

TOWN OF RIMBEY
TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, JANUARY 25, 2016 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

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10.	Open Forum (Bylaw 894/14 – Council Procedural Bylaw #30 - The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.)	
11.	In- Camera	
	11.1 Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act)	
12.	Adjournment	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON
MONDAY, DECEMBER 21, 2015 IN THE COUNCIL CHAMBERS OF THE
TOWN ADMINISTRATION BUILDING

1. Call to Order Mayor Pankiw called the meeting to order at 7:00 pm, with the following in attendance:

Mayor Pankiw
Councillor Godlonton
Councillor Jaycox
Councillor Payson
Councillor Webb
Interim Chief Administrative Officer – Donna Tona, CTS
Acting Chief Administrative Officer/Chief Financial Officer – Lori Hillis, CA
Municipal Intern - Michael Fitzsimmons
Director of Community Services – Cindy Bowie
Director of Enforcement Services – Stg. Kyle Koller
Contract Development Officer – Liz Armitage
Recording Secretary – Kathy Blakely

Absent:
Director of Public Works – Rick Schmidt

Public:
Stan Orlesky – Fortis Alberta Inc.
Jonathon White and David Marcial – Converge Consulting Group
5 members of the public

2. Public Hearing 2.1 None
3. Adoption of Agenda 3.1. December 21, 2015 Agenda

Motion 407/15

Moved by Councillor Godlonton to accept the agenda for December 21, 2015 Regular Council Meeting as presented.

CARRIED

4. Minutes 4.1 Minutes of the Regular Council Meeting November 23, 2015
4.2 Minutes of the Special Council Meeting December 1, 2015
4.3 Minutes of Special Council Meeting December 14, 2015

Motion 408/15

Moved by Councillor Jaycox to accept the Minutes of the Regular Council Meeting of November 23, 2015, as presented.

CARRIED

Motion 409/15

Moved by Councillor Payson to accept the Minutes of the Special Council Meeting of December 1, 2015, as presented.

CARRIED

Motion 410/15

Moved by Councillor Godlonton to accept the Minutes of the Special Council Meeting of December 14, 2015, as presented.

CARRIED

Motion 411/15

Moved by Councillor Webb to extend the Council Meeting beyond the 90 minutes as allocated for Council Meetings in Bylaw 894/14 Town of Rimbey Procedural Bylaw.

CARRIED

5. Delegation

5.1 Fortis Alberta – Stan Orlesky

Mayor Pankiw welcomed Mr. Stan Orlesky from Fortis Alberta to the Council Meeting.

Mr. Orlesky presented an annual report power presentation to Council.

Mayor Pankiw thanked Mr. Orlesky for his presentation to Council.

Motion 412/15

Moved by Councillor Godlonton to accept the presentation from Mr. Orlesky as information.

CARRIED

Mayor Pankiw advised the gallery the next item would be in camera and recessed the Council Meeting at 7:43 pm.

Director of Community Services Cindy Bowie, Director of Enforcement Services Sgt. Kyle Koller, Development Officer Liz Armitage, Municipal Intern Michael Fitzsimmons, Recording Secretary Kathy Blakely and 5 members of the public departed the Council meeting.

Mayor Pankiw reconvened the Council Meeting at 7:45 pm.

5.2 Converge Consulting Group – Jonathan WhiteMotion 413/15

Moved by Councillor Godlonton the Council the meeting go in camera at 7:45 pm, pursuant to Division 2, Section 17(2), of the Freedom of Information and Protection of Privacy Act, with all Council, Interim Chief Administrative Officer Donna Tona, Acting Chief Administrative Officer Lori Hillis and Jonathon White and David Marcial of Converge Consulting Group, to discuss personnel issues.

CARRIED

Motion 414/15

Moved by Councillor Jaycox the meeting reverts back to an open meeting at 8:02 pm.

CARRIED

Director of Community Services Cindy Bowie, Director of Enforcement Services Sgt. Kyle Koller, Development Officer Liz Armitage, Municipal Intern Michael Fitzsimmons, Recording Secretary Kathy Blakely and 5 members of the public returned to the Council meeting.

6. Bylaws

6.1 Bylaw 909/15 Town of Rimbey Traffic BylawMotion 415/15

Moved by Councillor Godlonton to give third and final reading to Bylaw 909/15 Town of Rimbey Traffic Bylaw.

CARRIED

6.2 Bylaw 910/15 Municipal Development PlanMotion 416/15

Moved by Mayor Pankiw to give first reading to Bylaw 910/15 Municipal Development Plan.

CARRIED

Motion 417/15

Moved by Councillor Godlonton Administration circulate the Municipal Development Plan to Government Agencies and advertise the Public Hearing scheduled for February 8, 2016 on the Town Website and the Rimbey Review from January 5-Feb 2, 2016.

CARRIED

6.3 Bylaw 911/15 Amendment to Land Use Bylaw – Re-Designation of LandMotion 418/15

Moved by Mayor Pankiw to give first reading to Bylaw 911/15 Amendment to Land Use Bylaw – Re-Designation of Land.

CARRIED

Motion 419/15

Moved by Councillor Godlonton to hold a public hearing on January 25, 2016 and direct Administration to circulate notice of the Land Use Bylaw Amendment to relevant agencies and adjacent neighbours and advertise for 2 consecutive weeks in the Rimbey Review.

CARRIED

7. New and
Unfinished
Business

7.1 2016 Interim Operating BudgetMotion 420/15

Moved by Councillor Jaycox to adopt the 2016 Interim Operating Budget as attached to and forming part of these minutes.

CARRIED

7.2 Budget Meeting Date Change

The Budget Meeting dates did not change from the previously set dates.

7.3 Christmas HoursMotion 421/15

Moved by Councillor Jaycox to close the operations of the Town of Rimbey for the entire day of Thursday, December 24, 2015 and employees of the Town of Rimbey be paid for the entire day.

CARRIED

7.4 Financial Services RFPMotion 422/15

Moved by Mayor Pankiw to postpone discussion on the Financial Services Request for Proposal to the January 25, 2016 Regular Council Meeting.

CARRIED

7.5 Tagish Engineering Project Status Update to December 1 and December 15, 2015

Motion 423/15

Moved by Councillor Godlonton to accept the Tagish Engineering Project Status Update to December 1 and December 15, 2015 as information.

CARRIED

7.6 Rimbey Curling Club Agreement

Motion 424/15

Moved by Councillor Jaycox to postpone further discussions on the Rimbey Curling Club Agreement to the January 11, 2016 Regular Council Meeting.

CARRIED

2 members of the public departed the meeting at 8:50 pm.

7.7 Fees for Services Bylaw 905/15 Schedule A Amendment

Motion 425/15

Moved by Councillor Jaycox to complete the Impound Yard as previously planned and amend the Fees for Services Bylaw 905/15 Schedule A to include a \$20.00 per day impound fee.

CARRIED

7.8 Community Events Grant Program Application - RCMP

Motion 426/15

Moved by Councillor Webb approve a grant in the amount of \$500.00 for the Rimbey RCMP for their Positive Ticketing Program.

CARRIED

7.9 Fees for Services Bylaw 905/15 Schedule A Amendment

Motion 427/15

Moved by Councillor Webb to postpone revision on fees regarding Development and Building Without a Permit until the new Land Use Bylaw is prepared and passed.

CARRIED

8. Reports

8.1 Department Reports - None

8.2 Boards/Committee Reports - None

8.3 Council Reports

- 8.3.1 Mayor Pankiw's Report
- 8.3.2 Councillor Godlonton's Report
- 8.3.3 Councillor Jaycox's Report
- 8.3.4 Councillor Payson's Report
- 8.3.5 Councillor Webb's Report

Motion 428/15

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

CARRIED

9. Correspondence Correspondence - None10. Open Forum 10.1 Open Forum

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

One member of the public thanked Council for clearing the streets of snow.

One member of the public was concerned with a lack of benches available for seniors to sit on from the Manor to Main Street and also voiced concern regarding snow build up at the entrance to the drive way to the manor.

Mayor Pankiw recessed the Council Meeting at 9:23 pm, advising the members of the public the Council Meeting would be going in camera upon the meeting reconvene.

Mayor Pankiw reconvened the Council meeting at 9:27 pm.

Director of Community Services Cindy Bowie, Director of Enforcement Services Sgt. Kyle Koller, Development Officer Liz Armitage and 3 members of the public departed the Council meeting.

11. In Camera

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

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

Motion 429/15

Moved by Councillor Godlonton the Council the meeting go in camera at 9:27 pm, pursuant to Division 2, Sections 24(1) of the Freedom of Information and Protection of Privacy Act, with all Council, Interim Chief Administrative Officer Donna Tona, Acting Chief Administrative Officer/Chief Financial Officer Lori Hillis, Municipal Intern Michael Fitzsimmons, and Recording Secretary Kathy Blakely, to discuss land issues.

CARRIED

Motion 430/15

Moved by Councillor Jaycox the meeting reverts back to an open meeting at 10:00 pm.

CARRIED

Motion 431/15

Moved by Councillor Godlonton to deny the request from the land owner of Tax Roll # 14210, Lot 1, Block 11, Plan 4222 MC, 4639 B 50 Avenue, to waive the penalty applied to their tax roll.

CARRIED

Motion 432/15

Moved by Councillor Jaycox to deny the request from the landowner of Tax Roll # 22180, Lot 22B, Block 9, Plan 0125196, 4606 51 Street, to waive the penalty applied to their tax roll.

CARRIED

12. Adjournment Motion 433/15

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 10:04 p.m.

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER

TOWN OF RIMBEY

TOWN COUNCIL BUDGET MEETING

MINUTES OF THE COUNCIL BUDGET MEETING OF TOWN COUNCIL
HELD ON SATURDAY, JANUARY 9, 2016 IN THE COUNCIL CHAMBERS OF
THE TOWN ADMINISTRATION BUILDING

1. Call to Order Mayor Pankiw called the meeting to order at 9:03 am, with the following in attendance:

Mayor Pankiw
Councillor Godlonton
Councillor Jaycox
Councillor Payson
Councillor Webb
Interim Chief Administrative Officer – Donna Tona, CTS
Acting Chief Administrative Officer/Chief Financial Officer – Lori Hillis, CA
Municipal Intern - Michael Fitzsimmons
Director of Public Works – Rick Schmidt
Director of Community Services – Cindy Bowie
Recording Secretary – Kathy Blakely

Absent:
Contract Development Officer – Liz Armitage
Director of Enforcement Services – Stg. Kyle Koller

Public:
0 members of the public

2. Public Hearing 2.1 None
3. Adoption of Agenda of 3.1. January 9, 2016 Council Budget Meeting Agenda

Motion 001/16

Moved by Councillor Jaycox to accept the agenda for January 9, 2016 Council Budget Meeting as presented.

CARRIED

Motion 002/16

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

CARRIED

4. Minutes 4.1 None
5. Delegation 5.1 None
6. Bylaws 6.1 None
7. New and Unfinished Business 7.1 Core Budget - 2016

Motion 003/16

Moved by Councillor Jaycox to accept 7.1 Core Budget – 2016 as information.

CARRIED

7.2 Debt Management - 2016

Motion 004/16

Moved by Councillor Godlonton to accept 7.2 Debt Management – 2016 as information

CARRIED

7.3 Salary Ranges 2016

1 member of the public joined the Council Budget meeting at 9:15 am.

Motion 005/16

Moved by Councillor Godlonton accept 7.3 Salary Ranges 2016 as presented.

CARRIED

7.4 2016 Operating Budget – By FunctionMotion 006/16

Moved by Councillor Godlonton to accept the 7.4 2016 Operating Budget - By Function as information.

CARRIED

7.4.1 General MunicipalMotion 007/16

Moved by Councillor Webb to accept the 7.4.1 General Municipal Budget as presented.

CARRIED

7.4.2 CouncilMotion 008/16

Moved by Councillor Webb to accept 7.4.2 Council budget as amended to delete Mayor Budget of \$6000.00 and send council their health spending statement once per year.

CARRIED

7.4.3 AdministrationMotion 009/16

Moved by Councillor Payson to accept 7.4.3 Administration budget as presented.

CARRIED

7.4.4 General Administration

Michael Fitzsimmons departed the Council Budget Meeting at 9:48 am.

Michael Fitzsimmons rejoined the Council Budget Meeting at 9:49 am.

Cindy Bowie departed the Council Budget Meeting at 9:54 am.

Motion 010/16

Moved by Councillor Jaycox to accept 7.4.4 General Administration budget as amended to delete the \$5000.00 to Catholic Social Services

CARRIED

Cindy Bowie rejoined the Council Budget Meeting at 9:58 am.

7.4.5 RCMPMotion 011/16

Moved by Councillor Webb to accept 7.4.5 RCMP budget as presented.

CARRIED

7.4.6 Emergency ManagementMotion 012/16

Moved by Councillor Jaycox to accept 7.4.6 Emergency Management budget as amended to allow administration to have discretion for any staff to attend, not just the FCSS Director.

CARRIED

7.4.7 Intern

Councillor Payson departed the Council Budget Meeting at 10:13 am.

Motion 013/16

Moved by Councillor Godlonton to accept the 7.4.7 Intern budget, as presented.

CARRIED

Cindy Bowie departed the Council Budget Meeting at 10:13 am.

Mayor Pankiw recessed the Council Budget Meeting at 10:13 am.

Mayor Pankiw reconvened the Council Budget Meeting at 10:18 am with all Council present.

7.4.8 Animal BylawMotion 014/16

Moved by Councillor Jaycox to accept 7.4.8 Animal Bylaw budget as presented.

CARRIED

7.4.9 Community Policing

Cindy Bowie rejoined the Council Budget Meeting at 10:51 am.

Motion 015/16

Moved by Councillor Jaycox to postpone further discussion on 7.4.9 Community Policing to the January 16, 2016 Council Budget Meeting.

CARRIED

7.4.10 Public Works - RoadsMotion 016/16

Moved by Councillor Jaycox to accept 7.4.10 Public Works – Roads Budget as amended to include training for Public Works employees from Ground Force, at of cost of \$19,390 for training 4 students on all of our equipment during 2016.

CARRIED

7.4.11 AirportMotion 017/16

Moved by Mayor Pankiw to accept 7.4.11 Airport as amended to enact the sixty (60) day notification to the tenant Mrs. Evelyn Prince, of a change to the agreement which would be the implementation of a rental fee for the land and the rental fee would be \$500.00 per month plus utilities commencing April 1, 2016.

CARRIED

Mayor Pankiw recessed the Council Budget Meeting at 11:54 am.

1 member of the public departed the Council Budget Meeting at 11:54 am.

Mayor Pankiw reconvened the Council Budget Meeting at 12: 35 pm.

Motion 018/16

Moved by Councillor Jaycox to cut the power off to the airport hangers effective March 1, 2016 and to inform the Airport Hanger Tenants they must have power meters installed to each of the hangers they lease, at their own cost, and the lessee must, as per their contract, pay for power and utilities they may utilize and the annual rent per hanger shall be increased to \$1,300.00 commencing March 1, 2016.

CARRIED

7.4.12 Storm SewerMotion 019/16

Moved by Councillor Webb to accept 7.4.12 Storm Sewer Budget as presented.

CARRIED

7.4.13 WaterMotion 020/16

Moved by Councillor Payson to accept 7.4.13 Water Budget as amended to increase the water rate per cubic meter to \$1.99 effective March 1, 2016 with 50% of water/sewer surplus going to reserves.

CARRIED

7.4.14 SewerMotion 021/16

Moved by Councillor Godlonton to accept 7.4.14 Sewer Budget as amended.

CARRIED

7.4.15 Garbage ServicesMotion 022/16

Moved by Councillor Webb to accept 7.4.15 Garbage Services Budget as presented with the garbage contract tender for 5 years, with pick up being moved to curbside.

CARRIED

7.4.16 Recycle Pick Up and Transfer StationMotion 023/16

Moved by Councillor Godlonton to accept 7.4.16 Recycle Pick Up and Transfer Station Budget as presented.

CARRIED

7.4.17 CompostMotion 024/16

Moved by Mayor Pankiw to accept 7.4.17 Compost Budget as presented.

CARRIED

7.4.18 F.C.S.S.Motion 025/16

Moved by Mayor Pankiw to accept the 7.4.18 F.C.S.S. Budget as amended to decrease the operating grant funding from \$7,500.00 to \$4,197.00.

CARRIED

7.4.19 CemeteryMotion 026/16

Moved by Councillor Godlonton to accept the 7.4.19 Cemetery Budget as presented.

CARRIED

7.4.20 DevelopmentMotion 027/16

Moved by Councillor Jaycox to accept 7.4.20 Development Budget as presented.

CARRIED

7.4.21 Economic DevelopmentMotion 028/16

Moved by Councillor Jaycox to accept 7.4.21 Economic Development as amended, to stipulate any and all grants received by the Beatty House with regards to salaries/wages to be turned over to the Town of Rimbey.

CARRIED

7.4.22 Ball DiamondsMotion 029/16

Moved by Mayor Pankiw to terminate 7.4.22 Ball Diamond Contract with the Rimbey Lions Club, and further that the Town of Rimbey resume operations of mowing the Ball Diamonds.

CARRIED

7.1.23 RecreationMotion 030/16

Moved by Councillor Payson to accept 7.1.23 Recreation Budget as presented.

CARRIED

7.1.24 PoolMotion 031/16

Moved by Councillor Godlonton to accept 7.1.24 Pool Budget as presented.

CARRIED

7.1.25 ParksMotion 032/16

Moved by Councillor Jaycox to accept 7.1.25 Parks Budget as presented.

CARRIED

7.4.26 Fitness CentreMotion 033/16

Moved by Mayor Pankiw to accept 7.4.26 Fitness Centre Budget as amended, to increase the goods and utilities from \$18,200 to \$23,200.

CARRIED

7.4.27 ArenaMotion 034/16

Moved by Councillor Godlonton to accept 7.4.27 Arena Budget as amended, the Salaries and Benefits from \$101,105 to \$125,105 to include an additional half time Arena Operator.

CARRIED

7.4.28 ProgramsMotion 035/16

Moved by Mayor Pankiw to postpone discussion on 7.4.28 Programs to the January 16, 2016 Council Budget Meeting.

CARRIED

7.4.29 Community CentreMotion 036/16

Moved by Councillor Jaycox to accept 7.4.29 Community Centre Budget as presented.

CARRIED

7.4.30 LibraryMotion 037/16

Moved by Councillor Webb to accept 7.4.30 Library Budget as amended, to increase the Library requisition from \$91,000 in 2015 to \$92,000 in 2016.

CARRIED

7.4.31 Community BuildingsMotion 038/16

Moved by Councillor Godlonton to accept 7.4.31 Community Building budget as amended with \$950.00 for the railing at the Blindman Youth Centre instead of \$1,900.00.

CARRIED

7.4.32 Curling ClubMotion 039/16

Moved by Councillor Webb to accept 7.4.32 Curling Club budget as presented.

CARRIED

7.4.33 Historical SocietyMotion 040/16

Moved by Councillor Jaycox to accept 7.4.33 Historical Society Budget as presented.

CARRIED

7.5 Reserves - 2016Motion 041/16

Moved by Councillor Godlonton to accept Town of Rimbey Reserves 2016 as presented.

CARRIED

7.6 2016 Capital BudgetMotion 042/16

Moved by Councillor Godlonton to accept 2016 Capital Budget A list as amended below:

Computers – amended from \$25,000 to \$10,000 for Administration in 2016

Phone System Upgrade – amended from \$50,000 to \$31,000

RCMP Building – \$30,000 no amendment

50th St Asphalt Overlay 52 Ave to 56 Ave – no amendment \$279,300

49th St Asphalt Overlay 52 Ave to 54 Ave – no amendment \$137,700

Concrete Crushing – no amendment \$50,000

Sidewalk Replacements – no amendment \$200,000

New Tandem – no amendment \$70,000

2 way radios – no amendment \$7,000

New ¾ tonne or 1 Truck - no amendment \$50,000

Headache racks, lighting, re-decating – no amendment \$13,000

New Mower/sidewalk snow clearing tractor – no amendment \$119,000

PW Shop Upgrades – no amendment \$16,000

Gen Set for Well 13 – no amendment \$27,000

Waste Water Composite Samplers – no amendment \$53,000

New Water Well Study & Construction – no amendment \$2,200,000

Main Water Reservoir/Pump House Upgrades – no amendment \$75,000

Fencing Around Recycle Bins – no amendment \$8,000

Clay, Gravel & Cement Blocks for Marshall Area – no amendment \$9,000

Land Use Bylaw - no amendment \$50,000

Floor Scrubber – no amendment \$7,000

Major Zamboni maintenance – no amendment \$15,000

~~Wheel Chair Ramp \$5,000 delete item~~

E-Ceiling repairs – no amendment \$8,000

~~Ice Plant Compressor #1 Control Plan \$18,000 delete item~~

Zambonie reserve - \$18,000 (new item)
 Standby Generator – no amendment \$85,000
 Swipe Key Security System – no amendment \$15,000
 Community Centre Main Auditorium Lights - no amendment \$33,000
 Community Centre New Roof – no amendment \$385,000
 2 Hvac Units – no amendment \$65,000
~~Skateboard Park – Picnic Tables Garbage Recepticals \$11,000 delete item~~
~~Pool – Slide pump \$10,000 delete, moved to pool equipment fund~~
~~Pool Hot tub replacement motor \$5,000 delete, moved to pool equipment fund~~
~~Pool Family Change room floors \$5,000 delete, moved to pool equipment fund~~

CARRIED

7.7 2016 Capital Budget “B” ListMotion 043/16

Moved by Councillor Godlonton to accept the 2016 Capital B List as amended below:

49 Street – \$ 68,000 - no amendment
 43 Street Road Construction 50 Ave to 54 Ave – 1,062,300 (local imp levy)
 54 Ave Road Construction 44 St to Hwy 20 - \$545,800 (local imp. Levy)
 51st Ave Reconstruction 50 St to 51 St - \$1,222,600 (apply for Building Canada fund)
 Watts Septic tie into Town System \$25,000 move to 2016 Capital A list
 NE Lagoon Drainage Ditch Upgrade \$700,000 – no amendment
~~Zamboni 446 - \$100,000 delete item~~
 Spray Park Rebuild amendment from \$359,000 to \$100,000
~~Wireless Tower infrastructure \$35,000 delete item~~
~~Demolition and Asbestos removal (Scout Hall) \$42,300 delete item~~
 Demolition and Asbestos Removal (old Community Centre) \$74,300

CARRIED

7.8 Grant Funded ProjectsMotion 044/16

Moved by Councillor Payson to accept the Town of Rimbey Grant Funded Projects Budget 2016 as presented.

