

TOWN OF RIMBEY
TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY JUNE 23, 2014 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**
 - 2.1 None
- 3 **Agenda Approval and Additions**
- 4 **Minutes**
 - 4.1 Administrative Error 1-4
 - 4.2 June 2, 2014 Special Council Meeting..... 5-6
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- 5 **Delegations**
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 - 5.2 Neighbourhood Place – Leanne Evans (7.2)..... 12-13
 - 5.3 Rimbey Ratepayers Association – Jim Moore (7.3)..... 14-46
- 6 **Bylaws**
 - 6.1 None
- 7 **New and Unfinished Business**
 - 7.1 MLA Mary Anne Jablonski Delegation Discussion (5.1)
 - 7.2 Neighbourhood Place Delegation Discussion (5.2)
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 - 8.1.2 None
 - 8.2 Boards/Committee Reports
 - 8.2.1 None
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- 10 **Open Forum**
- 11 **In Camera**
 - 11.1 None
- 12 **Adjournment**

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	4.1	Confidential	Yes	No	XX
Topic	Administrative Error				
Originated by	Lori Hillis	Title	Acting CAO		
BACKGROUND:					
<p>During the April 28, 2014 Regular Council Meeting, item 7.7 Reschedule May 6/14 Regular Council Meeting was added to the agenda.</p>					
Documentation Attached:	Yes XX			No	
DISCUSSION:					
<p>During Council Meetings the Recording Secretary takes notes and then transcribes the notes into minutes.</p> <p>The recording secretary, recorded agenda item 7.7 in the notes as follows:</p> <p><u>7.7 Reschedule of May 6, 2014 Council Meeting</u> At the Regular Council Meeting held April 24, 2014, Council moved the May 12th Regular council Meeting to May 6, 2014. It has been determined there will be minimal items for the May 6th meeting as it is only 1 week after the April 28, 2014 meeting.</p> <p>Moved by Councillor Jaycox Council cancel the May 6, 2014 Regular Council Meeting.</p> <p>CARRIED</p> <p>When the Recording Secretary was transposing the notes to minutes, she missed item 7.7 in the minutes.</p> <p>A copy of the notes page and the minutes page are attached.</p>					
RECOMMENDED ACTION:					
<p>Administration recommends Council amends the Minutes of April 28, 2014 to include item 7.7 and its ensuing motion and assign the Carried Motion the next available motion number of 205/14.</p>					
CAO <i>L Hillis, CA</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

NOTES

NOTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON MONDAY, APRIL 28, 2014, 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 Jaycox
Councillor Olsen
Councillor Payson
Councillor Webb
Acting CAO/DO – Melissa Beebe
Director of Finance/Acting Assistant CAO – Lori Hillis
Bruce Newbury, Maintenance
Recording Secretary – Kathy Blakely
Recording Secretary in training – Karen Dawn
- Absent:
- Public:
Mr. Mike Seniuk – Seniuk & Company Delegation
Treena Mielke – Rimbey Review
2 members of the public
2. Public Hearing 2.1 None
3. Adoption 3.1. April 28, 2014 Agenda
Agenda
11.1 Land (Pursuant to Division 2, Section 24(1) of the Freedom of Information and Protection of Privacy Act.) addition
11.2 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act.) addition
7.7 Reschedule May 6 /14 Regular Council Meeting.
- Moved by Councillor Webb to accept the agenda as amended.
- CARRIED
4. Minutes 4.1 April 14, 2014 Regular Council Meeting Minutes
- Moved by Councillor Olsen to accept the April 14 2014, Council Regular Meeting Minutes as presented.
- CARRIED
5. Delegation 1 person entered the meeting
5.1 Seniuk & Company – Auditors Report (7.4)
- Mayor Pankiw welcomed Mr. Mike Seniuk, Auditor for the Town of Rimbey, to the Council Meeting.
- Mr. Seniuk went over the Auditor's Report to Council. He spoke to Council regarding the Consolidated Financial Statements which included the Financial Position, Statement of Operations, Statement of Changes in Net Financial Assets, Statement of Cash Flow, Schedule of Property and other Taxes, Schedule of Government Transfers, Schedule of Expenditures by Object, Schedule of Segmented Disclosures and the notes to the Consolidated Financial Statements.
- Mayor Pankiw thanked Mr. Seniuk for his presentation.
6. Bylaws 6.1 None
7. New and Unfinished Business Council was in consensus to move item 7.4 prior to item 7.1.
7.4 Seniuk & Company – Auditors Report Delegation Discussion (5.1)

Mr. Seniuk, Auditor for the Town of Rimbey, presented the Town of Rimbey

Tagish Engineering was asked to call for tenders for the replacement of the air handling units. Tagish Engineering contracted KB Engineering Limited to solicit and receive the tenders. The tender pricing was split into two parts; the air handling unit replacement and cleaning of the coils and the upgrading of the control system.

Six (6) qualified bids were received for the air handling unit and cleaning of the coils:

Rimbey Heating	\$139,715	Incl. air balancing
LRL HVAC/R Solutions	\$152,800	No air balancing
Cremac Metal Products Ltd	\$159,950	No air balancing
Civic Mechanical Ltd.	\$188,680	No air balancing
Nordic	\$195,423	No air balancing
World Class Contracting Ltd.	\$198,820	No air balancing

Three (3) qualified bids were received for the controls upgrade.

Direct Digital Controls & Service Ltd.	\$28,865	
LRL HVAC/R Solutions	\$39,485	Added PC; additional points
Nordic	\$84,131	

All of the above quotes do not include GST.

Bruce Newbury, maintenance specialist for the town of Rimbey explained to Council air balancing is checking that all air is getting proper flow.

Discussion ensued regarding the compatibility of the new controls with the old units.

Administration recommends the tender for the HVAC Replacement and Coil Cleaning be awarded to Rimbey Heating Ltd. at a tendered price of \$139,715.00 (GST not included).

Administration recommends the tender for the building controls upgrade be awarded to Direct Digital Controls Ltd at the tendered price of \$28,865.00 (GST not included).

Discussion on maintenance contract with the companies who are awarded the tenders.

Moved by Councillor Webb the tender for the HVAC Replacement and Coil Cleaning be awarded to Rimbey Heating Ltd. at a tendered price of \$139,715.00 (GST not included).

CARRIED

Moved by Councillor Olsen the tender for the building controls upgrade be awarded to Direct Digital Controls Ltd at the tendered price of \$28,865.00 (GST not included).

CARRIED

7.7 Reschedule of May 6, 2014 Council Meeting

At the Regular Council Meeting held April 24, 2014, Council moved the May 12th Regular council Meeting to May 6, 2014. It has been determined there will be minimal items for the May 6th meeting as it is only 1 week after the April 28, 2014 meeting.

Moved by Councillor Jaycox Council cancel the May 6, 2014 Regular Council Meeting.

CARRIED

8. Reports

8.1 Department Reports

8.1.1 Finance

Cash Position to March 31, 2014

Consolidated Financial Statement to March 31, 2014

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON
MONDAY, APRIL 28, 2014 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 Jaycox
Councillor Olsen
Councillor Payson
Councillor Webb
Acting CAO/DO – Melissa Beebe
Acting Assistant CAO/Director of Finance – Lori Hillis
Town of Rimbey Maintenance – Bruce Newbury
Recording Secretary – Kathy Blakely
Recording Secretary in Training – Karen Dawn
- Absent:
- Public:
Mr. Mike Seniuk – Seniuk & Company Delegation
Treena Mielke – Rimbey Review
2 members of the public
2. Public Hearing 2.1 None
3. Adoption of Agenda 3.1. April 28, 2014 Agenda
11.1 Land (Pursuant to Division 2, Section 24(1) of the Freedom of Information and Protection of Privacy Act.) addition
11.2 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act.) addition
7.7 Reschedule May 6/14 Regular Council Meeting
- Motion 136/14
- Moved by Councillor Webb to accept the agenda as amended.
- CARRIED
4. Minutes 4.1 April 14, 2014. Council Regular Meeting Minutes
- Motion 137/14
- Moved by Councillor Olsen to accept the April 14, 2014, Council Regular Meeting Minutes as presented.
- CARRIED
- 1 person entered the meeting 7:04 pm.
5. Delegation 5.1 Seniuk & Company – Auditors Report
Mayor Pankiw welcomed Mr. Mike Seniuk, Auditors for the Town of Rimbey, to the Council Meeting.
- Mr. Seniuk went over the Auditor's Report to Council. He spoke to Council regarding the Consolidated Financial Statements which included the Financial Position, Statement of Operations, Statement of Changes in Net Financial Assets, Statement of Cash Flow, Schedule of Property and other Taxes, Schedule of Government Transfers, Schedule of Expenditures by Object, Schedule of Segmented Disclosures and the notes to the Consolidated Financial Statements.
- Mayor Pankiw thanked Mr. Seniuk for his presentation.

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE SPECIAL MEETING OF TOWN COUNCIL HELD ON
MONDAY, JUNE 2, 2014 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 Jaycox
Councillor Olsen
Councillor Payson
Councillor Webb
Acting Assistant CAO/Director of Finance – Lori Hillis
Community Peace Officer Supervisor – Kyle Koller
- Absent:
- Public:
2. Adoption of 2.1. June 2, 2014 Agenda
Agenda Motion 182/14
- Moved by Councillor Olsen to accept the agenda as presented.
- CARRIED
3. In Camera 3.1 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act.)
- Motion 183/14
- Moved by Councillor Jaycox, the Council Meeting go in camera at 7:02 pm Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act to discuss personnel issues.
- CARRIED
- Motion 184/14
- Moved by Councillor Webb, the Council Meeting reverts back to an open meeting at 7:04 pm.
- CARRIED
- Motion 185/14
- Moved by Councillor Jaycox to terminate the employment of Acting CAO/Development Officer Melissa Beebe, without cause and without reasonable notice, effective immediately.
- The Mayor asked for a recorded vote
- CARRIED UNANIMOUSLY
- Motion 186/14
- Moved by Councillor Olsen to appoint Lori Hillis as Interim CAO effective immediately.
- CARRIED
- Motion 187/14
- Moved by Councillor Payson to advance the employment start date of Lucien Cloutier from August 5, 2014 to July 2, 2014.

CARRIED

4. Adjournment Motion 188/14

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 7:07 pm.

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON
MONDAY, JUNE 9, 2014 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 Jaycox
Councillor Olsen
Councillor Payson
Councillor Webb
Acting CAO/Director of Finance – Lori Hillis
Recording Secretary in training – Karen Dawn
Recording Secretary Kathy Blakely
- Absent:
- Public:
Treena Mielke – Rimbey Review
17members of the public
2. Public Hearing 2.1 None
3. Adoption of Agenda of 3.1. June 9, 2014 Agenda
Motion 189/14
Moved by Councillor Webb to accept the agenda as amended.
CARRIED
4. Minutes 4.1 May 26, 2014, Council Regular Meeting Minutes
Motion 190/14
Moved by Councillor Olsen to accept the May 26, 2014 Council Regular Meeting Minutes as amended.
CARRIED
5. Delegation 5.1 MLA Joe Anglin – Delegation (7.1)
Mayor Pankiw welcomed MLA Anglin to the Council Meeting.
MLA Anglin spoke on the following items:
- Spoke on policy age in place – 2010 needs study.
 - Handed out 5 documents.
 - Spoke on the Capital Funding announcement.
 - 80 units vs 40 units, Council should have been able to vote on this.
 - Spoke on cost per foot.
 - Rimoka now has access to Social Housing, they didn't before.
 - Have funding for 13.3 million; Rimoka Housing Foundation is not looking for any financing.
 - Everytime they looked at renovation versus new building it's costing more to renovate than to build new.
 - Costing too much to renovate seniors will need to move, where will the go.
 - No upgrades to Kansas 1, has to be changes to bring it up to standards.
 - Purpose to make sure seniors get to stay in their community.
 - Lack of experience with the ministers since Minister Griffiths.
- Mayor Pankiw thanked MLA Anglin for his presentation to Council.
6. Bylaws 6.1 None

7. New and Unfinished Business

7.1 MLA Joe Anglin Delegation Discussion (5.1)Motion 191/14

Moved by Councillor Jaycox Council accepts MLA Joe Anglin's report to Council as information.

CARRIED

7.2 Rimbey Elementary SchoolMotion 192/14

Moved by Councillor Payson Council donates the use of the Peter Lougheed Community Centre Main Auditorium for the dates of December 16, 17 and 18, 2014 to enable the Rimbey Elementary School to hold their annual Christmas Concert.

CARRIED

7.3 Rimbey Historical Society – Visitor Information CentreMotion 193/14

Moved by Councillor Olson to table discussion to July 28, 2014 meeting for more information from the Beatty Heritage House Society and the Smithson Truck Museum.

CARRIED

7.4 Tagish Engineering Project Status UpdatesMotion 194/14

Moved by Councillor Olsen Council accepts the Project Status Update dated June 3, 2014 from Tagish Engineering as presented.

CARRIED

7.5 Thank you Letter to Legacy FordMotion 195/14

Moved by Councillor Payson administration send a letter to Legacy Ford on behalf of the Mayor and Council to thank them for the use of a vehicle in the Eckville parade.

