

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD
ON MONDAY, JANUARY 9, 2012 AT 6:30 PM IN THE COUNCIL CHAMBERS
OF THE TOWN ADMINISTRATION BUILDING**

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

2. **Public Hearing**

3. **Agenda Approval and Additions**

4. **Minutes**
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5. **Delegations**

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7. **New and Unfinished Business**
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10. **In Camera**

11. **Adjournment**

Summary of Agenda Items for January 9, 2012:

New and Unfinished Business:

- 7.1 **Rec Board Vacancy** – Council recruit potential Rimbey residents to apply for the vacant position on the Recreation Board and present potential candidate(s) at January 23 meeting.
- 7.2 **Development Appeal Board Vacancy** – Council recruit potential Rimbey residents to apply for the vacant position on the Development Appeal Board and present potential candidate(s) at January 23 meeting.
- 7.3 **Budget Deliberation Dates** – Council to choose a date and time to schedule a Council Budget Meeting.
- 7.4 **Community Events Grant Program** – Recreation Board recommends that Town Council adopt the Community Events Grant Program Policy 5402, formerly the Grant in Aide Program.
- 7.5 **Tabled Motion Regarding SJC Development** – Council to call for a vote on Motion 285/11.

Reports:

8.1 Department Reports

- 8.1.1 Finance
 - 8.1.1.1 Cash Position
 - 8.1.1.2 Bank Reconciliation
 - 8.1.1.3 Consolidated Financial Statement
 - 8.1.1.4 Accounts Payable Cheque Run –December 31/11

Council pass a resolution to accept Finance Reports as presented.

Correspondence:

- 9.1 **Urgent Care Facility Support Letter Request**
- 9.2 **2011 MSI Operating Funding Allocation Approval**
- 9.3 **Rimoka Foundation Minutes for November 16, 2011**
- 9.4 **Alberta Municipal Affairs Letter**
- 9.5 **ATCO Gas Letter Re: Implementation of AMR's**

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON
MONDAY, DECEMBER 12, 2011, IN THE COUNCIL CHAMBERS OF THE TOWN
ADMINISTRATION BUILDING

1. Call to Order Mayor Ibbotson called the meeting to order at 6:30 pm, with the following in attendance:
- Mayor Sheldon Ibbotson
Councillor Jack Webb
Councillor Gayle Rondeel
Councillor Joe Anglin
Councillor Paul Payson
CAO - Tony Goode
Assistant CAO – Ryan Maier
Director of Finance – Danita Deal
Public Works Operator – Vern Browne
Community Services Director - Rick Kreklewich
Recording Secretary - Melissa Beebe
- Public:
Rimbey Review – Trena Mielke
4 members of Public
2. Public Hearing None
3. Adoption of Agenda Motion 303/11
Moved by Councillor Webb to approve the agenda as presented.

CARRIED
(5-0)
4. Minutes 4.1 November 28, 2011, Council Meeting Minutes

Motion 304/11
Moved by Councillor Web to accept the November 28, 2011, Council Meeting minutes as presented.

CARRIED
(5-0)
5. Delegation None
6. Bylaws None
7. New and Unfinished Business 7.1 Red Deer River Watershed Alliance Funding Request
Red Deer River Watershed Alliance submitted a letter to Council requesting consideration for financial support for 2011/12, based on 50 cents per capita. Council discussed and referred to Administration and the budget process.
- 7.2 Parade Truck
Council discussed the November 28, tabled motion to sell the 1928 International Truck. Council unanimously agreed to amend the year of the truck from 1928 to read 1934 in motion 296/11.
- Motion 296/11
Moved by Councillor Anglin to sell the 1934 International Truck.

CARRIED
(4-1)
- 7.3 Curling Rink Portable Flooring
The Chamber of Commerce submitted a letter, October 20, 2011, for Council to consider purchasing carpet and building platforms for off season use of the curling rink. Council referred to Recreation board and was determined that the high costs and anticipated limited use does not justify the expense.

Motion 305/11

Moved by Councillor Rondeel to accept the recommendation by the Recreation Board regarding the removable curling club flooring.

CARRIED
(4-1)

7.4 Track Skid Steer RFP

Public Works provided a summary and recommendation of the RFP's that were received from the advertisement that ran for two weeks and closed on December 9.

Motion 306/11

Moved by Mayor Ibbotson to approve the purchase of the 2011 New Holland 227 Compact Track Loader from Rimbey Implements.

CARRIED
(5-0)

7.5 Interim Operating Budget

Administration presented that under the MGA, Council is required to adopt an interim operating budget for the new year.

Motion 307/11

Moved by Councillor Webb to approve the 2011 operating budget as the interim operating budget for 2012.

CARRIED
(5-0)

8. Reports

8.1 Department Reports:

Director of Finance presented a summary of the following reports:

- 8.1.1.1 Bank Reconciliation
- 8.1.1.2 Cash Position
- 8.1.1.3 Consolidated Financial Statement
- 8.1.1.4 Accounts Payable Cheque Fun – December 12/11

Motion 308/11

Moved by Mayor Ibbotson to approve the financial reports as presented.

