



AGENDA

Town Council

November 27, 2023 - 5:00 PM

Town Administration Building - Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, NOVEMBER 27, 2023 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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9. CORRESPONDENCE

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

RFD 11.1 FOIP Section 29(1) Information that is or will be available to the public

RFD 11.2 FOIP Section 17(1) Personal Privacy

12. ADJOURNMENT

Town Council
REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes of Organizational Meeting of October 23, 2023
Item For: Public Information -or- Closed Session

RECOMMENDATION:

Motion by Council to accept the Organizational Meeting Minutes of October 23, 2023, as presented.

ATTACHMENTS:

[2023 10 23 Organizational Meeting Minutes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 21, 2023
Date



MINUTES

Town Council Meeting

Monday, October 23, 2023 - 5:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER THE ORGANIZATIONAL MEETING & RECORD OF ATTENDANCE

Mayor Pankiw called the meeting to order at 5:00 PM with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Jamie Coston
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer

Public: (0) members of the public

2. GENERAL ITEMS

Motion 162/2023

Moved by Councillor Clark to schedule the Regular Council Meetings on the fourth Monday of every month at 5:00 P.M., unless it falls on statutory holiday and then the meeting would be moved to the following Wednesday and to schedule the Regular Council Meeting on December 11, 2023.

- | | |
|--------------------|----------|
| Mayor Pankiw | In Favor |
| Councillor Clark | In Favor |
| Councillor Coston | In Favor |
| Councillor Curle | In Favor |
| Councillor Rondeel | In Favor |

CARRIED

Motion 163/2023

Moved by Councillor Coston to schedule the Regular Council Meetings to be held on January 22, 2024, and February 26, 2024, at 1:00 P.M. to allow for the elementary schools to attend the meetings during school hours.

- | | |
|--------------------|----------|
| Mayor Pankiw | In Favor |
| Councillor Clark | In Favor |
| Councillor Coston | In Favor |
| Councillor Curle | In Favor |
| Councillor Rondeel | In Favor |

CARRIED

Motion 164/2023

Moved by Mayor Pankiw to schedule the Committee of the Whole meetings on the second Monday of the month commencing at 3:00 P.M., excluding July, August, and December.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

3. APPOINTMENTS

3.1. Committee Board Appointments

Motion 165/2023

Moved by Councillor Curle to accept the appointments of Mayor and Councillors to the Boards and Committees with Councillor Clark as Deputy Mayor until next October 2024.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 166/2023

Moved by Councillor Clark to invite groups to send a representative to the first Community Engagement Meeting on Monday, January 15, 2024, at 7:00 P.M. in the Lions Room at the Peter Lougheed Centre and advertise on the website and in the December newsletter.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

3.2. FCSS- Town of Rimbey Members at Large Appointed by Council

Motion 167/2023

Moved by Councillor Coston to appoint Faith Pilgrim and Bill Coulthard to the Rimbey Family and Community Support Services Board for the period of October 23, 2023, to the next Organizational Meeting in 2024.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	Opposed
Councillor Rondeel	In Favor

CARRIED

3.3. Library Member Appointment

Motion 168/2023

Moved by Mayor Pankiw to appoint Councillor Clark to the Rimbey Municipal Library Board until October 31, 2024.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

3.4. Bylaw Committee - Town of Rimbey Members at Large Appointed by Council

Motion 169/2023

Moved by Councillor Curle to appoint Councillor Gayle Rondeel, Councillor Jamie Coston, Jeff Johnstone, and Camille McKay to the Bylaw Committee from October 24, 2023, to the next Organizational Meeting in 2024, and to advertise for 2 members at large on the Town Website and in the Rimbey Review.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

4. ADJOURNMENT

4.1. Adjournment

Motion 170/2023

Moved by Councillor Coston to adjourn the meeting at 5:45 PM.

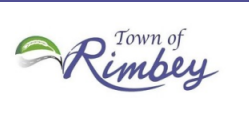
Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Minutes of Regular Council Meeting of October 23, 2023
Item For: Public Information -or- Closed Session

RECOMMENDATION:

Motion by Council to accept the Regular Council Meeting Minutes of October 23, 2023, as presented.

ATTACHMENTS:

[2023 10 23 Council Minutes](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 21, 2023
Date



MINUTES

Town Council Meeting

Monday, October 23, 2023 - 6:00 PM

Town Administration Building - Council Chambers

1. CALL TO ORDER REGULAR COUNCIL MEETING & RECORD OF ATTENDANCE

Mayor Pankiw called the meeting to order at 6:00 PM with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Jamie Coston
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Bonnie Rybak - Executive Assistant
- Craig Douglas - Chief Administrative Officer

Public: (0) members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 171/2023

Moved by Councillor Curle to accept the Agenda for the October 23, 2023, Regular Council Meeting, as amended.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

3. MINUTES

3.1. Minutes of Committee of the Whole September 11, 2023

Motion 172/2023

Moved by Councillor Coston to accept the Minutes of the Committee of the Whole Meeting of September 11, 2023, as presented.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

3.2. Minutes of Council Meeting September 25, 2023

Motion 173/2023

Moved by Councillor Clark to accept the Minutes of the Regular Council Meeting of September 25, 2023, as presented.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

4. PUBLIC HEARINGS

5. DELEGATIONS

6. BYLAWS

6.1. Bylaw 1002/23 To Repeal Inoperative, Obsolete, Expired, Spent and Ineffective Bylaws

Motion 174/2023

Moved by Mayor Pankiw to give first reading to Bylaw 1002/23, A Bylaw-of the Town of Rimbey, in the Province of Alberta, to Repeal Inoperative, Obsolete, Expired, Spent and Ineffective Bylaws.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 175/2023

Moved by Councillor Curle to give second reading to Bylaw 1002/23, A Bylaw-of the Town of Rimbey, in the Province of Alberta, to Repeal Inoperative, Obsolete, Expired, Spent and Ineffective Bylaws.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 176/2023

Moved by Councillor Coston to unanimously consent to give third and final reading to Bylaw 1002/23, A Bylaw-of the Town of Rimbey, in the Province of Alberta, to Repeal Inoperative, Obsolete, Expired, Spent and Ineffective Bylaws.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Motion 177/2023

Moved by Councillor Clark to give third and final reading to Bylaw 1002/23, A Bylaw-of the Town of Rimbey, in the Province of Alberta, to Repeal Inoperative, Obsolete, Expired, Spent and Ineffective Bylaws.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7. NEW AND UNFINISHED BUSINESS

7.1. Parkland Regional Library Proposed Budget 2024

Motion 178/2023

Moved by Councillor Coston to approve the Parkland Regional Library 2024 Proposed Budget including a \$.43 increase to the municipal per capita requisition and estimated requisition for the Town of Rimbey at \$9.18 per capita, based on estimated population numbers supplied by the Office of Statistics and Information at Alberta Treasury Board and Finance (pop 2,625).

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.2. Garrett Dick Request

Motion 179/2023

Moved by Mayor Pankiw to grant Garrett Dick permission to use the Community Center Parking Lot for Ball Hockey on July 19-21, 2024, with the Community Centre being locked and a \$200 fee for street sweeping services before the event.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.3. Utility Refund Request

Motion 180/2023

Moved by Councillor Clark to deny Mr. Blades request for a refund on his August utility bill.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.4. Janitorial Services (BYAS Building)

Motion 181/2023

Moved by Mayor Pankiw to enter into an agreement with Jessica Skjonsberg for janitorial services at the BYAS building but not the snow removal agreement.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.5. Halloween Event

7.6. Council Chambers

7.7. Santa Night - ADDITION TO AGENDA

8. REPORTS

8.1. DEPARTMENT REPORTS

Motion 182/2023

Moved by Councillor Curle to accept the department reports, as presented.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

8.2. BOARDS/COMMITTEE REPORTS

Motion 183/2023

Moved by Councillor Coston to accept the board/committee reports, as information.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

12. ADJOURNMENT

12.1. Adjournment

Motion 184/2023

Moved by Councillor Clark to adjourn the meeting at 6:40 P.M.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

Rick Pankiw, Mayor

Craig Douglas, Chief Administrative Officer

Town Council
REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Wanda Stoddart, Director of Finance
Subject: 2024 Interim Operating Budget
Item For: Public Information -or- Closed Session

BACKGROUND:

The Municipal Government Act Section 242 states that each Council must adopt an operating budget for each calendar year. If an operating budget is not adopted by January 1, Council may adopt an interim operating budget. The interim operating budget will be in effect until the final operating budget is adopted.

DISCUSSION:

The Town of Rimbey typically schedules budget deliberations in March after the final property assessments have been received and therefore the 2024 Operating Budget will not be adopted until April of 2024. Consistent with prior years Administration is presenting the 2023 Operating Budget as the 2024 Interim Operating Budget.

