

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD  
ON MONDAY AUGUST 25, 2014 AT 7:00 PM IN THE COUNCIL CHAMBERS OF  
THE TOWN ADMINISTRATION BUILDING**

---

1	<b>Call to Order Regular Council Meeting &amp; Record of Attendance</b>	
2.	<b>Public Hearing</b>	
2.1	None	
3.	<b>Agenda Approval and Additions</b>	
4.	<b>Minutes</b>	
4.1	July 28, 2014, Regular Council Meeting Minutes .....	1-5
5.	<b>Delegations</b>	
5.1	TNC Publication – Mr. Graham / Mr. Jack .....	6-8
5.2	Ms.Val Hilliker – Virtues Project.....	9-10
6.	<b>Bylaws</b>	
6.1	None	
7.	<b>New and Unfinished Business</b>	
7.1	Tagish Engineering Ltd. – Project Status Update .....	11-17
7.2	2014 Municipality/School Division Golf Tournament.....	18-20
7.3	Scenario Planning Workshop .....	21-23
7.4	Rimbey Employment Centre Closure.....	24-27
7.5	AUMA Meeting with Ministers.....	28
8.	<b>Reports</b>	
8.1	Department Reports	
8.1.1	CAO Report	29-30
8.2	Boards/Committee Reports	
8.2.1	None	
8.3	Council Reports	31
8.3.1	Mayor’s Report.....	32
8.3.2	Councillor Jaycox’s Report .....	33
8.3.3	Councillor Webb’s Report .....	34
9.	<b>Correspondence</b>	35
9.1	Letter from Alberta Development Officer’s Association.....	36-37
9.2	2014 Penhold Fall Festival Invitation.....	38
9.3	Letter from Honourable Greg Weadick.....	39
9.4	Letter from Community Futures .....	40-44
9.5	Letter from Honourable Greg Weadick .....	45
10.	<b>Open Forum</b>	
11.	<b>In Camera</b>	
11.1	Legal (Pursuant to Division 2, Section 27(1)(A) of the Freedom of Information and Protection of Privacy Act.)	
12.	<b>Adjournment</b>	

## TOWN OF RIMBEY

## TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF THE TOWN OF RIMBEY COUNCIL  
HELD ON MONDAY, JULY 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 Payson – Via Teleconference  
Councillor Webb  
CAO – Lucien Cloutier  
Acting Assistant CAO/Director of Finance – Lori Hillis  
Director of Community Services – Cindy Bowie  
Recording Secretary – Karen Dawn
- Absent:
- Public:  
Treena Mielke – Rimbey Review  
5 members of the public
- 1.1 Appointment of Deputy Mayor
- Motion 234/14
- Moved by Mayor Pankiw to appoint Councillor Webb as Deputy Mayor from now until October 31/14.
- CARRIED
2. Public Hearing 2.1 None
3. Adoption of Agenda 3.1. July 28, 2014 Agenda
- Motion 235/14
- Moved by Councillor Webb to accept the agenda as presented.
- CARRIED
4. Minutes 4.1 June 23, 2014, Council Regular Meeting Minutes
- Motion 236/14
- Moved by Councillor Jaycox to accept the June 23, 2014 Council Regular Meeting Minutes as presented.
- CARRIED
5. Delegation 5.1 Donna Tona - Transitional Solutions
- Donna Tona spoke on:
- Concerns with the development files
  - Timelines and check lists needed
  - Tri-annual budgeting
  - Policies
  - By-laws and by-law register
  - Enforcement by-laws need a fee schedule
  - To develop a good working relationship with the Rate Payers Association
  - Land Use By Law needs provisions – designation for PUL
  - Standard Operating Procedures has been completed for the Community Peace Officers
  - Economic Development Plan
  - New Town Logo

## 6. Bylaws

6.1 None

## 7. New and Unfinished Business

7.1 Councillor By-electionMotion 237/14

Moved by Councillor Jaycox to hold a by-election to fill the vacant Councillor position on the Town of Rimbey Council, on Monday, October 6, 2014 with nomination date being September 8, 2014 between 10:00am and 12:00pm; and further

To appoint Mr. Lucien Cloutier as the returning officer for the Town of Rimbey by-election to be held on October 6, 2014; and further

To hold an advance vote for the Town of Rimbey by-election at the Parkland Manor on dates and times to be determined by the returning officer and to hold an advanced Institutional vote at the Rimbey Hospital in the long term care facility; and further

To allocate \$3,000 from the unrestricted surplus to cover the cost of the October 6, 2014 by-election for the Town of Rimbey.

CARRIED

7.2 Tagish Engineering Ltd. Project Status update, June 17, 2014, July 2, 2014 and July 15, 2014Motion 238/14

Moved by Councillor Webb that Council accepts the Project Status Updates dated June 17, 2014, July 2nd, 2014 and July 15th, 2014 from Tagish Engineering Ltd. as information.

CARRIED

7.3 Rimbey Junior Senior High SchoolMotion 239/14

Moved by Councillor Payson Council donates the use of the Peter Lougheed Community Centre Main Auditorium for the date of September 20, 2014 to enable the Rimbey Junior Senior High School to hold their annual Graduation.

CARRIED

7.4 TNC Publishing Group Request for FundingMotion 240/14

Moved by Mayor Pankiw to refuse the request submitted by TNC Publishing Group for a contribution of \$1400 towards the cost of producing a marketing magazine for the area; and further

To forward a letter to TNC asking for a refund of the \$1395 paid by Rimbey for advertising in the proposed publication; and further

To refer this matter to the local RCMP to investigate whether or not there is fraud involved in this matter.

CARRIED

7.5 Rimbey Nursery School Request for FundsMotion 241/14

Moved by Councilor Jaycox that Council defers the request submitted by the Rimbey Nursery School for renovations to their lease space within the Peter Loughed Community Centre to the 2015 Budget process and to extend the Rimbey Nursery School lease until December 31, 2019, with a 3% increase in lease fee per year to account for inflation.

CARRIED

#### 7.6 Rimbey FCSS Charity Golf Tournament

##### Motion 242/14

Moved by Councillor Webb to approve the donation of \$500.00 to the Rimbey FCSS Charity Golf Tournament and to send up to three town staff employees to participate in the event.

CARRIED

#### 7.7 Request for Cancellation of Tax Penalty – 1660667 Alberta Ltd.

##### Motion 243/14

Moved by Mayor Pankiw to defer items 7.7 and 7.8 to the in camera session.

CARRIED

## 8. Reports

### 8.1 Department Reports

#### 8.1.1 Finance

Consolidated Financial Statement to June 30, 2014

#### 8.1.2 CAO Report

#### 8.1.3 Public Works Department Report

#### 8.1.4 Director of Community Services Report

#### 8.1.5 Community Peace Officer Report

##### Motion 244/14

Moved by Councillor Webb to accept the department reports as information.

CARRIED

##### Motion 245/14

Moved by Mayor Pankiw at 8:25 pm to extend the meeting past the allotted 90 minute time.

CARRIED

### 8.2 Boards/Committee Reports

#### 8.2.1 FCSS & RCHHS Board Minutes of May 21, 2014

#### 8.2.2 Beatty Heritage House Society Minutes of June 2, 2014

##### Motion 246/14

Moved by Councillor Webb that Council accepts item 8.2.1 and 8.2.2 Meeting Minutes as information.

CARRIED

### 8.3 Council Reports

#### 8.3.1 Mayor Pankiw's Report

Mayor Pankiw provided a written report.

#### 8.3.2 Councillor Jaycox's Report

Councillor Jaycox provided a verbal report.

8.3.3 Councillor Payson's Report

Councillor Payson provided a written report.

8.3.5 Councillor Webb's Report

Councillor Webb provided a verbal report.

Motion 247/14

Moved by Councillor Jaycox that Council accepts the Council reports as information.

