

**TOWN OF RIMBEY  
TOWN COUNCIL AGENDA**

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, MAY 9 2016 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING**

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1	<b>Call to Order Regular Council Meeting &amp; Record of Attendance</b>	
2.	<b>Public Hearing - None</b>	
3.	<b>Agenda Approval and Additions</b>	1
4.	<b>Minutes</b>	
	4.1 Minutes of Regular Council Meeting April 25, 2016.....	2-8
5.	<b>Delegations - None</b>	
6.	<b>Bylaws - None</b>	
	6.1 Bylaw 915/16 Tax Rate Bylaw.....	9-11
	6.2 Bylaw 912/16 Amendment to Land Use Bylaw 762/04 – Re-designation of Land.....	12-25
	6.3 Bylaw 913/16 Bylaw to Rescind Bylaw 839/09.....	26-36
7.	<b>New and Unfinished Business</b>	
	7.1 Residential Spec Homes – Request for Tax Relief.....	37-41
	7.2 Tagish Engineering Ltd. Project Status Update to Apr 19 and May 3, 2016.....	42-50
	7.3 Request for Sponsorship.....	51-52
8.	<b>Reports</b>	
	8.1 Department Reports - None	
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	8.2.3 FCSS/RCHHS Minutes March 30, 2016.....	59-64
9.	<b>Correspondence - None</b>	
10.	<b>Open Forum</b> (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.	<b>In- Camera - None</b>	
12.	<b>Adjournment</b>	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON  
MONDAY, APRIL 25 2016 IN THE COUNCIL CHAMBERS OF THE TOWN  
ADMINISTRATION BUILDING

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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, CPA, CA  
Municipal Intern - Michael Fitzsimmons  
Director of Public Works – Rick Schmidt  
Contract Development Officer – Liz Armitage  
Recording Secretary – Kathy Blakely

Absent:  
Director of Community Services – Cindy Bowie

Public:  
Treena Mielke – Rimbey Review  
Stan Cummings & Karen Conover - SJC Development Corp  
13 members of the public

2. Public Hearing 2.1 Bylaw 912/16 Amendment to Land Use Bylaw – Re-designation of Land

Mayor Pankiw opened the public hearing for Bylaw 912/16 Amendment to Land Use Bylaw – Re-designation of Land at 7:01 pm.

Bylaw 912/16 is a bylaw to re-designate the southwestern portion of Lot 1, Block 19, Plan 0729960 from Medium Density Residential (R3) to Low Density Residential (R1). The area being amended consists of approximately 0.212 hectares. The application was submitted by Mr. Cummings on March 9, 2016. Mr. Cummings has indicated a desire to subdivide these lands into 3 R1 lots at a future date.

Notice was placed in the April 5 and April 12, 2016 editions of the Rimbey Review and notice was given to adjacent property owners by regular mail.

An analysis of the existing land use and surrounding area indicates that the area surrounding the subject parcel contains R4, R1, Country Residential (CR) and Institutional and Public Uses (IPU) designations. The IPU lands will include the future Rimoka seniors lodge.

According to Land Use Bylaw 762/04, within 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 suits in detached houses
- Home offices
- Public parks and recreation areas
- Buildings and uses accessory to the above

Additional discretionary uses include:

- Churches
- Group homes
- Home business
- Rental suites
- Utility installations
- Buildings and uses accessory to the above

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Analysis of Proposed Land Use Re-designation:

Under the district proposed by the applicant, R1, the following are permitted uses:

- New detached residences
- New Ready-To-Move or modular homes (subject to development authority approval)
- Rental suites in detached homes
- Granny suites
- Home offices
- Public parks and recreation areas
- Building and uses accessory to the above

Additional discretionary uses in the R1 district include:

- Moved-in residences and modular homes, but excluding manufactured and mobile homes
- Churches
- Group homes
- Home businesses
- Utility installations
- Buildings and uses accessory to the above

Development Officer Liz Armitage advised Council there is no Area Structure Plans governing development within this part of Town.

She also advised the Municipal Development Plan Bylaw 910/15 (MDP) encourages a mixture of residential densities and tenure so that a variety of housing is available (8.1). Further, the MDP encourages high density residential development in the transitional areas including along highway 53 (8.3). As the proposed area is not greater than 1.5 hectares or comprised of more than 6 lots (7.4), an Area Structure Plan is not required.

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

- The MDP encourages high density development in the transitional areas along highway 53. This area may be considered part of the transitional area, where higher density is encouraged. Note that this is not a requirement, rather it is encouraged.
- As the lands to the east and south include R4 and the multi-unit seniors lodge, if designated R1, the uses may not be compatible.
- There is no Area Structure Plan in place for the lands directly to west. Without knowing the long range development plans, administration does not have details available to know what may happen in the future. Therefore at this time administration assumes that Country Residential will remain in place for the foreseeable future.
- These lots are in a very unique position as they are adjacent to lands designated as R4, and CR. The R1 designation may provide a unique opportunity to transition between these uses.

Due to the unique nature of these lands situated between CR and R4, administration is recommending that Council consider second and third reading of this bylaw to re-designate the southwest portion of Lot 1, Block 19, Plan 0729960 from R3 to R1.

As per council's direction Bylaw 912/16 was circulated to adjacent land owners and government agencies as per the Municipal Government Act. Notice of Bylaw 912/19 was placed in the April 5, 2016 and April 12, 2016 editions of the Rimbe Review.

The following comments were received and are attached for Council's consideration:

- Alberta Transportation – received April 4, 2016. Alberta Transportation notes that development in this area may accelerate the need for intersection improvements at Highway 53 and Rimstone Drive. Additionally, they note that future access for Block B, Plan 762 0599 must be addressed with future subdivision of said lot or with development of NW 20-42-02-W5.

- ATCO Gas – received April 12, 2016. ATCO Gas notes future requirements that will need to be addressed at the time of subdivision.
- ATCO PIPELINES – received April 13, 2016. ATCO Pipelines has no objections.
- Earl and Francine Repas, adjacent Land Owners – received April 18, 2016. The letter indicates that “I strongly appose this re-designation” and lists multiple reasons for their opposition.

Mayor Pankiw asked if there were any persons wishing to be heard regarding Bylaw 912/16 Amendment to Land Use Bylaw – Re-designation of Land.

Paul McLauchlin, Chairman of Rimoka Housing Foundation, which is an adjacent land owner spoke in support of the re-designation of land, noting it does not affect their project.

Earl Repas – adjacent land owner is opposed. He operates a business, Rimbey Towing which stores wrecked vehicles, and believes future residents will complain about the storage of vehicles. He also spoke about the farmland neighbouring to the west.

Mayor Pankiw asked a second time if there were any persons wishing to be heard regarding Bylaw 912/16 Amendment to Land Use Bylaw– Re-designation of Land.

Mr. Stan Cummings – spoke on behalf of his application to re-designate the parcels back to R1, as they were erroneously designated to R3 by town Administration. The parcels were originally designated R1 and inadvertently changed to R3, with the subdivision for the sale of the 8.59 acres to Ponoka County. He indicated Council, at a previous Council Meeting recognized that there has been an administrative error.

Mr. Repas spoke regarding the hauling of the manure from the neighbouring farmland to the west and how it might affect the residences should they be built.

Councillor Payson inquired if Mr. Repas was an agent for the neighbouring farm to which he had concerns.

Mr. McLauchlin reminded Council this is solely a hearing for the purpose of re-designation of land, and again reiterated, Rimoka Housing Foundation has no objections to the re-designation of land from R3 to R1.

Karen Conover, SJC Developments indicated they have had two inquires on the purchases for R1 designated lots and the only questions the prospective purchasers have had were in regards to how high of fence they could build.

Mayor Pankiw asked a third time if there were any persons wishing to be heard regarding Bylaw 912/16 Amendment to Land Use Bylaw– Re-designation of Land.

Mayor Pankiw closed the public hearing for Bylaw 912/16 Amendment to Land Use Bylaw – Re-designation of Land at 7:14 pm.

## 2.2 Bylaw 913/16 Bylaw to Rescind Bylaw 839/09 Area Structure Plan

Mayor Pankiw opened the public hearing for Bylaw 913 Bylaw to rescind Bylaw 839/09 Area Structure Plan at 7:14 pm.

Bylaw 913/16 is a bylaw to rescind Bylaw 839/09 Town of Rimbey Area Structure Plan which was presented to Council January 13, 2009 where it received first reading and again on September 8, 2009, where it received second and third reading.

After a review of the Minutes between January 13th and September 8, 2009, Administration was only able to determine the motions made to pass the Bylaw. There was no mention in the Minutes of advertising of this bylaw, nor a Public Hearing being held.

At the February 24, 2014 Regular Council Meeting, Administration brought forth the recommendation to Council to Repeal Area Structure Plan Bylaw 839/09. Council passed the following motion:

Motion 049/14

*Moved by Deputy Mayor Webb to repeal Area Structure Plan Bylaw 839/09.*

*CARRIED*

Notice was placed in the April 5 and April 12, 2016 editions of the Rimbey Review.

Development Officer Liz Armitage noted upon review by current administration it has been determined that Motion 049/14 was not sufficient to repeal Area Structure Plan Bylaw 839/09. Further, while preparing the new Municipal Development Plan Bylaw 910/15 (MDP) administration noted that Area Structure Plan Bylaw 839/09 is no longer relevant to the Town of Rimbey and is not consistent with MDP 910/15.

Further, in order to promote quality long term development within the Town, future development shall require Area Structure Plans specific to each development on accordance with MDP clause 7.4 which states "The Town shall require the preparation of an Area Structure Plan (ASP) or other non-statutory plan, acceptable to Council, before subdivision and/or development of any parcel which will be subdivided into six or more lots and/or consist of greater than 1.5 hectares of land is permitted to proceed."

In order to repeal Bylaw 839/09 MGA 190(2) states "The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise." Therefore, in order to appeal the bylaw, council must do so in the same manner as it was approved.

Although no Public Hearing appears to have been held when Bylaw 839/09 was approved, it is possible that an open house or alternative form of consultation was held in according to MGA. MGA 636(1) states that "while preparing a statutory plan a municipality must (a) provide a means for any person who may be affected by it to make suggestions and representations."

Therefore in order to repeal this bylaw administration recommended that Council hold a public hearing to ensure residents are provided with an opportunity to make suggestions and representations.

Written submission received before April 21 from the following include:

- Alberta Transportation – No Objections, received April 4, 2016. Follow up phone call between Sandy Choi and Liz Armitage occurred on April 5, 2016.

In addition two agencies requested further information. These agencies were Atco Pipelines and Atco Gas. Michael Fitzsimmons sent them additional information and Elizabeth Armitage followed up with both agencies by telephone on April 19, 2016. Elizabeth spoke with Isobel Solis with Atco Pipelines and David Weinauf with Atco Gas. Both agencies appeared to understand that Bylaw 913/16 will repeal 839/09 and new ASPs created in the future will be forwarded to them for comments at the appropriate time in accordance with the Municipal Government Act.

Mayor Pankiw asked if there were any persons wishing to be heard regarding Bylaw 913/16 Repeal of Bylaw 839/09 Area Structure Plan.

Carol Lundgard from Legacy Land Condominium Corporation – requested Council postpone the decision on Bylaw 913/16 due to legal issues they are involved in regarding 54<sup>th</sup> Street.

Mayor Pankiw asked a second time if there were any persons wishing to be heard regarding Bylaw 913/16 Repeal of Bylaw 839/09 Area Structure Plan.

Mayor Pankiw asked a third time if there were any persons wishing to be heard regarding Bylaw 913/16 Repeal of Bylaw 839/09 Area Structure Plan.

Mayor Pankiw closed the public hearing for Bylaw 913/16 Bylaw to Rescind Bylaw 836/09 Area Structure Plan at 7:21 pm.

3. Adoption Agenda of 3.1. April 25, 2016 Agenda
- Motion 173/16
- Moved by Councillor Godlonton to accept the agenda for April 25, 2016 Regular Council Meeting as presented.
- CARRIED
4. Minutes 4.1 Minutes of the Regular Council Meeting April 11, 2016
- Motion 174/16
- Moved by Councillor Jaycox to accept the Minutes of the Regular Council Meeting of April 11, 2016, as presented.
- CARRIED
5. Delegation 5.1 None
6. Bylaws 6.1 Bylaw 912/16 Amendment to Land Use Bylaw – Re-designation of Land
- Motion 175/16
- Moved by Mayor Pankiw to give second reading to Bylaw 912/16 Amendment to Land Use Bylaw – Re-designation of Land.
- CARRIED
- 6.2 Bylaw 913/16 Bylaw to Rescind Bylaw 836/09 Area Structure Plan
- Motion 176/16
- Moved by Councillor Jaycox to give second reading to Bylaw 913/16 Bylaw to Rescind Bylaw 836/09 Area Structure Plan.
- CARRIED
7. New and Unfinished Business 7.1 Final Operating Budget and 2016 Mill Rate
- Motion 177/16
- Moved by Mayor Pankiw to approve the 2016 Final Operating Budget with a municipal mill rate increase of 1% for all classes of properties.
- CARRIED
- 7.2 2016 Street/Sidewalks Improvements Projects
- Motion 178/16
- Moved by Mayor Pankiw to spend the left over \$138,200 from the Capital Budget 2016 Street Improvements to do an additional overlay on 46<sup>th</sup> Street from 50<sup>th</sup> to 51<sup>st</sup> Ave and additional sidewalk repairs on 50<sup>th</sup> Avenue.
- CARRIED
8. Reports 8.1 Department Reports - None

8.2 Boards/Committee Reports

- 8.2.1 Beatty Heritage House Society Meeting Minutes of January 23 and March 14, 2016, as information.
- 8.2.2 FCSS/RCHHS Minutes of February 17, 2016
- 8.2.3 Rimbey Historical Society Meeting Minutes of March 6, 2016
- 8.2.4 Rimoka Housing Foundation Board Meeting Minutes of June 24, 2015, August 25, 2015, November 25, 2015, January 13, 2016 and January 21, 2016

Motion 179/16

Motion by Councillor Webb to accept the Beatty Heritage House Society Meeting Minutes of January 23 and March 14, 2016, FCSS/RCHHS Minutes of February 17, 2016, Rimbey Historical Society Meeting Minutes of March 16, 2016, Rimoka Housing Foundation Board Meeting Minutes of June 24, 2015, August 25, 2015, November 25, 2015, January 13, 2016 and January 21, 2016, as information.