RELEVANT POLICY/LEGISLATION:

MGA 242 (1) (2) (3)

OPTIONS/CONSEQUENCES:

1. Adopt the 2024 Interim Operating Budget as presented.
2. Adopt the 2024 Interim Operating Budget with revisions.

RECOMMENDATION:

Administration recommends Council to adopt the 2024 Interim Operating Budget, as presented.

ATTACHMENTS:

[2024 Interim Operating Budget](#)

PREPARED BY: Wanda Stoddart, Director of Finance

November 15, 2023
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

Town of Rimbey
2024 Interim Operating Budget and Three Year Plan

Net Budget by Object	2022 Budget	2023 Budget	2024 Plan	2025 Plan	2026 Plan
Revenue					
User Fees and Sale of Goods	1,390,082	1,493,052	1,495,638	1,498,684	1,501,791
Government Transfers	1,163,887	1,253,314	1,223,471	1,223,471	1,183,480
Rentals	106,136	108,169	108,866	109,576	125,362
Licences and Fines	38,100	30,260	30,620	31,150	31,691
Frontage	80,531	75,068	75,068	75,068	75,068
Penalties	35,000	34,000	34,000	34,000	34,000
Interest	50,000	75,000	75,000	75,000	75,000
Franchise	639,727	652,449	654,879	657,334	659,813
Ponoka County	377,150	378,689	386,263	393,988	401,868
Naming rights	25,000	50,000	50,000	50,000	50,000
Total revenue	3,905,613	4,150,001	4,133,805	4,148,271	4,138,072
Expenses					
Salaries and Benefits	2,092,242	2,190,498	2,231,586	2,279,852	2,329,280
Council Salaries and Benefits	146,029	161,856	164,733	167,668	170,661
Contracted Services	600,183	667,982	724,697	735,042	745,504
Goods and Utilities	1,734,918	1,849,434	1,862,234	1,866,513	1,925,154
Annual equipment replacement	167,132	189,863	203,886	207,996	212,204
Local Requisitions	407,129	464,148	464,613	465,088	465,571
Provincial requisitions	939,120	953,962	953,962	953,962	953,962
Interest and debt repayments	422,092	375,377	327,208	327,514	241,639
Other (Election)				15,000	
Subtotal	6,508,845	6,853,120	6,932,919	7,018,634	7,043,975
Transfer to Reserves		6,600			
Transfer to (from) Reserves (Development Tax Incentive)	(19,451)	(26,285)	(19,714)		
	(19,451)	(19,685)	(19,714)	0	0
Total expenses	6,489,394	6,833,435	6,913,205	7,018,634	7,043,975

Total Budget Requirement	2,583,781	2,683,434	2,779,401	2,870,362	2,905,902
Tax levies	2,545,234	2,643,661	2,670,245	2,697,094	2,724,212
Net Budget Requirement	38,547	39,773	109,156	173,268	181,691

1.50%

Town Council
REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Tagish Engineering - Map Book Update
Item For: Public Information -or- Closed Session

BACKGROUND:

At the Committee of the Whole Meeting on November 15, 2023, the Tagish Engineering Proposal for the Town of Rimbey, As-Built Drawings Set Update was discussed, and the following motion was made:

Motion 056/2023 COW

Moved by Mayor Pankiw to bring the proposal for as-built drawings set (map books) update and that funding of \$7,600 coming from Unrestricted Reserves to the next Regular Council Meeting on November 27, 2023.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

DISCUSSION:

Tagish Engineering is available to undertake this work in Fall 2023 / Winter 2024. We estimate this project will take approximately two (2) months to complete.

Project fees are based on scope of work presented in this proposal and will be billed on actual time and disbursements expended. A detailed fee breakdown including required man-hours is in the attachment.

FINANCIAL IMPLICATIONS:

\$7600 to come from Unrestricted Reserves

RECOMMENDATION:

Administration recommends that Council determine if they wish to accept the proposal for as-built drawings set (map books) update with the funding of \$7,600 to come from Unrestricted Reserves.

ATTACHMENTS:

[Tagish Engineering Proposal](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

ENDORSED BY:



Craig Douglas, Chief Administrative Officer

November 21, 2023
Date



September 26, 2023

Proj. No.:
RB00 (2023 General Engineering)

Town of Rimbey
Box 350
Rimbey, AB
T0C 2J0

Attention: Craig Douglas
Chief Administrative Officer

**RE: PROPOSAL FOR AS-BUILT DRAWINGS SET (MAP BOOKS) UPDATE
ENGINEERING SERVICES**

Dear Sir,

We are pleased to submit an Engineering Services Proposal for the Town of Rimbey, As-Built Drawings Set Update. The proposal outlines our understanding of the required scope of engineering services and the related fees.

1 BACKGROUND

In September 2012, Tagish Engineering compiled the Town of Rimbey's as-built drawings for sanitary, storm and water infrastructure into an As-Built Drawings Set (Map Books). The As-Built Drawings Set identifies pipe alignment, size, material type and elevations at nodes (where information is known).

The Town of Rimbey has seen some private development and municipal utility upgrades since the completion of this As-Built Drawings Set. As such, the Town of Rimbey has requested Tagish Engineering submit the following proposal to undertake an update to the previous As-Built Drawings Set.

2 PROJECT SCOPE

Our proposed scope of work for this project will consist of:

1. A meeting with the Town of Rimbey staff to discuss the project, obtain utility repair records and as-built drawings for projects completed after September 2012 (not completed by Tagish), and compile as-builts drawings completed by Tagish for the Town of Rimbey over the last 11 years.
2. Updating the September 2012 As-Built Drawings Set (Map Books) by inputting the collected utility record information in AutoCAD.
3. Updating the As-Built Drawings set title block.

4. Providing the Town of Rimbey with three (3) hard copies of the final As-Built Drawings Set, including a PDF and AutoCAD version.

Project scope does not include survey, however, if survey is required to collect as-built information, Tagish is able to complete this work and incorporate the collected survey information into the As-Built Drawings Set (Map Books), at an additional cost.

3 PROJECT SCHEDULE

We are available to undertake this work in Fall 2023 / Winter 2024. We estimate this project will take approximately two (2) months to complete.

Please let us know if this proposed schedule will meet the needs of the Town of Rimbey.

4 PROJECT FEES

Project fees are based on scope of work presented in this proposal and will be billed on actual time and disbursements expended. A detailed fee breakdown including required man-hours is attached to this letter. The proposed fee budget is summarized below:

Task	Budget
1. Project Start-up Meeting & Collect Information	\$986
2. Input Utility Information into AutoCAD	\$3,689
3. Update Drawing Title Block	\$192
4. Produce Final Drawing Set	\$1,644
Total Tagish Project Budget =	\$6,511

5 CLOSURE

Tagish Engineering sincerely appreciates the opportunity to submit a proposal for this project and we look forward to further discussions. Please do not hesitate to contact the undersigned at 403-346-7710 or l.solberg@tagish-engineering.ca if you have any questions or comments.

As previously mentioned, time will be charged on an hourly basis to a maximum upset limit of \$7538 and any savings will be passed onto the Town of Rimbey.

Yours truly,

TAGISH ENGINEERING LTD.

Lloyd Solberg, P.Eng.
Project Manager

cc: Rick Schmidt – Director of Public Works
Heather Bettenson, P. Eng.

Enclosure:
Fee Breakdown Table

M:\Town of Rimbey\RB00-Miscellaneous\2023 General Engineering\RB00_20230925_PRP_MapBooksUpdate.docx



Detailed Fee Breakdown

PRP: RB00

Project: As-Built Drawings Set (Map Books) Update

Client: Town of Rimbey - Craig Douglas (CAO)

Date: September 25, 2024

Engineering Project Services

1. Project Start-up Meeting & Collect Information
2. Input Utility Information into AutoCAD
3. Update Drawing Title Block
4. Produce Final Drawing Set

Phase Sub-Total

PROJECT TOTAL

Notes:

1. Estimated project costs do not include survey or GST.

Tagish Engineering Ltd.

PROJECT MANAGER (Lloyd Solberg, P.Eng.)		ASST. PROJECT MANAGER (Heather Bettenson, P.Eng.)		DRAFTSPERSON		ADMINISTRATION		DISBURSEMENTS		TAGISH ENGINEERING TOTAL
EC1	\$146	EB1	\$116	TC2	\$89	CC1	\$85	8.0%		

4	\$584	2	\$232					\$65	\$881
4	\$584	6	\$696	24	\$2,136			\$273	\$3,689
		0	\$0	2	\$178			\$14	\$192
2	\$292	3	\$348	8	\$712	2	\$170	\$122	\$1,644
10	\$1,460	11	\$1,276	34	\$3,026	2	\$170	\$475	\$6,407

10	\$1,460	11	\$1,276	34	\$3,026	2	\$170	\$475	\$6,407
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General

VEHICLE USE (per Km)		EXPENSE TOTAL
km	\$0.75	

140	\$105	\$105
140	\$105	\$105

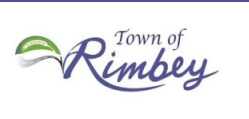
140	\$105	\$105
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TOTAL

\$986.28
\$3,689.28
\$192.24
\$1,643.76
\$6,512

\$6,512

Town Council REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Christmas Hours 2023
Item For: Public Information -or- Closed Session

BACKGROUND:

At the last Committee of the Whole Meeting held on November 15, 2023, Council discussed the 2023 Christmas hours and the following motion was made:

Motion 057/2023 COW

Moved by Councillor Clark to bring forward therequest of Christmas hours to the next Regular Council Meeting on November 27, 2023.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

RELEVANT POLICY/LEGISLATION:

Policy 1103

RECOMMENDATION:

Administration recommends Council discuss if they wish to approve the closure of Operations for the Town for the entire day of Wednesday, December 27, 2023, with the employees of the Town of Rimbey paid for the entire day.