CARRIED

## 9. Correspondence

9.1 Letter from Dave Hancock – New Building Canada Fund

9.2 Letter from Greg Weadick – Alberta Community Partnership guidelines

9.3 Letter from Greg Weadick – Meeting Request update

9.4 Bentley Annual Town and Country Fair Days

9.5 [www.ab.211.ca](http://www.ab.211.ca) information

9.6 ACB Annual Work Place Conference

9.7 United Steelworkers

Motion 248/14

Moved by Councillor Webb to approve Mayor Pankiw's attendance at the ACB Annual Work Place Conference in October 2014.

CARRIED

Motion 249/14

Moved by Councillor Jaycox to accept correspondence items 9.1 and 9.7 as information.

## 10. Open Forum

10.1 Open Forum

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

There was one response from the gallery about how interesting it was to hear what Donna Tona with Transitional Solutions had to say.

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

There was no further response.

Mayor Pankiw recessed the meeting at 8:34 pm.

5 members of the public departed the meeting.

Mayor Pankiw reconvened the meeting at 8:38 pm.

## 11. In Camera

Motion 250/14

Moved by Mayor Pankiw to proceed with the meeting in camera to discuss the following legal and personnel matters at 8:39 pm:

11.1 Legal (Pursuant to Division 2, Section 7(1)(a) of the Freedom of Information and Protection of Privacy Act)

11.2 Legal (Pursuant to Division 2, Section 7(1)(a) of the Freedom of Information of Privacy Act)

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

CARRIED

Recording Secretary Karen Dawn departed the meeting at 9:40 pm.

Motion 251/14

Moved by Councillor Webb the Council meeting reverts back to an open meeting at 10:02 pm.

Motion 252/14

Moved by Councillor Webb Council to waive the second tax penalty of \$752.06 on Tax roll # 10760 due to an administrative omission.

CARRIED

Motion 253/14

Moved by Councillor Jaycox to table In Camera Item 11.2 to the next meeting.

CARRIED

12 Adjournment

Motion 254/14

Moved by Councillor Webb to adjourn the meeting.

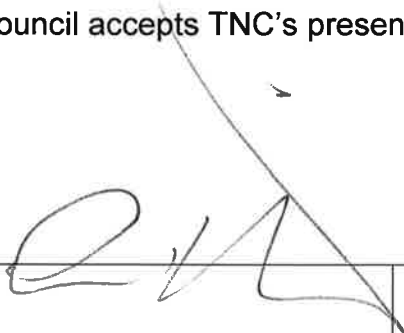
CARRIED

Time of Adjournment: 10:07 pm.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 25, 2014		
Agenda Item No.	5.1	Confidential	Yes	No	XX
Topic	TNC Publications – Erwin Jack / Brian Graham				
Originated by	Lucien Cloutier	Title	CAO		
<b>BACKGROUND:</b>					
<p>At the previous Council Meeting, Council refused a request from TNC Publications fee further funding for a promotional guide. Additionally we requested that the \$1395.00 given for an ad be returned to us.</p> <p>Mr. Erwin Jack and Mr. Brian Graham with TNC Publications will be in attendance to discuss their request and the status of the project.</p>					
Documentation Attached:	Yes	XX	No		
<b>DISCUSSION:</b>					
<p>Attached is a print-out from TNC's webpage. Of note is the bottom of the page where it states "Satisfaction 100% guarantee".</p>					
<b>RECOMMENDED ACTION:</b>					
<p>That Council accepts TNC's presentation as information.</p>					
					
CAO					
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:	



Community &  
Corporate  
Identity  
Magazines



HOME | ABOUT US | WHAT WE DO | PORTFOLIO | FRANCHISING | FOR CLIENTS | CONTACT US

Share / Save   

**Showcase your company on the cover and throughout a \$30,000 full colour, high gloss magazine as a custom made corporate marketing piece absolutely FREE!**



This program is self funding and has **no cost** to your business!

"The Town of Olds worked with TNC Publications in 2007 to publish a full-colour Olds magazine. We are happy to recommend TNC to future clients. The process was straightforward and expectations and deadlines were clearly defined. Their staff are professional, knowledgeable and friendly and provided excellent advice and customer service. We are very pleased with the final product."

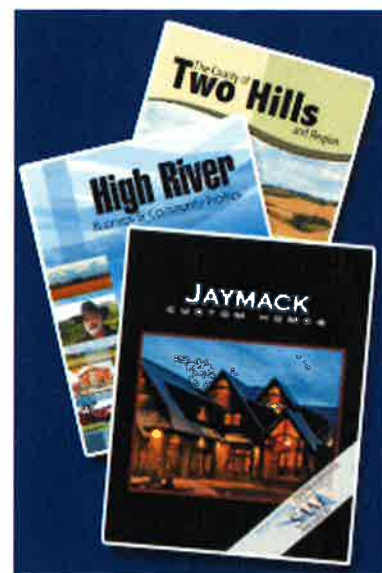
"What a pleasure it was working with TNC Publishing!!, Brian, on behalf of the Town, I would like to thank you for the opportunity of working with yourself, and your staff to produce a magazine we are all so very proud of. A job well done, is an understatement. Thank you."

Sincerely,  
Colleen Robinson  
Project Coordinator March 22, 2010  
Town of Iacombe

**Professional Business, Corporate and Community Magazine Publisher in Canada and North America.**

**We publish a quality magazine that showcases your business and products in a professional manner that cannot be duplicated elsewhere.**

**We create a custom magazine for your company:**



- » Take a Closer Look
- » How We Can Help
- » Career Opportunities
- » Franchise Opportunities





8



- This is an **image building collateral tool** for your marketing program.
- Provides enough space to present and communicate multiple products, capabilities and **messages to your audience**.
- Can be used to **increase sales, recruit employees**, announce milestones and corporate changes.
- Provides an opportunity for medium and smaller companies to **utilize a promotional tool** typically associated with large companies.

## Taking Your Publication to the Next Level

### TNC custom and corporate magazines:

- \* Are created exclusively to the needs of the client.
- \* Are professionally designed and printed to premium standards.
- \* Provide clients with a financial model to offset almost all of the production costs.



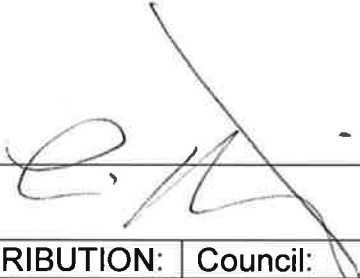
View our portfolio of our client magazines, or learn more about how the TNC™ Publishing Group can assist you in your promotional efforts. If you are interested in becoming a part of the TNC team, we have franchise opportunities as well as career opportunities available.

TNC™ Publishing Group offers a publishing service like no other publishers in America. Contact us today to find out how your business can take advantage of this highly effective promotional tool.

[Home](#) || [About Us](#) || [What We Do](#) || [Publications Portfolio](#) || [Franchising](#) || [For Clients](#) || [Links](#) || [Contact Us](#)

© 2014 TNC Publishing Group, Alberta Canada  
Website Developed by: [eVisionMedia.ca](http://eVisionMedia.ca)

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 25, 2014		
Agenda Item No.	5.2	Confidential	Yes	No	XX
Topic	Ms. Val Hilliker – Virtues Project				
Originated by	Lucien Cloutier	Title	CAO		
<b>BACKGROUND:</b>					
Ms. Val Hilliker with The Virtues Project would like to speak on the five strategies of The Virtues Project.					
Documentation Attached:		Yes	XX	No	
<b>DISCUSSION:</b>					
<b>RECOMMENDED ACTION:</b>					
That Council accepts Ms. Hilliker's presentation as information.					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

# THE FIVE STRATEGIES

**T**hese strategies help us to live more authentic, purposeful lives, to raise children of compassion and idealism, and create a culture of character in our schools and communities.

