attempt to allow any animal to escape there from.
 - c) removes, or attempts to remove, any animal from the possession of an Officer.
 - d) refuses to provide identification (name, address, and date of birth) and proof thereof to an Officer upon request.
 - e) provides false or misleading information to an Officer.

PART 9 - CONDITIONS AND PROCEDURES TO RENT CAT TRAPS

- 9.1 A resident of the Town of Rimbey who finds a cat on its property may report a complaint to the Contractor and request a cat trap from the Contractor.
- 9.2 The person with the complaint (Complainant) can attend at the office of the Contractor during normal business hours and request a cat trap. In order to obtain a cat trap, the Complainant must sign the form and agreement provided by the Contractor, and the Contractor will then provide a cat trap to the Complainant. The Contractor is responsible to have the Complainant sign a cat trap agreement stating that they will treat the cat humanely.
- 9.3 The Complainant will be required to pay a \$100.00 deposit to the Contractor. This deposit will be returned to the Complainant at such time as the trap is returned and is found to be in the same condition it was at the time it was

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- obtained from the Contractor. If the trap is damaged or stolen the deposit is forfeited to the Contractor and it shall be the responsibility of the Complainant to pay the balance of the cost of the trap to be replaced.
- 9.4 It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Contractor and, if an animal is caught, the Complainant must make arrangements to have the animal picked up or delivered to the Contractor within 24 hours following the trapping. During the week the Contractor will arrange the scheduling of their officers patrols in such a manner to reduce the length of time a cat is kept in a trap to a minimum. Traps are not to be set on weekends or when outside temperatures are constantly below zero (0) degrees. Traps shall be set in a shaded area of the property, away from the sun.
- 9.5 The Contractor may enter the property of the Complainant (but not a dwelling house) to ascertain if a cat trap has been properly placed or set and if a cat has been trapped.
- 9.6 The Complainant shall not leave a trap set on his property unattended when absent from the property for any period of time more than 3 hours, except as approved by the Contractor.
- 9.7 When the Contractor takes possession of a trapped cat, the Contractor will try to locate an identifying tag, tattoo or microchip on the cat and if found will make reasonable efforts to contact the owner of the cat in order to report that it has been impounded by the Contractor.
- 9.8 If the cat owner attends the Contractor's office to claim his or her cat that was trapped on another person's property, an offence ticket for the cat running at large may be issued in accordance with the Bylaw.
- 9.9 If a Complainant is disabled and therefore unable to pick up the cat trap, the Contractor will deliver the trap to the Complainant's property, and pick up the trap 72 hours later. No fee shall be charged to the Complainant.
- 9.10 Any person renting a cat trap or the Animal Control Officer shall be responsible for treating any animal caught as humanely as possible.
- 9.11 Any person who abuses, teases or pokes an animal in a cat trap or is causing pain, suffering, or injury to any animal may be charged with an offence under section 446 of the Criminal Code of Canada.
- 9.12 Any person seeing a cat in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor will, if warranted during investigation, attend at the premises where the alleged abuse has taken place and remove the cat and the trap forthwith.

PART TEN-IMPOUNDING ANIMALS

- 10.1 Any Officer or any designated Contractor with the Town may seize and impound:
- a) any animal running at large.
 - b) any animal found on a park or playground where animals are prohibited or where the park or parkland area contains a playground apparatus and/or a sand rubber or other materials utilizes as a play area.
- 10.2 Upon receiving an animal for impound, an Animal Control Officer, Contractor, or its staff, shall make reasonable efforts to identify and contact the owner of the animal.
- 10.3 Subject to the entry notice provisions of Municipal Government Act, R.S.A. 2000 c.M-26, an Officer may enter upon privately owned property at all times, other than a dwelling house, for the purposes of enforcing the provisions of this Bylaw
- 10.4 An Officer, including an Animal Control Officer is hereby authorized to use live traps, nets or any other similar means to effect capture of animals. The Town or its Contractor shall not be held liable for the death or injury of any animal.



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- 10.5 The Contractor shall not sell, euthanize or otherwise dispose of any impound animal until the animal is retained in the Contractors Impound facility for seventy-two(72) hours, not including the day of impounding, Sunday's or Statutory Holidays. After the expiration of the seventy-two (72) hours, if the owner has not claimed the impounded animal, the animal becomes property of the Contractor.
- 10.6 Section 10.5 may be overruled if an impounded animal is deemed to be in immediate and severe medical distress by a licensed veterinarian or other qualified animal health professional, whereas humane euthanasia is the only treatment option to end suffering.
- 10.7 The Contractor may retain an animal for a longer period if in the opinion of the Contractor the circumstances warrant the expense or they have reasonable grounds to believe that the animal is a continued danger to persons, animals or property
- 10.8 Any healthy animal may be returned to the owner during the seventy-two (72) hour period of impoundment upon payment to the Contractor the costs of impoundment and boarding (as specified between the Town and the Contractor).
- 10.9 Any person claiming an impounded animal shall present government issued photo identification to the Contractor or its staff.
- 10.10 Where an impounded animal has not been claimed by an owner within 72 hours of impoundment, the Contractor is authorized to sell, euthanize, or otherwise dispose of any impounded animal.

PART ELEVEN- FULL RIGHT AND TITLE

- 11.1 The purchaser of an animal from the Contractor pursuant to the provisions of this Bylaw shall obtain full right and title to it and the right and title of the former owner of the animal shall cease upon the purchase.