CARRIED

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 180/16

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

CARRIED

9. Correspondence 9.1 None

10. Open Forum 10.1 Open Forum

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

There were 3 responses from the gallery.

One person commented regarding the sidewalks downtown. If the Town tears them up and replaces them, does the Town have someone to oversee the project to see they are done properly?

One person inquired regarding the minutes of Rimoka Housing Foundation and the cost of the pond. A response was given from the Chairman of the Rimoka Housing Foundation.

One person commented on the sidewalks downtown and the slope of the sidewalks.

Mayor Pankiw recessed the Council Meeting at 7:50 pm.

All members of the gallery departed the meeting at 7:50 pm

Mayor Pankiw reconvened the Council Meeting at 7:57 pm.

## 11. In Camera

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

Motion 181/16

Moved by Councillor Webb the Council meeting go in camera at 7:57 pm, pursuant to Division 2, Sections 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/Chief Financial Officer Lori Hillis, Municipal Intern Michael Fitzsimmons, Director of Public Works Rick Schmidt, and Recording Secretary Kathy Blakely, to discuss personnel issues.

CARRIED

Municipal Intern Michael Fitzsimmons departed the meeting at 7:57 pm.

Motion 182/16

Moved by Councillor Webb the Council meeting reverts back to an open meeting at 8:10 pm.

CARRIED

Municipal Intern Michael Fitzsimmons and 2 members of the public rejoined the meeting at 8:10 pm.

## 12. Adjournment

Motion 183/16

Moved by Councillor Jaycox to adjourn the meeting.

CARRIED

Time of Adjournment: 8:11 pm.


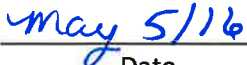
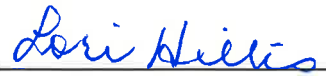

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MAYOR RICK PANKIW

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ACTING CHIEF ADMINISTRATIVE OFFICER DONNA TONA



<b>Council Agenda Item</b>	6.1
<b>Council Meeting Date</b>	May 9, 2016
<b>Subject</b>	Bylaw 915/16 2016 Tax Mill Rate Bylaw
<b>For Public Agenda</b>	Public Information
<b>Background</b>	The Municipal Government Act Section 353 states that each council must pass a property tax bylaw annually. A property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers set out in the budget of the municipality and the requisitions.
<b>Discussion</b>	The Town of Rimbey will be mailing out assessment/tax notices on or before May 16 <sup>th</sup> .
<b>Relevant Policy/Legislation</b>	MGA s.353
<b>Options/Consequences</b>	n/a
<b>Desired Outcome(s)</b>	n/a
<b>Financial Implications</b>	n/a
<b>Follow Up</b>	Sign and Seal Bylaw 915/16 2016 Tax Mill Rate Bylaw
<b>Attachments</b>	Bylaw 915/16 2016 Tax Mill Rate Bylaw
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1. Administration recommends Council give first reading to Bylaw 915/16 2016 Tax Mill Rate Bylaw.</li> <li>2. Administration recommends Council give second reading to Bylaw 915/16 2016 Tax Mill Rate Bylaw</li> <li>3. Administration recommends Council unanimously consent to give third reading to Bylaw 915/16 2016 Tax Mill Rate Bylaw.</li> <li>4. Administration recommends Council give third and final reading to Bylaw 915/16 2016 Tax Mill Rate Bylaw.</li> </ol>
<b>Prepared By:</b>	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">               _____              Lori Hillis, CPA, CA              Acting Chief Administrative Officer           </div> <div style="text-align: center;">               _____              Date           </div> </div>
<b>Endorsed By:</b>	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">               _____              Lori Hillis, CPA, CA              Acting Chief Administrative Officer           </div> <div style="text-align: center;">               _____              Date           </div> </div>



# The Town of Rimbey Tax Mill Rate Bylaw

Bylaw 915/16

**A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF RIMBEY FOR THE 2015 TAXATION YEAR.**

WHEREAS, The total requirements of the Town of Rimbey as shown in the annual estimates are as follows:

MUNICIPAL	General	\$2,393,673
	Rimoka Seniors Foundation Requisition	\$32,713
SCHOOL	School Foundation Requisition – Res.	\$563,382
	School Foundation Requisition – Non-Res.	\$296,092

and,

WHEREAS, the total assessment of taxable land, buildings and improvements amounts to \$312,213,270 and

WHEREAS, the estimated revenue other than from taxation is \$3,655,034 and

WHEREAS, the rates hereinafter set out are deemed necessary to provide the amounts required for municipal, school and other purposes, after making due allowance for the amount of taxes which may reasonably be expected to remain unpaid,

NOW THEREFORE, by virtue of the power conferred upon it by the Municipal Government Act, Chapter M-26, R.S.A. 2000, and amendments thereto, the Council of the Town of Rimbey, duly assembled, enacts as follows:

The municipal administration is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

Assessment Class	Municipal	Rimoka	School	Total Mills
Residential/Farm	7.2833	.104778	2.466421	9.854499
Country Estates	4.0990	.104778	2.466421	6.670199
Non-Residential	9.2441	.104778	3.721822	13.070700
M & E	9.2441	.104778	0	9.348878
Farm – Annexed	5.9950	.104778	2.466421	8.566199
Residential - Annexed	1.6900	.104778	2.466421	4.261199
Non-Residential – Annexed	10.8200	.104778	3.721822	14.646600
M & E - Annexed	10.8200	.104778	0	10.924778

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



## The Town of Rimbey Tax Mill Rate Bylaw

Bylaw 915/16

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READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**UNANIMOUSLY AGREED** to present this By-Law for Third & Final Reading.

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

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MAYOR RICK PANKIW

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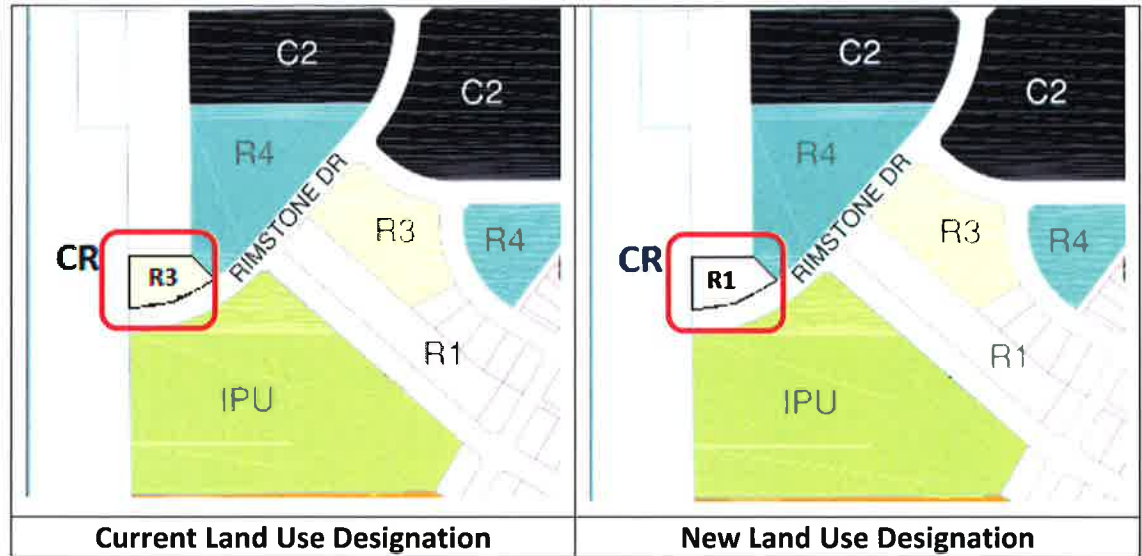
ACTING CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS

<b>Council Agenda Item</b>	6.2
<b>Council Meeting Date</b>	May 9, 2016
<b>Subject</b>	Bylaw 912/16 Amendment to Land Use Bylaw 762/04 – Re-Designation of Land
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>On November 23, 2015 Donna Tona and Liz Armitage met with Stan Cummings to discuss a new subdivision application. It was discussed that upon review of the new application by Mrs. Armitage, the subdivision as presented is not compliant with the Land Use Bylaw. The Land Use Bylaw requires all R3 lots to have a lane/back alley which are not shown on the tentative subdivision plan. Specifically, Land Use Bylaw 762-04 states in clause 4.11 that “A new subdivision intended to be classified R3 shall contain lanes serving every residential lot.”</p> <p>Three options were presented to Mr. Cummings:</p> <ol style="list-style-type: none"> <li>1. Complete TR-13-03 as approved by the Subdivision and Development Appeal Board. This includes paying the Municipal Reserve owing as determined by the board.</li> <li>2. Extend the Subdivision application deadline to allow the Land Use Bylaw review to include a review of clause 4.11 and/or re-designate the three parcels from R3 to R1.</li> <li>3. Immediately apply and pay to amend the land use bylaw to remove clause 4.11 and/or re-designate the lands from R3 to R1.</li> </ol> <p>On November 25, 2016 Mr. Cummings submitted a letter which opted to extend the subdivision while the Land Use Bylaw review is undertaken by administration (as attached).</p> <p>On December 14, 2015 Mr. Cummings submitted an additional letter requesting that the re-designation of three R3 lots to R1 as part of the overall Land Use Bylaw project starting in January 2016 (as attached)</p> <p>Mr. Cummings presented a delegation at the February 22, 2016 council meeting. At this time Mr. Cummings requested the lots be re-designated immediately.</p> <p>Upon further conversation with Mrs. Tona on February 25, 2016, Mr. Cummings indicated his preference was for a text amendment to the Land Use Bylaw to remove the requirement of the lanes as required by Clause 4.11.</p> <p>On February 25, 2016 the application information was forwarded to Mr. Cummings by administration. At that time he indicated that he is not going to apply as he does not want to pay the application fee.</p> <p>On March 7, 2016, Mr. Cummings met with Council to discuss this re-designation. Mr. Cummings indicated that he never intended for these lands to be designated R3, and his application in 2014 did not specify re-designating these lands. Therefore, as a possible administrative error in the preparation of Land Use Re-designation Bylaw 890/14, Mr. Cummings felt that he should not be charged to rectify the situation. Administration noted that regardless of why they were re-designated, as it was done by bylaw a new bylaw is required to designate them back to R1. As such first reading, public hearing, second reading and third reading are required. Additionally, at the council meetings neighbouring residents have expressed concern with a resignation from R3 to R1. At the March 7, 2016 meeting council indicated that Mr. Cummings needs to apply for a re-deisgnation and that the fees will be waived due to the potential error.</p>

**Discussion**

On March 9, 2016 Mr. Cummings, submitted an application requesting the Town of Rimbey re-designate the southwestern portion of Lot 1, Block 19, Plan 0729960 from Medium Density Residential (R3) to Low Density Residential (R1). The area being amended consists of approximately 0.212 hectares. Mr. Cummings has indicated a desire to subdivide these lands into 3 R1 lots at a future date.

The specific lands which the applicant proposed to re-designate are indicated below:



**Analysis of Existing Conditions:**

An analysis of the existing land use and surrounding area indicates that the area surrounding the subject parcel contains R4, R1, Country Residential (CR) and Institutional and Public Uses (IPU) designations. The IPU lands will include the future Rimoka seniors lodge.

