

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD
ON MONDAY AUGUST 19, 2013 AT 7:00 PM IN THE COUNCIL CHAMBERS
OF THE TOWN ADMINISTRATION BUILDING**

	Call to Order Regular Council Meeting & Record of Attendance	
2.	Public Hearing	
3.	Agenda Approval and Additions	
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5.1	None	
6.	Bylaws	
6.1	None	
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10.	In Camera	
10.1	None	
11.	Adjournment	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON WEDNESDAY, JULY 17, 2013, IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

1. Call to Order Mayor Ibbotson called the meeting to order at 7:00 pm, with the following in attendance:
- Mayor Sheldon Ibbotson
Councillor Jack Webb
Councillor Paul Payson
Councillor Scott Ellis
Councillor Gayle Rondeel
CAO Tony Goode
Assistant CAO/DO – Melissa Beebe
Director of Finance – Lori Hillis
Recording Secretary – Kathy Blakely
- Absent:
- Public:
Treena Mielke – Rimbey Review
Mr. Wade Stuart – Delegation
Mr. Mike Roma and Mr. Steve Slawuta – RC Strategies – Delegation
Kira Moore, Rimbey Aquatics Centre Manager
3 members of the public
2. Public Hearing 2.1 None
3. Adoption of Agenda of 3.1. July 17, 2013 Agenda
- 10.1 Personnel Issue (Pursuant to Division 2, Section 24 of the Freedom of Information and Protection of Privacy Act.)
- Motion 194/13
- Moved by Councillor Payson to accept the agenda as amended.
- CARRIED
(5-0)
4. Minutes 4.1 June 24, 2013, Council Regular Meeting Minutes
- Motion 195/13
- Moved by Councillor Webb to accept the June 24, 2013, Council Regular Meeting Minutes as presented.
- CARRIED
(5-0)
5. Delegation 5.1 Mr. Wade Stuart – Canada Day Celebrations (7.3)
- Mayor Ibbotson welcomed Mr. Wade Stuart to the Council Meeting. Mr. Stuart submitted a letter to Council and has requested to speak to Council regarding the possibility of having a Canada Day Parade for future Canada Day Celebrations.
- Councillor Rondeel asked Mr. Stuart what he would like to see as a parade. Mr. Stuart suggested decorated bikes, a kid's parade, or people dressed in celebration of Canada Day.
- Mayor Ibbotson advised Mr. Stuart the Town will pass his request and suggestions on to the Recreation Board for their consideration.
- Mayor Ibbotson thanked Mr. Stuart for attending the Council Meeting to bring forth his suggestion to hold a parade during future Canada Day Celebrations.
- 5.2 RC Strategies – Recreation Master Plan
- Mayor Ibbotson welcomed Mr. Roma and Mr. Slawuta of RC Strategies to the

Council Meeting.

Mr. Roma and Mr. Slawuta presented to Council a verbal detailed analysis of the state of parks, trails and recreation in the Town of Rimbey, which was obtained through public consultation, community comparisons and hard statistical research.

Mayor Ibbotson thanked Mr. Roma and Mr. Slawuta for their presentation to Council.

6. Bylaws

6.1 None

7. New and Unfinished Business

7.1 Tagish Engineering Ltd. – Project Status Updates

Motion 196/13

Moved by Councillor Ellis Council accept the Project Status Update from Tagish Engineering on RV02 RV Haven Campground , Water Operations Manual, RB00-Rimbey General, RB102 - South Lagoon Baffle Curtain, RB106 – Rimbey Northeast Lagoon, RB108 – Rimbey Concrete Replacement, RB109 – 58th Avenue Re-construction, RB110 – High School Soccer Field, RB111 – 53rd Avenue Re-construction, RB113 – 2013 Concrete Repairs and Replacement and RB114 – Johnson Estates ASP Review as information.

CARRIED
(5-0)

7.2 Rimbey Municipal Library Request

It was suggested by Mayor Ibbotson the Town send a letter to the Library Board regarding the document received by the Town from LEX3 Engineering Inc. indicating it is not advisable to construct a second floor on the Administration Building.

7.3 Arena Concession Contract

Motion 197/13

Moved by Councillor Ellis Council approve the proposed Rimbey Arena Concession Contract to Joanne Marshall to operate and manage a concession in the Rimbey Arena for the period of September 1, 2013 to August 31, 2016.

CARRIED
(5-0)

7.4 Rate Increase at Rimbey Arena

Motion 198/13

Moved by Councillor Webb Council approves the proposed rate increase of \$10/hour for all rate levels of services at the Rimbey Arena, effective July 18, 2013.

CARRIED
(5-0)

7.5 Swim for Somalia

Motion 199/13

Moved by Councillor Rondeel Council approves the use of the Rimbey Aquatic Centre for the Swim for Somalia on August 17, 2013, between the hours of 9:00 am to 1:00 pm.

CARRIED
(5-0)

7.6 CAO Tony Goode – Retirement Announcement

Motion 200/13

Moved by Councillor Webb Council accept, as information, and with regret, CAO Goode's notification of upcoming retirement with his last working day in the office as December 31, 2013 after which he will be on vacation and to commence recruitment for a replacement CAO.

CARRIED
(5-0)

7.7 Mr. Wade Stuart – Canada Day Celebrations Discussion (5.1)

It was the consensus of Council to forward the request of a Canada Day Parade to the Recreation Board for their consideration.

7.8 RC Strategies – Recreation Master Plan (5.2)Motion 201/13

Moved by Councillor Ellis Council accept the RC Strategies Recreation Master Plan as presented.

CARRIED
(5-0)

8. Reports

8.1 Department Reports8.1.1 Finance Reports

Bank Reconciliation to June 30, 2013
Cash Position to June 30, 2013
Consolidated Financial Report to June 30, 2013
Accounts Payable Cheque Listing to June 30, 2013

Motion 202/13

Moved by Councillor Payson Council accepts the Bank Reconciliation to June 30, 2013, Cash Position to June 30, 2013 and Consolidated Financial Report to June 30, 2013 as presented.

CARRIED
(5-0)

Motion 203/13

Moved by Mayor Ibbotson Council accept the Accounts Payable Cheque listing to June 30, 2013, as presented with the exception of Cheque Number 34300, in the amount of \$31.95, payable to Rimbey Foods Ltd.

CARRIED
(5-0)

Mayor Ibbotson departed the Council Meeting at 7:51 pm as he is a co-owner of Rimbey Foods Ltd.

Motion 204/13

Moved by Councillor Ellis to accept Accounts Payable Cheque Number 34300, in the amount of \$31.95, payable to Rimbey Foods Ltd. as presented.

CARRIED
(4-0)

Mayor Ibbotson re-entered the Council Meeting at 7:54 pm.

8.1.2 CAO Report8.1.3 Development Officers Report8.1.4 Public Works Department Report8.1.5 Director of Community Services Report

Motion 205/13

Moved by Councillor Rondeel to accept reports 8.1.2, 8.1.3, 8.1.4, and 8.1.5 as information.

CARRIED
(5-0)

8.2 Boards/Committee Reports

8.2.1 FCSS/RCHHS Board Meeting Minutes May 15, 2013.

8.2.2 Rimbey Historical Society Board Meeting Minutes May 21, 2013

8.2.3 Beatty Heritage House Society Board Meeting Minutes July 2, 2013.

Motion 206/13

Moved by Councillor Ellis to accept the FCSS/RCHHS Board Meeting Minutes of May 15, 2013, the Rimbey Historical Society Board Meeting Minutes of May 21, 2013 and the Beatty Heritage House Society Board Meeting Minutes of July 2, 2013 as presented.

CARRIED
(5-0)

8.3 Council Reports8.3.1 Mayor's ReportMotion 207/13

Moved by Councillor Webb Council accept Council reports as presented.

CARRIED
(5-0)

9. Correspondence

9.1 Rimbey FCSS Charity Golf Tournament

9.2 Town of Bentley Annual Town and Country Fair Days Parade

9.3 Alberta Municipal Affairs (PIDA)

9.4 Brent Bratland – Thank You Letter

9.5 Thom Laycraft – Paskapoo Park

9.6 Alberta Municipal Affairs – MSI Qualifying Projects.

Motion 208/13

Moved by Councillor Webb to accept items 9.1, 9.2, 9.3, 9.4, 9.5 and 9.6 as information.

CARRIED
(5-0)

Mayor Ibbotson recessed the Council Meeting at 8:05 pm.

Treena Meikle, 1 member of the public, Director of Finance Lori Hillis and Recording Secretary Kathy Blakely departed the Council Meeting at 8:06 pm.

Mayor Ibbotson reconvened the Council Meeting at 8:09 pm.

10. In Camera

10.1 Personnel Issue (addition) Pursuant to Division 2, Section 24 of the Freedom of Information and Protection of Privacy Act.

Motion 209/13

Moved by Councillor Ellis the Council meeting go in-camera to discuss personnel issues at 8:10 pm.

CARRIED
(5-0)

Motion 210/13

Moved by Councillor Webb Council Meeting return to open meeting at 8:17 pm.

CARRIED
(5-0)

Motion 211/13

Moved by Councillor Payson Council approves the 2013 application for the Alberta Municipal Internship Program to host an Administrator Intern for the 2014-2015 year.

CARRIED
(5-0)

Mayor Ibbotson recessed the Council Meeting at 8:20 pm.

Mayor Ibbotson reconvened the Council Meeting at 8:30 pm

11. Adjournment

Motion 212/13

Moved by Mayor Ibbotson to adjourn the Council Meeting.

CARRIED
(5-0)

Time of Adjournment: 8:31 pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	7.1	Confidential	Yes	No	XX
Topic	LEX3 Engineering Inc. – Rimbey Library Structural Assessment				
Originated by	Tony Goode		Title	CAO	
BACKGROUND:					
<p>The Rimbey Municipal Library has submitted a letter requesting the Town of Rimbey have our engineers investigate the feasibility of adding a second level on to the current Town Administration Building.</p> <p>Tagish Engineering Ltd. has been contacted to inspect the Town Administration Building to determine if this vertical expansion is possible and provide an estimate of the cost.</p> <p>Tagish Engineering Ltd had LEX3 Engineering Inc. of Red Deer, Alberta perform a structural assessment to determine the feasibility of adding a second level on the Town of Rimbey Administration Office Building.</p>					
Documentation Attached:	Yes	XX	No		
DISCUSSION:					
<p>LEX3 Engineering Inc. completed a structural assessment of the Administration Building and has recommended a second floor is not added to the existing building as under current design loading, the existing building is generally at 100% of the structural capacity and cannot handle any additional superimposed load from a second floor.</p> <p>A copy of the Rimbey Library Structural Assessment is attached.</p>					
RECOMMENDED ACTION:					
<p>Administration recommends Council accept the report from LEX3 Engineering Inc. as presented recommending a second floor is not added to the existing building as under current design loading, the existing building is generally at 100% of the structural capacity and cannot handle any additional superimposed load from a second floor.</p> <p>Administration recommends Council advise the Rimbey Library Board it is not feasible to add a second level to the Town of Rimbey Administration Office Building.</p>					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	



108-4818 50th Ave Red Deer AB T4N 4A3
Tel 403-340-1117 Fax 403-340-1127

Date: July 16, 2013
File:

G4 5550 45th Street
Red Deer, AB
T4N 1L1

Attention: Greg Smith

Dear: Mr. Smith

Reference: Rimbey Library Structural Assessment

Please find the enclosed LEX3 Engineering Inc.'s Rimbey Library Structural Assessment report to address the proposed second floor addition to the existing Rimbey Library building. It is in LEX3's opinion that adding a second floor to the existing structure is not advisable. If you have any questions or concerns regarding the attached report, please do not hesitate to contact the undersigned.

Sincerely,



July 16, 2013

APEGA PERMIT #12203

Randy Klassen, P.Eng.
LEX3 Engineering Inc.

108-4818 50TH Ave Red Deer AB T4N 4A3
Tel 403-340-1117 Fax 403-340-1127



**Rimbey Library Structural
Assessment**

LEX3 Engineering Inc.
108-4818 50th Ave Red Deer AB T4N 4A3
Tel 403-340-1117 Fax 403-340-1127



Rimby Library Structural Assessment

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 3.3.2 Superstructure 2

4 RECOMMENDATION 2

Rimbey Library Structural Assessment**1 INTRODUCTION**

The Town of Rimbey has requested a structural review of the current library to determine if the existing foundations and superstructure have the capacity to handle a second floor addition. Tagish Engineering has retained the services of LEX3 Engineering Inc. (LEX3) to perform the structural review. The assessment includes the basic design assumption used in the review, the design assessment results, and recommendations moving forward.

2 DESIGN ASSUMPTIONS

The Rimbey Library design review is to determine whether the existing structure has the necessary capacity in the foundation and superstructure to support a new second floor and roof. It is our understanding the building is intended to function as a library on the main and second levels. At this point there are no room layouts to indicate the exact room usage and therefore the ability to check the existing structure based on the function of each room cannot be determined. The design review assumptions are based on a floor dead load of 1.95kPa (self weight + superimposed dead load), a floor live load of 4.8kPa on the main level, and a floor live load of 2.4kPa on the existing roof (converted proposed second level framing). The proposed roof load design assumptions are a dead roof load of 1.25kPa and 1.86kPa basic snow load. For libraries, the design load according to the building code is 7.2kPa far higher than the 2.4kPa or 4.8kPa live loads used in the design review. The current design loads according to the Alberta Building Code 2006 have changed significantly since 1965 when the construction of the original building was completed. The design loads in the current code are significantly higher than the code in 1965.

There was no soils report available to review, a factored soil bearing pressure of 125kPa was assumed similar to the values used for the 2002 building expansion.

3 DESIGN ASSESSMENT RESULTS

The design assessment results are broken into three regions. Region 1 is the current offices, staff rooms, washrooms, and storage vault. Region 1 was part of the 1965 construction. Region 2 is the library area of the original building built in 1965. Region 3 is the library and meeting room built in the 2002 expansion.

3.1 Region 1

Region 1 consists of a 915mm (3') crawl space in the front portion of the building with a full basement at the rear of the building. The foundations are conventional concrete strip footings supporting a below grade concrete foundation wall. The superstructure is a mix of load bearing wood and masonry walls supporting wood roof joists.

3.1.1 Foundations

The two exterior strip footings running in the north – south direction outlining the basement and crawl space were reviewed for carrying the main floor, proposed second floor and proposed roof with the loads indicated in Section 2. The existing footings under the current design loads from the Alberta Building Code 2006 are at 100% capacity. The addition of the second floor will cause the existing footings to exceed this capacity by approximately 50%. The interior strip footings running in the north-south direction were also reviewed for current and proposed loading conditions. Under current loads, the footing capacity is already exceeded by 30%. The addition of the second floor will exceed its capacity by approximately 100%.

This region should not be used to support library stacks or high density gathering areas.

Rimbey Library Structural Assessment**3.1.2 Superstructure**

The existing wood roof joists (future second floor joists) currently span 6.1m (20') and 5.64m (18'6"). The capacity is exceeded if the roof joists are used as floor joists. The 6.1m span exceeds the required live load capacity by 50%, and the 5.64m span exceeds by 25%.

The interior steel beam on the north end of the library, was installed during the 2002 renovation to replace a load bearing stud wall exceeds the capacity by 35% if the second floor is added.

3.2 Region 2

Region 2 is part of the original construction and consists of a slab-on-grade with a concrete frost wall around the perimeter sitting on a concrete strip footing. The superstructure consists of load bearing masonry block perimeter walls of the original fire hall with a wood roof framing system.

3.2.1 Foundations

The exterior and interior footings surrounding the 1965 fire hall (currently used as library space) were assessed to determine if they are capable of carrying the proposed second floor and proposed roof with the loads indicated in Section 2. The existing footings are approximately 60% of their capacity under current design loading conditions, which increases to 5% over capacity with the second floor addition.

3.2.2 Superstructure

The current roof joists (proposed second floor joists) currently span 5.05m (16'6") and 6.05m (19'6") are at or exceed capacity if the roof joists are used as floor joists. For the proposed floor and roof loading, the 5.05m span meets the live load capacity and the 6.05m span exceeds capacity by 42%.

3.3 Region 3

Region 3 was constructed in 2002 and consists of a slab-on-grade with a concrete frost wall around the perimeter sitting on a concrete strip footing. The superstructure is a mix of load bearing wood and masonry walls supporting wood roof joists.

3.3.1 Foundations

The footings surrounding the 2002 expansion were reviewed for supporting the proposed second floor and proposed roof with the loads indicated in Section 2. The footings are at approximately 70% of their capacity under current conditions which would increase to 50% over capacity with the second floor addition.

3.3.2 Superstructure

The existing roof joists (proposed second floor joists) are engineered open web wood trusses designed for a dead load of 0.75kPa and live load (snow load) of 1.70kPa. In a roof to floor conversion the joists would be required to withstand a 1.95kPa dead load and a live load of 2.4kPa. This exceeds the joists capacity by 100%. The capacity of the steel beam supporting the open web wood joists is exceeded by 40%.