CARRIED

7.9 Reserve Funded ProjectsMotion 045/16

Moved by Councillor Jaycox to accept the Town of Rimbey Reserve Funded Projects Budget 2016, as amended by the deletion of various capital projects.

CARRIED

8. Reports 8.1 None
9. Correspondence None
10. Open Forum 10.1 Open Forum
11. In Camera 11.1 None
12. Adjournment Motion 046/16

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 5:51 p.m.

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER

TOWN OF RIMBEY

TOWN COUNCIL BUDGET MEETING

MINUTES OF THE COUNCIL BUDGET MEETING OF TOWN COUNCIL
HELD ON SATURDAY, JANUARY 16, 2016 IN THE COUNCIL CHAMBERS
OF THE TOWN ADMINISTRATION BUILDING

1. Call to Order Mayor Pankiw called the meeting to order at 9:03 am, with the following in attendance:

Mayor Pankiw
Councillor Godlonton
Councillor Jaycox
Councillor Webb
Interim Chief Administrative Officer – Donna Tona, CTS
Acting Chief Administrative Officer/Chief Financial Officer – Lori Hillis, CA
Municipal Intern - Michael Fitzsimmons
Director of Public Works – Rick Schmidt
Director of Community Services – Cindy Bowie
Recording Secretary – Kathy Blakely

Absent:
Councillor Payson
Contract Development Officer – Liz Armitage
Director of Enforcement Services – Stg. Kyle Koller

Public:
1 members of the public
Annette Peck and Beth Reitz, Boys and Girls Club of Wolf Creek

2. Public Hearing 2.1 None
3. Adoption of Agenda 3.1. January 16, 2016 Council Budget Meeting Agenda
7.4.2.1 AAMD& C (addition)

Motion 047/16

Moved by Councillor Godlonton to accept the agenda for January 16, 2016 Council Budget Meeting as amended.

CARRIED

Motion 048/16

Moved by Councillor Webb to extend the Council Budget Meeting beyond the 90 minutes as allocated for Council Meetings in Bylaw 894/14 Town of Rimbey Procedural Bylaw.

CARRIED

4. Minutes 4.1 None
5. Delegation 5.1 Boys and Girls Club of Wolf Creek

Mayor Pankiw welcomed the Annette Peck and Beth Reitz, representatives from the Boys and Girls Club of Wolf Creek (Big Brothers Big Sisters) to the Council Budget Meeting.

Discussion ensued on the attendance of children to the program and where the funding comes from other than the Town of Rimbey.

Mrs. Reitz indicated funding from Town and County of Ponoka, Provincial, and Service Fees for Programs.

Discussion ensued regarding funding and the number of hours the programs are run in the Town of Rimbey.

Discussion ensued on the current contract.

Motion 049/16

Moved by Councillor Godlonton to accept the presentation from Annette Peck and Beth Reitz from the Boys and Girls Club of Wolf Creek, as information.

CARRIED

Mayor Pankiw thanked Annette Peck and Beth Reitz for attending with the Council Budget Meeting.

Annette Peck and Beth Reitz departed the meeting at 9:26 am.

6. Bylaws

6.1 None

7. New and Unfinished Business

7.1 Core Budget - 2016Motion 050/16

Moved by Councillor Jaycox to accept 7.1 Core Budget – 2016 budget as information.

CARRIED

7.4 2016 Operating BudgetMotion 051/16

Moved by Councillor Webb to accept 7.4 2016 Operating Budget – By Function budget as information.

CARRIED

7.4.2 CouncilMotion 052/16

Moved by Councillor Jaycox to accept 7.4.2 Council budget as presented.

CARRIED

7.4.2.1 AAMD&CMotion 053/16

Moved by Mayor Pankiw that he and Councillor Webb attend the AAMD&C March, 15, 16 and 17, 2016.

CARRIED

7.4.4 General AdministrationMotion 054/16

Moved by Councillor Jaycox to accept 7.4.4 General Administration budget as presented.

CARRIED

7.4.6 Emergency ManagementMotion 055/16

Moved by Councillor Godlonton to accept 7.4.6 Emergency Management budget as presented.

CARRIED

7.4.9 Community PolicingMotion 056/16

Moved by Mayor Pankiw to cancel the Community Peace Officer Program effective February 15, 2016, and add \$120,000 expenditures to the budget for the completion of the previous Community Peace Officer Program and contracting a Community Peace Officer and Office Administration costs.

CARRIED

Mayor Pankiw recessed the meeting at 10:05 am.

Mayor Pankiw reconvened the meeting 10:11 am.

Motion 057/16

Moved by Mayor Pankiw to budget \$5000 for the Citizens on Patrol Program.

CARRIED

7.4.10 Public Works - RoadsMotion 058/16

Moved by Councillor Godlonton to accept 7.4.10 Public Works – Roads Budget as presented.

CARRIED

7.4.11 Airport

1 member of the public joined the meeting at 10:26 am.

Motion 059/16

Moved by Councillor Webb to accept 7.4.11 Airport budget as presented.

CARRIED

7.4.13 WaterMotion 060/16

Moved by Councillor Jaycox to accept 7.4.13 Water Budget as presented.

CARRIED

7.4.14 SewerMotion 061/16

Moved by Councillor Godlonton to accept 7.4.14 Sewer Budget as presented.

CARRIED

7.4.15 Garbage ServicesMotion 062/16

Moved by Councillor Webb to accept 7.4.15 Garbage Services Budget as presented.

CARRIED

7.4.18 F.C.S.S.Motion 063/16

Moved by Mayor Pankiw to accept the 7.4.18 F.C.S.S. Budget as presented.

CARRIED

7.4.21 Economic DevelopmentMotion 064/16

Moved by Councillor Godlonton to accept 7.4.21 Economic Development as presented.

CARRIED

7.4.22 Ball DiamondsMotion 065/16

Moved by Councillor Webb to accept 7.4.22 Ball Diamonds budget as presented.

CARRIED

7.4.26 Fitness CentreMotion 066/16

Moved by Councillor Godlonton to accept 7.4.26 Fitness Centre Budget as presented.

CARRIED

7.4.27 ArenaMotion 067/16

Moved by Mayor Pankiw to accept 7.4.27 Arena Budget as presented.

CARRIED

7.4.28 Programs

1 member of the public entered the meeting at 10:48 am.

Mayor Pankiw recessed the meeting at 10:49 am.

1 member of the public departed the meeting at 10:50 am.

1 member of the public entered the meeting at 10:53 am.

Mayor Pankiw reconvened the meeting at 11:02 am.

Motion 068/16

Moved by Councillor Webb to accept 7.4.28 Programs as amended to the grant of \$25,000 plus COLA, less expenses required in the contract, and to give the Boys and Girls Club of Wolf Creek ninety (90) days' notice that there will no longer be a COLA in the contract going forward.

CARRIED

7.4.30 LibraryMotion 069/16

Moved by Councillor Webb to accept 7.4.30 Library Budget as presented.

CARRIED

7.4.31 Community BuildingsMotion 070/16

Moved by Councillor Godlonton accept 7.4.31 Community Buildings budget as presented.

CARRIED

7.5 Reserves - 2016Motion 071/16

Moved by Councillor Jaycox to accept Reserves 2016 as presented.

CARRIED

7.6 2016 Capital BudgetMotion 072/16

Moved by Councillor Jaycox to accept 2016 Capital Budget A list as presented below:

Computers – \$10,000 for Administration in 2016
 Phone System Upgrade – \$31,000
 RCMP Building – \$30,000
 50th St Asphalt Overlay 52 Ave to 56 Ave – \$279,300
 49th St Asphalt Overlay 52 Ave to 54 Ave – \$137,700
 Watts Septic tie in to Town system - \$25,000
 Sidewalk Replacements – \$200,000
 New Tandem – \$70,000
 2 way radios – \$7,000
 Headache racks, lighting, re-decating – \$13,000
 New Mower/sidewalk snow clearing tractor – \$119,000
 PW Shop Upgrades – \$16,000
 Gen Set for Well 13 – \$27,000
 Waste Water Composite Samplers – \$53,000
 New Water Well Study & Construction – \$607,250
 Main Water Reservoir/Pump House Upgrades – \$75,000
 Fencing Around Recycle Bins – \$8,000
 Clay, Gravel & Cement Blocks for Marshall Area – \$9,000
 Land Use Bylaw - \$50,000
 Floor Scrubber – \$7,000
 Major Zamboni maintenance – \$15,000
 E-Ceiling repairs – \$8,000
 Swipe Key Security System – \$15,000
 Community Centre Main Auditorium Lights - \$33,000
 Community Centre New Roof – \$385,000
 2 HVAC Units – \$65,000
 Pool – Slide pump - \$10,00
 Pool Hot Tub Replacement Motor - \$5,000
 Pool – Family change room floors - \$5,000

CARRIED

7.7 2016 Capital Budget "B" ListMotion 073/16

Moved by Councillor Godlonton to accept the 2016 Capital B List as presented below:

43 Street Road Construction 50 Ave to 54 Ave – 1,062,300 (local imp levy)

54 Ave Road Construction 44 St to Hwy 20 - \$545,800 (local imp. Levy)

51st Ave Reconstruction 50 St to 51 St - \$1,222,600

(apply for Building Canada fund)

Concrete Crushing - \$50,000

New Truck 4WD ¾ or 1 tonne - \$50,000

Gen Set for Well 13 - \$27,000

NE Lagoon Drainage Ditch Upgrade \$700,000

Standby Generator (Carry Forward 2015) - \$85,000

Spray Park Rebuild - \$100,000

Demolition and Asbestos removal (Scout Hall)(- Give to Kinsmen

Demolition and Asbestos Removal (old Community Centre) \$74,300

CARRIED

Motion 074/16

Moved by Councillor Godlonton the Town of Rimbey put a deposit on the New Mower with snow broom and blower.

CARRIED

Motion 075/16

Moved by Councillor Jaycox to add an item to the agenda, 7.6.1 Communication.

CARRIED

7.6.1 CommunicationMotion 076/16

Moved by Mayor Pankiw to give Council Jaycox authority to investigate and purchase, in consultation with Administration, the domain names of alberta.world, ponoka.world, rimbey.world and any other domain names as directed as administration.

CARRIED

7.8 Grant Funded ProjectsMotion 077/16

Moved by Councillor Webb to accept 7.8 Grant Funded Projects as presented.

CARRIED

7.9 Reserve Funded Projects

3 members of the public departed the meeting at 11:46 am.

Motion 078/16

Moved by Councillor Godlonton to accept the Town of Rimbey Reserve Funded Projects Budget 2016, as presented.

CARRIED

8. Reports 8.1 None

9. Correspondence None

10. Open Forum 10.1 Open Forum

11. In Camera 11.1 None

12. Adjournment Motion 079/16

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 11:57 am.

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER

Council Agenda Item	5.1
Council Meeting Date	January 25, 2016
Subject	Regional Fire Chief Dennis Jones
For Public Agenda	Public Information
Background	Rimbey has truly regionalized and tonight we are pleased to announce and meet our regional Fire Chief Dennis Jones.
Discussion	Chief Jones will provide updated statistics, update on the state of the service, his plans for the department and other matters he deems important for Council.
Relevant Policy/Legislation	None
Options/Consequences	None
Desired Outcome(s)	That Council accept the delegation.
Financial Implications	None
Follow Up	None
Attachments	None
Recommendation	None
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;"> <u>Jan 22/16</u> Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;"> <u>Jan 20/06</u> Date </div> </div>

Council Agenda Item	6.1
Council Meeting Date	January 25, 2016
Subject	Bylaw 911/15 Amendment to Land Use Bylaw – Re-Designation of Land
For Public Agenda	Public Information
Background	<p>An application was submitted to re-designate lots 28, and 29, blk. 6, Plan 0927581 from Low Density Residential (R2) to Medium Density Residential (R3). The lots are located on 5037 53 Avenue and 5039 53 Avenue.</p> <p>First reading of Bylaw 911/15 occurred on December 21, 2015.</p> <p>Public hearing for Bylaw 911/15 was held on January 25, 2016.</p>
Discussion	<p>Prior to the public hearing the redesignation was advertised for two (2) consecutive weeks in the Rimbey Review for the weeks of January 5-11/16 and January 12-18, 2016. It was also advertised on the Town of Rimbey website and copies were made available at the front counter for residents to pick up.</p> <p>Additionally, relevant agencies and adjacent neighbors were notified as per MGA Section 606. Information packages were also sent out to adjacent and neighboring landowners as well as potentially affected agencies as required under the MGA, section 606. No letters or replies were received from adjacent landowners and one reply was received from Alberta Transportation and Atco Pipelines. They had no objections to the re-designation in their reply.</p> <p>Application Description: The applicant has applied to re-designated Lots 28 and 29, Blk. 6, Plan 0927581 from R2 to R3.</p> <p>The applicant has indicated the intent to build a triplex unit on the lots. The unit would be made up of two, three bedroom suites and one, two bedroom suite.</p>

Site Location, 5037 and 5039 – 53rd Avenue



View of Subject Site From 53rd Avenue, Lots 28 and 29, Block 6, Plan 0927581



View of Neighbouring Lot, West of Subject Site, From 53rd Ave



View of Neighbouring Lot, East of Subject Site, From 53rd Avenue



Analysis of Existing Conditions:

An analysis of the existing land use and surrounding area indicates that the subject parcel and all directly adjacent properties are designated R2.

Subject Site: Lots 28 and 29, Block 6, Plan 0927581



According to Land Use Bylaw 762/04, within R2 the following are permitted uses:

- new detached residences
- new ready-to-move or modular homes
- rental suites in detached homes
- modular homes, but excluding manufactured and mobile homes
- duplex dwellings
- granny suites in detached houses
- home offices
- public parks and recreation areas
- buildings and uses accessory to the above

Additional discretionary uses include:

- moved-in residences, including new manufactured homes
- churches
- group homes
- home businesses
- utility installations
- buildings and uses accessory to the above

There are no Area Structure Plans governing development within this part of Town.

Analysis of Proposed Land Use Re-designation:

Subject Site: Lots 28 and 29, Block 6, Plan 0927581



Under the district proposed by the applicant, R3, the following are permitted uses:

- duplex, triplex, and fourplex dwellings not forming part of a condominium
- row housing
- multiple unit housing registered as a condominium
- granny suites in detached houses
- home offices
- public parks and recreation areas
- buildings and uses accessory to the above

Additional discretionary uses in the R3 district include:

- churches
- group homes
- home businesses
- rental suites
- utility installations
- buildings and uses accessory to the above

Administration has completed a thorough review of the proposal and notes the following:

1. All adjacent lots are designated R2. Re-designating this parcel to R3 is not in keeping with the surrounding neighborhood.
2. While the applicant has indicated a desire to build a triplex, this cannot be guaranteed or enforced by the municipality as a land use re-designation cannot be conditioned. Therefore, should council choose to approve this re-designation any of the R3 permitted uses could potentially be built, many of which would not be in keeping with the existing neighborhood.

Recommendations:

	Administration recommends that Council refuse Bylaw 911/15 as proposed and cite the reasons for refusal into the minutes of record. However, should council choose to provide second reading, in order to adopt the Bylaw, Council must give third reading.
Relevant Policy/Legislation	Municipal Government Act
Options/Consequences	Option 1: Refuse Bylaw 911/15 as proposed and cite the reasons for refusal into the minutes of record. Option 2: Table the decision on Bylaw 911/15 as proposed and request further information if required. Option 3: Approve Second and Third Reading of Bylaw 911/15 as proposed.
Desired Outcome(s)	To provide the residents of Rimbey with cohesive growth.
Financial Implications	None
Follow Up	None
Attachments	<ul style="list-style-type: none"> • John Peacock's original application • Agency circulation package and responses • Adjacent neighbors circulation packages and responses
Recommendation	Administration recommends Council not approve second reading of Bylaw 911/15.
<p>Prepared By:</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Michael Fitzsimmons Municipal Intern </div> <div style="text-align: center;"> <u>Jan 19, 2016</u> Date </div> </div> <p>Endorsed By:</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;"> <u>Jan 19, 2016</u> Date </div> </div>	



Town of Rimbey

Application for Amendment to the Land-Use By-Law

I/We hereby make application to amend the Land-Use Bylaw.

Applicant JOHN PEACOCK Telephone: 403-783-1342

Mailing Address: Box 12 RIMBEY T0C 2J0

Registered Owner's Name: JOHN PEACOCK

Telephone: 403-783-1342

Mailing Address: Box 12 RIMBEY T0C 2J0

Legal Description: Lot: 28,29 Block: 6 Plan: 0927581
Or Certificate of Title:

Amendment Proposed

From: R2 To: R3

Reasons for Support of Application For Amendment:
We wish to build a 3-plex unit on these lots

I/We enclose \$ _____ Being the application fee.

Date: Nov 27/15 Applicant: John Peacock
Signature

November 26, 2015

Letter of Application for Rezoning

John Peacock of Rimbey is applying to have 5037 and 5039 – 53 Ave, Rimbey rezoned. This lot is situated on 53 Ave just east of the Nazarene Church . It was originally a single lot 50' wide. Because it is presently zoned R2 we had the lot subdivided into 2 titles for the purpose of building a duplex. We have built 2 duplexes on this street just east of this particular lot.

We are applying for rezoning to an R3 or possibly an R4 categorization for the purpose of building a tri-plex unit here. This unit would consist of 2 – 3 bedroom suites and a 2 bedroom suite. We presently have a number of rental homes in Rimbey and we know that there is historically very few 3 bedroom homes for families to rent. This shortage of family sized rentals has been a hindrance for people moving to Rimbey as either business owners or workers.

In the summer we hand delivered letters to the residents in the area to inform them of our intentions. This has included 53 Ave from 50 St to 51 St, South side of 54 Ave from 50 St-51 St, North side of 52 Ave from 50 St to 51 St. There were none delivered on the west side of 51 St, as it is Hwy 53 coming into town from the north and another vehicle or two turning east will have no effect on those residents. There was a single positive response to our hand delivered letter and no negative responses. Enclosed is a copy of the letter delivered to these residents.


Nov 26, 2015

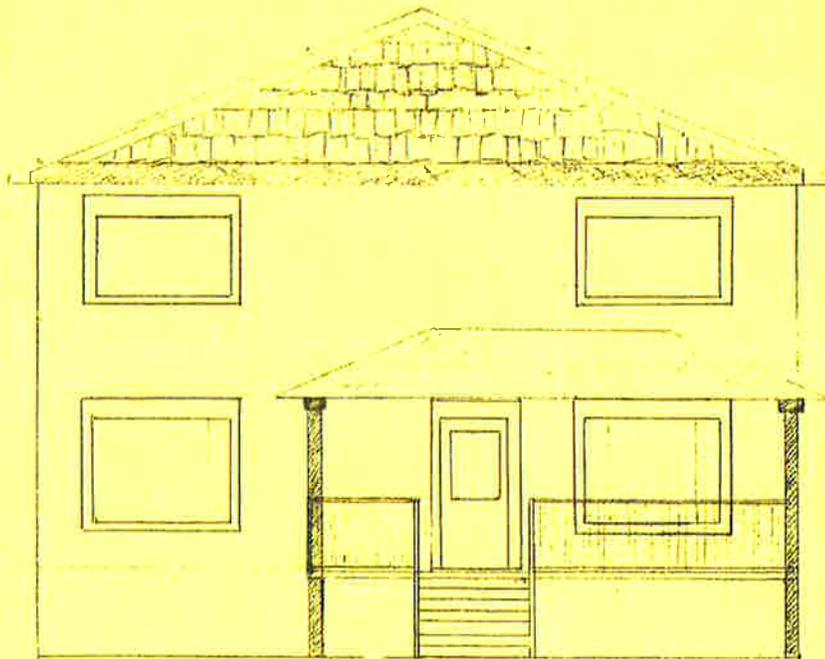
This is a letter to inform you as nearby residents that John and Derek Peacock will be applying to the town for rezoning in order to build a triplex. The Town of Rimbey will be contacting you by mail to determine if there are concerns about this.

The purpose of this triplex would be to provide 3 bedroom homes for families who will help to make Rimbey a better town. At present it is hard for families with growing children to find adequate housing in Rimbey.

This triplex would be built to look like a two storey house with each level being its own suite. It would not look out of place with the other homes recently built or renovated along the south side of 53 Ave between 50 St and 51 St. Additional traffic would have minimal impact on residents presently living there. There will be parking spaces for 2 vehicles from the 53 Ave. There will be parking for 4 vehicles off the alley from the south. This triplex would be the second residence from highway 53 on the west. The additional traffic in the alley and on the street would be limited to the approximately 100 feet from 51 St/Hwy 53 to the parking lot.

The lot is presently zoned to be a duplex unit.

If there are any questions or concerns please contact Derek Peacock or John Peacock at 403-704-4507 or 403-783-1342





The Town of Rimbey

4938-50th Ave P.O. Box 350 Rimbey, Alberta T0C 2J0

12/22/2015

Re: Land Use Re-Designation Request: Bylaw 911/15

Please find attached, the application materials for Bylaw 911/15, located within the Town of Rimbey.

As a potentially affected agency, we are requesting that you review the enclosed information and forward your comments, recommendations and/or requirements with respect to this application by **January 18, 2015**. Your comments will then be considered by the Town's Administration. Should no response be received by the requested date, it will be considered that you have no comments with respect to this application.

