

TOWN OF RIMBEY
TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, SEPTEMBER 28, 2015 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

1	Call to Order Regular Council Meeting & Record of Attendance	
2.	Public Hearing - None	
3.	Agenda Approval and Additions	1
4.	Minutes	
	4.1 Minutes of Regular Council Meeting September 14, 2015	2-5
5.	Delegations - None	
	Bylaws	
	6.1 Bylaw 905/15 Fees for Services	6-13
7.	New and Unfinished Business	
	7.1 Town of Rimbey Logo.....	14-17
	7.2 Rimbey & District Crime Watch Association.....	18-20
	7.3 Earl Repas Subdivision Application TR 15 04.....	21-33
8.	Reports	
	8.1 Department Report-None	34
	8.1.1 Interim Chief Administrative Officer Report	35
	8.1.2 Public Work's Foreman's Report	36
	8.1.3 Director of Community Services Report	37
	8.1.4 Community Peace Officer's Report	38-39
	8.1.5 Contract Development Officer Report	40
	8.2 Boards/Committee Reports	41
	8.2.1 FCSS/RCHHS Board Meeting Minutes of June 24/15	42-45
	8.2.2 Rimbey Historical Society Minutes of August 19/15.....	46
	8.2.3 Rimbey Municipal Library Board Meeting Minutes of May 27/15	47-48
	8.3 Council Reports	49
	8.3.1 Mayor Pankiw's Report.....	50
	8.3.2 Councillor Godlonton's Report.....	
	8.3.3 Councillor Jaycox's Report	51
	8.3.4 Councillor Payson's Report	
	8.3.5 Councillor Webb's Report.....	
9.	Correspondence - None	
10.	Open Forum (Bylaw 894/14 – Council Procedural Bylaw #30 - The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.)	
11.	In- Camera - None	
12.	Adjournment	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON
MONDAY, SEPTEMBER 14, 2015 IN THE COUNCIL CHAMBERS OF THE
TOWN ADMINISTRATION BUILDING

1. Call to Order Mayor Pankiw called the meeting to order at 7:00 pm, with the following in attendance:
- Mayor Pankiw
Councillor Godlonton
Councillor Jaycox
Councillor Payson
Councillor Webb
Interim Chief Administrative Officer – Donna Tona, CTS
Municipal Intern - Michael Fitzsimmons
Director of Public Works – Rick Schmidt
Contract Development Officer – Liz Armitage
Recording Secretary – Kathy Blakely
- Absent:
Acting Chief Administrative Officer/Chief Financial Officer – Lori Hillis, CA
Director of Community Services – Cindy Bowie
Director of Enforcement Services – Sgt. Kyle Koller
- Public:
Treena Mielke, Rimbey Review
- 8 members of the public
2. Public Hearing 2.1 None
3. Adoption of Agenda of 3.1. September 14, 2015 Agenda
- Motion 287/15
- Moved by Councillor Webb to accept the agenda for September 14, 2015 Regular Council Meeting as presented.
- CARRIED
4. Minutes 4.1 Minutes of Regular Council Meeting of August 24, 2015
4.2 Minutes of Special Council Meeting of September 9, 2015
- Motion 288/15
- Moved by Councillor Jaycox to accept the Minutes of the Regular Council Meeting of August 24, 2015, as presented.
- CARRIED
- Motion 289/15
- Moved by Councillor Godlonton to accept the Minutes of the Special Council Meeting of September 9, 2015, as presented.
- CARRIED
5. Delegation 5.1 None
6. Bylaws 6.1 Bylaw 905/15 Fees for Services
- Motion 290/15
- Moved by Mayor Pankiw to table Bylaw 905/15 Fees for Services to the Regular Council Meeting Scheduled for September 28, 2015.

CARRIED

6.2 Bylaw 906/15 ATCO Gas and Pipelines Ltd. Franchise Fee RenewalMotion 291/15

Moved by Councillor Webb to give first reading to Bylaw 906/15 ATCO Gas and Pipelines Ltd. Franchise Fee Renewal.

CARRIED

Motion 292/15

Moved by Councillor Webb to increase the ATCO Gas and Pipelines Ltd. franchise fee by 1% to 25% from 24%.

CARRIED

7. New and Unfinished Business

7.1 Repurposing of Old Lodge

One member of the public joined the meeting.

Motion 293/15

Moved by Councillor Jaycox to forward a letter to Seniors Minister, Minister Sarah Hoffman, indicating the Old Seniors Lodge could be used for remodeling 20 units, and use the rest of the facility for the Rimbey Municipal Library and the Out Reach School.

CARRIED

7.2 Debbie Bergeron - Donation RequestMotion 294/15

Moved by Mayor Pankiw to have Administration respond to Ms. Bergeron advising the request for a donation has been denied.

CARRIED

7.3 Joint Fire Quality Management PlanMotion 295/15

Moved by Councillor Godlonton to have the Chief Administrative Office and the Mayor execute the Joint Fire Quality Management Plan between Ponoka County, Summer Village of Parkland Beach and Town of Rimbey.

CARRIED

7.4 Rimbey Junior Senior High School GraduationMotion 296/15

Moved by Mayor Pankiw the Town of Rimbey will donate the rental of the Auditorium for Thursday, September 24, 2015, to the Rimbey Junior Senior High School, for Graduation set up and rehearsal.

CARRIED

7.5 Residential Spec HomesMotion 297/15

Moved by Councillor Godlonton to accept the Tax Relief Program for Residential Spec Build Homes, with an amendment to a maximum of one year, for use with developers who apply in writing for a tax break.

CARRIED

7.6 Municipal Development PlanMotion 298/15

Moved by Councillor Payson for Vicinia Planning & Engagement Inc. to prepare a Municipal Development Plan for the Town of Rimbey and further the costs are accepted as presented being; Vicinia Planning & Engagement Inc. for planning specific work at a fee of \$8,000.00 plus GST, and Tagish Engineering Ltd. for mapping and engineering review for a fee of \$1922.40 plus GST., with work to start immediately, with a target date of completion for January 2016.

CARRIED

7.7 Tagish Engineering Project Status Updates to Sept 8, 2015Motion 299/15

Moved by Councillor Webb to accept the Tagish Engineering Project Status Updates to September 8, 2015 as information.

CARRIED

7.8 Town of Rimbey LogoMotion 300/15

Moved by Mayor Pankiw to table the discussion on the logo to the September 28, 2015 Regular Council Meeting.

CARRIED

8. Reports

8.1 Department Reports - None8.2 Boards/Committee Reports - None

9. Correspondence

Correspondence - None

10. Open Forum

10.1 Open Forum

Mayor Pankiw asked if anyone from the gallery wished to address Council.

One person spoke regarding the re-purposing of the old lodge, however she advised Council about the drug problems and crime in that particular area.

Mayor Pankiw recessed the meeting at 8:15 pm.

All members of the gallery departed the meeting.

Mayor Pankiw reconvened the meeting at 8:20 pm.

11. In Camera

11.1 Legal (Pursuant to Division 2, Section 27(1) of the Freedom of Information and Protection Of Privacy Act.)Motion 301/15

Moved by Councillor Webb the Council Meeting go in camera at 8:20 pm pursuant to Division 2, Sections 17(2) of the Freedom of Information and Protection of Privacy to discuss legal issues, with all Council, Interim CAO Donna Tona, Municipal Intern Michael Fitzsimmons, Contract Development Officer Liz Armitage, Director of Public Works Rick Schmidt and Recording Secretary Kathy Blakely present.

CARRIED

Motion 302/15

Moved by Councillor Godlonton the Council meeting reverts back to an open meeting at 8:27 pm.

CARRIED

Motion 303/15

Moved by Councillor Godlonton to extend the Council Meeting beyond the 90 minutes allocated for Council Meetings in the Council Procedural Bylaw 894/14.

CARRIED

Motion 304/15

Moved by Councillor Payson the Council Meeting go in camera at 8:28 pm pursuant to Division 2, Sections 17(2) of the Freedom of Information and Protection of Privacy to discuss legal issues, with all Council, Interim CAO Donna Tona, Municipal Intern Michael Fitzsimmons, Contract Development Officer Liz Armitage, Director of Public Works Rick Schmidt and Recording Secretary Kathy Blakely present.

CARRIED

Motion 305/15

Moved by Councillor Webb the Council meeting reverts back to an open meeting at 8:52 pm.

CARRIED

Motion306/15

Moved by Councillor Jaycox to obtain legal follow up regarding West Central Planning Agency.

CARRIED

12. Adjournment

Motion 307/15

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 8:53 p.m.