According to Land Use Bylaw 762/04, within 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 suits in detached houses
- Home offices
- Public parks and recreation areas
- Buildings and uses accessory to the above

Additional discretionary uses include:

- Churches
- Group homes
- Home business
- Rental suites
- Utility installations
- Buildings and uses accessory to the above

**Analysis of Proposed Land Use Re-designation:**

Under the district proposed by the applicant, R1, the following are permitted uses:

- New detached residences
- New Ready-To-Move or modular homes (subject to development author approval)
- Rental suites in detached homes
- Granny suites
- Home offices
- Public parks and recreation areas
- Building and uses accessory to the above

Additional discretionary uses in the R3 district include:

- Moved-in residences and modular homes, but excluding manufactured and mobile homes
- Churches
- Group homes
- Home businesses
- Utility installations
- Buildings and uses accessory to the above

**Compliance with Town Policy**

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

The Municipal Development Plan Bylaw 910/15 (MDP) encourages a mixture of residential densities and tenure so that a variety of housing is available (8.1). Further, the MDP encourages high density residential development in the transitional areas including along highway 53 (8.3). As the proposed area is not greater than 1.5 hectares or comprised of more than 6 lots (7.4), an Area Structure Plan is not required.


**Administration Review**

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

1. The MDP encourages high density development in the transitional areas along highway 53. This area may be considered part of the transitional area, where higher density is encouraged. Note that this is not a requirement, rather it is encouraged.
2. As the lands to the east and south including R4 and the multi-unit seniors lodge, if designated R1, the uses may not be compatible.
3. There is no Area Structure Plan in place for the lands directly to west. Without knowing the long range development plans, administration does not have details available to know what may happen in the future. Therefore at this time administration assumes that Country Residential will remain in place for the foreseeable future.
4. These lots are in a very unique position as they are adjacent to lands designated as R4, and CR. The R1 designation may provide a unique opportunity to transition between these uses.

**Circulation Responses:**

As per council's direction Bylaw 912/16 was circulated to adjacent land owners and government agencies as per the municipal Government Act. Notice of Bylaw 912/19 was placed in the April 5, 2016 and April 12, 2016 editions of the Rimbey Review.

	<p>The following comments were received and are attached for council’s consideration:</p> <ul style="list-style-type: none"> <li>• Alberta Transportation – received April 4, 2016. Alberta Transportation notes that development in this area may accelerate the need for intersection improvements at Highway 53 and Rimstone Drive. Additionally, they note that future access for Block B, Plan 762 0599 must be addressed with future subdivision of said lot or with development of NW 20-42-02-W5.</li> <li>• ATCO Gas – received April 12, 2016. ATCO Gas notes future requirements that will need to be addressed at the time of subdivision.</li> <li>• ATCO PIPELINES – received April 13, 2016. ATCO Pipelines has no objections.</li> <li>• Earl and Francine Repas, adjacent Land Owners – received April 18, 2016. The letter indicates that “I strongly appose this re-designation” and lists multiple reasons for his opposition.</li> </ul> <p>On April 25, 2016, Council requested further information regarding the history of these lands. Upon further review of the applicants file we note the following in regards to these properties:</p> <ul style="list-style-type: none"> <li>• On January 8, 2008, Bylaw 824/07 re-designated this area from UX to R1.</li> <li>• On April 14, 2014, Bylaw 894/14 re-designated this area from R1 to R3. In respect to Bylaw 894/14 staff also notes that the written application from Mr. Cummings did not include these lands, however they appear to have been changed through the process. Further, a review of the public hearing record from 2014 indicates that no-one currently expressing concerns with the amendment returning the lands to R1 spoke that public hearing.</li> </ul> <p><b>Recommendations:</b> Due to the unique nature of these lands situated between CR and R4, administration is recommending that Council consider third reading of this bylaw to re-designate the southwest portion of Lot 1, Block 19, Plan 0729960 from R3 to R1.</p>
<p><b>Relevant Policy/Legislation</b></p>	<p>Municipal Government Act</p>
<p><b>Options/Consequences</b></p>	<p>Option 1: Council may give third reading to Bylaw 912/16. Option 2: Council may refuse to give third reading to Bylaw 912/16 [for reasons listed].</p>
<p><b>Desired Outcome(s)</b></p>	<p>Ensure orderly development within the Town of Rimby</p>
<p><b>Financial Implications</b></p>	<p>Future taxes will vary depending on the land use designation and what is built.</p>
<p><b>Follow Up</b></p>	<p>N/A</p>
<p><b>Attachments</b></p>	<p>Bylaw 912/16. Circulation responses.</p>
<p><b>Recommendation</b></p>	<p>Council consider third reading of Bylaw 912/16.</p>
<p><b>Prepared By:</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">   <hr style="width: 100%;"/> <p>Liz Armitage</p> </div> <div style="text-align: right;"> <p><u>May 5, 2016</u> Date</p> </div> </div>	

**Endorsed By:**

*Lori Hillis*

Lori Hillis, CPA, CA  
Acting Chief Administrative Officer

*May 5/16*

Date



# The Town of Rimbey Amendment to Land Use Bylaw

Bylaw 912/16

---

## 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 - RE-DESIGNATION

- 1) A portion of Lot 1, Block 19, Plan 0729960 will be re-designated from Medium Density Residential (R3) to Low Density Residential (R1) as shown in Schedule A.

### 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 \_\_\_\_\_, 2016.

\_\_\_\_\_  
MAYOR RICK PANKIW

\_\_\_\_\_  
INTERIM CHIEF ADMINISTRATIVE OFFICER  
DONNA TONA, CTS

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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

\_\_\_\_\_  
MAYOR RICK PANKIW

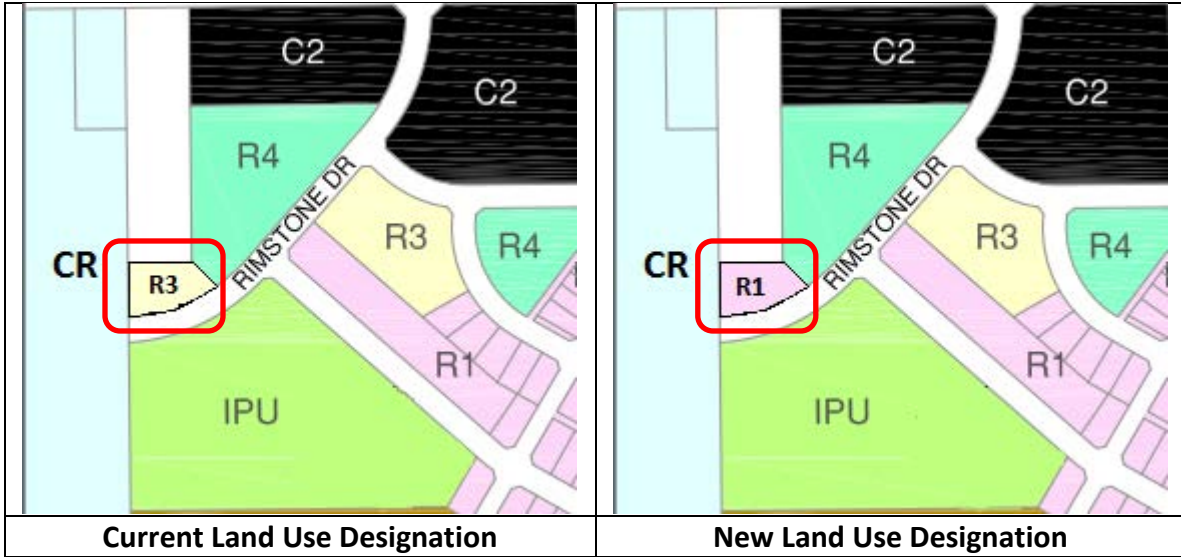
\_\_\_\_\_  
INTERIM CHIEF ADMINISTRATIVE OFFICER  
DONNA TONA, CTS

# The Town of Rimbey Amendment to Land Use Bylaw

Bylaw 912/16

## SCHEDULE A

### Land Use Re-designation Map



April 4<sup>th</sup>, 2016

File: Rimbey (Sub)  
Bylaw: 912/16

Town of Rimbey  
4938 – 50<sup>th</sup> Avenue  
PO Box 350  
Rimbey, AB T0C 2J0  
Sent via email to: [michael@rimbey.com](mailto:michael@rimbey.com)

Attention: Elizabeth Armitage

**RE: PROPOSED LAND USE RE-DESIGNATION REQUEST BYLAW 912/16  
PORTION OF LOT 1, BLOCK 19, PLAN 072 9960; PT. NE 20-42-02-W5  
SOUTH OF HIGHWAY 53 (50<sup>TH</sup> AVENUE) AND RIMSTONE DRIVE**

---

With reference to the above, I would advise that we have no objections to the proposed land use re-designation of a portion of Lot 1, Block 19, Plan 072 9960 from Medium Density Residential (R3) to Low Density Residential (R1).

It is Alberta Transportation's position that development-driven improvements are the responsibility of the Town/Developer. Continued development may accelerate the need for intersection improvements at the Highway 53 and Rimstone Drive intersection.

Currently Block B, Plan 762 0599 has physical (temporary) access to Highway 53, but no legal, public access. If this re-designation is approved, legal access to Block B, Plan 762 0599 shall be addressed with future subdivision or development on Block B, Plan 762 0599 or the adjacent quarter section to the west, NW 20-42-02-W5.

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

Sincerely,



Sandy Choi  
Development & Planning

SC/sc



Your File: Bylaw 912/16  
Our File: RIMB01

April 12, 2016

**Re: Land Use Re-Designation Request Bylaw 912/16**

The Engineering Department of ATCO GAS, an Operating Name of ATCO Gas and Pipelines Ltd. have reviewed the above-named plan and have no objections, subject to the following:

**CONDITIONS TO SUBDIVIDE:**

1. A gas main installation and front lot rights-of-way will be needed to service the newly created lots. It is recommended that the owner/developer contact ATCO Gas' Distribution Engineer at (403) 357-5220 prior to approval of subdivision regarding proposed alignments and right-of-way requirements. Please note, plans suitable for registration are required to commence the design. Designing, obtaining the necessary approvals and the installation can take up to three (3) months.
2. The owner/developer shall provide gas right(s)-of-way and/or alignments as marked on the attached plan.
3. ATCO Gas' existing Right-of-Way or other land rights shall be carried forward and registered on any newly created lots.
4. Should it be necessary to lower, relocate or make any alterations to our existing pipelines and/or appurtenances due to this project, contact ATCO Gas' Distribution Engineer at (403) 357 5220. If alterations are required, the cost shall be borne by owner/developer.

**FOR YOUR INFORMATION:**

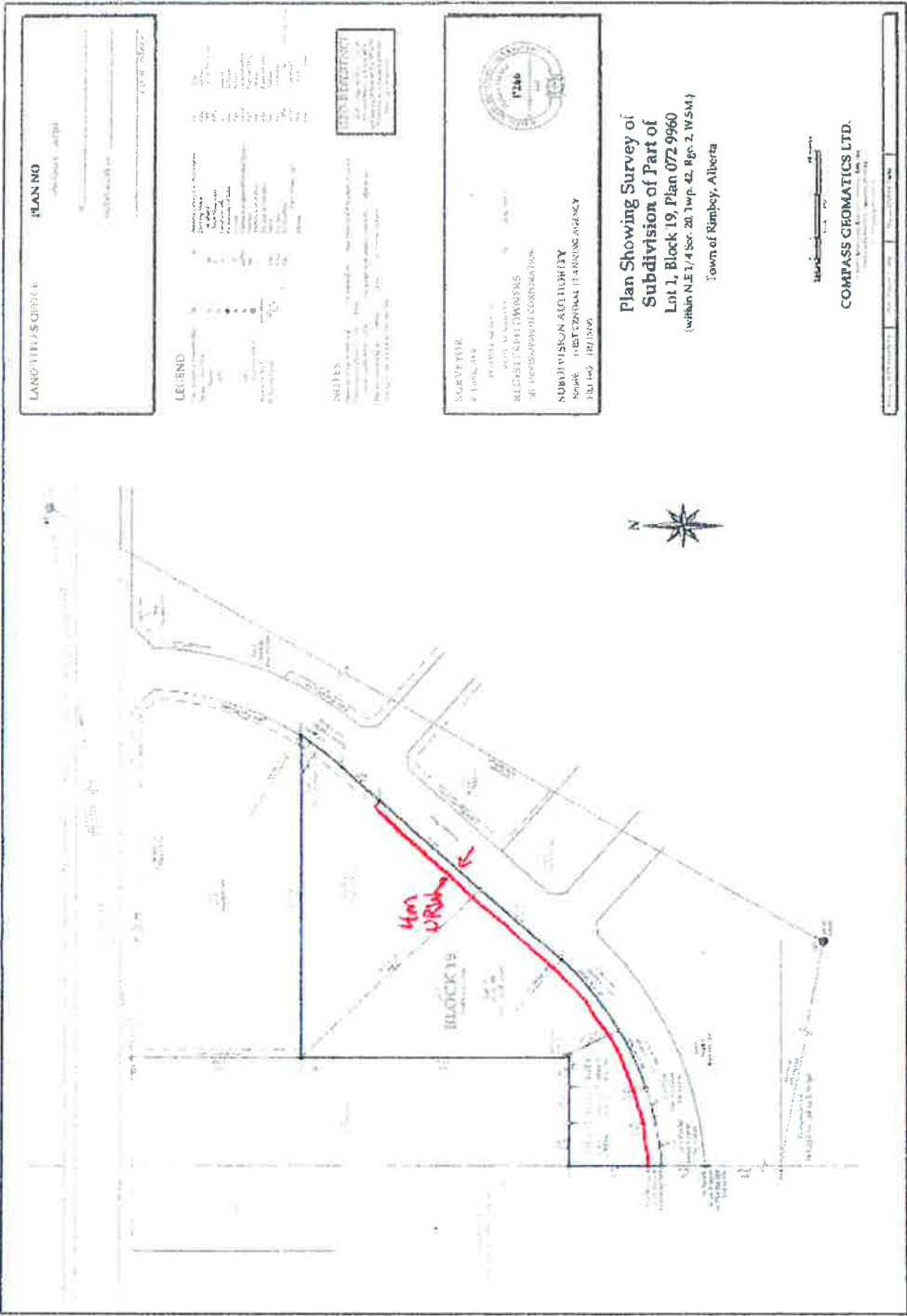
1. Each lot is to have a separate service line.
2. When gas service is required for the individual lots, the owner/developer shall contact the local ATCO Gas office at 403-357-5200 to discuss their service requirements, timing and the associated costs
3. Remember to contact Alberta One-Call at 1-800-242-3447 to have the gas lines located at least 48 hours prior to any excavation.