4 RECOMMENDATION

Upon reviewing the structure of the existing Rimbey Library it is recommended that a second floor is not added to the existing building. Under current design loading, the existing building is generally at 100% of the structural capacity and cannot handle any additional superimposed load from a second floor. The design criteria used was 2.4kPa (50psf) live load which is the minimum live load allowed by code. If the areas with suspended floors are used as gathering spaces or

Rimbey Library Structural Assessment

for library stacks the live load values increase to 4.8kPa and 7.2kPa respectively. If these larger live loads were applied the percent over capacity will increase.

The addition of a second floor would require the entire roof would need to be removed or undergo extensive strengthening to handle the increase in live load. The interior load bearing wood stud walls will need to be strengthened and steel beams will required replacement to support the increase loads. The exterior masonry walls generally have capacity to handle a second floor.

The addition of a second floor would require the entire foundation to be strengthening by widening the strip footings throughout the building. This is a significant and costly undertaking.

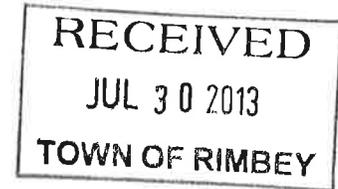
Based on this analysis, it is recommended to leave the building as a single level structure. The extent of renovations required to strengthen the structure is not likely to be cost effective. Only offices and meeting rooms should be located over the existing basement and crawl space. Library stacks should remain only in the areas where there is a slab on grade. Furthermore in a renovation this extensive, entire areas of the library will be required to shut down and should be taken into consideration.

TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	7.2	Confidential	Yes	No	XX
Topic	Alberta Farm Safety Centre				
Originated by	Tony Goode		Title	CAO	
BACKGROUND:					
<p>The Alberta Farm Safety Centre is seeking a \$300.00 donation from the Town of Rimbey in support of a province wide "Safety Smarts" Program for the 2013-2014 School Year. The mandate of their organization is to reduce injuries and fatalities in rural Alberta. Often youth are not fully aware of the many potential hazards presented by rural living.</p>					
Documentation Attached:	Yes	XX	No		
DISCUSSION:					
<p>Many of the students in our schools come from a rural environment and those students who live in town, either has extended families living on a farm or their friends reside on a farm. This information is highly educational and valuable to both rural and urban students.</p> <p>This program does not qualify under the Community Events Grants in Aide Program however there was \$3000.00 budgeted in the 2013 budget for Public Relations. There is \$2966.65 available under Public Relations.</p>					
RECOMMENDED ACTION:					
<p>Administration recommends Council donate \$300.00 from Public Relations, to the Alberta Farm Safety Centre in support of the province wide "Safety Smarts" Program for the 2013-2014 school year.</p>					
					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

July 23, 2013

Mayor Sheldon Ibbotson
Town of Rimbey
PO Box 350
Rimbey, Alberta T0C 2J0



Mayor Ibbotson

The Alberta Farm Safety Centre is seeking a \$300 donation from the Town of Rimbey in support of our province-wide 'Safety Smarts' Program, for the 2013-2014 school year. The generosity of many make the delivery of this program possible. Safety Smarts is a hands-on, interactive school-based safety program which is delivered face-to-face to over 50,000 rural elementary school children in Alberta each year. Find enclosed a listing of schools visited in your town and county.

All rural children face common risks that have the potential to harm, injure or even take their young lives. Our classroom presentations focus on the safety issues that most often harm injure or kill rural children, including:

- Passenger run-over – one seat / one rider
- Bystander run-over – a safe place to play
- Summer and winter rural drowning hazards - have an adult check, every time
- Sound induced hearing loss - can be permanent, is preventable
- Keeping myself and my family safe – taking personal responsibility for safety
- Preparing for the unexpected - how to contact emergency services
- Rider related falls and collisions - related to both quads and horses, wearing a helmet every time
- Preparing for the unexpected - large animal handling

The mandate of our organization is to reduce injuries and fatalities in rural Alberta. Often youth, especially younger children, are not fully aware of the many potential hazards presented by rural living. Increasing their awareness and ability to make informed personal safety decisions is extremely important. The 'Safety Smarts' program has for the past 15 years worked to change the behaviour of rural youth. The power of this program comes from consistent, face to face delivery. Beginning in kindergarten, our regional instructors build a firm foundation which allows them to influence the attitudes and behaviours of the rural children they teach. Education enables informed decisions.

Our Safety Smarts program is offered free of charge to all elementary school children - Kindergarten to Grade 6, in rural communities of less than 10,000. Last year we delivered Safety Smarts into 2,635 classrooms in 457 schools reaching 52,529 rural students across Alberta. More than 1500 classroom teachers completed evaluations, with 99% rating both content and delivery as excellent; being both age appropriate and valuable for their students.

From our Board of Directors to our team of regional instructors, we are rural people who live in towns, villages and farms. We choose a rural lifestyle for many of the same reasons you do, because they are a safe place to raise children and families and because our communities value the strong relationships of friends and neighbours. Our experience is that everyone who lives and works in rural Alberta knows a family who has suffered injury or tragedy. Each young life lost tears at the fabric of rural Alberta, impacting families and communities for generations.

The Raymond & District Futures Society is a registered charity and a not-for-profit society. We are in good standing with the Canada Revenue Agency and our charitable registration number is 890566441 RR0001. We operate under the working name, Alberta Farm Safety Centre from our office in Raymond, Alberta.



245 East 400 South – Box 291 - Raymond – Alberta – T0K 2S0 – Tel: 403 752-4585 – Fax: 403 752-3643
Email: safetyctr@abfarmsafety.com Website: abfarmsafety.com

‘Safety Smarts’ has an annual operating budget of approximately \$400,000. As this program expanded to become province-wide a few years ago, it became reliant on a small number major funders. We are now adjusting our strategy , seeking to increase the financial sustainability of this program by building a broader base of financial support; shifting towards more modest contributions from a much wider group. Our current financial supporters include the Government of Alberta through Alberta Agriculture and Rural Development, 40 Counties and Municipal Districts, 14 Towns and Villages, 19 Agricultural Societies, Conoco Phillips Canada, Pioneer Hi-Bred, Monsanto Canada, Farm Credit Canada, and the McCain Foundation.

A detailed budget for this program will be provided upon request. Listed are our approximate annual expenditures.

Regional instructors time and mileage	\$225,000
Take-home review resources provided to children	50,000
Safety Smarts administration and coordination	80,000
Offices expenses and overhead	20,000
Insurance, accounting, technical support	15,000
Replacement and repair of in-class delivery equipment	<u>10,000</u>
	\$400,000

The success of Safety Smarts and the trust based relationships developed over the years have created an organizational reputation and foundation of trust with rural communities across Alberta. Many communities request our assistance at local community based safety events. In 2012, we were able to help out at 21 events, reaching an additional 3000 rural individuals, of all ages. To date in 2013, we have participated in 18 community events and expect a number of additional requests through the second half of this year.

Your investment will specifically support safety education for rural children and their families. We would appreciate your consideration in becoming an on-going supporter as several of our current donors do, with a budgeted annual donation, of \$300. Investing in youth now is a wise investment in the future. Influencing their personal attitudes and actions as they grow and mature will pay significant dividends as they move forward, becoming the decision makers of tomorrow.

Organizational and program information can also be found on our website: abfarmsafety.com. Please contact me if you would like more information, or have questions or concerns. As we prepare for the next school year, a decision regarding this opportunity would greatly appreciated by October 1, 2013.

Thank you for consideration of this request.

Laura Nelson
Executive Director
Alberta Farm Safety Centre
Phone: 403 752-4585
Email: safetyctr@abfarmsafety.com

3 Enclosures

Safety Smarts Brochure
Safety Smarts Program Pyramid
2012-2013 Schools visited listing - by County/MD

What makes the Safety Smarts Program so Successful?

Content:

- Focused activities and games for rural children from Kindergarten to Grade 6.
- Children are taught to recognize and react safely to a wide variety of potential farm hazards.
- Presentations are hands-on and interactive; using models, buzzers, sound meters, puppets, etc.

This program is offered
AT NO COST
to all rural Elementary Schools
throughout the Province

Review Resources:

- Each grade receives their own age-appropriate, targeted message.
- Each student receives take home review resources which promote safety discussions with their families.

Fun:

- Students enjoy these presentations.
- The following comments are often heard:
 - "It was awesome, not what we expected"
 - "We had fun"
 - "It was a blast"
 - "Stay a bit longer"

Evaluations:

- Each classroom teacher is asked to complete a written evaluation of: program delivery methods, program content and overall effectiveness.
- Their evaluations unequivocally confirm support and acceptance of this program as a valuable safety resource for their rural students.
- Their suggestions and comments are used to adjust, improve and update the program.

Background: Alberta Farm Safety Centre



The Alberta Farm Safety Centre is a not for profit society which promotes safe agricultural practices

through development and delivery of educational materials throughout Alberta.

Vision

To eliminate farm-related injuries and deaths in Alberta.

Mission

To significantly influence the safety and overall wellbeing of rural individuals through effective farm safety education and training initiatives.

Successes

In 2013 the "Safety Smarts" program celebrated its 15th year in Alberta with the number of rural elementary students receiving this program growing from:

1998-1999 school year: 2,230 students
to
2012-2013 school year: 52,529 students

Contact Information

For more information please contact:

Laura Nelson, Executive Director

Phone: 403-752-4585

email: safetyctr@abfarmsafety.com

Website: abfarmsafety.com

Platinum Sponsors

Government
of Alberta

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Canada

www.abfarmsafety.com

ALBERTA 
FARM SAFETY
CENTRE
Helping Things Go Right



"Safety Smarts" Elementary School Program

Province Wide

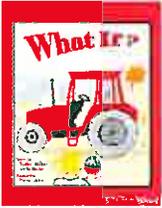
This program is presented to
rural Elementary Students
throughout Alberta

Kindergarten: One Seat –One Rider



Each child will understand the dangers of being an extra rider. Casey, the Careful Critter takes children on a tour of his farm and shows them how to stay safe.

Grade 1: To Stay Safe...Play Safe



Each child will understand that close proximity to cars, trucks & machinery, increases risk. The "What If" story, written especially for the grade 1's is about a close call when the children did not obey grandpa's safety rules.

Grade 2: Boats Float—I Don't



Each child will understand rural drowning hazards. The students play a very popular bingo style game to learn about situations they may face.

Grade 3: Hear, Hear—Listen Up



Each child will understand that hearing loss is permanent. Using sound level meters and hearing protection, the students acquire a real hands-on (ears-on) appreciation of the hearing hazards in their everyday life and how to avoid Permanent Sound Induced Hearing Loss.



"One Seat One Rider"

Meet Our Instructors



Doemonica Fedoruk
Southern Instructor



Lori Blake
South-Eastern Instructor



Priscilla Tames
South-Western Instructor



Kim Leitch
East-Central Instructor



Lydia Hittinger
Central Instructor



Carol Senz
West-Central Instructor



Amber Havens
Peace Region Instructor

Grade 4: It Can Happen To Me!



Each child will understand their personal responsibility in making safe choices. Children are reminded to make smart decision every time! Our interactive "Splat" game helps reinforce concepts they have learned in previous years.

Grade 5: Get a Grip—Safety's in My Hands

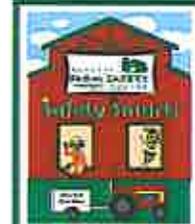


Each youth will recognize risks when riding anything with speed. Students learn while playing a fast paced game called "Don't Press Your Luck" that being safe is a consequence of good decisions.

Grade 6: Bigger, Faster...But I'm Smarter



Each youth will recognize the risks riders face when riding a quad. Each youth will recognize the risks associated with handling large animals



Each student that participates receives a grade specific booklet to take home. These booklets are filled with activities and information to share with their families.

We're on the Web at:
www.abfarmsafety.com
Check it out!

Safety Smarts Presentation Pyramid

2012 - 2013 School Year

<u>Presentation</u>	<u>Rural Risk</u>	<u>Theme</u>	<u>Learning Objective</u>	<u>Personal Commitments</u> <u>One is too many... I will</u>
Kindergarten	Passenger Run-over	One Seat One Rider	Each child will understand the dangers of being an extra rider. <i>I will only ride if I have my own seat. I will use my seatbelt everytime.</i>	
Grade 1	Bystander Run-over	To Stay Safe Play Safe	Each child will understand that close proximity to cars, trucks & machinery, increases risk. <i>I will play near the house. I will only enter the farm yard or shop with an adult.</i>	
Grade 2	Rural Drowning Hazards	Boats Float - I Don't	Each child will understand rural drowning hazards. <i>I will learn to swim. I will only go near water and ice with an adult.</i>	
Grade 3	Sound Induced Hearing Loss	Hear Hear - Listen Up	Each child will understand that hearing loss can be permanent. <i>I will protect my hearing by moving away from loud sounds or wearing hearing protection. I will protect my hearing by turning down the volume when using ear buds.</i>	
Grade 4	Increased On-Farm Involvement	It Can Happen to Me	Each child will understand their personal responsibility in making safe choices. <i>I will remember, safety begins with me. I will stand up for safety and let my friends & family know I will be Safety Smart.</i>	
Grade 5	Rider Related Falls & Collisions	Get a Grip - Safety's in My Hands	Each youth will recognize risks when riding anything with speed. <i>I will receive training, before riding on my own. I will not endanger others by giving them rides.</i>	
Grade 6	ATV & animal involvement	Bigger, Faster...But I'm Smarter	Each youth will recognize ATV's unique characteristics and risks to riders. Each youth will recognize the risks associated with proximity to large animals. <i>I will wear a helmet every time I ride. I will always use the buddy system when around large animals.</i>	



Ponoka County

2012-2013 Safety Smarts Schools Visited

MD/County Name	School Name	Date	Classes	Students
Ponoka County	Bluffton School	12/18/2012	5	92
Ponoka County	Ferrybank Colony School	9/28/2012	1	10
Ponoka County	Mecca Glen School	9/27/2012	4	89
TOTALS	3		10	191

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	7.3	Confidential	Yes	No	XX
Topic	Peace Officer Policies (5)				
Originated by	Melissa Beebe	Title	Assistant CAO/DO		

BACKGROUND:

Peace Officer Service Agreements have been signed by the Summer Village of Gull Lake, Summer Village of Parkland Beach, Summer Village of Sunbreaker Cove, Summer Village of Birchcliff, Summer Village of Norglenwald, and Summer Village of Jarvis Bay.

Documentation Attached:	Yes	XX	No
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DISCUSSION:

Additional requirements of the application process were requested from the Solicitor General for the following policies.

- Policy 4106 – Community Peace Officer Baton Use
- Policy 4107 – Community Peace Officer OC Spray Use
- Policy 4108 – Community Peace Officer Record Keeping and Exhibit Policy
- Policy 4109 – Community Peace Officer Employer Reporting Requirements
- Policy 4110 – Emergency Response by Community Peace Officers

RECOMMENDED ACTION:

Administration recommends Council approves Policy 4106 – Community Peace Officer Baton Use, Policy 4107 – Community Peace Officer OC Spray Use, Policy 4108 – Community Peace Officer Record Keeping and Exhibit Policy, Policy 4109 – Community Peace Officer Employer Reporting Requirements and Policy 4110 – Emergency Response by Community Peace Officers as presented.

CAO 				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



Town of Rimbey Policy Manual

Title: Community Peace Officer Baton Use **Policy No.:** 4106

Supercedes: New

Approved: **Resolution No.:**

Effective Date:

Purpose: As required by the policies of the Alberta Department of the Solicitor General and Public Security, as a condition to employ Peace Officers, a policy must be adopted by Council that states the proper care and control of prohibited weapons, including a Baton.

PROCEDURES

1. Town of Rimbey may issue a Baton to its Peace Officer who may be required to utilize the baton during the execution of Peace Officer duties providing that:
 - a. The Peace Officer is eligible to be issued a Baton;
 - b. The Baton is utilized:
 - i. As an aid in the arrest of a resisting person, or to control a person or crowd when lesser means are not likely to succeed, or have failed, and more severe means are not yet required; or
 - ii. To control an attack or threat of an attack from animals.
2. The issue of a Baton to a Peace Officer is conditional upon the Peace Officer having met the qualifications, namely:
 - a. Successful completion of a training course on the care, use and handling of the baton as approved by the Alberta Solicitor General Public Security Division;
 - b. Written approval from Alberta Solicitor General Public Security Division, and
 - c. To undergo testing every 36 months, as directed to do so by the Alberta Solicitor General Division, in accordance with Alberta Solicitor General Public Security Division standards.
3. Peace Officers shall only carry and use the baton which is issued by the Town.
4. Peace Officers may carry a baton only when on duty as a Peace Officer.