MAYOR



ACTING CHIEF ADMINISTRATIVE OFFICER



Council Agenda Item	6.1																		
Council Meeting Date	September 28, 2015																		
Subject	Bylaw 905/15 Fees for Services																		
For Public Agenda	Public Information.																		
Background	Administration has assembled a fee schedule for the Town of Rimbey that combines all of the various fees the town charges into one document.																		
Discussion	<p>The new fee schedule will include fees for administration, business licenses, cemetery, dog licenses, planning & development, recreation, public works, recycle facility, and utilities.</p> <p>Changes were only made to Planning & Development fees as discussed in Council on August 24, 2015. Since that council meeting, new fees were added to the Planning & Development:</p> <p>Subdivision Fees</p> <table border="1"> <tr> <td>Application of 3 lots or less</td> <td>\$900 + \$100 per new lot created</td> </tr> <tr> <td>Application of 4 lots or more</td> <td>\$1000 + \$200 per new lot created</td> </tr> <tr> <td>Time Extension of Subdivision Approval (first)</td> <td>\$250</td> </tr> <tr> <td>Time Extension of Subdivision Approval (additional)</td> <td>\$300</td> </tr> <tr> <td>Endorsement (3 lots or less)</td> <td>\$100 per new lot + remainder</td> </tr> <tr> <td>Endorsement (4 lots or more)</td> <td>\$200 per new lot + remainder</td> </tr> <tr> <td>Lot-line Adjustment Where No New Parcels are Created</td> <td>\$1000 (flat fee)</td> </tr> <tr> <td>Separation of Title</td> <td>\$800 (flat fee)</td> </tr> <tr> <td>Condominium Unit Conversion</td> <td>\$40 per unit</td> </tr> </table> <p>Other Fees</p> <ul style="list-style-type: none"> • Encroachment Permit - \$275 • Variance - \$200 <p>Amendments would be made to Bylaws 873/11 (Business License), 836/09 (Development and Building Permits), and 818/07 (Cemetery) to move Schedule A of those bylaws to "Schedule A" in Bylaw 905/15.</p> <p>Another amendment would be made to 755/03 (Dog Control), moving DOG LICENSE and IMPOUND FEE to Bylaw 905/15 "Schedule A"</p> <p>Bylaw 876/12 (Utility Rate Amendment) and 900/15 (Fees for Services) will be rescinded.</p>	Application of 3 lots or less	\$900 + \$100 per new lot created	Application of 4 lots or more	\$1000 + \$200 per new lot created	Time Extension of Subdivision Approval (first)	\$250	Time Extension of Subdivision Approval (additional)	\$300	Endorsement (3 lots or less)	\$100 per new lot + remainder	Endorsement (4 lots or more)	\$200 per new lot + remainder	Lot-line Adjustment Where No New Parcels are Created	\$1000 (flat fee)	Separation of Title	\$800 (flat fee)	Condominium Unit Conversion	\$40 per unit
Application of 3 lots or less	\$900 + \$100 per new lot created																		
Application of 4 lots or more	\$1000 + \$200 per new lot created																		
Time Extension of Subdivision Approval (first)	\$250																		
Time Extension of Subdivision Approval (additional)	\$300																		
Endorsement (3 lots or less)	\$100 per new lot + remainder																		
Endorsement (4 lots or more)	\$200 per new lot + remainder																		
Lot-line Adjustment Where No New Parcels are Created	\$1000 (flat fee)																		
Separation of Title	\$800 (flat fee)																		
Condominium Unit Conversion	\$40 per unit																		
Relevant Policy/Legislation	MGA Section 7 – General jurisdiction to pass bylaws Section 630.1 – Planning and Development fees																		



TOWN OF RIMBEY REQUEST FOR DECISION

Options/Consequences	<p>Administration recommends two options for Council:</p> <ol style="list-style-type: none"> 1) Council can pass first, second and third reading making the Bylaw effective September 28, 2015 2) Council can refuse to pass first, second and third readings with recommendations. Administration will make the appropriate changes and present the modified bylaw at the next council meeting.
Desired Outcome(s)	Administration would like to have a fee schedule that includes all of the various town fees that residents can easily access.
Financial Implications	New sources of revenue provided by the new fees schedule.
Follow Up	N/A
Attachments	Bylaw 905/15 Fees for Services
Recommendation	Administration recommends that Council go ahead with first, second and third reading of Bylaw 905/15
<p>Prepared By:</p> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">  <hr style="width: 100%;"/> <p>Michael Fitzsimmons Municipal Intern</p> </div> <div style="text-align: center;"> <p><u>Sept 22/2015</u></p> <p>Date</p> </div> </div> <p>Endorsed By:</p> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">  <hr style="width: 100%;"/> <p>Donna Tona, CTS Interim Chief Administrative Officer</p> </div> <div style="text-align: center;"> <p><u>Sept 23/15.</u></p> <p>Date</p> </div> </div>	

**By-Law 905/15
Fees for Services**

**A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF
ALBERTA TO ESTABLISH A FEE STRUCTURE TO PROVIDE
INFORMATION, GOODS OR SERVICES TO THE PUBLIC**

WHEREAS Every person has a right to obtain information in the possession of a municipality unless there is a reason why the information should not be disclosed;

WHEREAS The Council of the Town of Rimbey deem it appropriate to establish a fee structure to provide information, goods or services to the public;

The Council and the Town of Rimbey deem it necessary to make appropriate changes to the Planning & Development fees.

THEREFORE The Council of the Town of Rimbey, duly assembled, hereby enacts as follows:

The attached "Schedule A" for By-Law 905/15 establishes the fee services to the public and may be amended and replaced by Administration as necessary, by resolution of Council.

By-Law amendments as followed:

"Schedule A" will be removed from By-law 873/11, 818/07, 836/09 and replaced by "Schedule A" in By-law 905/15.

"LICENSE FEE" and "IMPOUND FEE" are removed from "Schedule A" of By-law 755/03 and will be added to "Schedule A" of By-law 905/15.

AND FURTHER THAT Bylaw 876/12, and 900/15 are hereby rescinded.

This By-Law shall come into effect on the date of final passage thereof.

Read a First Time in Council this _____ day of _____, 2015.

Read a Second Time in Council this _____ day of _____, 2015.

UNANIMOUSLY AGREED to present this By-Law for Third and Final Reading.

Read a Third Time and Finally Passed this _____ day of _____, 2015.

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER

Bylaw 905/15

Schedule A: Fees for Services

Administrative Charges

County Maps	\$15 - Plain paper \$20 - Laminated
F.O.I.P. Requests	\$25.00 Application Fee per request, plus \$50.00 per hour administration fee for research
Land Use Bylaw	\$25, including GST
Municipal Development Plan	\$25, including GST
N.S.F. Cheques	\$42.50, no GST
Special Meetings With Council	\$50 per council member in attendance, fee may be waived
Tax Certificates	\$35, written requests only
Tax Recovery Notification	\$25, no GST
Tax Searches	\$15, no GST

Business License Fees (Bylaw 873/11)

Resident Business	\$35
Local Area Business	\$85
Home Office or Home Business	\$50
Non-Resident Business	\$250
Daily License (any category)	\$50
<i>(50%) when purchased after September 30 in any license year.</i>	

Cemetery Fees (Bylaw 818/07)

Plot	\$350/plot
Niche	\$1700/plot
Children's Plots	50% of the above price if only half plot is requested
Cremation Plot	\$175/plot
Legion Members (not including spouse)	%50 of conventional plot sale charge
Opening and Closing in the Summer	\$320
Opening and Closing in the Winter	\$400
Double Depth Opening and Closing in Summer	\$365
Double Depth Opening and Closing in the Winter	\$465
Opening and Closing of Cremation Plot in the Summer	\$100
Opening and Closing of Cremation Plot in the Winter	\$160
Additional Opening and Closing of Niche	\$50
Opening and Closing on Statutory Holiday or Weekend	\$250
Opening and Closing of Niche on Statutory Holiday or Weekend	\$150
Disinterment of Remains Not Cremated	\$1000
Mount Auburn and West Haven Cemetery Perpetual Care	\$110 per plot, including GST
Perpetual Care of Cremation Plot	\$110 per plot, including GST
Monument Permits	\$25 per permit

Dog License Fees (Bylaw 755/03)

License Fee	\$20 per year
Impound Fee	\$40 per day

Planning & Development Fees (836/09)

Development Permit Fees	
Permitted Use Development Permit	\$70
Discretionary Use Permit	\$150
Building Accessories (decks, sheds, garages, etc.)	\$50/accessory
Modular, Manufactured or Mobile Homes	\$70
Multi-unit Dwellings	\$70 + \$25/unit (permitted use) \$120 + \$25/unit (discretionary use)
Signs	\$25/sign (permitted use) \$50 (discretionary use)
Performance Deposit	\$2000 or 1% of estimated project value, whichever is greater
Development Permit Construction Fee	\$2/\$1000 of construction up to \$1,000,000 + \$1.50/\$1000 of construction value over \$1,000,000
Building Permit Fees	
Building Permit Fee	\$5.25/\$1000 of construction value up to \$1,000,000 + \$3/\$1000 of construction value that exceeds \$1,000,000
Minimum Fee	\$60
Modular Homes	\$0.35/sq. ft. of main floor space
Demolition Permit Fees	\$50 - residential/accessory buildings greater than 200 sq. ft. \$100 – residential or commercial improvements requiring an inspection
Re-inspection fee	\$75
Subdivision Fees	
Application of 3 lots or less	\$900 + \$100 per new lot created
Application of 4 lots or more	\$1000 + \$200 per new lot created
Time Extension of Subdivision Approval (first)	\$250
Time Extension of Subdivision Approval (additional)	\$300
Endorsement (3 lots or less)	\$100 per new lot + remainder
Endorsement (4 lots or more)	\$200 per new lot + remainder
Lot-line Adjustment Where No New Parcels are Created	\$1000 (flat fee)
Separation of Title	\$800 (flat fee)
Condominium Unit Conversion	\$40 per unit
Miscellaneous Fees	
Land Use Bylaw Amendments	\$750 (minor), \$1500 (major)
Area Structure Plan Amendments	\$750 (minor), \$1500 (major)
Municipal Development Plan Amendment	\$750 (minor), \$1500 (major)
Outline Plan Amendment	\$750 (minor), \$1500 (major)
Development Appeal Board	\$250
Encroachment Permit	\$275
Variance	\$200
Developments and Buildings Without a Permit	Double the original permit fees
Compliance Certificates	\$60, including GST
Compliance Certificate (Rush order, when available)	\$100, including GST