If you have any questions or concerns, please do not hesitate to call.

Yours truly,

Dave Weinkauff  
Senior Engineer  
Red Deer District Operations

cc Nicole Smith



**Subject:** FW: 16-1080 Response - Bylaw 912/16 Circulation Notice  
**From:** "Michael Fitzsimmons" <[michael@rimbey.com](mailto:michael@rimbey.com)>  
**Sent:** 2016-04-13 4:05:57 PM  
**To:** "Liz Armitage ([vicinia.planning@gmail.com](mailto:vicinia.planning@gmail.com))" <[vicinia.planning@gmail.com](mailto:vicinia.planning@gmail.com)>  
**Attachments:** Agency Package [SJC].pdf

**From:** [Isabel.Solis@atco.com](mailto:Isabel.Solis@atco.com) [mailto:[Isabel.Solis@atco.com](mailto:Isabel.Solis@atco.com)]  
**Sent:** Wednesday, April 13, 2016 4:05 PM  
**To:** Michael Fitzsimmons <[michael@rimbey.com](mailto:michael@rimbey.com)>  
**Subject:** 16-1080 Response - Bylaw 912/16 Circulation Notice

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: 780.420.3696 | F: 780.420.7411 | E: [Isabel.Solis@atco.com](mailto:Isabel.Solis@atco.com) \*New email address\*

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](mailto:michael@rimbey.com)]  
**Sent:** Thursday, March 31, 2016 3:16 PM  
**To:** Solis, Isabel  
**Subject:** Bylaw 912/16 Circulation Notice

Good afternoon,

Attached above is Bylaw 912/16 to review. As a potentially affected agency, we're requesting that you review the enclosed information and forward your comments, recommendations and/or requirements with respect to this bylaw by **April 14, 2016**. Your comments will then be considered by Town Administration and Council. 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**  
P: 403-843-2113  
F: 403-843-6599  
E: [michael@rimbey.com](mailto:michael@rimbey.com)  
<http://www.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.

April 18/2016

TO; Town of Rimbey

ATT; Development Services Department

FROM; Earl & Francine Repas, adjacent land owner

RE; Re- designation of land use request by SJC developments

I strongly appose this re-designation because;

\* R1 is an incompatable land use to the existing land use of my acreage and also the other adjacent land owner Mr. Grutterink, whom operates a cattle feed lot. I own and operate a legitimate business (Rimbey Towing) on my acreage where I store wrecked vehicles as a componant of the business since Sept. 15/2009. On March 3/16 I was contacted by Rimbey's peace officer in regards to a complaint made by Stan Cummings of SJC about the wrecked vehicles in my yard which leads me to believe that future residents of these new lots will also complain about my storage operation, effectively shutting down my business and causing me financial hardship.

\* the proposed development contravines;

MGA -640-6-a-ii, which effectively says a new development cannot materially interfere with or effect the use, enjoyment or value of neighbouring parcels of land.



MDP town of Rimbey

Part 2 section 3 - Existing land use patterns set the stage for development of adjacent lands

Part 3 section 6.1- To ensure the orderly, complementary, contiguous, and efficient development of the physical environment within the town.



Part 4 section 8.4 - Provide for separation and buffering of residential neighbourhoods from incompatible land uses.

yours truly,

Earl Repas

<b>Council Agenda Item</b>	6.3
<b>Council Meeting Date</b>	May 9, 2016
<b>Subject</b>	Bylaw 913/16 to Rescind Bylaw 839/09
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>Bylaw 839/09 Town of Rimbey Area Structure Plan was presented to Council January 13, 2009 where it received first reading and again on September 8, 2009, where it received second and third reading.</p> <p>After a review of the Minutes between January 13<sup>th</sup> and September 8, 2009, Administration was only able to determine the motions made to pass the Bylaw. There was no mention in the Minutes of advertising of this bylaw, nor a Public Hearing being held.</p> <p>At the February 24, 2014 Regular Council Meeting, Administration brought forth the recommendation to Council to Repeal Area Structure Plan Bylaw 839/09. Council passed the following motion:</p> <p><u>Motion 049/14</u></p> <p><i>Moved by Deputy Mayor Webb to repeal Area Structure Plan Bylaw 839/09.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>Discussion</b>	<p>Upon review by current administration it has been determined that Motion 049/14 was not sufficient to repeal Area Structure Plan Bylaw 839/09. Further, while preparing the new Municipal Development Plan Bylaw 910/15 (MDP) administration noted that Area Structure Plan Bylaw 839/09 is no longer relevant to the Town of Rimbey and is not consistent with MDP 910/15.</p> <p>Further, in order to promote quality long term development within the Town, future development shall require Area Structure Plans specific to each development on accordance with MDP clause 7.4 which states <i>“The Town shall require the preparation of an Area Structure Plan (ASP) or other non-statutory plan, acceptable to Council, before subdivision and/or development of any parcel which will be subdivided into six or more lots and/or consist of greater than 1.5 hectares of land is permitted to proceed.”</i></p> <p>In order to repeal Bylaw 839/09 MGA 190(2) states <i>“The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.”</i> Therefore, in order to appeal the bylaw, council must do so in the same manner as it was approved.</p> <p>Although no Public Hearing appears to have been held when Bylaw 839/09 was approved, it is possible that an open house or alternative form of consultation was</p>

	<p>held in according to MGA. MGA 636(1) states that <i>“while preparing a statutory plan a municipality must (a) provide a means for any person who may be affected by it to make suggestions and representations.”</i></p> <p>Therefore, notice of Bylaw 913/19 was placed in the April 5, 2016 and April 12, 2016 editions of the Rimbey Review.</p> <p>Written submission received before April 21 from the following include:</p> <ul style="list-style-type: none"> <li>• Alberta Transportation – No Objections, received April 4, 2016. Follow up phone call between Sandy Choi and Liz Armitage occurred on April 5, 2016.</li> </ul> <p>In addition two agencies requested further information. These agencies were Atco Pipelines and Atco Gas. Michael Fitzsimmons sent them additional information and Elizabeth Armitage followed up with both agencies by telephone on April 19, 2016. Elizabeth spoke with Isobel Solis with Atco Pipelines and David Weinkauff with Atco Gas. Both agencies appeared to understand that Bylaw 913/16 will repeal 839/09 and new ASPs created in the future will be forwarded to them for comments at the appropriate time in accordance with the Municipal Government Act.</p> <p>On April 25, 2016 Council asked for a legal review of this bylaw given the concerns raised by the Carol Lundgard on behalf of Legacy Lane Condominium Corporation. The legal opinion is privileged and confidential to the Town. However, a thorough review by administration indicates that Council is within its rights to repeal Bylaw 839/09. Therefore Administration continues to recommend repealing bylaw 839/09 to ensure the town’s land use planning documents are consistent as is required under the MGA.</p>
<p><b>Relevant Policy/Legislation</b></p>	<p>MGA 63 (2) (b) MGA 190(2) MGA 636(1)(a)</p>
<p><b>Options/Consequences</b></p>	<p>Option 1: Council may give third reading to Town of Rimbey Bylaw 913/16 to Rescind Bylaw 839/09. Option 2: Council may defeat third reading citing reasons.</p>
<p><b>Desired Outcome(s)</b></p>	<p>Repeal Bylaw 839/09.</p>
<p><b>Financial Implications</b></p>	<p>Not applicable</p>
<p><b>Follow Up</b></p>	<p>Third Reading.</p>
<p><b>Attachments</b></p>	<ol style="list-style-type: none"> <li>1. Page 3, Regular Council Minutes January 13, 2009 Bylaw No. 839/09-Area Structure Plan, with Motion 19/09</li> <li>2. Page 2, Regular Council Minutes September 8, 2009, Bylaw 839/09-Area Structure Plan</li> <li>3. Page 3, Regular Council Minutes September 8, 2009, Bylaw 839/09-Area Structure Plan, with Motion 285/09 and Motion 086/09.</li> <li>4. February 24, 2014 Agenda Item 6.1 Repeal Area Structure Plan 839/09 request</li> </ol>

	<ol style="list-style-type: none"><li>5. Page 2, Regular Council Minutes February 24, 2014, Motion 049/14</li><li>6. Bylaw 913/16 Bylaw to Repeal Bylaw 839/09 Area Structure Plan</li><li>7. Circulation Comments.</li></ol>
<b>Recommendation</b>	<ol style="list-style-type: none"><li>1. Administration recommends Council provide third reading of Bylaw 913/16 to repeal bylaw 839/09.</li></ol>
<b>Prepared By:</b>  <div style="display: flex; justify-content: space-between;"><div style="text-align: center;"> _____ Liz Armitage Development Officer</div><div style="text-align: center;"><u>May 2, 2016</u> Date</div></div>	
<b>Endorsed By:</b>  <div style="display: flex; justify-content: space-between;"><div style="text-align: center;"> _____ Lori Hillis, CPA, CA Acting Chief Administrative Officer</div><div style="text-align: center;"><u>May 5/16</u> Date</div></div>	



A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO REPEAL BYLAW 839/09 WHICH ADOPTED THE TOWN OF RIMBEY AREA STRUCTURE PLAN

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WHEREAS The Municipal Government Act, R.S.A., 2000 Chapter M-26, permits a Town Council to repeal a bylaw; and

AND WHEREAS The Council of the Town of Rimbey deems it appropriate to repeal the bylaw that adopted the Town of Rimbey Area Structure Plan;

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

- 1. Bylaw 839/09 is hereby rescinded.

This By-Law comes into effect on the date of third and final reading.

READ a First Time in Council this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_  
Mayor Rick Pankiw

\_\_\_\_\_  
Interim Chief Administrative Officer Donna Tona

READ a Second Time in Council this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

READ Third Time and Finally Passes this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor Rick Pankiw

\_\_\_\_\_  
Interim Chief Administrative Officer Donna Tona

Bylaw No. 837/09  
Appoint a Designated  
Officer and Position of  
Development Officer

Administration presented Bylaw No. 837/09 which authorizes Council to establish the position of a Development Officer and appoint a Designated Officer.

Motion 11/09

Moved by Councillor Davies that Bylaw No. 837/09 authorizing the establishment of the position of Development Officer and appoint a Designated Officer be given first reading.

CARRIED UNANIMOUS

Motion 12/09

Moved by Councillor Huff that Bylaw No 837/09 be given second reading

CARRIED UNANIMOUS

Motion 13/09

Moved by Councillor Karroll that Bylaw No 837/09 be presented for third reading.

CARRIED UNANIMOUS

Motion 14/09

Moved by Councillor Clark that Bylaw No. 837/09 be given third and final reading.

CARRIED UNANIMOUS

Bylaw No. 838/09  
Retention &  
Destruction of  
Municipal Documents

Administration presented Bylaw No. 838/09 – retention and destruction of municipal documents to council.

Motion 15/09

Moved by Councillor Davies that Bylaw No. 838/09 authorizing retention and destruction of municipal documents be given first reading.

CARRIED UNANIMOUS

Motion 16/09

Moved by Councillor Huff that Bylaw No 838/09 be given second reading

CARRIED UNANIMOUS

Motion 17/09

Moved by Councillor Clark that Bylaw No 838/09 be presented for third reading.

CARRIED UNANIMOUS

Motion 18/09

Moved by Councillor Karroll that Bylaw No. 838/09 be given third and final reading.

CARRIED UNANIMOUS

Bylaw No. 839/09 –  
Area Structure Plan

Administration presented Bylaw No. 839/09 for the purpose of adopting an Area Structure Plan for the Town of Rimbey to Council.

Motion 19/09

Moved by Councillor Clark that Bylaw No. 839/09 for the purpose of adopting an Area Structure Plan for the Town of Rimbey be given first reading.

CARRIED UNANIMOUS

addressed, he will be available Monday to Friday. Staff update is that Constable Meuller will be transferred to Morinville soon and at this time no replacement has been named due to the backfill of openings that need to be filled.

Mayor and Council welcomed Sgt. Groves to the community and commented that Council also has an open door policy and looks forward to working together. Council takes great pride in the community and looks forward to continue working with keeping the community safe. Mayor Barr commented that Council will do its due diligence to support getting an additional member to replace Constable Meuller.