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5. When a Baton is in possession of a Peace Officer at his residence, when it is not reasonable to have it locked at the office, the Peace Officer must ensure proper storage of the Baton, preferably in a locked cabinet.
6. Peace Officers who are carrying authorized batons:
 - a. Must check their baton on a weekly basis for the following:
 - i. Wear and tear on the foam grip;
 - ii. Bent shaft and stress fractures;
 - iii. Abrasions on the tip or a loose tip;
 - iv. A secure butt cap.
7. May make minor adjustments to the retaining clip or O-ring to ensure the proper opening and closing capabilities.
 - a. Report any defective baton requiring repair or replacement immediately to a Supervisor. **NOTE:** *This includes a bent shaft, wear and tear on the handle and sharp abrasions on the tip.*

POST INCIDENT GUIDELINES

1. A Peace Officer involved in an occurrence where a Baton was utilized on a human, either by himself or by any other Peace Officer, shall:
 - a. Provide first aid to subject and provide immediate medical assistance if required.
2. Peace Officers who during the course of their duties utilize the Baton shall:
 - a. Report the occurrence forthwith to the CAO and Supervisor of Peace Officers;
 - b. Report the occurrence forthwith to the R.C.M.P. Detachment Commander, having jurisdiction over the area where the incident occurred;
 - c. Complete a standard occurrence report outlining the circumstances surrounding the use of Baton.
3. Peace Officers shall notify Alberta Solicitor General Public Security Division in writing within 2 days of the circumstances surrounding the utilization of the Baton, pursuant to Sec.22 of the Peace Officer's Program and Procedure manual.

Amended:

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Resolution:



Town of Rimbey Policy Manual

Title: Community Peace Officer OC Spray Use **Policy No.:** 4107

Supercedes: New

Approved: **Resolution No.:**

Effective Date:

Purpose: As required by the policies of the Alberta Department of the Solicitor General and Public Security, as a condition to employ Peace Officers, a policy must be adopted by Council that states the proper care and control of prohibited weapons, including OC spray.

GUIDELINES/PROCEDURES

1. The issue of OC spray to a Community Peace Officer is conditional upon:
 - a. A Community Peace Officer's appointment authorizing him/her to be in possession of OC spray only for the purpose of their duties or employment and does not extend to off-duty activities;
 - b. Successful completion of a training course on a use of force model recognized by the Alberta Solicitor General;
 - c. The Community Peace Officer receiving specific instructions in the care, handling and use of OC spray.

Approved Uses

2. OC spray must only be used as a defensive tool and should not be applied to facilitate an arrest unless other means are not available.
3. OC spray may be utilized to control an attack or threat of an attack from any animals.
4. Training purposes when used as part of a training course recognized by the Alberta Solicitor General.
5. OC spray shall only be carried by Community Peace Officers while on duty and use does not extend to off duty activities.

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Date: **Resolution:**

Procedures

6. A Community Peace Officer authorized to use OC spray must:
 - a. Inform the Senior Community Peace Officer whenever possible prior to using the OC spray;
 - b. When tactical advantage is not lost, advise the potential target(s) that OC spray may be used if their behavior remains uncontrollable;
 - c. Monitor the target(s) and seek medical assistance if the effect of the OC spray persists after one (1) hour.
7. The Senior Community Peace Officer must:
 - a. Where possible, report to the area, take charge of the incident and approve the use of OC spray, if necessary.
 - b. Ensure all targets affected by the OC spray are taken to an area which is secure and removed from the contamination and that provides for appropriate decontamination.
 - c. Review, comment and submit the detailed Incident Report to the County Commissioner or Manager of Environmental and Protective Services.
 - d. Ensure all Community Peace Officers required to carry OC spray are re-certified every 36 months.
8. The OC spray issued to a Community Peace Officer is to be the same strength and composition as that being utilized by the RCMP or other Municipal Police Departments. The OC Spray major capsaicinoid (MC) levels shall not exceed 0.18% and scoville heat units (SHU) levels shall not exceed 500,000 SHU.
9. A Community Peace Officer shall only use the OC spray which is supplied by Town of Rimbey and issued by the Senior Community Peace Officer.

Storage

10. When OC spray canisters are in the office, not on any person, they must be stored in a locked cabinet.
11. Replacement canisters are under the control of the Senior Community Peace Officer and must be stored in a locked cabinet
12. When OC spray canisters are in the possession of a Community Peace Officer at their residence, when it is not reasonable to have it locked at the office, the Community Peace Officer must ensure proper storage of the OC spray, through the use of a locked cabinet.

POST INCIDENT GUIDELINES

1. A Community Peace Officer involved in an occurrence where OC spray was utilized, either by themselves or any other Community Peace Officer shall:
 - a. Conduct post-deployment procedures in accordance with their training and best practices.

Amended:**Date:****Resolution:****Date:****Resolution:**

Report of Discharge

2. A Community Peace Officer involved in an occurrence where OC spray was utilized by either themselves or another Community Peace Officer for purposes other than training shall:
 - a. Advise the RCMP forthwith of the deployment of OC spray and request their attendance/assistance.
 - b. Complete a standard incident report outlining the circumstances surrounding the use of the OC spray and provide a copy of the report to the Senior Community Peace Officer, RCMP and Public Security Department of the Solicitor General.
 - c. Outline in the occurrence report details regarding place and time of decontamination or refusal of decontamination by the subject, and all subsequent attempts at decontamination.
3. The Senior Community Peace Officer shall notify the CAO in writing, of the circumstances surrounding the discharge of OC spray.

Restrictions on Use

4. A Community Peace Officer must not allow, lend or provide to any person not duly authorized by law, to handle, possess or use OC spray.

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Town of Rimbey Policy Manual

Title: Community Peace Officer Record Keeping and Exhibit Handling **Policy No.:** 4108

Supercedes: New

Approved: **Resolution No.:**

Effective Date:

Purpose: To establish record keeping best practices and standards to ensure that goals are met, at a minimum, the following management systems of records and exhibits shall be practices as they relate to community peace officer duties.

GUIDELINES/PROCEDURES

A. Peace Officer employee files showing at a minimum:

1. Training and certificates.
2. Copies of complaints, investigative results, and disposition. Any discipline resulting from complaints may be kept on the peace officer's file at the employer's discretion.
3. Date of cessation of employment and reason for such.
4. Oath of office.
5. Peace Officer appointment.

B. Operational data showing at a minimum:

1. Investigations relating to authorities found on the authorization that includes at a minimum:
 - a) file number unique to each investigation;
 - b) complainant's name, contact information, address;
 - c) date of occurrence;
 - d) suspect's name, contact information, address (if applicable);
 - e) details of investigation;
 - f) disposition of investigation and date concluded; and
 - g) notification of complainant about disposition (if applicable).
2. An exhibit handling process showing records pertaining to storage and disposal, that includes at a minimum:

Exhibit seizure forms that include:

 - a) associated investigative file number;
 - b) name of owner(s) if known;
 - c) name of suspect or accused, if applicable;
 - d) bags or labels to identify individual exhibits; and

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- e) An exhibit log for recording the seizure, movement and disposition of seize items.

Physical storage of exhibits:

- f) agency size and nature of duties will dictate the type of exhibit storage required.
 - g) a separate room with exhibit custodian may be appropriate for one agency while a secure cabinet accessible only by the investigator will be appropriate at another.
 - h) Exhibits that are documentary in nature will not be stored within an investigative report. Documents will be labeled and stored in an envelope or folder separate from the investigative report.
 - i) Supervisors may access exhibit storage facilities for the purpose of quality control but the access must be recorded on an exhibit log.
3. Record system capable of documenting calls and complaints that are made to the authorized employer.
 4. Record system capable of documenting all serious incidents involving the authorized employer and peace officers.
 5. MOUs in effect with police agencies.
 6. Expired MOUs.

With the exception of public complaint records which must be kept for a minimum of five years, all of the above records must be kept for at least three years.

Reference: Public Security Peace Officer Program, Policy and Procedures Manual, February 2012, Administrative Requirements, Section 19.1, Page 41

Amended:

Date:

Resolution:

Date:

Resolution:



Town of Rimbey Policy Manual

Title: Community Peace Officer Employer Reporting Requirements **Policy No.:** 4109

Supercedes: New

Approved: **Resolution No.:**

Effective Date:

Purpose: To outline employer reporting requirements to the Director of Law Enforcement on form PS3535, as per the Public Security Peace Officer Program, Policy and Procedures Manual.

Reports are to be forwarded to the Public Security Peace Officer Program Manager in accordance to the following time lines and events:

Report to the Director as soon as the authorized employer becomes aware (on incident reporting form PS3535 found in Appendix K):

- The use of a firearm in circumstances in which it was discharged in response to a perceived threat.
- Any incident with a peace officer involving serious injury or the death of any person. This does not include circumstances where the peace officer provided traffic control for the police at a fatal or serious motor vehicle collision.
- Any allegation that a peace officer used excessive force as identified through an internal reporting process or complaint.
- Any incident involving a peace officer where a weapon was used by somebody else, other than animal related duties or training.
- Any matter of a serious or sensitive situation related to the actions of a peace officer.
- If an authorized employer is uncertain if a situation is sensitive or serious the public security program manager may be contacted. If unsure the authorized employer should report the matter.
- Incidents in which a peace officer has violated the employer's code of conduct.
- If the employer suspends or terminates employment or engagements for services of a peace officer. A brief explanation of the rationale for this action must be included.
- If a peace officer ceases their employment with the employer.
- Any event in which the peace officer has reported a charge or arrest to the authorized employer for an offence under the Criminal Code, Controlled Drugs and Substances Act, or any other enactment of Canada.

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- Any event in which the peace officer has reported a charge or arrest to the authorized employer for an offence under a provincial statute of Alberta, if the authorized employer considers the matter serious. The Public Security Division suggests that arrests or charges under the following be considered as serious:
 - *Child, Youth, and Family Enhancement Act*
 - *Gaming and Liquor Act*
 - Suspension/cancellation of a driver's license under the *Traffic Safety Act* if the peace officer is involved in traffic enforcement as part of their duties.
 - Careless driving charges/arrests under Section 115 of the *Traffic Safety Act* if the peace officer is involved in traffic enforcement as part of their duties.
 - *Maintenance Enforcement Act*

Authorized employer report to the Director within 24 hours (on incident reporting form found in Appendix K):

- Used a firearm not related to duties under the Animal Protection Act, Dangerous Dogs Act, Stray Animals Act, or Wildlife Act.
- Used a firearm other than in a training situation.
- Any use of firearms or weapons that resulted in a 'training accident'.

Authorized employer report to the Director within two (2) business days (on incident reporting form found in Appendix K):

- Each use, against a person, of baton, OC spray, conducted energy weapon or tear gas except as related to duties under the Animal Protection Act, Dangerous Dogs Act, Stray Animals Act, or Wildlife Act.

Authorized employer report to the Director within one (1) month (on incident reporting form found in appendix K):

- Each complaint made about a peace officer, unless earlier reporting was required due to incident type and the complaint has been reported.
- Each authorized employer initiated investigation under Section 16 of the Public Security Peace Office Program, Policy and Procedures Manual, identified by the authorized employer.
- Each public complaint dismissed as frivolous, vexatious or made in bad faith.
- Each public complaint otherwise not investigated or in which the investigation is discontinued prior to a finding.

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- The dispositions of completed public complaints or authorized employer initiated investigations. This obligation can be discharged by copying the Director on finding letters sent to the complainant or peace officer.

Report to the Director annually:

- An annual report showing at a minimum:
 - Name and position of the program contact person.
 - An updated list of peace officers employed and their positions within the agency.
 - A short summary describing the general nature of services provided by the peace officers, the operational practices of peace officers employed, and listing showing enforcement and enforcement related activities that took place.
 - Submission dates for annual reports can be set by the authorized employer to coincide with any internal reporting systems. If no date preference is indicated by the authorized employer then these reports are due by the end of January each calendar year.

Peace officer must report to the authorized employer within 24 hours:

- Any event in which the peace officer has been charged or arrested for an offence under the Criminal Code, Controlled Drugs and Substances Act, or any other enactment of Canada.
- Any event in which the peace officer has been charged or arrested for an offence under a provincial statute of Alberta.
- Loss of peace officer ID card.

Reference: Public Security Peace Officer Program, Policy and Procedures Manual, February 2012, Program Reporting Responsibilities, Section 22.0, Page 72

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Resolution:

Date:

Resolution:



Town of Rimbey Policy Manual

Title:	Emergency Response by Community Peace Officers	Policy No.:	4110
Supercedes:	New		
Approved:		Resolution No.:	
Effective Date:			
Purpose:	To set forth the use of Emergency Response to certain calls for service, establishing guidelines and proper procedures for responding to emergencies, proper reporting procedures and training guidelines based on the current requirements of the Solicitor General's office.		

The Town of Rimbey Municipal Enforcement Services Department authorizes the use of Emergency Response to calls for service utilizing emergency lights and/or siren. Responding to calls for service in an Emergency Response capacity will only be conducted following the guidelines of this policy. The Town of Rimbey Municipal Enforcement Services Department prohibits the use of motor vehicle pursuits as set out in this policy.

Authorization:

Authority for peace officers to respond to calls for service utilizing emergency equipment will be granted once all requirements of this policy have been met. The Town of Rimbey as an Authorized Employer of Community Peace Officers shall have the authority for Emergency Response added to their Employer Appointment before any peace officers apply for this authorization. Individual Peace Officers will ensure all requirements have been met and authorization has been added to their Peace Officer Appointment before they respond to any calls for service in an Emergency Response capacity.

Training Requirements:

All peace officers wishing to have the Authorization added to their Peace Officer Appointments must successfully complete a forty (40) hour Emergency Vehicle Operations Course (EVOC) that is based on a police curriculum.

Note: The pursuit driving elements of the EVOC training are for skill development only. In no manner does this training suggest that Peace Officers will engage in motor vehicle pursuits.

All Peace Officers employed by the Town of Rimbey Municipal Enforcement Services department will undergo recertification in the EVOC training course every five (5) years.

Emergency Response:

Peace Officers may respond to calls for service utilizing emergency equipment under the following circumstances:

- An injury collision when a Community Peace Officer is the closest emergency vehicle and/or the Peace Officer is requested to attend by Police Agency of Jurisdiction.
- Providing backup to Police or Peace Officer where there is reasonable belief that the Officer is in serious danger and the Community Peace Officer may be the closest assistance available.

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- Attending a fire or medical situation at the request of the Fire/EMS Department. Attendance at fires or medical calls will not be standard practices and must be requested by the Fire/EMS Departments involved.
- Any emergency situation, if requested by the Police Service to attend in an emergency response capacity.

Emergency Response will not be conducted for:

- Non-Injury Motor Vehicle collisions,
- Providing backup to Police or Peace Officers where there is a Police Officer closer and already responding to the situation, unless requested by the Police Service to attend:
- Any other non-urgent situation.

*** All situations where there is a possibility of an Emergency Response will be evaluated by the Peace Officer to continually assess the risk between providing services on-scene, and the increased risk to the Peace Officer and the public while responding in an emergency capacity. Public safety and the safety of the Peace Officer will remain the primary concern in all Emergency Response situations. Emergency Response may be utilized on one and two digit highways.**

Any Peace Officer choosing to respond to a situation in an emergency capacity shall notify the Police Service of jurisdiction by radio of their response to that particular situation. This transmission will include the following;

- ID of unit responding,
- Unit's departing location,
- Nature of call for service Unit is responding to,
- Unit's destination,
- Level of Response being utilized.

All Peace Officers will use the following guideline and response codes for Emergency Response situations:

Code 1 Response: Non-Emergency Response, No Lights / No Siren activated, all rules of the road will be followed.

Code 2 Response: Emergency Response, Lights activated / No Siren activated, rules of the road may be violated using proper techniques and safety precautions.

Code 3 Response: Emergency Response, Lights and Siren activated, rules of the road may be violated using proper techniques and safety precautions.

Emergency Response Reporting:

Any Peace Officer who has responded to a call for service will document all pertinent information about the Emergency Response in an incident report. This report will include the following;

- ID of unit responding
- Unit's departing location,
- Time of Departure,

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- Nature of call for service Unit is responding to,
- Unit's destination,
- Time of Arrival,
- Any other information that is pertinent to the situation.

*** Any collisions resulting from an Emergency Response by a Peace Officer will be reported to the Director of Law Enforcement as a sensitive / serious occurrence on the approved form.**

Pursuit Guidelines:

All Peace Officer employed by the Town of Rimbey Municipal Enforcement Services Department will adhere to the current policy set forth by the Solicitor General's Office as defined in the Peace Officer Manual as follows;

Peace Officer Manual Requirements

s. 24.7 Pursuits

Pursuit definition:

- A motor vehicle pursuit occurs when a peace officer follows a vehicle with the intent to stop or identify the vehicle or driver, and the driver, being aware of the peace officer's actions, fails to stop, and the driver initiates evasive action or ignores directions to stop/avoid apprehension.
- A motor vehicle pursuit presents an extreme risk to public safety and shall not be conducted by any peace officer appointed under the Peace Officer Act Peace officers, other than those with full policing authority, are prohibited from engaging in pursuits by the Alberta Solicitor General and Public Security Motor Vehicle Pursuit Guidelines (2005) and this policy manual.
- Upon encountering an individual who has chosen not to stop their vehicle when directed to do so, a peace officer will immediately cease all efforts to stop the vehicle. This will include turning off all emergency equipment and reducing speed. Contact, on an urgent basis, should be made with the police service of jurisdiction to advise them of the circumstances, providing a description of the vehicle and direction of travel.
- A pursuit may involve high or low speeds and vehicles other than automobiles.

s. 24.8 Closing the Distance

"Closing the distance" or "catch up situations"

- In some cases an emergency response vehicle will attempt to close the distance on a suspected violator to further a law enforcement effort. These situations are not considered pursuits unless some overt action by the suspected offender suggests an attempt to avoid apprehension. This practice is commonly referred to as "closing the distance" or "catch up." In these situations an emergency response vehicle is being operated in a manner that is different from normal traffic patterns.
- The Traffic Safety Act states: "a siren on an emergency vehicle shall be operated only when the vehicle is being used in response to an emergency."
- Closing the distance is not normally considered an emergency. A peace officer involved in such a situation must continually evaluate all factors that involve public and officer safety. If the risk assessment indicates a risk to public safety the procedure shall be terminated.
- iv. "Closing the distance" or "catch up" maneuvers may only be performed when there is a reasonable likelihood for apprehension of the suspected offender.