Confirmation of Zoning	\$50, including GST
------------------------	---------------------

Recreation Services	
Peter Lougheed Community Centre	
<u>Main Auditorium</u>	
Sunday to Thursday:	\$300
Friday to Saturday:	\$350
8:30am to 4:30pm (Mon. to Fri. – excluding holidays)	\$100
Funerals	\$150
Security Deposit	\$350
<u>Upper Auditorium</u>	
Evenings & Weekends	\$150
8:30 am to 4:00 pm	\$100
Hourly Rate	\$25
Security Deposit	\$150
<u>Kinsmen Room</u>	
All Day	\$40
Hourly Rate	\$15
Security Deposit	\$50
<u>Lion's Room</u>	
All Day	\$60
Hourly Rate	\$20
Security Deposit	\$100
<u>Kitchen</u>	\$150/day or \$50/hr.
<u>Fitness Centre Memberships</u>	
Adult (year)	\$215
Adult (6 months)	\$130
Adult (3 months)	\$78
Adult (1 month)	\$39
Family (year)	\$357
Family (6 months)	\$195
Family (3 months)	\$130
Family (1 month)	\$65
Student (year)	\$97.50
Student (6 months)	\$71.50
Student (3 months)	\$52
Student (1 month)	\$26
Drop in (Adult)	\$5
	GST not included in the above fees
Ice Rental Rates	
Youth (local)	\$80/hr.
Youth (out of town)	\$100/hr.
Adult (local)	\$120/hr.
Adult (out of town)	\$130/hr.
Adult Tournament Rate/Junior B	\$95/hr.
Public Skating & Shinny	
Rimbey Aquatic Center	
<u>Adult (18+)</u>	
Daily	\$5
10 Punch	\$45
Season	\$75
Midseason	\$60
<u>Seniors (65+)</u>	
Daily	\$4
10 Punch	\$36

Season	\$60
Midseason	\$48
<u>Student (13-17)</u>	
Daily	\$4
10 Punch	\$36
Season	\$60
Midseason	\$48
<u>Youth (7-12)</u>	
Daily	\$3
10 Punch	\$27
Season	\$45
Midseason	\$36
<u>Child (3-6)</u>	
Daily	\$2
10 Punch	\$18
Season	\$30
Midseason	\$24
<u>Family</u>	
Daily	\$12
10 Punch	\$108
Season	\$180
Midseason	\$144
<u>Lessons</u>	
Preschool	\$30
Levels 1-4	\$40
Levels 5-10	\$50
Private	\$15
Semi-Private	\$20
Adult	\$35
<u>Rentals (per hour)</u>	
Pool & Arena (0-30)	\$80
Every extra 30	\$20
Party Room	\$15
Party Room (day)	\$40
<u>Miscellaneous</u>	
Swim Diapers	\$1
Goggles	\$13-22
Swim Caps	\$8
Ear Plugs	\$4
<u>Programs</u>	
Bronze Medallion	\$140
Bronze Cross	\$110
Junior Lifeguard Club	\$100

Public Works

Sanding Truck	\$100 per hour (minimum)
Sand / Salt	\$40 per cubic metre (minimum)
Street Sweeper	\$150 per hour (minimum)
Tandem Truck	\$115 per hour (minimum)
Backhoe	\$130 per hour (minimum)
Loader	\$175 per hour (minimum)
Skid Steer	\$100 per hour (minimum)
Snow Blower	\$100 per hour (minimum)
Street Grader	\$175 per hour (minimum)
Municipal Vehicles	\$75 per hour (minimum)
Grass Cutting Equipment	\$65 per hour (minimum)
All equipment rentals include an operator. GST will also be added to the above rates.	

Recycle Facility

Residential (Town/County)	Free
Commercial	User pay
Metal (1 Ton Truck)	\$25
All Trucks Over 1 Ton	\$40-\$50
Burn Pit	Rates should be the same with a restriction of all materials to be under 6' in length and 1" in diameter.

Utilities (876/12)

Water Consumption	\$1.66 m ³
Sewer	70% of water consumption charges
Meter Service Charges (Flat Rate)	
5/8" meter	\$4.69
5/8" x 3/4" meter	\$4.69
3/4" meter	\$4.69
1" meter	\$7.81
1 1/2" meter	\$10.94
2" meter	\$15.63
3" meter	\$31.25
4" meter	\$62.50
Garbage Fee (Residential)	\$17.00 per month
Recycle Fee (Residential)	\$3.00 per month
<i>Commercial meter rate depends on meter size.</i>	
<i>All properties are required to have water meters.</i>	
<i>In the even that a utility account is in arrears, the charges levied, penalties and fees may be transferred to the tax roll of the property and be collectable by the same procedures as taxes levied by the Town of Rimbey.</i>	



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	7.1
Council Meeting Date	September 28, 2015
Subject	Town of Rimbey Logo
For Public Agenda	Public Information
Background	The Town of Rimbey approved Policy 101 Town of Rimbey Logo, by way of resolution 453/86, on September 10, 1986.
Discussion	<p>During the discussions regarding the Town of Rimbey's new web site, it has become apparent the very first thing a person sees is the Town Logo. Mr. Oliver was asked to prepare logo options for Council's perusal and ultimate decision on a new logo for the Town of Rimbey.</p> <p>Mr. Oliver provided 10 logo options to Council at the September 14 Regular Council Meeting, whereby Council eliminated 9 of 10 logos and requested alterations to the one they preferred. Please note, this is a proof of concept only and once all the Council is satisfied with the logo, Mr. Oliver will fine tune the graphics.</p> <p>Policy 101 Town of Rimbey Logo, will need to be amended to reflect the new logo when selected.</p>
Relevant Policy/Legislation	Town of Rimbey Policy 101
Options/Consequences	<p>Council may opt to accept the logo as provided.</p> <p>Council may opt to request additional alterations to the logo.</p> <p>Council may opt to reject the logo submitted.</p>
Desired Outcome(s)	To have a new logo for Rimbey.
Financial Implications	Cost would be incorporated with the web site design.
Follow Up	Advise Mr. Oliver as to Council's wishes.
Attachments	Chosen logo with alterations
Recommendation	For Council to approve a new logo for Rimbey.

Prepared By:

 Donna Tona, CTS
 Interim Chief Administrative Officer

Sept 23/15

 Date



TOWN OF RIMBEY REQUEST FOR DECISION

Endorsed By:

Donna Tona, CTS
Interim Chief Administrative Officer

Date



/
Note - the "y" will
have the tail tucked
back.



Resident Pick

Note: the "y" will have the tail tucked back.

As well:



Once the logo concept is picked, vectoring will take place. Colours will be more vibrant, lettering thinner



Council Agenda Item	7.2
Council Meeting Date	September 28, 2015
Subject	Rimbey & District Crime Watch Association
For Public Agenda	Public Information
Background	On September 18, 2015, Administration received a letter from Linda Campbell of the Rimbey & District Crime Watch Association.
Discussion	<p>The Rimbey & District Crime Association is requesting to use the Kinsman Room located in the Peter Loughheed Community Centre to hold their monthly meetings. The meetings would take place on the second Tuesday of each month from September through June and would last approximately 1 hour.</p> <p>The Rimbey & District Crime Association is requesting Council donate the costs of the meeting room.</p> <p>Administration has spoken with the Recreation Department and has determined the cost of the Kinsmen Room is \$15.00 per hour or \$40.00 per day. It is normally available on Tuesday evenings, however the rooms is already booked by another customer for the evening of December 8, 2015, which would mean the Rimbey & District Crime Association would need to pick an alternate evening in December 2015.</p> <p>As the second Tuesday of September has passed, the value of the donation for the period of October 2015 through June 2016 would be \$135.00. Normally the cost of the rental would be \$150.00 for the ten month period, providing the rental rate does not increase in the 2016 budget.</p>
Relevant Policy/Legislation	Not applicable
Options/Consequences	<ol style="list-style-type: none"> 1. Council may grant the donation request of the rental of the Kinsmen Room. 2. Council may opt to deny the donation request of the rental of the Kinsmen Room. 3. Council may opt to charge a reduced rate for the rental of the Kinsmen Room.
Desired Outcome(s)	For Council to discuss and determine a resolution regarding the Rimbey & District Crime Watch Association donation request.
Financial Implications	Should Council decide to grant the donation request of the Kinsmen Room rental for the period of October 2015 to June 2016, there would be a loss of rental revenue in the amount of \$135.00.
Follow Up	To advise the Rimbey & District Crime Watch Association of the decision of Council.
Attachments	Letter from the Rimbey & District Crime Watch Association.



TOWN OF RIMBEY REQUEST FOR DECISION

Recommendation	Administration recommends Council authorize the Rimbey & District Crime Watch Association to hold their monthly one hour meetings, on the second Tuesday of each month, in the Kinsmen Room at the Peter Loughheed Community Centre, free of charge, for the period October 2015 through June 2016, with the exception of December 2015, whereby they will be required to select a different evening, and further, the Rimbey & District Crime Watch Association shall apply in writing for the rental, each and every year.	
Prepared By:	 _____ Donna Tona, CTS Interim Chief Administrative Officer	
Endorsed By:	 _____ Donna Tona, CTS Interim Chief Administrative Officer	

Sept 23/15
Date

Sept 23/15
Date



Rimbey & District Crime Watch Association

In Cooperation with the Rimbey RCMP Detachment

c/o Box 919, Rimbey, Alberta T0C 2J0



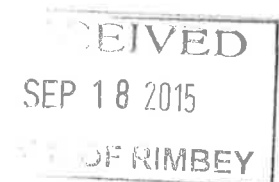
September 18, 2015

To Rimbey Town Council.