PREPARED BY: Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

Town Council REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Rimbey & District Attraction & Retention Committee
Item For: Public Information -or- Closed Session

BACKGROUND:

At the last Committee of the Whole Meeting held on November 15, 2023, Council discussed the request for gym memberships from the Rimbey and Area Attention & Retention Committee, and the following motion was made:

Motion 059/2023 COW

Moved by Councillor Coston to bring the request for a group gym membership for Rimbey & District Attention & Retention Committee students forward to the next Regular Council meeting on November 27, 2023.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

RECOMMENDATION:

Administration recommends Council determine if they wish to donate gym memberships to the students of the Rimbey and Area Attention & Retention Committee.

ATTACHMENTS:

- [ARC info pamphlet nov2020](#)
- [Gym Membership Request 2023](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

ENDORSED BY:

Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

RIMBEY & DISTRICT ARC

ATTRACTION & RETENTION COMMITTEE



Who is the Rimbey and Area ARC?

The Rimbey and Area ARC is a local group of individuals who contribute to the development of and support to a sustainable system for health professional attraction and retention that will ensure ongoing health-care services to the community.

What types of strategies are undertaken by the ARC?

1. To provide support for health professionals' attraction and retention.
2. To enhance retention of health professionals by focusing on:
 - Health professional settling into the community,
 - Family integration into the community,
 - Family quality of life interests.
3. To facilitate community involvement in the attraction and retention process together with health professions, AHS and the Wolf Creek PCN.

What are the outcomes that the ARC hopes to achieve?

- As a result of lower vacancies, access to healthcare is more consistent in rural Alberta.
- Health care providers want to come to the community to work.
- Health care provider families are happy, engaged in and connected to the community.
- All health care providers in the community feel welcomed, appreciated and valued.

The ARC is made up of community members who are champions of local health and well-being. This can include health-care provider representatives, local municipal representatives, and community members who represent a range of sectors in the community including business, culture/leisure, social services and community volunteers.

What are the types of activities have been supported by the ARC to date?

October 2019 the ARC provided popcorn, muffins and Hallowe'en treats for health centre staff. The month of October saw the ARC provide a different treat each week to the staff at the Rimbey Health Centre. Over 75 bags of popcorn, individual muffins and bags of Hallowe'en treats made up the month's worth of appreciation!



Fall 2019 saw baskets of fresh baking for local pharmacies. The ARC put together baskets of fresh baking for the two local pharmacies in town and delivered them to the staff providing services to the community.

May 2019 ARC hosted a tailgate BBQ in the health centre parking lot for all health-care providers in the community. Over 80 health-care providers enjoyed a lunch of hot dogs and a cold beverage to the sound of music and with the opportunity to visit with their colleagues and community members.



Spring 2019 fruit bouquets were given to the family physicians in the community. Gorgeous – and delicious – fresh fruit bouquets were ordered and given to the local family physicians as an appreciation for their medical services to the community and surrounding area.

A post-secondary health sciences program student skills weekend was hosted in Rimbey in the fall of 2018. Students from the University of Alberta faculties of medicine, nursing and physiotherapy spent time with local HCPs to learn about rural health-care; they also attended a range of local activities to learn what social and recreational opportunities exist locally.



ARC members attend the RhPAP biennial provincial attraction and retention conference to network, learn of current trends, and share the strategies used by rural attraction and retention committees around the province.

Do you want to learn more about the ARC and what it does? Would you like to join the group and participate in the activities of the ARC? Contact:



Craig Douglas
CAO
Town of Rimbey

October 23, 2023

Good morning Craig,

I am writing to you as the Chair of the Rimbey and District Attraction and Retention Committee (ARC). We are a volunteer committee made up of professional and community leaders who give their time to the important work of recognizing and supporting the healthcare provider community found in Rimbey. I am including an electronic copy of our committee's pamphlet in order for you to see the kinds of initiatives we have supported to date. As you will note from our pamphlet, our committee does a range of appreciation activities for the local medical clinic physicians including welcoming medical residents and students who spend part of their medical education in the Rimbey area. This recognition of medical learners can make a difference when they are making decisions about work locations post-secondary studies.

One of the ideas that the medical clinic has proposed is to offer a gym membership to learners to use when they are in the community. The ARC members would like to ask the Town of Rimbey if they might be willing to donate a gym membership for the clinic to make available to any medical students and residents who spend time here.

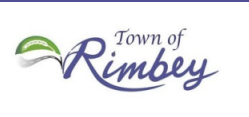
In addition, and as you likely already know, rural municipalities regularly offer financial support to these committees found around the province, and the Town of Rimbey has historically provided generous support to our committee. We recently sent a letter to the Town Council, through Wayne Clark who is the Town Council representative to our committee, to consider further support this next calendar year.

We appreciate your consideration of these requests. If you have any questions or would like further information, please don't hesitate to contact me.

Regards,

Rebekah Seidel
Chair, ARC

Town Council REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Chambers Policy
Item For: Public Information -or- Closed Session

BACKGROUND:

At the last Committee of the Whole Meeting held on November 15, 2023, Council made the following motion:

Motion 064/2023 COW

Moved by Mayor Pankiw to bring the Council Chambers Policy forward to the next Regular Council Meeting on November 27, 2023.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

RECOMMENDATION:

Administration recommends that Council determine if they wish to revise the Council Chambers Policy.

ATTACHMENTS:

[0112 Council Chambers](#)


PREPARED BY: Craig Douglas, Chief Administrative Officer

November 21, 2023
Date

ENDORSED BY:

November 21, 2023
Date

Craig Douglas, Chief Administrative Officer

		<h2 style="color: blue;">Town of Rimbey Policy Manual</h2>	
Title: Council Chambers		Policy No: 0112	
Date Approved: April 10, 2018		Resolution No: 130/18	
Date Effective: April 10, 2018			
Purpose:		To Govern the use of Town of Rimbey Council Chambers	
<p>Policy Statement:</p> <p style="padding-left: 40px;">Council Chambers will be used for the following purposes:</p> <ol style="list-style-type: none"> 1. Council Chambers will be used by Council for Council Meetings. 2. Council Chambers may be used by Administration for the purposes of holding a meeting with clients. 			
Initial Policy Date:	April 10, 2018	Resolution No:	130/18
Revision Date:		Resolution No:	
Revision Date:		Resolution No.	
Revision Date			

Town Council
REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Department Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.

RECOMMENDATION:

Motion by Council to accept the department reports, as information.

PREPARED BY: Craig Douglas, Chief Administrative Officer

November 22, 2023
Date

ENDORSED BY:

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 22, 2023
Date

November 27, 2023
CAO Report



HIGHLIGHTS

MEETINGS

- Attended AFRRCS Radio Meeting GOA - November 1, 2023.
- Met with Liz Armitage, Development Officer and a surveyor regarding development.
- Attended Council Meeting at Ponoka County - November 14, 2023.
- Boyd Executive Teams Meeting - November 16, 2023.
- AB Munis Meeting - November 16, 2023.
- AB Munis Small Community Opportunity Webinar - November 22, 2023.

PREPARED BY: Craig Douglas, Chief Administrative Officer

November 27, 2023

Director of Finance Report



HIGHLIGHTS

- Worked on balancing asset and liability accounts for month end reports year to date.
- Working on the Tangible Capital Asset amounts and project worksheets for 2023.
- Checking out the insurance values and verifying lists of equipment and property according to information sent out by our insurance provider. Updating our insurance provider with information regarding any new additions that were needed to be added to insurance.
- Filling in all of the additional insurance forms that are required this year by our insurance company and their underwriters.
- Meeting with Jim Johnson from RMA Insurance regarding insurance claim.
- Sending out insurance forms to all of our Additionally Named Insured - these forms are required to be filled in - per our insurance underwriters. The forms again required a lot of additional information than in previous years. Verifying that the forms have all been completed and returned to the insurance company for purposes of renewal.
- Working with RMA Insurance in order to get Third Party Insurance website to include the Town of Rimbey so that third party renters could get less expensive insurance for their functions.
- Working on reports for GST filing purposes.
- Working with year-end auditors regarding interim audit information.
- Dealing with Local Authorities Pension Plan re: queries, retirements and balancing.
- Working with employees regarding Group Benefits, LAPP, retirement and other queries.
- Working on updating ICITY for month end closures.