CARRIED

8. Reports

8.1 Department Reports – None

8.1.1 None

8.2 Boards/Committee Reports8.2.1 Rimbey & District Chamber of Commerce Minutes May 21, 20148.2.2 Beatty Heritage House Society Minutes of April 14, 2014 and May 6, 2014Motion 196/14

Moved by Councillor Olsen Council accepts the Rimbey & District Chamber of Commerce Meeting Minutes of May 21, 2014 as information.

CARRIED

Motion 197/14

Moved by Councillor Payson Council accepts the Beatty Heritage House Society Minutes of April 14, 2014 and May 6, 2014 as information.

CARRIED

9. Correspondence
- 9.1 Letter from MP Blaine Calkins – 2014 New Horizons for Seniors Program
 - 9.2 Rimbey Historical Society – Thank You Card
 - 9.3 AUMA – AUMA President’s Summit
 - 9.4 Alberta Agriculture and Rural Development – Agricultural Pest Act
 - 9.5 Alberta Agriculture and Rural Development – Alberta Weed Control Act and Regulation
 - 9.6 Alberta Health Services – Community Health Forum

Motion 198/14

Moved by Councillor Jaycox Council accepts the correspondence from MP Blaine Calkins regarding the 2014 New Horizons for Seniors Program, the thank you card from the Rimbey Historical Society, AUMA - AUMA President’s Summit, Alberta Agriculture and Rural Development - Agricultural Pest Act, Alberta Agriculture and Rural Development – Alberta Weed Control Act and Regulation and the Alberta Health Services – Community Health Forum as information.

CARRIED

10. Open Forum

10.1 Open Forum

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

There was 1 response from the gallery.

One person inquired if 43rd Street will ever be paved and requested dust control in the meantime.

The Mayor asked if any other people from the gallery wished to speak.

Mayor Pankiw advised members of the gallery the next items would be in camera.

Mayor Pankiw recessed the meeting at 7:40 pm.

11 members of the public departed the meeting.

Mayor Pankiw reconvened the meeting at 7:46 pm.

11. In Camera

11.1 Land (Pursuant to Division 2, Section 24(1) of the Freedom of Information and Protection of Privacy Act.)

11.2 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act.)

Motion 199/14

Moved by Councillor Olsen the Council Meeting go in camera at 7:47 pm Pursuant to Division 2, Section 24(1) of the Freedom of Information and Protection of Privacy Act. to discuss land issues and Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act to discuss personnel issues.

CARRIED

Motion 200/14

Moved by Councillor Jaycox the Council Meeting reverts back to an open meeting at 8:36 pm.

CARRIED

Motion 201/14

Moved by Councillor Jaycox administration recalculate Mr.Lawson’s water bill by using the average of his monthly billing for 6 months prior to the spike in water consumption due to a water line leak and cancel the penalties and administration fees to the period of February 2013 through May 2014.

CARRIED

Motion 202/14

Moved by Councillor Olsen an additional employee will be added for Public Works.

CARRIED

Motion 203/14

Moved by Councillor Jaycox to increase the Public Works Foreman salary.

CARRIED

12. Adjournment

Motion 204/14

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 8:38 pm.

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014
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Agenda Item No.	5.1	Confidential	Yes	No	XX
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Topic	MLA Mary Anne Jablonski
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Originated by	Lori Hillis	Title	Acting CAO
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BACKGROUND:

Council extended an invitation to Mrs. Mary Anne Jabloski, MLA for Red Deer North to attend a Council Meeting to advise Council on her role as MLA for Red Deer North.

Documentation Attached:	Yes XX	No
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DISCUSSION:

MLA Jablonski will be speaking on ambulance, Seniors Lodge, roads and her role as an MLA.

RECOMMENDED ACTION:

CAO <i>L Hillis, CA</i>	
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DISTRIBUTION:	Council:	Admin:	Press:	Other:
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TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	5.2	Confidential	Yes	No	XX
Topic	Neighbourhood Place				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

Documentation Attached: Yes No

DISCUSSION:

Leanne Evens, Coordinator for Neighbourhood Place has requested to appear before Council to talk about a new project the Rimbey Community Wellness group has initiated.

Ms. Evans requested funding support.

RECOMMENDED ACTION:

Administration recommends requesting a more detailed accounting of potential funds.

CAO *L Hillis, CA*

DISTRIBUTION:	Council:	Admin:	Press:	Other:
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RIMBEY & DISTRICT
Victim Services



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

June 10, 2014

Dear Mayor of Rimby and Town Council

Re: Request to be a delegate to Rimby town Council June 23rd.

I am hoping to attend the Town Council meeting on June 23rd to talk about a new project the Rimby Community Wellness group has initiated. The group has been active for a little over two years with increased interest from community members who want to address the issues of bullying, family violence and mental health. Our main focus historically has been on increasing awareness and education of these issues that impact everyone in the community.

The purpose of Rimby Neighbourhood Place is to identify needs in our community and find suitable resources to meet those needs. Through the partnership between Neighbourhood Place, the Community Wellness group and the Rimby Victim Service Unit it has been identified that family counselling would be a valuable service if it were available here in Rimby. The RCMP in Rimby respond to two or three domestic violence calls per WEEK in this jurisdiction. There are many people seeking assistance with mental health issues; depression, anxiety and suicide. There are young people who struggle with trouble at home and at school. There is strong support for this type of a program from the School Social Worker, FCSS, Alberta Mental Health and the Early Child Development Coalition who believe that healthy families contribute to a healthy community.

Since April we have been in discussions with Catholic Social Services in Red Deer who are a longstanding reputable counselling service. They typically have a contract with Child and Family Services and because their reputation is time tested and they are interested in providing services to Rimby, it would be a huge asset to the community for clients to not have to drive to the city for family counselling. There are those that are unable to access services because transportation is a barrier and there are even more still that finances are a bigger barrier. We are hoping to offer this service to the residents of Rimby and area on a sliding scale, no charge for those that cannot afford it and a nominal amount for those that can. All of this will be organized through the Red Deer Office. We have secured a space for the counsellor and the clients to meet with little to no stigma attached, a busy building with lots of reasons for people to come and go as it has been identified that this may be a barrier to people seeking the service as well. Catholic Social Services is willing to provide these services to Rimby and Area for \$14810. per year. This would include the counsellors' travel time and all other expenses. We have secured \$5000. already to make this a reality as well as another promising possibility of funding. Because these issues affect everyone at some point in life, we are hoping you will be willing to contribute to this positive addition to the community. If you have any other questions I would be more than happy to answer them for you. Thank you for your time and we look forward to working with you!

Sincerely,

Leanne Evans, Program Coordinator

Rimby Neighbourhood Place &
Community Wellness Group

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	5.3	Confidential	Yes	No	XX
Topic	Rimbey Ratepayers' Association – Mr. Jim Moore				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

Mr. Moore submitted the attached letter to Council requesting clarification on 4 items.

Documentation Attached:	Yes <input checked="" type="checkbox"/> XX	No <input type="checkbox"/>
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DISCUSSION:

Administration provided the following documents and responses to Mr. Moore:

1. Mr. Moore requested the definition of "Meeting of the Whole" Press release dated June 11, 2014 is attached as well as MGA Section 197(1) which prescribes that all council and committee meetings must be held in public.
2. Mr. Moore requested an explanation of the protocol for in-camera meetings. Attached is information from Alberta Municipal Affairs regarding In-Camera discussions of Council is attached. Also attached is excerpts from the FOIP Act Section 16-29.
3. Mr. Moore requested an explanation of the protocol for secret ballot use. Attached is excerpts from the MGA Section 185.1 regarding the use of secret ballots.
4. Mr. Moore requested an explanation of the protocol used for cancelling Council Meetings. Attached is a copy of the procedural Bylaw 894/14 outlining when meetings can be cancelled.

RECOMMENDED ACTION:

Administration presents this for information for Council and will continue to work with the Rate Payers Association regarding their queries so that they may properly educate their membership. We look forward to our continual mutual partnership.

CAO <i>L Hillis, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

Rimbey Ratepayers' Association

www.rimbeyratepayers.ab.ca

June 10, 2014

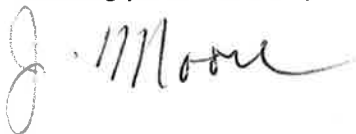
Dear Rimbey Town Council,

The Rimbey Ratepayers' Association (RRA) has received a number of procedural questions which it would like to ask Council to review at their June 23rd regular meeting. The RRA will then put Council responses on their website for Town residents to see. The questions which have been raised are listed below:

- It has been noted in Council meeting minutes that there has been a 'meeting of the whole'. Could Council please provide an explanation of a meeting of the whole? Also, is there a reason why these meetings would not allow public attendance?
- There have been a number of in-camera meetings over the last few months. Thus, an explanation of the protocol for these meetings would assist in informing the public of their purpose and how they are conducted.
- An unprecedented use of secret ballots occurred during a vote in a recent regular Council meeting. Could Council please provide the protocol for secret ballot use?
- The first Council meeting for May was not held. What is the protocol used for deciding not to have a Council meeting at the regular 2 week interval?

Responses to the above questions would be appreciated, and will be posted on the RRA website.

Thanking you in advance,



On behalf of the RRA

Rimbey Ratepayers' Association Vision

The RRA strives to:

- Raise awareness on issues of concern in the community
- Be a voice for / on behalf of ratepayers
- Enhance Rimbey as a caring community
- Serve as an observer and commentator on local municipal affairs

The RRA stands for / believes in:

- An open and responsive Town Council
- The value of all community members
- Fiscal responsibility
- Accountability
- Correct procedures, due process, clear and consistent policies



MAYOR AND COUNCIL CLARIFY COMMITTEE OF THE WHOLE

Rimbey, Alberta, June 11, 2014– Mayor Rick Pankiw is pleased to announce Committee of the Whole Meetings will be held in Council Chambers. Mayor Pankiw has clarified that these meetings are public and the residents of Rimbey are invited to attend.

The Municipal Government Act (MGA) prescribes that everyone has a right to be present at council meetings or council committee meetings conducted in public. In certain circumstances protected by the [Freedom of Information and Protection of Privacy Act \(FOIP\)](#), council may exclude the public for all or part of council or committee meetings for discussions about land, legal matters or personnel. The meetings must be advertised and/or posted.

The Committee of the Whole meeting is a chance for Council to discuss issues in a more informal setting and it provides Administration the opportunity to provide more information. Motions cannot be made at these meetings for action; however, motions can be made in the following manner, “The Committee of the Whole, recommends to Council to consider a motion on this [insert subject matter]. Council then debates the issue with a resolution in a properly scheduled Council meeting. Agenda items and discussion items from the last two Committee meetings can be requested at the Town Office in Rimbey.

“As a new Council we have reached out to our Consultants and Municipal Affairs for direction in this matter as we were not comfortable meeting as a Council on issues other than “in-camera” circumstances as prescribed by the MGA. We became proactive and will be changing our procedures including amending our Procedural Bylaw. We also thank those residents who have discussed the issue with us for their clarification.”

If you would like more information about this issue, please contact Mayor Rick Pankiw at 403.843.2113 or email at rick.pankiw@rimbey.com.

Public presence at meetings

197(1) Councils and council committees must conduct their meetings in public unless subsection (2) or (2.1) applies.

(2) Councils and council committees may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*.

(2.1) A municipal planning commission, subdivision authority, development authority or subdivision and development appeal board established under Part 17 may deliberate and make its decisions in meetings closed to the public.

(3) When a meeting is closed to the public, no resolution or bylaw may be passed at the meeting, except a resolution to revert to a meeting held in public.

1994 cM-26.1 ss197,738;1995 c24 s23

Right of public to be present

198 Everyone has a right to be present at council meetings and council committee meetings conducted in public unless the person chairing the meeting expels a person for improper conduct.

1994 cM-26.1 s198

Meeting through electronic communications

199(1) A council meeting or council committee meeting may be conducted by means of electronic or other communication facilities if

- (a) notice is given to the public of the meeting, including the way in which it is to be conducted,
- (b) the facilities enable the public to watch or listen to the meeting at a place specified in that notice and a designated officer is in attendance at that place, and
- (c) the facilities enable all the meeting's participants to watch or hear each other.

(2) Councillors participating in a meeting held by means of a communication facility are deemed to be present at the meeting.

1994 cM-26.1 s199

IN-CAMERA DISCUSSIONS OF COUNCIL

What is in-camera?

In-camera is a legal term meaning “in private”. When a council goes in-camera, it means that the council meeting(s) (as defined in the *Municipal Government Act (MGA)*) is closed to the public.

Under what authority can a council go in-camera?

Section 197 of the *MGA* states that councils and council committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy (FOIP) Act* (Sections 16 to 29). NOTE: Section 197(2.1) is the exception to the rule, allowing municipal planning commissions, subdivision authorities, development authorities and subdivision and development appeal boards to deliberate and make decisions in meetings closed to the public.

How to prepare for in-camera discussions?

In-camera discussions should be listed on the agenda for the meeting in which they are held. The agenda should contain a ‘Confidential’ heading and then provide a brief description of the topic. For example, “Personnel - Evaluation” could be used to describe conducting the performance appraisal of a chief administrative officer or “Legal – Arena Project” could describe discussions regarding a pending court case. Further information is not required.

How to record in-camera discussions?

A resolution of council is required to go in-camera to discuss matters covered by the exceptions to disclosure in the *FOIP Act*. Any background information on the confidential items should be circulated and collected during the discussion.

