



AGENDA

Town Council

February 28, 2022 - 1:00 PM

Town Administration Building -
Council Chambers

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON MONDAY, FEBRUARY 28, 2022 AT 1:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.

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10. OPEN FORUM

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

11. CLOSED SESSION

12. ADJOURNMENT



REQUEST FOR DECISION

Council Agenda Item	3.1
Council Meeting Date	February 28, 2022
Subject	Minutes
For Public Agenda	Public Information
Attachments	3.1 Minutes of Regular Council February 14, 2022
Recommendation	Motion by Council to accept the Minutes of the Regular Council Meeting of February 14, 2022, as presented.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022

Date



MINUTES

Town Council Meeting

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

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

Mayor Pankiw called the meeting to order at 5:00 PM with the following in attendance:

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

Delegates: Lance Hannesson with Rimbey Neighbourhood Place Society

Public: (3) members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 021/22

Moved by Councillor Clark to accept the Agenda for the February 14, 2022 Regular Council Meeting, as presented.

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

CARRIED

3. MINUTES

Motion 022/22

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

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

CARRIED

4. PUBLIC HEARINGS

5. DELEGATIONS

5.1. Delegation - Lance Hannesson with Rimbeby Neighbourhood Place Society

Motion 023/22

Moved by Councillor Coston to grant permission to the Rimbeby Neighbourhood Place Society to construct a natural play space on Town property located at 4907 49th Street (Lot 4, Block 12, Plan 1356NY) and to provide a letter of support for the project for grant application purposes.

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

CARRIED

Motion 024/22

Moved by Councillor Clark to waive the concrete disposal fee for the Neighbourhood Place Society for the natural play space project to be constructed at 4907 49th Street.

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

CARRIED

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1 Utility Bill Reduction Request

Motion 025/22

Moved by Councillor Clark to deny the request for a reduction in Ms. Flegal's December utility bill.

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

CARRIED

7.2 Budget Meeting Dates

Motion 026/22

Moved by Councillor Curle to hold a Special Meeting of Council on Wednesday, March 23, 2022 commencing at 9:00 am, in the Council Chambers, for the 2022 budget deliberations.

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

CARRIED

7.3 Policy 5404 Local Organizational Operating Funding

Motion 027/22

Moved by Mayor Pankiw to approve Policy 5404 Local Organizational Operating Funding, as presented.

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

CARRIED

7.4 Round Table Discussion

8. REPORTS

8.1. DEPARTMENT REPORTS

Motion 028/22

Moved by Councillor Coston to accept the report from the Chief Administrative Officer and the Director of Finance – Accounts Payable Listing, as information.

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

CARRIED

8.2. BOARDS/COMMITTEE REPORTS

Motion 029/22

Moved by Councillor Curle to accept the Tagish Engineering Project Status Updates January 20 – February 3, 2022; and the Bylaw Committee Meeting Minutes January 4, 2022, as information.

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

CARRIED

9. CORRESPONDENCE

9.1. Alberta Farm Safety

Motion 030/22

Moved by Councillor Rondeel to donate \$200 to Alberta Farm Safety.

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

CARRIED

10. OPEN FORUM

11. CLOSED SESSION

12. ADJOURNMENT

12.1. Adjournment

Motion 031/22

Moved by Councillor Clark to revert back to in person meetings in Council Chambers in the Town Office Administration Building on February 28, 2022 at 1:00 PM.

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

CARRIED

Motion 032/22

Moved by Councillor Coston to adjourn the meeting at 5:30 PM.

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

CARRIED

Rick Pankiw, Mayor

Lori Hillis, Chief Administrative Officer



REQUEST FOR DECISION

Council Agenda Item	5.1
Council Meeting Date	February 28, 2022
Subject	Delegation –Wolf Creek Public Schools – SRO Program
For Public Agenda	Public Information
Background	<p>On November 22, 2021, Administration received a letter from Wolf Creek School Division requesting support for School Resource Officers (SRO).</p> <p>At the Council Meeting held on December 13, 2021, Council reviewed the letter requesting support for School Resource Officers (SRO) and made the following Motion:</p> <p><u>Motion 269/21</u></p> <p><i>Moved by Mayor Pankiw to direct Administration to invite Wolf Creek School Division to come to a Council meeting as a delegate to provide more information regarding the funding request for a School Resource Officer.</i></p> <p style="text-align: center;"> <i>Mayor Pankiw In Favor</i> <i>Councillor Clark In Favor</i> <i>Councillor Coston In Favor</i> <i>Councillor Curle In Favor</i> <i>Councillor Rondeel In Favor</i> </p> <p style="text-align: right;"><i>CARRIED</i></p>
Attachments	<p>5.1.1 WCPS Presentation</p> <p>5.1.2 WCPS – SRO Guide –September 2017</p>
Recommendation	Administration recommends that Council defer Wolf Creek School Division’s Funding request to the 2022 Budget Meeting.