PART TWELVE MUNICIPAL TICKETS AND VIOLATION TICKETS

- 12.1 Where an Officer has reasonable grounds to believe that a person has contravened any provision of the Bylaw:
 - a) he or she may serve upon the person a Municipal Ticket allowing payment of the specified fine as set out in Schedule "A", which payment will be accepted by the Town or the Contractor on behalf of the Town in lieu of prosecution for the offence if paid within 21 days of the date of service; or
 - b) he or she may issue and serve a violation ticket in accordance with the Provincial Offences Procedure Act, R.S.A. 2000, c P-34 and amendments thereto, allowing a voluntary payment or requiring a person to appear in court, without the alternative of making a voluntary payment.
- 12.2 An Officer may, but is not required to issue a Municipal Ticket before issuing a violation ticket under the Provincial Offences Procedure Act.
- 12.3 A Municipal Ticket shall be deemed to be sufficiently served if:
 - a) served personally on the owner of the animal, or left at the owners residence; or
 - b) mailed to the address of the owner of the animal.
- 12.4 Penalties for a second, third and subsequent offences will be applicable, where those offences occur within one (1) year of the first offence.



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PART THIRTEEN – SEVERABILITY CLAUSE

13.1 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

PART FOURTEEN – EFFECTIVE DATE

14.1 This Bylaw shall take effect on April 1, 2021.

14.2 Bylaw 755/03 is repealed on April 1, 2021.

READ a first time this _____ day of _____, 2020.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
LORI HILLIS

READ a second time this _____ day of _____, 2020.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
LORI HILLIS



Town of Rimbey

Bylaw 961/20

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READ a third and final time this _____ day of _____, 2021.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER
LORI HILLIS



Town of Rimbey

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Schedule "A"	
Fail to license (5.8)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal running at large (5.1(a))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Animal on a park or parkland where prohibited (5.1(b))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Animal destroys or damages property (5.1(c))	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Cat sprays/defecates/stalks birds (5.2)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Fail to Confine an animal in heat (3.5)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Dog barks or howls as to disturb a person (3.8)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Have more than three dogs (3) (5.3)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Have more than three cats (3) (5.4)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Fail to remove defecation (3.6)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Allowing defecation to accumulate on property (3.7)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Tampering/spring/damage trap (5.7)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Keeping or harboring an exotic animal (5.12)	\$100.00 first offence \$200. 00 second offence \$300.00 third and subsequent offence
Failure to ensure collar and tag are worn by animal (4.4)	\$75.00 first offence \$150. 00 second offence \$300.00 third and subsequent offence
Keeping or harboring wild or exotic animals or livestock (5.12(a)(b)(c))	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence



Town of Rimbey

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Aggressive dog not muzzled, in control and on a leash (3.12)	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal exhibits threatening behavior to person/animal (6.1(a))	\$200.00 first offence \$400. 00 second offence \$600.00 third and subsequent offence
Animal bites, attacks or causes minor injury to an animal (6.1(b))	\$200.00 first offence \$400. 00 second offence \$800.00 third and subsequent offence
Animal bites, attacks or causes major injury to an animal (6.1(d))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Animal bites, attacks or causes minor injury to a person (6.1(c))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Animal bites, attacks or causes major injury or death to person (6.1(e))	COURT first offence COURT second offence COURT third and subsequent offence
Animal causes death to an animal (6.1(f))	\$500.00 first offence COURT second offence COURT third and subsequent offence
Refuse to provide identification to an officer (8.1(d))	\$500.00 first offence \$1,000. 00 second offence COURT third and subsequent offence
Interfere with an officer (8.1(a))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Unlock/unlatch a vehicle where an animal is confined (8.1(b))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Provide false or misleading information to an officer (8.1(e))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence
Remove or attempt to remove animal from an officer (8.1(c))	\$500.00 first offence \$1,000. 00 second offence \$1,500.00 third and subsequent offence



REQUEST FOR DECISION

Council Agenda Item	7.1
Council Meeting Date	December 08, 2020
Subject	Town of Rimbey Go Daddy .World Domains
For Public Agenda	Public Information
Background	<p>At the 2016 Budget Meeting held January 16, 2016, Council passed the following motion, authorizing the purchase of domain names ending with .world</p> <p><i>Moved by Mayor Pankiw to give Councillor Jaycox authority to investigate and purchase, in consultation with Administration, the domain names of alberta.world, ponoka.world, rimbey.world and any other domain names as directed to administration.</i></p> <p>After lengthy discussion, the following domain names were purchased: rimbey.world, greenview.world, greenviewcounty.world, Mackenzie.world, Mckenzie.world, woodbuffalo.world, ponokacounty.world, Ponoka.world, and mdranchlands.world</p>
Discussion	The .world domains for the above locations expire on January 16, 2021.
Options	<ol style="list-style-type: none"> 1. Renew the 9 .world domains at an approximate cost of 2000.00. 2. Cancel the 9 .world domain names.
Recommendation	Administration recommends the Town of Rimbey cancel the domains of Rimbey.world, greenview.world, greenviewcounty.world, Mackenzie.world, Mckenzie.world, woodbuffalo.world, ponokacounty.world, Ponoka.world, and mdranchlands.world.