It is strongly recommended that an in-camera discussion not be recorded as any notes or minutes taken during the discussion may be requested as part of a FOIP request. The council meeting minutes should reflect that a motion was made to move into an in-camera session and then another to move out of the in-camera session and return to the open meeting.

Council members, the CAO and any others included in the in-camera discussion are required to keep in confidence what was discussed until the item is discussed at a meeting held in public.

Section 197(3) of the *MGA* prohibits the passing of a resolution or bylaw during an in-camera discussion (with the exception of a motion to revert to a public meeting). If a

May 2014

- Capital expenditures
- Any contentious issues
 - Sensitive local issues
 - Bylaw amendments i.e. Land use
 - Subdivision proposals
- Tax recovery i.e. reserve bids for auction.
- Discussions regarding the hiring of additional municipal staff and or the setting of salary ranges.

For more information on how the *FOIP Act* affects municipalities, please visit the Service Alberta website at www.servicealberta.ca/FOIPP/documents/FAQ_Municipal.pdf.

This is an information summary only and has no legislative or legal sanction. For certainty, refer to the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy Act*. Copies are available for purchase from Alberta Queen's Printer Bookstore or electronically at the website link below.

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10611 – 98 Avenue
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www.qp.alberta.ca

Transferring a request

15(1) Within 15 days after a request for access to a record is received by a public body, the head of the public body may transfer the request and, if necessary, the record to another public body if

- (a) the record was produced by or for the other public body,
- (b) the other public body was the first to obtain the record, or
- (c) the record is in the custody or under the control of the other public body.

(2) If a request is transferred under subsection (1),

- (a) the head of the public body who transferred the request must notify the applicant of the transfer as soon as possible, and
- (b) the head of the public body to which the request is transferred must make every reasonable effort to respond to the request not later than 30 days after receiving the request unless that time limit is extended under section 14.

1994 cF-18.5 s14;1995 c17 s7

Request under section 7 deemed to be a request under HIA

15.1(1) If a request is made under section 7(1) for access to a record that contains information to which the *Health Information Act* applies, the part of the request that relates to that information is deemed to be a request under section 8(1) of the *Health Information Act* and that Act applies as if the request had been made under section 8(1) of that Act.

(2) Subsection (1) does not apply if the public body that receives the request is not a custodian as defined in the *Health Information Act*.

RSA 2000 cH-5 s114

Division 2 Exceptions to Disclosure

Disclosure harmful to business interests of a third party

16(1) The head of a public body must refuse to disclose to an applicant information

- (a) that would reveal
 - (i) trade secrets of a third party, or
 - (ii) commercial, financial, labour relations, scientific or technical information of a third party,

- (b) that is supplied, explicitly or implicitly, in confidence, and
 - (c) the disclosure of which could reasonably be expected to
 - (i) harm significantly the competitive position or interfere significantly with the negotiating position of the third party,
 - (ii) result in similar information no longer being supplied to the public body when it is in the public interest that similar information continue to be supplied,
 - (iii) result in undue financial loss or gain to any person or organization, or
 - (iv) reveal information supplied to, or the report of, an arbitrator, mediator, labour relations officer or other person or body appointed to resolve or inquire into a labour relations dispute.
- (2) The head of a public body must refuse to disclose to an applicant information about a third party that was collected on a tax return or collected for the purpose of determining tax liability or collecting a tax.
- (3) Subsections (1) and (2) do not apply if
- (a) the third party consents to the disclosure,
 - (b) an enactment of Alberta or Canada authorizes or requires the information to be disclosed,
 - (c) the information relates to a non-arm's length transaction between a public body and another party, or
 - (d) the information is in a record that is in the custody or under the control of the Provincial Archives of Alberta or the archives of a public body and has been in existence for 50 years or more.

RSA 2000 cF-25 s16;2003 c21 s4

Disclosure harmful to personal privacy

17(1) The head of a public body must refuse to disclose personal information to an applicant if the disclosure would be an unreasonable invasion of a third party's personal privacy.

(2) A disclosure of personal information is not an unreasonable invasion of a third party's personal privacy if

- (a) the third party has, in the prescribed manner, consented to or requested the disclosure,
- (b) there are compelling circumstances affecting anyone's health or safety and written notice of the disclosure is given to the third party,
- (c) an Act of Alberta or Canada authorizes or requires the disclosure,
- (d) repealed 2003 c21 s5,
- (e) the information is about the third party's classification, salary range, discretionary benefits or employment responsibilities as an officer, employee or member of a public body or as a member of the staff of a member of the Executive Council,
- (f) the disclosure reveals financial and other details of a contract to supply goods or services to a public body,
- (g) the information is about a licence, permit or other similar discretionary benefit relating to
 - (i) a commercial or professional activity, that has been granted to the third party by a public body, or
 - (ii) real property, including a development permit or building permit, that has been granted to the third party by a public body,and the disclosure is limited to the name of the third party and the nature of the licence, permit or other similar discretionary benefit,
- (h) the disclosure reveals details of a discretionary benefit of a financial nature granted to the third party by a public body,
- (i) the personal information is about an individual who has been dead for 25 years or more, or
- (j) subject to subsection (3), the disclosure is not contrary to the public interest and reveals only the following personal information about a third party:
 - (i) enrolment in a school of an educational body or in a program offered by a post-secondary educational body,
 - (ii) repealed 2003 c21 s5,

- (iii) attendance at or participation in a public event or activity related to a public body, including a graduation ceremony, sporting event, cultural program or club, or field trip, or
 - (iv) receipt of an honour or award granted by or through a public body.
- (3) The disclosure of personal information under subsection (2)(j) is an unreasonable invasion of personal privacy if the third party whom the information is about has requested that the information not be disclosed.
- (4) A disclosure of personal information is presumed to be an unreasonable invasion of a third party's personal privacy if
- (a) the personal information relates to a medical, psychiatric or psychological history, diagnosis, condition, treatment or evaluation,
 - (b) the personal information is an identifiable part of a law enforcement record, except to the extent that the disclosure is necessary to dispose of the law enforcement matter or to continue an investigation,
 - (c) the personal information relates to eligibility for income assistance or social service benefits or to the determination of benefit levels,
 - (d) the personal information relates to employment or educational history,
 - (e) the personal information was collected on a tax return or gathered for the purpose of collecting a tax,
 - (e.1) the personal information consists of an individual's bank account information or credit card information,
 - (f) the personal information consists of personal recommendations or evaluations, character references or personnel evaluations,
 - (g) the personal information consists of the third party's name when
 - (i) it appears with other personal information about the third party, or
 - (ii) the disclosure of the name itself would reveal personal information about the third party,

or

- (h) the personal information indicates the third party's racial or ethnic origin or religious or political beliefs or associations.

(5) In determining under subsections (1) and (4) whether a disclosure of personal information constitutes an unreasonable invasion of a third party's personal privacy, the head of a public body must consider all the relevant circumstances, including whether

- (a) the disclosure is desirable for the purpose of subjecting the activities of the Government of Alberta or a public body to public scrutiny,
- (b) the disclosure is likely to promote public health and safety or the protection of the environment,
- (c) the personal information is relevant to a fair determination of the applicant's rights,
- (d) the disclosure will assist in researching or validating the claims, disputes or grievances of aboriginal people,
- (e) the third party will be exposed unfairly to financial or other harm,
- (f) the personal information has been supplied in confidence,
- (g) the personal information is likely to be inaccurate or unreliable,
- (h) the disclosure may unfairly damage the reputation of any person referred to in the record requested by the applicant, and
- (i) the personal information was originally provided by the applicant.

RSA 2000 cF-25 s17;2003 c21 s5

Disclosure harmful to individual or public safety

18(1) The head of a public body may refuse to disclose to an applicant information, including personal information about the applicant, if the disclosure could reasonably be expected to

- (a) threaten anyone else's safety or mental or physical health, or
- (b) interfere with public safety.

(2) The head of a public body may refuse to disclose to an applicant personal information about the applicant if, in the opinion of a physician, a regulated member of the College of Alberta Psychologists or a psychiatrist or any other appropriate expert depending on the circumstances of the case, the disclosure could reasonably be expected to result in immediate and grave harm to the applicant's health or safety.

(3) The head of a public body may refuse to disclose to an applicant information in a record that reveals the identity of an individual who has provided information to the public body in confidence about a threat to an individual's safety or mental or physical health.

RSA 2000 cF-25 s18;2000 cH-7 s153

Confidential evaluations

19(1) The head of a public body may refuse to disclose to an applicant personal information that is evaluative or opinion material compiled for the purpose of determining the applicant's suitability, eligibility or qualifications for employment or for the awarding of contracts or other benefits by a public body when the information is provided, explicitly or implicitly, in confidence.

(2) The head of a public body may refuse to disclose to an applicant personal information that identifies or could reasonably identify a participant in a formal employee evaluation process concerning the applicant when the information is provided, explicitly or implicitly, in confidence.

(3) For the purpose of subsection (2), "participant" includes a peer, subordinate or client of an applicant, but does not include the applicant's supervisor or superior.

1994 cF-18.5 s18;1999 c23 s11

Disclosure harmful to law enforcement

20(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to

- (a) harm a law enforcement matter,
- (b) prejudice the defence of Canada or of any foreign state allied to or associated with Canada,
- (b.1) disclose activities suspected of constituting threats to the security of Canada within the meaning of the *Canadian Security Intelligence Service Act* (Canada),

- (c) harm the effectiveness of investigative techniques and procedures currently used, or likely to be used, in law enforcement,
 - (d) reveal the identity of a confidential source of law enforcement information,
 - (e) reveal criminal intelligence that has a reasonable connection with the detection, prevention or suppression of organized criminal activities or of serious and repetitive criminal activities,
 - (f) interfere with or harm an ongoing or unsolved law enforcement investigation, including a police investigation,
 - (g) reveal any information relating to or used in the exercise of prosecutorial discretion,
 - (h) deprive a person of the right to a fair trial or impartial adjudication,
 - (i) reveal a record that has been confiscated from a person by a peace officer in accordance with a law,
 - (j) facilitate the escape from custody of an individual who is being lawfully detained,
 - (k) facilitate the commission of an unlawful act or hamper the control of crime,
 - (l) reveal technical information relating to weapons or potential weapons,
 - (m) harm the security of any property or system, including a building, a vehicle, a computer system or a communications system, or
 - (n) reveal information in a correctional record supplied, explicitly or implicitly, in confidence.
- (2) Subsection (1)(g) does not apply to information that has been in existence for 10 years or more.
- (3) The head of a public body may refuse to disclose information to an applicant if the information
- (a) is in a law enforcement record and the disclosure could reasonably be expected to expose to civil liability the author of the record or an individual who has been quoted or paraphrased in the record, or

- (b) is about the history, supervision or release of an individual who is under the control or supervision of a correctional authority and the disclosure could reasonably be expected to harm the proper custody or supervision of that person.
- (4) The head of a public body must refuse to disclose information to an applicant if the information is in a law enforcement record and the disclosure would be an offence under an Act of Canada.
- (5) Subsections (1) and (3) do not apply to
 - (a) a report prepared in the course of routine inspections by an agency that is authorized to enforce compliance with an Act of Alberta, or
 - (b) a report, including statistical analysis, on the degree of success achieved in a law enforcement program unless disclosure of the report could reasonably be expected to interfere with or harm any of the matters referred to in subsection (1) or (3).
- (6) After a police investigation is completed, the head of a public body may disclose under this section the reasons for a decision not to prosecute
 - (a) to a person who knew of and was significantly interested in the investigation, including a victim or a relative or friend of a victim, or
 - (b) to any other member of the public, if the fact of the investigation was made public.

RSA 2000 cF-25 s20;2002 c32 s7

Disclosure harmful to intergovernmental relations

21(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to

- (a) harm relations between the Government of Alberta or its agencies and any of the following or their agencies:
 - (i) the Government of Canada or a province or territory of Canada,
 - (ii) a local government body,
 - (iii) an aboriginal organization that exercises government functions, including

- (A) the council of a band as defined in the *Indian Act* (Canada), and
 - (B) an organization established to negotiate or implement, on behalf of aboriginal people, a treaty or land claim agreement with the Government of Canada,
 - (iv) the government of a foreign state, or
 - (v) an international organization of states,
- or
- (b) reveal information supplied, explicitly or implicitly, in confidence by a government, local government body or an organization listed in clause (a) or its agencies.
- (2) The head of a public body may disclose information referred to in subsection (1)(a) only with the consent of the Minister in consultation with the Executive Council.
- (3) The head of a public body may disclose information referred to in subsection (1)(b) only with the consent of the government, local government body or organization that supplies the information, or its agency.
- (4) This section does not apply to information that has been in existence in a record for 15 years or more.

1994 cF-18.5 s20;1995 c17 s9;1999 c23 s13

Cabinet and Treasury Board confidences

- 22(1)** The head of a public body must refuse to disclose to an applicant information that would reveal the substance of deliberations of the Executive Council or any of its committees or of the Treasury Board or any of its committees, including any advice, recommendations, policy considerations or draft legislation or regulations submitted or prepared for submission to the Executive Council or any of its committees or to the Treasury Board or any of its committees.
- (2) Subsection (1) does not apply to
- (a) information in a record that has been in existence for 15 years or more,
 - (b) information in a record of a decision made by the Executive Council or any of its committees on an appeal under an Act, or

- (c) information in a record the purpose of which is to present background facts to the Executive Council or any of its committees or to the Treasury Board or any of its committees for consideration in making a decision if
 - (i) the decision has been made public,
 - (ii) the decision has been implemented, or
 - (iii) 5 years or more have passed since the decision was made or considered.