## 1. SPEAK THE LANGUAGE OF VIRTUES

Language has the power to discourage or to inspire. Using virtues to acknowledge, guide, correct and thank awakens the best within us.

## 2. RECOGNIZE TEACHABLE MOMENTS

Recognizing the virtues needed in daily challenges helps us to become lifelong learners open to the lessons of character.

## 3. SET CLEAR BOUNDARIES

Boundaries based on respect and restorative justice create a climate of peace, cooperation, and safety in our homes, schools and communities.

## 4. HONOR THE SPIRIT

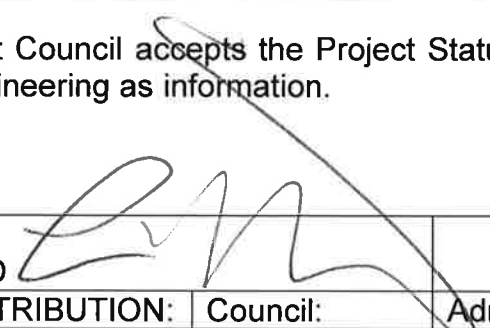
We sustain our vision and purpose by integrating virtues into our activities, surroundings, celebrations and the arts.

## 5. OFFER COMPANIONING

Being deeply present and listening with compassionate curiosity guides others to find clarity and to create their own solutions. It supports healing and growth.



# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 25, 2014	
Agenda Item No.	7.1	Confidential	Yes	No
Topic	Tagish Engineering Ltd – Project Status Update			
Originated by	Lucien Cloutier	Title	CAO	
<b>BACKGROUND:</b>				
<p>Tagish Engineering Ltd has provided a project status update on the various ongoing projects within the Town of Rimbeiy.</p>				
Documentation Attached:	Yes	XX	No	
<b>DISCUSSION:</b>				
<p>Attached is the Project Status Update from Tagish Engineering Ltd for the period ending August 12, 2014.</p>				
<b>RECOMMENDED ACTION:</b>				
<p>That Council accepts the Project Status Update dated August 12, 2014 from Tagish Engineering as information.</p>				
CAO				
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:



## PROJECT STATUS UPDATES

August 12, 2014

## Town of Rimbey

---

### **RB00 – Rimbey General**

This project is for small general requests for the Town.

(June 17)

- Cavalier Ventures Corporation has provided the Town with a set of "As-Built" drawings, drawings are being reviewed and comments will be forwarded to Town by June 20.
- Tagish met with representatives from the Lions Club to complete an inspection of the existing walking trail systems. Letter of recommendations will be sent to Lions Club and Town by June 20, 2014.
- Town and New Line Skateparks Inc. have scheduled a Public meeting at the Community Center June 30, 2014 to discuss the different options for a skateboard park and the proposed location.

(July 15) Working with Town staff and suppliers to correct water meter problem at NE Reservoir.

(July 29)

- Working with Tundra Controls and staff on mag meter at NE Reservoir.
- Discussion with CAO on Cavalier Ventures Corporation on minimum requirements for municipal infrastructure requirements. E-mail developers engineer to inquire on status of engineering drawing updates.

(August 12)

- Border Paving has indicated that the patching crew is held up due to extremely large projects and have rescheduled the paving for later this month.
- Alberta First Call has been contacted to locate all infrastructure adjacent to proposed skateboard park.
- August 6, test holes were drilled on 35 Ave project to confirm soil types.

### **RB87 – Hwy 20 Intersections – (GM)**

This project consists of granular base construction (ready for asphalt paving to be completed by others) for both the 54 Av and 58 Av intersections on Hwy 20. Alberta transportation as agreed to pave the intersections in conjunction with the asphalt overlaying of Hwy 53

(June 17) Nikirk Bros Contracting Ltd. are on site and are working on the west side of Hwy 20 and 54 Ave. The Contractor has completed the following work:

- saw cut and removed the asphalt adjacent to the west shoulder
- extended the culverts to accommodate the new construction
- stripped and relocated the top soil and sod along the west Hwy shoulder
- cut a bench along shoulder, placed and compacted the material in ditch bottom.

(July 2) Nikirk Bros Contracting Ltd. has completed the following work on the west side of Hwy 20 at 58 Ave.

- stripped and relocated the top soil and sod along the west Hwy shoulder
- saw cut and removed the asphalt adjacent to the west shoulder
- extended the culverts to accommodate the new construction
- cut a bench along shoulder, placed and compacted the material in ditch bottom.
- Hauled, placed and compacted crush concrete base material.

(July 15) Contractor has completed placing the 20 mm crush gravel on the west side of Hwy 20 at both intersections, and has started placing topsoil on the back-slope. The Contractor has stripped of the sod and topsoil, benched the edge of the highway and is working on compacting the material on the east side of Hwy at both intersections. Subgrade material will be tested prior to the placement of the crushed concrete.

(July 29) Contractor has hauled and placed all crushed concrete, remainder of granular fill required will substituted with 75mm crushed gravel. Contractor has placed the bulk of the granular base course and is working on placing topsoil and side slopes.

(August 29) Discussions with Alberta Transportations Consultant (WSP Engineering) have indicated that intersections are scheduled to be paved by September 15. Alberta Transportation through WSP Engineering have indicated that the Town will be required to reshape the gravel surfaces just prior to paving. The Contractor has submitted a progress claim for work completed.

#### **RB90 – Legacy Court Phase II - GS**

(Aug 12) A meeting is scheduled for Friday August 15 to discuss development with the developers.

#### **RB100 – 51st Avenue from 44-46<sup>th</sup> Street (2012 Construction) – (LS)**

(June 17) Received letter from CCA regarding course of action. Talked to CCA and they are potentially mobilizing into Rimbey by the end of the week to add some leveling course to the worst settled areas.

(July 2) 51<sup>st</sup> Ave has been patched over the worst settled areas. Will wait till next year to see how road holds up before we make any more decisions.

(July 15) Project will no longer be updated till next year when we see how road holds up .

#### **RB102 South Lagoon Baffle Curtain – GM**

This project consists of improving the baffle curtain support system.

(June 17) Spoke to D & M Concrete about improvements completed at south Lagoon. Modifications to the baffle curtain support system was completed by the Contractor during the winter when the curtain was frozen into the ice. Contractor will be on site to the make the final adjustments.

(July 2-Aug 12) No Change.

#### **RB106 Rimbey Northeast Lagoon Subdrain Upgrades - GM**

This project is related to all work involving the NE Lagoon repairs and drainage.

(June 3 – June 17) AMEC is reviewing all information regarding information on both the NE Lagoon, lagoon under drain and Well # 13. AMEC will provide a cost estimate to provide a study to determine if Well # 13 is affected by the NE Lagoon.

(July 2) Contacted Urban Dirtworks Inc. to complete repairs in dewatering manhole at the NE Lagoon.

(July 15) No Change.

(July 29) Contacted Urban Dirtworks Inc. to assist Town on completing repairs at NE Lagoon. Contractor has been committed on other projects and unable to schedule date to complete repairs

(August 12) Contacted Urban Dirtworks indicating that Town was still using their 4 inch pump to dewatering the manhole. We are meeting with Rick to review strategy at this location and to discuss AMEC proposal regarding Well #13. The AMEC scope of work has been emailed to Alberta Environmental for their review.

### **RB108 2013 Walking Trails– GM**

Project: Construct an asphalt trail system from the Rimbey Community Center to Hwy 53 - 55 St, then south along the west boundary of NE 20 – 42 – 2 W, connecting to the Lions Walking Trail.

(June 17) Site meeting is scheduled with Apollo Landscaping for later this week to review the landscaping requirements with construction to follow.

(July 2) Appollo Landscaping and Tagish met on site to evaluate the damage to the trail system caused by the large spring runoff. Contractor is scheduled to start landscaping in the Week of June 30.