The information regarding this proposal is listed as follows:

APPLICATION: Request to Re-designate Existing Low Density Residential (R2) to Medium Density Residential (R3)

LEGAL DESCRIPTION: Lots 28 and 29, Block 6, Plan 0927581

APPLICANT/OWNER: John Peacock

Please reply referring to the bylaw number quoted at the top of this page to the attention of:

Michael Fitzsimmons
Town of Rimbey
Email: generalinfo@rimbey.com
Fax: (403).843.6599
Phone (Direct): 403.383.2366

No Comments or Objections

Comments to Follow



Town of Rimbey

Application for Amendment to the Land-Use By-Law

I/We hereby make application to amend the Land-Use Bylaw.

Applicant JOHN PEACOCK Telephone: 403-783-1342

Mailing Address: Box 12 RIMBAY TOC 250

Registered Owner's Name: JOHN PEACOCK

Telephone: 403-783-1342

Mailing Address: Box 12 RIMBAY TOC 250

Legal Description: Lot: 28,29 Block: 6 Plan: 0927581
Or Certificate of Title:

Amendment Proposed

From: R2 To: R3

Reasons for Support of Application For Amendment:
We wish to build a 3-play unit on these lots

I/We enclose \$ _____ Being the application fee.

Date: Nov 27/15 Applicant: John Peacock
Signature

November 26, 2015

Letter of Application for Rezoning

John Peacock of Rimbey is applying to have 5037 and 5039 – 53 Ave, Rimbey rezoned. This lot is situated on 53 Ave just east of the Nazarene Church . It was originally a single lot 50' wide. Because it is presently zoned R2 we had the lot subdivided into 2 titles for the purpose of building a duplex. We have built 2 duplexes on this street just east of this particular lot.

We are applying for rezoning to an R3 or possibly an R4 categorization for the purpose of building a tri-plex unit here. This unit would consist of 2 – 3 bedroom suites and a 2 bedroom suite. We presently have a number of rental homes in Rimbey and we know that there is historically very few 3 bedroom homes for families to rent. This shortage of family sized rentals has been a hindrance for people moving to Rimbey as either business owners or workers.

In the summer we hand delivered letters to the residents in the area to inform them of our intentions. This has included 53 Ave from 50 St to 51 St, South side of 54 Ave from 50 St-51 St, North side of 52 Ave from 50 St to 51 St. There were none delivered on the west side of 51 St, as it is Hwy 53 coming into town from the north and another vehicle or two turning east will have no effect on those residents. There was a single positive response to our hand delivered letter and no negative responses. Enclosed is a copy of the letter delivered to these residents.

John Peacock
Nov 26, 2015

The Town of Rimbey Amendment to Land Use Bylaw

Bylaw 911/15

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 762/04.

WHEREAS Council has deemed it appropriate to re-designate certain parcels of land,

AND WHEREAS Part 1, Section 21, of the Town of Rimbey Land Use Bylaw 762/04 states that Council may initiate an amendment to the Land Use Bylaw,

NOW THEREFORE, after due compliance with the relevant provisions of the Municipal Government Act RSA 2000, ch. M-26, as amended, the Council of the Town of Rimbey duly assembled enacts as follows:

PART I - BYLAW TITLE

This bylaw may be cited as "Amendment to Land Use Bylaw".

PART II – REZONING

1) **5037 and 5039 – 53rd Avenue, Lots 29, 29, Blk. 6 Plan 0927581 will be re-designated from R2 to R3.**

PART III – EFFECTIVE DATE

AND FURTHER THAT this Bylaw shall take effect on the date of third and final reading.

READ a first time this _____ day of _____, 2015.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

READ a second time this _____ day of _____, 2016.

READ a third and final time this _____ day of _____, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

The Town of Rimbey Amendment to Land Use Bylaw

Bylaw 911/15

SCHEDULE A

Site Location of Proposed Land-Use Re-designation, Lots 28 and 29



Michael Fitzsimmons

From: Isabel.Solis@atcopipelines.com
Sent: Monday, January 18, 2016 3:26 PM
To: Michael Fitzsimmons
Subject: 15-4076 Response - Land Use Re-Designation Request: Bylaw 911/15
Attachments: Agency Package.pdf

Good Afternoon,

ATCO PIPELINES has no objection.

Thank you ☺

Isabel Solis | Operations Engineering Administrative Coordinator

ATCO Pipelines | 7210-42 Street NW | Edmonton, AB T6B 3H1
T: 780.420.3896 | F: 780.420.7411 | E: Isabel.Solis@atcopipelines.com

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

🌱 Please consider the environment before printing this e-mail

From: Michael Fitzsimmons [mailto:michael@rimbey.com]
Sent: Tuesday, December 22, 2015 3:12 PM
To: Solis, Isabel
Subject: 18JAN - Land Use Re-Designation Request: Bylaw 911/15

Good afternoon,

Attached is the application materials for Bylaw 911/15 located within the Town of Rimbey. As a potentially affected agency, we are requesting that you review the enclosed information and forward any comments, recommendations and/or requirements with respect to this application by **January 18, 2015**. Your comments will be considered by our Administration and should no response be received by the requested date, it will be considered that you have no comments with respect to this application.

Thank you,

Michael Fitzsimmons

Municipal Intern, Town of Rimbey

Phone: 403-843-2113

Fax: 403-843-6599

Email: michael@rimbey.com



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

Michael Fitzsimmons

From: Kathy
Sent: Thursday, January 14, 2016 8:31 AM
To: vicinia.planning@gmail.com; Michael Fitzsimmons
Subject: FW: Land Use Re-Designation Request: Bylaw 911/15
Attachments: 12Jan2016 Rezoning Letter.pdf

From: Sandy Choi [mailto:sandy.choi@gov.ab.ca]
Sent: Tuesday, January 12, 2016 2:32 PM
To: Kathy
Subject: RE: Land Use Re-Designation Request: Bylaw 911/15

Hi Michael,

Please find attached our response to the proposed rezoning, Bylaw 911/15, from R2 to R3 at Lots 28 & 29, Block 6, Plan 092 7581.

Thank you,

Sandy Choi
Development and Planning Technologist
Delivery Services Division, Central Region
Alberta Transportation
Government of Alberta

Tel 403-340-7179
Fax 403-340-4876
Sandy.Choi@gov.ab.ca

511 Alberta - Alberta's Official Road Reports
Go to 511.alberta.ca and follow [@511Alberta](https://twitter.com/511Alberta)



From: Michael Fitzsimmons [mailto:michael@rimbey.com]
Sent: Tuesday, December 22, 2015 3:09 PM
To: Trans Development Red Deer
Subject: Land Use Re-Designation Request: Bylaw 911/15

Good afternoon,

Attached is the application materials for Bylaw 911/15 located within the Town of Rimbey. As a potentially affected agency, we are requesting that you review the enclosed information and forward any comments, recommendations and/or requirements with respect to this application by **January 18, 2015**. Your comments will

be considered by our Administration and should no response be received by the requested date, it will be considered that you have no comments with respect to this application.

Thank you,

Michael Fitzsimmons

Municipal Intern, Town of Rimbey

Phone: 403-843-2113

Fax: 403-843-6599

Email: michael@rimbey.com



Up-to-date road information, including traffic delays, is a click or a call away. Call 5-1-1 toll-free, visit 511.alberta.ca or follow us on Twitter [@511Alberta](https://twitter.com/511Alberta) to get on the road to safer travel.

<http://511.alberta.ca/ab/en.html>

<https://twitter.com/511Alberta>

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Office of the Operations Manager
Central Region

#401, 4920 - 51 Street
Red Deer, Alberta
Canada T4N 6K8

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

January 12th, 2016

File: Rimbey (SUB)
Bylaw: 911/15

Town of Rimbey
Box 350
Rimbey, AB T0C 2J0
Sent via email to: generalinfo@rimbey.com

Attention: Michael Fitzsimmons, Municipal Intern

**RE: PROPOSED REDESIGNATION (PEACOCK)
LOTS 28 & 29, BLOCK 6, PLAN 092 7581; PT. SW 28-42-02-W5
HIGHWAY 20A (51 STREET) AND 53 AVENUE**

Further to the above referral, we would offer no objections to the rezoning of the parcel from Low Density Residential (R2) to Medium Density Residential (R3).

Access is available via the local road system.

If you have any questions, please contact me at 403-340-7179 or sandy.choi@gov.ab.ca.

Yours truly,



Sandy Choi
Development & Planning Technologist

SC/sc



The Town of Rimbey

4938-50th Ave P.O. Box 350 Rimbey, Alberta T0C 2J0

12/22/2015

Re: Bylaw 911/15 Adjacent Neighbour Circulation Notice

5037 and 5039, 53rd Avenue (Lots 28 and 29, Block 6, Plan 0927581)

Request to Re-designate Low Density Residential (R2) to Medium Density Residential (R3)

This letter is to inform you that a land use re-designation request has been submitted for the above noted property.

Pursuant to Section 692 of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000 as amended, Council has scheduled a public hearing for **Monday, January 25, 2016** at the Regular Council Meeting in Council Chambers of the Rimbey Town Office (4938, 50th Avenue) for a land use re-designation request. Specifically the request is to re-designate **Low Density Residential (R2) to Medium Density Residential (R3)**. This re-designation, if approved would enable the land owner to build any of the permitted uses and potentially a discretionary use listed in the R3 district of Land Use Bylaw 762/04.

The Town is requesting that you review the enclosed information and forward your written comments with respect to this application to the Town of Rimbey by **January 18, 2016**. Your response will then be forwarded to Council. Responses received after **January 18, 2016** will be read into the record at the Council Meeting. Those wishing to submit verbal comments can attend the meeting.

A copy of the proposed bylaw is attached.

Should you have any further queries in this regard, please do not hesitate to contact the Development Services Department at (403) 843-2113.

Sincerely,

Michael Fitzsimmons
Municipal Intern, Town of Rimbey

Tel: 403.843.2113
Fx: 403.843.6599
E: generalinfo@rimbey.com
www.rimbey.com



Town of Rimby

Application for Amendment to the Land-Use By-Law

I / We hereby make application to amend the Land-Use Bylaw.

Applicant JOHN PEACOCK Telephone: 403-783-1342

Mailing Address: Box 12 RIMBY TOC 250

Registered Owner's Name: JOHN PEACOCK

Telephone: 403-783-1342

Mailing Address: Box 12 RIMBY TOC 250

Legal Description: Lot: 28,29 Block: 6 Plan: 0927581
Or Certificate of Title:

Amendment Proposed

From: R2 To: R3

Reasons for Support of Application For Amendment:
We wish to build a 3 phase unit on this lot

I/We enclose \$ _____ Being the application fee.
Date: Nov 27/15 Applicant: John Peacock
Signature

November 26, 2015

Letter of Application for Rezoning

John Peacock of Rimbey is applying to have 5037 and 5039 – 53 Ave, Rimbey rezoned. This lot is situated on 53 Ave just east of the Nazarene Church . It was originally a single lot 50' wide. Because it is presently zoned R2 we had the lot subdivided into 2 titles for the purpose of building a duplex. We have built 2 duplexes on this street just east of this particular lot.

We are applying for rezoning to an R3 or possibly an R4 categorization for the purpose of building a tri-plex unit here. This unit would consist of 2 – 3 bedroom suites and a 2 bedroom suite. We presently have a number of rental homes in Rimbey and we know that there is historically very few 3 bedroom homes for families to rent. This shortage of family sized rentals has been a hindrance for people moving to Rimbey as either business owners or workers.

In the summer we hand delivered letters to the residents in the area to inform them of our intentions. This has included 53 Ave from 50 St to 51 St, South side of 54 Ave from 50 St-51 St, North side of 52 Ave from 50 St to 51 St. There were none delivered on the west side of 51 St, as it is Hwy 53 coming into town from the north and another vehicle or two turning east will have no effect on those residents. There was a single positive response to our hand delivered letter and no negative responses. Enclosed is a copy of the letter delivered to these residents.

A handwritten signature in cursive script that reads "John Peacock".

Nov 26, 2015

The Town of Rimbey Amendment to Land Use Bylaw

Bylaw 911/15

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 762/04.

WHEREAS Council has deemed it appropriate to re-designate certain parcels of land,

AND WHEREAS Part 1, Section 21, of the Town of Rimbey Land Use Bylaw 762/04 states that Council may initiate an amendment to the Land Use Bylaw,

NOW THEREFORE, after due compliance with the relevant provisions of the Municipal Government Act RSA 2000, ch. M-26, as amended, the Council of the Town of Rimbey duly assembled enacts as follows:

PART I - BYLAW TITLE

This bylaw may be cited as "Amendment to Land Use Bylaw".

PART II – REZONING

1) **5037 and 5039 – 53rd Avenue, Lots 29, 29, Blk. 6 Plan 0927581 will be re-designated from R2 to R3.**

PART III – EFFECTIVE DATE

AND FURTHER THAT this Bylaw shall take effect on the date of third and final reading.

READ a first time this _____ day of _____, 2015.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

READ a second time this _____ day of _____, 2016.

READ a third and final time this _____ day of _____, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

The Town of Rimbey Amendment to Land Use Bylaw

Bylaw 911/15

SCHEDULE A

Site Location of Proposed Land-Use Re-designation, Lots 28 and 29



Council Agenda Item	7.1
Council Meeting Date	January 25, 2016
Subject	Rimbey Business Sector Sustainability Advisory Committee
For Public Agenda	Public Information
Background	Bylaw 897/15 S.3 indicates that members of the sustainability committee will be appointed by the Council of the Town of Rimbey at one or more duly constituted Council meetings. The Bylaw S. 8 also indicates a Chair shall be appointed annually during the organizational meeting.
Discussion	Administration unintentionally missed this section at the organizational meeting and did not bring this to the meeting at that time. We are providing this information so that the committee and chair can continue with the 2016 year.
Relevant Policy/Legislation	Bylaw 897/15 and Terms of Reference – Town of Rimbey Council Committee
Options/Consequences	The appointments must be enacted as per the Bylaw in order to keep cohesion with the practices and business of the Town.
Desired Outcome(s)	Due to the fact that these members have provided exemplary service to the Town, Administration hereby requests Council to appoint the members noted in the recommendation.
Financial Implications	None
Follow Up	Letter to the Committee Chair indicating Council's resolution.
Attachments	Advisory Committee Document, Bylaw 897/15 and Terms of Reference
Recommendation	Administration recommends Council appoint the following to the Rimbey Business Sector Sustainability Advisory Committee: Chair – Bob Stevenson Committee Members: Melvin Durand, Duane Adams, Gayle Rondeel, Jackie Stratton, Steffon Olsen, Steven Schrader, Tony Delyster,
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr/> Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;"> <u>Jan 22/16</u> Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr/> Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;"> <u>Jan 22/16</u> Date </div> </div>

Rimbey Business Sector Sustainability Advisory Committee

Name	Position	Date Appointed	Motion #	Date of Resignation	Motion #
Bob Stevenson	Chairman	January 26/15	047/15		
Melvin Durand	Board Member	January 26/15	047/15		
Michelle Andrishak	Board Member	January 26/15	047/15	August 24/15	279/15
Duane Adams	Board Member	January 26/15	047/15		
Gayle Rondeel	Board Member	January 26/15	047/15		
Jackie Stratton	Board Member	January 26/15	047/15		
Steffon Olsen	Board Member	January 26/15	047/15		
Steven Schrader	Board Member	January 26/15	047/15		
Terry Von Hollen	Board Member	January 26/15	047/15	August 24/15	279/15
Tony Delyster	Board Member	January 26/15	047/15		
Derek Nordstrom	Board Member	August 24/15	280/15	August 24/15	280/15

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE RIMBEY BUSINESS SECTOR SUSTAINABILITY ADVISORY COMMITTEE

WHEREAS

The Council of the Town of Rimbey have deemed it expedient to establish a Committee to provide Council with advice on the development and sustainability of Rimbey's business sector;

AND WHEREAS

Section 145 of the *Municipal Government Act*, RSA 2000 and amendments thereto, allows a Council, by bylaw, to establish a committee and determine the function of such committee;

NOW
THEREFORE

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

1. The Rimbey Business Sector Sustainability Advisory Committee (the "Committee") is hereby established.
2. The Committee shall consist of no more than eleven (11) members.
3. All members appointed to the Committee will be appointed by the Council of the Town of Rimbey (the "Council") at one or more duly constituted Council meetings.
4. All Committee members will be appointed to the Committee on a continuous basis or until such time that:
 - a) The Council passes a resolution to cancel the appointment of one or more Committee members, which it may do so at any time, for any reason; or
 - b) The Council determines that the mandate of the Committee is complete and passes a resolution to cancel all Committee member appointments and/or enacts a bylaw to rescind this bylaw.
5. Terms of reference will be adopted by resolution specifying the terms of reference of the committee and referencing this Bylaw 897/15.
6. Council will determine the date, time and location of the first meeting of the Committee.
7. The Town of Rimbey Administration will make available to the Committee a suitable venue for the holding of meetings.
8. At the first meeting of the Committee, and, annually, at the first meeting of the Council held after the third Monday in October, Council will select a Chairperson to lead Committee meetings.
9. A majority of all members appointed to the Committee, or five (5) members, whichever is more, shall constitute a quorum.
10. Council may appoint anyone that it considers appropriate to serve on the Committee.
11. All Committee meetings will be led by the Chairperson selected by Council or, in the absence of the Chairperson, by the Deputy Chairperson. It shall be the duty of the Chair of each committee (or his designee), to summon members for meetings.
12. The Committee will follow, as closely as practical, in a manner adjudicated by the Chairperson, the procedural bylaw of the Town of Rimbey Council unless and until the Committee establishes and adopts different procedures for conducting meetings which it may do at any duly constituted Committee meeting.
13. The mandate of the Committee will be to provide recommendations to the Town of Rimbey Council regarding the sustainability of the Town of Rimbey's Business Sector.

A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE RIMBEY BUSINESS SECTOR SUSTAINABILITY ADVISORY COMMITTEE

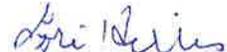
14. The Council will consider, but will not be bound by any recommendation made by the Committee to Council.
15. All meetings of the Committee will be open to the public and will be advertised on the Town's website and posted at the Town Administration office and, when practical, advertised in the local newspaper.
16. The Mayor shall be an ex-officio member of all Council committees and bodies which Council has a right to appoint members under the Municipal Government act.
17. Appointed Council members shall keep the rest of the Council informed of the actions of committees or boards to which they are appointed by Council by providing regular activity highlights through their Councilors' reports and statements.
18. Bylaw 896/14 passed on November 10, 2014 is hereby repealed.

This Bylaw comes into effect on the date of third and final reading.

READ a First Time in Council this 26 day of January 2015.



Mayor



Chief Administrative Officer

READ a Second Time in Council this 26 day of January 2015.

UNANIMOUSLY AGREED to present this Bylaw for Third & Final Reading.

READ Third Time and Finally Passes this 26 day of January, 2015.



Mayor



Chief Administrative Officer



Official Name

The official name of the committee is The Rimbey Business Sector Sustainability Advisory Committee, herein after referred to as **“The Committee”**.

Composition of Committee

The members of **“The Committee”** as appointed at one or more duly constituted Council meetings as referenced through Bylaw 897/15 shall consist of no more than eleven(11) members. The Mayor shall be an ex-officio of all Council committees and bodies which Council has a right to appoint members under the Municipal Government Act. Council may also appoint a councillor to provide liaison between **“The Committee”** and Council.

Context of **“The Committee”**

“The Committee” was founded through Council discussion and Bylaw 896/14, with amendments to the Bylaw and amended at a duly constituted Council Meeting January 26, 2015 through Bylaw 897/15.

Council recognized that community partnerships are an important component to municipal government and sought to have advice from the community regarding development and sustainability of Rimbey’s business sector. The main purpose of **“The Committee”** is to provide informed advice and suggest best practices to Council through reports and delegations to Council.

Term of Membership

Terms of membership of **“The Committee”** will be for one (1) year with option to renew individual appointments for an additional year to a maximum of two (2) years. Terms will be staggered to maintain the continuity of **“The Committee”**.

Groups that will be represented on **“The Committee”**

- a) Owners of a business in Rimbey;
- b) Landowner of commercially zoned property within Rimbey;
- c) Residents of Rimbey;
- d) Residents living near Rimbey that utilize Rimbey stores and services;
- e) Members of the Rimbey Chamber of Commerce;
- f) Board members or employees of the Central Alberta Economic Partnership;
- g) Representatives of the petroleum industry;
- h) Representatives of the agricultural community;
- i) Representatives from service clubs or other community groups which serve the Rimbey area;

Other individuals with a demonstrable interest in the development and sustainability of Rimbey's business sector.

Roles and Responsibilities of "The Committee"

1. **"The Committee"** shall consist of the following:
 - a) A Chairperson appointed by Council as set out in Bylaw 897/15;
 - The Chairperson is responsible for developing the meeting agenda, setting the meeting dates, presiding over the meetings, reporting to Council, through delegation and reporting and adhering to Bylaw 897/15 (8) regarding yearly Chair and Deputy Chair appointments. The Chairperson is responsible to vote.
 - b) A Deputy Chairperson as voted by **"The Committee"**;
 - The Deputy Chairperson is responsible for assuming the responsibilities of the Chair during times of The Chair's absence. The Deputy Chair assists with the Duties of The Chair. The Deputy Chair is responsible to vote.
 - c) A recording Secretary as voted by **"The Committee"**;
 - The recording Secretary takes notes at the meetings, prepares any press releases with Town Administration, prepares meeting notices, and prepares the meeting reports for Council monthly, or at the appropriate timing of the first Council meeting after **"The Committee"** Meeting. The Recording Secretary is responsible to vote.
 - d) Eight (8) voting committee members;
 - The committee members are responsible to assist **"The Committee"** in all matters within the scope of the committee.
2. All members of **"The Committee"** shall have equal voting rights within **"The Committee"**
3. All members of **"The Committee"** will be appointed by Council of the Town of Rimbey at a duly constituted Council meeting.
4. Meetings shall take place at the Chair's discretion after the first meeting of **"The Committee"** as determined by Council and shall be open to the Public as per Bylaw 897/15 (15).
5. Quorum shall consist of a majority of all members appointed to **"The Committee"** or five (5) members, whichever is more.
6. The authority of **"The Committee"** is to provide advice and best practices.