The board of the Rimbey and District Crime Watch Association request the use of the Kinsman room for a monthly meeting. Meetings take place the second Tuesday of the month, from September to June, and usually last for about 1 hour. As we are a nonprofit society, we also request that the fee for use be waived.

Thank you for your consideration. You may contact me, Linda Campbell, secretary, at 403-843-6411.

Linda Campbell





TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	7.3
Council Meeting Date	September 28, 2015
Subject	Earl Repas Subdivision Application TR 15 04
For Public Agenda	Public Information
Background	On August 18, 2015 Earl Repas submitted a subdivision application to West Central Planning Agency (WCPA).
Discussion	<p>WCPA conducted a subdivision review and submitted a review and draft approval letter to town administration on September 10, 2015.</p> <p>Attached for Council's review are:</p> <ul style="list-style-type: none"> • WCPA recommendation Letter, Dated September 10, 2015 • WCPA Draft Approval Letter • WCPA prepared map showing the proposed subdivision location • WCPA subdivision application form • Agency and neighbour circulation responses
Relevant Policy/Legislation	Municipal Government Act Subdivision and Development Regulations
Options/Consequences	Option 1: Approve the subdivision with the conditions proposed by WCPA. Option 2: Refuse the subdivision stating reasons.
Desired Outcome(s)	Council approve the subdivision with the conditions proposed by WCPA.
Financial Implications	None to the Town
Follow Up	N/A
Attachments	<p>WCPA Correspondence including:</p> <ul style="list-style-type: none"> • WCPA Review and recommendation Letter, Dated September 10, 2015 • WCPA Draft Approval Letter • WCPA prepared map showing the proposed subdivision location • WCPA subdivision application form • Agency and neighbour circulation responses
Recommendation	Council review the subdivision as presented by WCPA and make a decision.

Prepared By:

Liz Armitage
Contract Development Officer

September 22, 2015

Date



TOWN OF RIMBEY REQUEST FOR DECISION

Endorsed By:

Donna Tona, CTS
Interim Chief Administrative Officer

Sept 23/15

Date

WEST CENTRAL PLANNING AGENCY

#105, 5111 – 50 AVENUE WETASKIWIN, ALBERTA T9A 0S5

TELEPHONE (780) 352-2215 – FAX (780) 352-2211

WCPA@TELUSPLANET.NET

September 10th, 2015

WCPA File Number: TR/15/04

Re: Submission of subdivision proposal TR/15/04, 742301 Alberta Ltd (Agent-New West Geomatics)

Attention: Liz Armitage

On August 18th, 2015 a subdivision application was filed by 742301 Alberta Ltd to sever an existing lot into two. The size of proposed Lot 19, Block 14 and Lot 20, Block 14 will be approximately 278.7 m² or 0.028 hectares. It should be noted, that there is a slight variance in the width of the lots due to the fact that the structure was in construction prior to the drafting of the tentative plan. Despite the variance, the area ultimately equates to the same size when calculated.

West Central Planning Agency's (WCPA) initial research revealed that the lot size in relation to the house footprint complies with the regulations found under the R2 district of the Town's Land Use Bylaw. The minimum front setback of six meters is also in compliance, however, the cantilever protrudes out from the house by 0.61 meters.

On August 24th, 2015 WCPA conducted a site visit to the subject area. The proposal is located on 52nd Ave and east of 48th St. The lots are situated in an established neighbourhood consisting of single and semi-detached dwellings, and the lot immediately to the west of the subject area is vacant. Parking and vehicle access to the lots will be through an existing laneway situated at the back.

The two week referral processes yielded one concern from an adjacent landowner. The land owner raised issues in regard to the duplex being constructed prior to subdivision notification. The letter further goes on to make reference to the Town's Land Use bylaw and the issue of irresponsible homeowners in the older neighbourhoods. Although the latter comments may hold some merit, it does not relate directly to the subdivision proposal; a copy of the landowner's letter is accompanied with the subdivision package. Additional comments were also received from Atco Gas and Fortis Alberta. Their suggestions were reviewed and incorporated into a list of conditions found in the draft approval letter.

Reserves are not owing as according to the MGA, municipal reserves are exempted from land less than 0.8 hectares in size.

The subdivision proposal complies with the Town's Land Use Bylaw. In conclusion, our recommendation is to approve subdivision file TR/15/04 contingent on the list of conditions placed within the draft approval letter.

Regards



Kemi D. Apanisile BURPI, RPP, MCIP
Municipal Planner, WCPA

Sept 10th, 2015

WCPA File Number: TR/15/04

DRAFT APPROVAL

742301 Alberta Ltd
Box 1245
Rimbey, AB
T0C 2J0

Agent – New West Geomatics Ltd
306, 5033-52 Street
Lacombe AB
T4L 2A6

Proposed Subdivision within Lot 15 Block 14 Plan 8343ET

The Town of Rimbey has determined that your application for a subdivision is consistent with Section 654 of the Municipal Government Act, and the application has therefore been approved.

In order to complete the subdivision and obtain separate titles, you must do the following:

1. Engage an Alberta Land Surveyor to prepare a plan of subdivision to be registered at Land Titles Office based on the approved West Central Planning Agency drawing dated August 19th, 2015. On completion of the survey plan, your surveyor must submit the plan to West Central Planning Agency for endorsement.
2. The applicant shall enter into and comply with a development agreement, on terms satisfactory to the Town of Rimbey, for the purposes described in Section 655 of the *Municipal Government Act*, and may include but not limited to the following:
 - a. The construction of driveway cuts.
 - b. The payment of any off-site levies
3. If necessary, you are to pay any outstanding offsite levies. Please contact the Town of Rimbey to arrange for payment of these fees.
4. The applicant is to contact ATCO Gas to ensure separate services lines are connect to each lot. Please refer to ATCO Gas letter dated August 21st, 2015 for further detail.
5. The applicant is to contact Fortis Alberta to arrange installation electrical services. Please refer to Fortis Alberta letter dated August 27th, 2015 for further detail.
6. Applicant is to pay any outstanding taxes on the property.

7. Municipal Reserves are not owing as the land that is to be subdivided is less the 0.8 hectares.

8. The applicant is pay and endorsement fee of \$200 to West Central Planning Agency.

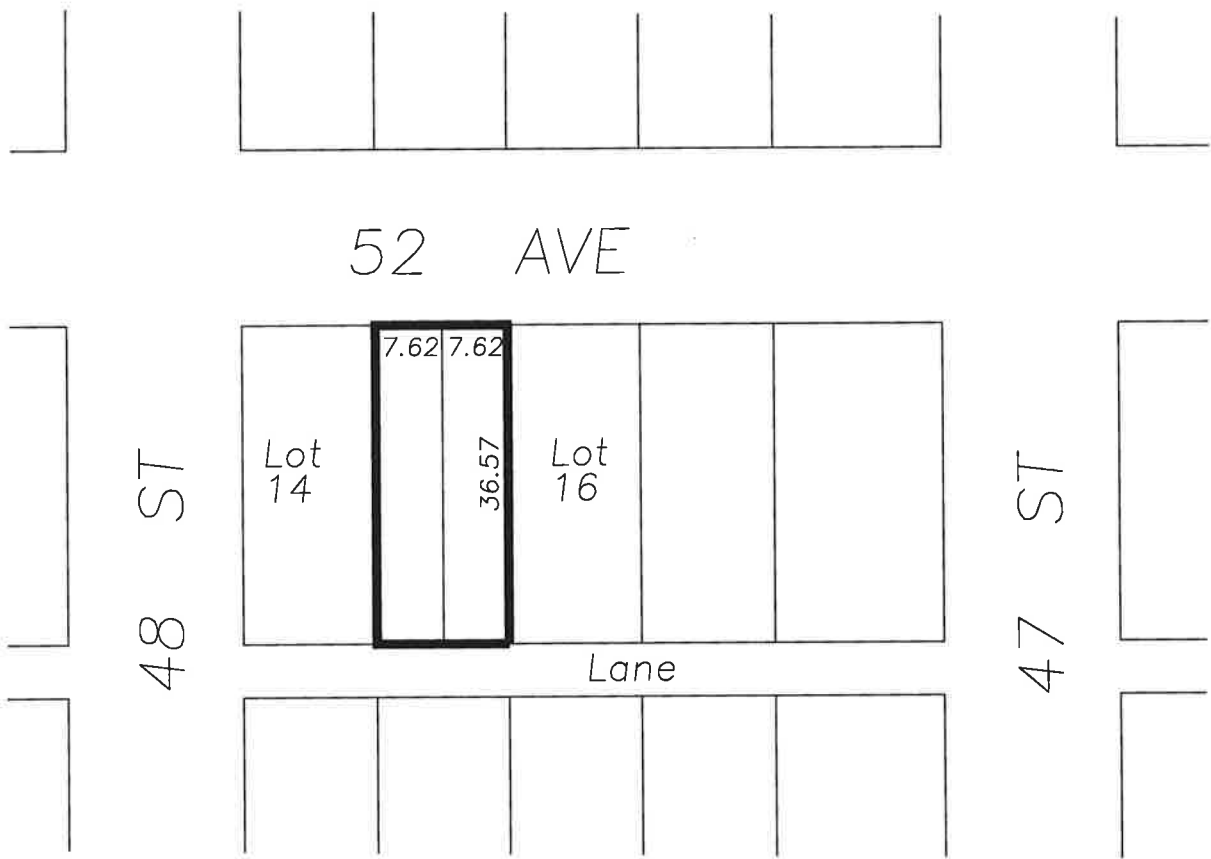
Should you wish to appeal any of these conditions, you must file notice of appeal with the Town's Subdivision and Development Appeal Board within 19 days of this letter. There is no fee for filing an appeal

Regards,



Kemi D. Apanisile, BURPI, RPP, MCIP
Municipal Planner, WCPA

Proposed Subdivision in the
Town of Rimbey
 Lot 15 Block 14 Plan 8343ET



Lot 15 to be split to accommodate a duplex.
 Dimensions are in metres and are approximate

Registered Owner(s): 742301 Alberta Ltd.