1994 cF-18.5 s21

Local public body confidences

23(1) The head of a local public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to reveal

- (a) a draft of a resolution, bylaw or other legal instrument by which the local public body acts, or
- (b) the substance of deliberations of a meeting of its elected officials or of its governing body or a committee of its governing body, if an Act or a regulation under this Act authorizes the holding of that meeting in the absence of the public.

(2) Subsection (1) does not apply if

- (a) the draft of the resolution, bylaw or other legal instrument or the subject-matter of the deliberation has been considered in a meeting open to the public, or
- (b) the information referred to in that subsection is in a record that has been in existence for 15 years or more.

1994 cF-18.5 s22

Advice from officials

24(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to reveal

- (a) advice, proposals, recommendations, analyses or policy options developed by or for a public body or a member of the Executive Council,
- (b) consultations or deliberations involving
 - (i) officers or employees of a public body,

- (ii) a member of the Executive Council, or
 - (iii) the staff of a member of the Executive Council,
 - (c) positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations,
 - (d) plans relating to the management of personnel or the administration of a public body that have not yet been implemented,
 - (e) the contents of draft legislation, regulations and orders of members of the Executive Council or the Lieutenant Governor in Council,
 - (f) the contents of agendas or minutes of meetings
 - (i) of the governing body of an agency, board, commission, corporation, office or other body that is designated as a public body in the regulations, or
 - (ii) of a committee of a governing body referred to in subclause (i),
 - (g) information, including the proposed plans, policies or projects of a public body, the disclosure of which could reasonably be expected to result in disclosure of a pending policy or budgetary decision, or
 - (h) the contents of a formal research or audit report that in the opinion of the head of the public body is incomplete unless no progress has been made on the report for at least 3 years.
- (2) This section does not apply to information that
- (a) has been in existence for 15 years or more,
 - (b) is a statement of the reasons for a decision that is made in the exercise of a discretionary power or an adjudicative function,
 - (c) is the result of product or environmental testing carried out by or for a public body, that is complete or on which no progress has been made for at least 3 years, unless the testing was done

- (i) for a fee as a service to a person other than a public body, or
- (ii) for the purpose of developing methods of testing or testing products for possible purchase,
- (d) is a statistical survey,
- (e) is the result of background research of a scientific or technical nature undertaken in connection with the formulation of a policy proposal, that is complete or on which no progress has been made for at least 3 years,
- (f) is an instruction or guideline issued to the officers or employees of a public body, or
- (g) is a substantive rule or statement of policy that has been adopted by a public body for the purpose of interpreting an Act or regulation or administering a program or activity of the public body.

(2.1) The head of a public body must refuse to disclose to an applicant

- (a) a record relating to an audit by the Chief Internal Auditor of Alberta that is created by or for the Chief Internal Auditor of Alberta, or
- (b) information that would reveal information about an audit by the Chief Internal Auditor of Alberta.

(2.2) Subsection (2.1) does not apply to a record or information described in that subsection

- (a) if 15 years or more has elapsed since the audit to which the record or information relates was completed, or
- (b) if the audit to which the record or information relates was discontinued or if no progress has been made on the audit for 15 years or more.

(3) In this section, “audit” means a financial or other formal and systematic examination or review of a program, portion of a program or activity.

RSA 2000 cF-25 s24;2006 c17 s5

**Disclosure harmful to economic and other interests
of a public body**

25(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be

expected to harm the economic interest of a public body or the Government of Alberta or the ability of the Government to manage the economy, including the following information:

- (a) trade secrets of a public body or the Government of Alberta;
- (b) financial, commercial, scientific, technical or other information in which a public body or the Government of Alberta has a proprietary interest or a right of use and that has, or is reasonably likely to have, monetary value;
- (c) information the disclosure of which could reasonably be expected to
 - (i) result in financial loss to,
 - (ii) prejudice the competitive position of, or
 - (iii) interfere with contractual or other negotiations of,the Government of Alberta or a public body;
- (d) information obtained through research by an employee of a public body, the disclosure of which could reasonably be expected to deprive the employee or the public body of priority of publication.

(2) The head of a public body must not refuse to disclose under subsection (1) the results of product or environmental testing carried out by or for a public body, unless the testing was done

- (a) for a fee as a service to a person, other than the public body, or
- (b) for the purpose of developing methods of testing or testing products for possible purchase.

1994 cF-18.5 s24;1999 c23 s15

Testing procedures, tests and audits

26 The head of a public body may refuse to disclose to an applicant information relating to

- (a) testing or auditing procedures or techniques,
- (b) details of specific tests to be given or audits to be conducted, or
- (c) standardized tests used by a public body, including intelligence tests,

if disclosure could reasonably be expected to prejudice the use or results of particular tests or audits.

1994 cF-18.5 s25;1999 c23 s16

Privileged information

27(1) The head of a public body may refuse to disclose to an applicant

- (a) information that is subject to any type of legal privilege, including solicitor-client privilege or parliamentary privilege,
- (b) information prepared by or for
 - (i) the Minister of Justice and Solicitor General,
 - (ii) an agent or lawyer of the Minister of Justice and Solicitor General, or
 - (iii) an agent or lawyer of a public body,
in relation to a matter involving the provision of legal services, or
- (c) information in correspondence between
 - (i) the Minister of Justice and Solicitor General,
 - (ii) an agent or lawyer of the Minister of Justice and Solicitor General, or
 - (iii) an agent or lawyer of a public body,
and any other person in relation to a matter involving the provision of advice or other services by the Minister of Justice and Solicitor General or by the agent or lawyer.

(2) The head of a public body must refuse to disclose information described in subsection (1)(a) that relates to a person other than a public body.

(3) Only the Speaker of the Legislative Assembly may determine whether information is subject to parliamentary privilege.

RSA 2000 cF-25 s27;2013 c10 s34

Disclosure harmful to the conservation of heritage sites, etc.

28 The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to result in damage to or interfere with the conservation of

- (a) any historic resource as defined in the *Historical Resources Act*, or
- (b) any rare, endangered, threatened or vulnerable form of life.

1994 cF-18.5 s27;1995 c17 s11

Information that is or will be available to the public

29(1) The head of a public body may refuse to disclose to an applicant information

- (a) that is readily available to the public,
- (a.1) that is available for purchase by the public, or
- (b) that is to be published or released to the public within 60 days after the applicant's request is received.

(2) The head of a public body must notify an applicant of the publication or release of information that the head has refused to disclose under subsection (1)(b).

(3) If the information is not published or released within 60 days after the applicant's request is received, the head of the public body must reconsider the request as if it were a new request received on the last day of that period, and access to the information requested must not be refused under subsection (1)(b).

RSA 2000 cF-25 s29;2003 c21 s6

Division 3 Third Party Intervention

Notifying the third party

30(1) When the head of a public body is considering giving access to a record that may contain information

- (a) that affects the interests of a third party under section 16, or
- (b) the disclosure of which may be an unreasonable invasion of a third party's personal privacy under section 17,

the head must, where practicable and as soon as practicable, give written notice to the third party in accordance with subsection (4).

(1.1) Subsection (1) does not apply to information that the head of a public body may refuse to disclose in accordance with section 29.

(2) Subsection (1) does not apply to a record containing information described in section 17(2)(j).

(3) If the head of a public body does not intend to give access to a record that contains information excepted from disclosure under section 16 or 17, the head may give written notice to the third party in accordance with subsection (4).

(4) A notice under this section must

- (a) state that a request has been made for access to a record that may contain information the disclosure of which would affect the interests or invade the personal privacy of the third party,
- (b) include a copy of the record or part of it containing the information in question or describe the contents of the record, and
- (c) state that, within 20 days after the notice is given, the third party may, in writing, consent to the disclosure or make representations to the public body explaining why the information should not be disclosed.

(5) When notice is given under subsection (1), the head of the public body must also give the applicant a notice stating that

- (a) the record requested by the applicant may contain information the disclosure of which would affect the interests or invade the personal privacy of a third party,
- (b) the third party is being given an opportunity to make representations concerning disclosure, and
- (c) a decision will be made within 30 days after the day notice is given under subsection (1).

RSA 2000 cF-25 s30;2003 c21 s7

Time limit and notice of decision

31(1) Within 30 days after notice is given pursuant to section 30(1) or (2), the head of the public body must decide whether to give access to the record or to part of the record, but no decision may be made before the earlier of

- (a) 21 days after the day notice is given, and
- (b) the day a response is received from the third party.

(2) On reaching a decision under subsection (1), the head of the public body must give written notice of the decision, including reasons for the decision, to the applicant and the third party.

(2) The council must ensure that each abstention and the reasons for the abstention are recorded in the minutes of the meeting.

1994 cM-26.1 s183

Abstention from voting on matter discussed at public hearing

184 When a public hearing on a proposed bylaw or resolution is held, a councillor

- (a) must abstain from voting on the bylaw or resolution if the councillor was absent from all of the public hearing, and
- (b) may abstain from voting on the bylaw or resolution if the councillor was only absent from a part of the public hearing.

1994 cM-26.1 s184

Recording of votes

185(1) Before a vote is taken by council, a councillor may request that the vote be recorded.

(2) When a vote is recorded, the minutes must show the names of the councillors present and whether each councillor voted for or against the proposal or abstained.

1994 cM-26.1 s185

Secret ballot

185.1(1) Despite sections 185 and 197, at a meeting at which a council

- (a) establishes a council committee or other body under section 145, or
- (b) appoints a chief elected official under section 150,

a secret ballot must be held if requested by any councillor present at the meeting.

(2) A vote by secret ballot under subsection (1) must be confirmed by a resolution of council.

1998 c24 s8

Tied vote

186 If there is an equal number of votes for and against a resolution or bylaw, the resolution or bylaw is defeated.

1994 cM-26.1 s186

Bylaw changing number of councillors

144(1) A bylaw passed under section 143 must be passed at least 180 days before the general election at which it is to take effect.

(2) If a bylaw is passed less than 180 days before the next general election, it takes effect at the 2nd general election after the date on which it is passed.

(3) A bylaw passed under section 143 must be advertised.

1994 cM-26.1 s144

Bylaws - council and council committees

145 A council may pass bylaws in relation to the following:

- (a) the establishment and functions of council committees and other bodies;
- (b) the procedure and conduct of council, council committees and other bodies established by the council, the conduct of councillors and the conduct of members of council committees and other bodies established by the council.

1994 cM-26.1 s145

Composition of council committees

146 A council committee may consist

- (a) entirely of councillors,
- (b) of a combination of councillors and other persons, or
- (c) subject to section 154(2), entirely of persons who are not councillors.

1994 cM-26.1 s146

Division 2 Elections, Appointments and Ward System

Election of councillors

147(1) Subject to Division 5, councillors other than a chief elected official are to be elected in accordance with the *Local Authorities Election Act*.

(2) The election is to be by a vote of the electors of the whole municipality unless the municipality is divided into wards, in which case section 148 applies.

1994 cM-26.1 s147

responsible. He also suggested we contact MP Blaine Calkins with regards to the federal funding.

Municipal Government Act – MLA Anglin indicated the biggest thing coming is the rewriting of the MGA. He noted it is a huge document. The AUMA will have consultation on the MGA and suggested we make sure we get our input into the AUMA and the Minister of Municipal Affairs. MLA Anglin advised the Minister of Municipal Affairs would like the document rewritten prior to the next election.

Mayor Pankiw thanked MLA Anglin for his presentation.

5.2 Destination Rimbey – Mr. Dave Karroll (7.9)

Mayor Pankiw welcomed Mr. Karroll to the Council Meeting.

Mr. Karroll presented options for marketing Rimbey to the world to attract seniors, families and businesses. He outlined a 12 week test program, which would lay the foundation for a long term marketing initiative for the Town of Rimbey to help expand the community. It would involve placing three ads four times each in Alberta and three different ads would be placed once in Saskatchewan and British Columbia. This would give exposure to approximately 3.5 million people. The site would have a visitor counter to track visits.

The cost to the Town of Rimbey for the initial twelve week test program is \$9,000.00.

Mayor Pankiw thanked Mr. Karroll for his presentation.

5.3 Animal Control Services – Mr. Jim DeBoon

Mayor Pankiw welcomed Mr. Deboon to the Council Meeting.

Mr. Deboon spoke to Council regarding a cat bylaw. He spoke in-depth on 4 options: Council consider enacting a cat bylaw, Council can amend the current dog bylaw to cover domestic pets, Council can do neither and just arrange for pick up and housing of cats (which could have legal implications) or Council could choose to maintain the status quo. Mr. DeBoon indicated the cost to house a cat for the minimum of three days is \$120.00.

Mayor Pankiw thanked Mr. Deboon for his presentation.

6. Bylaws

6.1 None

7. New and Unfinished Business

7.1 Recreation Board – Community Grants Program

Motion 003/14

Moved by Councillor Payson Council approves the funding of \$500 to the Rimbey and Area Early Child Development Coalition (Powerful Moms and Super Dads), \$500 to the Rimbey and District Victim Services (Big Band Valentine Gala), and \$500 to the Rimbey Kinsmen (Christmas Supper and Entertainment) from the Community Events Grant Program budget.