Prepared By:

 Lori Hillis, CPA, CA
 Chief Administrative Officer

February 23, 2022
 Date



REQUEST FOR DECISION

Endorsed By:

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

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date



School Resource Officer Program

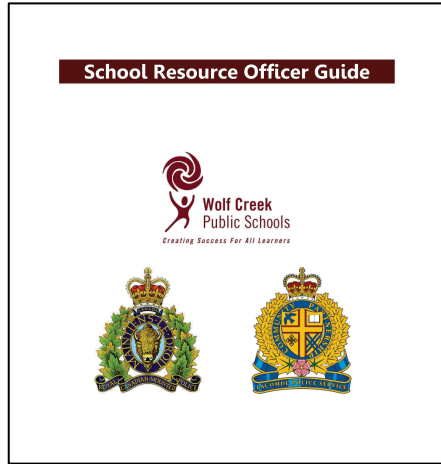
School Resource Officer Program

- Role
- SRO Guide
- Partnerships
 - Wolf Creek Public Schools
 - RCMP
 - City of Lacombe Police
 - Lacombe County
- Services
 - 19/23 Schools
 - School visits, presentations (bullying, safe choices, safe driving, etc), support with safety drills, VTRA



Role and Responsibilities

School Resource Officer Guide



Current Partnerships

...supporting the SRO program throughout the jurisdiction

- Wolf Creek Public Schools
- RCMP detachments - Ponoka and Blackfalds
- City of Lacombe Police
- Lacombe County

Current SRO Staff

19 out of 23 schools throughout the jurisdiction have access to a School Resource Officer

- RCMP Officer SRO in Blackfalds
- Lacombe City Police SRO in Lacombe
- RCMP Officer SRO in Ponoka
- Lacombe County Peace Officer(s) SRO in County of Lacombe schools

Services Provided by SRO's

- School visits
- Relationship-building with students and staff
- Support with school safety drills
- Partner in response to Violence-Threat Risk Assessment situations
- Presentations to students
 - Bullying
 - Safe choices, boundaries
 - Safe driving
 - Role of police
 - Online safety and cyber-bullying
 - Drugs & Alcohol
 - Sexual Assault
 - Bus, crosswalk & rail safety
 - Police recruitment interest
 - Healthy lifestyles

SRO Cost Summary

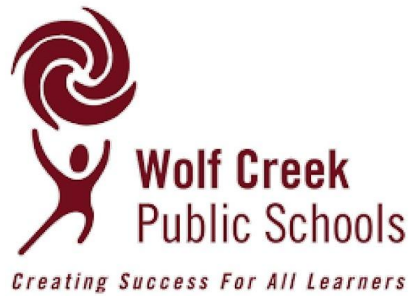
Wolf Creek Schools With School Resource Officer

Schools	Supporting Municipality	Support Provided
Alix-MAC School Bentley School Clive School Eckville Elementary School Eckville Jr/Sr High School	Lacombe County Peace Officers	51% of cost <i><u>supported by County</u></i>
École J.S. McCormick School École Lacombe Upper Elementary École Lacombe Junior High École Secondaire Lacombe Composite Lacombe Outreach School	City of Lacombe Police	50% of cost <i><u>supported by City</u></i>
Ponoka Elementary School Ponoka Secondary Campus The BRICK Learning Centre	Ponoka County	33.33 % of cost <i><u>supported by County</u></i>
Iron Ridge Elementary Campus Iron Ridge Intermediate Campus Iron Ridge Junior Campus	Town of Blackfalds	100% of cost <i><u>supported by Town</u></i>

The Request

- We have three schools within Rimbey, and we feel the community and schools would benefit greatly if a School Resource Officer can be established.
- We know the financial aspect of securing these positions varies in our communities, ranging from one third of the cost being covered by the community to 100%.
- We request the Town of Rimbey to consider the merits of a School Resource Officer, and respond to Wolf Creek Public Schools with an indication of what financial commitment the Town is willing to make.
- Once a response is received, within Wolf Creek we would then review our budget to see what may be achievable. If we progress further, a written agreement would then be drafted for the review of both parties.

School Resource Officer Guide



September 2017

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PARTNERS

Setting the Context for Police Working in Schools

The school environment provides an excellent opportunity for positive interaction with children and youth outside of traditional police enforcement activities. These interactions can build relationships that have valuable preventative effects and a positive impact on community safety.

Schools typified as safe and caring are committed to preventing problems, fostering respect, fairness, equity, inclusion, and use school-wide efforts to build community. Emphasis is placed on handling incidents in a mature and reasoned manner, using interventions that repair harm, strengthen relationships and restore a sense of belonging. All stakeholders teach, model and promote socially responsible behaviors, solve problems in peaceful ways and respect diversity and human rights.