Prepared By:

Lori Hillis December 2, 2020
Lori Hillis, CPA, CA Date
Chief Administrative Officer

Endorsed By:

Lori Hillis December 2, 2020
Lori Hillis, CPA, CA Date
Chief Administrative Officer

Council Agenda Item	7.2
Council Meeting Date	December 08, 2020
Subject	Returning Officer for the 2021 General Municipal Election
For Public Agenda	Public Information
Background	The General Municipal Election is October 18, 2021.
Discussion	<p>The Local Authorities Election Act, Revised Statutes of Alberta 2000, Chapter L-21, current as of September 1, 2020 section 25(2) states:</p> <p>Nomination day 25(1) Nomination day is 4 weeks before election day. (2) A person may file a nomination to become a candidate (a) for a general election, within the period beginning on January 1 in a year in which a general election is to be held and ending at 12 noon on nomination day, and (b) for a by-election, within the period beginning on the day after the resolution or bylaw is passed to set election day for the by-election and ending at 12 noon on nomination day. RSA 2000 cL-21 s25;2018 c23 s12;2020 c22 s5</p> <p>As candidates are now able to submit their nomination paper on January 1st of the year in which there is an election, it is necessary to appoint a Returning Officer and Substitute Returning Officer.</p> <p>Appointment of returning officer and substitute returning officer 13(1) An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw. (2) If the elected authority does not appoint a returning officer, the secretary is deemed to have been appointed as the returning officer. (2.1) An elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw. (3) The returning officer or substitute returning officer for a local jurisdiction may not be a candidate for the elected authority for that local jurisdiction. (4) If, through illness, absence or other incapacity, the returning</p>



REQUEST FOR DECISION

officer is incapable of performing the duties of returning officer, the substitute returning officer has and may exercise all the duties, functions and powers of a returning officer for the purposes of conducting elections under this Act.
RSA 2000 cL-21 s13;2018 c23 s7;2020 c22 s4

Recommendation

Administration recommends Council appoints Bonnie Rybak as the Returning Officer and Chief Administrative Officer Lori Hillis as the Substitute Returning Officer for the 2021 General Municipal Election, and in the event Bonnie Rybak is unable to perform the duties of Returning Officer, Chief Administrative Officer Lori Hillis will fulfill the duties of Returning Officer.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date



REQUEST FOR DECISION

Council Agenda Item	8.1
Council Meeting Date	December 8, 2020
Subject	Department Reports
For Public Agenda	Public Information
Background	Department managers supply a report to Council, bi monthly advising Council of the work progress for the time period.
Discussion	8.1.1 Chief Administrative Officer Report 8.1.2 Director of Finance Report
Recommendation	Motion by Council to accept the department reports, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date

Highlights

Tax and Utility Accounts:

- We are monitoring our outstanding tax and utility accounts compared to the same time last year to determine if our cash flow is being impacted by residents and business postponing their payments until December 2020 as there is no penalties for either taxes or utilities until the end of the year. At November 30, 2020 unpaid taxes were \$444,551 compared to \$169,504 as at November 30, 2019.
- Utility accounts remain consistent with last year.

Evergreen Paving Project:

- Letters of Intent to Construct a Local Improvement were mailed to the property owners of Evergreen Estates on November 10, 2020. Last day to receive a petition against the local improvement is December 10, 2020.

Lori Hillis
Chief Administrative Officer

Council Board Report



Supplier : 1020405 to ZIM1598
 Fund : 1 GENERAL FUND
 Include all Payment Types : Yes