— denotes titled area

File: TR/15/04

Drawn: August 19, 2015

Revised:

WEST CENTRAL PLANNING AGENCY

Suite 101, 5111 - 50th Avenue Wetaskiwin, AB T9A 0S5
 Phone 780-352-2215 Fax 780-352-2211 Email admin@westcentralplanning.ca Web Site: www.WestCentralPlanning.ca

WEST CENTRAL PLANNING AGENCY

#101, 5111 -- 50 AVENUE WETASKIWIN, ALBERTA T9A 0S5
TELEPHONE (780) 352-2215 -- FAX (780) 352-2211
ADMIN@WESTCENTRALPLANNING.CA

APPLICATION FOR SUBDIVISION APPROVAL

WCPA File # TR/15/04 Date Received: Aug 18/15
Fees Received: \$ 1100.00 Registered Plan #

REGISTERED OWNER

Name(s): 742301 Alberta Ltd.

Number of owner(s): one If more than one owner, contact name: Earl Repas

Address: PO Box 1245 City: Rimbey Province: AB

Postal Code: T0C 2J0 Telephone: 403-704-0605 Fax:

E-mail: wildwest@telus.net

LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

Quarter SW Section 28 Township 42 Range 2 Meridian 5

Lot 15 Block 14 Plan 8343ET

Rural OR Municipal Address if any 4713-52 Avenue, Rimbey, AB

Area of current title: 0.056 acre/ha ^(circle one) Area of lot(s) to be created: 0.056 acre/ha ^(circle one)

LOCATION AND PRESENT USE

Name of Municipality
Town of Rimbey

If the land is immediately adjacent to a municipal boundary, give name of the other municipality No

If the land is within half a mile (800m) of a highway or secondary road, give its number No

If the proposed parcel is within 1.6km (one mile) of a sour gas facility, give its location No

If the proposed parcel contains or is bounded by a river, stream, lake or other water body, or by a drainage ditch or canal, give its name No

Present land classification (zoning) R2 Residential

PROPOSED SUBDIVISION

Describe the proposed subdivision This subdivision is required to create two new parcels for a new duplex being constructed on the lands.

Number of lots to be created Two

Describe any existing buildings On the proposed parcel(s) As shown on Tentative Plan

List all utility services available (water, sewer, gas, power, etc) Town system

Describe the soil, slope and vegetation loam, clay

Describe the present sewage disposal system and indicate its location on a sketch Town system

Updated: January 16, 2015

OWNER'S APPLICATION AND CONSENT

1. I am the registered owner of the property as noted.
2. I am applying for approval to subdivide the property as noted.
3. The information on this form is full and complete and is to the best of my knowledge a true statement of the facts relating to this application for subdivision.
4. I consent to staff of the Agency, municipality and referral agencies to enter the above noted lands to conduct a site inspection.
5. I acknowledge the Decision Time Limit of 60 days: Under S. 6(b) of the ALBERTA REGULATION 43/2002, SUBDIVISION AND DEVELOPMENT REGULATION
6. The information on this form may be released under S.653 of the Municipal Government Act or successor legislation.
7. (Optional) I nominate the person noted below to act as my agent in processing the application.
8. The personal information provided by you is being collected under the authority of the Municipal Government Act RSA 2000 chapter M-26 and will be used for the purposes under that Act. The personal information that you provide may be made public, subject to the provisions of the Freedom of Information and Protection of Privacy Act.
9. I accept that all of West Central Planning Agency fees are **NON-REFUNDABLE!**

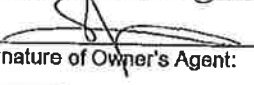
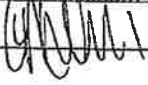
742301 Alberta Ltd. - Earl Repas  Aug 13/15
 Printed Name of Owner Signature of Owner Date

OWNER'S AGENT (If applied):
 Name: New West Geomatics Ltd.

Address: 306, 5033-52 Street City: Lacombe Province: AB

Postal Code: T4L 2A6 Telephone: 403-782-5358 Fax: 403-782-3508

E-mail: administration@newwestgeomatics.com

  Aug 13, 2015
 Signature of Owner's Agent Date

2015 WCPA Fee Schedule
(effective date January 16, 2015, as approved by WCPA Board of Directors)

<u>Initial Subdivision Application (due at the time of application):</u>	
Three (3) lots or less per application:	\$900.00 plus \$100 per new lot created
Four (4) lots or more per application:	\$1000.00 plus \$200 per new lot created
Time extension of subdivision approval (first)	\$250.00
Time extension of subdivision approval (second or additional)	\$300.00
<u>Endorsement (due at the time of plan endorsement):</u>	
Three (3) lots or less per application:	\$100.00 per new lot plus remainder
Four (4) lots or more per application:	\$200.00 per new lot plus remainder
<i>(Remnant parcels and bare land condominium units are included. Roads, reserve lots and public utility lots are excluded)</i>	
<u>Other Applications:</u>	
Lot-line adjustment where no new parcels are created (flat fee)	\$1000.00
Separation of title (flat fee)	\$800.00
Condominium Unit Conversion (buildings only) <i>(Section 75 of the Condominium Property Regulations)</i>	\$40 per unit

NOTE: A DETAILED SKETCH OF THE PROPOSED LOT MUST BE SUBMITTED ALONG WITH THE APPROPRIATE FEES FOR THE APPLICATION. WITHOUT THE DRAWING AND THE APPROPRIATE FEES (CASH & CHEQUES ONLY), THE APPLICATION CANNOT BE PROCESSED.

DRAWING ENCLOSED



Your File: TR/15/04
Our File: 15-RIMB01

August 21, 2015

**Re: Subdivision Referral for New West Geomatics Ltd.
SW 28-42-2-5 Lot 15 Block 14**

The Engineering Department of ATCO GAS, an Operating Name of ATCO Gas and Pipelines Ltd. has reviewed the above-named plan and have no objections, subject to the following:

FOR YOUR INFORMATION:

1. Each lot is to have a separate service line.
2. When gas service is required for the individual lots, the owner/developer shall contact the local ATCO Gas office at 403-357-5200 to discuss their service requirements, timing and the associated costs
3. Remember to contact Alberta One-Call at 1-800-242-3447 to have the gas lines located at least 48 hours prior to any excavation.

If you have any questions or concerns, please do not hesitate to call.

Yours truly,

For John Adams
Engineering Intern
Red Deer District Operations

cc Nicole Smith

Alberta Transportation

Office of the Operations Manager
Central Region

#401, 4920 - 51 Street
Red Deer, Alberta

Telephone 403/340-5166
Fax 403/340-4876

August 24, 2015

File: Rimbey (SUB)
WCPA File: TR/15/04

West Central Planning Agency
#101, 5111 - 50th Avenue
Wetaskiwin, AB T9A 0S5
Sent via email to: jtran@westcentralplanning.ca

Attention: Jason Tran, Manager

**RE: PROPOSED SUBDIVISION (742304 ALBERTA LTD)
LOT 15, BLOCK 14, PLAN 4343ET; PT. SW 28-42-02-W5
48 STREET AND 52 AVENUE, TOWN OF RIMBEY**

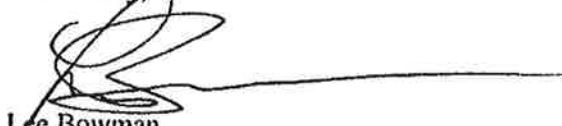
With reference your referral to create two (2) new parcels for a duplex at the above noted location.

By definition, the subject property is not adjacent to Highway 20A (51st Street) or Highway 53 (50th Avenue) of which at this location the posted speed limit is less than 80 kilometres per hour. As per Section 5(5)(d)(i) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, the Deputy Minister of Transportation is not a required referral.

Notwithstanding, we have no objections/concerns with the creation of two new parcels for a duplex as proposed and/or favourable consideration by the Town of Rimbey subdivision authority.

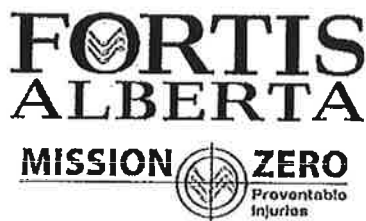
Thank you for the referral and opportunity to comment. If you have any questions, please contact me or Sandy Choi at the above noted number.

Yours truly,



Lee Bowman
Development/ Planning

/sc



Marc Paquet
Land Department

FortisAlberta Inc.

, AB

Phone# 587-775-6216

Cell#

www.fortisalberta.com

Email: marc.paquet@fortisalberta.com

August 27, 2015

Town of Rimbey
4938-50th Avenue
PO Box 350
Rimbey, Alberta
T0C 2J0

Attention: Lucien Cloutier

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320018425

MD File No.: TR/15/04

Location/Legal Description: SW-28-42-2-W5

Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Marc Paquet', is written above the typed name.