Mayor Barr thanked Constable Coulthard and Sgt Groves for the update.

Constable Coulthard and Sgt Groves exited the meeting at 10:18 am.

Director of Finance  
Report

Director of Finance, Jackie McMullen, presented the budget figures for the month ending August 31, 2009. The statement is a bit deceiving in some areas, but closer to the end of the year these areas will reflect a more accurate match of the budget. Budget is on schedule and an impact statement to show the effect federal or provincial government cuts of funding may have on the municipal budget is being prepared.

Motion 282/09

Moved by Councillor Huff to accept the Director of Finance report update for the month ending August 31, 2009 as presented.

CARRIED UNANIMOUS

Recreation Services  
Report

Recreation Director, Rick Kreklewich, provided a written and verbal report on the following:

- RV Park Expansion upgrade
- Arena Open
- Pool Season Complete
- School Rental Proposal
- Hanging Baskets

Motion 283/09

Moved by Councillor Huff to accept the recreation report as presented.

CARRIED UNANIMOUS

Motion 284/09

Moved by Councillor Clark that Recreation Director draft a letter to the Rimbey Jr./Sr. High School explaining why the Town can not support a flat rate rental of the recreational facility.

CARRIED UNANIMOUS

Rick Kreklewich withdrew from meeting at 10:50 am

Bylaw 839/09 – Area  
Structure Plan (ASP)

Administration presented Bylaw No. 839/09 – Area Structure Plan explaining that the Town of Rimbey has two major highways going through and the highway traffic act says that transportation has jurisdiction over most of Rimbey. In conjunction with Alberta Transportation the plan was developed to alleviate some of the issues when applying for development approval and requests to Alberta Transportation. Administration has reviewed the plan with Alberta Transportation and is now looking for Council's approval for second and third reading.

Motion 285/09

Moved by Councillor Clark that Bylaw No. 839/09 for the purpose of adopting an Area Structure Plan for the Town of Rimbey be given second reading.

CARRIED UNANIMOUS

Motion 286/09

Moved by Councillor Huff that Bylaw No 839/09 be given third and final reading.

CARRIED UNANIMOUS

Recess

Mayor Barr called a short recess at 11:10 am.

Reconvene

Mayor Barr called meeting back to order at 11:22 am

51<sup>st</sup> Street Water Main

Administration presented an overview of 51<sup>st</sup> Street water main proposals that have been received. The Town Engineer received quotes from Pidherneys and Urban Dirtworks Inc. to put the water line in 51<sup>st</sup> Street. The prices do not include bonding price for the project. As for the sewer line installation is not part of the quote due to some sizing issues with the developer of Evergreen Estates and the Town. Administration would like Council's approval to proceed awarding the earthworks contract to Urban Dirtworks Inc.

Motion 287/09

Moved by Councillor Schrader to approve awarding the contract for 51<sup>st</sup> Street Water Main to Urban Dirtworks Inc at a cost of 68,369.00 not including bonding or GST.

CARRIED UNANIMOUS

Green Gym Outdoor Fitness Equipment

Five pieces of Green Gym Outdoor Fitness Equipment are waiting to be shipped to the Town of Rimbey. The site plan was to put the equipment in the same location as the pool. A plan needs to be put into place on a primary and secondary site location for installation of the equipment. Recreation Committee is to recommend two alternate locations and bring back to next Council meeting.

Motion 288/09

Moved by Councillor Clark that Administration advise Green Gym that the Town is awaiting information on the RInC Grant and that a secondary site will be chosen by September 22.

CARRIED UNANIMOUS

Arena Concessions

The Concession Arena operator has some concerns with having to be open during practices when there are not enough people accessing the service. Options are to put in vending machines that would be run by recreation and have the concession operator open on weekends only or to leave the contract as is. As the contract sits concession is to be open during practices and games. The Caterer would require support from minor hockey to see if not running concessions during practice would be feasible.

Motion 289/09

Moved by Councillor Huff that recreation review concessions operator agreement with Caterer and Minor Hockey.

CARRIED UNANIMOUS

RV Park Signage

Now that the expansion of the RV Park is almost complete it would be appropriate to have some new signage put up. Recreation will look at costs to upgrade the RV Park signage.



# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	February 24, 2014		
Agenda Item No.	6.1	Confidential	Yes	No	XX
Topic	Repeal Area Structure Plan Bylaw 839/09				
Originated by	Melissa Beebe		Title	Assistant CAO	
<b>BACKGROUND:</b>					
<p>Bylaw 839/09 Area Structure Plan outlining the framework for subsequent subdivision and development of areas of land within the municipality. This plan laid out the sequence of development in the proposed quadrants, land uses proposed, density of population, general location of major transportation routes and other matters that council considered necessary at that time.</p>					
Documentation Attached:	Yes	XX	No		
<b>DISCUSSION:</b>					
<p>According to the MGA section 632(2) a council of a municipality with population of less than 3500 may adopt a municipal development plan, which the Town of Rimbey does have area structure plans addressed within the MDP regarding future land use within the municipality. The MDP also has a provision that expects developers of private sector development to provide an Area Structure Plan that is presented to Council for consideration and adoption addresses the land uses proposed, density of population, location of major transportation routes, storm water management, municipal services, etc. Bylaw 839/09 is not necessary and is not going to stay current with the changes of future land developments. As this is covered in the MDP bylaw it is redundant to continue with this bylaw, as each development is required to provide an Area Structure Plan that requires Council's approval, advertising, and public hearing. Any amendment to a developer's ASP falls under the MGA, Division 12, which has the same requirements as the Land Use Bylaw for notifications and public hearings.</p>					
<b>RECOMMENDED ACTION:</b>					
<p>Administration recommends Council repeal Area Structure Plan Bylaw 839/09.</p>					
CAO					
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:	

opportunities in the future.

The feeling of the board is it would like to move forward with the Master Plan recommendations and open communication with the service groups with Council direction and see how we can work together on the key initiatives. Community groups have been instrumental in building community recreation infrastructure. The Chair reiterated that we are an advisory group and we really need you, the people were giving advice to, what is the direction Council would like to see.

Mayor Pankiw stated that a skateboard park is high on Councils list and inquired if the Rec Board could do research on how this type of project could be done. Rec Board felt a Skateboard park would be a good project, and advised that some of the priorities to come out of the rec plan are the trails and the pie shaped park.

Deputy Mayor Webb thanked Derry Armstrong of the Recreation Board for their presentation.

#### 5.2 Peggy Makofka Rimbey FCSS/RCHHS

Deputy Mayor Webb welcomed Mrs. Makofka to the Council Meeting.

Peggy Makofka, Executive Director of the Rimbey Family & Community Support Services, Rimbey Community Home Help Services wanted to have an opportunity to meet the new council and provide a brief overview of the services that are provided by the FCSS. FCSS was started in 1982 as there was a need for homecare services that were identified for the community and the mandate of the organization to help people to be able to stay at home as long as possible and to delay and prevent family breakdown. The organization is a registered nonprofit and allows us to take on additional contracts to provide additional services, such as: meals on wheels, home support, personal care, etc. Contracts allow us to cover costs with a bit of profit that can be reinvested back into new services or sustaining existing services that are not sustainable on their own. The contract with homecare and Alberta Health Services is coming up for competition April 1 2015 and we are hoping to maintain that contract. Some of the non-profit FCSS's have lost contracts to larger private companies. Alberta Health Services determines who will get the contract and a letter of support to the Minister from Council on the benefits of the many services being offered by FCSS.

Peggy advised that community members need to know what is in their community. The Volunteer Centre is there to help other non-profit groups to find volunteers, maintaining stats, training etc, and thank you to council for their support with the program. The Volunteer Appreciation is April 7<sup>th</sup>, and look forward to council attending. The Charity Golf Tournament is August 14<sup>th</sup>.

Deputy Mayor Webb advised that the services provided by the FCSS are well used and needed in the community and thanked Mrs. Makofka for her presentation.

Mathew joined meeting in a conference call at 7:20 pm.

## 6. Bylaws

### 6.1 Repeal Area Structure Plan Bylaw 839/09

#### Motion 049/14

Moved by Deputy Mayor Webb to repeal Area Structure Plan Bylaw 839/09.

CARRIED

### 6.2 Amendment to Land Use Bylaw Rezoning – SJC

#### Motion 050/14

Moved by Councillor Payson to give first reading to Amendment to Land Use Bylaw 890/14 Rezoning.

CARRIED



A BY-LAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO REPEAL BYLAW 839/09 WHICH ADOPTED THE TOWN OF RIMBEY AREA STRUCTURE PLAN

WHEREAS The Municipal Government Act, R.S.A., 2000 Chapter M-26, permits a Town Council to repeal a bylaw; and

AND WHEREAS The Council of the Town of Rimbey deems it appropriate to repeal the bylaw that adopted the Town of Rimbey Area Structure Plan;

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

- 1. Bylaw 839/09 is hereby rescinded.

This By-Law comes into effect on the date of third and final reading.

READ a First Time in Council this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_  
Mayor Rick Pankiw

\_\_\_\_\_  
Interim Chief Administrative  
Officer Donna Tona

READ a Second Time in Council this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

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

READ Third Time and Finally Passes this \_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor Rick Pankiw

\_\_\_\_\_  
Interim Chief Administrative  
Officer Donna Tona

April 5<sup>th</sup>, 2016

File: Rimbey (ASP)  
Bylaw: 913/16

Town of Rimbey  
Box 350  
Rimbey, AB T0C 2J0  
Sent via email to: [michael@rimbey.com](mailto:michael@rimbey.com)

Attention: Elizabeth Armitage

**RE: PROPOSED BYLAW 913/16 TO RESCIND BYLAW 839/09  
TOWN OF RIMBEY AREA STRUCTURE PLAN (ASP)**

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With reference to the above, I would advise that we have no objections to the proposal to rescind Bylaw 839/09 – Town of Rimbey Area Structure Plan.

We understand that the Town of Rimbey Area Structure Plan will be rescinded in its entirety and replaced by a proposed Municipal Development Plan (MDP) that establishes land use in the municipality.

If you have any questions, please contact me at 403-340-7179. Thank you for the referral and opportunity to comment.

Sincerely,



Sandy Choi  
Development & Planning

SC/sc

<b>Council Agenda Item</b>	7.1
<b>Council Meeting Date</b>	May 9, 2016
<b>Subject</b>	Residential Spec Homes – Request for Tax Relief
<b>For Public Agenda</b>	Public Information
<b>Background</b>	<p>At the April 11, 2016 Regular Council Meeting, Developer Paul Kusch requested Council to revisit Motion 236/15 which deals with residential spec homes – Request for Tax Relief. Motion 236/15 states:</p> <p style="text-align: center;"><i>Motion 236/15</i></p> <p style="text-align: center;"><i>Moved by Councillor Godlonton to accept option 1 presented being:</i></p> <p>1) <i>As a development incentive direct Administration to work with a lawyer to draft an agreement which will allow residential spec built homes to remain at bare land tax rate for the duration of one year from the time that construction is complete should the following conditions be met:</i></p> <p style="padding-left: 40px;"><i>a. The reduced tax rate is available for the duration of one year from the time that construction is complete or until the home is sold or is occupied.</i></p> <p style="padding-left: 40px;"><i>b. The developer must build a minimum of 2 spec homes and maximum of 5 spec homes to participate in the program.</i></p> <p style="text-align: center;"><i>With the addition of:</i></p> <p style="padding-left: 40px;"><i>c. There be a standard building timeframe for construction of twelve months from start to finish of construction.</i></p> <p style="text-align: right;"><b>CARRIED</b></p> <p>An agreement was created and reviewed by legal counsel.</p> <p>Mayor Pankiw table discussion the Residential Spec Homes – Request for Tax Relief to the May 9, 2016 Regular council Meeting.</p>
<b>Discussion</b>	<p>Mr. Kusch indicated to Council the implementation of the New Home Buyer Protection Act on February 1, 2014, has weeded out the seasonal home builder who is not a developer by building only one home. A person who builds a home now has to provide a home warranty and he is requesting Council amend the minimum numbers of spec homes a developer would have to construct to qualify for the agreement.</p>
<b>Relevant Policy/Legislation</b>	

<b>Options/Consequences</b>	Council could leave the agreement status quo. Council could amend the agreement.
<b>Desired Outcome(s)</b>	
<b>Financial Implications</b>	Loss of tax revenue.
<b>Follow Up</b>	Amend the Residential Tax Relief for Spec Homes Agreement if Council passes a resolution to make changes to the agreement.
<b>Attachments</b>	Tax Relief Agreement for Residential Spec Homes Better Warranty Standards. Build for Albertans.
<b>Recommendation</b>	Council to determine a course of action.
<b>Prepared By:</b>	
	<p><u>Lori Hillis</u> _____ <u>May 5/16</u> _____                  Lori Hillis, CPA, CA Date                  Acting Chief Administrative Officer</p>
<b>Endorsed By:</b>	
	<p><u>Lori Hillis</u> _____ <u>May 5/16</u> _____                  Lori Hillis, CPA, CA Date                  Acting Chief Administrative Officer</p>