(July 15) Appollo Landscaping has completed the landscaping on the entire trail. Border Paving is scheduled to be on sit the week of July 28 to complete the asphalt repairs.

(July 29) Border Paving is scheduled to complete asphalt repairs in the week of Aug 4.

(August 12) Asphalt trail repairs will be rescheduled to be completed at the same time the asphalt as patching is completed.

### **RB109 – 58<sup>th</sup> Avenue Re-construction – LS**

Project: There are significant settlements along 58<sup>th</sup> Ave. Roadway is to be milled, asphalt leveling course is to be applied and overlaid. Sanitary is to be re-lined with a CIPP as part of this project. Miscellaneous patching in Rimbey is also part of this project.

(July 2) Met with plumbers and determined there is an issue at the resident in question. Awaiting Town input to determine what course of action they would like to take.

(July 15) Awaiting Town input to determine what course of action they would like to take with project.

(July 29) Will start contacting contractors for prices to fix the single service on 58<sup>th</sup> Ave. this week.

(Aug 12) Town has agreed that this will be one of the projects that public works will take care of.

### **RB116 – Bergum Area and Back Lane Storm (GM)**

Project: Assessment of drainage from back lane entering Bergum property

(March 25 – July 29) No Change.

(March 25 – August 12) No Change.

### **RB119 – 2014 Concrete Sidewalk Replacements – (LS)**



(July 2) Construction is nearly complete. Should be finished by next week.

(July 15) Construction is complete. Will finalize SCC and as-builts by end of July.

(July 29) No change.

(Aug 12) SCC and as-builts have been sent to the Town. Awaiting Town to return the signed SCC copies. Holdback release will be finalized by the end of the week.

#### **RB120 – Community Center HVAC Upgrades – (GM)**

This project involves the replacement of three (3) Air Handling Units and the Control System for the Rimbey Community Center.

AHU-1 Is the air handling unit that serves the main entrance and administrative areas.

AHU-4 Is the unit that serves the north side of the main auditorium.

AHU-6 Is the air handling unit for the fitness area.

(July 2) On the HVAC side, the air handling units have been ordered (expected delivery in September). Rimbey Heating is hoping to clean the ductwork coils in the next two weeks.

Direct Digital Controls are scheduled to start later next month or early August.

(July 15 - Aug 12) No Change.

#### **RB121 – Spray Park Upgrades 2014 – (LS)**

(July 2) Western Recreation didn't do any work on spray park when they were in Town. Awaiting input from the Town on the course of action they want to take.

(July 15) Awaiting Town input to determine what course of action they would like to take with project.

(July 29) Will contact the new Rimbey recreation department this week and determine a course of action for the spray park.

(Aug 12) Town has agreed that this will be one of the projects that public works will take care of.

#### **RB122 – Water System Upgrades 2014 – (GM)**

(June 17) Tagish and Ram Fencing meet on site June 16, to discuss where fence and gates will be located. Contractor is scheduled to start work by June 23, 2014.

(July 2) Surveyor's layout the fence corners at the three locations. Ram Fencing will be start work in the week of June 30.

(July 15) Ram Fencing is scheduled to start fencing this week.

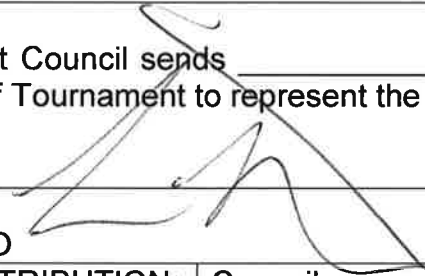
(July 29) Ram Fencing on site and working on fencing at both Well 12, & 13.

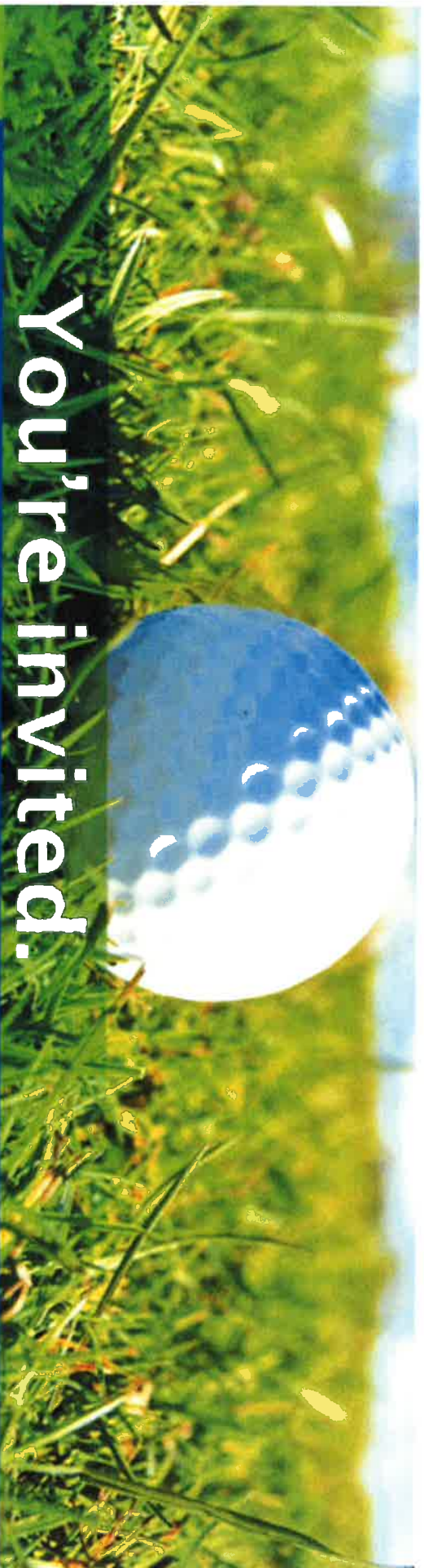
(July 29 – August 12) Ram Fencing on site and working on fencing at both Well 12, & 13.

**RB123 - Rimbey Skate Park - GS**

(Aug 11) Survey has been completed. Alberta One call is doing locates and we are compiling the plan.

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 25, 2014		
Agenda Item No.	7.2	Confidential	Yes	No	XX
Topic	2014 Municipality/School Division Golf Tournament				
Originated by	Lucien Cloutier	Title	CAO		
<b>BACKGROUND:</b>					
Attached is an invitation from Servus Credit Union for the 2014 Municipality/School Division Golf Tournament.					
Documentation Attached:	Yes	XX	No		
<b>DISCUSSION:</b>					
Council may wish to send a representative to the event.					
<b>RECOMMENDED ACTION:</b>					
That Council sends _____ to attend the 2014 Municipality/School Division Golf Tournament to represent the Town.					
CAO					
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:	



# You're invited.

Servus Credit Union Invitational Golf Tournament for Municipalities,  
School Boards and Invited Guests

**Wednesday, September 10, 2014**  
**Ponoka Community Golf Club**

**11:30am: Registration and lunch**

**1:00pm: 9 – Hole Texas Scramble Golf (Shotgun Start)**

**Dinner and prizes to follow golf.**

**Please confirm your attendance by returning the attached form to your  
respective Branch Manager or Relationship Manager by August 29, 2014.**