ATTACHMENTS

[RFD 8.1.2 Copy of Variance Report - October 31, 2023](#)

[Payables Listings Oct. 18 - Nov 21, 2023](#)

PREPARED BY: Wanda Stoddart, Director of Finance

**TOWN OF RIMBEY
VARIANCE REPORT
FOR THE TEN MONTH PERIOD ENDING OCTOBER 31, 2023**

OPERATING	2023 Revenues				2023 Expenses			
	Budget	Year to Date	% Revenue to Date	Variance	Budget	Year to Date	% Expenses to Date	Variance
	General Municipal Revenues	4,510,176	5,460,583	121%	-950,407	938,583	718,995	77%
Council (11)					241,535	154,902	64%	86,633
Administration (12)	44,805	11,013	25%	33,792	808,018	663,879	82%	144,139
General Administration (13)				0	123,904	85,202	69%	38,702
Police (21)	65,946	31,467	48%	34,479	199,268	168,901	85%	30,367
Fire (23)					25,971	21,643	83%	4,328
Disaster Services (24)				0	4,000	210	5%	3,790
Intern	0	0	0%	0	0	0	0%	0
Bylaw Enforcement (26)	32,100	22,091	69%	10,009	173,872	132,029	76%	41,843
Public Works (32)	24,510	23,360	95%	1,150	903,696	689,343	76%	214,353
Airport (33)	0	0	0%	0	0	0	0%	0
Storm sewer (37)	0	0	0	0	19,251	11,045	57%	8,206
Water (41)	554,500	491,690	89%	62,810	417,111	345,722	83%	71,389
Sewer (42)	347,500	391,692	113%	-44,192	385,810	277,882	72%	107,928
Garbage (43)	213,215	182,711	86%	30,504	119,655	83,713	70%	35,942
Recycle (43-01)	38,537	35,133	91%	3,404	124,278	86,499	70%	37,779
Compost	3,100	2,940	95%	160	16,541	8,410	51%	8,131
Community Services (FCSS)	230,415	236,841	103%	-6,426	291,538	297,182	102%	-5,644
Cemetery (56)	16,625	27,531	166%	-10,906	51,911	39,897	77%	12,014
Development (61)	29,260	11,591	40%	17,669	111,234	53,348	48%	57,886
Econ.Development (61-01)	24,000	16,366	68%	7,634	53,654	46,080	86%	7,574
Recreation Office (72)	420,766	420,766	100%	0	103,847	88,355	85%	15,492
Pool (72-04)	86,250	96,058	111%	-9,808	287,558	226,508	79%	61,050
Parks (72-05)	0	0	0%	0	139,454	63,593	46%	75,861
Fitness Center (72-06)	32,600	27,967	86%	4,633	46,066	20,931	45%	25,135
Arena (72-09)	115,250	81,309	71%	33,941	353,005	237,287	67%	115,718
Recreation Programs (72-11)	3,400	8,346	245%	-4,946	42,263	47,203	112%	-4,940
Community Centre (74)	64,500	55,164	86%	9,336	319,945	197,175	62%	122,770
Library (74-06)	0	0	0%	0	152,460	145,936	96%	6,524
Blindman Youth Action Society (74-08)	15,060	20,337	135%	-5,277	15,220	14,889	98%	331
Curling Club (74-09)	823	823	100%	0	32,000	18,207	57%	13,793
Museum (74-12)					77,800	72,265	93%	5,535
Total Revenues	6,873,338	7,655,779		-782,441	6,579,448	5,017,231		1,562,217
Debenture & Loan Principal Payments					328,700	301,030		27,670
Total operating and debt repayment	6,873,338	7,655,779		-782,441	6,908,148	5,318,261		1,589,887

TOWN OF RIMBEY							
VARIANCE REPORT							
FOR THE TEN MONTH PERIOD ENDING OCTOBER 31, 2023							
CAPITAL	Grants and reserves	Operating surplus			Year to Date	Variance	
Town Office Building Sign	8,500				7,150	1,350	
IT - Computers - 5 workstations replacements, Watchguard T40-W Firewall, HPE Tower Server	52,000				47,229	4,771	
Concrete/asphalt crushing	100,000				94,800	5,200	
Streetlights 56 Ave., 53 Ave., 46 St	6,800					6,800	
Water Meters	50,000				40,975	9,025	
Water Level Transmitters	50,000				11,536	38,464	
2023 Street Improvements							
43 St Road Construction - 50 Ave to 54 Ave (Local Improvement Project) Conceptual estimate 1.1 m, Design Work in 2023	100,000				32,052	67,948	
51st St from 46 Ave to 51 Ave Storm System Replacement 3-04-39-610	765,000				1,360,123	-595,123	
Parks							
Tree replacement 50 St (52 Ave-54 Ave) 48 Trees.	21,600					21,600	
Recycle Depot							
Replace Overhead Doors	29,500				26,980	2,520	
Cemetery							
Pool							
Spray Park Flow through System	60,000					60,000	
Community Centre							
Electric Scissor Lift	20,000					20,000	
Walk Behind Floor Scrubber 3-04-88-610	12,500				11,241	1,259	
North Wall - Insulate and Tin-Estimate	20,000					20,000	
Arena							
Hvac Unit over Arena Concession	50,000					50,000	
Ice Plant Brine Pump	8,000				7,172	828	
Fitness Center							
Fitness Center - Equipment	10,000				11,858	-1,858	
	1,363,900	0			1,651,116	-287,216	
Total operating and capital	8,237,238	7,655,779		-782,441	6,908,148	6,969,377	1,302,671