CARRIED
(5-0)

9. Correspondence

9.1 Spotlight on ChooseWell Communities – Rimbey Geocaching

Rimbey is featured on the Alberta Recreation Parks Association website as a Spotlight on ChooseWell Communities for the geocaching program that was held this summer.

9.2 Member of Parliament Christmas Open House

Blaine Calkins, MP, cordially invites Council to drop in for a Christmas Open House, Wednesday, December 21 from 1:00 to 5:00 pm at the Constituency Office in Ponoka.

Motion 309/11

Moved by Councillor Webb to accept 9.1 and 9.2 as information.

CARRIED
(5-0)

10. In Camera

None

11. Adjournment

Council adjourned the meeting at 6:27 pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Council Recommendation

Date: January 9, 2012

Title: Recreation Board Vacancy

Presenter: Rick Kreklewich

Background:

One Town resident position on the Recreation Board is currently vacant. The member who is leaving her position is still active on the Board until a replacement can be found.

Discussion:

The position has been advertised and no applications have been received.

Recommendation:

Recommendation that Town Council recruit potential Rimbey residents to apply for the vacant position on the Recreation Board and present potential candidate(s) at January 23 meeting.

TOWN OF RIMBEY

DATE: January 5, 2011

TITLE: Subdivision & Development Appeal Board Vacancy

FROM: Melissa Beebe, Executive Assistant

BACKGROUND:

After advertising for the one vacant position on Subdivision and Development Appeal Board, no applications have been received to date.

RECOMMENDATION:

Recommendation that Town Council recruit potential Rimbey residents to apply for the vacant position on the Subdivision Development Appeal Board and present potential candidate(s) at January 23 meeting.



Council Recommendation

Date: January 5, 2012

Title: Budget Deliberation Dates

Presenter: Administration

Discussion:

Administration is proposing some of the following dates for Council to consider for budget deliberations: Friday, February 3 or 10; Saturday, February 10 or 11. In addition, Council is to consider whether this meeting will be scheduled for a one day session or two evening sessions.

Recommendation:

Council to choose a date and time to schedule a Council Budget Meeting



Council Recommendation

Date: January 9th, 2012
Title: Community Events Grant Program
Presenter: Rick Kreklewich

Background:

Last year the Town developed the Grant In Aid Policy (#5402) to provide financial assistance to community groups wishing to hold a community event. The Recreation Board would like to amend that policy and change the name of the policy to the Community Events Grant Program.

Discussion:

The Recreation Board reviews the applications and makes recommendations for approval. The Recreation Board felt as though the current policy needed to be revised. The revised policy will allow groups to apply for funding up to December 31st of the calendar year or until funding runs out.

Recommendation:

Recommendation from the Recreation Board that Town Council adopt the Community Events Grant Program Policy - 5402.



Town of Rimbey Policy Manual

Title:	Community Events Grant Program	Policy No.:	5402
Supercedes:	March 23, 2011		
Approved:	January 9, 2012	Resolution No.:	
Effective Date:	January 9, 2012		

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

Policy Statement:

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

Definitions

1. "Community Event" is defined according to the following:
 - a. Event primarily designed and delivered for the general population; or
 - b. Event that is locally based and whose efforts are either local or regional in nature.
2. "Eligible Event" is defined according to the following:
 - a. Event that appeals to the general population and has a high level of community acceptance.
 - b. Proceeds from the event are solely intended to support the community.
 - c. Event that is hosted in Rimbey or within a 20 km radius from Rimbey and must be open and accessible to the public regardless of age, sex, creed, or religion.
 - d. Event is non-religious and non-political in nature.
3. "Eligible Group" is defined according to the following:
 - a. Organizations including registered non-profit societies, Canadian registered charities that operate in the Rimbey area or other community groups/organizations.
 - b. Organizations that are non-religious and non-political in nature.
 - c. Organizations currently receiving a municipal property tax exemption are not eligible to receive funding.

Amended:

Date:	March 23, 2011	Resolution:	78/11
Date:		Resolution:	

Responsibilities

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

Standards

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

Amended:**Date:** March 23, 2011**Resolution:** 78/11**Date:****Resolution:**



Town of Rimby

Community Events Grant Program Application

Contact/Group Information

Group/Assoc: _____ Date: _____

Contact Name: _____ Title/Position: _____

Mailing Address: _____

Telephone Number: _____ Email: _____

Describe the primary objectives of your organization:

Project/Event Information

Name of Project/Event: _____

Date of Event: _____ Expected Attendance: _____

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

Project/Event Funding

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

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

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

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

Budget Information

Expenses

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

Total Expenses: \$ _____

Revenues

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

Total Revenues: \$ _____

Net Profit/Loss: \$ _____



Town of Rimbey Policy Manual

Title: Grant in aid Policy

Policy No.: 5402

Supersedes.: NEW

Approved: March 23, 2011

Resolution No.: 78/11

Effective Date: March 23, 2011

Purpose: Fair and Equitable Process for the Granting of Financial Assistance

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

Guidelines

1. Clubs or organizations may apply for funding for a specific project or event that is locally based, and whose efforts are either local or regional in nature. Applications will not be accepted for operational items other than insurance (ex.- not for salaries, supplies, etc...).
2. Applications may be made once per calendar year and funds must be used in the year applied.
3. Grants-in-aid will not be given to any "for profit" organizations or government funded agencies.
4. The maximum amount granted shall be \$500.00.
5. The grant-in-aid application deadline will be advertised in the local newspaper at the beginning of each fiscal year. Applications must be received prior to the advertised deadline date in order to be considered.
6. Applications for grants must be made on the approved application form.
7. Organizations currently receiving a Town of Rimbey property tax exemption are not eligible for a grant-in-aid.
8. Council may accept or reject any application based on merit and availability of funds.
9. A written report and financial statement must be submitted prior to approval of any new grant applications.

Initial Policy Approved: March 23, 2011

Resolution: 78/11



**Town of Rimby
APPLICATION FOR A DONATION**

Name of applicant: _____

Mailing address: _____

Contact person: _____

Title: _____ Telephone Number: _____

Amount requested: _____

Total budget: _____

Other sources of funding: _____

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives (attached a separate sheet if necessary).

Describe the project. _____

How will your project benefit the Town of Rimby?

How do you intend to publicize your project?

Will you provide a written report about your project at its completion? Yes _____ No _____

Are there other similar project going on in the Town? Yes _____ No _____

Authorized Signature



Council Recommendation

Date: January 6, 2011
Title: SJC Development
Presenter: Administration

Background:

At the November 14 meeting, Council reviewed and discussed SJC's Proposal Letter in regards to reallocating funds from Highway 53 Access toward construction of 46 Avenue west to 55 Street, and as a result motion 285/11 was deferred to in camera for further discussion and later Motion 291/11 tabled the motion to be brought forward to this meeting, the first meeting in 2012, as follows:

Motion 285/11

Moved by Councillor Anglin that Council commit the funds designated for 54th Street intersection to the construction of 46 Avenue west to 55 Street as proposed by SJC.

Council discussed options and requested to defer to in camera for further discussion.

Motion 286/11

Moved by Councillor Anglin to defer to in camera for further discussion.

CARRIED
(5-0)

Motion 291/11

Moved by Councillor Anglin to refer to the committee of the whole meeting and table motion 285/11 to first meeting in January 2012.

CARRIED
(4-0)

Recommendation:

Council to resolve Motion 285/11.

**Bank Reconciliation
to December 31, 2011**

	ATB (23 and 24) General	ATB (25) SIP Grant	ATB (26) AMIP Grant	ATB (28) MSI - Capital	TOTAL
Balance November 30, 2011	\$2,865,408.18	\$236,612.86	\$293,032.75	\$27,573.98	\$3,422,627.77
ADD RECEIPTS	\$253,918.66				
ADD: INTEREST	\$1,587.44	\$200.96	\$248.88	\$23.42	
LESS EXPENSES	-\$634,799.21				
LESS: TRANSFER FROM					
ADD: TRANSFER TO					
LESS: DEBENTURES					
LESS: SCHOOL REQUISITION					
LESS: RET'D CHEQUES					
LESS: BANK CHARGES	-\$129.56				
LESS: ADJUSTMENTS	-\$71.26				
ADD: CANCELLED CHEQUES					
ADD: BANK ERROR					
Balance December 31, 2011	\$2,485,914.25	\$236,813.82	\$293,281.63	\$27,597.40	\$3,043,607.10

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**Cash Position
As of December 30, 2011**

	30-Nov-11	30-Nov-11	31-Dec-11	31-Dec-11
Bank Account				
Cash	\$3,422,627.77		\$3,043,607.10	
Investments	\$0.00		\$0.00	
Total	<u> </u>	\$3,422,627.77	<u> </u>	\$3,043,607.10
Less:				
Other Reserves/Allowances	-\$706,360.81		-\$703,604.46	
Trust Accts.	-\$200,434.82		-\$198,904.83	
Unexpended Grant Revenue				
SIP Grant	-\$236,612.86		-\$236,813.82	
AMIP Grant	-\$293,032.75		-\$293,281.63	
MSI Capital Grant	-\$27,573.98		-\$27,597.40	
Hospital Storm Sewer Grant	-\$92,228.41		-\$92,228.41	
Total	<u> </u>	-\$1,556,243.63	<u> </u>	-\$1,552,430.55
Unrestricted Cash		<u>\$1,866,384.14</u>		<u>\$1,491,176.55</u>
Budgeted 2011 Operating Expenses	\$5,541,335.00			
2011 Debt Principal Payments	<u>\$413,678.00</u>			
	\$5,955,013.00			
Two Month Average Operations		-\$992,502.17		-\$992,502.17
Cash Position		<u><u>\$873,881.97</u></u>		<u><u>\$498,674.38</u></u>