# Town of Rimbey

**Contact Name:** \_\_\_\_\_

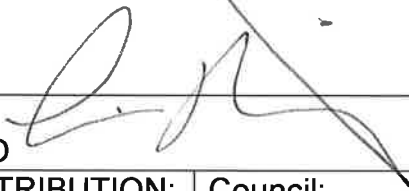
**Phone #:** \_\_\_\_\_

**Name:** \_\_\_\_\_ Golf **Y / N** Lunch **Y / N** Dinner **Y / N**

**Name:** \_\_\_\_\_ Golf **Y / N** Lunch **Y / N** Dinner **Y / N**

**Name:** \_\_\_\_\_ Golf **Y / N** Lunch **Y / N** Dinner **Y / N**

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 25, 2014		
Agenda Item No.	7.3	Confidential	Yes	No XX	
Topic	Scenario Planning Workshop				
Originated by	Lucien Cloutier		Title	CAO	
<b>BACKGROUND:</b>					
An invitation has been received to participate in the Municipal Governance Reform and Land Use Planning in Alberta Scenario Planning Workshop.					
Documentation Attached:		Yes XX		No	
<b>DISCUSSION:</b>					
The CAO would like to be in attendance at this workshop in addition to any Council members that wish to attend.					
<b>RECOMMENDED ACTION:</b>					
That Council approves _____ to attend the Municipal Governance Reform and Land Use Planning in Alberta Scenario Planning Workshop on Wednesday, October 8, 2014 in Camrose.					
					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	





# Save the Date

## **Municipal Governance Reform and Land Use Planning in Alberta: Scenario Planning Workshop**

**Date: October 8, 2014**

**Time: 9:00 a.m – 4:00 p.m**

**Location: Mayer Community Hall,  
University of Alberta,  
Augustana Campus, Camrose, Alberta**

**Please RSVP by August 29, 2014**

**Scenario Planning Municipal Governance and Land-Use Framework  
Alberta Land Institute  
Mayer Community Hall,  
University of Alberta, Augustana Campus | Camrose, AB  
Wednesday October 8, 2014**

<b>Item</b>	<b>Time</b>	<b>Activity</b>	<b>Person</b>	<b>Location(s)</b>
<b>1</b>	<b>9:00 – 10:00</b>	Welcome, Introduction and Background	Lars Hallström & Naomi Finseth	
<b>2</b>	<b>10:00 – 10:15</b>	<b>Break</b>		
<b>3</b>	<b>10:15 – 11:15</b>	Better Governance – What is the ideal governance model for municipalities	Lars Hallström	
<b>4</b>	<b>11:15 – 12:00</b>	Proximal and Distal Causes – How could factors (such as LUF and regional planning) affect how this ideal is reached?	Lars Hallström	
<b>5</b>	<b>12:00 – 12:30</b>	<b>Lunch</b>		
<b>6</b>	<b>12:30 – 13:20</b>	Mini Scenarios – Participants will be asked to discuss in groups 3 different scenarios and discuss what actions would need to be taken to reach the optimal outcome	Lars Hallström	
<b>8</b>	<b>13:20 – 14:10</b>	Scenario Selection	Lars Hallström	
<b>9</b>	<b>14:10 – 14:30</b>	<b>Break</b>		
<b>10</b>	<b>14:30 – 16:00</b>	Plenary Discussions – Group discussion surrounding how to reach optimal outcome based on selected scenario.	Lars Hallström	
<b>11</b>	<b>16:00 – 16:30</b>	Next Steps/ Agreement Process	Lars Hallström	



# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 25, 2014			
Agenda Item No.	7.4	Confidential	Yes		No	XX
Topic	Rimbey Employment Centre Closure					
Originated by	Lucien Cloutier			Title	CAO	

## BACKGROUND:

It has come to our attention that the Rimbey Employment Centre Office will be closing as of September 30, 2014. This is a decision which was made by the Regional Director for Alberta Works, Central Region of the Department of Human Services.

The reason given for the closure is that unemployment is low in this area. A new service model will replace the existing service model, termed a "Service Shift" by Department staff. Under the new model there will be no "store-front" service in Rimbey. Customers will need to contact another centre (such as Lacombe) and make arrangements to meet with an employment counsellor one-on-one. The exact details have not been determined and are up to the results of a call for contracts which was placed recently on the Alberta Purchasing Connection.

An after-the-fact announcement is expected sometime in September.

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

## DISCUSSION:

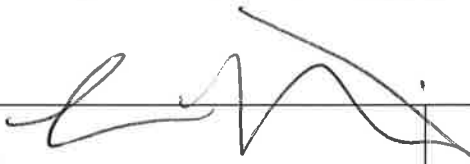
The Town of Rimbey only became aware of this closure initially anecdotally. Although one (1) email was sent to the Mayor on July 31, the email speaks of service delivery changes **and does not explain that this change involves closing down the employment centre**. It appears that the language used in this email is deliberate in that it avoids any mention of the fact that the employment centre in Rimbey would be closed as a result of this "Service Shift".

There has been no press release regarding this matter and there has been no stakeholder consultation. It is very obvious that the Department's strategy has been to keep this matter as "quiet" as possible to avoid the inevitable negative response that would follow a service cancellation announcement. An after-the-fact announcement is very much like closing the proverbial gate after the horses get out.

Attached is a draft letter for this purpose to the Honourable Manmeet Bhullar, Minister of Human Services.

**RECOMMENDED ACTION:**

That Council forwards the attached letter to Honourable Manmeet Bhullar, and copying Honourable Dave Hancock, Premier of Alberta, expressing our extreme concern regarding the eminent closure of the Rimbey Employment Centre.



CAO

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

August 28, 2014

Honourable Manmeet Bhullar  
Minister of Human Services  
(Address to be inserted by Karen)

Dear Honourable Minister,

**RE: Closure of the Rimbey Employment Centre**

On behalf of Rimbey Town Council and the citizens of the Town of Rimbey we would like to express our extreme concern regarding the recent decision to close the Rimbey Employment Centre.

As we understand it, this decision comes after no public or stakeholder consultation and with no formal announcement. We cannot help but conclude from this lack of public communication process that this matter was deliberately "slid-by" in an attempt to avoid the substantial, and justified, opposition that exists to this short-sighted decision.

In making this decision we were advised by Department staff that the closure is a result of the low unemployment rate in the area. This logic is tragically flawed and supports the concept that "no good deed goes unpunished". The very REASON why unemployment rates are low in this area is a result of the effectiveness of the employment centre services. In recent years there has been a need to increase the operating hours of the centre because of the increasing need for its services. It's a sad irony that the Centre appears to have worked itself out of a job.

This ill-conceived closure will also provide a serious disservice to industry that has relied on this centre to serve as a catalyst, a conduit, in connecting employees and employers. The only possible result that can come about from this decision is an increase in unemployment in this area.

-2-

The very limited communication we received regarding this decision took the form of an email from department staff. That email failed to make any mention of “the elephant in the room” in that it does not state that the new service delivery model involves the closure of the Rimbey Employment Centre. We believe the communication process used in this case (or lack therein) is contrary to the principles of public transparency and accountability and, frankly, it has left a very bitter taste in our collective mouths.

Honourable Minister, we implore you to reverse this decision immediately and restore the service model for this community that has worked so well and has delivered proven results.

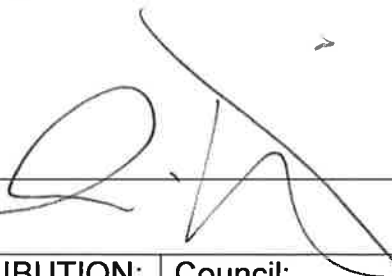
Thank you for your consideration in this important matter.

