



# AGENDA

## Town Council

February 14, 2022 - 5:00 PM  
Via Zoom Conference

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**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, FEBRUARY 14, 2022 AT 5:00 PM VIA ZOOM CONFERENCE MEETING.**

**LOGIN:**

<https://us02web.zoom.us/j/83259924166?pwd=TktEdVpiZkdvZUZmdEZTL1ZySitsZz09>

**Meeting ID: 832 5992 4166**

**Passcode: 433022**

Page

**1. CALL TO ORDER REGULAR COUNCIL MEETING & RECORD OF ATTENDANCE**

**1.1 LAND ACKNOWLEDGEMENT**

**2. AGENDA APPROVAL AND ADDITIONS**

**2.1 Agenda Approvals and Additions**

**3. MINUTES**

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[RFD 3.1.1 Council Meeting Minutes January 24, 2022](#)

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**4. PUBLIC HEARINGS**

**5. DELEGATIONS**

**5.1** [RFD 5.1 Rimbey Neighbourhood Place Society](#)

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**6. BYLAWS**

## 7. NEW AND UNFINISHED BUSINESS

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	<a href="#">RFD 7.1.1 Letter from Collette Flegal Redacted</a>	
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## 8. REPORTS

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### 8.2. Boards/Committee Reports

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## 9. CORRESPONDENCE

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## 10. OPEN FORUM

(Bylaw 939/18 - Council Procedural Bylaw Part XXI 1. The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.

**11. CLOSED SESSION**

**12. ADJOURNMENT**



REQUEST FOR DECISION

<b>Council Agenda Item</b>	3.1
<b>Council Meeting Date</b>	February 14, 2022
<b>Subject</b>	Minutes
<b>For Public Agenda</b>	Public Information
<b>Attachments</b>	3.1 Minutes of Regular Council January 24, 2022
<b>Recommendation</b>	Motion by Council to accept the Minutes of the Regular Council Meeting of January 24, 2022, as presented.

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 10, 2022  
Date

**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 10, 2022  
Date



# MINUTES

## Town Council Meeting

Monday, January 24, 2022 - 1:00 PM

Town Administration Building – Via Zoom Conference

**1. CALL TO ORDER REGULAR COUNCIL MEETING & RECORD OF ATTENDANCE**

Deputy Mayor Lana Curle called the meeting to order at 1:00 PM with the following in attendance:

- Mayor Rick Pankiw
- Councillor Wayne Clark
- Councillor Jamie Coston
- Councillor Lana Curle
- Councillor Gayle Rondeel
- Wanda Stoddard - Director of Finance
- Lori Hillis - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant

Public: (0) members of the public

**1.1. LAND ACKNOWLEDGEMENT**

**2. AGENDA APPROVAL AND ADDITIONS**

Motion 012/2022

Moved by Councillor Coston to accept the Agenda for the January 24, 2022 Regular Council Meeting, as presented.

- |                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | In Favor |

CARRIED

**3. MINUTES**

**3.1. Minutes of Regular Council January 10, 2022**

Motion 013/2022

Moved by Councillor Clark to accept the Minutes of the Regular Council Meeting of January 10, 2022, as presented.

- |                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | In Favor |

CARRIED

**4. PUBLIC HEARINGS**

**5. DELEGATIONS**

**6. BYLAWS**

**7. NEW AND UNFINISHED BUSINESS**

7.1. Sewage Charges

Motion 014/2022

Moved by Councillor Clark to deny Mr. Chow’s request for relief of the sewer charges of his December 2018 utility bill as the Bylaws and Policies do not allow for exemption of sewer charges when metered water does not enter the sewer system.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

7.2. Round Table Discussion

Motion 015/2022

Moved by Mayor Pankiw to schedule someone in traffic control safety to come out in spring or summer of 2022 to revisit the crosswalk at the elementary school to see if it can be changed.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

**8. REPORTS**

**8.1. DEPARTMENT REPORTS**

Motion 016/2022

Moved by Mayor Pankiw to accept the department reports, as information.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

**8.2. BOARDS/COMMITTEE REPORTS**

Motion 017/2022

Moved by Councillor Clark to accept the Tagish Engineering Project Status Updates January 6, 2022, as information.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

**8.3. COUNCIL REPORTS**

Motion 018/2022

Moved by Councillor Coston to accept the reports of Council, as information.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

**9. CORRESPONDENCE**

Motion 019/2022

Moved by Mayor Pankiw to accept the correspondence from Tagish Engineering, as information.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

**10. OPEN FORUM**

**11. CLOSED SESSION**

**12. ADJOURNMENT**

12.1. Adjournment

Motion 020/2022

Moved by Councillor Rondeel to adjourn the meeting at 1:43 PM.