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- The paramount purpose behind those policy decisions is public safety. Failure to abide by these policies could expose the public to an unacceptable risk or the peace officer to legal action. Solicitor General and Public Security views the issue of motor vehicle pursuits involving peace officers very seriously and will actively follow up on any pursuits involving peace officers with a view to ensuring that enforcement activities are conducted within legislated constraints and that corrective action is taken where necessary.

s. 24.9 Spike Belts/Roadblocks

- No peace officer will participate or assist in the deployment of a spike belt or other similar device.
- No peace officer will participate or assist in the implementation of a roadblock technique.
- Peace Officers, who encounter a vehicle that has initiated evasive action or has fled, shall not continue to follow the offender vehicle regardless of distance. Should an offender choose to flee before identification has been made of the vehicle, driver or license plate, all Peace Officers shall cease any effort to identify the offender vehicle and contact the Police Service of jurisdiction on an urgent basis and advise them of last known direction of travel.

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TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	7.4	Confidential	Yes	No	XX
Topic	RimbeY FCSS/RCHHS Board Members				
Originated by	Tony Goode		Title	CAO	

BACKGROUND:

Correspondence has been received from Peggy Makafka, Executive Director of the RimbeY FCSS/RCHHS with regards to Board Members. One of the current Board Members from Ponoka County has moved into the Town of RimbeY and one Board Member from the Town of RimbeY has now moved into Ponoka County.

Documentation Attached:	Yes	No
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DISCUSSION:

The Executive Director of the RimbeY FCSS requests Council to appoint Viola Schneider to the RimbeY FCSS Board on behalf of the Town of RimbeY residents, replacing Pat Weeks.

RECOMMENDED ACTION:

Administration recommends Council approves the request from the Executive Director of the RimbeY FCSS to appoint Viola Schneider to the RimbeY FCSS Board on behalf of the Town of RimbeY residents replacing Pat Weeks.

 CAO				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

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RIMBEY FAMILY & COMMUNITY SUPPORT SERVICES
RIMBEY COMMUNITY HOME HELP SERVICES
BOX 404, RIMBEY, AB T0C 2J0
Tel: (403) 843-2030 Fax: (403)843-3270

July 31, 2013

Mayor and Council
Town of Rimbey
Box 350
Rimbey, AB
T0C 2J0

Dear Mayor Ibbotson and Council Members:

Our Board member, Viola Schneider has been sitting on the FCSS Board as a very valued County representative for many years. She is now living in the Town of Rimbey.

I would like to request that Council appoint Viola Schneider to the Rimbey FCSS Board representing the Town. This would replace Pat Weeks, the current Town representative, who is now moving out of town.

I will also be asking the County Council to consider appointing P. Weeks to represent the County on the Rimbey FCSS Board in place of Viola Schneider.

We appreciate your support and look forward to our continued partnership with the Town of Rimbey. If you have any questions or concerns, please contact me for clarification. Thank you for your time.

Yours truly,



Peggy Makofka
Executive Director
Rimbey FCSS/RCHHS

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	7.5	Confidential	Yes	No	XX
Topic	Meeting Date Amendment				
Originated by	Tony Goode		Title	CAO	

BACKGROUND:

By way of Motion 196/12 (Moved by Councillor Ellis to continue regular council meetings every 2nd and 4th Monday of the month commencing at 7:00 pm, with the exception of the following dates and times: Thursday, November 29/12 at 9:30 am, Monday, December 10/12, at 9:30 am, Monday, February 25/13 at 9:30 am, one meeting in July on July 15/13, one meeting in August on August 19/13, October 7/13 and Thursday, October 24/13.), Council set their meeting for the year 2012 and 2013.

Documentation Attached:	Yes	No	XX
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DISCUSSION:

The General Municipal Election is Monday, October 21, 2013. The previously set Council Meeting date of October 24, 2013 falls prior to the official results of the election which do not become official until noon on the 4th day following the election.

As per Section 192 of the MGA, 192(1) *Except in a summer village, a council must hold an organizational meeting annually not later than 2 weeks after the 3rd Monday in October.*

The Organizational Meeting shall be held at a time and place fixed by the Chief Administrative Officer.

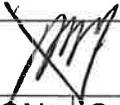
RECOMMENDED ACTION:

Administration recommends Council cancel the Organizational Meeting and Regular Council Meeting prescheduled for October 24th, 2013 as this date falls prior to results of the General Municipal Election becoming official.

Administration recommends the Organizational Meeting be scheduled for 6:30 pm and the Regular Council Meeting scheduled to follow immediately thereafter, on Monday, October 28, 2013.

CAO				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	7.6	Confidential	Yes	No	XX
Topic	Rimbey Big Brothers Big Sisters				
Originated by	Tony Goode		Title	CAO	
BACKGROUND:					
<p>Big Brothers Big Sisters is an organization committed to matching children and youth with mentors. Mentoring increases academic achievement, enhances relationships, lowers reliance on social assistance and reduces criminal behavior. The agency's goal is to expand its recruitment drive in order to serve more children and youth in the community.</p>					
Documentation Attached:	Yes			No	XX
DISCUSSION:					
<p>Each year the Rimbey Big Brothers Big Sisters requests the Town of Rimbey to raise the Big Brothers Big Sisters flag and proclaim the Month of September Big Brothers Big Sisters Month.</p>					
RECOMMENDED ACTION:					
<p>Administration recommends Council raise the Big Brothers Big Sisters flag on our flagpole and proclaim the Month of September Big Brothers Big Sisters Month.</p>					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 19, 2013			
Agenda Item No.	7.7	Confidential	Yes		No	XX
Topic	Rimbey Boys & Girls Club					
Originated by	Peter Stenstrom			Title	Director of Community Services	

BACKGROUND:

The Boys and Girls Club is a well-known and respected children and youth service provider. Their mission is to “provide a safe, supportive place where children and youth can experience new opportunities, overcome barriers, build positive relationships and develop confidence and skills for life.” (www.bgccan.com) Communities all over the globe have benefited from their contributions and input. I believe that the citizens of Rimbey would strongly benefit from a partnership with this organization as well.

The Boys and Girls Club are designed to be a community’s one-stop-shop for children and youth programming. They have the capacity to operate all types of programs that virtually shoulder the entire community need. I would like to see the club come to Rimbey and to take the driver’s seat with providing regular and quality programs for our children and youth.

Please review the attached letter of intent and estimated budget from the Boys and Girls Club. Also attached are letters of support from Rimbey’s Neighbourhood Place, the Blindman Youth Action Society, and Rimbey’s FCSS.

Documentation Attached:	Yes	XX	No
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DISCUSSION:

The Boys and Girls Club are specialists at connecting with children. They have a proven method of delivery that appeals to a wide spectrum of demographics. They can succeed where other groups fail. I believe that here in Rimbey we need a children’s service organization that can establish trust and credibility with families while providing much needed services like after school care.

In Rimbey, the only other regular children’s service provider is the Town’s Recreation Department. The department has a history of running underutilized children’s programs. We have struggled to provide a variety of options and to get people in the door when opportunities do exist. I would like to see the Recreation Department focus their energy to supporting community groups like the Boys and Girls Club (a strategy recommended in the Recreation Master Plan), they have the expertise and systems in place to succeed.

The Boys and Girls Club would need an annual investment of around \$25,000/year to provide basic services (please review the letter and estimated budget from the Boys and Girls Club). From there, the club would fundraise and apply user fees to offset additional costs. I am suggesting that the Town provide the base foundation of \$25,000/year so that the club can begin work. If the Town commits the money already designated to Children’s Programs which amounts to approximately \$12,500 (the bulk of which goes to the Summer Fun Program) and adds an additional \$12,500, children and youth programming will likely flourish in Rimbey for years to come. The club would also need access to some of the Town’s recreation facilities at no charge to run these programs. The Main Auditorium at the Community Centre could be the primary venue. The Town could possibly provide office and storage space at the Community Centre if needed. Other facilities do exist in Rimbey as well

and the club would be welcome to spread their services around (ex. Blindman Youth Action Centre).

I believe the time is right to act on this immediately. Having key staff in place is critical for an initiative like this to succeed. There are a couple qualified and interested staffing candidates here in Rimbey presently that could lead this initiative moving forward. Also we are anticipating "new money" to be available from the Community Centre's naming agreement that is close to being finalized. A portion of that revenue could be committed to enhance children's programs. Therefore no additional tax money would be required. Lastly, the community needs an upgrade in children and youth programming as soon as possible. Putting this off will only delay Rimbey families from being served to the degree they expect and deserve.

RECOMMENDED ACTION:

With the support of the Rimbey Recreation Board, I am recommending that council approve the formation of an agreement between the Town and the Boys and Girls Club. I also recommend that the Town agree to provide financial support for the Boys and Girls Club in the form of \$25,000/year (to increase only at the rate of inflation) for 5 years and the use of specified Town Recreation Facilities at no charge.

CAO 				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



Big Brothers Big Sisters

OF CANADA



Boys & Girls Clubs of Wolf Creek

August 9, 2013

Re: Youth Programming

Dear Rimbey Town Council,

I would like to take this opportunity to present a creative and collaborative concept to the Town of Rimbey. We believe that this proposal will offer the youth of Rimbey greater opportunities through the provision of a Boys and Girls Club, while also building capacity within the community without draining its valuable financial resources.

At the request of Peter Stenstrom, our agency met with him to discuss the possibility of offering Boys and Girls Club programming in Rimbey through a joint venture with the town. This partnership would see the town entrust their youth programming to a well-known and respected organization whose knowledge and skill set is working with youth. The town, in turn, would be able to access this arrangement for a contracted financial fee.

We feel that this would be a win/win partnership for both parties. Firstly, it would relieve the Boys and Girls Club from the financial struggles of obtaining funding and allow them to focus on where their strengths lay i.e. programming. Secondly, the town would also benefit as they would not need to be concerned with the details of providing youth programming, or the many other peripheral responsibilities that are a part of organizing and delivering programs, as these would be directed by the Boys and Girls Club.

Although we realize there many details to iron out, we would like to put the wheels in motion for a partnership that would be innovative, collaborative and effective. With that said, below please find a brief outline of some of the concepts for the partnership we are requesting.

- Boys and Girls Clubs of Wolf Creek would provide the Town of Rimbey with:
 1. comprehensive youth programming e.g. youth leadership programs, teen life-skill programs, out-of school care, teen drop-in centre;
 2. the knowledge and expertise of working with youth;
 3. a satellite program with the national Boys and Girls Club of Canada branding;
 4. the administration duties and insurance of an affiliation with Boys and Girls Clubs of Wolf Creek.
- The Town of Rimbey would provide Boys and Girls Clubs of Wolf Creek with:
 1. financial support in the amount of \$25,000.00 per year for five years. This amount would increase at the rate of inflation for that year.
 2. the use of town recreation facilities for the delivery of programs and possibly office space;
 3. the support of the town for promotion, advertising and fundraising.

Attached you will see a **proposed** budget for two options. The first option is for a two-day-a-week program and the second option is for a three-day-a-week program. These budgets are based upon current Boys and Girls Club program expenditures and are meant to give you an indication of the working cost of youth programming, which you may find helpful as you consider this opportunity for your community.

If the town council requires any further information, we would be happy to attend a meeting to answer any questions you might have.

Thank you for your consideration.

Sincerely,

Beth Reitz
Executive Director

#4 5004 54 St.
Box 4115
Ponoka, AB T4J 1R5

Phone:
403-783-3112

Fax:
403-783-3108

Email:
beth@ponokayouthcentre.com



United Way
Central Alberta

Proposed Rimbey Programming Budget

Two-Day-A-Week Programming

INCOME:	Amount
Town of Rimbey	\$25,000.00
BGC Fundraising	\$ 2,500.00
Total:	\$27,500.00
EXPENSES:	
Wages:	
Program Coordinator: 5 hrs programming and 7 hrs administration = 12 hrs	\$11,500.00
Program Director: BBBS Program Director acting in supervisory role for 2 hrs/wk	\$2,000.00
M.E.R.C. = 13%	\$1,750.00
Programming:	
Programming Supplies: craft supplies, snacks, etc. = \$30.00/wk/program	\$3,120.00
Programming Capital: equipment = \$1,000.00/program	\$2,000.00
Administration:	
Miscellaneous Administration Costs: staff training, office supplies, promotional and advertising, volunteer recruitment and appreciation, office equipment, etc.	\$3,500.00
BGC of Wolf Creek Administration Fees: insurance, national membership fees, HR, payroll, bookkeeping, secretarial, etc. = 15% of budget (\$23,870.00)	\$3,585.00
Total:	\$27,455.00

Three-Day-A-Week Programming

INCOME:	Amount
Town of Rimbey	\$25,000.00
BGC Fundraising/Grants	\$13,000.00
Total:	\$38,000.00
EXPENSES:	
Wages:	
Program Coordinator: 8 hrs programming and 12 hrs administration = 20 hrs	\$17,680.00
Program Director: BBBS Program Director acting in supervisory role for 2hrs/wk	\$2,000.00
M.E.R.C. = 13%	\$2,600.00
Programming:	
Programming Supplies: craft supplies, snacks, etc.= \$30.00/wk/program	\$4,680.00
Programming Capital: equipment = \$1,000.00/program	\$2,000.00
Administration:	
Miscellaneous Administration Costs: staff training, office supplies, promotional and advertising, volunteer recruitment and appreciation, office equipment, etc.	\$4,000.00
BGC of Wolf Creek Administration Fees: insurance, national membership fees, HR, payroll, bookkeeping, secretarial, etc. = 15% of budget (\$32,960.00)	\$5,000.00
Total:	\$37,960.00

RIMBEY FAMILY & COMMUNITY SUPPORT SERVICES
RIMBEY COMMUNITY HOME HELP SERVICES
BOX 404, RIMBEY, AB T0C 2J0
Tel: (403) 843-2030 Fax: (403)843-3270

August 2, 2013

Mayor and Council
Town of Rimbey
Box 350
Rimbey, AB
T0C 2J0

Dear Mayor Ibbotson and Council Members:

Please accept this as a letter of support for the Rimbey Recreation & Community Services proposal to bring a Boys and Girls Club to Rimbey. The FCSS Board of Directors and administration fully support the concept and endorse the Ponoka Youth Group as having the expertise and experience to provide effective and valuable programs for our youth.

Several years ago FCSS had approached Ponoka Youth Centre to help bring the Big Brothers and Big Sisters program to Rimbey and even at that time the Boys and Girls Club was what we felt would be the way to bring afterschool programming and other youth programs into Rimbey.

Youth programs have been a dream for this community for many years and FCSS has tried various models over the years with limited success. I believe that in order for youth programs to be truly successful, it requires an organization that specializes in youth programming and has as their main focus recruitment of qualified staff and specialized training, agency policy that focuses on youth needs, has leadership values and governance that practices a true desire to support and improve the lives of the youth in the community.

We wish the Town of Rimbey well with this project and look forward to FCSS being able to offer encouragement and support to future youth programming initiatives for our community.

Yours truly,

Peggy Makofka
Executive Director
Rimbey FCSS/RCHHS



4907 49th Street
PO Box 980
Rimbey, AB T0C 2J0
(403)843-4304 (p)
(403)843-4346 (f)
rimbeynp@telusplanet.net

July 30, 2013

To Rimbey town council:

Re: Boys and Girls Club

The board and staff of RimbeY Neighbourhood Place would like to express our support for the boys and girls club. Because addressing the needs of vulnerable children, youth and families as well as identifying gaps in services is our mandate, we feel that the establishment of the boys and girls club organization in Rimbey would be a huge benefit to the community.

The boys and girls club is a well established, internationally recognized and respected organization with a good reputation in the communities it serves. They are best equipped with the experience and knowledge to run youth and children's programs that can meet the needs of an ever changing clientele. Their umbrella structure allows flexibility and diversity to account for the unique desires of a community while still providing accountability and sustainability. Neighbourhood place fully supports the consideration of the boys and girls club to come to Rimbey and will work with all interested parties to help facilitate this realization.

Sincerely,

A handwritten signature in blue ink, appearing to read "Leanne Evans".

Leanne Evans, Program Coordinator for

Rimbey Neighbourhood Place on behalf of the board

August 19, 2013

Dear Rimbey Town Council,

The Blindman Youth Action Society is a local organization committed to addressing the needs of Rimbey's children, youth and families. We provide quality space for programs to operate in the Youth Action Centre.

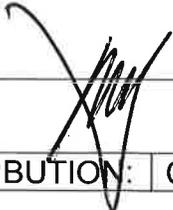
We are thrilled by the news that the Boys and Girls Club are considering coming to Rimbey. We have great respect for this organization and their track record for making a difference in young people's lives. Our interest in this organization goes back a few years. We do feel they have the structure, tools and flexibility necessary to serve and succeed in Rimbey's unique setting. We wholeheartedly support any initiative to bring the Boys and Girls Club to Rimbey.