CARRIED

7.2 Rimbey Municipal Library – Board Member Application

Motion 004/14

Moved by Councillor Jaycox to vote by secret ballot.

CARRIED

Motion 005/14

Moved by Councillor Payson Council appoints Mrs. Gayle Rondeel to the Rimbey Municipal Library Board effective January 13, 2014 for a period of three (3) years.

DEFEATED

7.3 Rimbey Art Club AgreementMotion 006/14

Moved by Councillor Jaycox Council approves the proposed agreement which would extend the Art Club's Lease at the Peter Lougheed Community Centre for the period January 1, 2014 through December 31, 2016.

CARRIED

7.4 Parkland Regional Library AgreementMotion 007/14

Moved by Councillor Webb Council approves the Parkland Regional Library requisition of \$17,835.00 for the 2014 year.

CARRIED

7.5 West Central Planning AgencyMotion 008/14

Moved by Councillor Olsen Council approves the requisition from West Central Planning Agencies in the amount of \$7,021.08 for the 2014 year.

CARRIED

7.6 MLA Joe Anglin Delegation Discussion (5.1)Motion 009/14

Moved by Councillor Webb Council accepts MLA Anglin's update as information.

CARRIED

7.7 Destination Rimbey – Mr. Dave Karroll Delegation Discussion (5.2)Motion 010/14

Moved by Councillor Olsen Council accepts the presentation regarding Destination Rimbey as information, and refer the information to the 2014 budget.

CARRIED

7.8 Animal Control ServicesMotion 011/14

Moved by Councillor Jaycox Council accepts the documentation from Animal Control Services which outlines suggestions for the regulation and control of cats within the corporate limits of the Town of Rimbey as information and refer to the 2014 budget.

CARRIED

7.9 Budget Planning MeetingMotion 012/14

Moved by Councillor Webb Council to hold a Budget/Planning Meeting with Administration on February 1, 2014 at 9:00 am.

CARRIED

The Town of Rimbey Council Procedural Bylaw

Bylaw 894/14

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURE AND CONDUCT OF COUNCIL.

WHEREAS, pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, the Council may pass Bylaws in relation to the procedure and conduct of Council; and

WHEREAS, the Council of the Town of Rimbey desires to establish a procedural and conduct Bylaw;

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

PART I - BYLAW TITLE

This bylaw may be cited as the "Council Procedural Bylaw".

PART II - DEFINITIONS

- 1) In this bylaw, unless the context otherwise requires:
 - a) "Council" shall mean the Municipal Council of the Town of Rimbey.
 - b) "C.A.O." means the Chief Administrative Officer of the Town of Rimbey or duly appointed designate.
 - c) "Chair" shall mean the Mayor, Deputy Mayor or any other duly appointed Presiding Officer at a constituted meeting.
 - d) "MGA" means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto.
 - e) "Town" means the Town of Rimbey.

PART III – MEETINGS OF COUNCIL

- 2) The Regular Meetings of Council shall be held in the Council Chambers of the Town on days and times established, by resolution of Council, at the annual Organizational Meeting of Council. Regular Meetings of Council may be cancelled or rescheduled by resolution of Council at any duly constituted meeting.
- 3) Special Meetings of Council must be called pursuant to Section 194 of the MGA.
- 4) The Council of the Town shall hold an annual Organizational Meeting of Council pursuant to Section 192 of the MGA.

TOWN OF RIMBEY
TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, APRIL 14, 2014 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	
	2.1 None	
3.	Agenda Approval and Additions	
	11.1 In Camera - Personnel (addition)	
4.	Minutes	
	4.1 March 24, 2014, Regular Council Meeting Minutes	2-6
5.	Delegations	
	5.1 Atco Gas – Cheque Presentation.....	7-8
6.	Bylaws	
	6.1 Bylaw 890/14 Amendment to Land Use – Rezoning.....	9-11
	6.2 Bylaw 891/14 Town of Rimbey Tax Rate Bylaw.....	12-14
	6.3 Bylaw 892/14 Fees for Services Bylaw.....	15-18
	6.4 Bylaw 893/14 Municipal Emergency Management Bylaw.....	19-26
7.	New and Unfinished Business	
	7.1 Regional Emergency Management Partnership	27-31
	7.2 Council Meeting Date Amendment.....	32
	7.3 Recreation Advisory Group – Team Operating Agreement	33-37
	7.4 Community Events Grant Program Policy 5402.....	38-40
	7.5 Community Events Grant Program Applications.....	41
	7.6 Rimbey Municipal Library	42-43
	7.7 2014 Concrete Replacement Program.....	44-45
	7.8 Tagish Engineering Project Status Updates April 8/14.....	46-51
	7.9 Rimbey Municipal Library – Board Member Applications	52-54
	7.10 Recreation Advisory Group – Member Appointments.....	55
8.	Reports	
	8.1 Department Reports	
	8.1.1 None	
	8.2 Boards/Committee Reports	
	8.2.1 Rimoka Housing Foundation Minutes Feb 26/14.....	56-59
	8.2.2 Rimbey & District Volunteer Week Committee Minutes Mar 20/14	60-64
	8.2.3 FCSS/RCHHS Board Meeting Minutes Feb 19/14	65-68
9.	Correspondence	69
	9.1 Rimbey Bantam Renegades –Thank you letter	70
	9.2 Alberta Municipal Affairs – MSI.....	71
	9.3 City of Red Deer – Centralization of ambulance dispatch.....	72
	9.4 Alberta Municipal Affairs – MSI 2012 Conditional Operating Funding Statement.....	73
	9.5 WCB – National Day of Mourning.....	74-76
	9.6 Alberta Municipal Affairs – Census.....	77
	9.7 MADD – Thank you Letter	78
	9.8 Letter From Virginia Grinde – Recycle Facility	79
	9.9 Library Board Invitation	80
	9.10 Elected Officials Education Program – Emergency Preparedness Planning	81
	9.11 Town of Blackfalds Parade – June 14, 2014	82-85
	9.12 Alberta Municipal Affairs – 2014 MSI Funding Allotment	86-88
10.	Open Forum	
11.	In Camera	
	11.1 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act.(addition)	
12.	Adjournment	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON MONDAY, APRIL 28, 2014 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 Jaycox
Councillor Olsen
Councillor Payson
Councillor Webb
Acting CAO/DO – Melissa Beebe
Acting Assistant CAO/Director of Finance – Lori Hillis
Town of Rimbey Maintenance – Bruce Newbury
Recording Secretary – Kathy Blakely
Recording Secretary in Training – Karen Dawn
- Absent:
- Public:
Mr. Mike Seniuk – Seniuk & Company Delegation
Treena Mielke – Rimbey Review
2 members of the public
2. Public Hearing 2.1 None
3. Adoption of Agenda 3.1. April 28, 2014 Agenda
11.1 Land (Pursuant to Division 2, Section 24(1) of the Freedom of Information and Protection of Privacy Act.) addition
11.2 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act.) addition
7.7 Reschedule May 6/14 Regular Council Meeting
- Motion 136/14
- Moved by Councillor Webb to accept the agenda as amended.
- CARRIED
4. Minutes 4.1 April 14, 2014, Council Regular Meeting Minutes
- Motion 137/14
- Moved by Councillor Olsen to accept the April 14, 2014, Council Regular Meeting Minutes as presented.
- CARRIED
- 1 person entered the meeting 7:04 pm.
5. Delegation 5.1 Seniuk & Company – Auditors Report
Mayor Pankiw welcomed Mr. Mike Seniuk, Auditors for the Town of Rimbey, to the Council Meeting.
- Mr. Seniuk went over the Auditor's Report to Council. He spoke to Council regarding the Consolidated Financial Statements which included the Financial Position, Statement of Operations, Statement of Changes in Net Financial Assets, Statement of Cash Flow, Schedule of Property and other Taxes, Schedule of Government Transfers, Schedule of Expenditures by Object, Schedule of Segmented Disclosures and the notes to the Consolidated Financial Statements.
- Mayor Pankiw thanked Mr. Seniuk for his presentation.

6. Bylaws

6.1 None

7. New and Unfinished Business

Council was in consensus to move item 7.4 prior to item 7.1

7.4 Seniuk & Company – Auditors Report Delegation Discussion (5.1)Motion 138/14

Moved by Councillor Jaycox Council accepts the audit report of the Financial Statements for the year ending December 31, 2013, as presented by Mr. Seniuk, of Seniuk and Company, auditors for the Town of Rimbey.

CARRIED

7.1 Rimbey Municipal Library - Board Member ApplicationMotion 139/14

Moved by Councillor Webb Council appoints Kathie Wallace to the Rimbey Municipal Library Board effective April 28, 2014 for a period of three (3) years.

CARRIED

7.2 Tagish Engineering Ltd. – Project Status Updates April 22, 2014Motion 140/14

Moved by Councillor Olsen Council accepts the Project Status Updates dated April, 22, 2014, from Tagish Engineering as information.

CARRIED

7.3 Well 12, 13 & Main Reservoir Fencing TenderMotion 141/14

Moved by Councillor Payson Council awards the tender of the 2014 Fencing Contract to Ram Fencing for the tendered price of \$23,655.00 (excluding GST).

CARRIED

7.5 Floor Damage in Main AuditoriumMotion 142/14

Moved by Councillor Webb Council table the decision on the flooring to the May 26, 2014 Council Meeting.

CARRIED

7.6 HVAC Tender/Control UpgradesMotion 143/14

Moved by Councillor Webb the tender for the HVAC Replacement and Coil Cleaning be awarded to Rimbey Heating at a tendered price of \$139,715.00 (GST not included).

CARRIED

Motion 144/14

Moved by Councillor Olsen the tender for the building controls upgrade be awarded to Direct Digital Controls Ltd at the tendered price of \$28,865.00 (GST not included).

CARRIED

8. Reports

8.1 Department Reports8.1.1 Finance

Cash Position to March 31, 2014

Consolidated Financial Statement to March 31, 2014

Motion 145/14

Moved by Councillor Olsen Council accepts the Cash Position to March 31, 2014 and the Consolidated Financial Statement to March 31, 2014 as presented.

CARRIED

8.2 Boards/Committee Reports8.2.1 Rimbey Municipal Library Board Meeting Minutes March 3, 20148.2.2 Beatty Heritage House Society – Meeting Minutes - March 3, 2014Motion 146/14

Moved by Councillor Jaycox Council accepts the Rimbey Municipal Library Board Meeting Minutes of March 3, 2014 and the Beatty Heritage House Society Meeting Minutes of March 3, 2014 as information.

CARRIED

8.3 Council Reports8.3.1 Mayor Pankiw's Report

Mayor Pankiw provided a written report.

8.3.2 Councillor Jaycox's Report

Councillor Jaycox provided a written report.

8.3.3 Councillor Olsen's Report

Councillor Olsen provided a verbal report indicating he attended the following: Mar 21/14 Budget Presentation, Mar 24/14 Blindman Youth Action Society Meeting, Mar 24/14 Regular Council Meeting, April 1/14 Meet potential CAO Candidate, Apr/3/14 Incubator Information Session, Apr 9/14 CAO Interviews. Apr 11/14 Meeting with Seniors at the Lodge, Apr 14/14 Regular Council Meeting, Apr 21/14 Blindman Youth Action Society Meeting, Apr 23/14 Meeting with RCMP and Apr 28/14 Regular Council Meeting.

8.3.4 Councillor Payson's Report

Councillor Payson provided a verbal report indicating he attended the following: Apr 3/13 Incubator Information Meeting, Apr 7/14 Volunteer Appreciation Dinner, Apr 9/14 CAO Interviews, Apr 14/14 Neighbourhood Place Meeting Apr 14/14 Regular Council Meeting, Apr 15/14 Library Board Meeting, Apr 21/14 Blindman Youth Action Society Meeting, Apr 23/14 Meeting with RCMP, and Apr 28/14 Regular Council Meeting.

8.3.5 Councillor Webb's Report

Councillor Webb provided a written report.

Motion 147/14

Moved by Councillor Olsen Council accepts the reports as information.

CARRIED

9. Correspondence

9.1 Alberta Transportation - AMIP.9.2 Alberta Transportation - BMTG9.3 Alberta Transportation - FGTF9.4 Rimbey Municipal Library – Steak & Lobster/Chicken & Rib Night9.5 Letter From Blain Calkins9.6 Alberta Municipal Affairs - Bill 27 Flood Recovery and Reconstruction ActMotion 148/14

Moved by Councillor Olsen Council accepts the correspondence from

Alberta Transportation - AMIP, Alberta Transportation - BMTG, Alberta Transportation - FGTF, the Rimbey Municipal Library – Steak & Lobster/Chicken & Rib Night, Letter from Blain Calkins MP and Alberta Municipal Affairs - Bill 27 Flood Recovery and Reconstruction Act, as information.

CARRIED

10. Open Forum

10.1 Open Forum

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

There were 2 responses from the gallery.

One person questioned council regarding the funds announced for the seniors center and the rezoning bylaw passed at the previous meeting. He feels the community should be made aware of the details of the development agreement as soon as possible.

One person requested clarification from Council regarding the leak on the Community Centre floor.

The Mayor asked if any other people from the gallery wished to speak.