Mayor Pankiw	In Favor
Councillor Clark	In Favor
Councillor Coston	In Favor
Councillor Curle	In Favor
Councillor Rondeel	In Favor

CARRIED

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Rick Pankiw, Mayor

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Lori Hillis, Chief Administrative Officer





REQUEST FOR DECISION

<b>Council Agenda Item</b>	5.1
<b>Council Meeting Date</b>	February 14, 2022
<b>Subject</b>	Delegation - Lance Hannesson with Rimbey Neighbourhood Place Society
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Rimbey Neighbourhood Place Society is requesting permission from the Town of Rimbey to construct a natural play space on Town property located at 4907 49 <sup>th</sup> Street (Neighbourhood Place Building).
<b>Discussion</b>	<p>The natural play space will be situated partly on the Town Property and partly on the adjacent property owned by the Rimbey Agricultural Society.</p> <p>The Society is also requesting a letter of support for their project from the Town of Rimbey to be used for grant applications.</p> <p>There is existing concrete that must be removed before the play space can be constructed and normally the Town imposes a concrete disposal fee for any concrete that is hauled to our site to partially off-set the cost of crushing. As the project is being constructed by a non-profit society and will ultimately revert to the Town, Administration is requesting that the concrete disposal fee be waived. Depending on the amount of concrete and whether it includes rebar the concrete disposal fee will be between \$10,000 and \$16,000. This can be considered as an in-kind donation for grant purposes.</p>
<b>Recommendation</b>	<p>Administration recommends that Council grant permission to the Rimbey Neighbourhood Place Society to construct a natural play space on Town property located at 4907 49<sup>th</sup> Street (Lot 4, Block 12, Plan 1356NY) and to provide a letter of support for the project for grant application purposes.</p> <p>Administration recommends Council waive the concrete disposal fee for the Neighbourhood Place Society for the natural play space project to be constructed at 4907 49<sup>th</sup> Street.</p>

Prepared By:

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 9, 2022  
Date



REQUEST FOR DECISION

**Endorsed By:**

A handwritten signature in blue ink that reads "Lori Hillis".

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 9, 2022  
Date



REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.1
<b>Council Meeting Date</b>	February 14, 2022
<b>Subject</b>	Utility Bill Reduction Request
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Administration received a letter from Collette Flegal requesting a reduction of the amount owed on her December utility bill of \$825.57.
<b>Discussion</b>	<p>Due to an unnoticed broken toilet in one of Ms. Flegal’s units her December utility bill was extremely high.</p> <p>All water that has been used throughout the Town has been drawn from the wells, distributed through the water infrastructure and measured by the meter in the property. All costs attributed to the water system are applicable to any water that has been used whether from a leaking toilet, water break, or a hose left on outside in the summer. The cost to maintain our water system does not change depending on the use of the water.</p> <p>Administration recommends that Council deny the request for a reduction in Ms. Flegal’s December utility bill as the water wasted by the leaking toilet cost the same to supply as the cost to supply any water used by any other resident.</p>
<b>Attachments</b>	Letter from Collette Flegal
<b>Recommendation</b>	Administration recommends that Council deny the request for a reduction in Ms. Flegal’s December utility bill.

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 8, 2022

Date

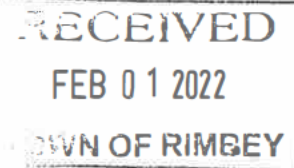
**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 8, 2022

Date



Town of Rimbey  
Box 350 4938 50th Avenue  
Rimbey, AB T0C 2J0

Jan 25, 2022

To members of the Rimbey town council,

Re: Monthly Utilities

Account number: [REDACTED]

Dear Madams/Sirs,

I own a mixed commercial unit at the above address. Unfortunately one of the toilets was broken in one of the units while it was vacant. I employ Dennis Oelhaupl to manage my property as I live in Red Deer. Unfortunately the leaking toilet was not recognized until early December.

I am hoping that you will reduce the amount owed for December 30, 2021 of 825.57. My account is payed by preauthorized bank withdrawal and is always up to date.

Thank you for your consideration.

Sincerely,

Collette Flegal  
Collette Flegal Professional Corporation

A handwritten signature in cursive script, appearing to read "C. Flegal".

	REQUEST FOR DECISION
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<b>Council Agenda Item</b>	7.2
<b>Council Meeting Date</b>	February 14, 2022
<b>Subject</b>	Budget Meeting Dates
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Budget meetings are held each year to discuss the annual operating and capital budgets.
<b>Recommendation</b>	Administration recommends Council hold a Special Meeting of Council on Wednesday, March 16, 2022 commencing at 9:00 am, in the Council Chambers, for the 2022 budget deliberations.