Consolidated Financial Statement As of Month Ending December 31, 2011

OPERATING Department	Budgeted			YTD Actual			Bal. of Budget
	Revenues	Expenses	Surplus/Deficit	Revenues	Expenses	Surplus/(Deficit)	Remaining
General Administration (10)	5,303,671.00		5,303,671.00	4,436,026.77		4,436,026.77	-867,644.23
Council (11)		170,645.00	-170,645.00		113,194.01	-113,194.01	57,450.99
Administration (12)	99,599.00	544,470.00	-444,871.00	14,528.86	513,857.70	-499,328.84	-54,457.84
General Operating (12-13)		105,280.00	-105,280.00		87,176.00	-87,176.00	18,104.00
Police (21)	48,750.00	66,181.00	-17,431.00	61,697.04	43,831.78	17,865.26	35,296.26
Fire (23)	65,000.00	124,880.00	-59,880.00	61,379.72	95,016.13	-33,636.41	26,243.59
Disaster Services (24)		5,250.00	-5,250.00	2,252.88	922.50	1,330.38	6,580.38
Ambulance (25)	852,368.00	882,325.00	-29,957.00	143,719.15	578,942.46	-435,223.31	-405,266.31
Bylaw Enforcement (26)	16,700.00	34,900.00	-18,200.00	15,897.50	21,102.96	-5,205.46	12,994.54
Public Works (32)	9,000.00	549,041.00	-540,041.00	5,508.81	480,099.96	-474,591.15	65,449.85
Airport (33)	1,020.00	3,613.00	-2,593.00	988.77	2,666.89	-1,678.12	914.88
Storm Sewer (37)		3,000.00	-3,000.00		1,890.90	-1,890.90	1,109.10
Water (41)	418,600.00	333,261.00	85,339.00	414,103.82	271,788.88	142,314.94	56,975.94
Sewer (42)	266,620.00	227,897.00	38,723.00	244,927.67	184,929.50	59,998.17	21,275.17
Garbage (43)	234,950.00	238,397.00	-3,447.00	233,661.60	228,158.56	5,503.04	8,950.04
Recycle (43-01)	37,260.00	27,240.00	10,020.00	37,626.37	48,328.79	-10,702.42	-20,722.42
FCSS (51)	158,700.00	178,540.00	-19,840.00	158,686.00	178,526.00	-19,840.00	0.00
Cemetery (56)	10,650.00	9,768.00	882.00	14,321.71	6,736.06	7,585.65	6,703.65
Development (61)	41,100.00	141,599.00	-100,499.00	39,404.38	127,030.71	-87,626.33	12,872.67
Econ.Development (61-01)	200.00	28,555.00	-28,355.00	114.30	73,003.89	-72,889.59	-44,534.59
RV Park (61-08)	80,750.00	43,216.00	37,534.00	66,944.32	46,601.16	20,343.16	-17,190.84
Subdivision Land (66)			0.00			0.00	0.00
Recreation Office (72)	146,850.00	99,107.00	47,743.00	147,082.00	92,600.46	54,481.54	6,738.54
Pool (72-04)	25,950.00	153,195.00	-127,245.00		58,208.98	-58,208.98	69,036.02
Parks (72-05)		63,005.00	-63,005.00		27,808.13	-27,808.13	35,196.87
Racquetball (72-06)	19,750.00	9,250.00	10,500.00	20,674.43	5,728.59	14,945.84	4,445.84
Arena (72-09)	93,925.00	209,247.00	-115,322.00	86,703.68	186,918.23	-100,214.55	15,107.45
After School Program(72-10)				15,092.96	13,364.88	1,728.08	1,728.08
Recreation Programs (72-11)	17,200.00	48,279.00	-31,079.00	19,670.28	45,682.25	-26,011.97	5,067.03
Community Centre (74)	36,850.00	210,168.00	-173,318.00	34,823.18	177,426.81	-142,603.63	30,714.37
Library (74-06)	109,292.00	208,020.00	-98,728.00	18,462.66	118,366.49	-99,903.83	-1,175.83
Museum (74-12)		78,275.00	-78,275.00	18,900.00	84,381.75	-65,481.75	12,793.25
Requisitions (80)		744,731.00	-744,731.00		550,151.85	-550,151.85	194,579.15
Operating Totals	8,094,755.00	5,541,335.00	2,553,420.00	6,313,198.86	4,464,443.26	1,848,755.60	-704,664.40