---

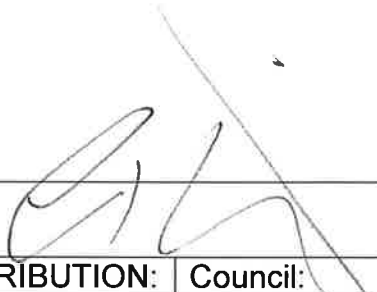
Mayor Rick Pankiw  
Town of Rimbey

cc Honourable Dave Hancock  
Premier of Alberta

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	August 25, 2014	
Agenda Item No.	7.5	Confidential	Yes	No XX
Topic	AUMA Meeting with Ministers			
Originated by	Lucien Cloutier	Title		
<b>BACKGROUND:</b>				
Annually when Council is in attendance at the AUMA Conference there is an opportunity to meet with Provincial Ministers and/or staff.				
Documentation Attached:		Yes	No XX	
<b>DISCUSSION:</b>				
<ul style="list-style-type: none"> <li>• Administration is seeking Council's direction on whether or not arrange meetings and to which Ministers/staff to meet with.</li> <li>• If Council wishes to meet with one or more Ministers it is necessary for us to provide a list of topics to department staff.</li> <li>• We've made some preliminary phone calls regarding availability of Alberta Transportation and Municipal Affairs Minister and/staff and it is their request that we have a list of discussion topics to email to them with a meeting request.</li> </ul>				
<b>RECOMMENDED ACTION:</b>				
That administration arrange meetings with the following Ministers to discuss the following topics:				
				
CAO				
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:

# TOWN OF RIMBEY AGENDA ITEM

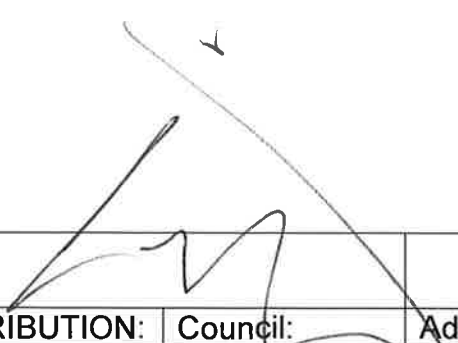
Meeting	Council	Meeting Date	August 25, 2014		
Agenda Item No.	8.1.1	Confidential	Yes	No	XX
Topic	CAO Report – Council Meeting Action Report				
Originated by	Lucien Cloutier	Title	CAO		
<b>BACKGROUND:</b>					
Attached is a status report regarding Council Meeting follow-up.					
Documentation Attached:		Yes	XX	No	
<b>DISCUSSION:</b>					
This new tracking tool will assist Council and staff in monitoring and tracking Council follow-up.					
<b>RECOMMENDED ACTION:</b>					
That Council accepts the Council Meeting Action List as information.					
CAO					
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:	

**COUNCIL MEETING ACTION LIST  
UPDATED AS OF August 21, 2014**

<b>Council meeting Date</b>	<b>Title/Task</b>	<b>Assigned to</b>	<b>Status</b>
Jul 28/14	<b>Appointment of Deputy Mayor</b>		
	Advise Municipal Affairs	LC	COMPLETE
	Update Website	LC CB	COMPLETE
Jul 28/14	<b>Councillor By-election</b>		
	Arrange Advertising	LC	COMPLETE
	Sign Returning Officer Oath	LC	COMPLETE
	Create Nomination Packages	LC	COMPLETE
	Arrange Voting Venue(s)	LC	IP
	Allocate Funding/Set-up G/L Code	LH	COMPLETE
Jul 28/14	<b>Rimbey Jun/Sen H School – Waiver Community Centre Rental</b>		
	Forward Letter To Rimbey School	CB	COMPLETE
	Make Booking Arrangements	CB	COMPLETE
Jul 28/14	<b>TNC Publishing – Request for Funding</b>		
	Forward Letter advising of Decision	LC	COMPLETE
	Set-up an Accounts Receivable for refund of advertisement (\$1395)	LH	COMPLETE
	Refer to RCMP	LC	COMPLETE
Jul 28/14	<b>Rimbey Nursery School Funding Request</b>		
	Forward a letter advising of Council's decision	CB	COMPLETE
	Flag for 2015 Budget	CB/LH	COMPLETE
	Prepare amendment to agreement for lease extension and rental increase	LC/CB	COMPLETE
	<b>Rimbey FCSS Golf Tournament</b>		
	Make arrangements for attendees	LC	COMPLETE
	Forward cheque for funding	LH	COMPLETE
Jul 28/14	<b>Request for Tax Cancellation – 1660667 Alberta Ltd. (Phil Swanson)</b>		
	Forward letter to customer advising of decision Cancel tax penalty	LC LH	COMPLETE COMPLETE
Jul 28/14	<b>1318209 Alberta Ltd. – K. Buist</b>		

IP = In Progress

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council Meeting	Meeting Date	August 25, 2014		
Agenda Item No.	8.3.	Confidential	Yes	No	XX
Topic	Council Reports				
Originated by	Lucien Cloutier		Title	CAO	
<b>BACKGROUND:</b>					
The Mayor and Councillors provide reports on their activities.					
Documentation Attached:			Yes	XX	No
<b>DISCUSSION:</b>					
Attached are the following reports: 8.3.1 Mayor's Pankiw's Report 8.3.2 Councillor Jaycox's Report 8.3.3 Councillor Webb's Report					
<b>RECOMMENDED ACTION:</b>					
Administration recommends Council accept Council reports as information.					
					
CAO					
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:	



## Mayor Pankiw's Report July 28 – August 25, 2014

Met with CAO and CFO numerous times

Met with Tagish Engineering

Met with Public Works Foreman

Attended Community Wellness Meeting

Signed numerous Commissions of Oaths Declarations

Met with Atco

Discussed Rimoka Lodge new building with Reeve McLaughlin in several occasions

## Councillor Jaycox's Report To August 25/14

August 5/14      Rimoka Meeting  
Aug 14/14        FCSS Fund Raiser  
Aug 22/14        Peter Lougheed Community Centre BBQ  
August 25/14     Regular Council Meeting

Visit to Town Office on Multiple occasions as well as meet with Rimbey Citizens in Various Venues.

## Councillor Webb's Report August 25/14

August 14/14      Volunteered at the FCSS Golf Tournament


August 19/14      Attended the Historical Society Meeting

August 25/14      Regular Council Meeting

Signed numerous Commissioner of Oaths Declarations

Cheque signing as Deputy Mayor

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	August 25, 2014		
Agenda Item No.	9.0	Confidential	Yes	No	XX
Topic	Correspondence				
Originated by	Lucien Cloutier		Title	CAO	
<b>BACKGROUND:</b>					
Documentation Attached:	Yes XX			No	
<b>DISCUSSION:</b>					
<p>9.1 Letter from Alberta Development Officers Association – Sponsorship for 2014 ADOA 30<sup>th</sup> Anniversary Conference</p> <p>9.2 2014 Penhold Fall Festival Invitation to participate in the annual parade</p> <p>9.3 Letter from Honourable Greg Weadick –Safety Codes Act</p> <p>9.4 Letter from Community Futures – 2013-2014 Annual Review</p> <p>9.5 Letter from Honourable Greg Weadick – Information that 3 projects have been accepted as qualifying projects under the capital funding guidelines.</p>					
<b>RECOMMENDED ACTION:</b>					
<p>That Council accepts the correspondence from Alberta Development Officers Association regarding sponsorship for 2014 ADOA 30<sup>th</sup> Anniversary Conference, letter from Greg Honourable Weadick regarding Safety Codes, 2014 Penhold Fall Festival invitation, Letter from Community Futures regarding the 2013-2014 Annual Review, and the letter from Honourable Greg Weadick regarding three qualifying projects under the capital funding guidelines as information.</p>					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	



Town of Rimbey  
PO Box 350,  
Rimbey, AB T0C 2J0

June 1, 2014

**RE: SPONSORSHIP FOR 2014 ADOA 30<sup>th</sup> ANNIVERSARY CONFERENCE**

Dear Mr. Pankiw

The Board of Directors of the Alberta Development Officer's Association is hosting our 30<sup>th</sup> Anniversary Conference from September 28<sup>th</sup> to October 1<sup>st</sup>, 2014 in Canmore at the Radisson Hotel & Conference Centre. The theme of this year's Conference is 'Our Next 30 Years'.

The Alberta Development Officers Association provides its members from various municipalities, and Agencies throughout Alberta a vehicle to communicate and share relevant development and planning issues. Our yearly conference also provides a forum for members to discuss and comment on proposed provincial legislation.