Scope of "The Committee"

"The Committee shall not:

1. Have any budgetary responsibilities;
2. Receive any honoraria or expense reimbursement unless through resolution of Council;
3. Represent Council, nor make decisions for Council;
4. Discuss circumstances that "may" require "In-camera" discussion.

TERMS OF REFERENCE – TOWN OF RIMBEY COUNCIL COMMITTEE

“The Committee” shall:

- 1. Provide their expertise, enthusiasm, creativity, imagination, for the sustainability for Rimbe Business and transmit those ideas and best practices to Council.

Resources

“The Committee” will be granted access public documents required for research, reference, or understanding.

“The Committee” will be afforded any assistance from the Town of Rimbe’s Executive Team consisting of the Interim CAO, Acting CAO/CFO, Public Works Manager, Community Services Manager.

Mayor

Date

Acting Chief Administrative Officer

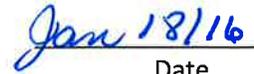
Date

Council Agenda Item	7.2
Council Meeting Date	January 25, 2016
Subject	Town of Rimbey 2016 Capital "A" Budget
For Public Agenda	Public Information
Background	<p>At the November 23, 2015 Regular Council Meeting, Council passed Motion 395/15 to hold Budget Meeting on January 9, 2016 and January 16, 2016, both commencing at 9:00 am in the Council Chambers of the Town of Rimbey Administration Building.</p> <p>These budget meetings were advertised as follows in the Rimbey Review: Council Budget Meeting – January 9, 2016 9:00 am (Dec 1-7, 2015 issue) Council Budget Meeting – January 9, 2016 9:00 am (Dec 8-14, 2015 issue) Council Budget Meeting – January 9, 2016 9:00 am (Dec 15-21, 2015 issue) Council Budget Meeting – January 9, 2016 9:00 am (Dec 22-28, 2015 issue) Council Budget Meeting – January 9, 2016 9:00 am (Dec 29-Jan 4, 2016 issue) Council Budget Meeting – January 9, 2016 9:00 am (Jan 5-11, 2016 issue) Council Budget Meeting – January 16, 2016 9:00 am (Jan 5-11, 2016 issue) Council Budget Meeting – January 16, 2016 9:00 am (Jan 12-18, 2016 issue)</p> <p>There was one member of the public attended the January 9, 2016 Council Budget Meeting and three members of the public which attended the January 16, 2016 Council Budget Meeting.</p>
Discussion	<p>Council, at the January 9, 2016 Council Budget Meeting reviewed and discussed all items brought forth from Administration and motions were made on each item as to whether it was approved as presented or amended.</p> <p>Council, at the January 16, 2016 Council Budget Meeting reviewed all items which had previously been approved as amended or postponed, so they could review the updated information. Council then approved each of these items as presented.</p>
Relevant Policy/Legislation	MGA Sections 245, 246 and 248
Options/Consequences	<p>Council may review and revise any of their previous decisions. Council may pass the 2016 Capital "A" Budget as presented.</p>
Desired Outcome(s)	To provide a fiscally responsible 2016 Capital Budget.
Financial Implications	As per the 2016 Capital "A" Budget
Follow Up	Advise the various departments of Budget decisions.
Attachments	Town of Rimbey Capital "A" Budget
Recommendation	To approve the 2016 Capital A Budget as presented.

Prepared By:



Lori Hillis, CA, CPA
Acting Chief Administrative Officer
Chief Financial Officer



Date

Endorsed By:



Donna Tona, CTS
Interim Chief Administrative Officer



Date

**TOWN OF RIMBEY
2016 CAPITAL BUDGET**

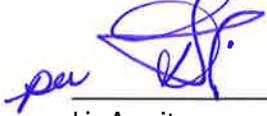
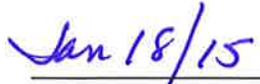
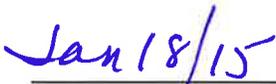
Assumption: AMWWP Grant is received

Project	Estimated Cost	Funding	Notes
New Computers	10,000	Special Projects	Replace Town office 2016, PW 2017 (5,000); Rec/pool 2018 (8,000)
Phone System Upgrade	31,000	Special Projects	All sites
RCMP Building repairs: Painting, lighting, flooring, HVAC	30,000	Special Projects	Refunded in 2017
50 St Asphalt Overlay 52 ave to 56 Ave	279,300	MSI	
49St Asphalt Overlay 52 Ave to 54 Ave	137,700	MSI	
49 Street Reconstruction 49 Ave to 50 Ave	68,700	MSI	
Watt's septic tie in to Town system	25,000	Water/Sewer	
Sidewalk replacements	200,000	MSI	
New Tandem	70,000	Road	
2 Way Radios (6)	7,000	Road	Look at AAMDC and Emergency Management Grant
Headache racks, lighting and re-decaling on all Town vehicles	13,000	Road	
New mower & sidewalk snow clearing tractor	119,000	MSI	Toro Groundsmater with snow broom and snow blower
PW Shop upgrades	16,000	Special Projects	Airconditioning (\$6,500) and painting of offices, etc (\$9,500)
Waste Water Composite Samplers	53,000	MSI	Needed for compliance with waste water licence
New Water Well Study & Construction Phase 1 (Phase 2 in 2017 - \$1.6)	607,250	AMWWP grant of 60.51% (367,447)	Remainder of \$361,380 to come from MSI
Main Water Reservoir/Pump House Upgrades	75,000	MSI	
Fencing around Recycle Bins	8,000	Recycle	
Clay, Gravel & Cement Blocks for Marshall area	9,000	Compost	
Land Use Bylaw	50,000	Special Projects	
Floor Scrubber (Arena)	7,000	Recreation	
Major Zamboni maintenance	15,000	Recreation	Start reserve
E-ceiling repairs (Arena)	8,000	Recreation	
Swipe Key Security System (carry fwd 2015)	15,000	Special Projects	
Community Center main auditorium lights	33,000	MSI	
Community Center new roof	385,000	MSI	
2 HVAC Units	65,000	MSI	
Pool - Slide pump (new pump relocated to on deck)	10,000		Pool equipment fund
Pool - Hot tub replacement motor	5,000		Pool equipment fund
Pool - Family change room floors	5,000		Pool equipment fund
Total Projects	2,356,950		

Council Agenda Item	7.3
Council Meeting Date	January 25, 2016
Subject	Financial Services RFP
For Public Agenda	Public Information
Background	A Request for Proposal (RFP) was sent out to ATB Financial and Servus Credit Union, both in the Town of Rimbey. Both banks responded and both banks met the RFP requirements.
Discussion	After careful review, Administration has determined that Servus Credit Union offers the best value for the Town of Rimbey at this time. This would be a 48 month contract.
Relevant Policy/Legislation	
Options/Consequences	<ol style="list-style-type: none"> 1. To change banking service provider to Servus Credit Union 2. To keep banking services with ATB Financial
Desired Outcome(s)	
Financial Implications	
Follow Up	Inform both banks of Council decision
Attachments	
Recommendation	Administration recommends changing the Town of Rimbey's banking service provider from ATB Financial to Servus Credit Union.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;">  _____ Lori Hillis, CA, CPA Acting Chief Administrative Officer Chief Financial Officer </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>

Council Agenda Item	7.4
Council Meeting Date	January 25, 2016
Subject	Subdivision Application Weenink
For Public Agenda	Public Information
Background	<p>On November 6, 2015 William Weenink submitted an application for subdivision of Lot 7B, Block J, Plan 012 1726 located at 5022 56 Avenue. Subsequently, the applicant was notified that the original application was incomplete as a plan showing the proposed subdivision prepared by an Alberta Land Surveyor was missing.</p> <p>Upon receipt of a plan showing the proposed subdivision prepared by an Alberta Land Surveyor on November 30, 2015, administration began reviewing the application.</p> <p>A site visit was conducted by Michael Fitzsimmons on December 10, 2015. The site visit indicated that the duplex is an existing structure on the property.</p>  <p>Circulation notices to adjacent neighbours and government agencies were sent out on December 3, 2015. Copies of the notifications and responses are included as appendices.</p>
Discussion	<p>The property is designated Low Density General Residential (R2). The subdivision does comply with Land Use Bylaw 762-03, which states that duplex dwellings are a permitted use. Further, the LUB supports the development of a duplex as Clause 3.4.1 states that</p> <p style="padding-left: 40px;">“a duplex may be built on a lot which is large enough to be re-subdivided”.</p> <p>Additionally, the proposed subdivision has the following dimensions for each lot:</p>

	<ul style="list-style-type: none"> • Area: 306.63m² & 306.63m² • A mean width: 7.62m & 7.62m • Street frontage: 7.62m & 7.62m <p>These dimensions meet the requires of Clause 3.5, which states: “Duplexes: A subdivided lot for one side of a duplex shall have an area of at least 250 square metres (2,690 square feet), a mean width of 7.5 metres (25 feet), and a street frontage of at least 5 metres (16.5 feet).”</p> <p>The property of the proposed subdivision does not fall within an approved Area Structure Plan.</p> <p>As the proposed subdivision is consistent with Town policy, Administration recommends approval of subdivision file TR/15/06 contingent on the following list of conditions:</p> <ol style="list-style-type: none"> 1. Engage an Alberta Land Surveyor to prepare a plan of subdivision to be registered at Land Titles Office based on the drawing prepared by Snell & Oslund dated November 24, 2015. On completion of the survey plan, your surveyor must submit the plan to the Town of Rimbey for endorsement. 4. Make any necessary changes to the gas utility, AltaGas Utilities, to provide service to the lots and provide any easements required. 5. Make arrangements with the power utility, Fortis, to provide service to the lots, and provide any easements required. <i>(You should contact the utilities before finalizing the survey, because they may require easements to be registered simultaneously with the plan of subdivision.)</i> 6. Any outstanding taxes on the property are to be paid in full. 7. Municipal Reserves are not owing as the land that is to be subdivided is less the 0.8 hectares. 8. The applicant is pay and endorsement fee of \$200 at the time of endorsement.
Relevant Policy/Legislation	Municipal Government Act Subdivision and Development Regulations
Options/Consequences	Option 1: Approve the subdivision with the conditions proposed. Option 2: Approve the subdivision with revised conditions. Option 3: Refuse the subdivision stating reasons.
Desired Outcome(s)	Council approve the subdivision with the conditions proposed.
Financial Implications	None to the Town

Follow Up	N/A	
Attachments	<ol style="list-style-type: none"> 1. Application including Land Title 2. Agency circulation notice and responses. 3. Adjacent Landowner circulation notice and responses. 	
Recommendation	As the proposed subdivision is consistent with Town policy, Administration recommends approval of subdivision file TR/15/06.	
Prepared By:	<p style="text-align: center;">  _____ Liz Armitage Contract Development Officer </p>	<p style="text-align: center;">  _____ Date </p>
Endorsed By:	<p style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </p>	<p style="text-align: center;">  _____ Date </p>

APPLICATION FOR SUBDIVISION APPROVAL

~~WEST CENTRAL PLANNING AGENCY
#105, 5111 50th Avenue
Wetaskiwin, Alberta T9A 0S5
Tel: 780-352-2215/ Fax: 780-352-2211~~

File _____
Date Received _____
Date Registered _____
Fees Received _____

REGISTERED OWNER

Name William Weenick
Address Box 1667 Rimbay
Postal Code T0C-2J0 Telephone 403-843-6867 Fax _____

LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

Quarter _____ Section _____ Township _____ Range _____ Meridian _____
Lot 7B Block 5 Plan 0121726
Municipal Address if any 5022-56 Ave.
Area of current title 0.150733 Acre Area of lot(s) to be created 2

LOCATION AND PRESENT USE

Name of Municipality Rimbay
If the land is immediately adjacent to a municipal boundary, give name of the other municipality _____
If the land is within half a mile (800m) of a highway or secondary road, give its number Highway 20A
If the proposed parcel is within 1.6km (one mile) of a sour gas facility, give its location _____
If the proposed parcel contains or is bounded by a river, stream, lake or other water body of water, or by a drainage ditch or canal, give it name _____
Present land classification (zoning) R2

PROPOSED SUBDIVISION

Describe the proposed subdivision Duplex Built on R2 Lot.
Number of lots to be created 2
Describe any existing buildings On the proposed parcel(s) New Duplex
List all utility services available (water, sewer, gas, power, etc) town water & Sewer is hooked up.
Describe the soil, slope and vegetation _____
Describe the present sewage disposal system and indicate its location on a sketch _____

OWNER'S APPLICATION AND CONSENT

1. I am registered owner of the property above noted.
2. I apply for approval to subdivide the property as noted above.
3. The information on this form is full and complete and is to the best of my knowledge a true statement of the facts relating to this application for subdivision.
4. I consent to staff of the Agency, municipality and referral agencies entering that land to conduct a site inspection.
5. The information on this form may be released under S.217 of the Municipal Government Act or successor legislation.
6. *(Delete if not applicable)* I nominate the person noted below to act as my agent in processing the application.


Signature of owner

Nov 6/15
Date

OWNER'S AGENT

Name _____

Address _____

Postal Code _____ Telephone _____ Fax _____

Signature of Owner's Agent

Date

Application fees:

The application fee is \$450 plus \$100 for each new lot to be created. An application to split a quarter section into two parts therefore costs \$550. After the subdivision is approved, and the surveyor's plan is submitted for final approval, endorsement fees of \$100 are charged for each lot resulting from the subdivision. Splitting a quarter section in two parts therefore attracts a fee of \$200 at that time. Per-lot application and endorsement fees are not charged for

roads, utility lots, and reserves or

the adjustment of the boundary of an existing lot, or

where the new lot is defined by an existing intervening surveyed ownership, for example where a quarter is split by a highway.

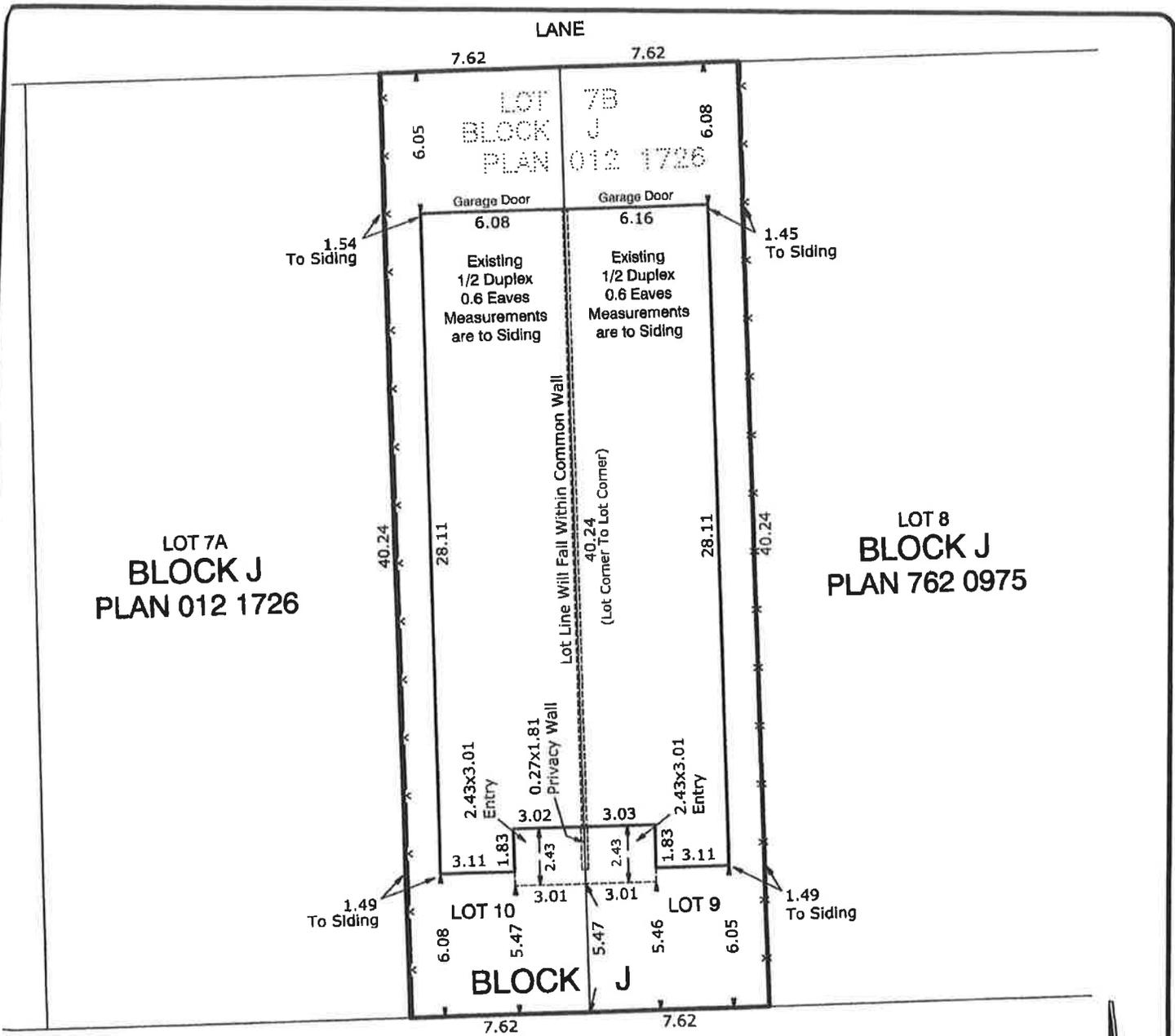
If the application is accompanied by a Real Property Report prepared by an Alberta Land Surveyor, the application fee will be reduced by \$100.

An application to amend an existing, unregistered approval is charged at half rate.

Fees are non refundable but are exempt from GST.

Form: July 28, 2006

NOTE: A DETAILED SKETCH OF THE PROPOSED LOT MUST BE SUBMITTED ALONG WITH THE APPLICATION. WITHOUT THE DRAWING, THE APPLICATION CAN'T BE PROCESSED.



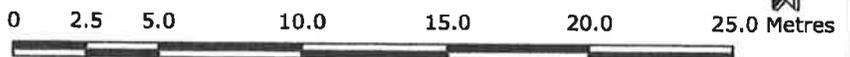
56th (QUEENS) AVENUE

PLAN SHOWING PROPOSED SUBDIVISION OF LOT 7B, BLOCK J, PLAN 012 1726 RIMBEY, ALBERTA

LEGEND & NOTES

- AREA TO BE REGISTERED IS OUTLINED THUS
- AND CONTAINS 0.061 ha. (0.15 Ac.)
- FENCE LINES ARE SHOWN THUS
- DISTANCES ARE IN METRES AND DECIMALS THEREOF.

SCALE = 1: 250



Snell & Oslund <small>Surveys (1979) Ltd. RED DEER, ALBERTA, Ph. 1-888-310-1255</small>	DRAFTED BY: F	DWG FILE NAME: 2694-001 APP
	CHECKED BY: CV	DATE: NOVEMBER 24, 2015



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0028 821 619 0121726;J;7B 102 276 883

LEGAL DESCRIPTION

DESCRIPTIVE PLAN 0121726
BLOCK J
LOT 7B
EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 5;2;42;28;SW
ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF RIMBEY

REFERENCE NUMBER: 062 482 784

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
102 276 883	09/08/2010	TRANSFER OF LAND	\$50,000	SEE INSTRUMENT

OWNERS

WILLIAM WEENINK

AND

BRIAN WEENINK

BOTH OF:

BOX 116

RIMBEY

ALBERTA T0C 2J0

AS JOINT TENANTS

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

(CONTINUED)

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 2 DAY OF
DECEMBER, 2015 AT 01:14 P.M.

ORDER NUMBER: 29744511

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



The Town of Rimbey

4938-50th Ave P.O. Box 350 Rimbey, Alberta T0C 2J0

12/3/2015

Re: Subdivision Application: TR/15/06

Please find attached the application for Subdivision TR/15/06, located within the Town of Rimbey.

As a potentially affected agency, we are requesting that you review the enclosed information and forward your comments, recommendations and/or requirements with respect to this application. If you have any comments regarding this file, please contact our office within 10 days (December 14, 2015 as the 10th day falls on a weekend). The 10 day period is extended to 30 days if the Crown requests an extension.

Your comments will then be considered by the Town's Administration. Should no response be received by the requested date, it will be considered that you have no comments with respect to this application.