Consolidated Financial Statement As of Month Ending December 31, 2011

OVERALL Department	Budgeted			YTD Actual			Bal. of Budget
	Revenues	Expenses	Surplus/Deficit	Revenues	Expenses	Surplus/Deficit	Remaining
Operating Totals	8,094,755.00	5,541,335.00	2,553,420.00	6,313,198.86	4,464,443.26	1,848,755.60	-704,664.40
Deb/Loan Principal Payments		413,678.00	-413,678.00		413,677.74	-413,677.74	0.26
Capital Purchases		2,472,481.00	-2,472,481.00		1,107,174.62	-1,107,174.62	1,365,306.38
Contributed Assets		0.00	0.00		0.00	0.00	0.00
Reserve Funds Set Up		0.00	0.00		0.00	0.00	0.00
Unexpended Capital Grants		0.00	0.00		0.00	0.00	0.00
Overexpended Capital Grants	0.00		0.00	0.00		0.00	0.00
TCA Disposals	0.00		0.00	0.00		0.00	0.00
Unfunded Amortization	0.00		0.00	0.00		0.00	0.00
Debt. Proceeds	250,000.00		250,000.00	0.00		0.00	-250,000.00
Reserve Funds Used	90,819.00		90,819.00	0.00		0.00	-90,819.00
Unrestricted Surplus Used	0.00	8,080.00	-8,080.00	0.00		0.00	8,080.00
Annual Budget	<u>8,435,574.00</u>	<u>8,435,574.00</u>	<u>0.00</u>	<u>6,313,198.86</u>	<u>5,985,295.62</u>	<u>327,903.24</u>	<u>327,903.24</u>
CAPITAL		Budgeted			YTD Actual		Bal. of Budget
Department		Expenses			Expenses		Remaining
Land		0.00					0.00
Pumper Truck		100,000.00			27,635.50		72,364.50
Front Mount Mower		18,000.00			17,158.00		842.00
Sports Floor		100,000.00			80,536.00		19,464.00
Swimming Pool Completion		1,000,000.00			543,952.87		456,047.13
Playground replacement		50,000.00			1,690.00		48,310.00
Highway 20 Intersections		400,000.00			8,260.85		391,739.15
Sidewalk Replacement		100,000.00			2,605.50		97,394.50
45 Avenue Asphalt		86,000.00					86,000.00
Reservoir Fire Pump		100,000.00					100,000.00
Valve Replacement		100,000.00			150,931.20		-50,931.20
51 Street Sewer Connection		46,000.00			51,637.24		-5,637.24
Old Reservoir Roof		22,000.00			13,219.73		8,780.27
Neptune Handheld		10,700.00			10,730.00		-30.00
New Reservoir Completion		289,781.00			180,623.58		109,157.42
Replace Well Pumps		40,000.00			18,194.15		21,805.85
54 Water tie in		10,000.00					10,000.00
Total		<u>2,472,481.00</u>			<u>1,107,174.62</u>		<u>1,365,306.38</u>

From: Sheldon Ibbotson
Sent: Friday, December 16, 2011 8:47 AM
Subject: Fwd: Urgent Care facility

From: Susan Samson <ssamson@sylvanlake.ca>
Date: December 15, 2011 10:46:27 AM MST
Subject: Urgent Care facility

Good Morning,

As presented last night at the Central Alberta's Mayors Meeting, Sylvan Lake and area is asking for your written support in our efforts to secure an Urgent Care Facility. This facility would provide medical services for people who have unexpected but non-life-threatening health concerns that usually require same-day treatment. Some examples would include broken bones, sprains, lacerations, asthma, dehydration, pain and infections. A facility like this is open 24/7 and is staffed by our local doctors.

The communities of Eckville, Bentley, Red Deer County, Lacombe County, the 5 Summer Villages and the Town of Sylvan Lake have joined together to secure an Urgent Care Facility for the area. These communities are serviced by local doctors working out of private clinics.

If we are successful in our project, we will effectively contribute to lessening wait times at your local hospital's emergency room. Our area residents will be able to receive treatment for non-life-threatening health concerns in their own community as opposed to travelling to the closest hospital or to the main Red Deer Regional Hospital.

Let us be clear, we are not requesting a hospital, and Alberta Health Services recognizes that Urgent Care Facilities provide a cost effective way to timely treat medical concerns and assist in decreasing wait times in emergency rooms.

Your written support would be extremely beneficial as we move forward on this project.

Thank you for your consideration on this matter.

Sincerely,
Susan

Mayor Susan Samson
Town of Sylvan Lake
p. (403) 887-2141
e. ssamson@sylvanlake.ca



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

AR53004

December 5, 2011

His Worship Sheldon Ibbotson
Mayor, Town of Rimbey
PO Box 350
Rimbey, AB T0C 2J0

RECEIVED
DEC 16 2011
TOWN OF RIMBEY

Dear Mayor Ibbotson: *Sheldon*

Thank you for your municipality's project profile submission under the 2011 conditional operating funding component of the Municipal Sustainability Initiative (MSI).