Marc Paquet
Land Department

RE: 320018425

Executive Administrator

From: "Robyn & Robert McIntyre" <rrmac@telus.net>
Date: August-28-15 12:14 PM
To: <admin@westcentralplanning.ca>
Subject: File Number TR/15/04

To Whom it May Concern:

Regarding the letter we received on August 26, 2015 about the application for a proposed subdivision near my property, I find the letter laughable. This structure is already near completion. Ground was broke May long weekend and NO notice was given to us or surrounding property owners in regard to this. What are we to do now? Request the building be torn down? The entire proceedings are completely backwards.

The town of Rimbey doesn't seem to have any rhyme nor reason as to the layout of properties as there are duplexes/4-plexes, mobile homes scattered "willy-nilly" throughout the older neighbourhoods. This doesn't bode well for the property owner who takes pride in his home...my neighbour is now surrounded by multi-family dwellings. What does this do for our property value? There doesn't seem to be any by-laws to hold property owners responsible for looking after their homes/yards. If there is they certainly don't seem to be enforced as there are so many that look like dumping grounds as opposed to homes. That being said, why is there no area designated to these types of dwellings? There is in pretty much every other town/city I've been to.

I understand my ranting will probably get no adequate response. I simply feel the need to vent. What's done is done. But as a home owner who does take much pride in the appearance of my home, it is very frustrating to be in constant "competition" with the slum-lords and deadbeat homeowners who really don't give a proverbial crap!

Sincerely,

Robyn McIntyre=

Executive Administrator

From: <Isabel.Solis@atcopipelines.com>
Date: September-03-15 4:12 PM
To: <admin@westcentralplanning.ca>
Attach: 20150820142230484.pdf
Subject: 15-2721 Response - tr/15/04

ATCO PIPELINES has no objection.

Thank you :)

Isabel Solis | Operations Engineering Administrative Coordinator
ATCO Pipelines | 7210-42 Street NW | Edmonton, AB T6B 3H1
T: 780.420.3896 | F: 780.420.7411

ATCO Pipelines has a new website! Check it out here: www.atcopipelines.com

MISSION: ATCO Pipelines provides reliable and efficient delivery of natural gas and is committed to operational excellence and superior customer service while ensuring the safety of our employees and the public.

Please consider the environment before printing this e-mail

-----Original Message-----

From: admin@westcentralplanning.ca [mailto:admin@westcentralplanning.ca]
Sent: Thursday, August 20, 2015 2:23 PM
To: Liz Armitage; Wolfcreek; Alberta Transportati; alta link; Senko, Amanda; Solis, Isabel
Subject: tr/15/04

This E-mail was sent from "RNP002673546F53" (Aficio MP C3002).

Queries to: admin@westcentralplanning.ca

The information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any unauthorized review, distribution or other use of or the taking of any action in reliance upon this information is prohibited. If you receive this in error, please contact the sender and delete or destroy this message and any copies.



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	8.1
Council Meeting Date	September 28, 2015
Subject	Department Reports
For Public Agenda	Public Information
Background	Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.
Discussion	
Relevant Policy/Legislation	Not applicable.
Options/Consequences	1. Accept the department reports as information. 2. Discuss items in question with department managers.
Desired Outcome(s)	To keep Council and the community informed of actions taken by the various Town of Rimbey Departments.
Financial Implications	Not applicable.
Follow Up	Advise department managers of an requirements made by Council.
Attachments	8.1.1 Interim Chief Administrative Officer Report 8.1.2 Director of Public Works Report 8.1.3 Director of Community Services Report 8.1.4 Community Peace Officer Report 8.1.5 Contract Development Officer Report
Recommendation	Motion by Council to accept the department reports as information.

Prepared By:

Donna Tona, CTS
Interim Chief Administrative Officer

Sept 23/15

Date

Endorsed By:

Donna Tona, CTS
Interim Chief Administrative Officer

Sept 23/15

Date



Highlights

CAO report for the month of September

It is typical for a municipality to be very busy, but Rimby seems to move at an extraordinary pace. This month has seen the CAO provide the following service:

1. Preparation for Council meetings;
2. Meetings with the Planning and Development Consultant regarding a number of administrative issues, sub-divisions, policy discussions, MDP, West Central Planning issues and other general concepts of planning;
3. Secretary to the SDAB Board for their first hearing and subsequent deliberations;
4. Staff coaching and support;
5. Meeting with the CAO of The Summer Villages of Sylvan Lake regarding the Peace Officer Contract service levels;
6. CPO file review;
7. Resident Concerns;
8. Rimoka Open Houses;
9. Liaison with Ponoka County CAO on various administrative matters pertaining to the Transfer Station et.al;
10. Meeting with Alberta Transportation regarding snow removal. Working on the snow removal policy to take to "Council" and then present to the businesses;
11. Helping Hands and Scout Hall shut-down;
12. Various residents' concerns and meetings;
13. Liaison with CFO on matters pertaining to budget and municipal accounts;
14. Web Site and logo/marketing.

This summarizes the month and for further discussion, I am pleased to expand any of the topics. As always it is a pleasure working with the administrative staff and Council of Rimby

Donna Tona
Interim CAO



Highlights

ROADS – Pothole filling and Street Sweeping is ongoing. Crack filling has been completed as per budgeted amount. Dust control has been completed. Ditches have been cleaned up and grass cut as needed.

WATER – Routine water sampling and testing is ongoing. Replacement of zero read Water Meters is ongoing (approximately 36 meters have been replaced in the last 2 months).

WASTEWATER – The drainage ditch has been walked and beaver dams removed and some beavers eradicated. Working with Alberta Environment to have changes made to our existing License.

PARKS – Grass cutting and Weed Whipping has been ongoing. Garbage cans emptied on a weekly basis and soft material under playground equipment raked up.

CEMETERY – Grass cutting and Weed Whipping has been ongoing. Grass seeding has been done as required and all regular maintenance.

RECYCLE – This facility was cleaned up and new staff put in place to insure that all regulations were being enforced. The new recycle bins that were delivered this spring are working out.

R. Schmidt
Director of Public Works



Highlights:

Peter Lougheed Community Centre

- 3 new HVAC units will be installed in the fall.
- Continually cleaning, doing required maintenance and upgrading the facility
- Researching the card lock security system for the facility
- Landscaping completed for the West entrance.
- Many community events are booked for the fall/winter.

Community Fitness Centre

- Fitness Mechanics has serviced some of the equipment. The treadmill needs a new deck and will be replaced soon.
- Meeting with fitness users to improve or add equipment that is required.
- Daily cleaning and maintenance of the area.

Rimbey Aquatic Centre

- Pool closed for the season after the September long weekend – Sept. 7 last day.
- Shutdown procedures are ongoing for the pool and splash park.
- Splash Park design/costs and assessments are being researched for the budget.

Arena

- LED Lights installed throughout the arena. Great comments from the user groups on the facility.
- Hockey started on Sept. 13th
- Overhead doors on the south side of the ice needed repairs. A new door opener was installed.

Programs

- Tuesday nights – Badminton
- Wednesday nights – Pickleball
- Thursday nights – Open Gym
- Kids and Preschool Dance, Zumba, Functional Fitness

Boys and Girls Club

- Free Sportsball program filled quickly for 6-12 year olds on Wednesdays.
- Hosting Funtastic Fridays for selected PD days.
- The Teens meet on Wednesday nights at the Blindman Youth Action Centre.

Events

- Mass Registration on Sept. 3 had many community organizations come to register participants for their programs. Many new programs are available for the youth and families in the community.

Respectfully submitted by:
Cindy Bowie
Director of Community Services



Highlights

-

Summer Villages

The summer villages were very busy and with it the peace officers were notified that their increased presence made a significant dent in the bylaw violations which have been affecting the residents. Over the last couple of years residents have complained about the dog on the Petro Beach area in Jarvis Bay, the parties occurring in this area at night also. Sgt Koller received compliments from both council of the villages and residents whereby they indicated that the dog presence was cut to almost zero for the summer after a few weeks of constant enforcement. The Peace Officers were also dealing with a significant increase in parking violations and street racing in Jarvis Bay. Sgt Koller was able to interview residents who provided specific times for parking and Traffic Safety violations and again, we managed to curb the violators significantly. Tickets written in the summer villages for the months (May through September, 2015) was 576 tickets.

If the average ticket was approximately \$233.00 then the approximate gross amount would be \$134,208 dollars.**

** (The Provincial Government takes (32 %) of the approximate amount, and approximately (15 %) of people do not pay immediately or plead not guilty, which in turn; the gross net would be approximately \$71,130.24)**

Report Exec

The Peace Officers have been using the software from Report Exec and it has been a great addition to daily activities. On a number of occasions, the Peace Officers have noticed that the programs tracking system has helped with traffic stops. Prior histories of person of interest has given the Officers the opportunity to get a picture of who they are dealing with. The program has also helped Officers with addresses which have had prior Bylaw complaints and in a few cases. The program has been a critical component with court briefs when the individual did not have their driver's licence with them, but Officers were able to screenshot the traffic stop from the VICS (Video Camera System) and cross reference it with the software to create a picture of the person for the court brief.

Pick up/Drop off Sign at School

Sgt Koller attended the Rimbey Public school with the Wolf Creek public works and they ordered new signs for the pick up and drop off area. The signs were installed a week before school and the Rimbey Review attended to take picture for the paper.

[Type text]

Unsightly premises:

The Peace Officers continued to monitor the houses that we received complaints about, and through plain view enforcement. There are several properties that is an ongoing project, but the residents have been showing progress and very cooperative with the attending Peace Officers in gaining compliance.