Police officers working directly in schools is a key element of community policing that views the prevention, and resolution of crime as a shared responsibility of police and the community. The actions of police involve both proactive elements (e.g., crime prevention presentations, community education efforts, mentoring) and reactive responses (e.g., law enforcement, crisis response).

Police officers in schools work collaboratively with all stakeholders (e.g., students, school administration, staff, guardians and community) to provide a positive learning environment around social and citizenship issues and resolve crime related concerns in a safe and peaceful manner.

School administrators and students feel it is a direct benefit to the community when police officers develop a high degree of familiarity with the schools in the neighborhoods they serve. Getting involved in school and student activities are also frequently mentioned by school staff and students as a best practice. Engaging in fun activities with students is seen as a way to develop a positive perception of police.

Objectives and Benefits of Police Working in Schools

- Reduce school-related crime:

School related crime includes crimes that occur both on school property and in the surrounding community, that are attributable to persons or events associated with a given school. The work entails working proactively with youth with respect to gathering information and providing crime education. Police working in schools can detect problems and work with youth and all stakeholders to de-escalate and ideally resolve issues so that crime is ultimately prevented. Proactive police work facilitates better decision making by youth and fosters a greater awareness of what constitutes crime and the consequence of such actions.

- Promote the partnership between schools and police working in schools as a valued collaboration and resource to the community:

Given a philosophy of community policing, police working in schools are not viewed as just law enforcers. They serve a myriad of roles including, but not limited to, mentor, role model, educator and a source of information. As school communities build a relationship with police officers, all

stakeholders are more likely to share appropriate information and develop mutual trust and respect.

- Create a safer and more caring school environment:

Youth, educators and the community need to believe that their school is a safe environment in which to work, learn and belong. It is expected that police working in schools will make meaningful contributions to creating a positive school culture and establishing a greater sense of school safety, in order to facilitate teaching and learning.

- Develop a positive perception of the police:

Examples of this include:

- Enabling school communities to view police officers as caring people rather than just as authority figures; decreasing negative perceptions youth have of police;
- allowing students to address concerns confidentially;
- providing consistency by working with the same police officer who has established a positive relationship with students and staff;
- providing a positive role model of police officers and/or authority figures;
- breaking down myths and stereotypes of police officers;
- increasing accessibility of police officers; and
- acting as a neutral, supportive listener/confidant/someone to talk to.

- Promote the well-being and health of children and youth:

It is our belief that promoting the well-being, health, and safety of children and youth produces successful, productive adults, capable of making meaningful contributions to the health, safety and culture of their local communities and society in general.

- Improve community perception of youth:

A perception that crime and disorder are increasing can perpetuate a fear of youth, particularly amongst seniors. Positively engaging children and youth in the community can positively impact this perception.

- Serve as a role model/mentor to increase students' developmental assets:

Some youth pursue careers in criminal justice related work based on the experience with school-based police officers.

ROLES AND RESPONSIBILITIES

Community Policing

A key principle of community policing is that police and local citizens share responsibility to ensure peaceful and law abiding communities and are equally committed to reducing crime and improving the quality of life in their neighborhoods.

A traditional approach to policing tends to emphasize:

- The importance of an individual officer's professional and compassionate treatment of all citizens, offering respect and dignity to the individual.
- An interrelated relationship with the communities they serve.
- A close association between police watch and fighting crime.

Community Policing:

- Augments and broadens the traditional roles and functions of the police.
- Believes that to create stronger, safer and healthier communities involves shared responsibilities for all stakeholders.
- Addresses problems at the community level.
- Involves partnerships and mentorships.
- Emphasizes thinking strategies and acting preventatively.
- Recognizes that addressing criminal issues and enforcing the law are key roles and functions of police, but also acknowledges that non-enforcement tasks, based on building relationships, have an essential role as well.
- Fosters a closer rapport between community schools and the police, increasing the quantity and quality of police-community interactions and enhancing the capacity of the police to engage in problem solving partnerships.
- Empowers the community to take responsibility for their own community safety.

Roles and Responsibilities of Police Working in Schools

Police officers working in schools are expected to model a uniformed, community based, visible presence within the school community, to protect the safety and well being of students, staff, guardians and the community the school serves. Police officers working in schools are also expected to assist with problem solving mediation, conflict resolution, public education and ensure the enforcement of federal and provincial laws and municipal bylaws. Providing the best possible education for students in a safe school community is a shared responsibility, requiring a commitment to partnership, collaboration, cooperation and effective processes of communication.

There are five key roles for police working in schools, all in consideration of the overarching principles, outlined below, that schools adhere to in terms of dealing with alleged and real incidents of criminal behaviour at their site.