I am pleased to inform you that the following project has been accepted as a qualifying project under the MSI conditional operating guidelines. Your municipality may now proceed and apply the following amount of your 2011 operating funding allocation to the project:

OPE-4044	Garbage and Recycling Collection	\$49,009
----------	----------------------------------	----------

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

As per the MSI operating guidelines, I may select specific projects that merit enhanced public recognition. If the above project is selected, my ministry will contact you to develop a joint communication plan.

.../2

Alberta

His Worship Sheldon Ibbotson
Page 2

I would like to recognize Mr. Raymond Prins, MLA, Lacombe-Ponoka, for his continued support for this program.

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

Sincerely,

A handwritten signature in black ink that reads "Doug Griffiths". The signature is written in a cursive style with a large initial "D" and "G".

Doug Griffiths
Minister

cc: Raymond Prins, MLA, Lacombe-Ponoka
Tony Goode, Chief Administrative Officer, Town of Rimbey

MINUTES

In Attendance	Legion	D. MacPherson	
	Town of Ponoka	L. Henkelman	J. Jacobs (regrets)
	Town of Rimbey	J. Anglin - Chair	J. Webb
	County of Ponoka	K. Beebe	P. McLaughlin
	The Bethany Group	D. Beesley	D. Buist - CAO
		G. Blatz	M. Wideman - Recorder

1.	<p>CALL TO ORDER</p> <p>The meeting was called to order at 0919 hours by J. Anglin. Introductions were made.</p>
2.	<p>ADOPTION OF THE AGENDA</p> <p>RHF 11-11-01 MOVED by P. McLaughlin that the Board meeting agenda be adopted with the following additions: Former CAO Settlement, Meeting with Minister of Municipal Affairs, ASCHA Membership, Election of Vice Chair.</p> <p style="text-align: right;">CARRIED</p>
3.	<p>APPROVAL OF MINUTES</p> <p>RHF 11-11-02 MOVED by L. Henkelman that the Board accept the minutes of the October 13, 2011 meeting as distributed.</p> <p style="text-align: right;">CARRIED</p>
4.	<p>FINANCIAL REPORTS – October 31, 2011</p> <p>Lodge Operations Provided for information.</p> <p>Senior Self Contained Housing, Community Housing & Rent Supplement Deficit of approximately \$82,000; due in part to the cost of utilities and rental revenue loss during the elevator repairs. Reid Manor elevator is back up and running.</p> <p>Life Lease Operations Utilities are quite high. The Bethany Group is exploring the possibility of amending our existing utility agreements. There is also a new company currently looking at contracts for a number of government management bodies.</p> <p>Cash in Bank Report Provided for information.</p> <p>2011 Federal Stimulus Funding Elevator repairs show as the largest project.</p> <p>Endowment Account Expenditures Provided for information.</p>

Direct Debit Payments

Provided for information.

Cheque Register

Cheque amount for Karpel Korral includes several small rooms that were completed; three quotes were obtained for the \$8,500 project. Discussion regarding a prequalification process for applicants (proof of WCB coverage, business license, etc.) to ensure a tender will only go to qualified vendors.

Action Item: D. Buist will investigate a prequalification process for tenders.

Carpet warranty may be void if purchased through a third party.

Action Item: D. Buist will investigate limitations of warranty.

RHF 11-11-03 MOVED by J. Webb that the Board accept the Unaudited Financial Statements for the 10 months ending October 31, 2011 for information.

CARRIED

2012 PROPOSED LODGE BUDGET

Total requisition of approximately \$320,000. Projecting that there will be approximately \$50,000 surplus. Concerns regarding requisition vs. surplus.

Parkland Manor has several large repairs anticipated (carpet, roof). Roof repairs may be placed into Deferred Revenue column, showing as a balance sheet item. Until we have clear direction and know when exactly changes may happen, we should continue to complete minor repairs as needed, rather than invest a large sum of money into renovations. Expecting an answer from the Ministry before the budget is finalized in the spring.

Current food supplier is Sysco via CPS. Suggestion to look into GFS.

Action Item: D. Buist will obtain a costing for food supply from GFS.

RHF 11-11-04 MOVED by K. Beebe to defer approval of the 2012 Proposed Lodge Budget until the December Board Meeting.

CARRIED

7. CAO OPERATIONS REPORT

Highlights of the report:

- Elevators repairs are completed at Reid Manor, and expected to be complete by the end of November in Slater Place and Legion Anniversary Arms.
- Staff meetings continue to go smoothly. Staff issues are being dealt with as they arise.

Discussion regarding vacancies at Legacy Place. A local real estate agent has been the main contact or 'salesperson' for the suites. However, several people on the waitlist have advised that they have not been contacted in the past three years. Direction has been given to staff to contact the people on the waitlist directly. General practice has been to hold the suite for one month; payment of the monthly fee is required after the one month.

Action Item: D. Buist will draft a policy regarding waitlist management for Legacy Place.

RHF 11-11-05 MOVED by D. MacPherson that the Board accept the CAO operations report for information.

CARRIED

8. PREVIOUS BUSINESS

a. Proposed Rimbey Project
Update provided regarding progress on the subdivision and servicing of the land.