**Prepared By:**



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Lori Hillis, CPA, CA  
Chief Administrative Officer

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February 8, 2022  
Date

**Endorsed By:**



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Lori Hillis, CPA, CA  
Chief Administrative Officer

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February 8, 2022  
Date



REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.3
<b>Council Meeting Date</b>	February 14, 2022
<b>Subject</b>	Policy 5404 Local Organizational Operational Funding
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Mayor Pankiw has requested Administration prepare a policy outlining the requirements that must be supplied to the Town by local organizations who are requesting operating funds.
<b>Discussion</b>	<p>Attached is Policy 5404 Local Organization Operating Funding for review by Council.</p> <p>In the past most local organizations supply a letter of request and possibly an operating budget for Council to review as part of the annual Town of Rimbey operating budget process.</p> <p>Mayor Pankiw has requested a formal policy outlining the documents that would be required to be submitted by any local organization that is requesting operating funding. He has suggested that each organization supply the following:</p> <ol style="list-style-type: none"> <li>1. Letter of request outlining the reason for the request and the amount requested.</li> <li>2. Most recent financial statement of the organization.</li> <li>3. Current year budget.</li> </ol>
<b>Attachments</b>	Policy 5404 Local Organization Operating Funding
<b>Recommendation</b>	Administration recommends Council approve Policy 5404 Local Organizational Operating Funding as presented.

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 7, 2022

\_\_\_\_\_  
Date


**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 7, 2022

\_\_\_\_\_  
Date

		<h1 style="color: blue;">Town of Rimbey Policy Manual</h1>	
Title: Local Organizational Operating Funding		Policy No: 5404	
Date Approved:		Resolution No:	
Date Effective:			
Purpose:	This policy identifies the requirements for the Town to provide operating funding to local Organizations in the Community.		
<p><b>Policy Statement:</b></p> <p>The Town of Rimbey receives requests for operating funding from Organizations in the Community. The Town will consider the funding requests from an organization provided certain criteria can be met and budgets permit.</p> <p><b>Standards:</b></p> <ol style="list-style-type: none"> <li>1. Local Organizations requesting operating funding from the Town of Rimbey must provide the following:             <ol style="list-style-type: none"> <li>a. Letter of request outlining the reason for the request and the amount requested.</li> <li>b. Most recent financial statement of the organization.</li> <li>c. Current year budget.</li> </ol> </li> <li>2. Requests for operating funding from Organizations must be approved by motion of Town Council.</li> <li>3. These funding requests do not include funding requests under the Community Events Grant Program.</li> </ol>			
Initial Policy Date:		Resolution No:	
Revision Date:		Resolution No.	
Revision Date:		Resolution No.	



REQUEST FOR DECISION

<b>Council Agenda Item</b>	7.4
<b>Council Meeting Date</b>	February 14, 2022
<b>Subject</b>	Council Round Table Discussion
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Council Round Table Discussion is for matters that are not on the agenda but arise during Council meeting

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 10, 2022  
Date

**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 10, 2022  
Date





REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.1
<b>Council Meeting Date</b>	February 14, 2022
<b>Subject</b>	Department Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.
<b>Attachments</b>	8.1.1 Chief Administrative Officer Report 8.1.2 Director of Finance Report – Accounts Payable Listing
<b>Recommendation</b>	Motion by Council to accept the report from the Chief Administrative Officer and the Director of Finance – Accounts Payable Listing, as information.

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 10, 2022  
Date

**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 10, 2022  
Date



## Highlights

### COVID-19:

- Continuing to attend biweekly virtual meetings with Dr. Deena Hinshaw regarding COVID-19 updates with municipalities

### Meetings/Conferences:

- Brownlee LLP Emerging Trends Workshop will be held virtually on February 17, 2022. All of Council has been registered.
- Attended the third and fourth sessions of Munis 101 on January 21 and January 28, 2022.
- Email correspondence with Alberta Transportation and Fortis regarding the transfer of ownership of the streetlights along Highway 20A within the Town of Rimbey limits. They do not expect any issues with the transfer and we should get the approval in February.
- Attended Bylaw Committee meeting held virtually on February 1, 2022.

### Municipal Stimulus Program:

- We have been granted the requested time extension and approval for our additional project under this program.
- 2021 Red Tape Reduction reporting requirements have been submitted for this program.

### Peace Officer:

- Peace Office Annual reporting filed with Solicitor General's Office.