Date Range: 18-Nov-2020 to 02-Dec-2020
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Alberta One-Call Corporation	46796	19-Nov-2020	Alberta One Call - October 2020 notifications	75.60
Alsco	46797	19-Nov-2020	Alsco - janitorial supplies	219.03
AN Adventure Distribution & Consulting	46798	19-Nov-2020	An Adventure - supplies	66.52
Anderson Service	46799	19-Nov-2020	Anderson Service - parts	107.10
Border Paving Ltd.	46800	19-Nov-2020	Border Paving - PP#4 (HBR) Street Improvemer	12,495.19
Cimco Refrigeration	46801	19-Nov-2020	Cimco - repairs - CC	927.26
City Of Red Deer	46802	19-Nov-2020	City of Red Deer - Oct.2020 - lab analysis	1,773.50
Global Industrial Canada	46803	19-Nov-2020	Global Industrial Canada - handheld sprayer	1,800.74
Hunter Hydrovac Inc.	46804	19-Nov-2020	Hunter Hydrovac - 51 St & 49 Ave	4,956.00
Imperial Esso Service (1971)	46805	19-Nov-2020	Imperial Esso - propane - arena	91.00
Kansas Ridge Mechanical Ltd.	46806	19-Nov-2020	Kansas Ridge Mechanical - repairs - RCMP	94.50
Longhurst Consulting	46807	19-Nov-2020	Longhurst Consulting - Watchguard Security - 1 f	2,643.90
Nikirk Bros. Contracting Ltd.	46808	19-Nov-2020	Nikirk - fillcrete	1,292.56
Outlaw Electric Ltd.	46809	19-Nov-2020	Outlaw Electric - repairs - north lagoon	283.50
RMA Insurance Ltd.	46810	19-Nov-2020	RMA - Associate Membership fees	204.75
Silver Star Septic Service	46811	19-Nov-2020	Silver Star Septic Service	78.75
Town of Ponoka	46812	19-Nov-2020	Town of Ponoka - yardwaste disposal (Oct.2020)	135.00
Uni First Canada Ltd.	46813	19-Nov-2020	UniFirst - coveralls/supplies	74.70
Urban DirtWorks Inc.	46814	19-Nov-2020	Urban Dirtworks - water main break repair (49 Av	3,606.75
Vicinia Planning & Engagement Inc.	46815	19-Nov-2020	Vicinia - Oct.2020 invoice	5,166.99
Wolseley Industrial Canada INC	46816	19-Nov-2020	Wolseley Industrial - parts	16.34
Wood Environment & Infrastructure Solutions	46817	19-Nov-2020	Wood Environment - groundwater monitoring	8,446.42
Alsco	46818	30-Nov-2020	Alsco - janitorial supplies	109.45
AMSC Insurance Services Ltd.	46819	30-Nov-2020	AMSC Insurance - Mayor/Council - Dec. 2020	39.04
Buist Motor Products Ltd.	46820	30-Nov-2020	Buist - repair - 2016 Tahoe - Bylaw	186.31
Canadian Pacific Railway Company	46821	30-Nov-2020	Canadian Pacific Rail - Hoadley crossing	296.00
City Of Red Deer	46822	30-Nov-2020	City of Red Deer - RARB Hearing cancellation fe	270.00
DAVIDSON,MIRANDA	46823	30-Nov-2020	Miranda Davidson - cardlock refund	25.00
Digitex Inc.	46824	30-Nov-2020	Digitex - Town - copies	808.87
FARQUHARSON,ALEX	46825	30-Nov-2020	Alex Farquharson - cardlock refund	25.00
Imperial Esso Service (1971)	46826	30-Nov-2020	Imperial Esso - fuel / propane	42.94
Longhurst Consulting	46827	30-Nov-2020	Longhurst Consulting - toner cartridges - PW	144.90
Municipal Property Consultants (2009) Ltd.	46828	30-Nov-2020	Municipal Property Consultants - Dec. 2020 fee	3,580.74
Outlaw Electric Ltd.	46829	30-Nov-2020	Outlaw Electric - repair - North Lift Station	141.75
PitneyWorks	46830	30-Nov-2020	Pitney Works - postage refill	3,150.00
Rimbey Family & Community Support Services	46831	30-Nov-2020	Rimbey FCSS - Dec. 2020 payment	15,868.00
Rimbey Furnace Care & Gas Fitting Ltd.	46832	30-Nov-2020	Rimbey Furnace Care - service - Library	383.25
Rimbey Implements Ltd.	46833	30-Nov-2020	Rimbey Implements - parts	10.83
RMA Insurance Ltd.	46834	30-Nov-2020	RMA Insurance - Umbrella Liability	124,552.75
Tirecraft Rimbey Inc.	46835	30-Nov-2020	Tirecraft - bylaw - tires	1,012.20
Top Tech Communications Corp	46836	30-Nov-2020	Top Tech - move wireless from Town to CC	441.00
Uni First Canada Ltd.	46837	30-Nov-2020	UniFirst - coveralls/supplies - PW	69.73
Wolseley Canada Inc.	46838	30-Nov-2020	Wolseley Canada - supplies	1,011.73
Eastlink	00045-0001	19-Nov-2020	Eastlink - cable - fitness room	89.46
Servus Credit Union Ltd.	00045-0002	19-Nov-2020	Servus Credit Union - Debenture #45 - paving	28,145.36
Servus Credit Union - Mastercard	00045-0003	19-Nov-2020	Servus M/C - L.Hillis - Oct.2020	4,993.35
Telus Mobility Inc.	00045-0004	19-Nov-2020	Telus Mobility - Nov.20202	172.98
Telus Communications Inc.	00045-0005	19-Nov-2020	Telus - Town Office - Nov.10/2020	2,208.43
Canada Revenue Agency	00046-0001	30-Nov-2020	CRA- Nov.27/20 (Nov08-21/20) payroll	13,030.86
LAPP	00046-0002	30-Nov-2020	LAPP - biweekly payroll Nov.27/20 (Nov8-21/20)	9,576.68
Telus Communications Inc.	00046-0003	30-Nov-2020	Telus - Nov.10/20 Beatty House	69.85
VICTOR CANADA	00046-0004	30-Nov-2020	Victor - Dec. 2020 benefits	11,094.28
Total:				266,106.84



REQUEST FOR DECISION

Council Agenda Item	8.2
Council Meeting Date	December 8, 2020
Subject	Boards/Committee Reports
For Public Agenda	Public Information
Background	Various Community Groups supply Minutes of their board meetings to Council for their information.
Discussion	8.2.1 Tagish Engineering Projects Status Update to November 13 and November 26, 2020 8.2.2 FCSS/RCHHS Board Meeting Minutes of October 15, 2020 8.2.3 Rimbey Historical Society Board Meeting Minutes of October 21, 2020
Recommendation	Motion by Council to accept the Tagish Engineering Projects Status Update to November 13 and November 26, 2020, FCSS/RCHHS Board Meeting Minutes of October 15, 2020, and the Rimbey Historical Society Board Meeting Minutes of October 21, 2020, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