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

Date Range: 18-Oct-2023 to 21-Nov-2023
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Advanced Fire & Safety Systems Inc.	49715	18-Oct-2023	Advanced Fire & Safety Systems - CC - kitchen e	1,459.50
AlSCO	49716	18-Oct-2023	AlSCO - janitorial supplies	287.73
AN Adventure Distribution & Consulting	49717	18-Oct-2023	An Adventure - supplies	356.11
Animal Control Services	49718	18-Oct-2023	Animal Control - Sept. 2023 fees	1,638.00
Black Press Group Ltd.	49719	18-Oct-2023	Black Press Media - Sept. 2023 - advertising	514.85
Bowie,Cindy	49720	18-Oct-2023	C.Bowie - expenses - CC/Pool	827.78
Campbell,Duncan	49721	18-Oct-2023	D.Campbell - expenses - Water Dist. course	160.00
Canadian Pacific Railway Company	49722	18-Oct-2023	CP Rail - annual fee - Hoadley - pipeline crossing	78.75
CENTRAL LABS	49723	18-Oct-2023	Central Labs - Sept. 2023 - north/south lagoon	2,715.88
CENTRAL SQUARE CANADA SOFTWARE INC.	49724	18-Oct-2023	Central Square - 2024 - annual fees	7,861.90
CHERUBIN,SAMANTHA	49725	18-Oct-2023	Samantha Cherubin - cardlock refund	25.00
DOUGLAS,CRAIG	49726	18-Oct-2023	C.Douglas - expenses - LGAA mtg / travel	315.96
Empringham Disposal Corp.	49727	18-Oct-2023	Empringham Disposal - Sept. 2023 garbage/recycl	9,292.50
Environmental 360 Solutions (Alberta) Ltd	49728	18-Oct-2023	E360 - RCMP - bin dump/rent	807.12
Evergreen Co-operative Association	49730	18-Oct-2023	Co-op - fuel - PW	6,293.42
Expert Security Solutions	49731	18-Oct-2023	Expert Security Solutions - Pool - Oct./23 fees	371.91
Hi-Way 9 Express Ltd.	49732	18-Oct-2023	Hi-Way 9 - Oak Creek Golf - freight	408.62
Imperial Esso Service (1971)	49733	18-Oct-2023	Esso - propane - arena	165.00
Longhurst Consulting	49734	18-Oct-2023	Longhurst - PW - replace APC 750 UPS	649.95
LOR-AL SPRINGS LTD.	49735	18-Oct-2023	Lor-Al Springs - water	13.60
M & M Refrigeration	49736	18-Oct-2023	M & M Refrigeration - arena concession - repair	210.00
MLA Benefits Inc.	49737	18-Oct-2023	MLA Benefits - admin fees - HSA (Sept.2023)	1,603.24
NAPA Auto Parts - Rimbey	49738	18-Oct-2023	Napa - battery	348.53
New Can Truck Parts	49739	18-Oct-2023	New Can Truck Parts - PW - Unit #48 - brake insp	6,275.34
Nikirk Bros. Contracting Ltd.	49740	18-Oct-2023	Nikirk - bedding sand - curbstop repair	12.34
Oakcreek Golf & Turf LP	49741	18-Oct-2023	OakCreek - window - Toro - #49	2,034.01
ORNAMENTAL BRONZE LIMITED	49742	18-Oct-2023	Ornamental Bronze - columbarium plaque - Moor	1,239.00
PAC-MAN FENCING	49743	18-Oct-2023	Pac-Man Fencing - fence lowland	2,518.49
Red Deer Overdoor	49744	18-Oct-2023	Red Deer Overdoor - repairs - Transfer Station	435.23
Rimbey Art Club	49745	18-Oct-2023	Rimbey Art Club - 2023 Budget - Community Eve	294.00
Rimbey Builders Supply Centre Ltd.	49746	18-Oct-2023	Rimbey Builders - supplies - water tower roof rep	28.35
Rimbey Express	49747	18-Oct-2023	Rimbey Express - freight - Sept.2023	327.50
Rimbey Family & Community Support Services	49748	18-Oct-2023	Rimbey Family & Community Services - 2023 - 4t	50,819.40
Rimbey Fas Gas Division of 1662899 Alberta Ltd	49749	18-Oct-2023	Rimbey Fas Gas - propane - PW	43.68
Rimbey Home Hardware	49750	18-Oct-2023	Rimbey Home Hardware - keys	384.45
Rimbey Implements Ltd.	49751	18-Oct-2023	Rimbey Implements - parts/freight	254.38
Rimbey Municipal Library	49752	18-Oct-2023	Rimbey Municipal Library - first aid training (2 sta	240.00
RJ Plumbing and Heating	49753	18-Oct-2023	RJ Plumbing - CC - repair leak on drain	99.75
Sanitec	49754	18-Oct-2023	Sanitec - supplies - CC	220.21
SKJONSBURG,JESSICA	49755	18-Oct-2023	Jessica Skjonsberg - BYAS - cleaning - Sept. 202	350.00
Superior Safety Codes Inc.	49756	18-Oct-2023	Superior Safety Codes - closed permits - August :	175.35
Tagish Engineering Ltd.	49757	18-Oct-2023	Tagish - general engineering - Sept. 2023 - Legac	4,746.05
The Phone Experts	49758	18-Oct-2023	Phone Experts - c.phone - L.Hillis	1,355.46
Tirecraft Rimbey Inc.	49759	18-Oct-2023	Tirecraft - Bylaw - winter tires	1,318.59
Towle,Jeanette	49760	18-Oct-2023	J.Towle - CPR/First Aid	241.59
Town of Ponoka	49761	18-Oct-2023	Town of Ponoka - yard waste - Sept. 2023	75.00
Town Of Rimbey	49762	18-Oct-2023	Town of Rimbey - Sept.2023 util	2,453.79
Uni First Canada Ltd.	49763	18-Oct-2023	UniFirst - coveralls/supplies	310.93
United Farmers Of Alberta	49764	18-Oct-2023	UFA - bylaw - fuel	290.10
Vicinia Planning & Engagement Inc.	49765	18-Oct-2023	Vicinia - Sept. 2023 fees	3,023.41
Whitgan Creations & Gifts	49766	18-Oct-2023	Whitgan Creations - name plate	27.55
Wienecke,Wendy	49767	18-Oct-2023	Wendy Wienecke - cardlock refund	25.00
Wolseley Industrial Canada INC	49768	18-Oct-2023	Wolseley - CR to inv#926498 - PW	992.78
AlSCO	49769	24-Oct-2023	AlSCO - janitorial supplies	536.84
AN Adventure Distribution & Consulting	49770	24-Oct-2023	An Adventure - supplies	182.39
HATALA,CALI	49771	24-Oct-2023	Cali Hatala - cardlock refund	25.00
John Deere Financial Inc.	49772	24-Oct-2023	John Deere Financial - repairs	1,650.89
Municipal Property Consultants (2009) Ltd.	49773	24-Oct-2023	Municipal Property Consultants - November 2023	3,575.95



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

Date Range: 18-Oct-2023 to 21-Nov-2023
 Sequence by: Cheque/EFT#
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
ORNAMENTAL BRONZE LIMITED	49774	24-Oct-2023	Ornamental Bronze - columbarium plaque - Finne	854.70
Ponoka County	49775	24-Oct-2023	Ponoka County - tippage fees - July - Sept. 2023	3,457.20
RJ Plumbing and Heating	49776	24-Oct-2023	RJ Plumbing - repairs - CC	99.75
SKJONSBURG,JESSICA	49777	24-Oct-2023	Jessica Skjonsberg - BYAS - Oct. 2023 - cleaning	350.00
Uni First Canada Ltd.	49778	24-Oct-2023	UniFirst - coveralls/supplies - PW	67.65
556436 Alberta Ltd.	49779	10-Nov-2023	Central Sharpening - blade	1,118.25
Alsco	49780	10-Nov-2023	Alsco - janitorial supplies	536.84
AMSC Insurance Services Ltd.	49781	10-Nov-2023	AMSC Insurance - Nov. 2023 inv	53.10
AN Adventure Distribution & Consulting	49782	10-Nov-2023	An Adventure - supplies	459.16
Animal Control Services	49783	10-Nov-2023	Animal Control - October 2023 inv	1,953.00
ATS Traffic Alberta	49784	10-Nov-2023	ATS Traffic - signs	167.96
Black Press Group Ltd.	49785	10-Nov-2023	Black Press Media - October 2023 advertising	704.58
Bubble Up Marketing	49786	10-Nov-2023	BubbleUp Marketing - annual website hosting - N	315.00
Campbell,Duncan	49787	10-Nov-2023	D.Campbell - expenses - water/wastewater cours	400.00
Canadian Pacific Railway Company	49788	10-Nov-2023	CP Rail - crossing maintenance - Hoadley	365.50
CENTRAL LABS	49789	10-Nov-2023	Central Labs - Oct.2023 fees	1,410.53
DURAND,MELVIN	49790	10-Nov-2023	Melvin Durand - RhPAP - Halloween Candy Bags	135.92
DYCK,ISAAC& DYCK, MARYANN	49791	10-Nov-2023	Isaac and Mary Ann Dyck - dev. deposit refund D	3,000.00
Empringham Disposal Corp.	49792	10-Nov-2023	Empringham Disposal - Oct. 2023 garbage/recycl	9,292.50
Environmental 360 Solutions (Alberta) Ltd	49793	10-Nov-2023	E360 - 4938 - 50 Ave - bin dumps - Oct.23	917.03
Evergreen Co-operative Association	49794	10-Nov-2023	Co-op - BYAS - supplies	2,914.04
Expert Security Solutions	49795	10-Nov-2023	Expert Security Solutions - pool - Nov./23	26.20
Global Industrial Canada	49796	10-Nov-2023	Global Industrial - tables	1,461.88
Gull Lake Deer Creek Gas Co-op Ltd.	49797	10-Nov-2023	GLDC - Business Dev. Tax Incentive Grant - Moti	19,928.03
Hi-Way 9 Express Ltd.	49798	10-Nov-2023	Hi-Way 9 - freight - Titan	177.34
Kansas Ridge Mechanical Ltd.	49799	10-Nov-2023	Kansas Ridge Mechanical - HVAC unit - arena cc	45,236.10
LMC LEANNE CROSS	49800	10-Nov-2023	LMC - Leeann Cross - classes	530.00
Longhurst Consulting	49801	10-Nov-2023	Longhurst - Nov. 2023 fees	5,018.21
Lowe,Tresa	49802	10-Nov-2023	Tresa Lowe - cardlock refund	25.00
MLA Benefits Inc.	49803	10-Nov-2023	MLA Benefits - Nov.2023 - HSA - Mayor/Council .	2,074.69
NAPA Auto Parts - Rimbey	49804	10-Nov-2023	Napa - oil filters	21.08
New Can Truck Parts	49805	10-Nov-2023	New Can Truck Parts - CVIP - Truck Unit #5	2,829.70
Nikirk Bros. Contracting Ltd.	49806	10-Nov-2023	Nikirk - snow removal - CC	630.00
Pilgrim,Faith	49807	10-Nov-2023	Faith Pilgrim - RhPAP - gift cards/candy/supplies	102.49
Pitney Bowes	49808	10-Nov-2023	Pitney Bowes - lease - Sept 01 - Nov 30/23	182.04
Repas,Francine	49809	10-Nov-2023	Francine Repas - cardlock refund	25.00
Reynolds Mirth Richards & Farmer LLP	49810	10-Nov-2023	Reynolds Mirth Richards & Farmer - General Mat	477.23
Rimbey Express	49811	10-Nov-2023	Rimbey Express - freight - Oct.2023	255.00
Rimbey Home Hardware	49812	10-Nov-2023	Home Hardware - shovel	295.95
Rimbey Janitorial Supplies	49813	10-Nov-2023	Rimbey Janitorial - arena - supplies	1,098.30
Rimbey Trees	49814	10-Nov-2023	Rimbey Trees - supplying/planting trees	16,800.00
Royal Canadian Legion	49815	10-Nov-2023	Royal Canadian Legion - wreath	100.00
Schmidt,Richard Jr.	49816	10-Nov-2023	R.Schmidt - expenses - water/waste water cours	400.00
Seidel,Rebekah	49817	10-Nov-2023	Rebekah Seidel - expenses RhPAP - apprec. acti	773.00
Staples Professional	49818	10-Nov-2023	Staples Professional - supplies	846.04
STERLING POWER SYSTEMS INC.	49819	10-Nov-2023	Sterling Power Systems - annual generator insp/c	5,592.30
THOMPSON,MELISSA	49820	10-Nov-2023	Melissa Thompson - Zumba classes - Oct. 2023	300.00
Titan Supply LP	49821	10-Nov-2023	Titan Supply - grader blade	1,268.82
Town of Ponoka	49822	10-Nov-2023	Town of Ponoka - compost fees - Oct.2023	135.00
Town Of Rimbey	49823	10-Nov-2023	Town of Rimbey - util.	2,343.13
Uni First Canada Ltd.	49824	10-Nov-2023	UniFirst - coveralls/supplies	201.87
United Farmers Of Alberta	49825	10-Nov-2023	UFA - grease - PW	666.99
VEC PROPERTIES	49826	10-Nov-2023	Vec Properties - Dev. Deposit refund DP 08/23	3,000.00
WHITE,BRENDA	49827	10-Nov-2023	Brenda White - quilting workshop - Art Club - refu	40.00
Winters,Katherine	49828	10-Nov-2023	K.Winters - expenses - decorations for Santa Nigl	305.51
Wolseley Industrial Canada INC	49829	10-Nov-2023	Wolseley - bleach - PW	992.78
RMA Insurance Ltd.	49830	10-Nov-2023	RMA Insurance - CR - automobile	158,355.29
ALBERTA MUNICIPAL SERVICE CORPORATION	00156-0001	19-Oct-2023	Alberta Municipal Services Corp - gas/power - Oc	46,749.64