Summer villages were very promising as the Peace Officers attended a few complaints each month, but residents were quick to fix the issues.

Crosswalk by Best Western

CAO Donna Tona, Director Rick Schmidt and Sgt Koller made contact with Alberta Transport and the cross walk area by the Best Western. Alberta Transportation. Alberta Transportation has agreed that a crosswalk should be installed at that critical intersection for safety and speed of vehicles travelling at that location.

RCMP/Sheriffs/Protective Services

Sgt Koller made arrangements with the Blackfalds RCMP and Sheriffs to conduct some traffic presence for the coming months. Playground signs have been installed by the Outreach school and both Protective services and Sheriffs have been finding a significant amount of people not slowing down even when a uniformed and marked patrol vehicle monitoring the new playground zones.

Hopefully, with school children back to school, people will be more careful in these 30 km/h zones.

The proactive approach to the Allan Auctions was a huge success. Public works and Protective services completed joint operations in displaying "No Parking Signs" the evening before the auctions would start and this dramatically cut down on the issues relating to parking issues. Officer presence also cut down on the parking issues and no violations were issued for any of the auctions.

Sgt Koller has been meeting and speaking with the current Commander at the RCMP detachment. Cst Carmen Dutz has been so helpful to the Protective services.

Peace Officers have had numerous opportunities to help the RCMP and in turn, the RCMP has helped the Peace Officers in the community and out of town on several investigations.

Protective services are very happy with the new Commander and hope that this relationship will continue.

Sgt. Kyle Koller
Sgt/Director Protective Services

[Type text]



Highlights


In addition to day-to-day activities, the Planning & Development Department has also been working on the following items:

- **Rimoka Housing Corporation.** Attended open houses and continual correspondence with the lodge representatives regarding development permit requirements. We anticipate receiving formal Development Permit applications in September or early October.
- **Area Structure Plan Policy & Procedures.** Town administration is working to develop policy regarding future Area Structure Plan applications. The policy should discuss requirements, fees, standard processing times, etc. Once the policy is drafted it will be presented to council for approval.
- **Certificates of Compliance Policy & Procedures.** Town Administration is working to prepare policy regarding certificates of compliance. The policy should discuss requirements, fees, standard processing times, etc. Once the policy is drafted it will be presented to council for approval.
- **Contaminated Site Development Policy & Procedures.** Due to inquiries regarding development on a known contaminated site, administration is working on a policy for contaminated sites within Town. Administration has been in touch with Alberta Environment and Sustainable Resource Development.
- **West Central Planning Agency.** Town Administration is working with legal counsel to follow-up to the letter dated August 31, 2015 which was sent to the Board of Directors.
- **Template Encroachment Agreement.** Town Administration is finalizing a template Encroachment Agreement to be utilized when encroachments onto town land are found.
- **Bareland and Spec Built Home Tax Relief.** Town Administration has been working with the town's legal counsel to prepare a template agreement. Council approved the agreement on September 14th, 2015 and is now ready to implement.
- **Easements.** The Planning & Development and Public Works are working together to identify potential easements and right-of-ways within the Town of Rimbey that have not been registered on title. This is an ongoing process and will be led by Michael Fitzsimmons.
- **Fee Schedule.** Michael Fitzsimmons is working on updating the planning fees and consolidating all town bylaws into one bylaw.
- **Municipal Development Plan.** Council awarded the MDP contract on September 14, 2015 and work immediately commenced. Currently a review of existing town documents is being conducted.
- **Land Use Bylaw.** Town Administration is tracking all issues and complaints raised with the town's current Land Use Bylaw as they arise. This list will be utilized for the new bylaw which is anticipated to begin in 2016.

Liz Armitage
Contract Planning & Development Officer
Vicinia Planning & Engagement Inc.



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	8.2
Council Meeting Date	September 28, 2015
Subject	Boards/Committee Reports
For Public Agenda	Public Information
Background	Various community groups supply minutes of their board meetings to Council for their information.
Discussion	
Relevant Policy/Legislation	Not applicable
Options/Consequences	Accept the various community groups board meeting minutes submitted to Council as information. Discuss items in question from the submitting community boards with Council members who sit as a member on the Board.
Desired Outcome(s)	To keep Council and the community informed of actions taken by the various community groups.
Financial Implications	Not applicable
Follow Up	Not applicable
Attachments	FCSS/RCHHS Board Meeting Minutes of June 24/15 Rimbey Historical Society Board Meeting Minutes of August 19/15 Rimbey Municipal Library Board Meeting Minutes of May 27/15
Recommendation	Motion for Council to accept the FCSS/RCHHS Board Meeting Minutes of June 24, 2015, the Rimbey Historical Society Board Meeting Minutes of August 19, 2015, and the Rimbey Municipal Library Board Meeting Minutes of May 27, 2015, as information.
Prepared By:	
<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;"> <i>Sept 23/15</i> _____ Date </div> </div>	
Endorsed By:	
<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;"> _____ Date </div> </div>	

Family and Community Support Services (FCSS)
Rimbey Community Home Help Services (RCHHS)
BOARD MEETING MINUTES
June 24, 2015
10:00 a.m. Rimbey Provincial Building

Present:

N. Hartford, Chairperson
I. Steeves, Vice Chairperson
J. Webb, Board Member
P. Weeks, Board Member
M. Josephison, Board Member
F. Pilgrim, Board Member
P. Makofka, Executive Director
P. Elliot, Recording Secretary

Regrets:

I. Wegmann, Board Member
B. Coulthard, Board Member

1. **CALL TO ORDER**
The meeting was called to order by N. Hartford at 10:05 a.m.
2. **APPROVAL OF AGENDA**
15-06-01 MOTION: By: M. Josephison: That the agenda be adopted with the following additions:

8.2 Staff Safety policy revisions

CARRIED
3. **PREVIOUS MEETING MINUTES – May 20, 2015**
15-06-02 MOTION: By: P. Weeks: That the minutes of the May 20, 2015 Board Meetings be adopted as presented.

CARRIED
4. **BUSINESS ARISING FROM THE MINUTES**
 - 4.1 Garage Sale Items
 - 4.2 FCSS Family Barbeque
 - 4.3 B.Coulthard- 15 year service award
5. **OLD BUSINESS**
 - 5.1 Vitalize attendance
 - 5.2 ASCHA membership
6. **FINANCE**
 - 6.1 June 24, 2015 Finance Committee Meeting Minutes/Highlights**15-06-03 MOTION:** By: I. Steeves: That the Minutes of the June 24, 2015 Finance Committee meeting be accepted as information.

CARRIED
7. **WRITTEN REPORTS**
 - 7.1 Home Support/Personal Care
 - 7.2 Compass Program
 - 7.3 Education Coordinator

7.4 Seniors Information & Referral Centre

15-06-04 MOTION: By: M. Josephson: That up to \$200.00 may be spent to have a volunteer Lunch and work shop for SIRC and the Volunteer income tax program. Seconded by: J. Webb

CARRIED

15-06-05 MOTION: By: P. Weeks: That one SIRC staff & one Volunteer attend the Grey Matters conference in Drumheller, on September 29 & 30 at the expense of the agency. Seconded by: I. Steeves

CARRIED

- 7.5 Volunteer Income Tax
- 7.6 Food Bank
- 7.7 Volunteer Services
- 7.8 Palliative Care
- 7.9 Medical Alert
- 7.10 Volunteer Visitor
- 7.11 Meals on Wheels
- 7.12 Kitz 4 Kidz
- 7.13 Adult Day Support
- 7.14 Community Kitchen
- 7.15 Information Technology
- 7.16 Rimbey Parent Link Centre
- 7.17 Healthy Families/Young Parent Outreach
- 7.18 Rainbows
- 7.19 Family Resource Library
- 7.20 Accreditation Coordinator
- 7.21 Office Manager/Quality Control

15-06-06 MOTION: By: I. Steeves That the Written Reports be accepted as information.

CARRIED

8. POLICY/RISK MANAGEMENT COMMITTEE

8.1 June 8, 2015 Policy/Risk committee meeting minutes/highlights

15-06-07 MOTION: By: I. Steeves: That the Board accepts the recommendations given by the Policy/Risk Management Committee and agrees to include the new and amended policies in the policy binder. Seconded: By J. Webb

CARRIED

8.2 8.2 Staff Safety policy revisions

15-06-08 MOTION: By: P. Weeks. To accept the changes made to the following policies including all of the matching policies in the individual departments. Seconded by: M. Josephson.

- HC – 1135.01 Staff Safety
- PER – 421.03 After Hour Supervision Protocols
- HS – 300.93 Personal Safety for FCSS/RCHHS Staff

CARRIED

9. DIRECTOR'S REPORT

- 9.1 Senior's Week
- 9.2 Food Bank Association of Alberta- update
- 9.3 Elder Abuse Awareness- It's Not Right Campaign
- 9.4 Alberta Home Visitation Network Association
- 9.5 Disaster Services- table top exercise- Regional & AHS
- 9.6 Blindman Youth Action Society
- 9.7 Food Banks Canada- Community Garden funding request

9.8 Literacy- community conversations

15-06-09 MOTION: By: J. Webb: That the Director's Report be accepted as information.

CARRIED

10. NEW BUSINESS

10.1 Community Counselling Program- funding request

15-06-10 MOTION: By: J. Webb : That the Agency fund the Community Counselling Program up to \$5000.00 for September 2015 to August 2016 as per prior year agreement.