The information regarding this proposal is listed as follows:

APPLICATION: Subdivision

LEGAL DESCRIPTION: Plan 0121726, Block J, Lot 7B

APPLICANT/OWNER: William Weenick

Please reply referring to the application number quoted at the top of this page to the attention of:

Elizabeth Armitage, MEDES, RPP, MCIP
Town of Rimbey
Email: generalinfo@rimbey.com
Fax: (403).843.6599
Phone (Direct): 403.383.2366

No Comments or Objections

Comments to Follow

Tel: 403.843.2113
Fx: 403.843.6599
E: generalinfo@rimbey.com
www.rimbey.com

Agency Circulation List:

Adjacent Municipality	Ponoka County Debbie Raugust: debbiraugust@ponokacounty.com
Public School Board	Ponoka (Wolf Creek) Joe Henderson: Joe.henderson@wolfcreek.ab.ca
Alberta Transportation Alberta Environment Alberta Sustainable Resource	TransDevelopmentRedDeer@gov.ab.ca 1.403.340.5022 1.780.427.4407
Public Lands Management Alberta Energy Regulator	1.780.427.1185 (Sarah Schwartz) Setbackreferrals@aer.ca
David Thompson Health Ponoka	1.403.783.3825
Alta Link Management (power)	subdivisions@contractlandstaff.com 1.403.267.4454
ATCO Gas	land.admin@atcogas.com or Godswill.Onwunali@atcogas.com 403.357.5234
ATCO Pipelines	Isabel Solis: Isabel.solis@atcopipelines.com
CP Rail	1.403.319.3727

APPLICATION FOR SUBDIVISION APPROVAL

~~WEST CENTRAL PLANNING AGENCY
#105, 5111 50th Avenue
Wetaskiwin, Alberta T9A 0S5
Tel: 780-352-2215/ Fax: 780-352-2211~~

File _____
Date Received _____
Date Registered _____
Fees Received _____

REGISTERED OWNER

Name William Weenik
Address Box 1667 Rimbey
Postal Code T0C-2J0 Telephone 403-843-6867 Fax _____

LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

Quarter _____ Section _____ Township _____ Range _____ Meridian _____
Lot 7B Block 5 Plan 0121726
Municipal Address if any 5022-56 Ave.
Area of current title 0.150733 ACRES Area of lot(s) to be created 2

LOCATION AND PRESENT USE

Name of Municipality Rimbey
If the land is immediately adjacent to a municipal boundary, give name of the other municipality _____
If the land is within half a mile (800m) of a highway or secondary road, give its number Highway 20A
If the proposed parcel is within 1.6km (one mile) of a sour gas facility, give its location _____
If the proposed parcel contains or is bounded by a river, stream, lake or other water body of water, or by a drainage ditch or canal, give its name _____
Present land classification (zoning) R2

PROPOSED SUBDIVISION

Describe the proposed subdivision Duplex Built on R2 Lot.
Number of lots to be created 2
Describe any existing buildings On the proposed parcel(s) New Duplex
List all utility services available (water, sewer, gas, power, etc) town water & sewer is hooked up.
Describe the soil, slope and vegetation _____
Describe the present sewage disposal system and indicate its location on a sketch _____

OWNER'S APPLICATION AND CONSENT

1. I am registered owner of the property above noted.
2. I apply for approval to subdivide the property as noted above.
3. The information on this form is full and complete and is to the best of my knowledge a true statement of the facts relating to this application for subdivision.
4. I consent to staff of the Agency, municipality and referral agencies entering that land to conduct a site inspection.
5. The information on this form may be released under S.217 of the Municipal Government Act or successor legislation.
6. *(Delete if not applicable)* I nominate the person noted below to act as my agent in processing the application.


Signature of owner

Nov 6/15
Date

OWNER'S AGENT

Name _____

Address _____

Postal Code _____ Telephone _____ Fax _____

Signature of Owner's Agent

Date

Application fees:

The application fee is \$450 plus \$100 for each new lot to be created. An application to split a quarter section into two parts therefore costs \$550. After the subdivision is approved, and the surveyor's plan is submitted for final approval, endorsement fees of \$100 are charged for each lot resulting from the subdivision. Splitting a quarter section in two parts therefore attracts a fee of \$200 at that time. Per-lot application and endorsement fees are not charged for

roads, utility lots, and reserves or

the adjustment of the boundary of an existing lot, or

where the new lot is defined by an existing intervening surveyed ownership, for example where a quarter is split by a highway.

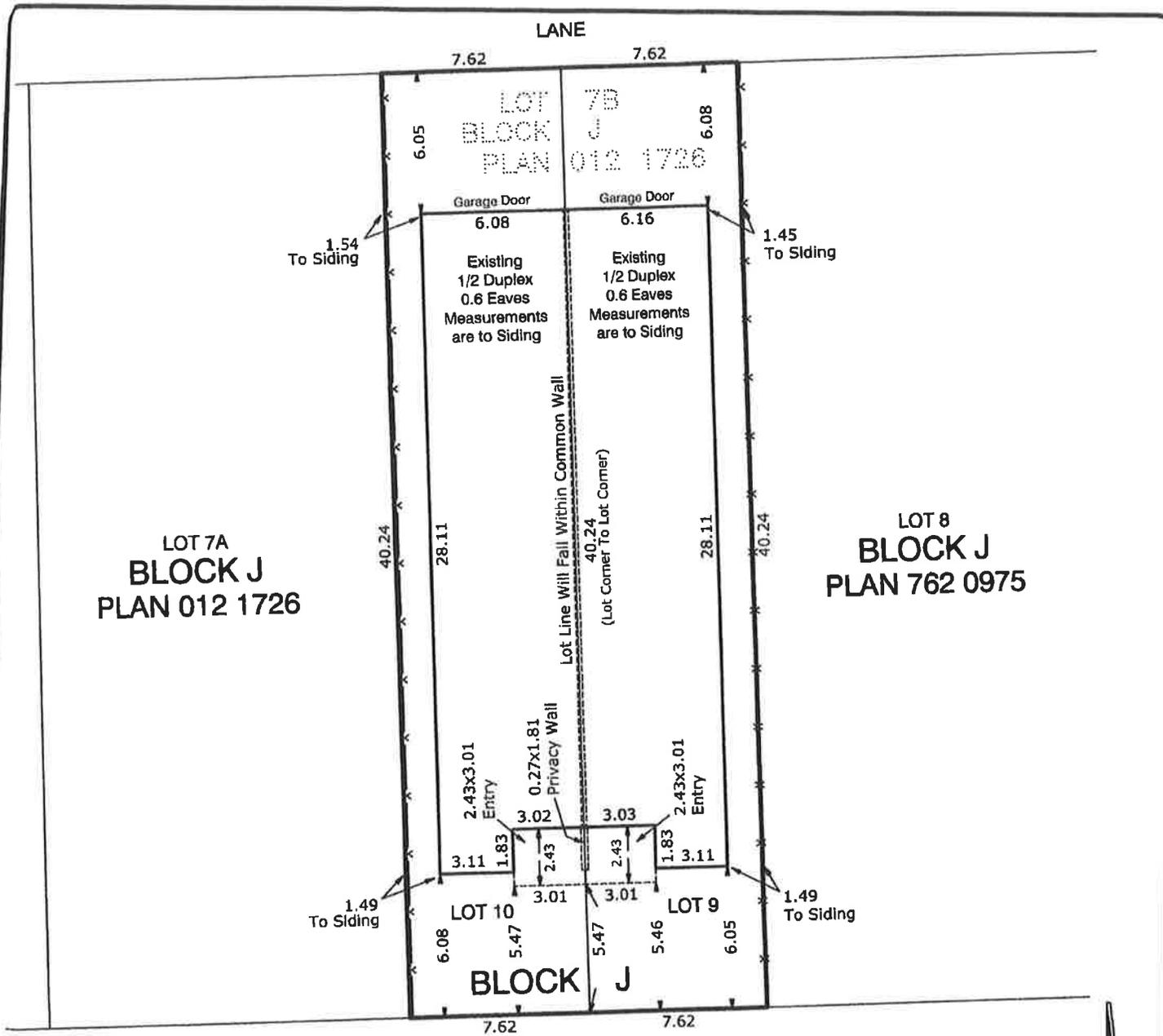
If the application is accompanied by a Real Property Report prepared by an Alberta Land Surveyor, the application fee will be reduced by \$100.

An application to amend an existing, unregistered approval is charged at half rate.

Fees are non refundable but are exempt from GST.

Form: July 28, 2006

NOTE: A DETAILED SKETCH OF THE PROPOSED LOT MUST BE SUBMITTED ALONG WITH THE APPLICATION. WITHOUT THE DRAWING, THE APPLICATION CAN'T BE PROCESSED.

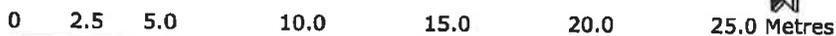


**PLAN SHOWING
PROPOSED SUBDIVISION OF
LOT 7B, BLOCK J, PLAN 012 1726
RIMBEY, ALBERTA**

LEGEND & NOTES

- AREA TO BE REGISTERED IS OUTLINED THUS
- AND CONTAINS 0.061 ha. (0.15 Ac.)
- FENCE LINES ARE SHOWN THUS
- DISTANCES ARE IN METRES AND DECIMALS THEREOF.

SCALE = 1: 250



Snell & Oslund <small>Surveys (1979) Ltd. RED DEER, ALBERTA, Ph. 1-888-310-1255</small>	DRAFTED BY: F	DWG FILE NAME: 2694-001 APP
	CHECKED BY: CV	DATE: NOVEMBER 24, 2015



December 14, 2015

Outside File #:TR/15/06
ATCO Gas File #15-RIMB01

Town of Rimbey
4938 – 50 Avenue, Box 350
Rimbey, Alberta T0C 2J0

Dear Sir/Madam;

RE: Proposed Subdivision – Plan 0121726, Blk J, Lot 7B (Town of Rimbey)

The comments contained in this response deal only in relation to ATCO Gas as a utility provider and/or an occupant of municipal rights of way. These comments do not apply if ATCO Gas and Pipelines Ltd. own any lands affected by this proposal

The Engineering Design Department of ATCO Gas has reviewed the above named plan and has no objections subject to the following conditions:

1. There is an existing ATCO Gas facility in this area. If it should be necessary to lower, relocate or make any alterations to the existing pipelines and/or appurtenances due to this project, contact Jon Martin at (780) 509-2261. When required, contact should be provided prior to your construction to enable an adequate and timely response by ATCO Gas.
2. When gas service is required, to avoid delays, the owner/developer should contact an ATCO Gas Service Applications administrator at 780-420-7279 or 780-420-7514 or the local ATCO Gas District office, to discuss their service requirements, timing details and any associated costs. Note each lot/unit is to have a separate service line.
3. Please contact Alberta One-Call (at 1-800-242-3447) to have the gas lines located at least 48 hours prior to excavation.
4. Maintain a 0.3m vertical clearance and a 1.0m horizontal clearance between ATCO Gas' distribution gas lines and your facilities.

...../2

5. Clearance requirements from ATCO Gas' pipelines for trees are as follows:
- Minimum of 1 meter from the tree spade (hand expose the pipeline)
 - If work must be carried out on a line with trees above it, the trees must be removed
 - To minimize damage, root balls should clear the buried pipeline by 1.2 meters
 - Shrubs may be planted in gas Right-of-Ways, but trees are not permitted to be planted on gas Right-of-Ways
 - Maintain a minimum clearance of 1.2 meters from planted trees, prior written consent should be obtained through ATCO Gas' Land Administration Department at 420-8012.

If you have any questions or concerns, please contact me at 780-509-2261.

Yours truly,

**ATCO Gas,
a division of ATCO Gas and Pipelines Ltd.**

A handwritten signature in black ink, appearing to read "Jon Martin". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jon Martin, P. Eng.
District Engineering (North)

December 8th, 2015

File: Rimhey (SUB)
Town File: RP/15/06

Town of Rimhey
4938 - 50th Avenue
PO Box 350
Rimhey, AB T0C 2J0
Sent via email to: generalinfo@rimbey.com

Attention: Elizabeth Armitage

**RE: PROPOSED SUBDIVISION (WEENINK)
LOT 7B, BLOCK J, PLAN 012 1726; PT. SW 28-42-02-W5
HIGHWAY 20A, ACCESS VIA 56TH AVENUE**

With reference the subdivision application to create two lots at the above noted location.

As the subject property is not adjacent to Highway 20A, and posted Highway 20Aspeed limit is less than 80 kilometres per hour, the proposed subdivision which is not within the jurisdictional limits of a provincial highway.

As such, we have no objections with the proposed subdivision as proposed and/or favorable consideration by the Town of Rimhey subdivision authority.

If you have any questions, please contact me or Sandy Choi at 403-340-5166. Thank you for the referral and opportunity to comment.

Yours truly,



Lee Bowman
Development & Planning Technologist

/sc

Subject: FW: Town of Rimbey, Subdivision Application: TR/15/06
From: "Michael Fitzsimmons" <michael@rimbey.com>
Sent: 2015-12-09 10:36:51 AM
To: "Liz Armitage (vicinia.planning@gmail.com)" <vicinia.planning@gmail.com>

From: Debbi Raugust [mailto:debbiraugust@ponokacounty.com]
Sent: Thursday, December 03, 2015 4:04 PM
To: Michael Fitzsimmons <michael@rimbey.com>
Subject: RE: Town of Rimbey, Subdivision Application: TR/15/06

Ponoka County has no objection to this application.



Debbi Raugust, Executive Secretary
Ponoka County
4205 Highway #2A
Ponoka, Alberta T4J 1V9
(403) 783-3375 (direct)

From: Michael Fitzsimmons [mailto:michael@rimbey.com]
Sent: December-02-15 4:14 PM
To: debbiraugust@ponokacounty.com
Subject: Town of Rimbey, Subdivision Application: TR/15/06

Good afternoon,

Please find attached the application for Subdivision TR/15/06, located within the Town of Rimbey. As a potentially affected agency, we're requesting that you review the enclosed information and forward any comments, recommendations and/or requirements with respect to the application.

If no responses are received by **December 14, 2015**, it will be considered that you have no comments with respect to this application.

Thank you,

Michael Fitzsimmons
Municipal Intern, Town of Rimbey
Phone: 403-843-2113
Fax: 403-843-6599
Email: michael@rimbey.com

Subject: FW: 15-3850 Response - Town of Rimbey, Subdivision Application: TR/15/06
From: "Michael Fitzsimmons" <michael@rimbey.com>
Sent: 2015-12-16 10:22:33 AM
To: "Liz Armitage (vicinia.planning@gmail.com)" <vicinia.planning@gmail.com>
Attachments: TR1506 Agency Package.pdf

From: Isabel.Solis@atcopipelines.com [mailto:Isabel.Solis@atcopipelines.com]
Sent: Wednesday, December 16, 2015 10:12 AM
To: Michael Fitzsimmons <michael@rimbey.com>
Subject: 15-3850 Response - Town of Rimbey, Subdivision Application: TR/15/06

Good Morning,

ATCO PIPELINES has no objection.

Thank you :)

Isabel Solis | Operations Engineering Administrative Coordinator

ATCO Pipelines | 7210-42 Street NW | Edmonton, AB T6B 3H1
T: 780.420.3896 | F: 780.420.7411 | E: Isabel.Solis@atcopipelines.com

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

 Please consider the environment before printing this e-mail

From: Michael Fitzsimmons [mailto:michael@rimbey.com]
Sent: Wednesday, December 02, 2015 4:19 PM
To: Solis, Isabel
Subject: Town of Rimbey, Subdivision Application: TR/15/06

Good afternoon,

Please find attached the application for Subdivision TR/15/06, located within the Town of Rimbey. As a potentially affected agency, we're requesting that you review the enclosed information and forward any comments, recommendations and/or requirements with respect to the application.

If no responses are received by **December 14, 2015**, it will be considered that you have no comments with respect to this application.

Thank you,

Michael Fitzsimmons

Municipal Intern, Town of Rimbey

Phone: 403-843-2113

Fax: 403-843-6599

Email: michael@rimbey.com

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

Subject: FW: Setback Referral Process
From: "Michael Fitzsimmons" <michael@rimbey.com>
Sent: 2015-12-09 10:36:35 AM
To: "Liz Armitage (vicinia.planning@gmail.com)" <vicinia.planning@gmail.com>

From: Setbackreferrals [mailto:SetbackReferrals@aer.ca]
Sent: Wednesday, December 02, 2015 4:15 PM
To: Michael Fitzsimmons <michael@rimbey.com>
Subject: Setback Referral Process

For referrals that are **required** to be submitted to the Alberta Energy Regulator (AER), as per the *AER Bulletin 2013-03 Mandated Subdivision and Development Application Referrals, Setback Relaxations, Land Development Information Package, and Abandoned Well Information*, an email reply will be sent within **30 business days**.

The bulletin can be found on the AER website at <http://aer.ca/rules-and-regulations/bulletins/aer-bulletin-2013-03>.

The form for submission of a setback referral to the AER can be found here at: <http://www.aer.ca/data-and-publications/aer-forms/miscellaneous-forms>

Questions can be directed to the EPA Helpline via EPAHelpline@aer.ca or (403) 297-2625.

Not Required Setback Referrals	Required Setback Referrals
<p>Referrals are not required for subdivision or development applications:</p> <ul style="list-style-type: none"> ? that do not include a permanent dwelling, business, or public facility, as part of the application (such as applications for road closures, gravel pits, wind farms, storage lots, lot line adjustments, area structure plans, bylaw amendments, rezoning, etc. where no permanent dwellings or public facilities are being proposed in the application) or; ? Where it is known that no sour gas facilities are located within the distances set out above. 	<p>Subdivision and development applications are only required to be referred to the AER if they meet the following AER land use description criteria (land use descriptions are defined in the bulletin's glossary):</p> <ul style="list-style-type: none"> ? Proposed permanent dwelling (8 or less dwellings/businesses per quarter section) where sour gas facilities may be found within a 100 metre radius. ? Proposed unrestricted country development (greater than 8 but less than 50 dwellings/businesses per quarter section) where sour gas facilities may be found within 500 metres. ? Proposed additional development within an urban centre (see definition in bulletin) located outside an urban centre, or a proposed public facility (see definition in bulletin) where sour gas facilities may be found within 1500 metres (1.5 kilometres). <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>If this information is unknown, please indicate on the</p> </div>

Replies will no longer be sent for setback referrals that are not required by the AER for submission.

form submission or in your referral.

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager.

This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.



The Town of Rimbey

4938-50th Ave P.O. Box 350 Rimbey, Alberta T0C 2J0

12/3/2015

Dear Adjacent Landowner(s):

Legal Description: Lot 7B, Blk. J, Plan 0121726
Registered Owner(s): William Weenick
File Number: TR/15/06

We have received an application for **subdivision** of land **near** your property as shown on the enclosed sketch and application.

If you have any questions or concerns, please provide them **in writing within 10 days** from the date of this letter (December 14, 2015 as the 10th day falls on a weekend).

Yours truly,

Elizabeth Armitage
Contract Planning & Development Officer
Town of Rimbey

Encl. Subdivision Application
Subdivision Sketch

Tel: 403.843.2113
Fx: 403.843.6599
E: generalinfo@rimbey.com
www.rimbey.com

APPLICATION FOR SUBDIVISION APPROVAL

~~WEST CENTRAL PLANNING AGENCY
#105, 5111 - 50th Avenue
Wetaskiwin - Alberta - T9A 0S5
Tel: 780-352-2215/ Fax: 780-352-2211~~

File _____
Date Received _____
Date Registered _____
Fees Received _____

REGISTERED OWNER

Name William Wienick
Address Box 1667 Rimbay
Postal Code T0C-2J0 Telephone 403-843-6867 Fax _____

LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

Quarter _____ Section _____ Township _____ Range _____ Meridian _____
Lot 7B Block J Plan 0121726
Municipal Address if any 5022-56 Ave.
Area of current title 0.150733 Acres Area of lot(s) to be created 2

LOCATION AND PRESENT USE

Name of Municipality Rimbay
If the land is immediately adjacent to a municipal boundary, give name of the other municipality _____
If the land is within half a mile (800m) of a highway or secondary road, give its number Highway 20A
If the proposed parcel is within 1.6km (one mile) of a sour gas facility, give its location _____
If the proposed parcel contains or is bounded by a river, stream, lake or other water body of water, or by a drainage ditch or canal, give it name _____
Present land classification (zoning) R2

PROPOSED SUBDIVISION

Describe the proposed subdivision Duplex Built on R2 Lot.

Number of lots to be created 2

Describe any existing buildings On the proposed parcel(s) New Duplex

List all utility services available (water, sewer, gas, power, etc) town water & sewer is hooked up.

Describe the soil, slope and vegetation _____

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

OWNER'S APPLICATION AND CONSENT

1. I am registered owner of the property above noted.
2. I apply for approval to subdivide the property as noted above.
3. The information on this form is full and complete and is to the best of my knowledge a true statement of the facts relating to this application for subdivision.
4. I consent to staff of the Agency, municipality and referral agencies entering that land to conduct a site inspection.
5. The information on this form may be released under S.217 of the Municipal Government Act or successor legislation.
6. *(Delete if not applicable)* I nominate the person noted below to act as my agent in processing the application.


Signature of owner

Nov 6/15
Date

OWNER'S AGENT

Name _____

Address _____

Postal Code _____ Telephone _____ Fax _____

Signature of Owner's Agent

Date

Application fees:

The application fee is \$450 plus \$100 for each new lot to be created. An application to split a quarter section into two parts therefore costs \$550. After the subdivision is approved, and the surveyor's plan is submitted for final approval, endorsement fees of \$100 are charged for each lot resulting from the subdivision. Splitting a quarter section in two parts therefore attracts a fee of \$200 at that time. Per-lot application and endorsement fees are not charged for

roads, utility lots, and reserves or

the adjustment of the boundary of an existing lot, or

where the new lot is defined by an existing intervening surveyed ownership, for example where a quarter is split by a highway.

