

TOWN OF RIMBEY

ORGANIZATIONAL MEETING AGENDA

**AGENDA FOR THE ORGANIZATIONAL MEETING OF THE TOWN COUNCIL
TO BE HELD ON MONDAY OCTOBER 28, 2012 AT 6:30 PM IN THE
COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING**

Swearing in of Council

1. **Call to Order Regular Council Meeting
& Record of Attendance**

2. **Agenda Approval and Additions**

3. **Schedule**

3.1 Council & Committee Meetings

4. **Appointments**

4.1 Auditor	2
4.2 Bank	3
4.3 Deputy Mayor & Signing Authority	4
4.4 Blindman Youth Action Society	5
4.5 Bylaw & Policy Committee	5
4.6 CAEP Board	5
4.7 Cemetery Committee	5
4.8 Chamber of Commerce	5
4.9 Disaster Services Committee	5
4.10 FCSS Board	5
4.11 Fire Commission	5
4.12 F.O.I.P. Coordinator	5
4.13 Historical Society Board	5
4.14 Interagency Committee	5
4.15 Library Board (including Regional Parkland)	5
4.16 Recreation Board	5
4.17 Rimoka Foundation Board	5
4.18 West Central Planning Agency	5

5. **Adjournment**

TOWN OF RIMBEY AGENDA ITEM

Meeting	Organizational Mtg	Meeting Date	October 28, 2013		
Agenda Item No.	4.1	Confidential	Yes	No	X
Topic	Audit Services				
Originated by	Tony Goode		Title	CAO	

BACKGROUND:

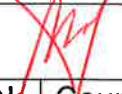
In 2012, a Request for Proposal (RFP) was sent out for auditing services for a three year period. The Town received 8 responses of which all met the RFP requirements. The cost range was between \$16,875 - \$32,500. The RFP was awarded to Seniuk & Company at a cost of \$16,875 for the first year (2012) and \$16,900 for the second year (2013) and third year (2014).

Documentation Attached:	Yes	No
-------------------------	-----	----

DISCUSSION:

RECOMMENDED ACTION:

No resolution is required as the Auditors have been appointed through 2014.

CAO				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

TOWN OF RIMBEY AGENDA ITEM

Meeting	Organizational Mtg	Meeting Date	October 28, 2013		
Agenda Item No.	4.2	Confidential	Yes	No	X
Topic	Banking Services				
Originated by	Tony Goode		Title	CAO	

BACKGROUND:

In 2012, a Request for Proposal (RFP) was sent out for banking services to Rimbeys 3 local banks. All banks responded. All met the RFP requirements.

After careful review, Administration found ATB Financial offers the best value for the Town of Rimbeys and recommended to Council the Town of Rimbeys banking services stay with the current provided – ATB Financial.

Documentation Attached:	Yes	No
-------------------------	-----	----

DISCUSSION:

By way of Motion 199/12, the Town of Rimbeys banking services stayed with the current provider, ATB Financial.

RECOMMENDED ACTION:

Administration recommends the Town of Rimbeys banking services stay with the current provider – ATB Financial.

CAO 

DISTRIBUTION:	Council:	Admin:	Press:	Other:
---------------	----------	--------	--------	--------

TOWN OF RIMBEY AGENDA ITEM

Meeting	Organizational Mtg	Meeting Date	October 28, 2013		
Agenda Item No.	4.3	Confidential	Yes	No	X
Topic	Deputy Mayor & Signing Authorities				
Originated by	Tony Goode	Title	CAO		

BACKGROUND:

The Municipal Government Act states:

Signing or authorization of municipal documents

- 213 (1) Minutes of council meetings must be signed by
 (a) the person presiding at the meeting, and
 (b) a designated officer.
- (2) When council has delegated a power, duty or function to a council committee, the minutes of a council committee meeting that deal with the power, duty or function must be signed by
 (a) the person presiding at the meeting, and
 (b) a designated officer.
- (3) Bylaws must be signed by
 (a) the chief elected official, and
 (b) a designated officer.
- (4) Agreements and cheques and other negotiable instruments must be signed or authorized
 (a) by the chief elected official or by another person authorized by council to sign them, and
 (b) by a designated officer,
 or by a designated officer acting alone if so authorized by council.
- (5) A signature may be printed, lithographed or otherwise reproduced if so authorized by council.

1994 cM-26.1 s213


Documentation Attached:	Yes	No
-------------------------	-----	----

DISCUSSION:

The previous Council used a rotation system whereby the Deputy Mayor rotated on a six (6) month schedule.

RECOMMENDED ACTION:

Administration recommends Council use a rotational system whereby the Deputy Mayor rotates on a six (6) month schedule.

CAO				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



Town of Rimbey

SCHEDULE A Committee / Boards October 2013 – 2014

Committees / Boards	Mayor	Councillor	Councillor	Councillor	Councillor	CAO Tony Goode	Assist. CAO Melissa Beebe
		1	2	3	4		
Deputy Mayor (6 month term proposed)		Nov 2013 – Apr 2014	May 2014 – Oct 2014	Nov 2014 – Apr 2015	May 2015 – Oct 2015		
Signing Authorities (6 month term proposed)		Nov 2013 – Apr 2014	May 2014 – Oct 2014	Nov 2014 – Apr 2015	May 2015 – Oct 2015		
Blindman Youth Action Society (1)							
Bylaw & Policy Committee (3)							
CAEP Board (2)							
Cemetery Committee (2)							
Chamber of Commerce (1)							
Disaster Services Committee(3)							
FCSS Board (1)							
Fire Commission (1)							
F.O.I.P. Coordinator							
Historical Society Board (1)							
Interagency Committee (2)							
Library Board (includes Parkland Library Board) (1)							
Recreation Board (2)							
Rimoka Foundation Board (2)							
West Central Planning Agency(2)							
Subdivision and Development Appeal Board (5) Term - 2013	Gunter Behrens	Rob Rondeel	Bob Johnston	Tim Buist	Kathy Pfau		
Assessment Review Board (3)	Central Alberta Regional Assessment Review Board						

****Mayor ex officio to all Committees**