Sincerely,

Janet Stout on behalf of the
Blindman Youth Action Society

A handwritten signature in blue ink that reads "Janet Stout". The signature is written in a cursive style with a large initial 'J'.

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	7.8	Confidential	Yes	No	XX
Topic	2014 AMSC Energy Program				
Originated by	Lori Hillis	Title	Director of Finance		
BACKGROUND:					
<p>Our electricity and natural gas contracts will expire on December 31, 2013. We have been approached by AMSC to participate in the 2014 AMSC Energy Program.</p>					
Documentation Attached:		Yes	XX	No	
DISCUSSION:					
<p>Please see attached Request for Decision document regarding participation in the 2014 AMSC Energy Program.</p> <p>AMSC Energy members who were included in the first round of procurement have seen approximately 40% savings on their energy costs.</p>					
RECOMMENDED ACTION:					
<p>Administration recommends committing to the 2014 AMSC Energy Program effective January 1, 2014 for both electricity and natural gas.</p>					
CAO 					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

Request for Decision

Date: _____

Re: Participation in the 2014 AMSC Energy Program

Recommendation:

THAT Council or senior management authorize the execution of the AMSC Energy Member Master Agreement to participate in the 2014 AMSC Energy Program for procurement of electricity, natural gas and a green power component of _____ for January 1, 2014.

Background:

The 2014 AMSC Energy Program is now available for municipal and not-for-profit organization’s energy needs relating to the procurement of electricity, green power and natural gas effective January 1, 2014.

Incorporated in 2005, Alberta Municipal Services Corporation (AMSC) is a wholly-owned subsidiary of the Alberta Urban Municipalities Association (AUMA) that provides aggregated services to member municipalities, their employees, associates and Community Related Organizations (CROs) and Not-for-Profit Organizations. AMSC’s suite of aggregated services include: benefits, general insurance, risk management, casual legal, retirement, consulting, investment, and energy services.

The AMSC Energy Program was launched at the time Alberta deregulated its electric utility industry in response to member’s needs. The AUMA membership participating in the program has benefited since the program’s inception in 2001 through the cost effective supply of aggregated energy: Natural Gas, Electricity and optional Green Power. The AMSC Energy Program is a member owned program governed by the elected and appointed AMSC Board of Governors and is delivered through strategic partnerships with industry. AMSC Energy partners are TransAlta Energy Marketing Corp. and Cogenera Corporation.

As experts in Alberta’s Municipalities and Not-for-Profit Organizations, AMSC Energy provides a strong focus on customer service and support, consistently accurate billing practices, varied products and terms, energy efficiency services (assisting in implementation) and energy management (Carbon and GHG Quantification and Management). The 2014 AMSC Energy Program is the **RIGHT PRODUCT**, the **RIGHT PARTNERSHIP**, and the **RIGHT PRICE** to Municipalities, Municipally Related Organizations and Not-for-Profit Organizations in Alberta for Natural Gas, Electricity and Green Power.

AMSC Energy as a Retailer

AMSC Energy has direct control of retailing functions and costs. That means cost savings, enhanced flexibility and customization of products, processes and program direction, while strategic decisions are made from a non-profit perspective. By being a retailer AMSC increases efficiency by functioning as an aggregator, energy marketer, customer care provider, billing provider and agent for commodity purchases on behalf of members. By combining all of these functions in one organization that is not focused on profit maximization, AMSC Energy removes multiple layers and parties that would otherwise receive profit and increase costs for members.

Transparent Fees:

Typically, margins and fees are added to a pure market price to cover various costs and generate profit. With the AMSC Energy Program, all fees are fully disclosed and transparent, ranging from retail service charges to aggregation fees to procurement fees. This is not the case in many other programs where margin and fees are hidden into what is deemed a “market price” giving the perception of low retail and administration fees.

Products:

The AMSC Energy Program carries a wide range of natural gas, electricity and optional green power products

to balance cost and risk tolerance, very similar to options available for mortgages. Members can choose from a variety of products including load-following / full requirements products to customized block products.

Term:

Program members can benefit significantly from long term products when prices fall below the expected spot price or short term products when prices are higher than the spot market. The new program offers flexibility and choice in product term.

Economies of Scale:

Participating in set aggregation rounds provides economies of scale to many members who may otherwise not be able to access wholesale markets and reduced pricing. AMSC Energy acts as an agent in wholesale procurement of energy, which reduces the administrative costs and burden facing municipalities and not-for-profit organizations in managing energy. It also negates the need for in-house or costly contracted energy procurement specialists while still maintaining competitive procurement practices. For those members who prefer non-aggregated transactions, AMSC offers competitive, "off-the-desk" pricing.

AMSC is a trusted expert in the needs of municipalities and not-for-profit organizations and with a track record of responding to member needs, AMSC is continually evolving the energy program in ways that maximize value, increase customer service and reduce members' costs. AUMA is the sole shareholder of AMSC and uses revenue generated for funding advocacy on behalf of its members. AMSC's Energy Program is created by members for members.

Administration has thoroughly reviewed the detailed program package supplied by AMSC Energy and recommends committing to the 2014 AMSC Energy Program effective January 1, 2014 for both electricity and natural gas, with the green component to be determined based on the will of council or senior management.

Financial Implications:

AMSC's standard fee structure is below.

Commodity	Procurement Fee	Retail Service Charge (RSC)	Imbalance Volumes
Electricity	\$1.00/Mwh	\$3.15/Mwh (subject to \$20.00 min/site/month excluding unaggregated Streetlights)	N/A
Natural Gas	\$0.15/GJ ≤ 2,500 GJ/day \$0.05/GJ > 2,500 GJ/day	\$0.20/GJ (subject to \$20.00 min/site/month)	\$0.15/GJ
Green Power	\$0.55/Mwh	N/A	N/A

Attachments:

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	8.1.1	Confidential	Yes	No	XX
Topic	Finance Reports				
Originated by	Lori Hillis	Title	Director of Finance		

BACKGROUND:

Each month the Director of Finance prepares the following reports:

- Bank Reconciliation
- Cash Position
- Consolidated Financial Report
- Accounts Payable Cheque Listing
- Council Expenses

Documentation Attached:	Yes	XX	No
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DISCUSSION:

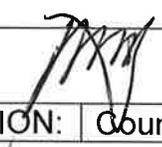
Attached are the Bank Reconciliation to July 31, 2013, Cash Position to July 31, 2013, Consolidated Financial Statement to July, 31 2013, Accounts Payable Cheque Listing for the periods ending July 12, 2013, July 31, 2013, August 15, 2013, Council Expenses for the period June 16-July 15, and Council Expenses for the period July 16, 2013 to August 15, 2013.

RECOMMENDED ACTION:

Administration recommends Council accept the Bank Reconciliation to July 31 2013, Cash Position to July 31, 2013, and Consolidated Financial Statement to July 31, 2013 as presented.

Administration recommends Council accept the Accounts Payable Cheque Listing for the periods ending July 12th, July 31st and August 15th, 2013, as presented.

Administration recommends Council accept Council Expenses for the period June 16-July 15, 2013 and Council Expenses for the period July 16 to August 15, 2013.

CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

**TOWN OF RIMBEY
Bank Reconciliation
as at July 31 2013**

	ATB GENERAL	ATB SAVINGS	GIC
Balance June 30, 2013	1,244,707.42	1,652,638.32	0.00
Add:			
Receipts	1,797,027.70		2,100,000.00
Interest	1,247.65	1,204.74	
Less:			
Expenses	(762,033.44)		
Debenture and loan payments			
School requisition			
Bank charges	(638.90)		
Transfer to GIC	(600,000.00)	(1,500,000.00)	
 Balance July 31, 2013	 1,680,310.43	 153,843.06	 2,100,000.00

GIC represented by	
30 day non-redeemable	600,000.00
1 year cashable	500,000.00
1 year non-redeemable	500,000.00
2 year non-redeemable	500,000.00
	2,100,000.00

**TOWN OF RIMBEY
CASH POSITION
AS OF JULY 31, 2013**

		July 31, 2013		June 30, 2013	
Bank Account					
Cash		1,834,153.49		2,897,345.74	
Investments		<u>2,100,000.00</u>		<u>0.00</u>	
	Total		3,934,153.49		2,897,345.74
 Less:					
Other Reserves/Allowances		684,420.81		684,420.81	
Trust Accts.		192,346.43		187,981.85	
Unexpended Grant Revenue					
BMTG Grant		38,610.25		122,376.60	
FGTG Grant				97,387.55	
AMIP Grant		1,092.25		1,286.65	
MSI Capital Grant		<u>1,023,420.96</u>		<u>1,243,200.76</u>	
	Total		1,939,890.70		2,336,654.22
 Unrestricted Cash			 <u>1,994,262.79</u>		 <u>560,691.52</u>
Budgeted 2013 Operating Expenses	\$5,015,520.00				
2013 Debt Principal Payments	<u>\$369,241.00</u>				
	\$5,384,761.00				
Two Month Average Operations			(897,460.17)		
 Cash Position			 <u>1,096,802.62</u>		

**TOWN OF RIMBEY
CONSOLIDATED FINANCIAL STATEMENT
FOR THE PERIOD ENDED JULY 31, 2013**

OPERATING Department	Budgeted			YTD Actual			Bal. of Budget	%
	Revenues	Expenses	Surplus/Deficit	Revenues	Expenses	Surplus/(Deficit)	Remaining	Remaining
General Administration (10)	3,575,394.00		3,575,394.00	4,109,662.33		4,109,662.33	534,268.33	-14.94%
Council (11)		111,455.00	(111,455.00)		49,889.44	(49,889.44)	61,565.56	55.24%
Administration (12)	15,649.00	683,805.00	(668,156.00)	6,771.03	375,723.79	(368,952.76)	299,203.24	44.78%
General Operating (12-13)		100,980.00	(100,980.00)		22,379.99	(22,379.99)	78,600.01	77.84%
Police (21)	74,000.00	67,331.00	6,669.00	50,100.19	20,935.20	29,164.99	22,495.99	
Fire (23)	63,000.00	106,664.00	(43,664.00)	19,301.15	38,355.65	(19,054.50)	24,609.50	56.36%
Disaster Services (24)		7,950.00	(7,950.00)			0.00	7,950.00	100.00%
Bylaw Enforcement (26)	162,050.00	141,862.00	20,188.00	1,910.00	22,142.50	(20,232.50)	(40,420.50)	
Public Works (32)	3,000.00	511,301.00	(508,301.00)	2,172.86	271,549.54	(269,376.68)	238,924.32	47.00%
Airport (33)	1,170.00	15,388.00	(14,218.00)		4,928.94	(4,928.94)	9,289.06	65.33%
Storm Sewer (37)		4,825.00	(4,825.00)		3,618.28	(3,618.28)	1,206.72	25.01%
Water (41)	525,251.00	309,788.00	215,463.00	290,484.83	167,242.97	123,241.86	(92,221.14)	42.80%
Sewer (42)	714,675.00	212,602.00	502,073.00	166,222.02	128,282.88	37,939.14	(464,133.86)	92.44%
Garbage (43)	202,104.00	72,600.00	129,504.00	116,126.83	57,044.03	59,082.80	(70,421.20)	54.38%
Recycle (43-01)	48,690.00	160,251.00	(111,561.00)	23,961.67	41,077.81	(17,116.14)	94,444.86	84.66%
FCSS (51)	158,686.00	186,166.00	(27,480.00)	119,015.00	126,659.00	(7,644.00)	19,836.00	72.18%
Cemetery (56)	11,900.00	50,346.00	(38,446.00)	10,661.94	8,699.18	1,962.76	40,408.76	105.11%
Development (61)	52,400.00	99,719.00	(47,319.00)	23,289.20	54,690.03	(31,400.83)	15,918.17	33.64%
Econ. Development (61-01)	20,600.00	82,985.00	(62,385.00)	14,859.77	11,489.13	3,370.64	65,755.64	
RV Park (61-08)	24,400.00	16,400.00	8,000.00		6,784.39	(6,784.39)	(14,784.39)	
Recreation Office (72)	183,200.00	97,565.00	85,635.00	182,877.71	34,741.81	148,135.90	62,500.90	-72.99%
Pool (72-04)	135,250.00	258,821.00	(123,571.00)	24,061.52	97,455.64	(73,394.12)	50,176.88	40.61%
Parks (72-05)		110,574.00	(110,574.00)	63.00	27,023.58	(26,960.58)	83,613.42	75.62%
Racquetball (72-06)	22,000.00	12,750.00	9,250.00	15,616.56	7,924.15	7,692.41	(1,557.59)	-16.84%
Arena (72-09)	94,925.00	261,003.00	(166,078.00)	47,631.02	137,118.97	(89,487.95)	76,590.05	46.12%
Recreation Programs (72-11)	24,500.00	44,313.00	(19,813.00)	13,234.52	22,204.55	(8,970.03)	10,842.97	54.73%
Community Centre (74)	38,800.00	200,688.00	(161,888.00)	17,755.33	150,969.95	(133,214.62)	28,673.38	17.71%
Library (74-06)	12,463.00	118,425.00	(105,962.00)		85,574.95	(85,574.95)	20,387.05	19.24%
Scout Hall (74-08)		3,650.00	(3,650.00)		1,236.80	(1,236.80)	2,413.20	66.12%
Curling Club (74-09)	500.00	14,000.00	(13,500.00)	500.00	13,047.64	(12,547.64)	952.36	7.05%
Museum (74-12)		108,112.00	(108,112.00)		84,397.27	(84,397.27)	23,714.73	21.94%
Requisitions (80)		843,201.00	(843,201.00)		405,349.42	(405,349.42)	437,851.58	51.93%
Operating Totals	6,164,607.00	5,015,520.00	1,149,087.00	5,256,278.48	2,478,537.48	2,777,741.00	1,628,654.00	

**TOWN OF RIMBEY
CONSOLIDATED FINANCIAL STATEMENT
FOR THE PERIOD ENDED JULY 31, 2013**

OVERALL Department	Budgeted			YTD Actual			Bal. of Budget
	Revenues	Expenses	Surplus/Deficit	Revenues	Expenses	Surplus/Deficit	Remaining
Operating Totals	6,164,607.00	5,015,520.00	1,149,087.00	5,256,278.48	2,478,537.48	2,777,741.00	1,628,654.00
Deb/Loan Principal Payments		369,201.00	(369,201.00)		217,693.92	(217,693.92)	151,507.08
Capital Purchases		1,946,436.00	(1,946,436.00)		1,090,702.80	(1,090,702.80)	855,733.20
Contributed Assets		0.00	0.00		0.00	0.00	0.00
Reserve Funds Set Up		0.00	0.00		0.00	0.00	0.00
Unexpended Capital Grants		0.00	0.00		0.00	0.00	0.00
Overexpended Capital Grants	0.00		0.00	0.00		0.00	0.00
TCA Disposals	0.00		0.00	30,500.00		30,500.00	30,500.00
Unfunded Amortization	0.00		0.00	0.00		0.00	0.00
Debt. Proceeds	0.00		0.00	0.00		0.00	0.00
Reserve Funds Used			0.00	0.00		0.00	0.00
Unrestricted Surplus Used			0.00	0.00		0.00	0.00
Annual Budget	<u>6,164,607.00</u>	<u>7,331,157.00</u>	<u>(1,166,550.00)</u>	<u>5,286,778.48</u>	<u>3,786,934.20</u>	<u>1,499,844.28</u>	<u>2,666,394.28</u>
CAPITAL		Budgeted			YTD Actual		Bal. of Budget
Department		Expenses			Expenses		Remaining
Comm Centre Boiler Replace					50,129.34		(50,129.34)
Backhoe		105,000.00			104,662.50		337.50
Street Sweeper		245,000.00		28,000.00	242,267.65		2,732.35
PW Truck				2,500.00			0.00
Mower		9,000.00					9,000.00
Sidewalk Replacement		103,636.00			5,270.40		98,365.60
PW New Truck		26,800.00			27,219.00		(419.00)
Compactor Truck		17,000.00			14,771.67		2,228.33
South Lagoon Baffle Curtain		63,245.00			7,458.75		55,786.25
NE Lagoon Repairs		92,000.00			101,195.24		(9,195.24)
58 Avenue Road		301,000.00			104,069.75		196,930.25
Trails		200,000.00			17,628.60		182,371.40
Comm Centre Air Handling Unit		12,000.00			9,047.00		2,953.00
Comm Centre Washroom Reno		60,000.00					
53rd Avenue		661,755.00			359,720.40		302,034.60
Concrete Crushing		50,000.00			47,262.50		2,737.50
Total		<u>1,946,436.00</u>		<u>30,500.00</u>	<u>1,090,702.80</u>		<u>855,733.20</u>

Town of Rimbey 2013
Accounts Payable Cheque List
From: 01-Jul-2013 To: 12-Jul-2013