Action Item: D. Beesley will contact Johnson Developments regarding a Letter of Intent outlining the conditions and figures.

9. NEW BUSINESS

a. Meeting with Doug Griffiths, Minister of Municipal Affairs
Summary of J. Anglin's meeting with D. Griffiths, Minister of Municipal Affairs. Intent to make a proposal that sets us apart from all other municipalities.

Shared with Minister and M. Leathwood, Assistant Deputy Minister, the proposal to cost share with the Ministry, and thus not have to increase rates on tenants/citizens. County would turn title over to Foundation upon completion; ownership is not of concern, simply want a seniors facility in our community. Kansas 1 & 2 would remain in operation, and would be retired should the senior population drop off as projected in the future.

The Ministry commented that the proposal shows tremendous support between the Municipalities, Towns and County, and we are awaiting their further decision.

- J. Webb stepped out of the meeting at 10:32.

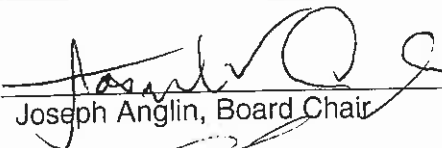
b. Update: George Cuff
G. Cuff has advised that he received two additional requests for governance education, from the Ponoka Ag Society and Ponoka Stampede Society.

If a joint session were held, Rocky Mountain House would likely be interested in attending, as well as FCSS and Blackfalds' new Councilors. Individual issues may be addressed separately by George.

Action Item: D. Beesley will follow up with G. Cuff.

c.	<p>Policy</p> <p>Personal Expense Guidelines Wording was clarified to remove conflict. RHF 11-11-06 MOVED by K. Beebe that the Board accept the policy as revised.</p> <p style="text-align: right;">CARRIED</p> <p>Board Member Remuneration Review of revisions and discussion regarding mandatory business functions. <i>Action Item: D. Buist will add 'and business functions' under Policy section.</i></p> <p>RHF 11-11-07 MOVED by D. MacPherson that the Board accept the policy as revised, with the addition as identified.</p> <p style="text-align: right;">CARRIED</p>
d.	<p>Board Chair Expense Approval RHF 11-11-08 MOVED by D. MacPherson that the Board Chair expenses be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
e.	<p>Former CAO Settlement</p> <p>RHF 11-11-09 MOVED by D. MacPherson that the Board move In Camera at 1057 hrs.</p> <p style="text-align: right;">CARRIED</p> <p>RHF 11-11-10 MOVED by P. McLauchlin that the Board move Out of Camera at 1059 hrs.</p> <p style="text-align: right;">CARRIED</p> <p>RHF 11-11-11 MOVED by D. MacPherson to ratify the Settlement Agreement.</p> <p style="text-align: right;">CARRIED</p>
f.	<p>Election of Board Vice Chair MOVED by K. Beebe that D. MacPherson be nominated as Board Vice Chair.</p> <p>The Board Chair called for further nominations three times, and hearing no further nominations, requested nominations cease.</p> <p>MOVED by P. McLauchlin that nominations cease.</p>

		D. MacPherson was declared Board Vice Chair.
	g.	<p>ASCHA Membership Membership renewal fees are due January 1st; some Boards are choosing not to join/renew. Attendance at annual conference is important regardless of membership.</p> <p>RHF 11-11-12 MOVED by K. Beebe to defer decision until the December Board Meeting.</p> <p style="text-align: right;">CARRIED</p>
10.		CORRESPONDENCE
		<p>Letter from Ponoka County</p> <p>RHF 11-11-13 MOVED by L. Henkelman to accept the correspondence from Ponoka County as information.</p> <p style="text-align: right;">CARRIED</p>
11.		<p>DATE & LOCATION OF NEXT MEETING The next meeting is scheduled for December 12, 2011 in Ponoka.</p>
12.		<p>ADJOURNMENT RHF 11-11-14 MOVED by K. Beebe that the meeting adjourn at 1117 hours.</p> <p style="text-align: right;">CARRIED</p>


Joseph Anglin, Board Chair

December 12, 2011
Date


Dave Buist, CAO

DECEMBER 12, 2011
Date

Board meeting minutes were recorded by M. Wideman of The Bethany Group.

AR53265

December 15, 2011

His Worship Sheldon Ibbotson, Mayor
Council, Town of Rimbey
PO Box 350
Rimbey, AB T0C 2J0

Dear Mayor Ibbotson and Council:

Since the municipal elections, last fall, there have been some interesting challenges and exciting changes in Alberta. Some of you are relatively new to municipal government, while others have significant council experience, but I know that all of you are seeking opportunities to improve your communities. I am excited and honoured in my new capacity as the Minister of Municipal Affairs to be working with you to strengthen our communities for the sake of a stronger Alberta.