December 2, 2020

Date

Date	Project Manager	Status Update
Town of Rimbey		
RBYM00000.20 RB00 - 2020 General Engineering		
October 1, 2020	Matichuk, Gerald	No assignment this period.
October 15, 2020	Matichuk, Gerald	Tagish is working with administration in reviewing a preliminary site plan for the Hwy 20 Travel Center.
October 29, 2020	Matichuk, Gerald	Tagish is working with Public Works Foreman and Urban Dirtworks to schedule FAC inspection 2019 Utility Upgrades program.
November 12, 2020	Matichuk, Gerald	Tagish is working with planning staff to address the concerns related to the Hwy 20 Travel Centre.
RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades		
October 1, 2020	Solberg, Lloyd	We are looking to add Well 10R to the project. Tagish and Canadian Consulting Group have a meeting with Public Works on October 5th to go through the project and the communications of the Main Reservoir with the Wells. We will revise a date for the Tender once that meeting has been completed.
October 15, 2020	Smith, Greg	We are working on well 10R and design revisions to the reservoir. We will meet with the Town at the end of month to review plans again.
October 29, 2020	Solberg, Lloyd	We are awaiting some additional information from structural, electrical and radio communications for the project. Once we receive this information, we will set up a meeting with the Town.
November 12, 2020	Solberg, Lloyd	(Nov. 12) No change.
RBYM00135.00 RB135 - Standby Generator Comm Centre		
October 1, 2020	Matichuk, Gerald	Waiting for Highline Electrical to complete the installation of the fire alarm integration components in order to communicate with the transfer switch/generator. Frontline Compressor Services Ltd. will be on site to complete to work with Highline Electrical to commission the standby generator and related equipment.
October 15, 2020	Matichuk, Gerald	Highline Electrical is scheduled to be on site the week of October 19, 2020 with Cantech to complete the installation of the fire alarm integration components in order to communicate with the transfer switch/generator. Frontline Compressor Services Ltd. will be on site to complete to work with Highline Electrical to commission the standby generator and related equipment.
October 29, 2020	Matichuk, Gerald	Highline Electrical has indicated that the work required to complete the fire alarm integration with Cantech has been re-scheduled for November 4, 2020.
November 12, 2020	Matichuk, Gerald	Highline Electrical has indicated that all their tasks related to completing the fire alarm integration with Cantech has been completed. Frontline is working on completing the final integration between the generator and transfer switch.
RBYM00136.01 RB136.01 - 2019/20 Street Improvements		
October 1, 2020	Matichuk, Gerald	Waiting for J. Branco & Sons Concrete Services to provide a revised schedule to complete the concrete swale extension in Drader Crescent by September 30, 2020. The Contractor has indicated it is difficult to schedule work due reduced staffing caused by the restrictions imposed by Health Canada related to COVID 19 on the use of temporary foreign workers.
October 15, 2020	Matichuk, Gerald	Administration and Tagish have agreed that due to the cold weather, the concrete work to extend the swale in Drader Crescent will be completed in the spring of 2021.
October 29, 2020	Matichuk, Gerald	Public Works, J. Branco & Sons and Tagish have agreed that with the unpredictable weather the concrete installation to extend the swale in Drader Crescent will be completed in the spring of 2021.
November 12, 2020	Matichuk, Gerald	Public Works, J. Branco & Sons and Tagish have agreed that with the unpredictable weather the concrete installation to extend the swale in Drader Crescent will be completed in the spring of 2021 (Oct 29, - Nov 12, 2020).
RBYM00138.00 RB138 - 51st Street Engineering		
September 17, 2020	Solberg, Lloyd	We will work on revising cost estimates and budgets for the 51st Street project. Cost estimates will be revised in November as the Raw Water Supply line and Main Reservoir Tender are main priorities at the moment.

- October 1, 2020 Solberg, Lloyd (October 1) No change.
- October 15, 2020 Smith, Greg (October 1-15) No change.
- October 29, 2020 Solberg, Lloyd (October 29) No change.
- November 12, 2020 Smith, Greg (November 12) No change.

RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply

- October 1, 2020 Matichuk, Gerald Council has awarded the tender to Pidherney's Inc. to complete the installation of the Well PW(17-15) Raw Water Supply Line. A pre construction meeting was held September 30, and the Contractor has indicated that work would start the week of October 26, 2020 and completed by December 15, 2020..
- October 15, 2020 Matichuk, Gerald Pidherney's Inc. was awarded the contract to complete the installation the Well PW(17-15) Raw Water Supply Line. The Contractor is scheduled to start work the week of October 26, 2020 and completed by December 15, 2020..
- October 29, 2020 Matichuk, Gerald Pidherney's Inc. is planning to mobilize equipment to site at the end of this week with work starting on Monday on the well site grading. The water main installation work is scheduled to start by mid November.
- November 12, 2020 Matichuk, Gerald Pidherney's Inc. is working on completing the site grading at Well PW (17-15) and crews are fusing the PE pipe. Contractor has indicated that pipe installation is scheduled to start the week of November 16, 2020.