Vendor Name	Purpose	Cheque	Date	Amount
ATB Financial	Sewer Loan & Interest	PAW 336	01-Jul-2013	\$5920.18
GroupSource	July 1,2013 Benefits	PAW 3345	01-Jul-2013	\$7197.23
Konica Minolta Bus. Solutions	Copier Rental July 1- Sept 30/13	PAW 3346	01-Jul-2013	\$2113.65
Workers' Compensation Board	- Adjustment on Actual Earnings & Installments	PAW 3355	06-Jul-2013	\$497.16
Anderson Service	Weedeater	34317	12-Jul-2013	\$1363.43
Animal Control Services	Cat Impound Fees	34318	12-Jul-2013	\$1663.20
Automated Aquatics Canada	Test Cell	34319	12-Jul-2013	\$526.45
Beebe, Melissa	Mileage	34320	12-Jul-2013	\$293.00
Border Paving Ltd.	Release holdback	34321	12-Jul-2013	\$71209.86
Cal-Gas Inc	Propane Airport.	34322	12-Jul-2013	\$232.34
Canadian Pacific Railway	Flasher Contract June 13/2013	34323	12-Jul-2013	\$257.43
Cast-A-Waste Inc.	Cardboard Recycling	34324	12-Jul-2013	\$9565.50
Cleartech Industries Inc.	Pool Chemicals, freight & Deposit	34325	12-Jul-2013	\$1762.66
Criterion Pictures	Public Performance Video License	34326	12-Jul-2013	\$525.00
Direct Energy Regulated	June 24 Invoice	34327	12-Jul-2013	\$55.78
E.M. Chopiuk	Weed Spraying	34328	12-Jul-2013	\$374.55
Hambly, Phillip	22510-003 Hambly Utility Refund	34329	12-Jul-2013	\$110.26
Hi-Way 9 Express Ltd.	Freight	34330	12-Jul-2013	\$138.64
Holly's Greenhouse	Planters & Flowers	34331	12-Jul-2013	\$317.52
Jag & Sons Consulting Ltd.	Crackfilling on Town Streets	34332	12-Jul-2013	\$21000.00
Joe Johnson Equipment Inc.	Gutter Brooms	34333	12-Jul-2013	\$472.50
Jones, Gareth	Gift Freebees & Handouts for Canada Day	34334	12-Jul-2013	\$347.68
Littke, Juanita	June 16 - 30th /2013 Janitorial	34335	12-Jul-2013	\$183.75
M. Pidherney's Trucking Ltd.	53 Ave Holdback Release	34336	12-Jul-2013	\$287115.76
Michaelchuk, Jacob	Development Deposit Refund	34337	12-Jul-2013	\$2000.00
MLA Benefits Inc.	July 2013 Health Spending Councillors	34338	12-Jul-2013	\$910.91
Parkland Regional Library	3rd Quater Requisition Payment	34339	12-Jul-2013	\$4544.36
Pepsi Bottling Group (Canada)		34340	12-Jul-2013	\$456.44
Pit Stop Parts & Performance	Paint & Wax	34341	12-Jul-2013	\$35.91
Purolator Courier Ltd.	Cleartech Pkg.	34342	12-Jul-2013	\$37.37
Recreation Facility Personnel	Bruce Newbury Membership & Course	34343	12-Jul-2013	\$440.00
Red Deer Community Adult	Band Services for Parade	34344	12-Jul-2013	\$250.00
Red Deer Royals Concert &	Band Services for Parade	34345	12-Jul-2013	\$1600.00
Rimbey Furnace Care & Gas	Filters & Labour	34346	12-Jul-2013	\$486.15
Rimbey Historical Society	Kyle Stevens Donation: 50.00	34347	12-Jul-2013	\$550.00
Rimbey Janitorial Supplies	Janitorial Supplies	34348	12-Jul-2013	\$577.50
Rimbey Transport Ltd.		34349	12-Jul-2013	\$123.04
Scott, Jessi	Swim Lesson Refund: Draeuyn O'Reilly	34350	12-Jul-2013	\$30.00
Seniuk & Company	2012 Audit	34351	12-Jul-2013	\$19083.75
Stenstrom, Peter	Memory Sticks and Banker Boxes	34352	12-Jul-2013	\$287.13
Varty, Alicia	Zumba	34353	12-Jul-2013	\$350.00
Weldco	Helium	34354	12-Jul-2013	\$11.50
42 cheques for				445017.59

Town of Rimbey 2013
Accounts Payable Cheque List
From: 16-Jul-2013 To: 31-Jul-2013

Vendor Name	Purpose	Cheque	Date	Amount
EPCOR	July 2 Invoice	PAW 3363	30-Jul-2013	\$73.95
LAPP	Pension Remittance July 24	PAW 3364	30-Jul-2013	\$8521.84
Canada Revenue Agency	Payroll June 16-29/2013 Casual	PAW 3365	25-Jul-2013	\$2493.72
Canada Revenue Agency	Payroll June 16-29/2013 Permanent	PAW 3366	25-Jul-2013	\$12410.89
Telus Communications	July 10 Invoice	PAW 3367	30-Jul-2013	\$2531.47
Telus Communications	July 5 Invoice	PAW 3368	31-Jul-2013	\$192.49
Alberta One-Call Corporation	June 2013 Notifications	34355	26-Jul-2013	\$144.90
AlSCO	Janitorial Supplies	34356	26-Jul-2013	\$942.10
AMSC Insurance Services Ltd.	July & August 2013 Coverage	34357	26-Jul-2013	\$70.08
Behrens Signs (205201)	After Hours Signs	34358	26-Jul-2013	\$179.55
Black Press Group Ltd.	June Ads	34359	26-Jul-2013	\$1479.44
Buist Motor Products Ltd.	Oil change	34360	26-Jul-2013	\$62.95
Canadian Red Cross Society	Babysitters Course	34361	26-Jul-2013	\$1181.02
Chapman Riebeek LLP	Disbursements ; North	34362	26-Jul-2013	\$3961.85
City Of Red Deer	June 2013 South Lagoon Water Analysis	34363	26-Jul-2013	\$934.40
Commercial Aquatic Supplies	3" & 6" Butterfly Valves	34364	26-Jul-2013	\$1755.76
E & C Oilfield Service Ltd.	Remove & Install Windssock	34365	26-Jul-2013	\$205.80
Fire Safety Canada	Essentials of Firefighting	34366	26-Jul-2013	\$449.40
Grand Central Stitches Inc.	Ponchos	34367	26-Jul-2013	\$73.50
Hach Sales & Services Canada	Chlorine	34368	26-Jul-2013	\$638.19
Hannesson, Carol	Refund for Waterslide Trip	34369	26-Jul-2013	\$30.00
Hi-Way 9 Express Ltd.	Freight	34370	26-Jul-2013	\$49.81
Hillis, Lori	Petty Cash	34371	26-Jul-2013	\$194.50
Hydrodig Canada Inc.	Hydrovacating 51 Ave & 50 St	34372	26-Jul-2013	\$519.75
Ibbotson, Sheldon	Mileage	34373	26-Jul-2013	\$326.00
Imperial Esso Service (1971)	Propane	34374	26-Jul-2013	\$249.60
K & K Contractors	Repair Stairs	34375	26-Jul-2013	\$1718.85
Kidsafe Program	Kidsafe Ad	34376	26-Jul-2013	\$236.25
Lacombe Sign Masters	Sign	34377	26-Jul-2013	\$533.37
Legacy Ford	Oil change	34378	26-Jul-2013	\$104.74
Longhurst Consulting	Monthly Contract July 2013	34379	26-Jul-2013	\$3150.00
LRL HVAC/R Solutions Ltd.	Labour & Parts for AC/Heating System	34380	26-Jul-2013	\$919.18
Marshall, Joanne	Bread Boards & Spatulas	34381	26-Jul-2013	\$91.32
Mercredi, Tanya	Candy for Parade	34382	26-Jul-2013	\$24.71
Meridian Maverick	Expandable Metal	34383	26-Jul-2013	\$918.34
Municipal Property Consultants	August 2013 1485 Parcels	34384	26-Jul-2013	\$5561.32
NAPA Auto Parts - Rimbey	Filters	34385	26-Jul-2013	\$37.45
Nikirk Bros. Contracting Ltd.	Bin Rent ans Bin Dumps June 2013	34386	26-Jul-2013	\$3584.49
O K Tire Rimbey	Tires & Installation	34387	26-Jul-2013	\$1078.31
Phone Experts	Quarterly Security Monitoring	34388	26-Jul-2013	\$69.30
Pit Stop Parts & Performance	Gloss Spray	34389	26-Jul-2013	\$40.16
Ponoka County	280.23 Tonnes Tipping	34390	26-Jul-2013	\$7005.75
RC Strategies	Master Plan	34391	26-Jul-2013	\$1602.30
Recreation Facility Personnel	Arena Operator Course	34392	26-Jul-2013	\$400.00
Red Deer Overdoor	Front Door Repair	34393	26-Jul-2013	\$168.53
Rimbey Co-op Association	Bulbs	34394	26-Jul-2013	\$4236.21
Rimbey Family & Community	2013: 3 rd Quater Payment	34395	26-Jul-2013	\$41813.00
Rimbey Heating Ltd.	Filters	34396	26-Jul-2013	\$191.47

Town of Rimbey 2013
Accounts Payable Cheque List
From: 16-Jul-2013 To: 31-Jul-2013

Vendor Name	Purpose	Cheque	Date	Amount
Rimbey Home Hardware	Paint & Brushes	34397	26-Jul-2013	\$1542.51
Rimbey Implements Ltd.	Fluid, Dies	34398	26-Jul-2013	\$399.00
Rimbey Janitorial Supplies	Janitorial Supplies and Mat	34399	26-Jul-2013	\$639.45
Rimbey Pharmasave	Vinyl Gloves	34400	26-Jul-2013	\$32.52
Rimbey Transport Ltd.	Freight	34401	26-Jul-2013	\$814.57
Rimbey TV & Electronics 1998	Batteries	34402	26-Jul-2013	\$336.77
Rimbey Value Drug Mart	Kleenex & Batteries	34403	26-Jul-2013	\$23.59
Schultz, Rob & Carol	Family Pass Refund: Pool Closure	34404	26-Jul-2013	\$36.00
Shields, Shauna	Swimming Lesson Refund	34405	26-Jul-2013	\$80.00
Stationery Stories & Sounds	Office Supplies	34406	26-Jul-2013	\$234.46
Stephenson, Penny	Pool Closure Refund	34407	26-Jul-2013	\$45.00
Stuart, Crystal	Supplies For Summer Fun	34408	26-Jul-2013	\$15.49
Superior Safety Codes Inc.	May 2013 Closed Permits	34409	26-Jul-2013	\$2580.38
Tagish Engineering Ltd.	Pool Drain Review	34410	26-Jul-2013	\$27021.18
Tennant's Custom Fencing	Repair Fences	34411	26-Jul-2013	\$6455.40
Town Of Rimbey	June Utilities	34412	26-Jul-2013	\$4622.21
TransAlta Energy Marketing	July 10 Invoice	34413	26-Jul-2013	\$82.42
Tri-Pack Engineering	Parts, Labor on Ac Unit	34414	26-Jul-2013	\$1723.05
United Farmers Of Alberta	Diesel & Fuel	34415	26-Jul-2013	\$243.83
W.R. Meadows	Road Repair Material	34416	26-Jul-2013	\$2159.85
Webb, Jack	Mileage	34417	26-Jul-2013	\$82.50
AMBUSCH SECURITIES LTD.	Service Call	34418	31-Jul-2013	\$78.75
Bjarnason, Jillian	Kitchen Supplies & Spray Paint	34419	31-Jul-2013	\$32.60
Cooper Roofing	Roof Repairs & Maint.	34420	31-Jul-2013	\$2441.25
Direct Energy Regulated	Gas Curling Club July 24 Invoice	34421	31-Jul-2013	\$57.91
GFOA - Alberta Chapter	Lori Hillis: Budget Workshop	34422	31-Jul-2013	\$236.25
Glanfield, Doreen	Tax Refund	34423	31-Jul-2013	\$963.77
Hillis, Lori	Mileage	34424	31-Jul-2013	\$104.00
Krenzler, Josephine	Keys, Microwave, Shredder & Thermometer	34425	31-Jul-2013	\$252.58
Rimbey Christian School	Trip to Water Slides: Bus	34426	31-Jul-2013	\$154.81
Rimbey Electric	Tv For Exercise Room	34427	31-Jul-2013	\$204.75
Rocky Mountain Phoenix	Clothing (Pants & Coats)	34428	31-Jul-2013	\$5290.95
Stenstrom, Peter	Field Trip, Security System, Fan & Monitor	34429	31-Jul-2013	\$1530.47
Stubbington, John & Laurelle	Tax Refund	34430	31-Jul-2013	\$1619.19
			82 cheques for	175295.47

\$ 39,191.64

Town of Rimbey 2013
Accounts Payable Cheque List
From: 01-Aug-2013 To: 15-Aug-2013

Vendor Name	Purpose	Cheque	Date	Amount
GroupSource	<i>Benefits</i>	PAW 3371	01-Aug-2013	\$8888.40
Town Of Rimbey	<i>Taxes</i>	PAW 3372	02-Aug-2013	\$9180.22
Telus Mobility Inc.		PAW 3373	01-Aug-2013	\$25.67
Workers' Compensation Board -		PAW 3374	05-Aug-2013	\$1680.00
Telus Mobility Inc.		PAW 3375	06-Aug-2013	\$25.67
Canada Revenue Agency	<i>Payroll Deductions</i>	PAW 3376	09-Aug-2013	\$3936.76
Canada Revenue Agency		PAW 3377	09-Aug-2013	\$13391.65
TransAlta Energy Marketing		PAW 3378	08-Aug-2013	\$36992.45
Direct Energy Regulated		PAW 3379	13-Aug-2013	\$68.54
Telus Communications		PAW 3380	01-Aug-2013	\$62.04
Uniserve Communications	Web Hosting Aug 12- Sept 11	PAW 3381	14-Aug-2013	\$20.99
Telus Mobility Inc.	July 6 Invoice	PAW 3382	01-Aug-2013	\$419.45
ATB Financial (Mastercard)	Fridge, Uniforms for Pool, Fitness	PAW 3383	08-Aug-2013	\$11338.87
Accu-Flo Meter Service Ltd.	Meters & Parts	34431	15-Aug-2013	\$3110.39
Alberta One-Call Corporation	July 2013 Notifications	34432	15-Aug-2013	\$185.85
AlSCO	<i>Supplies</i>	34433	15-Aug-2013	\$1091.18
Anderson Service	Repair	34434	15-Aug-2013	\$497.28
Animal Control Services	Impound Fees	34435	15-Aug-2013	\$1159.20
Big Hill Services Ltd.	Goal Crease, Paper Line Kit	34436	15-Aug-2013	\$258.55
Black Press Group Ltd.	July Ads	34437	15-Aug-2013	\$1904.16
Bullen, Brandon	Cardlock Refund	34438	15-Aug-2013	\$25.00
Canadian Pacific Railway	Flasher Contract July 2013	34439	15-Aug-2013	\$1504.28
Cast-A-Waste Inc.	July 2013 Monthly Garbage & Recycling	34440	15-Aug-2013	\$9460.50
Chapman Riebeek LLP	Legal Services May 2013	34441	15-Aug-2013	\$2738.24
City Of Red Deer	Lab Analysis: North	34442	15-Aug-2013	\$1084.48
Cleartech Industries Inc.	Pool Chemicals	34443	15-Aug-2013	\$1542.53
Cull, Jennifer	Program Refun(Corn Maze)	34444	15-Aug-2013	\$20.00
Exova Canada Inc.	THMs in Water	34445	15-Aug-2013	\$167.80
Freightliner of Red Deer Inc.	Air Filter	34446	15-Aug-2013	\$45.08
Hach Sales & Services Canada	Supplies	34447	15-Aug-2013	\$1251.39
Harbour Pump and Motor	Parts	34448	15-Aug-2013	\$32.50
Hirschkon, Lawrence	Cardlock Refund	34449	15-Aug-2013	\$25.00
Hydrodig Canada Inc.	Pool: Supply Hydrovig Unit	34450	15-Aug-2013	\$3181.50
Imperial Esso Service (1971)	Diesel	34451	15-Aug-2013	\$142.80
Jubilee Insurance Agencies	July 1/2013 - June 30/2014	34452	15-Aug-2013	\$42497.80
Konica Minolta Business	Copy Charges: July 2013	34453	15-Aug-2013	\$513.86
Lifesaving Society	Lifesaving Manual	34454	15-Aug-2013	\$313.53
Longhurst Consulting	Surge Protector & Computer	34455	15-Aug-2013	\$963.27
LRL HVAC/R Solutions Ltd.	Circuit Board, Thermostats & Freight	34456	15-Aug-2013	\$505.77
Mann, Shannon	Refund Private Lessons	34457	15-Aug-2013	\$60.00
Meridian Maverick	Safety Lockout	34458	15-Aug-2013	\$822.02
MLA Benefits Inc.		34459	15-Aug-2013	\$826.78
NAPA Auto Parts - Rimbey	Belts	34460	15-Aug-2013	\$182.38
Nikirk Bros. Contracting Ltd.	Top Soil	34461	15-Aug-2013	\$864.15
Payson, Paul	<i>Travel</i>	34462	15-Aug-2013	\$56.84
Pelagio, Emmanuel	Cardlock Refund	34463	15-Aug-2013	\$25.00
Phone Experts	Security & Cell Backup Monitoring(Res #2)	34464	15-Aug-2013	\$114.50
Porter, Janet	Refund Bronze Medallion	34465	15-Aug-2013	\$70.00