Lori Hillis  
Chief Administrative Officer

## Council Board Report 8.1.2



Supplier : 1020405 to ZIM1598  
 Fund : 1 GENERAL FUND  
 Include all Payment Types : Yes

Date Range: 19-Jan-2022 to 08-Feb-2022  
 Sequence by: Cheque/EFT#  
 Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Alberta Urban Municipalities Association	47923	26-Jan-2022	Alberta Municipalities - Basic Membership Fee	3,639.84
Alberta Water & Wastewater Operators Assoc	47924	26-Jan-2022	AWWQA - Annual Membership - Campbell/Kreutz	179.99
Alsco	47925	26-Jan-2022	Alsco - janitorial supplies	259.91
Canadian Pacific Railway Company	47926	26-Jan-2022	CP Rail - Hoadley crossing	296.00
City Of Red Deer	47927	26-Jan-2022	City of Red Deer - Dec. 2021 - lab analysis	1,649.55
Imperial Esso Service (1971)	47928	26-Jan-2022	Imperial Esso - arena - propane	54.00
John Deere Financial Inc.	47929	26-Jan-2022	John Deere Financial (Brandt) - parts	28.21
Municipal Property Consultants (2009) Ltd.	47930	26-Jan-2022	Municipal Prop Consultants - Feb. 2022 - monthly	3,575.95
Oakcreek Golf & Turf LP	47931	26-Jan-2022	Oakcreek Golf & Turf - parts - Unit #49 Toro	254.52
Pankiw,Rick	47932	26-Jan-2022	Rick Pankiw - Jan. 2022 expenses	76.86
PitneyWorks	47933	26-Jan-2022	PitneyWorks - postage	4,200.00
Rimbey Implements Ltd.	47934	26-Jan-2022	Rimbey Implements - parts	12.71
Rimbey Municipal Library	47935	26-Jan-2022	Rimbey Municipal Library - quarterly appropriation	25,863.50
Seidel,Rebekah	47936	26-Jan-2022	Rebekah Seidel - RhPAP expense (Nov.27/21)	56.48
Staples Professional	47937	26-Jan-2022	Staples Professional - office supplies	15.74
Stationery Stories & Sounds (2005)	47938	26-Jan-2022	Stationery Stories Sounds - office supplies	36.02
Sunset Memorial & Stone Ltd.	47939	26-Jan-2022	Sunset Memorial & Stone - Columbarium - West I	12,384.38
Uni First Canada Ltd.	47940	26-Jan-2022	UniFirst - coveralls/supplies	55.82
Alsco	47941	08-Feb-2022	Alsco - janitorial supplies	319.06
AN Adventure Distribution & Consulting	47942	08-Feb-2022	An Adventure - shop supplies	1,295.81
Animal Control Services	47943	08-Feb-2022	Animal Control - January 2022 monthly patrols	1,428.00
Cast-A-Waste Inc.	47944	08-Feb-2022	Cast-A-Waste - Feb. 2022 garbage/recycle collec	9,817.50
Environmental 360 Solutions (Alberta) Ltd	47945	08-Feb-2022	E360 - 5109 - 54 St - bin dump/rent	700.46
Expert Security Solutions	47946	08-Feb-2022	Expert Security Solutions - repair - Main Reservo	301.88
Hi-Way 9 Express Ltd.	47947	08-Feb-2022	Hi-Way 9 - freight - Oak Creek	58.86
Hunter Hydrovac Inc.	47948	08-Feb-2022	Hunter Hydrovac - thaw valves on water mains	777.00
Imperial Esso Service (1971)	47949	08-Feb-2022	Imperial Esso - propane - arena	27.00
Longhurst Consulting	47950	08-Feb-2022	Longhurst Consulting - install equip - Bylaw	1,604.40
LOR-AL SPRINGS LTD.	47951	08-Feb-2022	Lor-Al Springs - water	35.10
NAPA Auto Parts - Rimbey	47952	08-Feb-2022	Napa - parts	38.83
Outlaw Electric Ltd.	47953	08-Feb-2022	Outlaw Electric - repairs - RCMP Detachment	1,429.76
Ponoka County	47954	08-Feb-2022	Ponoka County - tippage fees - Oct - Dec. 2021	3,677.20
Rimbey Builders Supply Centre Ltd.	47955	08-Feb-2022	Rimbey Builders - supplies	83.95
Rimbey Express	47956	08-Feb-2022	Rimbey Express - freight - Jan. 2022	243.03
Rimbey Home Hardware	47957	08-Feb-2022	Rimbey Home Hardware - supplies	62.42
Rimbey Implements Ltd.	47958	08-Feb-2022	Rimbey Implements - parts - Unit #21 & sand spr	520.28
Rimbey Lock & Key	47959	08-Feb-2022	Rimbey Lock & Key - PW - service call	231.00
SABLE ELECTRICAL SERVICES LTD.	47960	08-Feb-2022	Sable Electrical Services - replace batteries - fire	184.58
Staples Professional	47961	08-Feb-2022	Staples Professional - office supplies	38.08
Stationery Stories & Sounds (2005)	47962	08-Feb-2022	Stationery Stories Sounds - envelopes	1,946.70
Superior Safety Codes Inc.	47963	08-Feb-2022	Superior Safety Codes - Dec. 2022	5,347.13
TAXervice	47964	08-Feb-2022	Taxervice - setup fee #50010	693.00
Town Of Rimbey	47965	08-Feb-2022	Town of Rimbey - utilities - Jan. 2022	983.64
Uni First Canada Ltd.	47966	08-Feb-2022	UniFrist - coveralls/supplies	214.09
Vicinia Planning & Engagement Inc.	47967	08-Feb-2022	Vicinia - Jan.2022 inv	3,673.17
West Country Glass	47968	08-Feb-2022	West Country Glass - Unit #52 - repair	42.00
Wolseley Industrial Canada INC	47969	08-Feb-2022	Wolseley - bleach - PW	992.78
INNOV8 DIGITAL SOLUTIONS INC.	00092-0001	26-Jan-2022	Innov8 - Town - copies	466.23
Telus Communications Inc.	00092-0002	26-Jan-2022	Telus - Beatty House - Jan.10/22	2,329.33
Canada Revenue Agency	00093-0001	08-Feb-2022	CRA - deductions (Jan.16-29/22) Feb.4/22 biwee	19,804.95
Eastlink	00093-0002	08-Feb-2022	Eastlink - cable - Feb./22 fitness centre	98.91
LAPP	00093-0003	08-Feb-2022	LAPP - Town - Feb.4/22 biweekly payroll (Jan.16-	9,309.35
Meridian OneCap Credit Corp	00093-0004	08-Feb-2022	Meridian One Cap - Feb. - Apr. 2022 (quarterly le	1,977.15
VICTOR CANADA	00093-0005	08-Feb-2022	Victor - Feb. 2022 benefits	11,431.26
Waste Management	00093-0006	08-Feb-2022	Waste Management - Dec.2021 inv	3,929.47
<b>Total:</b>				<b>138,752.84</b>