Wolf Creek Public Schools is required to meet a number of legally mandated requirements that impact the interaction with other agencies. For example, if a student is in the position of being the alleged perpetrator of criminal activity and another student is the alleged victim of that activity then the following sets the guidelines for the school division employees.

- Firstly, the requirement to act in loco parentis toward all students,
- Secondly to ensure that each student enrolled in a school operated by the board is provided with a safe and caring environment that fosters and maintains respectful and responsible behaviours.

Wolf Creek Public Schools also believes, and adheres to the position, that the interests of a student who is an alleged victim of criminal activity can be met by WCPS providing appropriate supports to the student. Those would include; advising the student's guardians of the information obtained by the school and advising the student and guardians that reporting to the police should be considered. The interests of the alleged perpetrator can be protected by dealing with the matter through the appropriate school and division based discipline processes which may involve suspension and/or expulsion. However, if school administration (or designates);

- have reasonable evidence/information to believe that an incident of imminent danger is about to occur at the school site, or is in the process of being committed, and that crime is reasonably likely to affect the ability of the school to provide a safe and caring environment, then they have authority to bypass guardians or legal guardians and contact the policing services directly to intervene on school property. This action is predicated on a reasonable determination by the administration of the school that their school policies or those of the division are not able to maintain or enforce a safe and caring environment and therefore external support is necessary.
- are dealing with non-supported allegations, or rumors of illegal activity by students, that do not immediately threaten the school environment, then the School Administration will contact the guardians or legal guardians and outline the process leading to resolution according to [Administrative Procedure 352](#) (Appendix 1a). This procedure outlines the steps that determine when Administrators should contact police and how guardians are to be involved as participants in the process. If the proposed interaction is to investigate the student the Principal shall have the officer contact the guardians to advise them of the proposed investigation. The principal will not permit the investigation without consent of the guardian and the presence of the guardian at the school. Ideally, student investigation should take place off of school property. There may be times where a direct phone call is placed by the school to Child and Family Services if the school receives information that warrants this call and requires protective services (refer to AP 352).

In consideration of the above noted delimitations, the five key roles of an SRO are:

- (i) assisting with law related education,
- (ii) working with the school administration to support crime prevention,
- (iii) assisting with conflict resolution education,
- (iv) mentor and advisor to students
- (v) law enforcement

Responsibilities relative to the role of an SRO

- Assist in providing a safe, caring and respectful environment for teaching and learning.
- Assist in the greater safety, protection and well-being of students, guardians, teachers and the community.
- Participate in appropriate sharing of information respecting the mandates of the school division.
- Promote joint collaboration and partnership between school boards and police services in maintaining a safe school environment as a critical measure of success.
- Advise, as required by administration, relative to the *Criminal Code*, the *Youth Criminal Justice Act* and all other federal, provincial and municipal legislation and related regulations.
- Assist in the development and understanding of good citizenship for children and youth.
- Promote and foster crime reduction.
- Provide information on the law and community safety issues.
- Provide educational opportunities to divert young people away from crime in partnership with all stakeholders in the community.
- Work in partnership with other government and community-based organizations, to promote positive child and youth behavior.
- Ensure that best practices are shared with all stakeholders.
- Contribute to building a positive school climate.
- Encourage positive, healthy recreational activities for children and youth to build community.
- Provide opportunities as outlined by school administration, for school staff, students, guardians and community to acquire skills, knowledge and attitudes to build a school environment that is characterized by effective processes for peaceful conflict resolution where conflict and individual differences are treated with respect and dignity.
- Pursue alternatives to charges being laid (eg. restorative justice).
- Effectively respond to incidents as they occur.
- Provide resource materials.
- Understand the dynamics and issues the school is facing, e.g., drug activity, potential gang association, students at risk, ethno/cultural demographics and nearby “hang outs”.

- Work with school/district administration to clearly establish the role of police in the school-wide [emergency response plan](#). Conduct threat and risk assessment in accord with the [Threat and Risk Assessment Protocol](#) established by Wolf Creek Public Schools.

Specific Duties of the SRO in Reference to Communication and School Interactions

1. WCPS will ensure that each SRO is provided with a Google Calendar that allows all stakeholders to see the plan relative to school presence during the upcoming month. This calendar will also allow for a summation component that shows if emergent items or other policing expectations interfered with planned attendance at each school site. This will be updated at the end of every month to ensure communication with the schools in the area. It is recognized that emergent items can arise but that the responsibility of the SRO is to the schools in his/her mandate and the programs (DARE for example) that are part of the SRO role.
2. Each respective policing organization will have existing supervision practises in place as per the police members organization. A program evaluation tool/survey will be distributed by the SROs and Administrators and data from the evaluation will be compiled and shared by the police service and shared with WCPS. (Appendix 2)
3. All stakeholders in the school (including school administration, police, school staff, students, guardians and community) contribute to a “wraparound” philosophy of care practices. A wraparound philosophy of care provides family and community support at every stage of the child's development.