Each year the Alberta Development Officers Association depends on sponsorships to offset the costs of the Conference. The Conference venue offers a terrific opportunity to showcase your municipality. Your sponsorship or participation at the conference will be acknowledged by people working in the planning and development field, and recognized in the Conference program.

Please respond no later than August 15, 2014 by mailing your contribution to the ADOA Office in Sangudo.

On behalf of the all the members of the Alberta Development Officer's Association, your consideration of our request, your sponsorship and participation is greatly appreciated.

Yours truly,

*Betty Ann Fountain*

President, ADOA





PO Box 164  
Sangudo, AB T0E 2A0

**30<sup>th</sup> ANNIVERSARY CONFERENCE**  
**September 28<sup>th</sup> to October 1<sup>st</sup>, 2014**  
**Canmore**

**SPONSORSHIP CATEGORIES**

- Recognition for one or part of the five coffee breaks (\$750.00 per break)
- Recognition for one or part of the two breakfasts. (\$1,500.00 per breakfast)
- Recognition for one or part of the two lunches. (\$2,400.00 per lunch)
- Recognition for the opening reception / meet and greet. (\$1,500.00)
- Recognition for non-specific contribution. (see chart below)

**SPONSORSHIP CONTRIBUTION RECOGNITION:**

<i>DIAMOND SPONSOR:</i>	<i>\$5,000 +</i>
<i>PLATINUM SPONSOR:</i>	<i>\$2,500 +</i>
<i>GOLD SPONSOR:</i>	<i>\$1,500 to \$2,499</i>
<i>SILVER SPONSOR:</i>	<i>\$1,000 to \$1499</i>
<i>BRONZE SPONSOR:</i>	<i>\$300 to \$999</i>

Please make your cheque payable to “The Alberta Development Officers’ Association” and forward your contribution with this form to:  
Alberta Development Officers’ Association

**PO Box 164**  
**Sangudo, AB T0E 2A0**

**CONTACT INFORMATION:**

NAME: \_\_\_\_\_

COMPANY or MUNICIPALITY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ CELL#: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

EMAIL: \_\_\_\_\_



1001 Minto Street P.O. Box 10 Penhold, AB T0M 1R0  
Telephone: 403.886.4567 Fax: 403.886.4039 email: townofpenhold@shaw.ca

June 20, 2014

**Mayor Rick Pankiw**  
**Town of Rimbey**  
**Box 350**  
**Rimbey, AB**  
**T0C 2J0**

**RE: 2014 Penhold Fall Festival**

---

The Town of Penhold is holding its annual Fall Festival on September 12<sup>th</sup> and 13<sup>th</sup> and we would like to extend an invitation to you to participate in our parade.

All dignitaries will be provided with two tickets to our pancake breakfast, candy for the parade, and a vehicle if required.

The parade is scheduled to begin at 11:00am on Saturday, September 13<sup>th</sup> and we would ask that you arrive between 9:30 and 10:00am, as judging begins promptly at 10:00am.

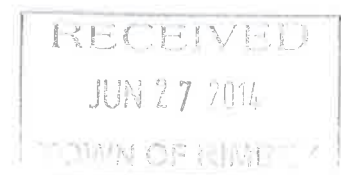
Please RSVP to [info@townofpenhold.ca](mailto:info@townofpenhold.ca) by September 3<sup>rd</sup>, 2014. If you have any questions please feel free to contact our Community Services Department at [info@townofpenhold.ca](mailto:info@townofpenhold.ca).

We look forward to seeing you at our Fall Festival.

In addition to the Fall Festival activities, I will be hosting a private lunch after the parade at our Municipal Office. Please RSVP to me directly at [mayorcooper@townofpenhold.ca](mailto:mayorcooper@townofpenhold.ca) or call me at 403.318.2046 for further details.

Sincerely,

Mayor Dennis Cooper





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*

His Worship Rick Pankiw  
Mayor, Town of Rimbey  
PO Box 350  
Rimbey AB T0C 2J0

Dear Mayor Pankiw

Since it came into force 20 years ago, the *Safety Codes Act (SCA)* has served Alberta effectively. It is one of the strongest safety codes systems in the country, in part because we are constantly looking at ways to improve it. Our collective experience with the SCA has identified some new areas for improvement and a need to ensure that the SCA is able to meet Alberta's needs well into the future.

Together with the Safety Codes Council, Municipal Affairs has undertaken a review of the SCA to consider a variety of possible updates and changes, including options for enhancing safety codes service delivery, enforcement mechanisms and assisting municipalities with their safety codes system administration responsibilities.

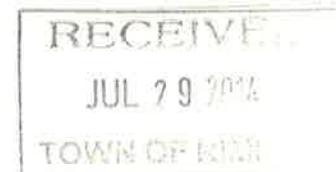
The next step in our review is to engage municipalities and other key stakeholders in a broad consultation to garner input from those who have been most directly involved in and responsible for the effectiveness of our safety codes system.

In the coming days, Alex Morrison, Acting Assistant Deputy Minister of the Public Safety Division, and Brian Alford, President and CEO of the Safety Codes Council, who will be leading the consultation, will provide your administration with details on the information sessions and the web-based, core consultation process.

Municipal involvement in the safety codes system is vital to managing community risks, and I look forward to hearing from your municipality through this consultation.

Sincerely,

Greg Weadick  
Minister of Municipal Affairs





July 18, 2014

Dear Mayor and Council;

Please find attached the **2013-2014 Annual Review** for Community Futures East Parkland. CFEP is a not-for-profit organization based out of Mirror that is federally funded through Western Economic Diversification. We have been assisting communities and business owners since 1988.

Our Mission is to develop, diversify, and sustain our local economies. We provide business advice, business training, assist businesses as an alternative lender, and assist community-based economic development projects. All our lending decisions are made right where we live, by volunteers with diverse backgrounds, skill sets and perspectives – ranging from small business owners, former clients, and municipal councilors. The CFEP region is geographically divided into areas from where a volunteer representative comes to the Board table to provide insight into the communities they represent, but more importantly, to work with the other members to direct resources and activities to benefit the entire region.

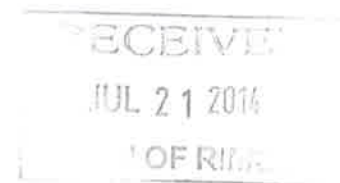
The next **Annual General Meeting** will be held in Mirror on **Monday September 8, 2014 at 4:30 pm**, at the Jolly Seniors Centre – 5119-50 Avenue. As a community stakeholder, we invite you, and any other interested community representatives, to attend. To ensure adequate space is provided we ask that you RSVP the number of individuals who will be attending by Monday September 1, 2014. Come out to learn more about what we do, and meet our three newest Directors – Wayne Clark (Rimbey), Hoss Nichols (Castor), and Brenda Feenstra (Lacombe).

As well, Staff would be pleased to visit with you to determine if there anything we can do to support economic development initiatives in your area. They are available to meet with your CAO, a representative of Council, or attend a Council meeting to explain our services in greater detail.

Yours truly,



Hans Spelt  
Board Chair



**P.S. We've assisted over 300 businesses within our communities to follow their dreams. How can we help you?**



## Message from the Chair

Community Futures is a federally funded not-for-profit program created in the late 1980s to assist rural communities with economic development. March 2014 marked the 25th anniversary of lending for East Parkland. Enclosed you will find a brief overview of the activities for the past year.