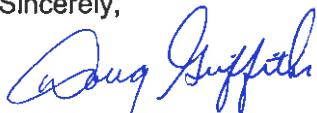
Over the past year, I have had the opportunity to travel from one end of the province to the other, speaking to people, organizations, and community groups about the future of Alberta. I believe all of us need to be focused on building better communities for our families, while ensuring we do so in a fiscally prudent fashion that respects the needs of future generations.

Although I have been to most of the communities in this province over my 10 years in public service, I look forward to visiting as many of Alberta's municipalities as possible in the months ahead. By working together, we can find solutions to the issues and challenges that arise, and take maximum advantage of the opportunities that come our way.

Building a better Alberta starts with building better communities. Building better communities starts with us.

All the best to you and your families during the holiday season.

Sincerely,



Doug Griffiths
Minister





December 22, 2011

Tony Goode, CAO
Town of Rimbey
Box 350
Rimbey, AB.
T0C 2J0

RE: ATCO Gas to Implement Automated Meter Reading in the Town of Rimbey

Dear Mr. Goode,

In the coming months, ATCO Gas will be updating the meter reading technology in the Town of Rimbey. We have contracted with Corix Utilities and Itron Inc. to install small, battery-powered transmitters on natural gas meters. These transmitters will allow ATCO Gas employees to read the meter remotely, without entering customers' yards, homes or businesses.

Installation

The installation process is simple and will take approximately 10 minutes for each meter. Natural gas service will not be disrupted during the installation of the devices. In the three months following installation of the new devices, employees from ATCO Gas, Corix Utilities and Itron Inc. will test the new devices and verify the meter data. Once this process is complete, natural gas meters will be read with a mobile collector as an ATCO Gas vehicle drives through the community.

What does this mean for your community?

- Natural gas meters will continue to be read monthly.
- Customers will no longer need to provide ATCO Gas with access to meters, except for occasional maintenance or inspection.
- ATCO Gas will obtain meter readings based on actual, not estimated information – regardless of weather conditions or access issues.
- ATCO Gas will continue to provide retailers with the information needed for timely bills.

For more information about automated meter reading, please visit atcogas.com/AMR or call me at 403 357-5222.

Sincerely,

Wayne Warawa
Manager
Red Deer & Area Agencies
ATCO Gas

RECEIVED

DEC 30 2011

TOWN OF RIMBEY

TOWN of RIMBEY STRATEGIC PRIORITIES CHART

Date: September 2011

COUNCIL PRIORITIES (Council/CAO)	
<p><u>NOW</u></p> <ol style="list-style-type: none"> 1. SENIORS LODGE: Briefing (Tony) 2. SERVICE CAPACITY REVIEW: Terms of Reference (Tony) 3. SIDEWALK/STREET PLAN: Priorities (Ryan) 4. TRAIL NETWORK PLAN: Draft (Rick) 5. LAND USE BYLAW (LUB): Targets (Ryan) <p><u>NEXT</u></p> <ul style="list-style-type: none"> • ECONOMIC DEVELOPMENT STRATEGY • MUNICIPAL DEVELOPMENT PLAN: Review • LONG TERM CAPITAL PLAN • ECONOMIC DEVELOPMENT STRATEGY (Terms of Reference) 	<p>Sept. Dec Dec Jan Oct</p>
<ol style="list-style-type: none"> 1. Governance Success Indicators (Ryan) – Oct. 2. Strategic Priority Chart: Quarterly Review (Tony) – Dec. 3. Decision Making Guidelines (Ryan) – Nov. 	
OPERATIONAL STRATEGIES (CAO/Staff)	
<p><u>CAO</u> (Tony)</p> <ol style="list-style-type: none"> 1. SENIORS LODGE: Briefing (Sept) 2. SERVICE CAPACITY REVIEW: ToR (Dec.) 3. ECONOMIC DEV. STRATEGY (Jan.) <ul style="list-style-type: none"> • Sewage Lagoon • RCMP Staffing Level 	<p><u>ASSISTANT CAO</u> (Ryan)</p> <ol style="list-style-type: none"> 1. SIDEWALK PLAN (Dec.) 2. LAND USE BYLAW: Targets (Oct.) 3. Traffic Bylaw (Oct) <ul style="list-style-type: none"> • LONG TERM CAPITAL PLAN • MUNICIPAL DEV. PLAN: ToR
<p><u>PUBLIC WORKS</u> (Vern)</p> <ol style="list-style-type: none"> 1. SIDEWALK: 2011 Hotspots (Oct) 2. Water System Upgrades (Oct) 3. Recycle Centre Upgrades (Nov) <ul style="list-style-type: none"> • Sewage Lagoon • Snow Removal Report 	<p><u>COMMUNITY SERVICES</u> (Rick)</p> <ol style="list-style-type: none"> 1. Park Development Plan: Draft – (Oct) 2. Pool Completion (Nov) 3. Gym Floor (Oct) <ul style="list-style-type: none"> • TRAIL NETWORK PLAN: Draft • Rate Review (Jan)