Definition of a Youth

- The *Youth Criminal Justice Act* governs the application of criminal and correctional law to those 12 years of age or older, but younger than 18 at the time of committing the offence (Section 2). The Criminal Code of Canada (Section 13) states: "No person shall be convicted of an offence in respect of an act or omission on his or her part while the person was under the age of 12."
- The *Youth Criminal Justice Act* (Canada) is applicable with respect to any offence committed by a young person against the following statutes:
 1. The Criminal Code
 2. Controlled Drugs and Substances Act
 3. Any other federal statute or regulation
- The *Youth Justice Act* (Alberta) is applicable to all offenses that include:
 1. Provincial statutes and regulations
 2. Municipal by-laws

Incidents Involving Children 12 and Under

Children under 12 are not able to be charged. All other information regarding interviewing, discussions and connectivity with children under 12 are outlined in [Admin Procedure 352](#). It is important to note that AP 352 outlines:

- the child has the right to choose a trusted adult, with whom they have a relationship, to sit in on the interview. The right of choice belongs to the child.
- Guardian contact is essential throughout this process.

Incidents Involving All Students

All school staff need to be aware of their legal responsibility to report situations where the child may be at risk and in need of protection (e.g., suspected abuse, neglect, illegal activity).

Obligation to Report

Section 4(1) of the *Child, Youth and Family Enhancement Act* states:

“ANY PERSON” who has reasonable and probable grounds to believe that a child is in need of protection shall forthwith report the matter to Children Services (CS) or Designated First Nations Agencies (DFNA)

The legal obligation to report is not fulfilled unless the report is made directly to a delegated caseworker who works for a CS or DFNA. This must occur even if it is known that a child intervention agency is already involved. Anyone failing to report suspected child abuse while having "reasonable and probable grounds to believe a child is in need of intervention" is guilty of an offence and liable to a fine of not more than \$2,000. The *Child, Youth and Enhancement Act* also states that the duty to report child abuse applies notwithstanding that the information on which the belief is founded is confidential and its disclosure is prohibited under any other Act. The exception is information that is privileged as a result of a solicitor-client relationship

Police Protocols

As pertains to all police protocols, if administrators are in a situation where a judgment call is required; establishing and maintaining contact with local support networks is considered to be an essential guideline.

Administering a Caution

Due to the possibility of statements being given by a young person upon their arrest, members are required to inform the students of their rights and caution immediately. The standard police caution is insufficient for this purpose due to the requirements of Section 146 of the *Youth Criminal Justice Act* (Canada). That section requires a caution to be given in a language appropriate to the young person's age and understanding. This caution must also contain reference to the following six points:

1. That there is no obligation to give a statement to the police.
2. That any statement given by the young person may be used in proceedings against them.
3. That the young person may consult with counsel, a parent or another responsible adult of their choice before giving a statement, or
4. That the young person's statement must be given in the presence of the person chosen as counsel, unless the student otherwise desires and waives the right in writing.
5. That the young person must understand the circumstances of both automatic transfer to adult court and discretionary transfer to adult court.
6. That the young person understands the waiver of rights to speak to an adult or counsel.

A sound knowledge of the *Youth Criminal Justice Act* is imperative to the School Resource Officer so that they may competently deal with an issue.

Student Searches

The Supreme Court of Canada issued a decision in *R. v. M.R.M.* (April 25, 1998) that clarifies the law relating to student searches.

The Supreme Court of Canada summarized searches by school authorities (it should be noted that the SRO is not considered to be a school authority) as follows:

1. School authorities do not require a warrant or police assistance to conduct a search on school property. School Authorities do not have to advise a student of any legal "rights" prior to a search.
2. The school authority must have reasonable grounds to believe that there has been a breach of school regulations or discipline and that a search of the student will reveal evidence of that breach. Searches cannot be random, blanket or arbitrary.
3. School authorities are in the best position to assess information given to them and relate it to the situation existing in their school.
4. The following may constitute reasonable grounds for a search of a student: information received from one student or more considered to be credible, the school administrator or teachers' own observations, any combination of these pieces of information provided the source is deemed credible by the relevant school authority. The compelling nature of the information and the credibility of the source or sources must be assessed by the school administrator taking into account the context of their school.

5. The search itself must take place in a reasonable manner and must be minimally intrusive to the learning environment.
6. If the school authority believes the student is carrying a weapon, the Supreme Court has stated that it would be reasonable for the school authority "to take immediate action and undertake whatever search is required". The first call should go to the SRO/Police.

Although Supreme Court of Canada rulings refer to a teacher's authority to conduct a student search, this is a task better left to administrators, except in situation where there is peril to school and student safety and no administrator is in proximity.