Date	Project Manager	Status Update
Town of Rimbey		
RBYM00000.20 RB00 - 2020 General Engineering		
October 15, 2020	Matichuk, Gerald	Tagish is working with administration in reviewing a preliminary site plan for the Hwy 20 Travel Center.
October 29, 2020	Matichuk, Gerald	Tagish is working with Public Works Foreman and Urban Dirtworks to schedule FAC inspection 2019 Utility Upgrades program.
November 12, 2020	Matichuk, Gerald	Tagish is working with planning staff to address the concerns related to the Hwy 20 Travel Centre.
November 26, 2020	Matichuk, Gerald	Tagish is working with the Developer on the Hwy 20 Travel Centre, in providing information related to engineering design standards.
RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades		
October 15, 2020	Smith, Greg	We are working on well 10R and design revisions to the reservoir. We will meet with the Town at the end of month to review plans again.
October 29, 2020	Solberg, Lloyd	We are awaiting some additional information from structural, electrical and radio communications for the project. Once we receive this information, we will set up a meeting with the Town.
November 12, 2020	Solberg, Lloyd	(Nov. 12) No change.
November 26, 2020	Solberg, Lloyd	We are just finalizing our designs. We would like to meet with the Town to finalize designs prior to Tender. When we meet with the Town we will discuss Tender dates.
RBYM00135.00 RB135 - Standby Generator Comm Centre		
October 15, 2020	Matichuk, Gerald	Highline Electrical is scheduled to be on site the week of October 19, 2020 with Cantech to complete the installation of the fire alarm integration components in order to communicate with the transfer switch/generator. Frontline Compressor Services Ltd. will be on site to complete to work with Highline Electrical to commission the standby generator and related equipment.
October 29, 2020	Matichuk, Gerald	Highline Electrical has indicated that the work required to complete the fire alarm integration with Cantech has been re-scheduled for November 4, 2020.
November 12, 2020	Matichuk, Gerald	Highline Electrical has indicated that all their tasks related to completing the fire alarm integration with Cantech has been completed. Frontline is working on completing the final integration between the generator and transfer switch.
November 26, 2020	Matichuk, Gerald	Tagish is working with Highline Electrical on preparing the PPC #6 for work completed for the installation of the fire alarm integration equipment. Frontline is working on completing the final integration between the generator and transfer switch.
RBYM00136.01 RB136.01 - 2019/20 Street Improvements		
October 15, 2020	Matichuk, Gerald	Administration and Tagish have agreed that due to the cold weather, the concrete work to extend the swale in Drader Crescent will be completed in the spring of 2021.
October 29, 2020	Matichuk, Gerald	Public Works, J. Branco & Sons and Tagish have agreed that with the unpredictable weather the concrete installation to extend the swale in Drader Crescent will be completed in the spring of 2021.
November 12, 2020	Matichuk, Gerald	Public Works, J. Branco & Sons and Tagish have agreed that with the unpredictable weather the concrete installation to extend the swale in Drader Crescent will be completed in the spring of 2021 (Oct 29, - Nov 12, 2020).
November 26, 2020	Matichuk, Gerald	Public Works, J. Branco & Sons and Tagish have agreed that with the unpredictable weather the concrete installation to extend the swale in Drader Crescent will be completed in the spring of 2021 (Oct 29, - Nov 26, 2020).

RBYM00138.00 RB138 - 51st Street Engineering

September 17, 2020	Solberg, Lloyd	We will work on revising cost estimates and budgets for the 51st Street project. Cost estimates will be revised in November as the Raw Water Supply line and Main Reservoir Tender are main priorities at the moment.
October 15, 2020	Smith, Greg	(October 1-15) No change.
October 29, 2020	Solberg, Lloyd	(October 29) No change.
November 12, 2020	Smith, Greg	(November 12) No change.
November 26, 2020	Solberg, Lloyd	(November 26) No change.

RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply

October 15, 2020	Matichuk, Gerald	Pidherney's Inc. was awarded the contract to complete the installation the Well PW(17-15) Raw Water Supply Line. The Contractor is scheduled to start work the week of October 26, 2020 and completed by December 15, 2020..
October 29, 2020	Matichuk, Gerald	Pidherney's Inc. is planning to mobilize equipment to site at the end of this week with work starting on Monday on the well site grading. The water main installation work is scheduled to start by mid November.
November 12, 2020	Matichuk, Gerald	Pidherney's Inc. is working on completing the site grading at Well PW(17-15) and crews are fusing the PE pipe. Contractor has indicated that pipe installation is scheduled to start the week of November 16, 2020.
November 26, 2020	Matichuk, Gerald	Pidherney's Inc. has completed the tie-in to the existing 150mm PVC raw water supply line at Well 13. The Contractor has completed the installation of 838 lin. meter of 150mm PE raw water supply line and has indicated that work is scheduled to be completed by December 15, 20-20.

Family and Community Support Services (FCSS)
Rimbey Community Home Help Services (RCHHS)
BOARD MEETING MINUTES
October 15, 2020
10:00 a.m. Rimbey Provincial Building

PRESENT: N. Hartford, Chairperson
I. Steeves, Vice Chairperson
P. Makofka, Executive Director
M. Josephison, Board Member
G. Rondeel, Board Member
F. Pilgrim, Board Member
R. Schaff, Board Member
J. Adams, Recording Secretary

REGRETS: B. Coulthard, Board Member
D. Noble, Board Member

1. CALL TO ORDER
The meeting was called to Order by: N. Hartford at 10:05 a.m.

2. APPROVAL OF AGENDA

20-10-01 MOTION: By: I. Steeves: That the agenda is adopted as presented.

CARRIED

3. Declaration of Conflicts of Interest and Commitment (Real, Potential or Perceived)

A conflict of interest is defined as an actual or perceived interest by a staff or Board member in an action that results in, or has the appearance of resulting in, personal, organizational, or professional gain.