**THIS AGREEMENT** executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**BETWEEN:**

**TOWN OF RIMBEY**

(hereinafter referred to as the "Town")

OF THE FIRST PART

- and -

\_\_\_\_\_  
(hereinafter referred to as the "Developer")

OF THE SECOND PART

**WHEREAS** the Town has a Tax Relief Program for Residential Spec Built Homes, which allows the Residential Spec Built Homes to remain at a Bare Land Tax Rate for the duration of one (1) year from the time the construction of that Residential Spec Built Home is complete (the "Tax Relief Program");

**AND WHEREAS** the Developer is in the business of building Residential Spec Built Homes and wishes to participate in the Town's Tax Relief Program;

**NOW THEREFORE** the Town and the Developer agree as follows:

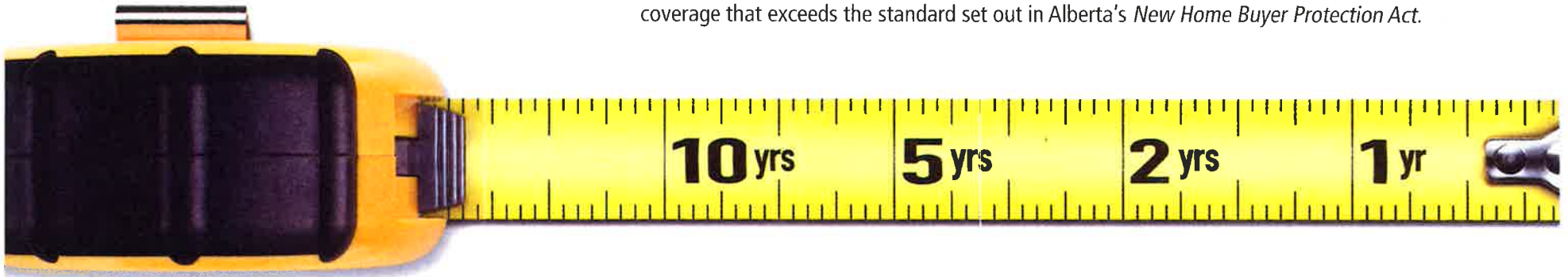
1. The Town hereby authorizes the Developer to participate in the Tax Relief Program on conditions and the Developer hereby accepts the conditions as follows:
  - a) the reduced tax rate is available for the duration of one (1) year from the time construction is complete, or until the home is sold or is occupied;
  - b) the Developer shall build a minimum of two (2) and up to a maximum of five (5) Residential Spec Built Homes shall be eligible for the Tax Relief Program; and
  - c) the Developer shall adhere to a building timeframe of twelve (12) months from commencement to completion of construction for any Residential Spec Built Home eligible for the Tax Relief Program.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement on the date set forth as written above.

	)	TOWN OF RIMBEY
	)	Per:
	)	
	)	_____
	)	
	)	
	)	
	)	_____ (c/s)
_____	)	
Witness	)	DEVELOPER - _____

# Starting February 1, 2014, every home you build in Alberta will need to be covered.

For the first time ever, Alberta is providing warranty standards for new homes. While the minimum coverage is mandatory, builders may partner with warranty providers to offer coverage that exceeds the standard set out in Alberta's *New Home Buyer Protection Act*.



## Coverage is as easy as 1, 2, 5, 10.

The minimum warranty for every new home built in Alberta will cover:

### Better warranty standards. Built for Albertans.

A builder's guide to Alberta's  
*New Home Buyer Protection Act*

**1**  
YEAR

#### LABOUR & MATERIALS

This takes care of finishes throughout the home, including any defects in flooring, paint or trim.

**2**  
YEARS

#### DELIVERY & DISTRIBUTION

This primarily covers defects in labour and materials related to heating, plumbing and electrical systems.

**5**  
YEARS

#### BUILDING ENVELOPE

Building envelope covers the exterior shell of the home, including the roof and walls. Two additional years of coverage must be made available for homebuyers to purchase.

**10**  
YEARS

#### STRUCTURAL COMPONENTS

This covers the major structural components of the home, particularly its frame and foundation.



Access the registry  
and learn more at  
[HomeWarranty.Alberta.ca](http://HomeWarranty.Alberta.ca)



## Your Role as a Builder

Your first responsibility as a builder is to partner with a warranty provider who will offer a warranty product that meets the new minimum requirements set out in Alberta's *New Home Buyer Protection Act*.

Please note that the Act only pertains to new homes constructed with a building permit applied for after February 1, 2014—those with permits applied for in January 2014 or earlier do not need to adhere to the new legislation. After February 1, 2014, all new residential construction projects will need to be entered into the registry at [HomeWarranty.Alberta.ca](http://HomeWarranty.Alberta.ca)

Throughout the construction process, builders are the primary point of contact for questions or concerns homebuyers may have. Homebuyers will also be contacting their builder about defects in their homes after the start of their warranty, particularly during the first year of coverage.

In Alberta, there are currently five warranty providers that you may partner with for coverage: Aviva Insurance Company of Canada represented by National Home Warranty Group Inc., Blanket Home Warranty Ltd., Progressive Home Warranty Solutions Inc., The Alberta New Home Warranty Program, and Travelers Insurance Company of Canada. These warranty providers are responsible for creating policies and responding to claims from homeowners.

## The Government's Role

Alberta's *New Home Buyer Protection Act* mandates and regulates new home warranties in the province. The Government of Alberta will monitor compliance with the legislation, while tracking warranties on new homes.

Alberta Municipal Affairs will also provide tools to municipalities, who will ensure warranty coverage is in place before issuing new construction permits. Finally, the government will enforce penalties against builders, warranty providers and others for not complying with the Act—up to \$100,000 for first offences and up to \$500,000 for subsequent offences.




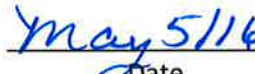
## Are you building your own home?

If you are an owner-builder constructing your own home to live in, you have two options. You can get home warranty coverage for your home or you can apply for an owner-builder authorization, which will allow you to build your home without a warranty. If you sell your house within 10 years, you will need to obtain the remaining warranty coverage for your buyer.

### HOMES COVERED INCLUDE:

Single family homes, duplexes, multi-family homes, condominiums, manufactured homes, and recreational properties.



<b>Council Agenda Item</b>	7.2
<b>Council Meeting Date</b>	May 9, 2016
<b>Subject</b>	Tagish Engineering Project Status Updates to April 19, and May 3, 2016
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Tagish Engineering is supplying their status report.
<b>Discussion</b>	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.
<b>Relevant Policy/Legislation</b>	Not applicable.
<b>Options/Consequences</b>	Not applicable.
<b>Desired Outcome(s)</b>	Not applicable.
<b>Financial Implications</b>	None at this time.
<b>Follow Up</b>	None at this time.
<b>Attachments</b>	Tagish Engineering Project Status Update to April 19, and May 3, 2016.
<b>Recommendation</b>	To accept the Tagish Engineering Project Status Updates to April 19, and May 3 2016, as information.
<b>Prepared By:</b>	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;">               _____              Lori Hillis, CPA, CA              Acting Chief Administrative Officer           </div> <div style="text-align: center;">               _____              Date           </div> </div>
<b>Endorsed By:</b>	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;">               _____              Lori Hillis, CPA, CA              Acting Chief Administrative Officer           </div> <div style="text-align: center;">               _____              Date           </div> </div>



## **PROJECT STATUS UPDATES**

April 19, 2016

# Town of Rimbey

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## **RB00 – Rimbey General**

This project is for small general requests for the Town.

(March 8) Tagish is working with Town staff on shallow utilities requirements for the Rimoka site.

(March 22) No Change.

(April 5) Tagish Engineering is working with Town staff providing information and budget estimates for grant funding.

(April 19) April 11, Town Council and staff held a "Developers Summit" to discuss development issues and proposed changes to the Land Use By-Law. The Summit was well attended by the local Developers.

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

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

(March 8) AMEC Foster Wheeler continues to test ground water at Well # 13. In a joint decision between all parties, testing for VOA will be extended to include Well # 12. AMEC will supply the Town with additional sampling materials.

(March 22) March 17, conference call held with Town, AMEC and Tagish to discuss the most current VOA test results. AMEC to provide a budget estimate for testing prior to any additional work being completed.

(April 5) Public Works is working with AMEC testing the ground water at Well # 13 and Main Reservoir.

(April 19) Public Works is working with AMEC on testing at Well # 12 & # 13.

## **RB125 – Main Reservoir Upgrade – (GM)**

(March 8)

- Proposal for pre-design report was sent to Canadian Consulting Group to provide cost estimates to complete the electrical and mechanical components for the Pumphouse/Reservoir upgrade.
- Nason Contracting Group is scheduled to complete the chlorine analyzer recalibration during the week of March 14, 2016.

(March 22) CCG provided Tagish with some preliminary cost estimates for electrical and mechanical components for Pumphouse upgrade.

(April 5) On March 30, Hunter Hydrovac Inc. on site to locate and depth of the existing shallow utilities, raw water supply line, main line leaving the pumphouse, and confirmed location of tie-in to the distribution system.

(April 19) Tagish Engineering is working with LEX3 the structural engineers to provide comments on the feasibility on expanding the existing pumphouse to accommodate the installation of the proposed upgrades.

#### **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 probable 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.

(March 8) Access Land Services is preparing documentation to be used to acquire Land Owners consent to drill exploration water wells.

(March 8 – March 22) Access Land Services is preparing documentation to be used to acquire Land Owners consent to drill exploration water wells. Access Land has indicated that the land could be a 99 year lease then no subdivision would be required.

(March 22 – April 5) Access Land Services is preparing documentation to be used to acquire Land Owners consent to drill exploration water wells. Access Land has indicated that the land could be a 99 year lease then no subdivision would be required.

(April 19) On April 11 Administrative staff, Access Land and Tagish Engineering met to discuss the proposed locations for the exploratory wells.

#### **RB128 – 2016 Street Improvements – (GM)**

Included in the 2016 Capital Budget, Council approved funds to provide an in-term solution to extend the life of roadways and to ensure that the travelling public can continue using the streets in a safe manner, until such time the Town completes a total street reconstruction. Roads and concrete structures will be repaired as required with an asphalt overlay installed to the following roads.

- 50 Street asphalt overlay from 52 Ave to 56 Ave
- 49 Street asphalt overlay from 52 Ave to 54 Ave
- 49 Street repair and overlay from 49 Ave to 50 Ave
- Concrete replacement at various locations

(March 8) Tenders closed on February 26, 2016 with six (6) Contractor submitting Tenders. All Tenders were checked for accuracy, with a Letter of Recommendation to award Tender was sent to the Town for consideration.

(March 22) Contract documents were sent to Border Paving for endorsement. Town has indicated that additional concrete repair would be required and that 46 St from 50 Ave to 51 Ave be included in the 2016 Street Improvement Program.

(April 5) Border Paving Ltd. has returned the signed Contract Documents and is waiting for the frost to come out and the weather to improve.

(April 19) Public Works and Tagish Engineering inspected sidewalk locations on 50 Av and 51 St which will be included in the concrete replacement program. Public Works has indicated that 46 Ave from 50 St to 51 St would be included in the 2016 Street Improvements.

#### **RB129 – Land Use Bylaw Update – (LS)**

(March 8) Met with Liz last week to discuss the project. Tagish to update the land use bylaw map and to contact Alta-Lis for a new Rimbey base map. Land Use bylaw map will be completed before the end of the month. Tagish will also review the land use bylaw word document when the Town has finished compiling it.

(March 22) New Town base map has been acquired. Awaiting Liz to finish up the draft of the residential districts. Once that information has been given to Tagish, we will finish the draft version of the bylaw map for Town review.

(April 5) Awaiting Liz to finish up with the draft of the residential districts so that we can finish up the mapping.

(April 19) Working on bylaw mapping and reviewing the land use bylaw text document. Should be complete for the Town's review by the end of the week.

#### **RB130 – Rimoka Shallow Utilities – (GM)**

(March 22) Fortis and ACUITY Engineering are reviewing the electrical requirements for the new Rimoka Housing complex.

(April 5) Town is scheduling a meeting with SJC Development Inc. regarding the placement of the shallow utilities to service the Rimoka Housing Site.

(April 19) ACUITY Engineering and Berry Architecture are working with Fortis Alberta to select the electrical transformer for the new Rimoka Seniors Lodge.



## **PROJECT STATUS UPDATES**

May 3, 2016

# Town of Rimbey

---

## **RB00 – Rimbey General**

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(March 22) No Change.

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(April 5) Public Works is working with AMEC testing the ground water at Well # 13 and Main Reservoir.

(April 19) Public Works is working with AMEC on testing at Well # 12 & # 13.

(May 3) The Town continues to test ground water at Well # 13, and sending samples to AMEC for testing.

## **RB125 – Main Reservoir Upgrade – (GM)**

(March 8)

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(April 19) On April 11 Administrative staff, Access Land and Tagish Engineering met to discuss the proposed locations for the exploratory wells.

(May 3) Access Land Services Ltd. has supplied the Town with copy of the offer to purchase land documents which are being reviewed by the Town Solicitors.