Council Board Report 8.1.3
Council Agenda Report

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

Date Range: 18-Oct-2023 to 21-Nov-2023
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Canada Revenue Agency	00156-0002	19-Oct-2023	CRA - deductions (Sept.24-Oct.7/23) Oct.13/23 b	21,404.50
Eastlink	00156-0003	19-Oct-2023	Eastlink - cable - fitness centre - Oct. 2023	104.16
LAPP	00156-0004	19-Oct-2023	LAPP - Library - Oct.31/23 payroll	12,477.56
Servus Credit Union - Mastercard	00156-0005	19-Oct-2023	Servus M/C - C.Douglas - Sept.30/23	5,997.06
Telus Communications Inc.	00156-0006	19-Oct-2023	Telus - Town - Oct.10/23	2,598.33
VICTOR CANADA	00156-0007	19-Oct-2023	Victor - HSA - Aug. 2023	328.01
Workers' Compensation Board - Alberta	00156-0008	19-Oct-2023	WCB - issue date Oct.06/23	2,147.73
Canada Revenue Agency	00157-0001	24-Oct-2023	CRA - deductions (Oct.8-21/23) Oct.27/23 biweek	19,227.86
INNOV8 DIGITAL SOLUTIONS INC.	00157-0002	24-Oct-2023	Innov8 - Oct.2023 - copies	316.21
LAPP	00157-0003	24-Oct-2023	LAPP - Town - Oct.27/23 (Oct 8-21/23) PP #22 2i	10,306.88
ALBERTA MUNICIPAL SERVICE CORPORATION	00158-0001	10-Nov-2023	Alberta Municipal Services Corp - gas/power - Nc	49,961.40
Canada Revenue Agency	00158-0002	10-Nov-2023	CRA - deductions (Oct.22-Nov.04/23) Nov.10/23	19,665.64
Eastlink	00158-0003	10-Nov-2023	Eastlink - cable - fitness centre - Nov.2023	104.16
LAPP	00158-0004	10-Nov-2023	LAPP - FCSS - Nov.1/23 (Oct.9-22/23) PP 22 - 2i	13,029.94
Telus Communications Inc.	00158-0005	10-Nov-2023	Telus Mobility - Nov.6/23	448.34
VICTOR CANADA	00158-0006	10-Nov-2023	Victor - Nov. 2023 benefits	15,562.84
Waste Management	00158-0007	10-Nov-2023	Waste Management - Sept. 2023	7,060.50
Workers' Compensation Board - Alberta	00158-0008	10-Nov-2023	WCB - issue date Nov.06/23	2,147.73
Total:				653,714.32

November 27, 2023

Public Works Report



HIGHLIGHTS

ROADS

- Pothole repairs ongoing.
- Trees and bushes along the sidewalks that we sweep were trimmed prior to the snow falling.
- Litter bins emptied weekly.
- Town office parkette cleaned daily.
- First snow of this season had our crews removing snow from the priority 1 streets.
- Sanding of roads as well as sidewalks ongoing will be as needed.
- Para ramps being accessed and maintained with cleanup and sanding as needed.
- New rope lights were put up at the town office.
- Our equipment has been switched over for the winter season.

WATER

- Routine maintenance and testing.
- AEP reporting
- Meter readings ongoing and zero read meters being replaced.
- Sterling Mechanical from Red Deer was out to do the annual generator load tests and reservoir pump inspections.
- Daily, weekly, and monthly water reporting ongoing.
- ERRIS reporting (Lagoons) to Federal Government.
- Replaced the roofing on well house # 12 and 13.
- Installed a new roof on the water tower building until future demolition.
- Fix water service line leak on 45 Ave.
- Rick and Duncan attended courses in Edmonton. The courses attended were, Responding to water breaks, Effects of climate change on municipal water systems, Scada programming for utility operator and Process Instrumentation for water system operators.

WASTEWATER

- Routine maintenance and testing AEP reporting and other related work is ongoing.
- Beavers have been building dams along our drainage ditch again. With the dry weather conditions, I suspect that they are trying to dam up everything they can. It has left us putting in more time on it than we normally would.
- Extra testing and monitoring of the effluent for the N.E lagoon before discharge.
- With the extra low river flows, additional calls to Oceans and fisheries and AEP where needed prior to discharge of the lagoon.
- Rick and Duncan attend a course in Edmonton dealing with Source control for the municipal lagoon systems.

RECYCLE

- Assist Ponoka County staff as required.
- Research dry cell battery program.
- Hauled the last of the yard waste to the Town of Ponoka facility.
- Arranged to have the electronics recycle containers switched out.

R.C.M.P. STATION

- Building maintenance as requested
- Snow removal and sanding of lot and sidewalks as needed.

CEMETERY

- Opening and closing of graves as requested.
- Assist families with their needs.
- Trim hedge in the Mount Auburn Cemetery.
- Tree watering.

PARKS

- Empty litter bins weekly.
- Repaired slide in the BMX park.
- Trimmed black knot from a few trees.
- Weekly visual inspection of playground equipment.

OTHER

- Maintenance at Town Office and Library as requested.
- Assist Development Department as required.
- Assist Town residents and visitors with any questions or concerns.
- The BYAS building has required a fair bit of time catching up on maintenance and requests from the tenants.

PREPARED BY: Rick Schmidt, Director of Public Works

November 27, 2023

Community Services Report



HIGHLIGHTS

PETER LOUGHEED COMMUNITY CENTRE

- Cleaning and maintenance of the facility
- Facility Bookings - Fundraising Events, markets, meetings, Christmas parties
- Purchasing Capital Items
- Update Alarm system
- Daily activities with school and fitness programs

COMMUNITY FITNESS CENTRE

- Memberships
- Daily cleaning and maintenance of the area
- Quarterly maintenance performed by Fitness Mechanics when needed and extra maintenance items on existing equipment

RIMBEY AQUATIC CENTRE

- Pool shut down
- Spray Park operational system waiting on GLVT company to come this fall to test water flow on current system and determine how much water will be used in a flow through system.
- Anti-Entrapment grates installed - pool is compliant, more documents to complete
- Encouraging local swimmers to become Instructors and Lifeguards
- Purchasing items for next year's start up

ARENA

- Ice - September - March
- Ice scheduling - ongoing
- Arena Concession Operators are keeping the user groups happy
- Concession area Makeup Air Unit - installed in November

PROGRAMS

- Sept/May Pickleball/Badminton Tuesday/Thursdays 1:30pm - 3:00pm & 7:00pm - 8:30pm
- Attendance (6-14)
- Sept/May Yoga Program: Tuesdays 7:00pm - 8:00pm
- Attendance (2-5)
- Sept/May Free Weights: Wednesdays 5:45pm - 6:30pm
- Attendance (4-6)
- Oct/May Zumba: Thursdays 7:00pm - 8:00pm
- Attendance (6-12)
- Oct/May Gentle Fit - Tues/Thurs 10:30am - 11:00am
- Attendance (4-8)
- Nov/May Pilates - Saturdays 10:00am - 11:00am
- Attendance (2-6)
- Sept/May 1/2 hr Free weights & 1/2 hr Yoga Sundays 6:00pm - 7:00pm
- Attendance (4-7)
- ****new this year**** buy a 10 punch card and access any of the fitness classes such as Yoga, Pilates, Zumba, Free Weights from September 2023 - May 2024
- ****\$90 for 10 sessions or \$10/drop in**
- Public Skate on Sundays 5:15pm - 7:30pm
- Attendance (30-40)
- Sr/Parent and Tot - Tuesdays 1:30pm -2:30pm
- Attendance (5)

EVENTS

- Santa Night - Thursday, Nov. 30 at 3:30pm - 6:00pm
- Canada Day Grant submitted

PREPARED BY: Cindy Bowie, Director of Community Services

November 27, 2023

Development Officer Report



HIGHLIGHTS

- Administration is currently reviewing one subdivision application.
- Resident Questions: Administration is answering ongoing development questions from residents. Questions are typically related to building decks, fences, house renovations and potential business locations.
- Development Permits: Administration has been answering resident questions regarding potential development permits on an on-going basis.
- Certificate of Compliance: Administration has been processing certificates of compliance and accompanying paperwork as requested.