4. PREVIOUS MEETING MINUTES – August 11, 2020 and September 17, 2020

20-10-02 MOTION: By: F. Pilgrim: That the Minutes of the August 11, 2020 and September 17, 2020 Board Meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

5.1 Provincial Building- tenants updates

6. OLD BUSINESS

6.1 2020 FCSS Board Retreat notes

20-10-06 MOTION: By: R. Schaff: To accept the 2020 FCSS Board Retreat notes as information.

CARRIED.

7. FINANCE

7.1 October 15, 2020 Finance Committee Meeting Highlights

20-10-07 MOTION: By: I. Steeves: That the Highlights of the October 15, 2020 Finance Committee Meeting be accepted as information.

CARRIED

7.2 2021 FCSS Budget Proposal

20-10-08 MOTION: By: R. Schaff: To present the 2021 FCSS Budget, with revised amount of \$100,000 for Corona Virus Expenses, to the Town of Rimbey and Ponoka County for their consideration.

Seconded by: I. Steeves

CARRIED.

8. WRITTEN REPORTS

8.1 Monthly Board Reports

8.2 Big Brothers Big Sisters – quarterly

8.3 Catholic Social Services – quarterly-none

20-10-09 MOTION: By: M. Josephison: To accept the Monthly Written Reports as information.

CARRIED

9. QUALITY IMPROVEMENT/RISK MANAGEMENT COMMITTEE

20-10-10 MOTION: By: M. Josephison: That the following policies, agreements, and forms be adopted and or revised and included in the policy manual.

- FCSS-0226.20 Talent Development for Executive Assistant
- FCSS-0227.20 Talent Development for Financial Coordinator
- FCSS-0228.20 Working from Home or a Remote Location
- FCSS-0143-14 Ethical Behaviors
- Incident Form
- Checklist for when EE is injured
- Exit Interview
- Information Systems, Internet Use & Social Media Acceptable Use Agreement.

CARRIED

10. DIRECTOR'S REPORT

20-10-11 MOTION: By: R. Schaff: That the Director's Report is accepted as information.

CARRIED

11. NEW BUSINESS

11.1 Community Connector

20-10-12 MOTION: By: F. Pilgrim: To increase the COVID outreach program up to 4 hours per week, using telephone contact and virtual platforms to connect to vulnerable and isolated individuals with the plan to move to face-to-face coffee groups, when the time is right, at the expense of the agency.

Seconded by: I. Steeves

CARRIED

11.2 Human Resource Staffing Proposal

20-10-13 MOTION: By: F. Pilgrim: To hire a Human Resource staff person for 14 hours per week as a 12-month pilot project with specific goals to be completed at the cost of up to \$21,000.

Seconded by: M. Josephison

CARRIED

11.3 Cyber Insurance Quote

20-10-14 MOTION: By: M. Josephison: To proceed with purchasing Cyber Insurance coverage at the cost of \$1126 per year.

Seconded by: R. Schaff

CARRIED

11.4 40th Anniversary Committee

20-10-15 MOTION: By: R. Schaff: That M. Josephison (chairperson), I. Steeves, G. Rondeel, F. Pilgrim, and D. Noble be on a planning committee to plan for the agency's 40th anniversary in 2022. A work plan and budget to be prepared for the November 2020 FCSS Board meeting.

40th Anniversary Committee Meeting: Wednesday, Oct. 28, 2020 at 2:00 p.m. at the Provincial Bldg.

CARRIED

11.5 Workplace Health & Safety- Board member Hazard identification forms

11.6 HCA Appreciation week events

Greetings from the Board will be extended in person by F. Pilgrim on Tuesday, Oct. 27th & Thursday, Oct. 29th and by M. Josephison on Wednesday, Oct. 28th.

11.7 FCSSAA AGM

20-10-16 MOTION: By: I. Steeves: That N. Hartford and P. Makofka be voting delegates at the 2020 FCSSAA virtual AGM on November 27, 2020 at 9:00 a.m.

CARRIED

11.8 Rimbey Women's conference- re: administration support

20-10-17 MOTION: By: G. Rondeel: That FCSS give administrative support to this group for their 2021 event and allow one staff to join the working committee.

Seconded by: F. Pilgrim

CARRIED

11.9 External committee meetings - FCSS hosting at provincial building

20-10-18 MOTION: By: M. Josephison: That the FCSS administration should avoid hosting external meetings in the Rimbey Provincial Building while the building is locked to the public.

CARRIED

The Board provided further direction to the E.D. that any employees with Corona Virus symptoms be requested to stay home until tested and provide test results to his/her supervisor. If the test is positive, the employee must provide negative test results before returning to work in the office or in person with clients.

- 11.10 HCA certification proposal
B. Soderberg, Health Care Programs Coordinator, joined the meeting at this time to speak to this topic, then exited before the following MOTION.

20-10-19 MOTION: By: I. Steeves: That HCA certification training be funded through a forgivable loan agreement to cover tuition costs, under the following conditions:

- This loan shall be offered only to staff who have been employed by the agency for at least 18 months and are currently in a status of good standing.
- Employees receiving this loan shall continue employment with the agency for no less than 3 years or the loan is to be paid back to the agency on a pro-rated basis.

The agency will cover the costs of the in-house tutor.

Seconded by: M. Josephison

CARRIED

J. Coston, Volunteer Programs Coordinator, joined the meeting to speak about Agenda Items 11.11, 11.12, and 11.13.

- 11.11 Virtual Community Kitchen- COVID style.