REQUEST FOR DECISION

<b>Council Agenda Item</b>	8.2
<b>Council Meeting Date</b>	February 14 2022
<b>Subject</b>	Boards/Committee Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Various Community Groups supply Minutes of their board meetings to Council for their information.
<b>Attachments</b>	8.2.1 Tagish Engineering Project Status Updates January 20 - February 3, 2022 8.2.2 Bylaw Committee Meeting Minutes January 4, 2022
<b>Recommendation</b>	Motion by Council to accept the Tagish Engineering Project Status Updates from January 20 - February 3, 2022 and the Bylaw Committee Meeting Minutes January 4, as information.

**Prepared By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 8, 2022

\_\_\_\_\_  
Date

**Endorsed By:**

*Lori Hillis*

\_\_\_\_\_  
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 8, 2022

\_\_\_\_\_  
Date

Date	Project Manager	Status Update
<b>Town of Rimbey</b>		
<b>RBYM00000.22 RB00 - 2022 General Engineering</b>		
January 6, 2022	Solberg, Lloyd	We will work on putting together some costs for Capital Budgets as per our last meeting with the Town. Tagish to complete by early next week.
January 20, 2022	Solberg, Lloyd	As per discussions with the Town, we are completing the 5 year capital plan. We will send it to the Town as soon as it is completed.
<b>RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades</b>		
December 9, 2021	Solberg, Lloyd	Construction is on-going. Balzers installed some of the process piping. Electrical work is on-going. Contractor is anticipating doing some pre-commissioning before Christmas with the majority of pump upgrades and commissioning activities happening in January.
December 21, 2021	Solberg, Lloyd	Construction is on-going. Some electrical work is on-going before the Christmas Break. Majority of pump upgrades and commissioning activities to happen in January.
January 6, 2022	Solberg, Lloyd	Construction is on-going. Pumps arrived on site yesterday. Contractors are working on mechanical and electrical installations. Items to be commissioned over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Distribution main and electrical change over to occur on January 20th. Contractor to get the system running on one pump. Then existing mechanical and electrical will be removed and remaining pump, and emergency pump will be installed and system as a whole will be commissioned.
<b>RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply</b>		
December 9, 2021	Solberg, Lloyd	Construction is on-going. Contractor is planning on flushing the line next week. Just waiting for the arrival of the PLC equipment and commissioning of equipment.
December 21, 2021	Solberg, Lloyd	Construction is on-going. Line was flushed last week. Just waiting for the arrival of the PLC equipment and commissioning of equipment.
January 6, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 15 equipment to occur over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 15 equipment to occur over the next week or so once Main Reservoir is up and running on new equipment.
<b>RBYM00140.00 RB140 - Rimbey MSP Projects</b>		
December 9, 2021	Solberg, Lloyd	(Dec.9) No change.
December 21, 2021	Solberg, Lloyd	Well 10R is just waiting for commissioning activities to occur in January. Contractor is working on electrical connections in Reservoir 2 before the Christmas Break. Programming and commissioning in Reservoir 2 to occur in January.
January 6, 2022	Solberg, Lloyd	Commissioning of Reservoir 2 and Well 10R equipment to occur over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Reservoir 2 VFD has been programmed so that fire flow is available while work occurs on Reservoir 1. Commissioning of Well 10 equipment to occur over the next week or so once Main Reservoir is up and running on new equipment.