Recent rulings of the Supreme Court of Canada indicate that there is a lessened expectation of privacy to a school locker, particularly when schools assign lockers on a contractual basis.

Refer to Wolf Creek Public Schools [Administrative Procedure 352 Student Investigation and Searches by External Agencies](#) and [Administrative Procedure 353 Student Locker Searches](#)

Interviewing Students

Common and WCPS policy is as follows:

1. Police officers, in the course of their duties, may find it necessary to visit a school and interview certain students. The following procedures are to be used:
 - a. It is highly recommended to have any interviews with police to occur outside of school hours and off school property whenever possible.
 - b. When a police officer finds it is necessary to interview a student during school hours, the police officer will report to the office of the principal or his/her designate and make known the purpose of the visit. In consultation with the Principal or designate, and in accord with parental permission, an appropriate area will be made available for the interview to take place.

Refer to Wolf Creek Public Schools [Administrative Procedure 352 Student Investigation and Searches by External Agencies](#) and [Administrative Procedure 353 Student Locker Searches](#)

Threat Risk Assessments

["Protocol for Schools Dealing with Threat and Risk Assessment" \(AP-167\)](#) is best implemented when multidisciplinary threat assessment teams (school principals, police, therapists, counselors, social workers, physicians, et al) are trained together. Collaboration between disciplines is essential to assess and intervene on behalf of students, schools and communities in a useful way.

Threat assessment seeks to make an informed judgment on three questions:

- i. How credible and serious is the threat itself and

- ii. to what extent does the person(s) making the threat appear to have the resources, intent, and motivation to carry out the threat."
- iii. to what extent is it necessary to move forward with an intervention plan and who should be involved?

Escorting a Student out of the School

When it is necessary to arrest a student or escort them out of the school, police officers should conduct this process as discretely as possible so as to: minimize attention to the situation, respect the student's dignity, maintain good relationships with other students and not unduly disrupt the atmosphere of learning.

School Emergency and Crisis Response Plans

Most Alberta school boards have policies that direct schools to develop and communicate an emergency and crisis response plan spelling out procedures for schools on community related incidents such as lockdowns, evacuation plans, bomb threats and threat assessments. Each school tailors their emergency response plan to meet individual needs. These plans are a collaborative effort involving students, staff, guardians and other agencies working regularly in the school and should be clearly communicated to all stakeholders annually. Police working in schools should have their involvement specified in the school emergency plans and take part in a regular review of these procedures.

Fire Drills:

Schools are mandated to conduct at least six practise drills each school year and supplement these on an "as needed basis". Everyone is required to vacate the building and go to assigned areas out of the school. Attendance counts must be taken. Procedures for fire drills are spelled out in the school's emergency and crisis response plans.

Lockdown Drills/Lockdowns:

A lockdown is when everyone in the school is secured behind locked doors in response to a threat or perceived threat such as: an intruder inside the school; an environmental threat or criminal behavior in the immediate community. A minimum of two lockdown practice drills per school year are recommended. These drills are prearranged in correlation with the police assigned to the school, district administration and the school itself. Again, procedures in a school's emergency and crisis response plans should be observed.

Bomb Threats Evacuation:

Follow procedures as specified in the individual school emergency response plan and recommended unit response to such threats.

COMMUNICATION AND COLLABORATION

Collaboration

Collaboration can be described as an intersection of shared goals to be achieved in an atmosphere where professionals engage in a common vision, or agreed upon outcomes. The atmosphere in which collaboration is fostered is characterized by:

- Shared knowledge, learning resources, learning and skills.
- A power balance in relationships. Relationships are founded in knowledge, not power.
- Obtaining greater resources, recognition and rewards and enhancing the quality of education.
- Something that requires strong leadership.
- Frequent communication and contact.
- All stakeholders are accountable to each other in regards to carrying out their respective mandates.
- Dependent on collective wisdom.

What can obstruct effective collaboration:

- Lack of a shared vision and clear, mutually established goals.
- Failure to build strong relationships between all stakeholders.
- Poor communication. No protocol or established schedules for frequent contact and communication.
- Lack of appropriate involvement of the administration, the community, and community serving officers.
- Inability to operate as a team; e.g., all stakeholders do not have a voice in shaping the partnership. Power is inappropriately distributed. Ego intervenes and creates power imbalances.
- No process in place to resolve disputes and disagreements.

Communication Processes and Practices

Successful school/police partnerships reflect frequent contact and communication and the significant involvement of the school administration team. Suggested best practices for police/school communication are as follows:

- Establish a close connection between police working in schools, school administration, and school staff. Meet regularly, particularly at the beginning of the school year, to determine shared priorities, expectations and goals and at year end, to discuss results and future implications. The schedule for meeting regularly should be determined at the initial meeting. Monthly calendars should be shared. This information will be shared with the Superintendent of WCPS.