20-10-20 MOTION: By: I. Steeves: To offer a virtual form of Cultural Connection Community Kitchen programming, partnering with the Rimbey Food Bank and Evergreen Co-op in Rimbey, with an FCSS budget of up to \$50.00 per month.

Seconded by: F. Pilgrim

CARRIED

- 11.12 Children's Weekend Food Hamper

20-10-21 MOTION: By: R. Schaff: To offer a weekend children's food hamper with easy kid friendly items, working with the school's family liaison worker, to give nutritious food items to families who have food insecurity concerns at home.

Seconded by: I. Steeves

CARRIED

- 11.13 Staff I.T. Training initiatives

20-10-22 MOTION: By: F. Pilgrim: That staff (& volunteer) training opportunities be offered after office hours to learn to use the Microsoft 365 programs. Training to be facilitated by J. Coston, at the expense of the agency.

Seconded by: R. Schaff

CARRIED

J. Coston exited the meeting at this time.

12. Workplace Health & Safety Committee – next Meeting: November 23, 2020, 2020 at 1:30 p.m. Reviewed minutes of last meeting on Sept 21, 2020.
13. Review of Statistics
 - 13.1 2020 Monthly Program Statistics report
 - 13.2 AHS Contracted HC and Private HS Client Stats combined 2020
 - 13.3 AHS (HC) & Private (HS) billing 2016-2020
 - 13.4 AHS (HC) Client Totals & Hours 2016-2020
 - 13.5 Private (HS) Client Totals & Hours 2016-2020
 - 13.6 Food Bank Hamper Stats 2016-2020
 - 13.7 Client Safety Reports – quarterly

20-10-23 MOTION: By: I. Steeves: To accept the review of the above reports and statistics as information.

CARRIED

14. CORRESPONDENCE
 - 14.1 FCSSAA Board Highlights
 - 14.2 Thank you note
15. NEXT MEETING DATE: Board Meeting: November 19, 2020
December 10, 2020
16. ADJOURNMENT
20-10-24 MOTION: By: N. Hartford: That the FCSS Board meeting adjourns at 12:35 p.m.

CARRIED

17. BOARD SHARING TIME

N. Hartford, Chairperson

J. Adams, Recording Secretary

Rimbey Historical Society Board Meeting Minutes

At Smithson International Truck Museum

Wednesday, October 21, 2020 @ 4:00 pm

Present: Larry Varty, Bill Hval, Pauline Hansen, Jim Schneider, Chuck Hendricks, Celia Hendricks, Janet Carlson, Sharon Bowness, Larry Beckley, Diane Miller, Lana Curle (Town Rep.) and Cheryl Jones (Curator).

Call to Order: Meeting called to order by President, Larry Varty at 4:00 pm.

Agenda: Jim Schneider moved, and Chuck Hendricks seconded the Agenda be accepted – CARRIED

Minutes: Chuck Hendricks moved, and Janet Carlson seconded the Minutes from the previous board meeting which was held Wednesday, September 16, 2020 is accepted – CARRIED

Old Business Arising from Minutes: None

President: Larry Varty – No report

Treasurer's Report: Pauline Hansen presented the Treasurer's Report.

An up-to-date Budget Report of the Steeves House Project was passed around for the Board Members to review.

Pauline Hansen moved, and Chuck Hendricks seconded the Treasurer's report be accepted – CARRIED

Committee Reports:

a) Grants: None

b) Gaming/Casino: None

c) Maintenance/Restoration Shop & Truck Repairs:

Jim Schneider reported that the Shop has been cleaned up and is looking great.

d) Buildings & Yard: None

e) Events & Fundraising: None

f) Volunteer/Recruitment: Nominating Committee (see New Business)

g) Strategic Planning Committee: Bill Hval has been reviewing the By-Laws and had a few questions for clarity.

Town Representation: Lana Curle, Town Representative, reported that the Rimbey residents are very happy with the new walking trail. She also looked into the problem of the Historical Park Sign on Hwy. 53 being hidden by tree branches. Unfortunately, these trees are on private land. The land owner will be contacted to see if these branches could be trimmed down. Council will be holding a reorganization meeting and at that time the Board will find out who will be representing the Town Council at the Board meetings. A Halloween tour for the community children has been organized starting at the Legion.

Park Administration Report: (Attached)

Cheryl Jones presented a Park Report for the month. It was decided to hold off till spring to decide what material to cover the two unfinished wood poles in front of the Truck Museum. Cheryl asked for permission to put together a proposal for the Archive/Collections management room renovation, as this is work that is better done in the winter months when the Historical Museum building is closed.

Artifacts for acceptance: Sharon Bowness moved and Celia Hendricks seconded that we accept the Artifacts. CARRIED.

Visitor Information Centre: No report

New Business:

The Nominating Committee for the year 2021 will be Janet Carlson, Sharon Bowness and Larry Beckley.

Park Administrator, Cheryl Jones, will submit the application to the Town of Rimbey the Annual Operations Grant for the amount of \$40,000.

Discussion followed on the necessity of getting quotes for a good quality security camera for the property area in the Historical Village.

Next Regular Meeting to be held Wednesday, November 18, 2020 at 4:00 p.m.

Adjournment: Jim Schneider adjourned the Board Meeting at 4:45 pm.