Seconded by: F. Pilgrim

CARRIED

10.2 Healthy Families- new directives

15-06-11 MOTION: By: M. Josephison: to send C. Simpson to the September 2015 Healthy Families mandatory supervision education session. Seconded by: F. Pilgrim

CARRIED

10.3 2015 FCSS Board Retreat & Strategic Planning

15-06-12 MOTION: By: I. Steeves: To plan a 2015 FCSS Board Retreat and Strategic Planning with a budget of \$6000.00. Seconded by: J. Webb

CARRIED

10.4 Health Care Aide Appreciation event

15-06-13 MOTION: By: M. Josephison: That the Agency hosts a Health Care Aide appreciation event in October of 2015, with a budget up to \$2000.00. Seconded by: F. Pilgrim

CARRIED

10.5 NorQuest College- HCA conference

15-06-14 MOTION: By: J. Webb: That the Agency offer up to ten Health Care Aides to attend this conference at the expense of the Agency for the registration of \$95.00 each.

Seconded by: P. Weeks

CARRIED

10.6 Creating a Community of Designers

11. PROGRESS REPORT ON 2015 GOALS & OBJECTIVES

12. Workplace Health & Safety Committee- report

13. Review of Statistics

- Home Care & Home Support Client totals
- Monthly Board Program Statistics
- Client Safety Reports

15-06-15 MOTION: By J. Webb to accept this as information

CARRIED

14. CORRESPONDENCE

14.1 New government list of MLA

14.2 Payroll memo- May 2015

15. NEXT MEETING DATE – FCSS Board Meetings - Note- no meetings scheduled in July & August.
- September 9, 2015
 - October 21, 2015
 - November 18, 2015

15-06-16 MOTION: By: M. Josephison: That we hold a December Board meeting in lieu of the January 2016 meeting. Date to be determined later

CARRIED

16. ADJOURNMENT

15-06-17 MOTION: By: N. Hartford: That the meeting adjourns at 11:55 a.m.

CARRIED

17. BOARD SHARING TIME

N. Hartford, Chairperson

P. Elliot, Recording Secretary

Rimbey Historical Society
Meeting Minutes August 19, 2015

Present: Larry Varty, Brian Godlonton, Cheryl Jones, Janet Carlson, Linda Girodat, Kim Lovell, Jim Schneider, Rueben Giebelhaus, Jack Webb, Barney Oldfield, and Janet Burghardt.

Order: Larry Varty called the meeting to order at 7:30

Agenda: Moved by Jim Schneider & seconded by Brian Giebelhaus to approve the agenda as presented. CARRIED

Minutes: Moved by Janet Carlson & seconded by Rueben Giebelhaus approve the minutes of the July 15, 2015 meeting. CARRIED

Old Business: None

Committee Reports:

President: Larry Varty suggested that we may look into getting sponsors for the trucks. Moved by Janet Carlson & seconded by Kim Lovell.

Treasurer: The Treasurer's Report July 15 was presented. Janet reported that we received the grant money from the town; of \$39,000 for annual operations and \$15,000 for the 50th anniversary. Lavesta Community Hall Society donated \$12,500. Moved Janet Carlson and seconded by Jack Webb to approve the Treasurer's Report as presented. CARRIED

Park Admin. Cheryl Jones gave her Park Administrator's report. Donated artifacts were accepted. Moved by Brian Godlonton and seconded by Rueben Giebelhaus that the park accept the artifacts.

Grant Janet Carlson reported that we are still waiting to hear if we got the Canada 150 grant.

Restoration & Trucks: Jim reported that the Farm All M needs gear oil, motor oil

Buildings & Yard: Kim reported a couple of shingles were off the church roof and gazebo. Going to drain the pond and put in a pipe in to let the air out

Park Events Things are ready for the anniversary, expecting a great afternoon.

Volunteer & Recruitment None

Town Rep. The mayor and deputy mayor are unable to attend the 50th anniversary on Sat. Jack Webb will represent the town.

New Business: None

Next Meeting: Wednesday, September 16, 2015.

Adjournment: Moved by Jim Schneider to adjourn the meeting at 8:10.

Rimbey Municipal Library Board Meeting
Tuesday, May 27th, 2015. (7:00 p.m.)

Present: Jean Keetch, Mike Boorman, Robin Burns, Bev Ewanchuk, Shannon Kiss (Chairperson), Paul Payson, Marg Ramsey, Rowena Aitken,

Call to Order

Minutes from the Last Meeting - read and approved as printed by Robin. All in favor.

Consent Agenda Items:

1. Librarians Report - we had a total of 129 missing or lost books at last count (55 of these were not signed out). Pre-school Program - Jean and Sue went to Airdrie to look at their program in order to enhance ours.
2. Financial Report -
3. Correspondence - We have received \$38,000.00 from the County of Ponoka. The Director of Public Services Board sent a letter stating that we would receive 75% of the proposed rate in two installments for 2015 - 16. An application for \$400.00 for Earth Day was denied by the FCSS board. Jean received a letter from Blaine Calkins to thank her for her visit with him. Bev moved that the consent agenda items be passed. All in favor.

Business Arising from the Minutes:

1. Plan of Service -We worked on Community Needs and Bev moved that we share our result of the Needs Assessment with those who attended the original meeting in a revised format. Mike seconded the motion. All in favor.
2. May Fund Raiser - we raised \$6405.00 along with an outstanding cheque for \$400.00.
3. St. James Gate - we have booked them for next year and will book 2 rooms for them at the Best Western.
4. Council Chamber Update - Jean gave us an update of the new library status.
5. Gift Giving Policy - Jean will make one up for the next meeting and the policy will include \$10.00 per year after the first term of 3 years.
6. Book Sale Update - We raised a total of \$1140.95 this year. The Diabetes Association took the remaining books. We will now have a Perpetual Book Sale year round.

New Business

1. New Policies -
 - a. Bylaw Schedule B - Borrowers Card Fees revised - Bev moved we adopt the new policy and Robin seconded it. All in favor.
 - b. Bylaw Schedule D - Fines for late return of Library Resources - Mike moved we adopt the new policy and Paul seconded it. All in favor.
 - c. Finance
 - 13.1 - Year End financial review Bev moved and Mike seconded.
 - 13.5 - Signing authority for cheques All in favor
 - 13.6 - Petty Cash and Cash Float

2. Fund Raising Opportunities

a. Baying Buffoons - Paul moved that we pay the \$2500 for 2 nights and that we have a concession, chairs only, no fee but donations, free tickets and we pay the \$350.00 deposit per night. All in favor.

b. Pitch for Literacy - Marg moved that we run the concession and bar at the town invitational Slow Pitch tourney on Sept. 19 and 20, 2015. Mike seconded. All in favor.

Mike adjourned the meeting at 9:25 p.m





Next Meeting: _____, July _____ at _____ p.m.
_____ Aug. _____ at _____ p.m.

Secretary Margaret J. Ramsey

Chairperson [Signature]



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	8.3
Council Meeting Date	September 28, 2015
Subject	Council Reports
For Public Agenda	Public Information
Background	The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.
Discussion	
Relevant Policy/Legislation	Not applicable.
Options/Consequences	1. Accept the reports of Council as information. 2. Discuss items in question arising from the reports.
Desired Outcome(s)	To keep the community informed of actions taken by Council.
Financial Implications	Not applicable.
Follow Up	Not applicable.
Attachments	8.3.1 Mayor Pankiw's Report 8.3.2 Councillor Godlonton's Report 8.3.3 Councillor Jaycox's Report 8.3.4 Councillor Payson's Report 8.3.5 Councillor Webb's Report
Recommendation	Motion by Council to accept the reports of Council, as information.
Prepared By:	
	 _____ Donna Tona, CTS Interim Chief Administrative Officer
	 _____ Date
Endorsed By:	
	 _____ Donna Tona, CTS Interim Chief Administrative Officer
	 _____ Date



Highlights

- Aug 26/15 Meeting with Contract Development Officer Liz Armitage, Interim CAO Donna Tona and Mr. Carey Anderson regarding grinder pump.
 - Aug 31/15 Meeting with Deputy Minister Leathwood regarding the Seniors Lodge.
 - Sept 2/15 Meeting with Ambush Security
 - Sept 2/15 Meeting with Berry Architects regarding Seniors Lodge
 - Sept 9/15 Special Council Meeting
 - Sept 9/15 Central Alberta Mayor's Meeting
 - Sept 10/15 Meeting at Town Office
 - Sept 14/15 Regular Council Meeting
 - Sept 16/15 Meeting with the Seniors at Lodge regarding the New Lodge
 - Sept 16/15 Rimoka Housing Foundation Open House at the Peter Lougheed Community Centre regarding the New Lodge
 - Sept 17/15 Meeting with CAPP
 - Sept 22-25/15 AUMA Conference in Calgary
 - Sept 26/15 Rimbey Senior High Graduation
 - Sept 28/15 Regular Council Meeting
- Numerous Commission of Oaths and cheque runs

Rick Wm. Pankiw
Mayor



Highlights

- Aug 24 – Rimoka Meeting
- Aug 24 – regular Council meeting
- Aug 25 – Rimoka Conference Call
- Aug 26 – Meet at Town Chambers with Earl G.
- Aug 31.– Rimoka Meeting with Deputy Minister Leathwood in Edmonton
- Sept 2 – Rimoka Building Committee Meeting
- Sept 9 – Special Council Meeting
- Sept 14 – Regular Council Meeting
- Sept 16 – Rimoka new Lodge presentation at the lodge and open house at community center
- Sept 23 – 25 AUMA in Calgary

Mathew Jaycox
Councillor