The Mayor advised the gallery the next items will be in camera and asked the gallery to depart the meeting.

Mayor recessed the meeting at 8:13 pm.

3 members of the public departed the meeting at 8:13 pm.

Mayor Pankiw reconvened the meeting at 8:18 pm.

11. In Camera

11.1 Land (Pursuant to Division 2, Section 24(1) of the Freedom of Information and Protection of Privacy Act.) addition

11.2 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act.) addition

Motion 149/14

Moved by Councillor Olsen the Council Meeting go in camera at 8:18 pm Pursuant to Division 2, Section 24(1) of the Freedom of Information and Protection of Privacy Act to discuss land issues and pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act to discuss personnel issues.

CARRIED

Motion 150/14

Moved by Councillor Webb the Council meeting revert back to an open meeting 8:30 pm.

CARRIED

2 member of the public returned to the meeting.

Motion 151/14

Moved by Councilor Jaycox to extend the meeting past the 90 minutes allotted for a Council Meeting.

CARRIED

Motion 152/14

Moved by Councillor Jaycox Council will forgive the 1 acre of municipal reserve, based on the review of documentation which indicates 29 acres (more or less) for the original subdivision of SJC Development Corporation

from 2007, which would then have required 10% of the land be allocated as municipal reserve for a total of 2.9 acres not 3.9 acres.

CARRIED

Motion 153/14

Moved by Councillor Olsen the municipal reserve for subdivision application TR14/01 be split into 3 ways as follows, 10% of the proposed lot shall be deferred into the proposed lot at the time of registration for the future storm water management, 10% of the remainder shall be deferred into the remainder parcel at the time of registration and the rest of the remaining municipal reserve owing shall be paid out in cash, based on a rate of \$7,500.00 per acre for 1.4493 acres, for a total of \$10,869.75.

CARRIED

12. Adjournment

Motion 154/14

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 8:35 pm.



MAYOR



ACTING CHIEF ADMINISTRATIVE OFFICER

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.4	Confidential	Yes	No	XX
Topic	Committee of the Whole				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

Upon review of Committee of the Whole Meeting procedures, through consultations with our consultants and Municipal Affairs, it was determined the meetings must be open to the public.

Documentation Attached:	Yes	XX	No
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DISCUSSION:

A clarification on Committee of the Whole was included in the Town of Rimbey advertisement of the Rimbey Review for the week of June 17 to June 23, 2014.

The clarification explained to the general public the function of the Committee of the Whole and advised of upcoming changes to the Council Procedural Bylaw to include the Committee of the Whole.

A copy of the clarification is attached.

RECOMMENDED ACTIONS:

Administration recommends Council consider amending the wording in the Council Procedural Bylaw 894/14, from:

- 2) The Regular Meetings of Council shall be held in the Council Chambers of the Town on days and times established, by resolution of Council, at the annual Organizational Meeting of Council. Regular Meetings of Council may be cancelled or rescheduled by resolution of Council at any duly constituted meeting.

to:

- 2) The Regular Meetings of Council and the Committee of the Whole Meetings shall be held in the Council Chambers of the Town on days and times established, by resolution of Council, at the annual Organizational Meeting of Council. Regular Meetings of Council may be cancelled or rescheduled by resolution of Council at any duly constituted meeting.

Administration recommends Council consider scheduling Committee of the Whole Meetings for the second Friday of September and October 2014 commencing at 9:00 am.

CAO <i>Adkins, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



MAYOR AND COUNCIL CLARIFY COMMITTEE OF THE WHOLE

Rimby, Alberta, June 11, 2014– Mayor Rick Pankiw is pleased to announce Committee of the Whole Meetings will be held in Council Chambers. Mayor Pankiw has clarified that these meetings are public and the residents of Rimby are invited to attend.

The Municipal Government Act (MGA) prescribes that everyone has a right to be present at council meetings or council committee meetings conducted in public. In certain circumstances protected by the [Freedom of Information and Protection of Privacy Act \(FOIP\)](#), council may exclude the public for all or part of council or committee meetings for discussions about land, legal matters or personnel. The meetings must be advertised and/or posted.

The Committee of the Whole meeting is a chance for Council to discuss issues in a more informal setting and it provides Administration the opportunity to provide more information. Motions cannot be made at these meetings for action; however, motions can be made in the following manner, “The Committee of the Whole, recommends to Council to consider a motion on this [insert subject matter]. Council then debates the issue with a resolution in a properly scheduled Council meeting. Agenda items and discussion items from the last two Committee meetings can be requested at the Town Office in Rimby.

“As a new Council we have reached out to our Consultants and Municipal Affairs for direction in this matter as we were not comfortable meeting as a Council on issues other than “in-camera” circumstances as prescribed by the MGA. We became proactive and will be changing our procedures including amending our Procedural Bylaw. We also thank those residents who have discussed the issue with us for their clarification.”

If you would like more information about this issue, please contact Mayor Rick Pankiw at 403.843.2113 or email at rick.pankiw@rimbey.com.

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.5	Confidential	Yes	No	XX
Topic	Rimbey & District Chamber of Commerce Incubator Program				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

The Chamber of Commerce made a presentation to the Town Council in April 2013 regarding the idea of starting up a Small Business Incubator Program within the Community. A presentation was made outlining the concept of the pilot projects which have been set up in various communities. The Chamber of Commerce held a public information session in the fall of 2013 and was working on an economic development plan to provide small business growth for the community and surrounding area. The incubator program would accelerate the successful development of start-up companies.

The Chamber of Commerce requested and received, by way of Motion 059/14 a Business Support Grant in the amount of \$50,000.00 for the incubator program. The funds which were budgeted for in economic development have not been allocated at this time.

Documentation Attached:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	No <input type="checkbox"/>
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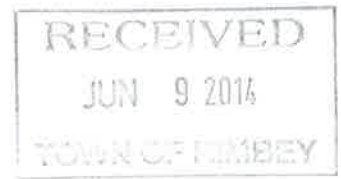
DISCUSSION:

The Town of Rimbey has received correspondence from the Rimbey & District Chamber of Commerce which indicates there has not been enough support from the community to proceed with the incubator program.

RECOMMENDED ACTION:

Administration recommends Council consider reallocating the \$50,000 from the economic development budget to other department budgets as required.

CAO <i>L Hillis, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



June 9, 2014

Rimbey Town Council

Attn: Mayor Pankiw

Re: \$50,000 allocated from the town for Business Development Center

The Chamber did a survey of our members and although we received majority support we felt that it was not enough to proceed with the project as presented. The BDC committee decided to postpone a fall 2014 opening and re-evaluate the scope of the project.

Thank you for your past and continued support and encouragement.

A handwritten signature in blue ink, appearing to read "J. Stratton", written over a horizontal line.

Jackie Stratton

President Rimbey & District Chamber of Commerce

403-843-2727

Cc: Board members, Carrie Vaarstra

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.6	Confidential	Yes	No	XX
Topic	Regional Bylaw Enforcement Equipment Requirements				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

The Town of Rimbey entered into service agreements with surrounding municipalities for Regional Bylaw Enforcement. The Community Peace Officers have been using radar equipment which has been generously loaned to the town of Rimbey.

Documentation Attached:	Yes	No	XX
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DISCUSSION:

The Community Peace Officer Supervisor has obtained a quote for the purchase of a Laser LIDAR System and a Hand Held Radar System at a value of \$4,826.19, including GST.

RECOMMENDED ACTION:

Administration recommends Council consider reallocating \$5,000.00 from the Economic Development budget to the Regional Bylaw Enforcement budget to allow for the purchase of 2 radar units.

CAO <i>L Hillis, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

Quotation

Prepared for

Town of Rimbey
4938 - 50 Ave
Box 350
Rimbey, AB T0C 2J0



9503 42 Ave
EDMONTON, AB
T6E 5R2
780-435-4702
1-800-203-7938

WWW.WCIFS.CA

Services Proposed

Supply a proposal for a Laser LIDAR system and a Hand Held Radar system.

As per Kyle Kohler

Proposed Materials

Item Nbr	Item Description	Qty	Price/Unit	Ext. Price
40120-11	Dragon Eye LIDAR/ KPH West model	1.00	\$2,825.00	\$2,825.00
CRS7001	Falcon Moving & Stationary corded handle, Remote 7" dæ	1.00	\$1,771.37	\$1,771.37
Total				\$4,596.37

Summary

Number:	3135	Subtotal:	\$4,596.37
Print Date:	May 26, 2014	Sales Tax:	\$229.82
Salesperson:	Brad Larsen	Discount:	\$0.00
Start Date:		Total:	\$4,826.19
End Date:			
Billing Terms:	Net 30		
Bid Code:			

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.7	Confidential	Yes	No	XX
Topic	Community Events Grant Program				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

As indicated in Town of Rimbey Policy 5402, the purpose of the Community Events Grant Program is to provide a source of funding for eligible community groups to assist in hosting a community event.

Each year during its budget process Council allocates funds for the Community Events Program.

Listed below is a review of the last few years budget allocation:

Year	Allocation	Funds Used
2011	\$ 8,000	\$5,200
2012	\$ 8,000	\$6,874
2013	\$10,000	\$8,139
2014	\$8,000	\$7,892 to date

Documentation Attached:	Yes	No	XX
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DISCUSSION:

During the budget process for 2014, Council allocated \$8,000.00 for the Community Events Grant Program. Upon review of the allocations, it has been determined there is only \$107.62 left in the budget for the Community Events Grant Program.

RECOMMENDED ACTION:

Administration recommends Council reallocate \$5,000.00 from the Economic Development budget to the Community Events Grant Program.

CAO <i>L Hillis, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



Town of Rimbey Policy Manual

Title:	Community Events Grant Program	Policy No.:	5402
Supercedes:	January 9, 2012		
Approved:	April 14, 2014	Resolution No.:	123/14
Effective Date:	April 14, 2014		

Purpose: To provide a source of funding for eligible community groups to assist in hosting a community event.

Policy Statement:

The Town of Rimbey will provide a fair and equitable process for the granting of financial assistance, to a maximum of \$500.00 for events that benefit the community.

Definitions

1. "Community Event" is defined according to the following:
 - a. Event primarily designed and delivered for the general population; or
 - b. Event that is locally based and whose efforts are either local or regional in nature.
2. "Eligible Event" is defined according to the following:
 - a. Event that appeals to the general population and has a high level of community acceptance.
 - b. Proceeds from the event are solely intended to support the community.
 - c. Event that is hosted within the Town of Rimbey and must be open and accessible to the public regardless of age, sex, creed, or religion.
 - d. Event is non-partisan in nature.
3. "Eligible Group" is defined according to the following:
 - a. Organizations including registered non-profit societies, Canadian registered charities that operate in the Rimbey area or other community groups/organizations.
 - b. Organizations that are non-partisan in nature.
 - c. Organizations currently receiving a municipal property tax exemption are not eligible to receive funding.

Amended:

Date:	March 23/11	Resolution:	78/11
Date:	January 9/12	Resolution:	03/12

Responsibilities

1. The Town of Rimbey Community Services coordinates, promotes and receives applications for the Community Events Grant Program up to December 31st of the calendar year or until funding expires. Organizations are eligible to apply for funding in advance or 30 days after their event, provided the application is received within the calendar year.
2. The Director of Community Services reviews the grant applications in accordance with this policy and makes funding recommendations to Town Council.
3. In their application for a Community Events Grant, recipients shall illustrate all projected expenses and revenues as it relates to their event.
4. The Town of Rimbey will not be held responsible for any claims related to the proposed activity.
5. Submit a signed Financial Statement/Expenditure Report within 60 days of completion of the event, verifying that funds were used for the purpose awarded.
6. Acknowledge receipt of the Community Events Grant Program funding where appropriate.

Standards

1. Applications must be submitted using the approved application form.
2. A Financial Statement detailing the actual expenditures and revenues of the event must be submitted no later than 60 days after the event in order to receive funding.
3. Organizations shall be limited to one Community Events Grant per calendar year.
4. If an event is cancelled, or is not completed within the calendar year, all awarded funds shall be returned to the Community Events Grant Program.
5. Eligible expenses may include, but are not limited to:
 - a. Facility Rental Costs
 - b. Equipment Rental Costs
 - c. Guest Speakers/honorariums
 - d. Printing/Advertising
 - e. Trophies/Medals/Plaques
6. The maximum amount granted shall be \$500.00
7. Council may accept or reject any application based on merit and availability of funds.

Amended:

Date: March 23/11

Resolution: 78/11

Date: January 9/12

Resolution: 03/12



Town of Rimbey

Community Events Grant Program Application

Contact/Group Information

Group/Assoc: _____ Date: _____

Contact Name: _____ Title/Position: _____

Mailing Address: _____

Telephone Number: _____ Email: _____

Describe the primary objectives of your organization:

Project/Event Information

Name of Project/Event: _____

Date of Event: _____ Expected Attendance: _____

Provide a description of the project/event for which this funding is being applied for:

Project/Event Funding

What is the funding amount requested from your organization for this project/event: \$ _____

**Note: The maximum amount of funding available for this application is \$500.00*

Will your organization be requesting funds from any other sources for this project/event? If so, please list your funding sources below with anticipated funding amounts.