Council Agenda Item

**RBYM00141.00 RB141 - Evergreen Est Street Imp**

December 9, 2021	<a href="#">Matichuk, Gerald</a>	This project is complete, Tagish is working on completing the "As Built Engineering Drawings".
January 6, 2022	<a href="#">Solberg, Lloyd</a>	Tagish is just finalizing the as-built drawings. They will be sent off as soon as the final review is complete.
January 20, 2022	<a href="#">Solberg, Lloyd</a>	(Jan.20) No change.

**RBYM00143.00 RB143 - 56th Ave Sanitary Sewer Imp**

December 9, 2021	<a href="#">Matichuk, Gerald</a>	This project is complete (Dec 09, 2021).
January 6, 2022	<a href="#">Solberg, Lloyd</a>	Tagish is just finalizing the as-built drawings. They will be sent off as soon as the final review is complete.
January 20, 2022	<a href="#">Solberg, Lloyd</a>	(Jan.20) No change.

Date	Project Manager	Status Update
<b>Town of Rimbey</b>		
<b>RBYM00000.22 RB00 - 2022 General Engineering</b>		
January 6, 2022	Solberg, Lloyd	We will work on putting together some costs for Capital Budgets as per our last meeting with the Town. Tagish to complete by early next week.
January 20, 2022	Solberg, Lloyd	As per discussions with the Town, we are completing the 5 year capital plan. We will send it to the Town as soon as it is completed.
February 3, 2022	Solberg, Lloyd	<b>The 5 year capital plan has been sent to the Town for their review. There are no other current deliverables.</b>
<b>RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades</b>		
December 21, 2021	Solberg, Lloyd	Construction is on-going. Some electrical work is on-going before the Christmas Break. Majority of pump upgrades and commissioning activities to happen in January.
January 6, 2022	Solberg, Lloyd	Construction is on-going. Pumps arrived on site yesterday. Contractors are working on mechanical and electrical installations. Items to be commissioned over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Distribution main and electrical change over to occur on January 20th. Contractor to get the system running on one pump. Then existing mechanical and electrical will be removed and remaining pump, and emergency pump will be installed and system as a whole will be commissioned.
February 3, 2022	Solberg, Lloyd	<b>Construction is on-going. System is currently running off of one distribution pump. Existing mechanical and electrical is being removed from the building. Contractor is working to get the additional pumps installed. Pump commissioning is scheduled for February 8th.</b>
<b>RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply</b>		
December 21, 2021	Solberg, Lloyd	Construction is on-going. Line was flushed last week. Just waiting for the arrival of the PLC equipment and commissioning of equipment.
January 6, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 15 equipment to occur over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 15 equipment to occur over the next week or so once Main Reservoir is up and running on new equipment.
February 3, 2022	Solberg, Lloyd	<b>Construction is on-going. Commissioning of Well 15 equipment to occur once Main Reservoir is up and running on new equipment, which will likely be at the end of next week or the week after.</b>
<b>RBYM00140.00 RB140 - Rimbey MSP Projects</b>		
December 21, 2021	Solberg, Lloyd	Well 10R is just waiting for commissioning activities to occur in January. Contractor is working on electrical connections in Reservoir 2 before the Christmas Break. Programming and commissioning in Reservoir 2 to occur in January.
January 6, 2022	Solberg, Lloyd	Commissioning of Reservoir 2 and Well 10R equipment to occur over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Reservoir 2 VFD has been programmed so that fire flow is available while work occurs on Reservoir 1. Commissioning of Well 10 equipment to occur over the next week or so once Main Reservoir is up and running on new equipment.
February 3, 2022	Solberg, Lloyd	<b>Construction is on-going. Commissioning of Well 10R equipment to occur once Main Reservoir is up and running on new equipment, which will likely be at the end of next week or the week after.</b>

Council Agenda Item

**RBYM00141.00 RB141 - Evergreen Est Street Imp**

January 6, 2022	Solberg, Lloyd	Tagish is just finalizing the as-built drawings. They will be sent off as soon as the final review is complete.
January 20, 2022	Solberg, Lloyd	(Jan.20) No change.
February 3, 2022	Solberg, Lloyd	The as-builts are complete and will be sent to the Town by the end of the week.