Town of Rimbey 2013
Accounts Payable Cheque List
From: 01-Aug-2013 To: 15-Aug-2013

Vendor Name	Purpose	Cheque	Date	Amount
Purolator Courier Ltd.	Freight	34466	15-Aug-2013	\$29.66
Recreation Facility Personnel	2013 Membership: D Langen	34467	15-Aug-2013	\$440.00
Rimbey & District Tire Shop	Tire Repair	34468	15-Aug-2013	\$21.00
Rimbey Builders Supply Centre	Nails	34469	15-Aug-2013	\$136.30
Rimbey Christian School	Bus to Parkland Beach	34470	15-Aug-2013	\$79.44
Rimbey Co-op Association	Paint	34471	15-Aug-2013	\$3765.61
Rimbey Home Hardware	Paint Supplies	34472	15-Aug-2013	\$1372.38
Rimbey Implements Ltd.	Part	34473	15-Aug-2013	\$38.34
Rimbey Value Drug Mart	Gloves	34474	15-Aug-2013	\$25.68
Siebold, Gabriel	Cardlock Refund	34475	15-Aug-2013	\$25.00
Stationery Stories & Sounds	binder	34476	15-Aug-2013	\$1534.72
Steeves, Erin	Cardlock ref.	34477	15-Aug-2013	\$25.00
Stenstrom, Peter	Remote & Spatulas	34478	15-Aug-2013	\$9.01
Stouhard, Katrina	Deposit Refund	34479	15-Aug-2013	\$445.00
Stuart, Crystal	Icecream	34480	15-Aug-2013	\$45.00
Summer Village of Gull Lake	Jan 1- June 30 30,2013 Peace Officer	34481	15-Aug-2013	\$7018.00
Terry, Lois	Deposit Refund	34482	15-Aug-2013	\$250.00
The Government of Alberta	June 2013	34483	15-Aug-2013	\$42.20
The Municipal Information	Annual Subscription:Sept 16,2013- sept	34484	15-Aug-2013	\$262.50
Town Of Rimbey		34485	15-Aug-2013	\$3064.46
United Farmers Of Alberta	Diesel	34486	15-Aug-2013	\$329.88
Waldron, Nicole	Cardlock Refund	34487	15-Aug-2013	\$25.00
Weldco	Helium	34488	15-Aug-2013	\$11.50
Wongchaiyasit, Peesek	Cardlock Refund	34489	15-Aug-2013	\$25.00
			72 cheques for	182295.00



Town of Rimbey

Mayor & Councillor Fees

Name: Scott Ellis

Month Ending: July 15/13

Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
	<u>— NO EXPENSES —</u>			

Total Honorarium: _____

Expenses (attach receipts):

		Total
Mileage:	_____ Kilometers @ \$0.50	_____
Meals:	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
Hotels:	_____	_____
Other:	_____	_____
	_____	_____

Total Expenses: 0

Total Honorarium & Expenses: _____

Signature: Scott Ellis

Mayor Approval: SD



Town of Rimbey

Mayor & Councillor Fees

Name: Gayle Rondeel

Month Ending: July 15/2013

Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
	<u>No Claims</u>			

Total Honorarium: _____

Expenses (attach receipts):

		Total
Mileage:	_____ Kilometers @ \$0.50	_____
Meals:	_____	_____
	_____	_____
	_____	_____
	_____	_____
Hotels:	_____	_____
Other:	_____	_____
	_____	_____

Total Expenses: _____

Total Honorarium & Expenses: _____

Signature:

Mayor Approval: _____



Town of Rimbey

Mayor & Councillor Fees

Name: Jack Wells

Month Ending: July 15, 2013

Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
Jun 19	Ccep annual Gen Meeting	4.5	hrs. 31.50	
June 21	Rocky Parade			165 kms

Total Honorarium: 141.75

Expenses (attach receipts):

			Total
Mileage:	<u>165</u>	Kilometers @ \$0.50	<u>82.50</u>
Meals:	_____		_____
	_____		_____
	_____		_____
	_____		_____
Hotels:	_____		_____
Other:	_____		_____
	_____		_____

Total Expenses: 82.50

Total Honorarium & Expenses: 224.25

Signature: Jack Wells

Mayor Approval: SR



Town of Rimbey

Mayor & Councilor Fees

Name: Sheldon Ibbotson

Month Ending: August 15, 2013

Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
	No claim			

Total Honorarium: _____

Expenses (attach receipts):

Mileage: _____ Kilometers @ \$0.50 **Total**

Meals: _____

Hotels: _____

Other: _____

Total Expenses: _____

Signature: 

Mayor Approval: _____



Town of Rimbey

Mayor & Councillor Fees

Name: Scott Ellis

Month Ending: AUGUST 15, 2018

Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
	NO EXPENSES	—	—	—

Total Honorarium: 0.00

Expenses (attach receipts):

		Total
Mileage:	_____ Kilometers @ \$0.50	_____
Meals:	<u>NO EXPENSES</u>	<u>—</u>
	_____	_____
	_____	_____
	_____	_____
Hotels:	_____	_____
Other:	_____	_____
	_____	_____

Total Expenses: 0.00

Total Honorarium & Expenses: _____

Signature: 

Mayor Approval: _____



Town of Rimbey

Mayor & Councillor Fees

Name: Paul Payson

Month Ending: Aug 15

Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
	<i>No Claim</i>			

Total Honorarium: _____

Expenses (attach receipts):

		Total
Mileage:	_____ Kilometers @ \$0.50	_____
Meals:	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
Hotels:	_____	_____
Other:	_____	_____
	_____	_____
	Total Expenses:	_____

Total Honorarium & Expenses:

Signature: *Paul Payson*

Mayor Approval: *[Signature]*



Town of Rimbey

Mayor & Councillor Fees

Name:

Gayle Randoel

Month Ending:

Aug 15/2013

Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
	<i>No claims</i>			

Total Honorarium: 0

Expenses (attach receipts):

Total

Mileage: _____ Kilometers @ \$0.50 _____

Meals: _____

Hotels: _____

Other: _____

Total Expenses: _____

Total Honorarium & Expenses: _____

Signature: *Gayle Randoel*

Mayor Approval: *SR*

TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	8.2.1	Confidential	Yes	No	XX
Topic	Rimoka Housing Foundation Meeting Minutes June 19, 2013				
Originated by	Tony Goode		Title	CAO	
BACKGROUND:					
The Rimoka Housing Foundation held their board meeting on June 19, 2013.					
Documentation Attached:		Yes	XX	No	
DISCUSSION:					
Attached is a copy of the Rimoka Housing Foundation Board Meeting Minutes from June 19, 2013.					
RECOMMENDED ACTION:					
Administration recommends Council accept the Rimoka Housing Foundation Board Meeting Minutes of June 19, 2013 as presented.					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

MINUTES

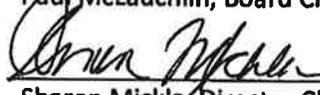
In Attendance	Legion	D. MacPherson	
	Town of Ponoka	L. Henkelman	J. Jacobs
	Town of Rimbey	G. Rondeel	S. Ibbotson
	County of Ponoka	P. McLaughlin - Chair	G. Svenningsen (until 12:30pm)
	The Bethany Group	D. Beesley	S. Mickla
		D. Buist	M. Wideman - Recorder
	Ponoka News	Jeffrey Heyden-Kaye	

1.	CALL TO ORDER	The Board meeting was called to order at 11:10am by P. McLaughlin, following the 9:00am meeting with Reid Manor residents.
2.	ADOPTION OF THE AGENDA	
	RHF 13-06-01	MOVED by G. Svenningsen that the Board accept the Agenda as circulated. CARRIED
3.	APPROVAL OF MINUTES	
	RHF 13-06-02	MOVED by L. Henkelman that the Board accept the minutes of the May 16, 2013 meeting as circulated. CARRIED
4.	FINANCIAL REPORTS – May 31, 2013	
		Review of Financial Reports
		<ul style="list-style-type: none"> – Lodge Operations – Roof repairs at Parkland Manor are now complete, final costs will be reflected in next month’s financials. Currently 81% occupancy in Golden Leisure Lodge (10 vacancies), do have several admissions lined up. – Life Lease Operations – Legacy Place is currently full with a waiting list, and one one-bedroom suite is rented. When a suite is vacated, a 5% holdback is applied to offset the costs of the suite refurbishment. The 5% would be reflected under the non-operating admin fee.
	RHF 13-06-03	MOVED by J. Jacobs to approve the Endowment Account Expenditures as presented. CARRIED
	RHF 13-06-04	MOVED by L. Henkelman to accept the Direct Debit Payments as presented. CARRIED
	RHF 13-06-05	MOVED by J. Jacobs to accept the Unaudited Financial Statements for May 31, 2013 as presented. CARRIED

	<p>Food Services</p> <ul style="list-style-type: none"> - The potential discontinuation of the food service package is causing much fear and angst for the residents. <p>RHF 13-06-10 MOVED by J. Jacobs that there is no intention to discontinue food service to current residents, but effective September 2014 the service package will only be available at full cost recovery. CARRIED</p> <ul style="list-style-type: none"> - Hopeful that this Motion will alleviate resident angst, while allowing the Board to determine how to manage the financial end of the service package. - Several residents have expressed concerns that they still have to pay full cost for meals if they are in the hospital. The majority of food cost is staffing, which is not offset by absences. <p>A letter thanking the residents for attending the meeting will be attached to the draft Minutes.</p> <ul style="list-style-type: none"> - <i>Gord Svenningsen left the meeting at 12:30pm.</i>
<p>b.</p>	<p>Insurance Recommendation</p> <p>Tabled.</p>
<p>7. NEW BUSINESS</p>	
<p>a.</p>	<p>RHF 13-06-11 MOVED by L. Henkelman that the Board move In-Camera at 12:35pm. CARRIED</p> <p>RHF 13-06-12 MOVED by S. Ibbotson that Board move Out-of-Camera at 12:58pm. CARRIED</p>
<p>8. DATE & LOCATION OF NEXT MEETING</p> <p>The next meeting is scheduled for Wednesday July 17, 2013 at Parkland Manor, Rimbey.</p>	
<p>9. ADJOURNMENT</p> <p>Meeting adjourned at 12:58pm.</p>	



 Paul McLaughlin, Board Chair



 Sharon Mickla, Director Client Services

 Date *July 17th/2013*

 Date *July 17, 2013*

TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	8.2.2	Confidential	Yes	No	XX
Topic	Rimbey Historical Society Meeting Minutes June 18, 2013				
Originated by	Tony Goode		Title	CAO	

BACKGROUND:

The Rimbey Historical Society held their board meeting on June 18, 2013.

Documentation Attached:	Yes	XX	No
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DISCUSSION:

Attached is a copy of the Rimbey Historical Society Board Meeting Minutes from June 18, 2013.

RECOMMENDED ACTION:

Administration recommends Council accept the Rimbey Historical Society Board Meeting Minutes of June 18, 2013 as presented.

CAO 				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

Rimbey Historical Society
Meeting Minutes of June 18, 2013

- Present: B. Birtsch, J. Salomons, L. Varty, H. Kenney, B. Godlonton & C. Jones
- Order: Harold Kenney called the meeting to order at 7:35 p.m.
- Agenda: Moved by Brian Godlonton and seconded by Larry Varty to approve the agenda as presented. CARRIED
- Minutes: Moved by Larry Varty & seconded by John Salomons to approve the minutes of the May 21, 2013 meeting. CARRIED

Old Business:

Committee Reports

- President: Harold Kenney reported that things were going fine.
- Treasurer: The treasurer's report for May, 2013 was presented.
Moved by Brian Godlonton and seconded by Larry Varty to approve the Treasurer's Report. CARRIED
- Grants: No Report
- Park Admin. Cheryl Jones gave her Park Administrator's report.
Moved by John Salomons and seconded by Brian Godlonton to accept the donated artifacts as listed. CARRIED
- Farmer's Market: No Report
- Gaming: No Report
- Restoration & Trucks: John Salomons reported that the old windmill is being worked on. The shaft is bent and John will take it to Frontline. John reported that the old truck has more problems. They purchased a new trailer from New Can for \$4000.00 and will receive a donation back of \$500.00. They will be purchasing new accessories for the trailer. John reported that Olds College is donating a bead blaster. They purchased a hose reeler. John reported that the Town will help to remove old cement blocks.
- Buildings & Yard: Larry Varty asked if we could get a quote from the Paving Company in town to pave the tractor museum.

Page 2.

Park Events: Larry Varty reported that he has sufficient volunteers for the Old Timer's pancake breakfast. Harold Kenney reported that he had a meeting with Peter regarding Canada Day. He has most of the volunteers needed. Larry Varty reported that the Show & Shine is organized .

Volunteer
& Recruitment Harold Kenney reported that they are recruiting volunteers for events.

Town Rep. No Report

New Business:

Next Meeting: July 16, 2013

Adjournment: Moved by Larry Varty to adjourn the meeting at 8:10 p.m.

TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council Meeting	Meeting Date	August 19, 2013	
Agenda Item No.	8.3.	Confidential	Yes	No
Topic	Council Reports			
Originated by	Tony Goode		Title	CAO
BACKGROUND:				
The Mayor and Councillors provide reports on their activities.				
Documentation Attached:		Yes	XX	No
DISCUSSION:				
Attached are the following reports:				
8.3.1 Mayor's Report				
8.3.2 Councillor Ellis Report				
RECOMMENDED ACTION:				
Administration recommends Council accept Council reports as presented.				
CAO				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

Mayors' Report August 15

July 12. Attended Premier's Kick Off to the Building Alberta Summer Tour in Olds.

July 12. Coffee with Council.

July 12. Signed cheques.

July 13. Parade.

July 17. Rimoka Board meeting.

July 18. Tagish golf tournament.

July 19. Committee of the Whole.

July 19. Met with the Fire Chief.

July 25. Topured water plant and northeast sewage lagoon with Vern, Rick and councilors.

Councillor Ellis's Report for August

- Saturday, May 22
 - FCSS Elder Abuse Awareness booth at the Famer's Booth at 9AM
 - Met with Blaine Calkins and Paul McLaughlin
 - Went to the Library for a BBQ at 12:30PM
- Wednesday, May 29
 - Met with Peggy Makofka for coffee.
 - Attended the Mayors and Reeves meeting in Red Deer.
 - Michener Centre is looking for support
 - Red Deer Courthouse might go ahead as a P3
- Monday, June 5
 - Attended the RC Recreation Master Plan meeting
 - Walking Trails were the highest priority
 - Went to the Town Office and Library to find out the results of the vote for moving the Town Office.
- Tuesday, June 4
 - FCSS Policy and Risk Management Meeting
 - Outdated policies were removed.
 - Updated Meal Reimbursement for Meals
 - Breakfast \$20
 - Lunch \$24
 - Supper \$30
 - Increased Retirement Gift Policy & Years of Service Award by \$5
 - Mileage will be paid at \$0.52/km
 - Sick-Time hours will awarded on a prorated basis.
- Wednesday, June 12
 - Went to the Public Rec Board Meeting at the Lion's Room in the Community Centre
 - A very diverse group of people who attended. The removal of the skateboard park was a concern for the youngest attendees.
- Thursday, June 13
 - Attended the CAEP Annual General Meeting in Red Deer with Councillors Rondeel, and Webb.
 - Some very positive economic news for Alberta.
- Wednesday, June 19
 - FCSS Meeting
 - Want to know how 'Meals-on-Wheels' can help the residents of Kansas Ridge with meals.
 - Potluck FCSS Bar-B-Que

Councillor Ellis's Report for August

- Friday, July 19
 - Committee-of-the-Whole
- Thursday, July 25
 - Sewer and Water Treatment Tour
- Friday, July 26
 - Coffee with Council at the Library
 - Rueben, Dennis, Katherine and Nancy attended.
- Tuesday, July 30
 - Spray Park had an underground leak due to improper winterizing.
- Thursday, August 1
 - FCSS Charity Golf Tournament Meeting
 - Signed cheques
 - Signed Insurance Policy with Genesis
 - Met with Tony
 - Spray Park. Was not winterized properly. Tony is going to recommend Tagish Engineering propose using Town Water.
- Friday, August 2
 - Coffee with Council
 - Discussed the problems with the spray park with Councillor Rondeel and Councillor Payson.
 - Met Peggy Makofka
 - Discussed how to reach out to new immigrants in the community.
- Saturday, August 3
 - Farmer's Market
- Tuesday, August 6
 - Went for coffee at the Public Works office.
- Thursday, August 8
 - Attended the Bentley Parade with Councillor Rondeel

TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 19, 2013		
Agenda Item No.	9.0	Confidential	Yes	No	XX
Topic	Correspondence				
Originated by	Tony Goode		Title	CAO	
BACKGROUND:					
Documentation Attached:	Yes	XX	No		
DISCUSSION:					
9.1 The Provincial Court of Alberta 9.2 Alberta Environment and Sustainable Resource Development 9.3 Alberta Municipal Affairs 9.4 Alberta Culture 9.5 Community Futures 9.6 Government of Alberta – Municipal Affairs					
RECOMMENDED ACTION:					
Administration recommends Council accept items 9.1 as information.					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

THE HONOURABLE W. ALBERT SKINNER
Assistant Chief Judge



RECEIVED

JUL 24 2013

TOWN OF RIMBEY

The Provincial Court of Alberta

Court House
4909 - 48th Avenue
Red Deer, Alberta
T4N 3T5

403/340-5036

July 17, 2013

R.C.M.P., Rimbey Detachment

Town of Rimbey, Bylaws

Sandra Mitchell, Manager, Red Deer Courts

Sgt. Rob Pelton, Sheriff's Office, Red Deer

Cathy Smith, Acting Provincial Court Administrator, Red Deer

Shelley Makowski, Family and Youth Division Supervisor, Red Deer

Rodney Clark, Chief Crown Prosecutor, Wetaskiwin

Probation/Community Corrections, Red Deer

Dear Sirs/Mesdames:

Re: Rimbey Docket Court

Effective January 1, 2014, the 1st Friday of each month in Rimbey will be strictly designated to criminal docket and disposition matters only. Trials will no longer be scheduled in the afternoons on the 1st Friday in Rimbey. That being said, any trials that have already been scheduled for the 1st Friday afternoon will proceed.