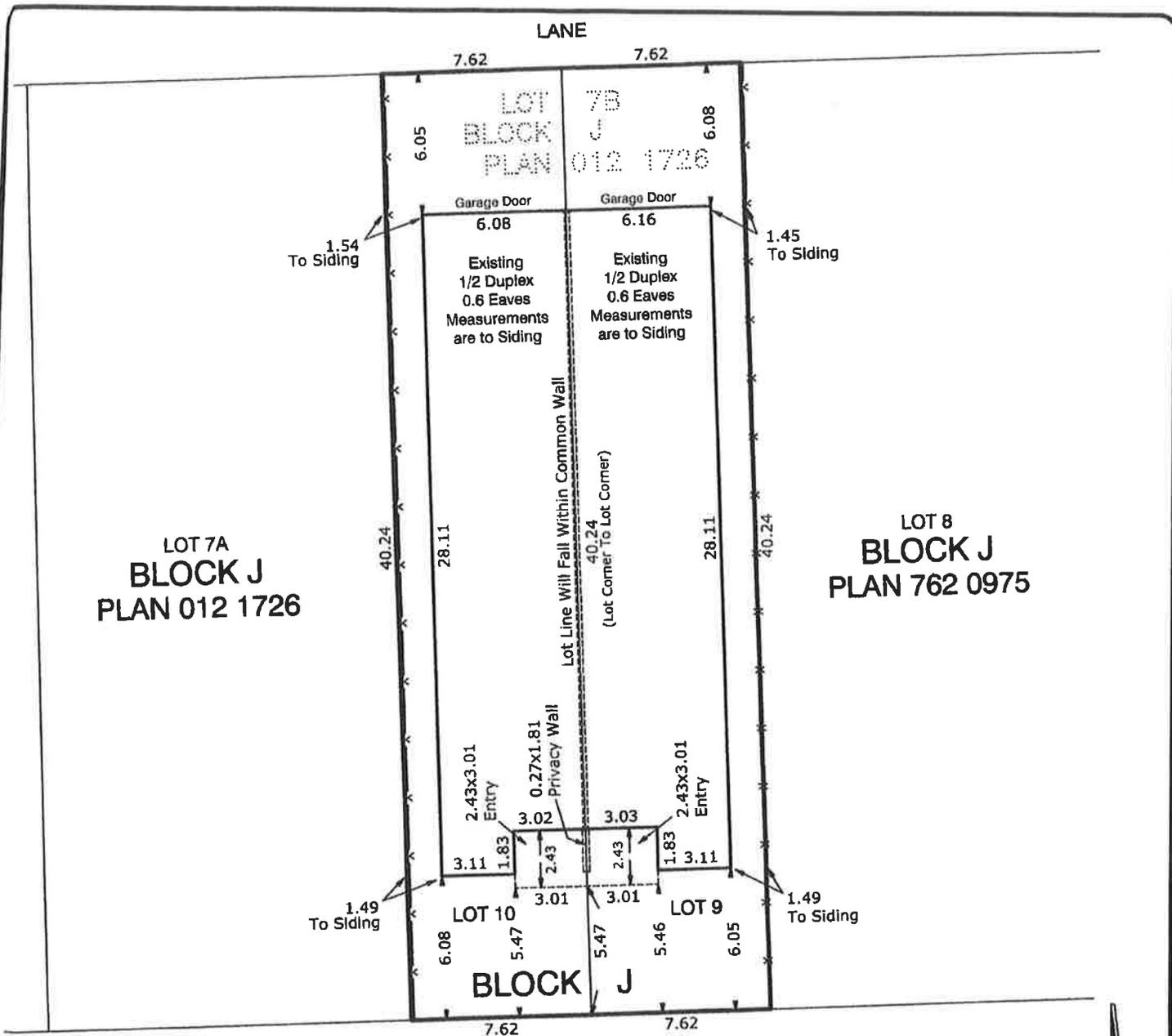
If the application is accompanied by a Real Property Report prepared by an Alberta Land Surveyor, the application fee will be reduced by \$100.

An application to amend an existing, unregistered approval is charged at half rate.

Fees are non refundable but are exempt from GST.

Form: July 28, 2006

NOTE: A DETAILED SKETCH OF THE PROPOSED LOT MUST BE SUBMITTED ALONG WITH THE APPLICATION. WITHOUT THE DRAWING, THE APPLICATION CAN'T BE PROCESSED.



56th (QUEENS) AVENUE

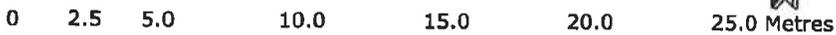
PLAN SHOWING PROPOSED SUBDIVISION OF LOT 7B, BLOCK J, PLAN 012 1726 RIMBEY, ALBERTA



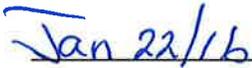
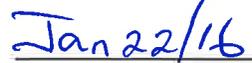
LEGEND & NOTES

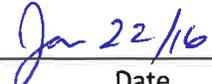
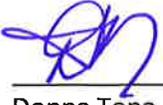
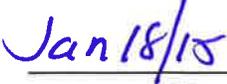
AREA TO BE REGISTERED IS OUTLINED THUS AND CONTAINS 0.061 ha. (0.15 Ac.)
 FENCE LINES ARE SHOWN THUS
 DISTANCES ARE IN METRES AND DECIMALS THEREOF.

SCALE = 1: 250



Snell & Oslund <small>Surveys (1979) Ltd. RED DEER, ALBERTA, Ph. 1-888-310-1255</small>	DRAFTED BY: F	DWG FILE NAME: 2694-001 APP
	CHECKED BY: CV	DATE: NOVEMBER 24, 2015

Council Agenda Item	7.5
Council Meeting Date	January 25, 2016
Subject	Town of Rimbey Vehicles
For Public Agenda	Public Information
Background	To date there is no real policy for Rimbey Town vehicles. Administrations of the past have provided opportunity to staff to take vehicles while on call to their residences and Enforcement Vehicles to their residents due to the verbal authority of the administration of the time, and request from the Summer Villages of Sylvan Lake for ease of service and patrol sense. Administration has confirmed with the past CAO, and Summer Village CAO and CPO Croker that this in fact took place.
Discussion	Administration will be updating policies in the future during 2016 and this is a policy that will be one of the first. One of the issues that Administration wishes to consider is that staff on call is provided a vehicle. Staff who are on call during an emergency or emergent issue provided a vehicle for the duration of the event (Emergency management), Directors.
Relevant Policy/Legislation	None at this time.
Options/Consequences	Changing the current methods may impact contracts or understood agreements with the Summer Villages; however, should those contracts be completed there would be no implications or consequences regarding leaving vehicles in Rimbey.
Desired Outcome(s)	That Council provides administration direction on their thoughts surrounding this new policy that is in development stages.
Financial Implications	Currently should the service continue there may be ancillary fuel costs that are not covered off in the current contracts. Again, should those contracts be finished, this is not a consideration.
Follow Up	This directive will form the basis of the vehicle policy.
Attachments	None
Recommendation	That Council provide direction and discussion regarding this policy development
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Dorina Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>

Council Agenda Item	7.6
Council Meeting Date	January 25, 2016
Subject	Rimbey Curling Club Agreement
For Public Agenda	Public Information
Background	<p>The Rimbey Curling Club is a very dedicated group of curlers that enhance the facility each season with upgrades such as repairing the ice plant and replacing the lighting with LED fixtures which are major expenditures. In speaking with the Club President, he indicated that the club is very active and successful and willing to provide direct support to improve and enhance the rink when money is available.</p> <p>The utilities have historically been paid by the Town for the Curling Club and will now be transferred into the Town's name to secure a better rate in utility costs.</p>
Discussion	<p>The Revised Agreement will be a 5 year lease that gives the Curling Club the overall use of the curling rink, lounge and mezzanine between October 1 to March 31 for scheduled events such as league play, bonspiels and other curling events. Mutual consent between the Town and Curling Club must be given to host other activities/events in the facility on non-scheduled days during the season. The Curling Clubs liquor license is only in effect when they have a scheduled curling event such as League play and Bonspiels.</p> <p>The Curling President and Vice President were consulted prior to submitting the draft copy of the Revised Agreement to Council. Both gentlemen are in favor of the new Agreement.</p>
Relevant Policy/Legislation	None
Options/Consequences	<p>Council may choose to accept the 5 year Curling Club Agreement from October 1st, 2015 - March 31st, 2020.</p> <p>Council may choose to amend the Curling Club Agreement.</p>
Desired Outcome(s)	<p>The Club is very successful, community minded and willing to enhance their club. They take great pride in the club and serve the taxpayers well by keeping it clean and maintained. Administration is asking Council to consider the effort and money's put into the building by the Club in its final deliberations for a resolution.</p>
Financial Implications	
Follow Up	Administration will follow up with the Curling Club based on Council's decision.
Attachments	Revised Agreement
Recommendation	Administration recommends Council accept the Agreement as written or provide any amendments to the agreement based on resolution.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Cindy Bowie Director of Community Services </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>

RIMBEY CURLING CLUB AGREEMENT

This renewal agreement made in duplicate this ___ day of _____ 2016 A.D., between:

The Town of Rimbey
(referred to as "the Town" in this agreement)

AND

The Rimbey Curling Club
(referred to as "the Curling Club" in this agreement)

WHEREAS the Town is the owner of the facility known as the Peter Lougheed Community Centre located at 5109 54th St. in Rimbey, Alberta;

AND WHEREAS the Curling Club desires to lease a portion of the Peter Lougheed Community Centre upon the terms contained in this Agreement;

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

AREAS

1. The Town gives the Curling Club the right to use the Curling Club premises as outlined in Schedule A.
2. In conjunction with the Curling Club the right to access and to use those amenities not within the Curling Club, such amenities being listed on Schedule B.

TERM

3. This Agreement shall be in effect for **Five** years commencing October 1st, 2015 to March 31st, 2020.

RENTAL

4. The Curling Club will pay to the Town the sum of \$650.00 for the first year and an increase of 3% compounded for each following year. See Schedule D for yearly lease payments. The Town will continue to provide maintenance on the building structure and all plumbing and heating issues in the curling rink lounge and lobby.

OCCUPANCY

5. The Curling Club shall have ~~exclusive~~ **overall** use of the premises from October 1st annually to March 31st annually.

6. The Curling Club Lounge shall be operated exclusively by the Curling Club for the term of this Agreement. An event can be held in the facility if the Curling Club does not have a scheduled event planned and mutual consent is given by both the Club and the Town. Room rental of the Lounge from April 1st to September 30th shall be made through the Town.

CURLING CLUB OBLIGATIONS

7. The Curling Club shall:
 - a) Have the exclusive right to manage and operate the Curling Club premises for the full term of the lease.
 - b) Refrain from, without Town's prior written consent, assigning the whole or part of this Agreement or any obligation contained herein; the Town may unreasonably withhold any assignment proposed by the Curling Club.
 - c) Ensure that the rates for the use of the demised premises by all groups shall be sufficient to cover all costs of janitorial cleaning and supervisory services necessitated by all such uses conducted thereon.
 - d) Transfer the power, gas and water/sewer/garbage utilities to the Town of Rimbey. The Curling Club will continue to pay the Telephone expenses.
 - e) Ensure that the premises will be used for the operation of a Curling Club and the related business and social activities during the lease period.
 - f) Provide janitorial and cleaning services for the curling lounge, and maintain the interior of the demised premises in a neat and clean condition to the satisfaction of the Town. Provide cleaning for lower lobby and stairway for bonspiels.
 - g) Promptly notify the Town of any condition, natural or otherwise, that has or may seriously damage the premises or amenities.
 - h) Permit the Town at all reasonable times to enter and review the state of repair of the premises and amenities used by the Curling Club and the Curling Club's operations.
 - i) Comply with all Provincial, Federal and Municipal legislation and regulations including, without limiting the foregoing, ensuring that the premises and the Curling Club's activities within the amenities are in compliance with the Public Health Act.
 - j) At their own expense, provide for and install the required ice surface, and shall provide and pay for the cost of maintaining such ice surface and the operating,

repair and maintenance of all machinery and related equipment.

- k) Pay any costs or expenses incurred in or make any repairs or replace any parts of the facility damaged or destroyed by the Curling Club or person using or occupying the facility with the express or implied consent of the Curling Club.
- l) Be responsible for supplying and paying all costs incurred relevant to the operation of the premises which, without restricting the generality of the foregoing shall include equipment maintenance, supplies and equipment, and instructional/program costs.
- m) Be entitled to retain all of the net profits from the operation of the demised premises during the term of the agreement, after payment of all expenses and sums required to be paid by it under this agreement, shall maintain adequate accounting records of its operations.
- n) Refrain from constructing or permitting to be constructed any structure or other thing that is, in the opinion of the Town, a permanent improvement unless the Town provides approval in writing to the Curling Club. Any such structure or other thing that is erected shall comply with all relevant Municipal, Provincial and Federal legislation.
- o) The Curling Club shall at its sole cost and expense place and maintain, during the Term of this Agreement, the following insurance:
 - i. Insurance against loss or damage by fire and such additional perils as they are defined in a standard fire insurance contract on all tenants improvements, furnishings, property, equipment and contents owned by the Curling Club;
 - ii. Comprehensive General Liability insurance protecting and indemnifying the Curling Club and Town against any and all claims for injury or damage to person or property or for loss of life occurring upon, in or about the Leased Premises, for an amount of not less than \$5,000,000.00 and which policy shall name the Town as an Additional Insured, and shall contain a clause that the insurer will not cancel or change the insurance without first giving the Town 30 days prior written notice.
- p) Indemnify and save harmless the Town against all liabilities, damages, claims or expenses arising out of any act or neglect of the Curling Club or its servants, employees, agents, invitees or licensees in or about the demised premises, or arising out of any breach, violation or non-performance by the Curling Club of any of the provisions of this lease, including liabilities, injuries or damage to the persons or property of the Curling Club's servants, employees, agents, invitees or licensees.

- q) Indemnify and save harmless the Town of and from any and all damages caused to the demised premises resulting from the negligence of the Curling Club or the failure of the Curling Club to properly and adequately supervise the demised premises.

CAPITAL IMPROVEMENTS

8. Capital improvements made to the premises must be approved in writing by the Town. An inspection must be completed with both parties present to review the improvement and sign off that the project was completed to everyone's satisfaction.

CANCELLATION/INTERRUPTION

9. In the event of mechanical failure in the facility, or in the event the Town is of the opinion that it would not be advisable to use or occupy the facility, the Town may terminate or suspend this Agreement immediately or on a date fixed by the Town in the notice given to the Curling Club. Compensation for such closure shall be as follows:
 - a) If the premise is rendered unfit for occupancy by the Curling Club, the rent shall abate in proportion to that part of the premises rendered unfit until the premises has been repaired or restored.
 - b) If the premise is rendered unfit for use by the Curling Club the rent shall be suspended until the premises has been repaired or restored.
 - c) If the premises shall, in the opinion of the Town, be incapable of being repaired or restored with reasonable diligence within 60 days of the happening of the damage, this Agreement shall be terminated from the date of damage and the Curling Club shall immediately surrender the premises to the Town. The rent shall be apportioned and be payable by the Curling Club only to the date of such damage. The Curling Club may re-enter and re-possess the premises forthwith upon such damage being repaired.

TERMINATION

10. The parties have the right to terminate this Agreement upon giving the other thirty (30) days written notice.

NOTICE

11. Notice shall be served by registered mail addressed or personally delivered to:

a) The Town: Chief Administrative Officer
Town of Rimbey
Box 350
Rimbey, AB
T0C 2J0

b) The Curling Club: President
Rimbey Curling Club
Box 768
Rimbey, AB
T0C 2J0

12. Any notice served pursuant to this Agreement shall be deemed to have been received seven (7) days after mailing or in the case of personal delivery, on the date delivered to the party receiving the notice.

Default of any of the terms by either party will be considered a breach of this contract and will render the contract null and void.

This agreement can be amended upon mutual agreement.

Signed this _____ day of _____, 2016 at Rimbey, Alberta.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals the day and year first above written.

THE TOWN OF RIMBEY

THE RIMBEY CURLING CLUB

Mayor

President

Town of Rimbey CAO

Treasurer

SCHEDULE A

The Rimbey Curling Club shall have ~~full~~ control of the following areas in the Rimbey Community Centre:

- Curling Rink
- Curling Club Lower Storage Room
- Curling Club Lounge – shall be available to the Town if there is mutual consent on the use of the area and the Club does not have a scheduled event.

SCHEDULE B

The Rimbey Curling Club shall have ~~controlled~~ access to the following amenities of the Rimbey Community Centre:

- Curling Club Lower Lobby
- Fitness Centre Change rooms
- Community Centre Main Washrooms
- Upper Arena Mezzanine – shall be available to the Town if there is mutual consent on the use of the area and the Club does not have a scheduled event.

SCHEDULE C

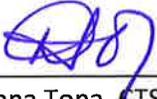
The Rimbey Curling Club has proposed the following renovations/upgrades for the Curling Rink facility. These projects maybe completed once funding and resources are available.

- Improvements in Lighting over the ice surface
- Repair the Ice Plant compressor
- Remove and upgrade the bar counter in the Curling Rink Lounge
- Paint the walls in the ice surface
- Replace the carpet surrounding the ice surface

SCHEDULE D

5 year Lease Fees:

2015/2016	\$650.00
2016/2017	\$669.50
2017/2018	\$689.59
2018/2019	\$710.28
2019/2020	\$731.59

Council Agenda Item	7.7
Council Meeting Date	January 25, 2016
Subject	Town of Rimbeey Vision Statement
For Public Agenda	Public Information
Background	<p>At the December 14, 2015 Special Council Meeting, Council was requested to consider the following 5 questions in order to determine a Vision Statement for the Town of Rimbeey.</p> <ol style="list-style-type: none"> 1. What needs to be changed? 2. Why should issues be addressed? 3. What are the strengths of our assets? 4. What is your dream end state? 5. What would success look like? <p>It was suggested to work through these questions starting at question 5 and ending with question 1.</p>
Discussion	<p>The tentative vision statement as follows requires a resolution to accept or an amendment so we can start to build the strategic plan for 2017/2018.</p> <p>To provide governance that fosters a progressive, evolving lifestyle.</p>
Relevant Policy/Legislation	Not applicable
Options/Consequences	
Desired Outcome(s)	A new vision statement
Financial Implications	Not applicable
Follow Up	Administration will publish the results of the mission and vision.
Attachments	Developing Rimbeey's Vision - Questions to Consider Building a Vision Statement
Recommendation	That Council work toward a new Vision Statement.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;"> _____ Date </div> </div>

Mission Statement: Building a community known for its quality lifestyle.

Developing Rimbey's Vision - Questions to Consider

(Work backwards from 5 through 1).

- 1. What needs to be changed?**
- 2. Why should issues be addressed?**
- 3. What are the strengths of our assets?**
- 4. What is your dream end state?**
- 5. What would success look like?**

Building a Vision Statement

It is very important that the vision is S.M.A.R.T

- **Specific---Measurable---Achievable---Realistic---Time based**

We need to be clear this is the most important part of a successful structure and will be the legacy of this town council and our community.

Home Work: Please review the following; ask questions of community ask for their input, office staff, family, friends, business associates, etc. This will provide input for the S-M-A-R-T result.

What a Vision Statement SHOULD be:

There are a few common rules that pretty much all good Vision Statements should follow:

1. **They should be short – two sentences at an absolute maximum.** It's fine to expand on your vision statement with more detail, but you need a version that is punchy and easily memorable.
2. **They need to be specific to your community** and describe a unique outcome that only you can provide.
3. **Do not use words that are open to interpretation.** For example, saying you will 'maximize resident needs' doesn't actually mean anything unless you specify what it actually looks like or the output is..
4. **Keep it simple enough for people both inside and outside your community to understand.** No technical jargon, no metaphors and no business buzz-words!
5. **It should be ambitious enough to be exciting but not too ambitious that it seems unachievable.** A vision outside 8 to 10 years needs to be challenged as it might not be measurable.
6. It needs to **align to the Values of your mission statement** that you want the community, and all internal, external stakeholders can exhibit as they perform their work.

The Process

Step 1: Define what you do as an output. Ensure you stay output focused, what does or do we need to see the community actually do.

Step 2: Define what unique twist your community brings to the above outcome Define what makes our community special/unique that will sit in the minds of people.

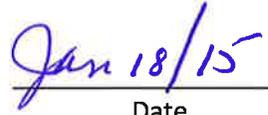
Step 3: Apply some high-level quantification Do not become to specific that time runs out quickly apply high level outputs that are measurable and can be published

Step 4: Add relatable, human, 'real Rimbey' aspects add a real-life aspect so that people can conjure up a solid mental image to associate with your vision statement.

Example of a winning business Vision. Ensure that every customer who leaves our store, does so smiling.

Bringing it all together with the intent that you can say yes to the following.

- Step 1 – The output
- Step 2 – The twist
- Step 3 – The quantification
- Step 4 – The human connection

Council Agenda Item	7.8
Council Meeting Date	January 25, 2016
Subject	Tagish Engineering Project Status Updates to January 12, 2016
For Public Agenda	Public Information
Background	Tagish Engineering is supplying their status report.
Discussion	Tagish Engineering is the Town of Rimbey's Engineering firm. As such they are required to provide status updates as well as meeting with Administration.
Relevant Policy/Legislation	Not applicable.
Options/Consequences	Not applicable.
Desired Outcome(s)	Not applicable.
Financial Implications	None at this time.
Follow Up	None at this time.
Attachments	Tagish Engineering Project Status Update to January 12, 2016.
Recommendation	To accept the Tagish Engineering Project Status Updates to January 12, 2016 as information.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>



PROJECT STATUS UPDATES

January 12, 2016

Town of Rimbey

RB00 – Rimbey General

This project is for small general requests for the Town.

(November 3)

- Discussed Rimstone Drive billing with Town, the Town is comparing numbers against their Tri-party Agreement.
- Tagish has requested final documentation from WSP to support CCC for this year's construction.
- Tagish attended developer summit last week.
- Tagish is completing estimates for 2016 capital works.
-

(November 17)

- Engineering drawings of Rimoka Site plan and Stormwater Management Facility were reviewed with letter of concerns forwarded to Rimoka's engineer.
- Tagish is working on preparing cost estimates for 2016 Capital Projects.

(December 1) Updated cost estimates for 2016 Capital Projects are being prepared and will be submitted to the Town in the first week of December.

(December 15)

- SJC Development Corporation (Rimstone Development) has submitted a CCC application for curb, gutter and granular road base. Tagish Engineering is reviewing the application.
- 2016 Capital Projects estimates were completed and sent to the Town.

(January 12) No Change.

RB106 Rimbey Northeast Lagoon Subdrain Upgrades - GM

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

(November 3) Contacted AMEC to provide Omni-McCann with draft copy of the "Aquifer Connectivity Evaluation Northeast Wastewater Lagoons" report. Meeting to be schedule with all parties involved.