1. _____ \$ _____
2. _____ \$ _____
3. _____ \$ _____
4. _____ \$ _____

Budget Information

Expenses

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Expenses: \$ _____

Revenues

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Revenues: \$ _____

Net Profit/Loss: \$ _____

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.8	Confidential	Yes	No	XX
Topic	Community Events Grant Program Application				
Originated by	Lori Hillis	Title	Acting CAO		
BACKGROUND:					
<p>A Community Events Grant Application has been received from the Rimbey Exhibition Association requesting grant funds in the amount of \$500.00 for the Rimbey Rodeo. The funds will be used to help pay for the EMS Team they are required to have onsite during the rodeo.</p>					
Documentation Attached:	Yes	No	XX		
DISCUSSION:					
<p>This application, as in previous years, meets the Community Events Grants Program criteria. With the reallocation of budget funding of \$5000.00 there is \$5,107.62 available.</p>					
RECOMMENDED ACTION:					
<p>Administration recommends Council approves the Community Events Grant Application from the Rimbey Exhibition Association in the amount of \$500.00 to help pay for the EMS Team which they are required to have on site during the Rimbey Rodeo.</p>					
CAO <i>L Hillis, CA</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	



Town of Rimbey
Community Events Grant Program Application

Contact/Group Information

Group/Assoc: Rimbey Exhibition Association Date: June 6, 2014
 Contact Name: Hazel Street Title/Position: PROMOTIONS/TREASURER
 Mailing Address: Box 124, Rimbey, AB. T0C 2J0
 Telephone Number: 403-843-6629 Email: bhstreet@telusplanet.net

Describe the primary objectives of your organization:

To put on a rodeo weekend that is fun for the whole family,
bringing folks to our town.
We try to make enough money to go with all our volunteer hours
to keep the Rimbey Rodeo Ground in good + safe condition for
all in our community to use year round.

Project/Event Information

Name of Project/Event: Rimbey Rodeo
 Date of Event: July 11, 12 + 13th 2014 Expected Attendance: 3500

Provide a description of the project/event for which this funding is being applied for:

To help pay for the EMS Team we have to have at our
rodeo all weekend to help in case of injuries.
Thank You
H Street

Project/Event Funding

What is the funding amount requested from your organization for this project/event: \$ 500.⁰⁰

*Note: The maximum amount of funding available for this application is \$500.00

Will your organization be requesting funds from any other sources for this project/event? If so, please list your funding sources below with anticipated funding amounts.

1. Keyera Energy \$ 2500.
2. Bona Vista \$ 2000.
3. Regent Resources \$ 1000.
4. Don Laing Trailers \$ 500.

Budget Information

Expenses

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Expenses: \$ 57,100.76

Revenues

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Revenues: \$ 62,279.07

Net Profit/Loss: \$ 5,178.³¹

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.9	Confidential	Yes	No	XX
Topic	Skateboard Park Design Workshop				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

The Kinsmen have met with Administration and the Mayor and expressed their interest in spearheading the Skateboard Park Project. When the location is determined, the park can be designed to fit within the specific location

A concept plan of options for a skateboard park has been received from New-Line Skate Parks Incorporated located in Calgary. The information provided outlines the costs involved depending on the amount. This project would require consultation with the public and interests groups.

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

DISCUSSION:

The designers of the skateboard park suggested the ideal placement of the skateboard park as being East/West in the Lions Playground on 51st Avenue. It was suggested to hold a meeting with the public regarding the skateboard park on June 30th at 7:00 pm at the Peter Lougheed Community Centre.


It was also suggested Council provide the Kinsmen Club with a letter of support for the skateboard park to enable them to request funding from the County of Ponoka for the project.

The project has not been considered in the 2014 budget and would require reallocation of funds from the Economic Development Budget originally earmarked for the incubation program.

RECOMMENDED ACTION:

Administration recommends Council consider reallocating \$40,000 from the Economic Development Budget to Special Projects to allow for the commencement of the Skateboard Project.

Administration recommends Council consider hold a public meeting on June 30, 2014 at 7:00 pm in the Lions Room of the Peter Lougheed Community Centre to enable the citizens of Rimbey to learn about the Skateboard Project and contribute to the design of the facility.

CAO 				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



Rimbey Skatepark Design Workshop

Monday June 30, 2014 - 7:00pm - 8:30pm
 Peter Loughheed Community Centre - Lions Room

Be a part of creating Rimbey's first modern concrete skatepark!
 Learn about this exciting community project and contribute your
 ideas for the facility's design.



TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.10	Confidential	Yes	No	XX
Topic	Rimbey Municipal Library – Board Member Resignation				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

The Rimbey Municipal Library is run by the Rimbey Municipal Library Board.

Documentation Attached:	Yes	No	XX
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DISCUSSION:

The Manager of the Rimbey Municipal Library has notified the Town of Rimbey of the resignation of a Board Member Cheryl Duckett, effective May 27, 2014.

RECOMMENDED ACTION:

Administration recommends Council accept the notice of resignation from Rimbey Municipal Library Board Member, Cheryl Duckett, effective May 27, 2014, as information.

CAO <i>L Hillis, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.11	Confidential	Yes	No	XX
Topic	Rimbey Historical Society – Visitor Information Centre				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

The Smithson Truck Museum is a Visitor Information Centre, however, in the summer months this service is shared with the Beatty Heritage House Society. Documentation from the Rimbey Historical Society requests the Town of Rimbey to officially name the Smithson Truck Museum as the official site for the Visitor Information Centre.

The Rimbey Historical Society is working towards official accreditation with Alberta Tourism, Parks and Recreation for the Smithson International Truck Museum's Visitor Information Centre.

The benefits of becoming an accredited Visitor Information Centre includes highway signage, being featured on Alberta Road Maps, in the Alberta Travel Planner, lodging and camping guides and included on the Travel Alberta Website, all at no cost.

In order for the Smithson International Truck Museum to become an official community Visitor Information Centre they require endorsement by the municipality.

Documentation Attached:	Yes <input checked="" type="checkbox"/> XX	No
-------------------------	--	----

DISCUSSION:

At the Council Meeting held June 9, 2014 Council, by way of Motion 193/14, tabled the discussions to July 28, 2014 for more information from the Beatty Heritage House and the Smithson Truck Museum.

The attached letter from the Beatty Heritage House advises they have no objection to the Smithson Truck Museum getting their official accreditation with Alberta Tourism, Parks and Recreation for the Smithson International Truck Museum's Visitor Information Centre.

RECOMMENDED ACTION:

Administration recommends Council forward a letter to the Rimbey Historical Society endorsing the Smithson International Truck Museum to be the official Visitor Information Centre for the Town of Rimbey.

CAO <i>L Hillis, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

Kathy

From: Florence Stemo
Sent: Wednesday, June 18, 2014 3:58 PM
To: Kathy
Subject: Fwd: Beatty Heritage House Society Response

Begin forwarded message:

From: Florence Stemo
Subject: Beatty Heritage House Society Response
Date: 13 June, 2014 4:14:36 PM MDT
To: jack.webb@rimbey.com

Beatty Heritage House Society

Box 771, Rimbey, AB T0C 2J0

Councillor Webb - Rimbey Town Council
June, 13, 2014

Thank you for contacting us before responding to the Rimbey and District Historical Society's request, re designation of the Pas-ka-poo Park location as an official tourist information centre in Rimbey.

On behalf of our Society, I am advising Council through you that we believe such a designation would not affect the Beatty Heritage House in a negative way.

We understand that the Information Centre will remain at the Beatty House for the duration of this tourist season. Also, such a designation would not prevent the Centre from being moved temporarily to the Beatty House for future summer seasons, should the main-street location be considered more favourable.

Yours truly,

Florence Stemo

Secretary, Beatty Heritage House Society

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.12	Confidential	Yes	No	XX
Topic	Office Closure				
Originated by	Lori Hillis	Title	Acting CAO		
BACKGROUND:					
July the 1 st falls on a Tuesday.					
Documentation Attached:	Yes XX			No	
DISCUSSION:					
Section 56(1) of the MGA states: A Council may declare up to 2 days in a year as Civic Holidays.					
RECOMMENDED ACTION:					
Administration is requesting Council consider closing operations on June 30, 2014 to coincide with Canada Day to offer staff a 4 day break.					
CAO <i>L Hillis, CA</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	7.13	Confidential	Yes	No	XX
Topic	Sound Proofing of Walls – Administration Building				
Originated by	Lori Hillis	Title	Acting CAO		

BACKGROUND:

It has been determined there is a need to soundproof 4 walls in the administration building and install door sweeps under 4 doors. This would include the walls around the Mayor's office, the wall between the CAO office and Executive Assistant office and the wall between the Council Chambers and the hallway.

Documentation Attached:	Yes <input checked="" type="checkbox"/> XX	No <input type="checkbox"/>
-------------------------	--	-----------------------------

DISCUSSION:

Brix Construction Inc. was contacted to provide a quote to complete these minor renovations.

The cost estimate for the sound proofing the walls and installing door sweeps is \$2,456.40 plus GST.

The budget allowed for Purchased Repair/Maintenance – Administration is \$1500.00. Funds of \$693.92 have already been expensed from this allocation, leaving a balance of \$ 806.08 available. The cost of the sound proofing and installation of the door sweeps would bring this account over budget by \$1,650.32.

RECOMMENDED ACTION:

Administration recommends Council consider completing the soundproofing of the 4 walls in the administration building and install door sweeps under 4 doors at a cost of \$2,456.40, plus GST.

CAO <i>L Hillis, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



Brix Construction Inc.

RR 4 Rimbey, Alberta T0C 2J0

Cell: 403 704 3545

June 18, 2014

Attention: Town of Rimbey

Re: Sound Insulating of Walls at the Town Office

This quote includes:

- Walls around Mayor's office
- Wall from CEO office to Secretary office
- Wall from council chambers to hallway
- Sweeps under 4 doors
- Patching of drywall holes and fire taping
- New grill in cold air return duct + sound insulation

TOTAL: \$2 456.40 plus GST

Yours truly,

Steffen Olsen

TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council Meeting	Meeting Date	June 23, 2014	
Agenda Item No.	8.3.	Confidential	Yes	No
Topic	Council Reports			
Originated by	Lori Hillis	Title	Acting CAO	
BACKGROUND:				
The Mayor and Councillors provide reports on their activities.				
Documentation Attached:	Yes	XX	No	
DISCUSSION:				
<p>Attached are the following reports:</p> <ul style="list-style-type: none"> 8.3.1 Mayor's Pankiw's Report 8.3.2 Councillor Jaycox's Report 8.3.3 Councillor Olsen's Report 8.3.4 Councillor Payson's Report 8.3.5 Councillor Webb's Report 				
RECOMMENDED ACTION:				
Administration recommends Council accept Council reports as information.				
CAO <i>L Hillis, CA</i>				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

Mayor Pankiw's Report May 22- June 20/ 2014

May 25/14	Met with new CAO
May 28/14	Met with Kinsmen (Alan & Jeff)
May 30/14	Met with MP Blaine Calkins
May 30/14	West Country Outreach Graduation
June 2/14	Special Council Meeting
June 4/14	Seniors Week speech at Drop In Centre
June 5/14	Met with Kinsmen
June 6/14	Alberta Emergency Alert Training in Stettler
June 9/14	Regular Council Meeting
June 11/14	Rimoka Seniors BBQ at Manor
June 12/14	Met with Encana regarding South Lagoon
June 13/14	CAEP Meeting in Red Deer
June 16	ICS Training Level 100
June 17-19/14	Mayor Caucus in Calgary
	Commissioned for 6 citizens over this period

Councillor Jaycox's Report To June 23/14

May 21/14	Rimoka Housing Foundation Board Meeting
May 22/14	West Central Planning Agency Meeting
May 26/14	Regular Council Meeting
June 2/14	Special Council Meeting
June 6/14	Seniors BBQ
June 9/14	Regular Council Meeting and Committee of the Whole
June 13/14	Central Alberta Economic Partnership (CAEP) meeting
June 18/14	Rimoka Housing Foundation Board Meeting
June 23/14	Regular Council Meeting

Councillor Olsen's Report To June 23/14

June 9, 2014	Regular Council Meeting
June 12, 2014	ICS Session
June 21, 2014	Old Timers Annual Reunion
June 23, 2014	Regular Council Meeting
June 27, 2014	Ponoka Parade

Councillor Webb's Report May 27-June 23, 2014

June 2/14 Special Council Meeting

June 9/14 Regular Council Meeting

June 17/14 Historical Society Meeting

June 18/14 FCSS Meeting

June 23/14 FCSS Golf Committee Meeting

June 23/14 Regular Council Meeting

Signed several commission of oaths throughout the month.

TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	June 23, 2014		
Agenda Item No.	9.0	Confidential	Yes	No	XX
Topic	Correspondence				
Originated by	Lori Hillis	Title	Acting CAO		
BACKGROUND:					
Documentation Attached:	Yes	XX	No		
DISCUSSION:					
<p>9.1 Thank you card – The Fashion Show Fundraiser for Breast Cancer</p> <p>9.2 Thank you card to Mayor Pankiw – Parkland Manor</p> <p>9.3 Rimbey & District Chamber of Commerce – Sidewalk Sale</p> <p>9.4 Ram River Coal Corp.</p>					
RECOMMENDED ACTION:					
<p>Administration recommends Council accept the thank you cards and the information from the Rimbey & District Chamber of Commerce regarding the Sidewalk Sale as information.</p>					
CAO <i>L Hillis, CA</i>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

Town of
RIMBEY,
GRANTS PROGRAM.
and staff @ the Community
Centre.