- Modernization and realignment were once again the focus at many Board meetings, which will result in the need for some restructuring of governance policies in the near future. In preparation, East Parkland took the initiative to examine its own operations. A new full-time Business Analyst position was created, upgrades to the computer and tracking software were implemented, and the mandate and vision were streamlined, to name a few.
- Without the presence of a full-time Economic Development Officer, economic development projects focused on local ideas and needs. Entrepreneurs continued to be assisted through one-on-one business coaching, and research into funding opportunities. Community organizations and municipalities were provided assistance with their projects through resources, and advice on incubators, CO-OP models, downtown enhancement, as well as training on the creation of social enterprises. Connections with existing project and referral partners were maintained and strengthened, while new ones were formed.
- Our volunteer Board of Directors was again very active and spent countless hours on the different economic development projects, loans and assisting the Staff in keeping the organization running smoothly. It was with regret that Ray Jarl, a 10 year veteran Director from Rimbey resigned. In appreciation for his dedicated service, a donation in his name was made to the Rimbey Chamber of Commerce. In turn, the Board was pleased to welcome Wayne Clark, also of Rimbey, as a new Director.

It is very fitting to give a special thanks to the Staff. It is their faithfulness to the Community Futures program in general, and East Parkland in particular, that continues to assist not only the Board, but the clients and communities we are committed to serving.

If your community, organization or business requires assistance, or has any questions, we encourage you to contact our office and speak with one of our knowledgeable staff.

*Hans Spelt*

### 2014 Lending Statistics:

- **442 clients served**
- **25 applications presented**
- **13 loans approved with funds disbursed**
- **\$833,300 disbursed**
- **30 jobs maintained or created**
- **Interest rate stable at 6.25% throughout the entire year**

### 25 Year Statistics:

- **340 loans approved with funds disbursed**
- **\$17,952,516 disbursed**
- **1232 jobs maintained or created**



## Youth Financial Literacy Program



In 2012-2013, East Parkland researched and developed a program for presentation to parent council meetings and/or students, to introduce youth to the necessity and benefits of money management. The program is very flexible and can range from a few minutes out a class, as an extracurricular event, or a series of lesson plans. This past year, presentations were made at Bashaw and Delburne Schools, as well as to the principals of the Clearview School District. In partnership with Reckseidler Films, a brief promotional video was created. <http://youtu.be/VCx-oTKqEbY>.

## Marketing

As in the past, word of mouth has provided the basis of marketing for East Parkland, however this was supplemented by year round ads in the *Coffee News*, as well as seven different articles and/or ads throughout the year in local newspapers. East Parkland also participated in the Community Futures provincial wide web-branding campaign gaining a new website.



Public relation visitations were completed to 128 offices (banks, accountants, realtors, lawyers, municipal offices, etc.) in fifty communities within the East Parkland region, along with packages sent to the seven MLAs and three MPs with ridings in the region. Letters and packages were sent out to all municipal Councils.

East Parkland had a presence at the Stettler Trade Show, in partnership with the Stettler Regional Board of Trade, as well as at the CAEP AGM trade show, in partnership with Community Futures Central Alberta.

The company car was decorated and entered into thirteen community parades, and a legacy bench was purchased to support the Delburne Centennial. A legacy video for the 2011-2013 FarmOn Foundation's *Farm Masters* project was also completed in partnership with Benjo Productions. [http://youtu.be/3WpWDoj\\_og](http://youtu.be/3WpWDoj_og).

## Alberta Youth Entrepreneurship Camp

Applications were received and accepted from four youth to participate in the 17th annual week-long summer camp for youth ages 13-15 at Eagles Nest Ranch in Cypress Hills. This is a partnership between South Region Community Futures Offices. One past camper was accepted by the camp to return as a Youth Leader. East Parkland continues to support the promotion and development of youth entrepreneurship, and have extended a commitment for another season. <http://www.ayec.ca>



## Western Economic Diversification

Over the past few years, WD has been reviewing the structure and delivery of the Community Futures Program. Within the past year, WD conducted several partner dialogues, questionnaires, and client surveys, resulting in a revitalization of the program with a focus on governance, and transparency. With a new set of minimum performance requirements, East Parkland corporate documents have been reviewed and will be upgraded early in the new fiscal year.

"For over 25 years, Community Futures organizations (CFs) have played an important, grassroots role in contributing to the economic development of their local communities. Building on the success and achievements of the CF program, Western Economic Diversification Canada (WD) undertook a revitalization initiative to ensure the program remains relevant to the evolving needs of western Canadian rural communities and the priorities of the federal government and department."

(Doug Maley, Assistant Deputy Minister, WD)

## Chinook Entrepreneurship Contest

As a part of the partnership with Community Futures Lethbridge, the General Manager was responsible for reviewing two business plans for the contest. *'Plenty FULL Services'*, from the East Parkland region also entered a business plan for the contest, and was a runner up. East Parkland continued the partnership for the 2014 season. <http://www.chinookchallenge.com>





## OUR MISSION

To develop, diversify, and sustain our local economies.

## OUR VISION

Strong communities through:

- Support of community economic development
- Creation and expansion of small to medium sized enterprises
- Delivery of business services to rural communities

## Board of Directors

Hans Spelt—Chair	Bob Willis—Vice Chair
Vivian Hulley	Warren Bloomquist
Bob Tiltgen	Sheila Reckseidler
Wayne Clark (Mar)	Raymond Jarl (Apr-Oct)

Recipient of the  
**2013 Community Futures Alberta  
Award of Excellence and Innovation,**  
for work on the  
**Cluster Manufacturing Project**

**2013 Community Futures Alberta  
Swan-Knight Award,**  
presented to **Diane Szumlak**  
for excellence in management.



## Audited Financial Summary

ASSETS	2014	2013
Current Assets	\$1,840,711	\$2,202,805
Long Term Investments	\$4,316,047	\$3,920,186
Capital Assets	\$ 38,153	\$ 41,191
Total Assets	\$6,194,911	\$6,164,182
<b>LIABILITIES &amp; NET ASSETS</b>		
Current Liabilities	\$ 30,840	\$ 57,504
Deferred Contributions	\$ 1,000	\$ 30,285
Long-Term Debt	\$ 0	\$ 4,534
Fund Balances	\$6,163,071	\$6,071,859
Total Liabilities & Fund Balances	\$6,194,911	\$6,164,182
<b>STATEMENT OF OPERATIONS</b>		
Revenue	\$ 454,110	\$ 751,883
Expenses	\$ 362,898	\$ 453,141
Excess Revenues over Expenses	\$ 91,212	\$ 298,742

Chapman and Co. Professional Accountants LLP

Find us on the web...[eastparkland.albertacf.com](http://eastparkland.albertacf.com)

Box 250 5020-50 Ave  
Mirror, Alberta TOB 3C0

Phone: 403-788-2212  
1-888-788-2829

Fax: 403-788-2199

Email: [eastparkland@albertacf.com](mailto:eastparkland@albertacf.com)



Western Economic  
Diversification Canada

Diversification de l'économie  
de l'Ouest Canada



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*

AR74388

JUL 22 2014

His Worship Rick Pankiw  
Mayor, Town of Rimbey  
PO Box 350  
Rimbey AB T0C 2J0

Dear Mayor Pankiw,

Thank you for your project applications under the capital funding component of the Municipal Sustainability Initiative (MSI).

I am pleased to inform you that the following projects have been accepted as qualifying projects under the capital funding guidelines. Your municipality may apply the following amounts of your MSI capital funding allocation to the qualifying costs of these projects:

CAP-5736	Sidewalk Replacement	\$250,000
CAP-5737	Public Works Loader	\$187,000
CAP-5738	Heating, Ventilation, and Cooling System Upgrades	\$308,000

In order to recognize your success through these projects, and to recognize the contribution that the MSI has made in achieving this success, please include them in a published list of MSI-funded projects that is available to the public.

As per the MSI capital guidelines, I may select specific projects that merit enhanced public recognition. If one or more of the above projects are selected, my ministry will contact you to develop a joint communication plan.

I wish you, your council, and the municipality's staff continued success with these projects.

Sincerely,

Greg Weadick  
Minister of Municipal Affairs

cc: Lucien Cloutier, Chief Administrative Officer, Town of Rimbey