(November 17) Town Administration, AMEC and Tagish Engineering met to review the "Aquifer Connectivity Evaluation Northeast Wastewater Lagoons Report" and discussed layout options to move forward. Tagish to provide the Town with a letter outlining a budget estimate to provide an alternative ground water supply in the event Well # 13 is not able to be utilized.

(December 1) Tagish has prepared a Water Well Risk Mitigation Concept Report complete with budget estimates. Tagish to submit the report on behalf of the Town to Alberta Transportation for funding assistance. The final copy of the AMEC Foster Wheeler "Aquifer Connectivity Evaluation Northeast Wastewater Lagoons Report" will be part of the total submission.

(December 15)

- Water Well Risk Mitigation Concept Report was completed and submitted to Alberta Transportation for funding. Alberta Transportation requested additional information of which the Town was able to supply. Alberta Transportation has indicated that if the project is started prior to AMWWP funding approval, the project becomes ineligible.

- LEX3 Engineering Inc. completed an inspection of the Community Center roof and have provided comments and budget estimates to replace the roof with a pitched metal roof.

(January 12)

- Water Well Risk Mitigation Concept Report was submitted to Alberta Environment as information, in both digital and hard copy.
- Provided Administration with information related to Wastewater Composite Samplers, and Budget Estimates for the supply and installation of a wastewater sampler at both the Northeast and South Lagoons.

RB122 – Water System Upgrades 2014 – (GM)

(November 3) November 2 a construction completion inspection was completed at Well #12, #13 and Main reservoir.

(November 17) Nason Contracting Group is working with the equipment supplier to replace the Flow Switch.

(December 1) Nason Contracting Group have advised Tagish that the replacement flow switch has arrived and will be installed in early December.

(December 15) No Change.

(January 12) Nason Contracting Group replaced the flow switch under warranty. Substantial Completion Certificate were issued with copies sent to the Town and Contractor.

RB125 – Main Reservoir Upgrade – (GM)

(Nov 3) Tagish is scheduling a site meeting with the Sub-consultants.

(November 17) Tagish Engineering is preparing the terms of reference regarding the Reservoir Pump house Upgrades with the sub consultants.

(December 1) Canadian Consulting Group has submitted a price quotation to complete the piping, electrical and instrumentation components. Tagish is reviewing the quotation and will be providing a recommendation to the Town for consideration.

(December 15) LEX3 Engineering and Tagish have completed a preliminary inspection on the Main Pumphouse. It was discussed that a diver visual inspection of the Main Reservoir will be required to determine the condition of the structural integrity of the reservoir and piping.

(January 12) January 7, Aquatech Diving Services completed inspection and measurements in the main reservoir. During the inspection it was noted that a layer of sediment covered the entire base of the reservoir. With the direction of the Director of Publicworks, Aquatech Diving Services cleaned the reservoir.

RB126 – 2015 New Water Well Phase 1 – (GM)

Included in the 2015 Capital Budget, Council approved funds to retain a Hydrogeologist to assist the Town in locating a new ground water source. To complete this task the Town of Rimbey

selected Omni-McCann Consulting Services. Phase 1 of the project includes reviewing all of the Town of Rimbey's water well data and Alberta Environment data to determine a probably location and water source. Phase 1 would include the drill and testing of an observation wells to determine a location for a production well. Phase 2 (2016 Capital) would include the drilling, testing and registering of a new production well.

(September 8 – November 3) Omni-McCann is waiting for AMEC draft report related to ground water assessment report for Well 13.

(November 17) From the outcome of the Town, AMEC and Tagish Engineering November 12, meeting Tagish will contact Omni-McCann to proceed in locating additional ground water source.

(December 1) Tagish has prepared a Risk Mitigation Report, complete with budget estimates to replace Well # 13. On behalf of the Town, Tagish submitted the report to Alberta Transportation for funding assistance. The report outlines several options Omni-McCann was contacted to updated the budget estimates to complete the drilling program.

(December 15) Omni-McCann provided a revised budget estimate to complete the drilling portion of the project.

(January 12) Alberta Transportation has reviewed the Risk Mitigation Report and has indicated that this project was a candidate for provincial funding under the AMWWP Grant. Conditions of the AMWWP grant, indicate that *"If the Municipality chooses to start the project before receiving funding approval the project will no longer be eligible to receive AMWWP funding"*. However Alberta Transportation has indicated that preliminary engineering can be completed. Omni-McCann Consulting Services has been provided with a "Notice to Proceed" to complete the preliminary investigation on existing wells to be able to determine favorable locations to drill new wells.

RB127 – MDP Mapping Update – (LS)

This project is related to updating the Municipal Development Plan figures/drawings which was completed by West Central Planning.

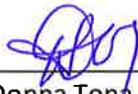
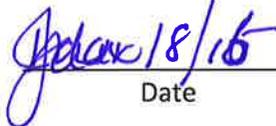
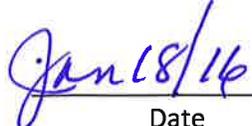
(Nov. 3) Tagish will update the Municipal Development Plan figures/drawings this week and will send them to Town next week for their review.

(Nov 16) A sample road drawing has been sent to Liz for review.

(Dec 1) Transportation and Land Use Concept drawings have been sent to the Town. Awaiting feedback from the Town if more information is required from the drawings. Tagish to review word document to determine if underground facilities and transportation sections require revisions.

(Dec 15) MDP drawings were sent to Liz last week. Awaiting council meeting on December 21st to see if any changes are required.

(Jan 12) No change.

Council Agenda Item	7.9
Council Meeting Date	January 25, 2016
Subject	Council Meeting Date Change
For Public Agenda	Public Information
Background	Council, at its' annual Organizational Meeting passed <u>motions 335/15, 336/15</u> which set the dates for Regular Council Meetings to be the second and fourth Mondays of each month with the exception of Monday, November 23/15 (only 1 meeting), Monday December 21/15 (only 1 meeting), Monday July 25/16 (only 1 meeting) and Monday August 22/16 (only 1 meeting). Council also passed motion 337/15 which moves a Regular Council Meeting from a Monday to Wednesday of the same week if the regularly scheduled Council Meeting falls on a statutory holiday.
Discussion	The AAMD&C Conference is Monday March 14 to Wednesday March 16, 2016 at the Shaw Conference Centre in Edmonton. March 14, 2016 is a regularly scheduled meeting of Council.
Relevant Policy/Legislation	MGA 193(3)
Options/Consequences	<ol style="list-style-type: none"> 1. Move the scheduled Regular Council Meeting from Monday March 14, 2016 to Monday March 7, 2016. 2. Cancel the Regular Council Meeting scheduled for Monday March 14, 2016 and only have one meeting in March on Wednesday, March 30, 2016.
Desired Outcome(s)	To move or cancel the Regular Council meeting scheduled for March 14, 2016 to allow Council to attend the AAMD&C Conference in Edmonton.
Financial Implications	Not applicable.
Follow Up	Advertise the change in the Rimbey Review.
Attachments	None
Recommendation	Motion to move the Regular Council Meeting scheduled for Monday March 14, 2016 to Monday March 7, 2016.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>

Council Agenda Item	7.10
Council Meeting Date	January 25, 2016
Subject	Schedule A Change for Fees for Services Bylaw 905/15
For Public Agenda	Public Information
Background	<p>Bylaw 905/15 states:</p> <p>The Council of the Town of Rimbey, duly assembled, hereby enacts as follows:</p> <p>The attached "Schedule A" for By-Law 905/15 establishes the fee services to the public and may be amended and replaced by Administration as necessary, by resolution of Council.</p>
Discussion	<p>During Operating Budget Deliberations, Council passed Motion 020/16, "Moved by Councillor Payson to accept 7.4.13 Water Budget as amended to increase the water rate per cubic meter to \$1.99 effective March 1, 2016 with 50% of water/sewer surplus going to reserves."</p> <p>As such, the Schedule A of Bylaw 905/15 requires amendment to reflect the change from \$1.66 m³ to \$1.99 m³, effective March 1, 2016.</p>
Relevant Policy/Legislation	Bylaw 905/15
Options/Consequences	Not applicable
Desired Outcome(s)	To maintain an up to date Schedule A for the Fees for Services Bylaw 905/15.
Financial Implications	As per Budget.
Follow Up	To replace the Schedule A in Bylaw 905/15, and By-laws 873/11, 818/07, 836/09 as instructed by Bylaw 905/15.
Attachments	Schedule A: Fees for Services
Recommendation	Motion by Council to amend Schedule A Fees for Services to increase the water rate per cubic meter to \$1.99 effective March 1, 2016.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>

Schedule A: Fees for Services

Administrative Charges

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

Business License Fees (Bylaw 873/11)

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

Cemetery Fees (Bylaw 818/07)

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

Dog License Fees (Bylaw 755/03)

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

Planning & Development Fees (836/09)

Development Permit Fees	
Permitted Use Development Permit	\$70
Discretionary Use Permit	\$150
Building Accessories (decks, sheds, garages, etc.)	\$50/accessory
Modular, Manufactured or Mobile Homes	\$70
Multi-unit Dwellings	\$70 + \$25/unit (permitted use) \$120 + \$25/unit (discretionary use)
Signs	\$25/sign (permitted use) \$50 (discretionary use)
Performance Deposit	\$2000 or 1% of estimated project value, whichever is greater
Development Permit Construction Fee	\$2/\$1000 of construction up to \$1,000,000 + \$1.50/\$1000 of construction value over \$1,000,000
Building Permit Fees	
Building Permit Fee	\$5.25/\$1000 of construction value up to \$1,000,000 + \$3/\$1000 of construction value that exceeds \$1,000,000
Minimum Fee	\$60
Modular Homes	\$0.35/sq. ft. of main floor space
Demolition Permit Fees	\$50 - residential/accessory buildings greater than 200 sq. ft. \$100 – residential or commercial improvements requiring an inspection
Re-inspection fee	\$75
Subdivision Fees	
Application of 3 lots or less	\$900 + \$100 per new lot created
Application of 4 lots or more	\$1000 + \$200 per new lot created
Time Extension of Subdivision Approval (first)	\$250
Time Extension of Subdivision Approval (additional)	\$300
Endorsement (3 lots or less)	\$100 per new lot + remainder
Endorsement (4 lots or more)	\$200 per new lot + remainder
Lot-line Adjustment Where No New Parcels are Created	\$1000 (flat fee)
Separation of Title	\$800 (flat fee)
Condominium Unit Conversion	\$40 per unit
Miscellaneous Fees	
Land Use Bylaw Amendments	\$750 (minor), \$1500 (major)
Area Structure Plan Amendments	\$750 (minor), \$1500 (major)
Municipal Development Plan Amendment	\$750 (minor), \$1500 (major)
Outline Plan Amendment	\$750 (minor), \$1500 (major)
Development Appeal Board	\$250
Encroachment Permit	\$275
Variance	\$200
Developments and Buildings Without a Permit	10% of estimated construction cost
Compliance Certificates	\$60, including GST
Compliance Certificate (Rush order, when available)	\$100, including GST
Confirmation of Zoning	\$50, including GST

Recreation Services	
Peter Lougheed Community Centre	
<u>Main Auditorium</u>	
Sunday to Thursday:	\$300
Friday to Saturday:	\$350
8:30am to 4:30pm (Mon. to Fri. – excluding holidays)	\$100
Funerals	\$150
Security Deposit	\$350
<u>Upper Auditorium</u>	
Evenings & Weekends	\$150
8:30 am to 4:00 pm	\$100
Hourly Rate	\$25
Security Deposit	\$150
<u>Kinsmen Room</u>	
All Day	\$40
Hourly Rate	\$15
Security Deposit	\$50
<u>Lion's Room</u>	
All Day	\$60
Hourly Rate	\$20
Security Deposit	\$100
<u>Kitchen</u>	\$150/day or \$50/hr.
<u>Fitness Centre Memberships</u>	
Adult (year)	\$215
Adult (6 months)	\$130
Adult (3 months)	\$78
Adult (1 month)	\$39
Family (year)	\$357
Family (6 months)	\$195
Family (3 months)	\$130
Family (1 month)	\$65
Student (year)	\$97.50
Student (6 months)	\$71.50
Student (3 months)	\$52
Student (1 month)	\$26
Drop in (Adult)	\$5
	GST not included in the above fees
Ice Rental Rates	
Youth (local)	\$80/hr.
Youth (out of town)	\$100/hr.
Adult (local)	\$120/hr.
Adult (out of town)	\$130/hr.
Adult Tournament Rate/Junior B	\$95/hr.
Public Skating & Shinny	
Rimbey Aquatic Center	
<u>Adult (18+)</u>	
Daily	\$5
10 Punch	\$45
Season	\$75
Midseason	\$60
<u>Seniors (65+)</u>	
Daily	\$4
10 Punch	\$36
Season	\$60
Midseason	\$48

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

Public Works

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

Recycle Facility

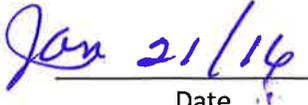
Residential (Town/County)	Free
Commercial	User pay
Metal (1 Ton Truck)	\$25
All Trucks Over 1 Ton	\$40-\$50
Burn Pit	Rates should be the same with a restriction of all materials to be under 6' in length and 1" in diameter.

Utilities

Water Consumption	\$1.66 m³ \$1.99 m³ (March 1, 2016)
Sewer	70% of water consumption charges
Meter Service Charges (Flat Rate)	
5/8" meter	\$4.69
5/8" x 3/4" meter	\$4.69
3/4" meter	\$4.69
1" meter	\$7.81
1 1/2" meter	\$10.94
2" meter	\$15.63
3" meter	\$31.25
4" meter	\$62.50
Garbage Fee (Residential)	\$17.00 per month
Recycle Fee (Residential)	\$3.00 per month
<i>Commercial meter rate depends on meter size.</i>	
<i>All properties are required to have water meters.</i>	
<i>In the even that a utility account is in arrears, the charges levied, penalties and fees may be transferred to the tax roll of the property and be collectable by the same procedures as taxes levied by the Town of Rimbey.</i>	

Municipal Enforcement

Impound Fees	\$20.00 per day
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Council Agenda Item	8.1
Council Meeting Date	January 25, 2016
Subject	Department Reports
For Public Agenda	Public Information
Background	Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.
Discussion	
Relevant Policy/Legislation	Not applicable.
Options/Consequences	<ol style="list-style-type: none"> 1. Accept the department reports as information. 2. Discuss items in question with department managers.
Desired Outcome(s)	To keep Council and the community informed of actions taken by the various Town of Rimbey Departments.
Financial Implications	Not applicable.
Follow Up	Advise department managers of an requirements made by Council.
Attachments	<ul style="list-style-type: none"> 8.1.1 Interim Chief Administrative Officer Report 8.1.2 Acting CAO/Chief Financial Officer Report 8.1.3 Director of Public Works 8.1.4 Director of Community Services Report 8.1.5 Community Peace Officer Report 8.1.6 Contract Development Officer Report
Recommendation	Motion by Council to accept the department reports as information.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  Date </div> </div>

Highlights

Budget is has been completed and discussed in open Council meetings. The Interim CAO congratulates the staff, Lori Hillis, Cindy Bowie, Kyle Koller and Rick Schmidt for providing their information in a timely manner and in a well thought out responsible perspective for inclusion into the budget.

We presented an infrastructure budget that we believe will move the Town forward, fix some serious issues and provide sustainability to the residents.

Here are the highlights of the CAO Office:

- Tagish meetings regarding water study;
- Budget meetings with staff;
- Council meetings;
- Discussion meetings with Mayor Pankiw;
- Liaison with the RCMP and Solicitor General on matters;
- Budget meetings with Lori Hillis;
- Alberta Transportation Meetings;
- Resident Taxation concerns and meetings;
- Developer meetings;
- Routine staff meetings, coaching opportunities, discussions and problem solving;
- Executive team meetings;
- Public inquiries and meetings.

As always it is a pleasure to serve the Town of Rimbey.



Donna Tona
Interim CAO



Highlights

We have been very busy working on the 2016 Capital and Operating Budgets. We have had two budget meetings on January 9 and January 16, 2016. The Budget will be brought to Council for resolution at the January 25, 2016 regular Council Meeting.

Administration met with Tagish Engineering regarding the new water well study and drilling scenario. We have applied for a grant to help us fund the new well.

In November 2015 letters were sent to all businesses and residents whose property taxes were not yet paid. An 18% penalty will be applied to all outstanding balances at December 31, 2015.

We are currently working on our year end close process and are working on the 2015 year end working papers for the annual audit. The Auditors are expected on site at the end of March 2016.

Lori Hillis, CA, CPA
Acting CAO/Chief Financial Officer

Highlights

ROADS – Snow removal is ongoing. We have hauled snow from Main Street twice already. Sidewalks and Walking Trails are being kept clear of snow & ice. Sanding of streets is ongoing. All equipment has been checked over and maintenance done where required. Work has started on refurbishing the Job Trailer.

WATER – Training of all staff in the Utilities Department is ongoing. The AMEC connectivity study on our aquifer is complete and we are working on a Risk Mitigation Plan at present. Routine Water samples around town, the Reservoirs and all 3 Wells are ongoing.

WASTEWATER – The Drainage Ditch is being inspected once a week. Talisman Energy has completed their purchase of our effluent. Operations and Capital budgets are being done.

PARKS – Clean-up is an ongoing procedure, especially the Skateboard Park.

CEMETRY – Garbage is still being removed. Snow removal and assisting families with grave digging when necessary.

RECYCLE – The Recycle Facility has been running smoothly and we have been working in cooperation with the County to ensure that snow is plowed and roads are sanded when needed.

COMPOST – The compost bin is still available at the Recycle Facility but is not being used much now. The last time it was picked up, Nikirk had to put the bin in the shop for a few days to thaw the material out for dumping.

SCOUT HALL - We have received quotes on Demolition of this building. We are still awaiting quotes on Asbestos Abatement. Utilities are still on and Bruce is checking the building once a week for heat.

LIBRARY – The storage shed is being utilized.

R.C.M.P. - The renovations are ongoing. The front area has been painted. The flooring will be completed in the New Year.

R. Schmidt
Director of Public Works

Highlights:**Peter Lougheed Community Centre**

- 3 new HVAC units installed in November. Units being commissioned.
- Continually cleaning, doing required maintenance and upgrading the facility
- Researching the card lock security system for the facility
- Budget #'s for improvements in lighting, roofing and décor.

Community Fitness Centre

- Fitness Mechanics will be servicing the equipment quarterly to eliminate equipment down time.
- Researching budget items such as a rowing machine, flooring and additional space for equipment.
- Daily cleaning and maintenance of the area.

Rimbey Aquatic Centre

- Budget items researched.
- Discussions with various Spray park designers on addition of spray features on beach entrance into existing outdoor pool.
- Monitoring over winter.

Arena

- Peewee Provincials March 10-13
- Bentley Generals games in Rimbey were well attended. Possible playoff game?
- Daily operation of the facility. School bookings daily.

Programs

- Monday 1-2 pm – Sr. Skate
- Tuesday mornings – Pickleball
- Tuesday 11:30 am-12:30 pm – Parent & Tot Skate
- Tuesday nights – Badminton
- Wednesday nights – Basketball
- Thursday nights – Open Gym/Pickleball
- Kids and Preschool Dance, Zumba, Functional Fitness

Events

- Santa Night on Friday, Nov. 27th, was a great success
- New Year's Family event had approximately 150 attend the skating party and activities in the arena.
- Currently planning the Spring Celebration on Friday, March 18th 1-4 pm. Community associations to assist with planning the event to promote their activities.

Cindy Bowie
Director of Community Services

Highlights

Summer Villages

The villages' hours were completed by the middle of December 2015. Protective Services investigated several Bylaw offences in Parkland Beach. The investigation generated 14 tickets issued to a Corporation out of Calgary for unsightly premises. The Corporation has decided to plead not guilty so the Legal representation will be presenting a case for the Peace Officers in regards to their investigation.

Bylaw and Traffic Complaints

Peace Officers have been receiving a considerable increase in Bylaw complaints for sidewalks, Dog barking and Garbage. No tickets have been issued as every investigation has concluded with cooperation from residents. Online reporting has also increased significantly compared to six months ago, residents were completing (1-3) online reports per month over the last few months, online reporting has increased to (1-3) online reports per week. Residents continue to email, call or drop off "sticky note" note complaints which have been anonymous complaints.

Peace Officers continue to receive online reports and emails about bus lane violations, parking on crosswalks and speeding. However, there has been a considerable increase in the amount of stunting complaints for the month of January.

Enforcement and Education

Peace Officers are continuing to patrol Rimbey and deal with Bylaw complaints and traffic enforcement concerns. Sgt. Koller recently dealt with a person travelling through our 70 km/h zone at a speed of 150 km/h. The person received an automatic summons to appear before a judge in Rimbey Provincial court. Sgt. Koller received a notification two weeks ago in regards to the above matter. The accused has had the summons waived to the Edmonton Provincial court for a guilty plea.

Pick up and drop off signs are helping with traffic; however, Peace Officers have noted that residents are continuing to face the curb when parking their vehicles. Peace Officers have noted that a considerable amount of vehicles are disobeying the "pick up and drop off" signs at the schools and are parking their vehicles at an angle several hours rather than the allocated 15 minutes which is displayed on the signs. Sgt. Koller parked his marked patrol vehicle and monitored traffic at several locations in the town. There has been a considerable decrease in stop sign offences, speeding in certain areas such as 50 Avenue.

RCMP/Sheriffs/Protective Services

Protective services continues to speak with and help our local RCMP for any joint operations or help they may need. The RCMP continues to help the Peace Officers with their investigation for out of province matters.