#### **RB128 – 2016 Street Improvements – (GM)**

Included in the 2016 Capital Budget, Council approved funds to provide an in-term solution to extend the life of roadways and to ensure that the travelling public can continue using the streets in a safe manner, until such time the Town completes a total street reconstruction. Roads and concrete structures will be repaired as required with an asphalt overlay installed to the following roads.

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(April 19) Public Works and Tagish Engineering inspected sidewalk locations on 50 Av and 51 St which will be included in the concrete replacement program. Public Works has indicated that 46 Ave from 50 St to 51 St would be included in the 2016 Street Improvements.

(May 3) A Change Order is being prepared and sent to Border Paving to include 46 Ave from 50 St to 51 St to the 2016 – Street Improvement program.

#### **RB129 – Land Use Bylaw Update – (LS)**

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(May 3) Met With Liz last week to discuss bylaw text document. Have submitted bylaw map for Liz's review and comments.

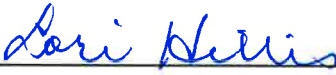
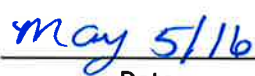
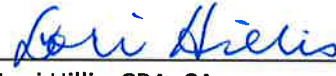

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<b>Council Agenda Item</b>	7.3
<b>Council Meeting Date</b>	May 9, 2016
<b>Subject</b>	Request for Sponsorship
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Administration received a letter of request for sponsorship for Daniel McClair who is in Africa on a Global Vet Experience.
<b>Discussion</b>	
<b>Relevant Policy/Legislation</b>	Not applicable.
<b>Options/Consequences</b>	Not applicable.
<b>Desired Outcome(s)</b>	Not applicable.
<b>Financial Implications</b>	As per Council decision.
<b>Follow Up</b>	Advise the writer of Council's decision.
<b>Attachments</b>	Letter from L. Lynn MacDonald
<b>Recommendation</b>	Administration recommends Council determine a course of action.
<b>Prepared By:</b>	
<p style="text-align: center;">               _____              Lori Hillis, CPA, CA              Acting Chief Administrative Officer           </p>	
<p>               _____              Date           </p>	
<b>Endorsed By:</b>	
<p style="text-align: center;">               _____              Lori Hillis, CPA, CA              Acting Chief Administrative Officer           </p>	
<p>               _____              Date           </p>	

May 2, 2016

Dear Rimbey Counsel,

I spoke with Rick regarding my son Daniel McClair, who was going to Africa on a Global Vet experience. But counsel meeting wasn't until after my son left, so now it is coming before you, and Daniel is in South Africa and having a fabulous experience.

Daniel just completed his second year of Vet school in Saskatoon. He will have his 24th birthday while in Africa. When he was 1 year old we moved into Rimbey. I took him and my daughter to the Rimbey Hospital on Saturday mornings, to sing hymns with the seniors in long term care. We did this for 5 years, until we moved out of town and were not able to make it in very often after that. You could say he started his volunteer experience at 1 year!

The seniors loved him and he really enjoyed them too....he has been a "people person" from then and to this day loves meeting people and helping out if he can.

Neither his father nor myself are able to help him out financially while in Vet. school, so he has to borrow much to live and go to school. He did well for sponsors, but not the full amount, so whatever you could do to assist him would be greatly appreciated, not only by him, but by me too.

I continue to do volunteer in Rimbey. I have been helping out at the Rimbey Mental Health Centre with clients for the last 3 years.

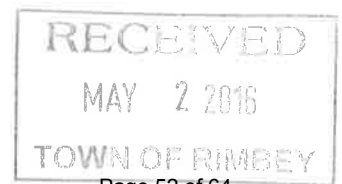
The reason I got the courage to come to Rick with my request for help, is because we have given to the Rimbey community and would sure appreciate the towns help at this time of need.


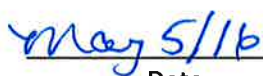

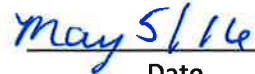
You can go to the link I sent Rick to see all about his volunteer experience there in Africa.

Thank you kindly for your consideration on his behalf.

Kind regards,

L. Lynn MacDonald



<b>Council Agenda Item</b>	8.2
<b>Council Meeting Date</b>	May 9, 2016
<b>Subject</b>	Boards/Committee Reports
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Various community groups supply minutes of their board meetings to Council for their information.
<b>Discussion</b>	
<b>Relevant Policy/Legislation</b>	Not applicable
<b>Options/Consequences</b>	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.
<b>Desired Outcome(s)</b>	To keep Council and the community informed of actions taken by the various community groups.
<b>Financial Implications</b>	Not applicable
<b>Follow Up</b>	Not applicable
<b>Attachments</b>	8.2.1 Rimoka Housing Foundation Minutes February 24, 2016 8.2.2 RimbeY Historical Society Minutes March 16, 2016 8.2.3 FCSS/RCHHS Minutes March 30, 2016
<b>Recommendation</b>	Motion by Council to accept the Rimoka Housing Foundation Minutes of February 24, 2016, RimbeY Historical Society Minutes of March 16, 2016 and FCSS/RCHHS Minutes of March 30, 2016, as information.
<p><b>Prepared By:</b></p> <p style="text-align: center;">               _____              Lori Hillis, CPA, CA              Acting Chief Administrative Officer         </p> <p style="text-align: right;">               _____              Date         </p> <p><b>Endorsed By:</b></p> <p style="text-align: center;">               _____              Lori Hillis, CPA, CA              Acting Chief Administrative Officer         </p> <p style="text-align: right;">               _____              Date         </p>	



BOARD MEETING  
Wednesday, February 24, 2016  
9:00 am  
Legacy Place, Ponoka

PRESENT: P. McLaughlin, Board Chair L. Gulka M. Jaycox B. Liddle  
R. Pankiw W. Sheppard, Interim CAO M. Nielsen, Recorder  
ABSENT: D. MacPherson C. Prediger

**CALL TO ORDER**

P. McLaughlin, Board Chair called the meeting to order at 9:07 am.

**ADOPTION OF AGENDA**

MOVED by M. Jaycox that the Board meeting agenda be adopted. (RHF 16-02-01) *Carried*

**APPROVAL OF MINUTES**

MOVED by L. Gulka that the Board accept the minutes of the January 13, 2016 Board meeting. (RHF 16-02-02) *Carried*

MOVED by R. Pankiw that the Board accept the minutes of the January 21, 2016 teleconference. (RHF 16-02-03) *Carried*

**FINANCIAL REPORTS**

For the twelve months ended December 31, 2015

Request from Board to do a follow-up on defining "unrestricted net assets" on Balance Sheet.

MOVED by B. Liddle that the Board accept the Lodge Financial Statements for the twelve months ended December 31, 2015 as information. (RHF 16-02-04) *Carried*

MOVED by R. Pankiw that the Board accept the Legacy Place Financial Statements for the twelve months ended December 31, 2015 as information. (RHF 16-02-05) *Carried*

MOVED by L. Gulka that the Balance Sheet be accepted as information for the twelve months ended December 31, 2015. (RHF 16-02-06) *Carried*

The Board accepts the Cash in Bank and Cheque Register reports as presented for information.

## OPERATIONAL REPORT

### UPDATE ON TRANSITION PROGRESS

W. Sheppard to email D. Beesley with The Bethany Group regarding the transfer of the remaining funds from the Lodge Renewal Grant.

A. Kennett, with Capital Improvements & Technical Advisory Services for the Alberta Government has advised a new contract for the sprinkler funding grant for Golden Leisure Lodge with be provided to Rimoka Housing Foundation to replace the original contract with The Bethany Group.

All access to TBG computers, financial data and scheduling systems has been discontinued except for W. Sheppard who has access to finalize year end.

M. Nielsen is working on an in-house education binder to replace the on-line training we had through The Bethany Group.

Workplace Health and Safety has been on hold, but hoping to get committee members from both facilities together soon. Our COR certification requires internal reviews be completed in 2016 and 2017 and an external review be completed prior to January 31, 2018.

The new RRSP program is set up with NBF but we are still waiting for transition documents for employees to sign for the employer portion. AUMA benefit coverages are in place but employees are not able to submit claims until AUMA completes set up of the employees.

Budget to be reviewed at March 2016 Board meeting and Business Plan to be put on agenda for April 2016 Board meeting.

MOVED by M. Jaycox to adopt the operational report as information. (RHF 16-02-07)

*Carried*

## CAO REPORT

Brad Raugust has been hired as the Maintenance Manager for both Rimbey and Ponoka facilities and will start his new position on March 1<sup>st</sup>, 2016.

MOVED by R. Pankiw that the Board accept the CAO report as information. (RHF 16-02-08)

*Carried*

## STANDING AGENDA ITEMS

### SENIORS SELF CONTAINED

The Board will request a meeting with the Ministry to discuss going forward with Seniors Self Contained and Housing.

### TRANSITION TO NON-SMOKING FACILITIES

P. McLaughlin has discussed the non-smoking issue in lodge facilities with the Ministry and was not able to get a lot of direction. Board will look into improving the existing smoking room at Golden Leisure Lodge to ensure ventilation is adequate.

**RIMBEY PROJECT**

**UPDATE AND NEXT STEPS**

The Board will attempt to schedule a meeting with the Ministry on March 30<sup>th</sup> to discuss the future plans and options for Parkland Manor once the new lodge is completed.

Shunda Construction has been awarded the contract for the new lodge at \$13.57 million. A start-up meeting will be held on March 3, 2016 at Berry Architecture with government, Shunda and the Building Committee.

**OUT-OF-SCOPE ITEMS**

After the March Board meeting the Building Committee and the Lodge Manager will tour Parkland Manor to inventory items that can be utilized at the new lodge and what items will need to be purchased.

MOVED by B. Liddle that the Building Committee assume responsibility for the out-of-scope items required for the Rimbey project (RHF- 16-02-09)

*Carried*

**PROJECT FUNDING MODEL**

P. McLauchlin will draft a letter regarding confirmation of Rimoka's portion of the funding for the Rimbey project to be presented at the March 3 meeting.

**NEW BUSINESS & CORRESPONDENCE**

**FINANCIAL & PERSONNEL POLICIES**

MOVED by L. Gulka to accept the Financial Policies as presented. (RHF 16-02-10)

*Carried*

MOVED by M. Jaycox to accept the Personnel Policies as presented. (RHF 16-02-11)

*Carried*

**DATE AND LOCATION OF NEXT MEETING**


The next regularly scheduled Board meeting will be held on March 23, 2016 at Parkland Manor in Rimbey at 9 am and include a walk-through of Parkland Manor by Board Members to assist in assessing future plans for the building.

**ADJOURNMENT**

MOVED by M. Jaycox that the meeting adjourn at 11:16 am. (RHF 16-01-12)

*Carried*

  
\_\_\_\_\_  
Paul McLauchlin, Board Chair

  
\_\_\_\_\_  
Date Signed

  
\_\_\_\_\_  
Wendy Sheppard, Interim CAO

  
\_\_\_\_\_  
Date Signed



## **Rimbey Historical Society**

*Meeting Minutes March 16, 2016*

**Present:** Larry Varty, Eric Hornsey, Jack Webb, Reuben Giebelhaus, Cheryl Jones, Kim Lovell, Jim Schneider, Linda Girodat, Janet Carlson, & Janet Burghardt, Allan Tarleton.

**Call To**

**Order:** Larry Varty called the meeting to order at 7:30 pm

**Agenda:** Moved by Jim Schneider & seconded by Rueben Giebelhaus to approve the agenda as presented. CARRIED

**Minutes:** Moved by Linda Girodat & seconded by Janet Carlson to approve the minutes of the January 20, 2016 meeting. CARRIED

**Old Business:** None

**Guests introduced:** Elaine Varty and Gayle Rondeel of the Farmer's Market. Gayle has a few changes to the Farmers' Market, in an effort to go green. They will be using ceramic mugs to replace the Styrofoam cups. These mugs will be the responsibility of the Farmers' Market to clean and sanitize each market at an offsite facility. The Market is designing a new sign which will require permanent holes in the ground by the Pavilion. These holes will be covered when not in use. The Market has some new events to run during the Market, ie. Apple Fest. Gayle asked that all shifts at the concession open for coffee at 9am. Asked that we make note of 2017 Canada Day is on a Saturday. The 2016 contract was signed with the increase of the rental to \$100.00 per time.

**Committee Reports:**

**President:** Larry Varty introduced Allan as a new board member. He talked about the importance of communication of the committee members within the committees.

**Treasurer:** The Treasurer's Report to February 29, 2016 was presented. Janet offered the board two different styles of reports to pick from. The one with the showing the proposed with monthly actual was chosen. Moved by Janet Carlson and seconded by Jim Schneider to approve the Treasurer's Report as presented. CARRIED

**Grants:** No report.

**Park Admin.** Cheryl Jones gave her Park Administrator's report.

A letter from the Volunteer Week Committee inviting all members to the Monday April 11<sup>th</sup> dinner was read. A donation of \$100.00 was suggested for this event. Moved by Linda Girodat and seconded by Allan Tarleton. CARRIED  
Cheryl has successfully completed a Food Safe Certificate, good for 5 years. The Historical Quilters have donated a quilt to be raffled. The proceeds of this raffle will go to the building fund. The Recognised Museum Status is up for renewal this year.

