

TOWN OF RIMBEY

ORGANIZATIONAL MEETING AGENDA

AGENDA FOR THE ORGANIZATIONAL MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY OCTOBER 23, 2018 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

---

1.	<b>Call to Order</b>	
2.	<b>Agenda Approval and Additions</b>	1
3.	<b>Schedule</b>	
	3.1 Council Meeting Dates and Times .....	2
4.	<b>Appointments</b>	
	4.1 Engineering Services .....	3
	4.2 Committee/Board Appointments .....	4-6
	4.3 Subdivision and Development Appeal Board .....	7-8
5.	<b>Adjournment</b>	



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Organizational Agenda Item</b>	3.1
<b>Council Organizational Meeting Date</b>	October 23, 2018
<b>Subject</b>	Council Meeting Dates and Times
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Council has previously held Regular Council Meetings every second and fourth Tuesday of the month commencing at 5:00 pm with the exception of December whereas Council held only one meeting on the second Tuesday and July and August of the following year on the fourth Tuesdays of each month.
<b>Relevant Policy/Legislation</b>	MGA 192(1) MGA 193 (1), (2), (3)
<b>Recommendation</b>	<ol style="list-style-type: none"><li>1. Administration recommends Council determine dates and times for their Regular Council Meetings.</li><li>2. Administration recommends Council determine the dates and times for their Regular Council Meeting in December 2018 and July and August of 2019.</li></ol>

**Prepared By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

Oct 15/18

Date

**Endorsed By:**

Lori Hillis

Lori Hillis, CPA, CA  
Chief Administrative Officer

Oct 15/18


Date

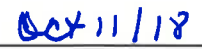


TOWN OF RIMBEY REQUEST FOR DECISION


<b>Council Organizational Agenda Item</b>	4.1
<b>Council Organizational Meeting Date</b>	October 23, 2018
<b>Subject</b>	Engineering Services
<b>For Public Agenda</b>	Public Information
<b>Background</b>	Tagish Engineering Ltd. was appointed as Engineers for the Town of RimbeY. By way of Motion 341/15, Council accepted Tagish Engineering Ltd.'s proposal and approved the three year contract renewal from October 26, 2015 to October 26, 2018 for the Engineering Services Contract.
<b>Discussion</b>	Tagish Engineering has been involved with the Town of RimbeY for many years and we work very closely with them. The continuity and integrity of their performance as the Town's engineers has offered peace of mind for Administration. Tagish understands our infrastructure, are appropriate in their billing, and generous with their advice.
<b>Financial Implications</b>	As per contract.
<b>Recommendation</b>	Administration recommends Council appoint Tagish Engineering Services Ltd. as engineers for the Town of RimbeY.

Prepared By:

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

  
\_\_\_\_\_  
Date

Endorsed By:

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

  
\_\_\_\_\_  
Date



TOWN OF RIMBEY REQUEST FOR DECISION

<b>Council Organizational Agenda Item</b>	4.2
<b>Council Organizational Meeting Date</b>	October 23, 2018
<b>Subject</b>	Committee/Board Appointments
<b>For Public Agenda</b>	Public information
<b>Background</b>	Council Members sit on various Committees and Boards throughout the community.
<b>Discussion</b>	Council reviews the Committees and Board Appointments at the Organizational Meeting Each year.
<b>Relevant Policy/Legislation</b>	Council Procedural Bylaw 939/18, Part XXIV
<b>Attachment</b>	Committees/Boards 2018-2019 Council Procedural Bylaw 939/18, Part XXIV
<b>Recommendation</b>	

Prepared By:

Lori Hillis, CPA, CA  
Chief Administrative Officer

Date

Endorsed By:

Lori Hillis, CPA, CA  
Chief Administrative Officer

Date



# Town of Rimbey

## Committee / Boards October 2018 – 2019

Committees / Boards	Mayor Pankiw	Councillor Coulthard	Councillor Curle	Councillor Rondeel	Councillor Payson	CAO Lori Hillis
Deputy Mayor		Oct 24/18 to Feb 2/19	Feb 3/19 to Apr 27/19	Apr 28/19 to July 20/19	July 21/19 to Oct 26/19	
Signing Authorities		X	X	X	X	X

### Council Community Committees

Beatty Heritage House Society						
Blindman Youth Action Society (1)						
Chamber of Commerce (1)						
Citizens on Patrol Society (1)						
Disaster Services Committee(3)						
FCSS Board (1)						
Fire Commission (1)						
F.O.I.P. Coordinator						
Historical Society Board (1)						
Interagency Committee (2)						
Rimbey Municipal Library Board (1)						
Parkland Regional Library Board (1)						
Neighborhood Place (1)						
Rimoka Foundation Board (2)						
Wellness Committee (1)						
Physician Retention Committee (1)						

Subdivision and Development Appeal Board		
SDAB Board Member	Bob Rondeel (has agreed to be reappointed)	November 1, 2018 – December 31, 2018
SDAB Board Member	Kathy Pfau	November 7, 2017 – October 31, 2020
SDAB Board Member	Allan Tarleton (has agreed to be reappointed)	November 1, 2018 – December 31, 2018
SDAB Board Member	Jack Webb	November 7, 2017 – October 31, 2020
SDAB Board Member	Mathew Jaycox	November 7, 2017 – October 31, 2020

**\*\*Mayor ex officio to all Committees**



**PART XXIV - BOARDS AND COMMITTEES**

1. The Mayor shall appoint Council representatives to such Committees, Boards and Commissions as required by legislation, agreement or bylaw as they deem necessary. The Mayor will consult with Councillors regarding their appointments prior to the organizational meeting. Unless an addition is required mid-term, these appointments shall be made on an annual basis at the Organizational Meeting.
2. The Mayor may make appointments to a Committee at any time, providing that the Council has adopted a motion or Bylaw specifying the Terms of Reference of the Committee.
3. Appointed Councillors shall keep the rest of the Council informed of the Board/Committee actions by providing regular activity highlights through their Councillor reports.
4. The Mayor shall act as ex-officio to all Committee/Board appointments and may attend any meetings.