Also effective January 1, 2014, the 3rd Friday of each month in Rimbey will be opened up and designated for criminal trials only.

This change was made in consideration of the increasingly large dockets in Rimbey and to alleviate the resulting pressure on trial time. Please ensure your staff are made aware of these changes, and that all release documents are restricted to docket court on the 1st Friday of every month.

Yours truly,

A handwritten signature in black ink, appearing to be 'W.A. Skinner', written over a horizontal line.

The Honourable W.A. Skinner
Assistant Chief Judge

Cc: Central Alberta Criminal Bar



ALBERTA

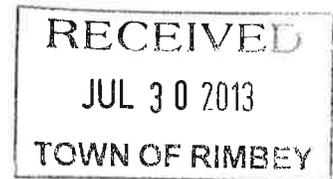
ENVIRONMENT AND SUSTAINABLE RESOURCE DEVELOPMENT

Office of the Minister
MLA, Drayton Valley-Devon

AR 53807

July 23, 2013

His Worship Sheldon Ibbotson, Mayor
Town of Rimbey
4938 - 50 Avenue
PO Box 350
Rimbey, AB T0C 2J0



Dear Mayor Ibbotson:

Thank you for your letter regarding the Town of Rimbey's application to amend its wastewater approval and obtain a temporary diversion licence. I am pleased to provide you with the following information.

Environment and Sustainable Resource Development supports the reuse of wastewater for hydraulic fracturing, subject to an impact assessment on the availability of surface water. I understand that since your letter, you have been informed that department staff approved your application and issued a temporary diversion licence on June 10, 2013. This means that your requested effective date of July 1, 2013 has been met.

If you have any further questions, please feel free to contact Mr. Todd Aasen, our department's District Approval Manager in Red Deer. Mr. Aasen can be reached at 403-340-7782 (dial 310-0000 for a toll-free connection), or at todd.aasen@gov.ab.ca. Thank you for inquiring about this matter.

Sincerely,

Diana McQueen
Minister

c: Todd Aasen, Environment and Sustainable Resource Development

RECEIVED

AUG - 6 2013

TOWN OF RIMBEY

July 31, 2013

Mr. Tony Goode
Chief Administrative Officer
Town of Rimbey
PO Box 350
Rimbey, AB T0C 2J0

Dear Mr. Goode:

Re: 2007/08 Conditional Grant Agreement – Time Extension

In accordance with your request, we have prepared an amending conditional grant agreement for a time extension from March 31, 2013 until May 31, 2013 to complete the storm sewer servicing for the Rimbey Hospital and Provincial Building, and repairs to the Northeast Lagoon Cell 5. Final approval of this extension is subject to both parties signing the amending conditional grant agreement.

Enclosed is the amending conditional grant agreement for the Town of Rimbey's signature of the chief elected official and the signing officer duly authorized by council to sign agreements under section 213(4) of the Municipal Government Act. Please ensure that the signed agreement is witnessed or sealed and return to us at your earliest possible convenience for processing. We will send you a copy of the signed agreement.

If you have any questions, please contact Carmen Grandmont, Compliance Advisor, by dialing 310-0000 toll-free, then 780-427-2225.

Yours truly,



Glenys Holmberg
Manager, Grant Compliance and Support
Municipal Grants

Attachment

**2007/08 ALBERTA MUNICIPAL AFFAIRS
AMENDING CONDITIONAL GRANT AGREEMENT**

BETWEEN: HER MAJESTY THE QUEEN in Right of the Province of Alberta as Represented by the Minister of Municipal Affairs (hereinafter called "the Minister")

and

**TOWN OF RIMBEY
PO BOX 350
RIMBEY, ALBERTA T0C 2J0**

The Parties agree that all the terms and conditions of the Conditional Grant Agreement signed on MAY 30, 2008 (hereinafter called "the Original Grant Agreement"), and amended on FEBRUARY 1, 2013, remain the same except as follows:

1. The clause under 2.(c) is hereby amended as follows:

"complete the Project and use the Grant, including any income earned thereon, by May 31, 2013;"

The parties have therefore executed this Agreement, each by its duly authorized representative(s), on the respective dates shown below.

HER MAJESTY THE QUEEN
in Right of the Province of
Alberta as Represented by
the Minister of Municipal Affairs

Witness (or Seal)

Per: _____
**ASSISTANT DEPUTY MINISTER
LOCAL GOVERNMENT SERVICES**

Date: _____

TOWN OF RIMBEY

Witness (or Seal)

Per: _____
CHIEF ELECTED OFFICIAL

Date: _____

Witness (or Seal)

Per: _____
DULY AUTHORIZED SIGNING OFFICER

Date: _____



ALBERTA
CULTURE

*Office of the Minister
MLA, Edmonton-Glenora*

2013 Stars of Alberta Volunteer Awards - Call for Nominations

As Albertans, we are fortunate to have access to a wide variety of recreational, social and cultural programs that help to enhance our quality of life and make Alberta an even better place to call home. These programs and services would not be available without the incredible contributions of Alberta's volunteers.

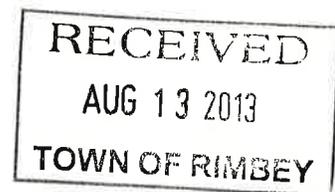
Join me as we search for those community-minded volunteers whose dedication and generosity are helping to build strong families and communities by nominating an outstanding volunteer for a Stars of Alberta Volunteer Award.

The Stars of Alberta Volunteer Awards recognize extraordinary Albertans whose volunteer efforts have contributed to the well-being of their community and fellow community members. Any Albertan whose volunteer efforts have played a significant role during their lifetime is eligible. Six awards are presented annually; two in each category of youth, adult and senior. The awards will be presented in a special ceremony in Edmonton on International Volunteer Day, December 5, 2013.

For more information, please refer to the enclosed 2013 Stars of Alberta Volunteer Awards nomination form or visit www.culture.alberta.ca/voluntarysector/stars. The deadline for nominations is Monday, September 16, 2013.

Thank you for your support in recognizing Alberta's volunteers.

Heather Klimchuk
Minister



Box 250
Mirror, Alberta
T0B 3C0

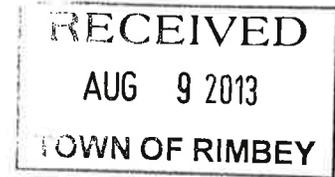
PH: 403-788-2212
PH: 1-888-788-2829
FX: 403-788-2199

eastparkland@albertacf.com

eastparkland.albertacf.com



August 1, 2013



Dear Mayor and Council;

Please find attached the **2012-2013 Annual Review** for Community Futures East Parkland. CFEP is a federally funded not-for-profit organization, based out of Mirror, which has been assisting communities and business owners since 1988.

We seek to sustain, diversify and expand our local economies. It is our mission to provide business advice, business training, assist business as an alternative lender, and assist community-based economic development projects. All our lending decisions are made right where we live by volunteers with diverse backgrounds, skill sets and perspectives – ranging from small business owners, former clients, and municipal councilors. The CFEP region is arbitrarily subdivided into areas from where a volunteer representative comes to the Board table to provide insight into the communities they represent, but more importantly, to work with the other members to direct resources and activities to benefit the entire region. **If you know of someone who would be interested in joining the CFEP Board, please direct them to the criteria and application process listed on our website, or have them contact us directly.**

The next **Annual General Meeting** will be held in Mirror on **Tuesday September 24, 2013 at 4:30 pm**, and as community stakeholders, we invite you, and any other interested community representatives, to attend. To ensure adequate space is provide, we ask that you RSVP the number of individuals who will be attending by Tuesday September 17, 2013.

Yours truly,

A handwritten signature in blue ink, appearing to read "Hans Spelt".

Hans Spelt
Board Chair



Message from the Chair

While modernization, realignment and restructuring were the hot topics last year, the inability of the Community Futures Offices to reach a consensus on how to accomplish this, resulted in business as usual for East Parkland.

The Manufacturing Cluster Project with the Central Alberta Rural Manufacturers Association (CARMA) was on the agenda for many Board meetings during the year as the project worked its way to its conclusion. The wind-up and Gala was held in Red Deer, where the participants declared the project a success, and we look forward to seeing the program, under the guidance of CARMA, continue as a self-supporting venture into the future.

We had many other opportunities present themselves throughout the year, such as providing education regarding downtown revitalization, and trainings for a 4-H youth camp and business plan competition out of Hobbema. We also investigated the development of a storefront enhancement program, youth financial literacy program, and presented the *Unleashing Local Capital Initiative* (COOP model) to many of our communities during the *2012 International Year of Cooperatives*. Our entrepreneurial clients took advantage of our assistance in areas of accounting, business planning, debt counseling, succession planning, product patenting, and human resource management. The lending program, as always, offered a unique array of potential business prospects for our region, with loans provided for such businesses as restaurants, within the oil and gas sector, and a pet supply store. We were also proud and pleased to have six current clients retire their obligations to us by transitioning to conventional financial sources.

Our volunteer Board of Directors was again very active and spent countless hours on the different economic development projects, loans and assisting the Staff in keeping the organization running smoothly. It is very fitting to give a special thanks to the Staff, for their commitment and dedication is indeed of great benefit for the Board, and the continued success of the organization.

Hans Spelt

Lending Statistics:

- **355 clients served**
- **18 applications presented**
- **15 loans approved with funds disbursed**
- **\$839,000 disbursed**
- **45 jobs created or maintained**
- **Interest rate stable at 6.25% throughout the entire year**



Manufacturing Cluster Project

March 2013 marked the completion of a two year project for the development of a manufacturing business cluster within the Central Alberta region. In 2011, Community Futures East Parkland was awarded \$120,900 in federal funding from Rural Diversification Initiative (RDI) and \$295,000 in provincial funding from the Rural Alberta Development Fund (RADF). An agreement was signed with the established Central Alberta Rural Manufacturers Association (CARMA) to achieve the project goals of helping to expand the manufacturing sector and diversify Central Alberta communities. Initiatives included the development of new products, enhancing productivity, and pursuing market opportunities.



Cluster development and educational opportunities were pursued through networking events, workshops, and individual business coaching. Project requirements and indicators were met or exceeded with the culmination of the project resulting in a networking Gala event held March 13th. A legacy video was completed as a reminder for project partners, as well as for marketing and promotion by the partners. (www.youtube.com/watch?feature=player_embedded&v=wW7jxBTdRso)

The cluster project, through CARMA's ongoing efforts, continues to build on the foundations and partnerships developed. Further information may be obtained at www.carmagroup.ca

Success Story

With the assistance of two loans in 2012, a client was able to expand operations in a franchise business, as well as purchase a similar franchise in another community - employing twelve full-time equivalent positions between the two locations. With accelerated payments, the first loan will be paid out in less than eighteen months (instead of five years), and the client is already in the process of receiving a third loan to further expand operations to include a complementary franchise within the first business.

"...the credit should go to the Manager and Staff who helped me in achieving this goal. Believe me without the help of C.F.E.P. Mirror, AB, it would not be possible for me."

Alberta Youth Entrepreneurship Camp

Applications were received and accepted from five youth to participate in the 16th annual week-long summer camp for youth ages 13-15 at Eagles Nest Ranch in Cypress Hills, a partnership between South Region Community Futures Offices. One past camper was accepted to return as a Youth Leader. Three of the participants received awards – *Hardest Working Business Team Award*, the *Innovation Award* for the creation of a children’s game ‘windows of mystery’, and the *Mr. Entrepreneur Award*. Community Futures East Parkland continues to support the promotion and development of youth entrepreneurship, and have extended a commitment for another season.



Training Opportunities

- Partnered with the Central Alberta Economic Partnership (CAEP) to present the ‘*Business Expansion & Retention Education*’ Program within five communities of the East Parkland region.
- Community Futures East Parkland was invited to provide a training session on developing a business plan during an entrepreneurship camp for 4-H members aged 13-16.
- Community Futures East Parkland was also requested to present a training session on business plan development for students of the Nipisihkopahk Education Authority in Hobbema, for their ‘*Change It Up*’ business plan competition. The General Manager was then invited to participate on their judging panel for the contest.

“This experience was extremely valuable to my future business plans...now I feel confident to go off and build my future. Your comments and input are greatly appreciated.”

Marketing

Even after more than twenty years, new provincial wide marketing campaigns, and cutting edge technology, word of mouth continues to remain the major source of marketing and referrals received. Along with advertisements in the local Coffee News and several youth magazines, the company car was decorated for participation in five community parades throughout the summer months.



OUR VISION

Strong Communi-

People

Possibilities

Partnerships

Projects...

PASSION

Board of Directors

Hans Spelt—Chair
Vivian Hulley
Raymond Jarl
Bob Tiltgen

Bob Willis—Vice Chair
Warren Bloomquist
Sheila Reckseidler

The Manufacturing Cluster Project was sponsored in part by **Rural Alberta's Development Fund**, whose funding is provided by the Government of Alberta.



Audited Financial Summary

ASSETS

	2013	2012
Current Assets	\$2,202,805	\$1,946,902
Long Term Investments	\$3,920,186	\$3,919,686
Capital Assets	<u>\$ 41,191</u>	<u>\$ 55,767</u>
Total Assets	\$6,164,182	\$5,922,355

LIABILITIES & NET ASSETS

Current Liabilities	\$ 57,504	\$ 90,276
Deferred Contributions	\$ 30,285	\$ 48,989
Long-Term Debt	\$ 4,534	\$ 9,973
Fund Balances	<u>\$6,071,859</u>	<u>\$5,773,117</u>
Total Liabilities & Fund Balances	\$6,164,182	\$5,922,355

STATEMENT OF OPERATIONS

Revenue	\$ 751,883	\$ 841,785
Expenses	<u>\$ 453,141</u>	<u>\$ 581,585</u>
Excess Revenues over Expenses	\$ 297,742	\$ 206,200

Chapman and Co. Professional Accountants LLP

Find us on the web...eastparkland.albertacf.com

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Email: eastparkland@albertacf.com



**Western Economic
Diversification Canada**

**Diversification de l'économie
de l'Ouest Canada**

**ANNUAL GENERAL
MEETING**

Tues Sept 24, 2013

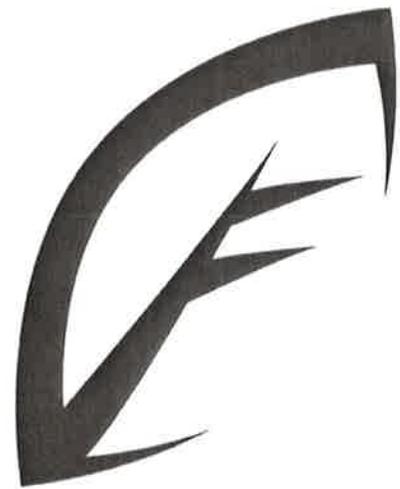
4:30 pm

Jolly Seniors Centre

5119-50 Ave

Mirror

**Community
Futures**



East Parkland



Western Economic
Diversification Canada

Diversification de l'économie
de l'Ouest Canada

RECEIVED
AUG 16 2013
TOWN OF RIMBEY

August 9, 2013

Mr. Tony Goode
Chief Administrative Officer
Town of Rimbey
PO Box 350
Rimbey, AB T0C 2J0

Dear Mr. Goode:

Thank you for your application(s) under the Grants in Place of Taxes (GIPOT) program. I am pleased to inform you that the roll numbers on the attached schedule have been approved. A payment in the total amount of \$36,333.06 has been processed for these roll numbers.

For further information or assistance, please contact a grants administrator, by dialing 310-0000 toll free, then 780-427-2225 or e-mail, GIPOT@gov.ab.ca.

Yours truly,



Marie Juengel
Director of Municipal Grants

Attachment

cc: Tax Department

For RIMBEY

Payment Batch BC1330

Roll Number	Legal Description	LINC	Levy Year	Amount Paid
19150	Plan:8022744 Block:1 Lot:1	0012062353	2013	\$36,333.06
Total for RIMBEY				\$36,333.06