**Gaming Casino:** Our next Casino was moved up to the first quarter of 2017.

**Restoration**

**& Trucks:** No report

**Buildings**

**& Yard:** No report

**Park Events:** No report

## Rimbey Historical Society

### Volunteer

**& Recruitment:** Larry Varty reported that they need everyone to try and find volunteers and board members.

**Town Rep.** Jack reported there is unused grant moneys available.

### New Business:

Committee members decided:

Truck Restoration & Repairs: Jim, Ruben, Allan (not available during summer)

Buildings & yards: Kim, Eric, Larry.

Events: Linda, Janet C, Kim.

Volunteer & Recruitment: Janet C

Strategic Planning: (Policies and Procedures updated) Allan, Janet B.

Grants: Pauline, Janet C, Cheryl

Gaming: Bernice, Janet C.

**Signing authority** changes are as follows: Add Linda Girodat, Janet Carlson, and Larry Varty, removing Brian Godlonton. Was moved by Jack Webb and seconded by Kim Lovell. CARRIED

**Correspondence:** Linda and Cheryl will attend the CARMN AGM meeting at Big Valley. 2016 advertising for the Park will be in the BackRoads guide, as Henry Saley is not doing a Rimbey guide this year. A motion was made to use the BackRoads Guide by Jim and seconded by Rueben. CARRIED

**Steeves House & Building:** After a lengthy discussion, it was proposed to table any decisions until hearing for the Ponoka County regarding our grant request.

**Administration Contract:** Motion made to approve an increase of holidays by Allan and seconded by Kim. A \$0.50 an hour raise was moved by Jack and seconded by Jim, and to continue the Christmas bonus of \$500.00.

**Next Meeting:** April 20, 2016 at 7:30pm

**Adjournment:** Moved by Jack Webb to adjourn the meeting at 8:50 p.m.

Family and Community Support Services (FCSS)  
Rimbey Community Home Help Services (RCHHS)  
BOARD MEETING MINUTES  
**March 30, 2016**  
9:30 a.m. Rimbey Provincial Building

Present:

N. Hartford, Chairperson  
I. Steeves, Vice Chairperson  
P. Weeks, Board Member  
M. Josephison, Board Member  
B. Coulthard, Board Member  
J. Webb, Board Member  
F. Pilgrim, Board Member  
I. Wegmann, Board Member  
P. Makofka, Executive Director  
C. Simpson, Recording Secretary

Regrets:

1. **CALL TO ORDER**  
The meeting was called to Order by Chairperson: N. Hartford at 9:35 a.m.
2. **APPROVAL OF AGENDA**  
**16-03-01 MOTION:** By: I. Steeves: That the agenda be adopted as presented.  
  
**CARRIED**
3. **PREVIOUS MEETING MINUTES – February 17, 2016**  
**16-03-02 MOTION:** By: P. Weeks: That the minutes of the February 17, 2016 Meeting be adopted as presented.  
  
**CARRIED**
4. **BUSINESS ARISING FROM THE MINUTES - None**
5. **OLD BUSINESS**
  - 5.1 ICS- 100 & ICS-200 training
6. **FINANCE**
  - 6.1 March 10, 2016 Finance Committee Meeting Minutes/Highlights  
**16-03-03 MOTION:** By: I. Steeves: That the Minutes of the March 10, 2016 Finance Committee Meeting be accepted as information.  
  
**CARRIED**
7. **WRITTEN REPORTS**
  - 7.1 Home Support/Personal Care
  - 7.2 Compass Program
  - 7.3 Education Coordinator
  - 7.4 Community Information & Referral Centre  
**16-03-04 MOTION:** By: I. Wegmann: That the Board agrees the Agency contributes \$300.00 to the Seniors Week event celebrations. Seconded by: P. Weeks

**CARRIED**

7.5 Volunteer Income Tax

7.6 Welcome to Canada

**16-03-05 MOTION:** By: I. Steeves: That the Agency approves a training session and lunch for the staff and volunteers attending at a budget of \$100.00. Seconded by: F. Pilgrim

**CARRIED**

7.7 Food Bank- Alberta Food Banks Association

**16-03-06 MOTION:** By: J. Webb: That the Board approves 2 staff and 2 volunteers to Fort McMurray for the Food Banks conference, at the expense of the Agency up to a cost of \$1100.00. Seconded by: I. Steeves

**CARRIED**

7.8 Volunteer Services

7.9 Palliative Care

7.10 Medical Alert

7.11 Volunteer Visitor

7.12 Meals on Wheels

7.13 Kitz 4 Kidz

7.14 Adult Day Support

7.15 Community Kitchen

7.16 Information Technology

7.17 Rimbey Parent Link Centre

7.18 Healthy Families/Young Parent Outreach

7.19 Rainbows

7.20 Family Resource Library

7.21 Office Manager/Quality Improvement/Accreditation Coordinator

**16-03-08 MOTION:** By: F. Pilgrim: That the Written Reports be accepted as information.

**CARRIED**

8. QUALITY IMPROVEMENT/RISK MANAGEMENT COMMITTEE

9. DIRECTOR'S REPORT

9.1 ACCA updates

9.2 Volunteer Coordinator Job Description review

9.3 Falls Prevention Plans

9.4 Family Assistance Fund update- compassion fund

9.5 Client Safety Committee- client memberships

9.6 I.T. updates

9.7 Depression 101 workshop

9.8 Pink shirt Day

9.9 Regional Vision for Non Violence

**16-03-07 MOTION:** By: B. Coulthard: That the Director's Report be accepted as information.

**CARRIED**

10. NEW BUSINESS

10.1 Delegation – Accountant (11:00 a.m.)

10.2 Delegation – Paul McLauchlin (11:30 a.m.)

10.3 RCHHS Annual Meeting

a) Recess FCSS Meeting

**16-03-08 MOTION:** By: N. Hartford: That the March 30, 2016 FCSS Meeting adjourns at 9:50 a.m. in order that the RCHHS Annual General Meeting be called in order to comply with Society Act Regulations.

**CARRIED**

b) Call to Order

The RCHHS Annual General Meeting was called to order by Chairperson: N. Hartford at 9:51 a.m.

**CARRIED**

c) Election – Chairperson

**MOTION:** By: M. Josephison: To nominate N. Hartford. P. Weeks moved that nominations cease.

**CARRIED**

N. Hartford was declared Chairperson.

d) Election – Vice Chairperson

**MOTION:** By: F. Pilgrim: To nominate: I. Steeves, B. Coulthard moved that nominations cease.

**CARRIED**

I. Steeves was declared Vice Chairperson.

e) Election – Finance Committee (current committee: N Hartford, I. Steeves, M. Josephison and J. Webb as an alternate)

**MOTION:** By: P. Weeks: To keep the current members of the Finance Committee.

**CARRIED**

N Hartford, I. Steeves, M. Josephison and J. Webb as an alternate are declared to sit on the Finance Committee.

**CARRIED**

f) Election – Quality Improvement/Risk Management/Client Safety Committee (current policy committee is B. Coulthard, P. Weeks, M. Josephison, and N. Hartford)

**MOTION:** By: I. Steeves: To keep the current members of the Quality Improvement/Risk Management/Client Safety Committee adding F. Pilgrim and members at large: A. Ring, and V. Schneider. Seconded by: P. Weeks

**CARRIED**

B. Coulthard, P. Weeks, M. Josephison, N. Hartford, F. Pilgrim and members at large: A. Ring and V. Schneider are declared to sit on the Quality Improvement/Risk Management/Client Safety Committee.

**CARRIED**

- g) Election of Workplace Health & Safety Committee (current committee is F. Pilgrim, C. Simpson, E. Breton, N. Bauer and I. Wegmann)  
MOTION: By: J. Webb: To keep the current members of the Workplace Health & Safety Committee.

**CARRIED**

F. Pilgrim, C. Simpson, E. Breton, N. Bauer and I. Wegmann are declared to sit on the Workplace Health & Safety Committee.

- h) Appointment of FCSS Board Members to RCHHS Board  
MOTION: By: M. Josephison: That the FCSS Board Members be appointed the RCHHS Board and continue to act as one Board.

**CARRIED**

- i) RCHHS Annual Report for 2015  
MOTION: By: I. Steeves: That the RCHHS Annual Report for 2015 be adopted as presented.

**CARRIED**

- j) Appointment of Auditor  
MOTION: By: I. Steeves: That the accounting firm of BDO be appointed as the Agency's Auditor for 2016. Seconded: By: P. Weeks

**CARRIED**

- k) Financial Statements  
MOTION: By: J. Webb: That the 2015 Financial Statements be adopted as presented, signed by the Chair and Vice Chair of the Board and forwarded to the proper authorities. Seconded: By I. Wegmann

- Note: Accountant may discuss Reserve Fund and make recommendations.

**CARRIED**

- l) Adjournment of RCHHS Meeting  
MOTION: By: N. Hartford: That the RCHHS Annual General Meeting adjourns at 10:10 a.m.

**CARRIED**

**I. Steeves exited meeting**

- m) Reconvene FCSS Meeting  
Chairperson: N. Hartford reconvened the FCSS Meeting at 10:11 a.m.

**CARRIED**

- 10.4 FCSS/RCHHS Staff Wage Review – effective April 1, 2016  
**16-03-09** MOTION: By J. Webb: That the Health Care Aide staff pay scale will increase \$1.00/hr. across the grid. Seconded by: I. Steeves

**CARRIED**

**16-03-10 MOTION:** By B. Coulthard: That the Healthy Families, Reception, Admin Assistant, Volunteer Co-ordinator, I.T., CIRC, and Family Resource Library staff pay scale will increase \$1.00/hr. across the grid. Seconded by: F. Pilgrim

**CARRIED**

**16-03-11 MOTION:** By J. Webb: That the "Summer Student" position be at a rate of \$13.00/hr. Seconded by: I. Steeves

**CARRIED**

**16-03-12 MOTION:** By P. Weeks: That the Community Kitchen Co-ordinator pay will increase to \$125.00 per kitchen. Seconded by: M. Josephison

**CARRIED**

**16-03-13 MOTION:** By I. Steeves: That the Health Care Programs Co-ordinator and the Office Manager/Quality Improvement/ Accreditation Co-ordinator pay will increase \$2.00/hr. as outlined in the signed contract. Seconded by: B. Coulthard

**CARRIED**

10.5 Executive director's Wage Review

**16-03-14 MOTION:** By B. Coulthard: After a Board discussion the Executive Director will receive a \$2.00/hr. increase as outlined in the signed contract effective April 1, 2016. Full time employee contract adjustment to add "35 working days: for 26 to 30 years of service" under section 1. Vacation, in contract agreements. Seconded: By J. Webb

**CARRIED**

The Education Co-ordinator, R.N., On call supervisors, Food Bank Co-ordinator and Food Bank assistant shall remain at the current rate.

10.6 Additional Hours- office admin

**16-03-15 MOTION:** By M. Josephison: That the Admin Assistant position increase by one day per week. Seconded: By I. Wegmann

**CARRIED**

10.7 Charity Golf Tournament plans

**16-03-16 MOTION:** By J. Webb: That the Agency move forward with plans to have the 2016 FCSS Charity Golf Tournament on August 18, 2016 with downsizing due to the economic environment at this time. Seconded: By I. Steeves

**CARRIED**

10.8 ASCHA Convention & Tradeshow

**16-03-17 MOTION:** By: P. Weeks: That 2 staff and 2 Board members attend this convention at the expense of the Agency. Seconded by: F. Pilgrim

**CARRIED**

10.9 West Central FCSSAA Regional Spring Meeting

10.10 Years of Service Volunteer awards

10.11 2016 Emergency Social Services

**16-03-18 MOTION:** By: P. Weeks: That one staff attends this conference at the expense of the Agency. Seconded by: F. Pilgrim

**CARRIED**

10.12 Elder Abuse Awareness

**16-03-19 MOTION:** By: I. Wegmann: That 2 staff attend this event at the expense of the Agency. Seconded by: B. Coulthard

**CARRIED**

11. Progress Report on 2015 Goals & Objectives - not at this time (Quarterly)

12. Workplace Health & Safety Committee - not at this time (Quarterly)

13. Review of Statistics

- Home Care & Home Support Client totals
- Monthly Program Statistics
- Client Safety Reports

**16-03-20 MOTION:** By: P. Weeks: To accept the review of the above reports and statistics as information.

**CARRIED**

14. CORRESPONDENCE

14.1 March Payroll Memo

14.2 Rimbey & Area Community Newsletter

14.3 Emergency Management Workshop- Town of Ponoka

14.4 Rimbey Women's conference Committee- thank you

15. NEXT MEETING DATES: April 20, 2016  
May 18, 2016  
June 15, 2016

16. Executive Director's Annual Performance review to follow lunch.

17. ADJOURNMENT

**16-03-21 MOTION:** By: N. Hartford: That the meeting adjourns at 12:55 a.m.

**CARRIED**

18. BOARD SHARING TIME

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N. Hartford, Chairperson

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C. HN Simpson, Recording Secretary