**PART XXV - PROHIBITIONS**

1. A member shall not:
  - a. Use offensive words or parliamentary language or conduct in Council;
  - b. Disobey the rules of the Council or decision of the Chairperson or of Council on questions of order or practice, or upon the interpretation of the rules of Council;
  - c. Leave his or her seat or make any noise or disturbance while a vote is being taken and the result is declared;
  - d. Enter the Council Chambers while a vote is being taken;
  - e. Interrupt a member while speaking, except to raise a point of order or question of privilege.
2. A member who persists in a breach of Section XXV 1, after having been called to order by the Chairperson, may at the discretion of the Chair be ordered to leave their seat for the duration of the meeting.
3. At the discretion of the Chair, the member may resume their seat following an apology.
4. Should the individual refuse to leave their seat, the Mayor may request their removal by the police.
5. A member who wishes to leave the meeting of Council, without intent to return prior to the adjournment, shall so advise the Chairperson and the time of departure shall be recorded in the minutes.

**PART XXVI - QUESTION OF PRIVILEGE**

1. A member who desires to address Council upon a matter which concerns the rights or privileges of the Council collectively, or of him or herself as a member thereof, shall be permitted to raise such question of privilege. A question of privilege shall take precedence over other matters. While the Chairperson is ruling on the question of privilege, no one shall be considered to be in possession of the floor.



<b>Council Organizational Agenda Item</b>	4.3
<b>Council Organizational Meeting Date</b>	October 23, 2018
<b>Subject</b>	Subdivision and Development Appeal Board
<b>For Public Agenda</b>	Public information
<b>Background</b>	<p>At the Regular Meeting of Council held October 9, 2018, Council discussed the new Regional Intermunicipal Subdivision and Development Appeal Board and passed the following motions:</p> <p><u>Motion 320/18</u></p> <p><i>Moved by Councillor Coulthard to participate in the Inter-municipal Regional Subdivision and Development Appeal Board by signing an Inter-municipal Regional Subdivision and Development Appeal Board Agreement for Members and Clerks, and preparing a Regional Inter-municipal Subdivision and Development Appeal Board Bylaw.</i></p> <p><u>In Favor</u> <span style="float: right;"><u>Opposed</u></span></p> <p>Mayor Pankiw Councillor Coulthard Councillor Curle Councillor Payson Councillor Rondeel</p> <p style="text-align: right;">CARRIED</p> <p><u>Motion 321/18</u></p> <p><i>Moved by Councillor Coulthard to disband the Town of Rimbey Subdivision and Development Appeal Board and repeal Bylaw 923/16 Town of Rimbey Subdivision and Development Appeal Board, effective as of the date of the signing of the new Intermunicipal Regional Subdivision and Development Appeal Board Bylaw.</i></p> <p><u>In Favor</u> <span style="float: right;"><u>Opposed</u></span></p> <p>Mayor Pankiw Councillor Coulthard Councillor Curle Councillor Payson Councillor Rondeel</p> <p style="text-align: right;">CARRIED</p> <p>Letters have been sent to all current Subdivision and Development Appeal Board Members advising the Town of Rimbey will be entering into a Regional Intermunicipal Subdivision and Development Appeal Board format.</p>



**Discussion**

Until such time as the new agreement has been signed and the new Bylaw has been brought to Council for ratification, we will still need to have the current Subdivision and Development Appeal Board to act on behalf of the Town of Rimbeey.

The current SDAB Members have been previously appointed as follows:

Kathy Pfau	Nov 7, 2017 to Oct 31, 2020
Jack Webb	Nov 7, 2017 to Oct 31, 2020
Mathew Jaycox	Nov 7, 2017 to Oct 31, 2020

The following appointments expire October 31, 2018 and need to be re-appointed to cover the transition period. During training for a recent SDAB Hearing, both gentlemen were asked and accepted a request by Administration to be re-appointed to the SDAB Board.

Rob Rondeel	Nov 1/15 to Oct 31/18
Allan Tarleton	Nov 1/15 to Oct 31/18

**Recommendation**

- Administration recommends Council appoint Rob Rondeel as a Subdivision and Development Appeal Board Member for the period of November 1, 2018 to December 31, 2018 or until such time as the agreement for the Regional Intermunicipal Subdivision and Development Appeal Board and the new Regional Intermunicipal Subdivision and Development Appeal Board Bylaw has received third and final reading.
- Administration recommends Council appoint Allan Tarleton as a Subdivision and Development Appeal Board Member for the period of November 1, 2018 to December 31, 2018 or until such time as the agreement for the Regional Intermunicipal Subdivision and Development Appeal Board and the new Regional Intermunicipal Subdivision and Development Appeal Board Bylaw has received third and final reading.

**Prepared By:**

Lori Hillis Oct 15/18  
 Lori Hillis, CPA, CA Date  
 Chief Administrative Officer

**Endorsed By:**

Lori Hillis Oct 15/18  
 Lori Hillis, CPA, CA Date  
 Chief Administrative Officer