The Following chart outlines the 2023 development statistics:
2023 Development Statistics - Up to November 15, 2023

	Applied 2023	Issued 2023	In Progress 2023
Development Permit Applications (non change in use / home occupation)	38	37	1
Change in Use / Home Occupation Development Permit Applications	3	3	0
Subdivision Applications	1	0	1
Land Use Bylaw Amendments	0	0	0
Certificate of Compliance Requests	10	8	2
Building Permit Applications	12	7	4

The following development permits have been approved in 2023:

Permit Number	Date Issued	Civic Address	Type of Development
01/23	04.06.2023	5100-61 Avenue	Install light post & 3 parking lot lights
02/23	02.10.2023	4901-51 Street	Signage
03/23	03.03.2023	5031-50 Avenue	Signage
04/23	03.03.2023	Unit #3 4242-51 Avenue	Signage
05/23	03.03.2023	5214-44 Street	Home Occupational Permit
06/23	03.06.2023	5049-50 Avenue	Signage
07/23		CANCELLED 03.09.2023	
08/23	04.18.2023	5018-51 Street	Demolition of Garage, replacement of windows and replacing front porch walls, installing railing & replacing siding.
09/23	05.03.2023	5202-40 Street	Widening existing approach Approx 30' North.
10/23	05.03.2023	5122-51 Avenue	Demolish ramp and extend deck (6 x 23 feet)
11/23	04.20.2023	5114-44 Street	6.3m x 4.0m & 0.8m High Deck on West side of House
12/23	06.09.2023	Unit #30, Town Trailer Park	Second Accessory Building - Tent Shed
13/23	05.19.2023	4609-46 Avenue	Signage & Change in Use
14/23		Cancelled 05.19.2023	
15/23	05.12.2023	5103-51 Avenue	Sunroom Addition
16/23	05.19.2023	4925-56 Avenue	Addition with attached garage - VARIANCE
17/23	07.07.2023	4907-49 Street	Interior Renovations & 12 X 50 addition
18/23	06.09.2023	5302-52 Street	Accessory Building over 13.4m ² (12.8mx4.9m)
19/23	06.21.2023	5301-46 Street	Accessory Building over 13.4m ² (7.9m X 9.144m)
20/23	06.13.2023	5046-49 Avenue	Demolition of exterior wall. Adding small addition and interior renos
21/23	07.13.2023	5002-51 Street	Signage
22/23	07.07.2023	4630-57 Avenue	Accessory Building over

			13.4m ² (12.19m X 9.175m)
23/23	07.27.2023	4717-56 Avenue	Accessory Building Over 13.4m ² (8.53m x 7.92m)
24/23	08.16.2023	5601-50 Street	Canopy over North & South Sides of Duplex
25/23	08.25.2023	4821-47 Street	New Waterline
26/23	08.22.2023	5006-45 Avenue	Fabric Structure (9.144m X 12.19m)
27/23	08.23.2023	4910-56 Avenue	Demolition of two sheds and Build New Accessory Building (7.9248m x 10.9728m)
28/23	08.10.2023	4921-54 Avenue	Variance on Principal Building. Side yard setback 1.5m to 1.05m
29/23	08.16.2023	5603-50 Street	Canopy over North & South Sides of Duplex
30/23	09.01.2023	4633-54 Avenue	Move In & Set up 2023 Manufactured Home
31/23	09.01.2023	4625-52 Avenue	1676sqft modified Bi-Level with attached Garage
32/23	09.01.2023	5337-45 Avenue	Accessory Building (7.3m x 7.9m) Variance on Side yard and back setback 1.5m to 1.0m
33/23	09.01.2023	5046-50 Avenue	Removal of canopy over ATM, repair damaged wall framing & stucco as required.
34/23	09.19.2023	4929-50 Avenue	Repair Structural Damage to External walls and repair stucco as needed. Replace Windows and doors.
35/23	10.12.2023	5111-43 Street	Interior Renovations for New Pizza Place
36/23	09.19.2023	5043-50 Avenue	Signage
37/23	11.07.2023	Legacy Lane Phase 2	Seniors Condo's Legacy Phase 2 completion
38/23	10.30.2023	Unit C 4810-51 Street	Change in Use
39/23	10.30.2023	5107-56 Avenue	Deck
40/23	10.30.2023	5014-53 Avenue	Demolition of House
41/23		-In Progress-	

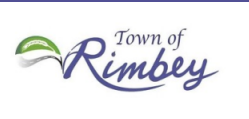
The following chart outlines historic development statistics:

Historic Development Statistics

	2022		2021		2020		2019		2018	
	Applied	Issued	Applied	Issued	Applied	Issued	Applied	Issued	Applied	Issued
Development Permit Applications	47	44	41	40	34	33	40	39	37	34
Change in Use / Home Occupation Development Permits Applications	8	8	9	9	13	13	11	11	n/a	n/a
Subdivision Applications	2	1	1	1	3	3	1	0	1	1
Land Use Bylaw Amendments	1	1	4	4	4	4	1	1	3	2
Certificate of Compliance Requests	11	11	18	18	12	12	13	13	13	13
Building Permit Applications	28	13	30	30	12	12	7	7	18	18

PREPARED BY: Liz Armitage, Development Officer

Town Council
REQUEST FOR DECISION



Meeting: November 27, 2023
Submitted By: Craig Douglas, Chief Administrative Officer
Subject: Boards/Committee Reports
Item For: Public Information -or- Closed Session

BACKGROUND:

Various Community Groups supply Minutes of their board meetings to Council for their information.

RECOMMENDATION:

Motion by Council to accept the board/committee reports, as information.

ATTACHMENTS:

[Tagish Engineering Project Status Updates October 26, 2023](#)

[BHH Minutes Aug 28, 2023](#)

[FCSS RCHHS Board Meeting Minutes September 14, 2023](#)

PREPARED BY: Craig Douglas, Chief Administrative Officer

November 22, 2023
Date

ENDORSED BY:

A handwritten signature in blue ink, appearing to read "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 22, 2023
Date

Date	Project Manager	Status Update
Town of Rimbey		
RBYM00000.23 RB00 - 2023 General Engineering		
September 14, 2023	Solberg, Lloyd	There are no current assignments.
September 28, 2023	Solberg, Lloyd	There are no current assignments.
October 12, 2023	Solberg, Lloyd	Tagish to work on capital plan budgets for next year in coordination with the Town and Public Works.
October 26, 2023	Solberg, Lloyd	Tagish to work on capital plan budgets for next year in coordination with the Town and Public Works.
RBYM00148.00 RB148 - 43rd St. Preliminary Design		
September 14, 2023	Solberg, Lloyd	(Sept. 14) No change.
September 28, 2023	Solberg, Lloyd	(Sept. 28) No change.
October 12, 2023	Solberg, Lloyd	Tagish to complete preliminary designs and budgets in the next couple weeks.
October 26, 2023	Solberg, Lloyd	Preliminary drawings and cost estimates to be submitted to the Town for review before mid November.

Beatty Heritage House Society

August 28, 2023 Meeting

The meeting was called to order at 7:40 pm by Chairperson AudreyAnn Bresnahan.

In attendance: AudreyAnn Bresnahan Florence Stemo
Jamie Coston

Janet Herzog
Ed Grumbach

Judy Larmour

MINUTES of August 8, 2023 Meeting were read by Florence. Audrey Ann declared the Minutes Adopted as read with correction of the title of the Alberta Government department that oversees the Beatty Heritage House Project. The title should read "Ministry of Arts and Culture and Status of Women".

CORRESPONDENCE: None.

TREASURER'S REPORT: None for this meeting, as Treasurer was unable to attend.

OLD BUSINESS:

PAINTING OF THE HOUSE: Completed. Cost: \$15,053.95.

GROUNDS CARE: Dawson Boorman will do Fall mowing(s) if necessary.

Apex Landscaping is to be notified re trimming of hedge.