- Utilize established communication vehicles at the school. Attending staff, parent and student council meetings facilitates the partner relationship.
- In the case of criminal incidents at the school or in the community, police working in schools should serve as a liaison between the school and responding units, given that they have better knowledge of the school and a direct communication link to school administration.
- Facilitate communication and cooperation with school administrators, other police, Children's Services and other agencies serving student and community needs.
- Increase the visibility and accessibility of caring adults and communicate with students on a personal level.
- Most school boards in Alberta have policies that relate to police interviews of young people. When there is a need to interview a young person, it is essential for the police officer to work in partnership with the school administration and school/divisional policies, both of which will have established a working relationship with the student and the guardians/guardians.
- At times, students should be removed from the school to be interviewed. This step will occur in consultation with school administration or designate.
- The police officer's role is complex in that they must provide full consideration to the law and protection of the school and community, but also must respect the rights and needs of students in accord with school and divisional policies. Anonymity is a big issue for students reporting incidents to police and school administration. Receiving information concerning the activities and actions of other students should be dealt with in a professional, confidential manner that does not jeopardize the integrity of the student reporting. Communicate to students the important role they play in making the school and community a better place to live and work.
- Serve as peacekeepers and be prepared to augment individual peer support processes.

Sharing Information

"The greatest power police have is the power of their discretion."

The sharing of information is sometimes a delicate issue that can lead to misunderstanding between police and the school administration. Police officers are at liberty to share all information pertinent to the safety of the school and its students, regardless of when incidents occur. They cannot share information about incidents in the community and/or involving students, that occur during evening hours, or on the weekend, unless judged relevant to school and student safety while taking into account the School Act and "Codes of Conduct" while ensuring compliance with the Criminal Code and FOIP.

BEST PRACTICES

Best Practices with Students as Recommended By Students

- Communicate openly with students.
- Get involved in student activities.
- Let students know you are listening and care about their concerns.
- Take action on these concerns.
- Treat all students equally.
- Be a visible presence in the school and talk to students on a personal level.
- Enforce the law and school rules consistently.
- Provide a model of acceptance.
- Be approachable.
- Recognize students for their talents, deeds and achievements.
- In partnership with school administration, play a role in informing guardians of the law, rules and any concerns at school.
- Work with all school staff to create a comfortable, positive school/learning environment for students.
- Utilize student leaders and solicit student input. Build students' capacity to lead positively. Students should be involved in a process of naming the values and principles to live by within the school community.

Suspensions/Expulsions

[Suspensions](#) are authorized by the principal, under section 24 of the *School Act*. When suspensions happen, a plan is needed .to reintegrate the suspended student back into the school community upon return. The student must accept ownership of the behavior and strike a plan for positive change.

- Police working in schools may be invited to sit in on a multi-disciplinary team to assist and support the student in making a successful return to school when considered appropriate by the school administration.
- Expulsions are authorized by the Board, under section 25 of the *School Act*. School Resource Officers may be required to provide information upon request.

PROBATION OFFICERS

Role of Correctional Services Division (Probation Officers) In Wolf Creek Public Schools

Background

It is the belief of WCPS that appropriate interaction with representatives of the legal system is beneficial to the educational and citizenship development of all of our students. Concurrently, the school division recognizes that these interactions in the school environment can also constitute a supportive role for students with legal challenges or court imposed limitations in their lives. However, it should be understood that there needs to be guidelines for interaction, support or information sharing that respects the “educational and in loco parentis” roles of the school.

Job Description and Role of the Probation Officer in Wolf Creek Schools

- Supervision of Adult and Youth Court Ordered Orders to ensure compliance.
- Building and maintaining effective working relationship with a network of interdisciplinary systems and engaging service providers to achieve client goals and well-being.
- Facilitate the mutual exchange of information with agencies, individuals and stakeholders
- Attend Court
- Provide education to staff and students in regards to Community Corrections and the roles of a Probation Officer
- Liaison with the school staff in regards to best practice for youth attending the schools
- Exchange information with regards to safety risk and security measures for the individual attending the school

Clarification: These guidelines apply to any member of Correctional Services Division. This includes Probation Officers, Youth Justice Advisory Committee, etc.

Guidelines

1. Staff or employees of WCPS **will not share information** around student behaviors including their disciplinary record (anecdotal notes, suspensions, referrals to agencies, etc) unless those are considered to constitute a threat to the learning environment of the school in which case a comprehensive Threat and Risk Assessment protocol would be initiated.
2. The school will always retain the responsibility of addressing inappropriate student behaviour inside of the framework of their school code of conduct policies and will do so without the need to consult or advise other agencies of their deliberations and consequences. This is usually in relation to the parent or guardian being part of the process and not necessarily with the presence of the Probation Officer.
3. The Probation Officer, when involved with a student and when invited, could be a member of Coordinated Service Plan meetings. Parental consent will be obtained as per Wolf Creek

Public Schools standards of practice. The Probation Officer would be a valuable member of the Threat and Risk Assessment protocol.