**RBYM00143.00 RB143 - 56th Ave Sanitary Sewer Imp**

January 6, 2022	Solberg, Lloyd	Tagish is just finalizing the as-built drawings. They will be sent off as soon as the final review is complete.
January 20, 2022	Solberg, Lloyd	(Jan.20) No change.
February 3, 2022	Solberg, Lloyd	The as-builts are complete and will be sent to the Town by the end of the week.





# MINUTES

## Bylaw Committee Meeting

Tuesday, January 4, 2022 - 3:00 PM

Town Administration Building - Council Chambers

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**1. CALL TO ORDER BYLAW COMMITTEE MEETING & RECORD OF ATTENDANCE**

Chairperson Gayle Rondell called the meeting to order at 3:06 PM with the following in attendance:

- Chairperson Gayle Rondeel
- Deputy Chair Janet Carlson
- Committee Member Allan Tarleton
- Councillor Wayne Clark
- Committee Member Camille McKay
- Committee Member Jeff Johnstone

- Lori Hillis - Chief Administrative Officer
- Bonnie Rybak - Executive Assistant

Public: (1) members of the public

**2. AGENDA APPROVAL AND ADDITIONS**

Motion 2022BC001

Moved by Committee Member Johnstone to accept the agenda for the January 4, 2022 Bylaw Committee Meeting.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member McKay	In Favor
Committee Member Johnstone	In Favor

CARRIED

3.

**MINUTES**

Motion 2022BC002

Moved by Committee Member Tarleton to accept the Minutes of the Bylaw Committee Meeting December 7, 2021, as presented.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member McKay	In Favor
Committee Member Johnstone	In Favor

CARRIED

4.

**NEW AND UNFINISHED BUSINESS**

Motion 2022BC003

Moved by Councillor Clark to remove "PART 9 - CONDITIONS AND PROCEDURES TO RENT CAT TRAPS" in Bylaw 961 20 Responsible Pet Ownership Bylaw.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member McKay	In Favor
Committee Member Johnstone	In Favor

CARRIED

Committee Member Clark exited the meeting at 3:23 PM and returned at 3:28 PM.

Motion 2022BC004

Moved by Committee Member Johnstone to change Part 5.11 a) to "venomous reptile, venomous insect or venomous spider" in Bylaw 961 20 Responsible Pet Ownership Bylaw.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member McKay	In Favor
Committee Member Johnstone	In Favor

CARRIED

Motion 2022BC005

Moved by Councillor Clark to remove 5.2 "Cat sprays/defecates/stalk birds", 5.7 "Tampering/spring/damage trap" and 8.1(b) "Unlock/unlatch a vehicle where an animal is confined" in Schedule "A" of Bylaw 961 20 Responsible Pet Ownership Bylaw.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member McKay	In Favor
Committee Member Johnstone	In Favor

CARRIED

Motion 2022BC006

Moved by Councillor Clark for Administration to make changes to 961/20 Responsible Pet Ownership Bylaw and to bring the revised draft to the next Council meeting on Monday, January 10, 2022, for review.

Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member McKay	In Favor
Committee Member Johnstone	In Favor

CARRIED

5.

**ADJOURNMENT**

Motion 2022BC007

Moved by Committee Member Tarleton to adjourn the meeting at 4:45 PM.


Chairperson Rondeel	In Favor
Deputy Chair Carlson	In Favor
Committee Member Tarleton	In Favor
Councillor Clark	In Favor
Committee Member McKay	In Favor
Committee Member Johnstone	In Favor

CARRIED



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Gayle Rondeel, Chairperson



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Lori Hillis, Chief Administrative Officer

	REQUEST FOR DECISION
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<b>Council Agenda Item</b>	9.1
<b>Council Meeting Date</b>	February 14, 2022
<b>Subject</b>	Correspondence
<b>For Public Agenda</b>	Public Information
<b>Attachments</b>	9.1.1 Alberta Farm Safety
<b>Recommendation</b>	Administration recommends Council accept the correspondence from Alberta Farm Safety, as information.

**Prepared By:**

*Lori Hillis*

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Lori Hillis, CPA, CA  
Chief Administrative Officer

February 8, 2022  
Date

**Endorsed By:**

*Lori Hillis*

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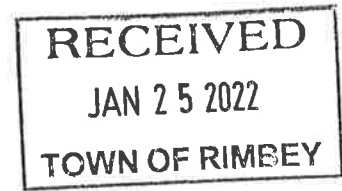
Lori Hillis, CPA, CA  
Chief Administrative Officer

February 8, 2022  
Date



265 East 400 South | Box 291 | Raymond | Alberta | T0K 2S0 | 403 752-4585 | www.abfarmsafety.com

Town of Rimbey  
Box 350  
Rimbey AB  
T0C 2J0



January 17, 2022

Dear Town of Rimbey Town Manager,

The 2021-2022 school year is the 24<sup>th</sup> consecutive year of Safety Smarts delivery to children attending rural and remote elementary schools in Alberta. The generosity of many continues to make this unique farm safety extension effort possible and we are grateful for each and every dollar donated in support of the important outreach of our charitable organization.