THANK YOU !!!!

**THE FASHION SHOW FUNDRAISER FOR BREAST
CANCER**

HELD ON MAY 29 – 2014 @ RIMBEY

WOULD LIKE TO SAY...

Thank you for your help.
your donation + your
fabulous staff!

THANK YOU !

FOR YOU DONATION & CONTRIBUTION

**ALL FUNDS ARE HEADED TO THE
CANADIAN BREAST CANCER FOUNDATION**

THE NIGHT WAS A WONDERFUL TIME & I THINK EVERYONE REALLY ENJOYED IT!

I am always so proud we have
such a great facility like our
Community Centre!

MANDY

Thank You

Thank-you Mayor Rick Pankiw for donating towards our Entertainment, it was very much appreciated and enjoyed by everyone.

L M Wilson
 Vera Oak
 Bernice Bell
 Elsie Jaffray
 Ron Bauer
 Wanda Schwenget
 Ann Ingram
 Myrtle Copanick
 George Liven
 Eric & Audrey
 Pam Flavour
 Nelson Cole
 Handlynn Burtchen
 Edna Edna
 Ruby Cole
 Mary Brown
 Cordie B.
 Jean Hopper
 Helma Williams
 Lillian Hawkings
 Chester & Donna Mack
 Agnes Mac Donald
 Lillian Dunn
 Joe Kets
 Catherine Hughes
 Brian McRilligan
 Marie Williams
 Agnes Abbott
 Bernice Erickson
 Noian & Howard
 Herman A. Erickson
 Hazel Brade
 MARTHA LOULIE
 martha Denis
 Sadie Lewis
 malleie Shill
 martha Denis
 Marie Williams
 Billy Gillespie
 Mary Cooper. Anita

Lillian Dunn
 Dorothy Newfeldt
 E. Krause



RESIDENTS FROM PARKLAND MANOR

Raelynn Jackson and her parents, of ACR Oilfield Service, along with Rimbey mayor Rick Pankiw and ConocoPhillips sponsored the SadieSore Showband to visit Parkland Manor and provide some hilarity for the seniors on another snowy Alberta evening, April 15.

Photo by Amelia Naismith

Kathy

From: Carrie Vaartstra
Sent: Wednesday, June 11, 2014 10:02 AM
To: rimbeychamber@gmail.com
Cc:
Subject: Sidewalk Sale - July 12, 2014
Attachments: oledata.mso; Poster 2014.pdf



June 9, 2014

ATTENTION: All Businesses in Rimbey

The Rimbey and District Chamber of Commerce will once again be promoting the annual Rodeo Weekend **Sidewalk Sale** for the Saturday July 12, 2014.

We are inviting you to participate in this annual event. The hours for the sale are totally up to you as it is only one day.

In addition, it would be a wonderful attraction for all to see if you would decorate your business. The Chamber of Commerce will be presenting an award for the best-decorated Chamber Member Business. The ATB Financial has won this prestige award two years in a row. Let us see if you can give them some serious competition this year.

Judging will take place **Thursday July 10, 2014** throughout the morning, so please have all your decorating completed **by end of day Wednesday July 9, 2014.**

Please keep in mind that on that Saturday, the Farmer's Market is being held in the parking lot of the Servus Credit Union from 9:30 AM to 12:00 PM. The Rodeo parade starts around 11:00 AM, leaving from the High School grounds. The CARs Drag Shoot Out also starts at 11 AM at the Central Alberta Raceways racetrack.

If you have any questions or comments regarding these upcoming events, please do not hesitate to contact me. For more information, regarding Chamber memberships please contact me or see our Facebook Page or website www.rimbeylive.ca.

You can print as many copies of the attached poster to hang in your business's window. Happy decorating!!!

Sincerely

Carrie Vaartstra

Rimbey Chamber of Commerce
Box 87, Rimbey, AB T0C 2J0

403-392-6521
carrievaartstra@gmail.com

UNSUBSCRIBE

If you do not wish to receive electronic messages from Rimbey & District Chamber of Commerce in the future, please reply to rimbeychamber@gmail.com.

RIMBEY TOWN CENTRE IS THE PLACE TO BE ON SATURDAY JULY 12, 2014

THROUGHOUT THE DAY AT PARTICIPATING STORES



COME JOIN US!



**PARADE LEAVES FROM
RIMBEY HIGH SCHOOL
FIELD AT 11:00 AM**



**Farmers'
Market**

SERVUS CREDIT UNION
PARKING LOT 9:30 - 12:00



**RIMBEY RODEO - FRIDAY,
SATURDAY and SUNDAY**



DRAG SHOOT OUT
SATURDAY JULY 12 - 11:00 AM
SUNDAY JULY 13 - 12:00 PM



June 4, 2014

Town of Rimbey
Box 350
Rimbey, AB
T0C 2J0

SUBJECT: An Introduction to Ram River Coal Corp. and the Aries Coal Project

Dear Mayor Rick Pankiw and Council:

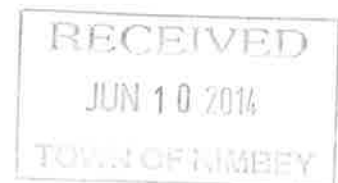
I am writing on behalf of our company and its owners to briefly introduce Ram River Coal Corp. (“Ram Coal”) and our proposed Aries Coal Mine Project (“the Project”). Ram Coal is a privately held coal company with offices in Calgary, AB and Vancouver, BC. Ram Coal is currently in the planning stages of a potential steelmaking coal project located approximately 40 kilometres west of Rocky Mountain House (see Figure 1 enclosed).

The proposed Project is not yet at the stage to enter the environmental review or approval process, nor has it been submitted to the Government of Alberta; therefore, we have not begun formal public engagement efforts with stakeholders related to regulatory approval. We are mindful, however, of the importance of building relationships with stakeholders and communities during our planning process and wish to initiate discussions with you to ensure you have a sufficient understanding of the proposed Aries Coal Mine Project.

As previously referenced, the Project is currently still in the planning stages and has not yet been fully defined. We can say, however, the proposed operation would involve both underground and surface mining methods. Based on the preliminary design of the project, the Aries Coal Mine is expected to produce between two and four million tonnes of clean steelmaking coal annually, with a potential mine life of 35 years. The world-class, high quality steelmaking coal that Ram Coal will produce from the Aries Coal Mine is expected to be shipped primarily overseas. Figure 1 illustrates the proposed Project’s location.

Before the Project can proceed to construction, and prior to receiving any permits or licenses, a rigorous regulatory process must be completed that includes assessment of the project from various provincial and federal departments. These departments will thoroughly review all information received from Ram Coal to ensure the Aries Coal Project appropriately addresses all environmental laws and legislation. During this process, there will be a number of opportunities for stakeholders and the general public to provide their input. This input will be included in regulatory applications and considered by both governments, and will also help Ram Coal to develop a successful and sustainable coal mining operation.

Ram Coal currently plans to initiate an Environmental Impact Assessment (EIA) process later in the autumn of 2014. Having said that, the proposed Project-specific information contained in this letter and the accompanying map may change as we learn new information during the Project definition process and receive feedback from stakeholders like you.



The EIA is a document used by regulators to determine whether a project should or should not be given authorization to advance to construction and development. It is the first step towards permitting the project. Other permits and licenses will also be needed. The EIA process:

- describes the state of the environment at the proposed project site as it exists today;
- predicts and analyzes the anticipated environmental and socio-economic effects locally and regionally due to the proposed Project;
- discusses options in developing the Project; and
- describes monitoring and mitigation plans to help protect the environment and manage socio-economic effects during construction, operation and reclamation of the site.

Ram Coal has a current goal to receive all required permits and licenses in 2017, followed by a two-year construction period. Preliminary studies suggest the creation of an average 800 permanent jobs, in addition to significant opportunities for local contractors.

Ram Coal will apply sustainable development principles throughout the lifecycle of the proposed Aries Coal Mine, including a clear commitment to Aboriginal consultation and public engagement that integrates social, environmental and economic considerations into corporate decision-making. Ram Coal strongly desires to be a “good neighbour” by meeting or exceeding regulatory standards. Our long-term goal is to establish and nurture positive relationships, foster greater overall communication, encourage constructive dialogue regarding the Project, and create opportunities and benefits for the surrounding communities and stakeholders.

We would greatly appreciate the opportunity to begin discussing the Project with you. A member of our team will contact you in the near future to arrange a possible meeting with you, members of Council, and any staff you feel should receive further information on our company and the Project. If convenient for your team, a meeting in late June to early July would be appreciated. The entire Ram Coal team looks forward to working closely with you during the planning process.

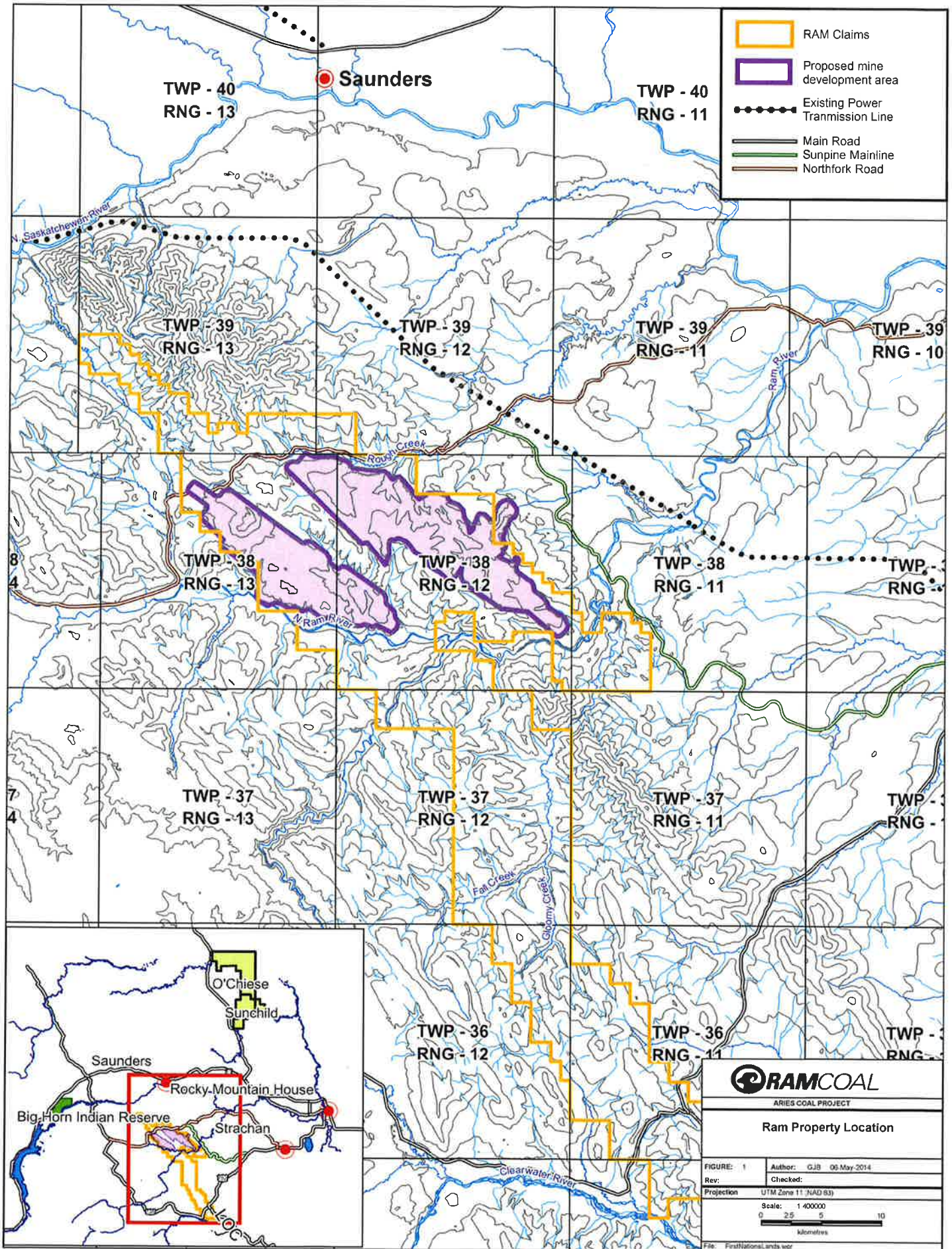
Should you have any immediate questions or concerns regarding the Project, please do not hesitate to contact me. You or your staff may also be contacted in the near future by Michael Evans of Teleologic Strategic Communications, as we have asked him to help us arrange meetings on behalf of Ram Coal for the Aries Coal Project.







In closing, I look forward to meeting you in the near future and building a positive and respectful long-term relationship.


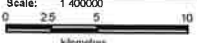
Respectfully yours,



Ken Brophy
 Director of Sustainable Development
RAM RIVER COAL CORP.



	RAM Claims
	Proposed mine development area
	Existing Power Transmission Line
	Main Road
	Sunpine Mainline
	Northfork Road

	
ARIES COAL PROJECT	
Ram Property Location	
FIGURE: 1	Author: GJB 06 May 2014
Rev:	Checked:
Projection: UTM Zone 11 (NAD 83)	
Scale: 1:400000	
	
File: FirstNationsLands.wor	