NEW OUTDOOR SIGN: Built by Jim Anderson and set in place by Jim, Mike Boorman, and Mario Renaud on August 22, 2023. Thanks to these much-appreciated volunteers. Lettering is being done by SpeedPro of Red Deer, and will be completed soon.

ALBERTA CULTURE DAYS: Sept. 30. Discussion re event. Title will be "Threads of Time" (suggested by Janet Herzog). On exhibit will be several vintage sewing machines, a spinning wheel, a collection of aprons, and a number of other items made with various threads. Florence, Janet, and Judy will organize the event. Members will provide items for display and sweet loaves for serving with tea and coffee. Bronwin Jones will do posters.

NEW BUSINESS: 2023 - 24 Home Routes Season to be discussed at next meeting.

NEXT MEETING: Monday, October 2, 2023.

ADJOURNMENT: By AudreyAnn at 9:20pm

Florence Stemo Secretary

Minutes Adopted - October 2, 2023. FS

Family and Community Support Services (FCSS)
Rimbey Community Home Help Services (RCHHS)
BOARD MEETING MINUTES
September 14, 2023
10:00 a.m. Best Western Hotel
Sylvan Lake, Alberta

"Leadership is an action, not a position."
Donald McGannon

We acknowledge that we are on Treaty 6 territory, and we recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands.

Present: N. Hartford, Chairperson
D. Noble, Vice Chairperson
K. Maconochie, Recording Secretary
F. Pilgrim, Board Member
M. Griffith, Operations Manager
R. Schaff, Board Member
N. Stefanyk, Board Member
S. Bell, Board Member
B. Coulthard, Board Member

Regrets: G. Rondeel, Board Member, P. Makofka, Executive Director

1. CALL TO ORDER

By: N. Hartford at 10:15 a.m.

2. APPROVAL OF AGENDA

23-09-01 MOTION: By: D. Noble: That the agenda is adopted with the following changes.

Under 7. Old Business: add 7.5 CFEP Funding

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. CONSENT AGENDA ITEMS

- | | | |
|-----|--------------------------|---|
| 4.1 | Quarterly Reports- | 4.1 a) Client Safety Reports- 1/4ly |
| | | 4.1 b) Big Brothers & Big Sisters-1/2ly |
| | | 4.1 c) Catholic Social services- 1/4ly |
| 4.2 | Monthly Program Reports- | 4.2 a) Directors Report- Not available |
| | | 4.2 b) Operations Manager Report |
| | | 4.2 c) Office Report |

- 4.3 2023 Monthly Program statistics
- 4.4 AHS contracted HC & Private HS Client Stats combined.
- 4.5 AHS (HC) & Private (HS) billing 2019-2023
- 4.6 AHS (HC) client totals & Hours 2019-2023
- 4.7 Private (HS) Client totals & Hours 2019-2023
- 4.8 Food Bank Hamper Stats 2019-2023

23-09-02 MOTION: By: R. Schaff: To accept all items on the Consent Agenda as information.

CARRIED

- 5. PREVIOUS MEETING MINUTES-June 15, 2023

23-09-03 MOTION: By: S. Bell: That the minutes of JUNE 15, 2023, be adopted as presented.

CARRIED

- 6. BUSINESS ARISING FROM THE MINUTES
- 7. OLD BUSINESS

- 7.1 AHS Contract/Insurance

Still negotiating contract. Next meeting scheduled for Friday, September 15, 2023. Hope to sign a contract by the end of September. M. Griffith checked into the insurance and found out that we are covered for everything that we need. Due to timelines for new reports to AHS, we would like to switch Finance and Board meetings to the fourth Tuesday of the month. Same agreed on by the Board.

- 7.2 FCSSAA Annual Conference

Rooms have been booked at Fantasyland Hotel for November 22-24, 2023. M. Griffith will be going up on Nov 21 to help set up. M. Griffith will be on a Panel for the Provincial Priorities for Addictions and Mental Health and will also host the Protocol Session – introducing Elder Bert Auger.

- 7.3 ADSP Client Update

The client we were funding for transportation to come to ADSP has moved to Red Deer at the end of June and will not be attending our ADSP any longer.

- 7.4 Beyond Borders- Food Banks Alberta Conference Update

M. Griffith went to a session on Fundraising and got a template to assist us when applying for grants. BFL – Insurance -Talked about Boards – governance or operational. Also talked about renting or buying the building that is used for the Food Bank.

- 7.5 CFEP Funding

Food Bank renovations are 80% complete. Hoping to finish everything and be ready to move in next week. We would have to look at getting moving assistance and a timeline that would work. Town has asked if the Food Bank would take over that building - To look after taxes, maintenance, utilities, and rental contracts. Will do a SWOT analysis at the October Board meeting. The Town would like their answer by year end.

23-09-04 MOTION: By: N. Stefanyk: To apply for the Community Investment Fund Grant for the Food Bank kitchen.

SECONDED BY: R. Schaff

CARRIED

8. FINANCE

8.1 June 15, July 19, August 25, and September 14, 2023, meeting highlights.

23-09-05 MOTION: By: F. Pilgrim: That the highlights of the June 15, July 19, August 25, and September 14, 2023 Finance Committee Meeting be accepted as information.

CARRIED

9. QUALITY IMPROVEMENT/RISK MANAGEMENT COMMITTEE

Next meeting: Sept 27, 2023, at 10:00 a.m.

10. WORKPLACE HEALTH & SAFETY COMMITTEE

Next meeting: Sept 27, 2023, at 1:30 p.m.

11. SPECIAL EVENTS COMMITTEE

11.1 Summer Event Recap

Senior's Fair: was very well received. Loved the scooter race's and Bingo.

Canada Day: gave out lots of swag and did a map for people to mark where they or their ancestors came from. It is now hanging up in the lobby at the Provincial Building.

Block Party: was moved inside due to poor weather conditions.

County Block Party: not too many people there, but everyone loved the "BINGO" game for the prizes as a fundraiser.

Rimbey Rodeo Parade: had young people (families in FCSS) hand out the candy.

Rock N Rimbey: not many people out. It was a cold day.

11.2 Upcoming Events

Light up the night

Christmas hampers - ? angel trees in the banks

11.3 Year-Round Committee

Would like to spread events out throughout the year, instead of just focusing on the summer months.

12. NEW BUSINESS

12.1 Executive Director Plan- HR Committee

M. Griffith left the meeting at 11:17 a.m.

12.2 Signing Authority

Discussion.

23-09-06 MOTION: By: D. Noble: To add M. Griffith as additional signing authority to existing list that P. Makofka is on.

SECONDED BY: R. Schaff

CARRIED

23-09-07 MOTION: By: D. Noble: For Human Resources to write a letter for M. Griffith to take over Executive Director position starting January 1, 2024.

SECONDED BY: S. Bell

CARRIED

M. Griffith returned to the meeting at 11:25 a.m.

12.3 2024 Budget

Not quite complete. To bring to the next Board Meeting scheduled in October.

12.4 Our People-Presentation- Misty Griffith – slide presentation

23-09-08 MOTION: By: R. Schaff: To hire a Community Program Coordinator for 4 days a week and a Volunteer Coordinator for 3 days for one year and then review the positions.

SECONDED BY: S. Bell

CARRIED

LUNCH BREAK and ANOTHER PRESENTATION 12:20. Board Meeting reconvened 3:00 p.m.

12.5 Office Space

M. Griffith to research different spaces that would work for us and come to the October meeting with her report.

12.6 Operations Board vs Governing Board Decisions

Table to the Strategic Planning session on September 15, 2023

12.7 Day timers and Calendars 2024

These have been ordered.

12.8 Upcoming Meetings and Conferences

M. Griffith – to ACCA meeting in Nisku on September 19, 2023

M. Griffith, B. Soderberg, K. Maconochie and possibly J. Brittain to attend the Healthy Aging Workshop in Calgary October 10-12, 2023.

12.9 Compassion Fund

Council Agenda Item 8.2.1

We had 2 community members who we provided compassion funding too. One in July and one in August of 2023.

12.10 Request to do practicum on site at FCSS

23-09-09 MOTION: By: N. Stefanyk: To go ahead with massage program and charge \$40.00 for each relaxing massage with the money going to the Food Bank.

SECONDED BY: B. Coulthard

CARRIED

23-09-10 MOTION: By: F. Pilgrim: To examine putting Opening Minds Through Art under FCSS.

CARRIED

12.11 Garage Sale Rimbey Food Bank Fundraiser

Community members are having a garage sale and all proceeds will be going to the Food Bank. Two Board Members will be in attendance.

13. CORRESPONDENCE

14. ADJOURNMENT: Next meeting Dates: October 26, 2023, November 21, 2023

23-09-11 MOTION: By: N. Hartford: That the FCSS Board meeting adjourns at 4:08 p.m.

CARRIED

BOARD SHARING TIME

Slide Presentation on the "Year in Review"

N. Hartford- Chairperson

K. Maconochie- Recording Secretary