As you know, this past year was filled with unique challenges related to the Covid pandemic. However, we have managed to keep both our Safety Smarts and our Sustainable Farm Families programs running albeit in a slightly different fashion than in previous years.

The Safety Smarts program has been adapted to allow for both virtual delivery via Zoom as well as safe face-to-face delivery in schools. Our Safety Smarts team has been well trained and fully equipped with all the necessary skills and tools to be able to successfully and safely deliver Safety Smarts presentations to rural elementary students across the province. In the 2021 calendar year, our Safety Smarts team delivered a total of 1,586 Safety Smarts presentations to 31,330 elementary students in 285 rural elementary schools across the province.

The Sustainable Farm Families program, also known as the Rural Health Initiative, is a newer program designed to promote health, well-being and safety to rural adults. In 2021, the Sustainable Farm Families program made significant adaptations to allow for one-on-one in-depth health assessments and personal education instead of the traditional group setting. This new approach has enabled us to safely deliver Rural Health Initiative workshops within the current Covid restrictions. More information about the Rural Health Initiative is attached. Please let us know if your organization would like to host a Rural Health Initiative workshop for families in your area.

You may also know, that in October of 2020, the Farm Safety Centre was informed by Government of Alberta representatives that ALL their involvement in and support of farm safety learning and extension would end in December 2020. True to their word, their departmental staff were laid off and online resources were withdrawn at the end of 2020. This has created a significant funding challenge for the Farm Safety Centre and other agriculture based charities in the province that care about the well-being of farmers and their families. To put into perspective, about 35% of our annual funding came from the GOA in the form of government grants designated for program delivery.

With this in mind, the Farm Safety Centre is hopeful that in 2022 your organization will consider supporting our extension efforts, as we continue the search for alternate funding partners. **As budget realities allow, we invite the Rural Communities in Alberta to consider a modest 2022 donation of \$150 - \$350.** If this does not work within your budget then a donation of any amount will be greatly appreciated.

As a charity registered with CRA, any donation in support of our mission is eligible for a charitable tax receipt.

Thank-you for your continued support,

Jordan Jensen | Executive Director  
Farm Safety Centre  
j.jensen@abfarmsafety.com

# Rural Health Initiative



Research into the state of rural health has identified several health and well-being disadvantages faced by rural people which negatively impact their quality of life. The Sustainable Farm Families Rural Health Initiative aims to remedy many of these disadvantages by providing rural Albertans who participate in this program with 3 annual, in-depth physical & mental health assessments. In addition to these health assessments, participants are educated about each aspect of the assessment to ensure they fully understand each of their measurements and know how to better manage their health and well-being. Those who participate in this program are only asked to commit 1 hour of their time each year over the course of the 3-year program.

The preventative approach used by the Sustainable Farm Families Rural Health Initiative takes seemingly healthy people living in rural communities and seeks to either uncover undiagnosed conditions or confirm their healthy status. Since 2014, the Farm Safety Centre has delivered over 135 SFF workshops to more than 1,300 participants across the province. Participant feedback from our external evaluations have identified that 97% of SFF participants felt the workshops were a good investment of their time and that 92% recommended the program to others.

## What you can expect in your one-on-one personal health assessment with our Registered Nurses:

- Blood Pressure
- Cholesterol
- Metabolic Age
- Visceral Fat
- Body Mass Index
- Muscle Mass
- Basal Metabolism
- Body Water Percentage
- Bone Density
- Mental Health Assessment
- Blood Sugar
- Diabetic Risk
- Triglyceride Levels
- Oxygen Saturation
- Eyesight

SFF workshops are currently being delivered in rural communities throughout Alberta. For more information about this program or to schedule a workshop for your community or organization please contact Keylan Kado. If you would like to register for an existing workshop in your community, please visit [www.abfarmsafety.com](http://www.abfarmsafety.com).

Keylan Kado | Program Manager

Sustainable Farm Families™ Alberta

[programs@abfarmsafety.com](mailto:programs@abfarmsafety.com)

Office: (403) 752-4585 | Cell: (403) 330-3967



# SAFETY SMARTS

DELIVERY FOR THE 2021 CALENDAR YEAR

31,435  
STUDENTS



1,591  
PRESENTATIONS

285 SCHOOLS