Sgt. Koller

Sgt./Director Protective Services



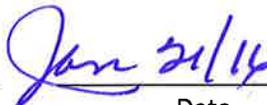
Highlights

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

- **Rimoka Housing Corporation.** Town administration has been working with the Rimoka Housing Corporation to finalize the development permit.
- **Municipal Development Plan.** The new MDP draft passed first reading in December. It is currently in circulation and to-date no comments have been received. The Public Hearing is scheduled for February 8, 2016.
- **Area Structure Plan Policy & Procedures.** Town administration is working to develop policy regarding future Area Structure Plan applications. The policy should discuss requirements, fees, standard processing times, etc. Once the policy is drafted it will be presented to council for approval.
- **Easements.** The Planning & Development and Public Works are working together to identify potential easements and right-of-ways within the Town of Rimbey that have not been registered on title. This is an ongoing process and will be led by Michael Fitzsimmons.
- **Land Use Bylaw.** Town Administration is tracking all issues and complaints raised with the town's current Land Use Bylaw as they arise. This list will be utilized for the new bylaw which is anticipated to begin in immediately with an anticipated draft completion date of April 2016.
- **Development Statistics**

	Applied 2015	Issued 2015
Development Permit Applications	26	25
Subdivision Applications	6 (WCPA) 6 (Town)	4
Certificate of Compliance Requests	12	12
Building Permit Applications	20	20

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

Council Agenda Item	8.2
Council Meeting Date	January 25, 2016
Subject	Boards/Committee Reports
For Public Agenda	Public Information
Background	Various community groups supply minutes of their board meetings to Council for their information.
Discussion	
Relevant Policy/Legislation	Not applicable
Options/Consequences	Accept the various community groups board meeting minutes submitted to Council as information. Discuss items in question from the submitting community boards with Council members who sit as a member on the Board.
Desired Outcome(s)	To keep Council and the community informed of actions taken by the various community groups.
Financial Implications	Not applicable
Follow Up	Not applicable
Attachments	8.2.1 Rimbey Municipal Library Board Meeting Minutes of November 16, 2015 8.2.2 Rimbey FCSS/RCHHS Board Meeting Minutes of November 18, 2015
Recommendation	Motion by Council to accept the Rimbey Municipal Library Board Meeting Minutes of November 16, 2015, and the Rimbey FCSS/RCHHS Board Meeting Minutes of November 18, 2015, as information.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  Date </div> </div>

**Rimbey Municipal Library Board Meeting
Monday, November 16th, 2015. (6:00 p.m.)**

Present: Jean Keetch, Shannon Bernard (Chairperson), Mike Boorman, Robin Burns, Jay Cottell
Paul Payson, Marg Ramsey,

Absent:, Bev Ewanchuk

Call to Order

Minutes from the Last Meeting - Minutes were read and Mike moved that we adopt the minutes as read. All in favor.

Consent Agenda Items:

1. Librarians Report -
2. Financial Report -
3. Correspondence - A letter was received from the Legion and they are giving us a donation of \$500.00 - Jean will accept it on behalf of the Library. Paul Payson will again be the board rep from the Town Council for 2016 and the County of Ponoka has turned down our request for a 5 % increase in our funding for 2016. Jean will be making a presentation at Town Council on Monday, Nov. 23, 2015. Board members are asked to attend the meeting.

Business Arising from the Minutes:

1. Hoja Event - November 27th - We have sold about 45 tickets and are hoping to sell 100 plus. The set up has been arranged.

New Business -

1. Christmas Party and Closures - it was decided that we won't have a Christmas Party this year and the library will be closed on December 24 - 26, 31 and January 1st. If staff is available it will be open on Saturday, Jan. 2nd.
2. Shed Shelves - Mike, Robin and Jay will put new Super Sturdy Shelving in our new shed.
3. Alberta Library Conference - April 28 - 30, 2016 - Jean has booked 2 rooms. She and Emily will be attending and Board Members are welcome. Jean will get her way paid this year. Jean needs to know by March 14th if anyone wishes to attend.
4. The Rimbey Library may be nominated for an Excellence in Library Service Award.

Mike adjourned the meeting at 6:58 p.m

Next Meeting: Monday, Jan. 4th at 6:00 pm.

Secretary



Chairperson



Family and Community Support Services (FCSS)
Rimbey Community Home Help Services (RCHHS)
BOARD MEETING MINUTES

November 18, 2015

10:00 a.m. Rimbey Provincial Building

Present:

N. Hartford, Chairperson (via speaker phone)
I. Steeves, Vice Chairperson
J. Webb, Board Member
P. Weeks, Board Member
M. Josephison, Board Member
F. Pilgrim, Board Member (via facetime)
I. Wegmann, Board Member
P. Makofka, Executive Director
C. HN Simpson, Recording Secretary

Regrets:

B. Coulthard, Board Member

1.

CALL TO ORDER

The meeting was called to order by I. Steeves at 10:05 a.m.

2.

APPROVAL OF AGENDA

15-11-01 MOTION: By: J. Webb: That the agenda be adopted with the following additions and deletions:

Additions:

- 14.3 Accreditation Canada- Premier Award Letter
- 14.4 FCSSAA Board Highlights

Deletions:

- 10.2 Rimoka Chair & CAO

CARRIED

3.

PREVIOUS MEETING MINUTES –October 21, 2015

15-11-02 MOTION: By: M. Josephison: That the minutes of the October 21, 2015 Board Meetings be adopted as presented.

CARRIED

4.

BUSINESS ARISING FROM THE MINUTES - none

5.

OLD BUSINESS

- 5.1 Christmas Hamper work bee dates & distribution
- 5.2 FCSS Board Retreat

15-11-03 MOTION: By: N. Hartford: That the summary of the 2015 Board retreat be accepted as information.

CARRIED

6.

FINANCE

- 6.1 November 18, 2015 Finance Committee Meetings Minutes/Highlights

15-11-04 MOTION: By: I. Steeves: That the Minutes of the November 18, 2015 Finance Committee meetings be accepted as information.

CARRIED

- 6.2 2015 Year end purchases

15-11-05 MOTION: By: J. Webb: That the year-end expenditures be approved for purchase using the current year agency surplus as recommended by the Finance Committee. Seconded by: F. Pilgrim

CARRIED

7. WRITTEN REPORTS

- 7.1 Home Support/Personal Care
- 7.2 Compass Program
- 7.3 Education Coordinator
- 7.4 Seniors Information & Referral Centre
- 7.5 Volunteer Income Tax
- 7.6 Food Bank- Alberta Food Banks Association

15-11-06 MOTION: By: P. Weeks: That the board approves to host a volunteer luncheon on December 21, 2015 for the Food Bank volunteers, with a budget of no more than \$250.00.
Seconded by: I. Wegmann

CARRIED

- 7.7 Volunteer Services

15-11-07 MOTION: By: I. Wegmann: That the board approves to host the International Volunteer Day on Dec 4, 2015 at 3:00pm. Cake will be served with a budget of no more than \$100.00.
Seconded by: N. Hartford

CARRIED

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

15-11-08 MOTION: By: F. Pilgrim: That the Written Reports be accepted as information.

CARRIED

8. QUALITY/RISK MANAGEMENT COMMITTEE – no report

9. DIRECTOR'S REPORT

- 9.1 FCSS Team Leaders Retreat
- 9.2 Provincial FCSS funding increase-
- 9.3 Making Life Easier Project
- 9.4 Long term care & dementia spaces
- 9.5 ACCA-ASCHA merger survey

15-11-09 MOTION: By: P. Weeks: That the Director's Report be accepted as information.

CARRIED

10. NEW BUSINESS

- 10.1 Town of Rimbey FCSS rep & Ponoka County FCSS rep

15-11-10 MOTION: By: I. Wegmann: That the Board accepts the Town and County Reps- J. Webb for the Town of Rimbey, N. Hartford for the County of Ponoka to be accepted as information.

CARRIED

- 10.3 FCSSAA voting members-AGM

15-11-11 MOTION: By: M. Josephison: The Board appoints P. Makofka and N. Hartford as voting representatives at the FCSSAA AGM.

CARRIED

10.4 2015-2018 Rimbey FCSS Strategic Plan

15-11-12 MOTION: By: P. Weeks: The Board accepts the revised Strategic Plan as information. Seconded by: I. Wegmann

CARRIED

10.5 2016 Rimbey Women's Conference

15-11-13 MOTION: By: I. Wegmann: That the Agency offer Administration support for the 2016 Rimbey Women's Conference.

CARRIED

10.6 2016 Fundraiser recipient

15-11-14 MOTION: By: J. Webb: That we support the new Community fund that will be developed to help families with expenses related to medical issues that are a hardship for individuals and families. Seconded by: F. Pilgrim

CARRIED

10.7 2016 Goals

15-11-14 MOTION: By: N. Hartford: That the Board adopts the 2016 Strategic Goals as presented. Seconded by: M. Josephison

CARRIED

10.8 Christmas Party- Staff, Board

15-11-15 MOTION: By: J. Webb: That the Agency contributes \$1500.00 to the social fund. Staff Christmas dinner will be held on December 6, 2015 with a cost of \$20.00 per plate and buy a small gift valued at \$15.00 for each staff. Seconded by: P. Weeks

CARRIED

15-11-16 MOTION: By: N. Hartford: That the Agency buy 3 tables of 8 at \$450.00/table for the December 12, 2015 Kinsmen/Town Christmas Party and invite Board members and guests, and office staff and guests to attend. Seconded by: M. Josephison

CARRIED

15-11-17 MOTION: By: J. Webb: That the Agency plan and proceed with a Christmas Party for Board members, office staff and guests with a dinner and Chinese gift exchange for December 27, 2015 at a cost of no more than \$1000.00. Seconded by: F. Pilgrim

CARRIED

10.9 FCSS Office Hours of operation

15-11-18 MOTION: By: P. Weeks: That the Board approves the FCSS/RCHHS office closes at 12:00 noon on December 24, 2015, to close at 12:00 noon on December 31, 2015 and remain closed for the following stats. December 25 & 26 and Jan 1, 2016. Seconded by: N. Hartford

CARRIED

10.10 Staff Bonus

15-11-19 MOTION: By: F. Pilgrim: The Board approves to pay staff Christmas bonuses as per formula adopted at the November 15, 2015 FCSS meeting. Seconded by: M. Josephison

CARRIED

15-11-20 MOTION: By: J. Webb: The Board approves to pay an increase to last year's Christmas bonus for the two full time employees, Office Manager increase of \$296.00 and Health Care Programs Coordinator increase of \$215.00. Seconded by: P. Weeks

CARRIED

15-11-21 MOTION: By: I. Wegmann: The Board approves to pay an increase to last year's Christmas bonus for the Executive Director of \$200.00. Seconded by: J. Webb

CARRIED

N. Hartford exited the meeting at 11:10 a.m.

11. Progress report on 2015 goals & objectives – no report at this time (quarterly)
12. Workplace Health & Safety Committee- no report at this time (quarterly)
13. Review of Statistics
 - Home Care & Home Support Client totals
 - Monthly Board Program Statistics
 - Client Safety Reports – no report at this time (quarterly)

15-11-22 MOTION: By: J. Webb: To accept the review of the above reviewed reports and statistics as information. Seconded by: M. Josephison

CARRIED

14. CORRESPONDENCE
 - 14.1 Payroll memo- October 2015
 - 14.2 Thank you notes
 - 14.3 Accreditation Canada - Primer Award Letter congratulating our organization on demonstrating its commitment to providing quality care and service to the community. As a result of our on-site survey Accreditation Canada has issued an Accreditation Primer Award to our Agency.
 - 14.4 FCSSAA Board Highlights
15. NEXT MEETING DATE – FCSS Board Meetings
 - December 21, 2015 Finance at 9:00 a.m. Board meeting to follow (note- this is a Monday)
 - No meeting in January 2016
 - February 17, 2016

16. ADJOURNMENT
15-11-23 MOTION: By: I. Steeves: That the meeting adjourns at 11:25 a.m.

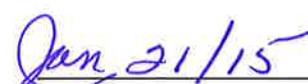
CARRIED

17. BOARD SHARING TIME

N. Hartford, Chairperson

Christine HN Simpson, Recording Secretary

**** Please note the FCSS December meeting is on Monday the 21st at 9:00 a.m. The Food Bank volunteer luncheon at the Nazarene Church at 12 noon. Please RSVP to Judy.**

Council Agenda Item	8.3 Council Reports
Council Meeting Date	January 25, 2016
Subject	Council Reports
For Public Agenda	Public Information
Background	The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.
Discussion	
Relevant Policy/Legislation	Not Applicable.
Options/Consequences	1. Accept the reports of Council as information. 2. Discuss items in question arising from the reports.
Desired Outcome(s)	To keep the community informed of actions taken by Council.
Financial Implications	Not Applicable.
Follow Up	Not Applicable.
Attachments	8.3.1 Mayor Pankiw's Report 8.3.2 Councillor Godlonton's Report 8.3.3 Councillor Jaycox's Report 8.3.4 Councillor Payson's Report 8.3.5 Councillor Webb's Report
Recommendation	Motion by Council to accept the reports of Council, as information
Prepared By:	
 _____ Donna Tona, CTS Interim Chief Administrative Officer	
 _____ Date	
Endorsed By:	
 _____ Donna Tona, CTS Interim Chief Administrative Officer	
 _____ Date	

Highlights

- Dec 21/15 Regular Council Meeting
- Dec 22/15 Meeting at Alberta Seniors Housing in Edmonton to open Lodge Tenders.
- Dec 29/15 Meeting at Town Office with Developer.
- Dec 31/15 Sign Cheque run
- Jan 9/16 Council Budget Meeting
- Jan 11/16 Meeting with Fortis regarding lights
- Jan 14/16 Building Committee Meeting at Berry Architects
- Jan 16/16 Council Budget Meeting
- Jan 25/16 Regular Council Meeting

Signed and commissioned four articles.

Rick Wm. Pankiw
Mayor



Highlights

- Dec 22/15 Rimoka Tender Opening
- Jan 9/16 Rimbey Town Budget Meeting 1
- Jan 13/16 Regular Rimoka Board Meeting
- Jan 14/16 Rimoka Building Committee Meeting – Announced Tender winner
- Jan 16/16 Town Budget Meeting 2
- Jan 19/16 Meet with Wireless Network Company – Incom/Teletics
- Jan 25/16 Regular Council Meeting

Mathew Jaycox
Councillor

Council Agenda Item	9.0
Council Meeting Date	January 25, 2016
Subject	Correspondence
For Public Agenda	Public Information
Background	Not applicable.
Discussion	As required.
Relevant Policy/Legislation	Not applicable.
Options/Consequences	Not applicable.
Desired Outcome(s)	Not applicable.
Financial Implications	Depends on the correspondence and the decision of Council.
Follow Up	Depends on the correspondence and the decision of Council
Attachments	9.1 Parkland Regional Library Letter
Recommendation	Motion to accept the Parkland Regional Library letter as information.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Donna Tona, CTS Interim Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>



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Parkland Regional Library

Cooperation ■ Innovation ■ Service

January 11, 2016

Ms. Donna Tona
Town of Rimbey
Box 350
Rimbey, AB T0C 2J0

Dear Ms. Tona:

Please find attached a copy of Parkland Regional Library's 2016-2018 Strategic Plan.

This plan was developed after a thorough consultation process that included input from member library staff and boards, input from municipal councilors, and Parkland staff and board members. The plan is very ambitious with four principle goals supported by fourteen outcomes. In many ways this plan marks a significant departure from previous plans. This is partially because many rural communities are experiencing demographic shifts. Some areas of Parkland cannot keep up with population growth while other communities are experiencing declining population levels. This has resulted in very different levels of library service at the local level. How Parkland can help ensure service is equitable for all of the region's residents will prove to be one of our greatest challenges.

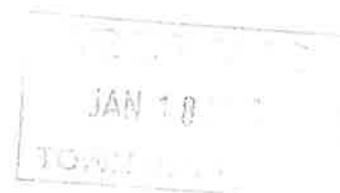
Please take a few moments to read through the plan. Feel free to provide feedback. We are always interested in what you have to say as we work together to provide exceptional library service to the communities within the Parkland region.

Sincerely,

Debra Smith, Board Chair

DS:aa

*Information
to Council*





PARKLAND REGIONAL LIBRARY

Strategic Plan 2016-2018

Parkland Regional Library Board

Parkland Regional Library Strategic Plan: 2016 - 2018

Parkland Regional Library (PRL) was formed in 1959 to provide service to libraries across rural central Alberta. As the province's oldest regional library system, it supports libraries by providing human and material support and acting as a focus for leadership, training, and communication on library issues.

Vision Statement

Parkland Regional Library is a leader for its member libraries to achieve excellence in service.

Mission Statement

Parkland Regional Library supports its members through cooperation, innovation, and service by:

- providing human and material support services as needed by the libraries,
- acting as a focus for leadership and library advocacy,
- being effectively and efficiently governed and financially sustainable.

Key Facts

- Area serviced: 24,153 sq. kilometers.
- Population served: 207,861 (2014).
- Public libraries: 49 (including 4 service points for which the PRL Board is board of record).
- Number of participating library boards: 45.
- Number of member municipalities: 64.

Abstract

Parkland is setting the tone for the future with a new strategic plan that focuses on advocacy, marketing, and sustainability.

Needs Assessment Process Overview

For the 2016 – 2018 strategic plan, library staff and trustees imagined different possible futures for library service within the Parkland Regional Library system. Scenarios were created based on extreme possibilities to engage stakeholders in vigorous conversations. These conversations challenged people's ideas and stimulated deeper thinking about library service in the region and what Parkland's future role might be. The initial scenario planning session took place on March 26, 2015 and included members from Parkland's Executive Committee and regional library staff. We created eight possible futures for rural libraries, which became the basis of stories that reflected the unique characteristics of each scenario.

In April 2015, the stories were discussed, debated, championed, or defeated by attendees of stakeholder meetings at four libraries throughout Parkland's geographical area: Olds, Lacombe, Galahad, and Camrose. Each half-day session attracted representatives from area library boards, staff and municipal councils. Although the same process was used for each meeting, the dialogues were quite different.

During the consultation process, participants were asked to reflect on the ideal future for library service in central Alberta, to describe their current circumstances and challenges, and to identify what would be necessary to achieve their ideal future. Feedback from all four sessions was collected and synthesized into a thematic analysis. This analysis was presented to the Executive Committee prior to their strategic planning session which was held on June 25th.

Four strategic goals emerged from the needs assessment and consultation process. These results identified some significantly different priorities from previous plans.

The priorities that will be addressed in the 2016 – 2018 strategic plan are:

1. Libraries will have a strong and supportive relationship with local and provincial governments that recognize the value of public libraries and prioritize public library service.
2. Municipalities will have sustainable and effective library service.
3. Parkland Regional Library member municipalities will have an effective and responsive system board.
4. Parkland residents will have a greater awareness of the public library and regard public libraries as an essential part of their communities.

Goals

Goal 1. Libraries will have a strong and supportive relationship with local and provincial governments that recognize the value of public libraries and prioritize public library service.

Objectives:

- a) Municipal councils will be supportive of public library service in a tangible way.
- b) Local library boards will be advocates for public library service at the municipal and provincial levels.
- c) Parkland Regional Library system will be an environment in which member councils, PRL Board, and local library boards will work collectively to provide the best possible public library service.
- d) Explore opportunities for the provision of equitable access to public library service on First Nations Reserves.

Outcomes:

- a) By 2019, each municipal library board will experience a 20% increase in funding from their municipalities over 2015 levels.
- b) By 2018, 100% of library boards that have developed and implemented advocacy plans will feel the level of municipal support is stronger than it was in the preceding years through financial and political support.
- c) By 2018, regional systems will receive infrastructure funding for renovations and upgrades to their headquarters facilities.
- d) By November 2018, at least 80% of member councils and member library trustees surveyed will report that they feel Parkland Regional Library operates as a cooperative and collaborative network.

Goal 2. Municipalities will have sustainable and effective library service.

Objectives:

- a) PRL will look for regional efficiencies through centralization of processes and implement where appropriate.
- b) PRL will create a supportive learning environment for library staff to develop the competencies required for the provision of library service in the 21st Century.
- c) PRL will support the development and delivery of local library programming including through initiatives at the regional level.
- d) PRL will foster a collegial environment that facilitates innovation and increased cooperation between libraries.

Outcomes:

- a) The workload for routine tasks required of member library staff will be reduced through centralizing tasks that can be accomplished or managed at PRL headquarters.
- b) Processes throughout the region will be streamlined, modified, or eliminated where possible so that the resulting savings in staff time or financial resources, whether at headquarters or local libraries, can be reallocated to achieving identified goals and objectives.

- c) By 2018, 80% of staff surveyed will report that they have had reasonable opportunities to develop the skills needed to effectively operate a library service point within PRL.
- d) There will be an increase in programs and activities shared across multiple libraries (e.g. three or more libraries within a 50 km radius).
- e) Library staff will help each other reach a standard level of training and practices by sharing ideas, knowledge, and expertise with each other.

Goal 3. Parkland Regional Library member municipalities will have an effective and responsive system board.

Objectives:

- a) The PRL Board will be effective as a governing board for the regional system.
- b) The PRL Board will explore opportunities for an expanded role in governing library service points.
- c) The PRL Board will investigate and consider innovative approaches to system services.

Outcomes:

- a) By 2018, PRL Board members will be able to explain their role, the purpose of regional systems, and the relationship between the system, municipalities, and local libraries within one year of appointment.
- b) Member councils will report that the PRL Board meets or exceeds expectations in its ability to make decisions in the best interest of members, communicate those decisions effectively, and respond to change in the provision of library service.

Goal 4. Parkland residents will have a greater awareness of the public library and regard public libraries as an essential part of their communities.

Objectives:

- a) Member library boards and staff will have the knowledge and tools to market their services.
- b) PRL will support local marketing and library branding efforts by building a unified/cohesive Parkland Regional Library system identity.
- c) PRL will inspire member libraries to offer innovative services and programming that are responsive to local needs.

Outcomes:

- a) Cardholder numbers will increase by 20% across the region each year.
- b) By 2018, 80% of library users surveyed will recognize the PRL brand and that their local public library is part of this regional network.
- c) By 2018, 65% of PRL member libraries will have a plan of service that is based on, and responds to, community needs as identified by community stakeholders.

Specific actions to achieve the goals of the strategic plan are contained in Parkland's companion Work Plan.