4. In order to streamline information sharing, the Probation Officer will provide the School Principal (or designate if principal is absent) with copies of any court orders on their caseload that are connected to WCPS students if conditions impact the school setting. Collaboration will occur to identify specific information that needs to be shared with schools and/or specific information schools need to be providing to Correctional Services Division that meet the conditions in the order. The School Principal (or designate if principal is absent) will consult with Division Office, if needed.
5. The only point of contact when a Probation Officer contacts the school, will be the principal or designate if the principal is absent. This will not constitute an expectation the school staff will provide any information back to the Probation Officer unless a comprehensive Threat and Risk Assessment is initiated or written parent/guardian consent is obtained.
6. Probation Officers may not conduct interviews or meet with students in the school setting.

Appendix 1a

Administrative Procedure 352 Student Investigations and Searches by External Agencies

Background

The Division believes that it must cooperate with law enforcement officers and child welfare workers when their duties bring them to a school while still acting in loco parentis and in the best interests of children.

Definitions:

Loco Parentis or "in the place of a parent" refers to the legal responsibility of a person or organization to take on some of the functions and responsibilities of a parent.

Procedures

1. Investigations of student conduct by members of the school administration and teaching staff are covered in Schools Code of Conducts.
2. Only law enforcement officers (local police officers, RCMP, police resource officers), and child welfare authorities may investigate a student on school premises, and ensuring criminal code and the *Youth Enhancement Act* is followed respecting this Administrative Procedure. Prior to any formal interaction between a student and a person representing an external agency, the Principal must request and confirm proper identification. The person representing the external agency must state the reason of the request for interaction with or production of the student including any statutory or other authority being relied upon.
3. Children under 12 are not able to be charged. The child has the right to choose a trusted adult, with whom they have a relationship, to sit in on the interview. The right of choice belongs to the child. Guardian contact is essential throughout this process.
4. The Principal will document any request involving student investigations and searches. This documentation will be archived in DocuShare.
5. Any breach of this Administrative Procedure must be immediately reported to the Superintendent by any employee having reasonable grounds to believe that this Administrative Procedure has not been complied with.

Process

Witness Interview – informal conversation, either written or verbal, with a student where the possibility of school sanctions or legal ramifications do not exist for that student.

Investigative Interview – formal interrogation of a student where the possibility of school sanctions or legal ramifications exist for the student as an alleged wrongdoer. The Superintendent must be informed of the investigation before the investigation may proceed.

Arrest – act of taking the student into custody of an external agency. The Superintendent must be informed of the arrest or apprehension by the school administration if this occurs at the school. Any external apprehension parent notification will be made by the external agency following their process.

NOTE: If external to the school, interviews will be conducted off school property. Police will notify parents as per their procedures. Police will, where possible or practical, consult with school administration.

Law Enforcement/Police Interview or Investigation

1. When a law enforcement officer attends at a school asking to interview a student during school hours, the officer will report to the Principal and make known the purpose of the visit.
2. After the law enforcement officer has made known the purpose of the visit, the Principal will determine if the purpose of the proposed interaction is to interview the student, as the term ‘interview’ is defined in this Administrative Procedure. If satisfied that the purpose of the proposed interaction is to interview the student the Principal will advise the Superintendent and a decision will be made as to whether the proposed interaction (interview) will take place at the school. The preference would be to have this take place off school property.
3. If the proposed interaction is to interview the student the Principal shall have the officer contact the parents to advise them of the proposed interview, where practical. The Principal will not permit the interview to take place at the school without consent of the parent.–The parent would have a choice to attend. Ideally, student interviews should take place off of school property.
4. If an interview is not to take place at the school, and the law enforcement officer exercises a power or arrest, the Principal shall confirm that the law enforcement officer will contact the parents of the student, when practical. The Principal will work with law enforcement to determine their commitment when contact with parents will be made.

Children Services (CS)

1. When CS workers wish to visit a school for the purpose of interviewing a student regarding alleged child abuse or neglect, they shall report to the office of the Principal, provide adequate identification of themselves to make known the purpose of their visit. In all cases of child sexual abuse, or physical abuse causing bodily harm, CS workers are required to notify the police, who will investigate to determine whether charges should be laid. Joint investigations involving both CFS workers and law enforcement officers may occur.
2. To enable the student to speak freely and openly to the interviewers, it is usually appropriate for the student and the interviewers to be alone. Occasionally a student may request or require the reassuring but non-participating presence of a familiar staff member; therefore, there may be instances when the Principal and the interviewers agree that school administration or school social worker should be present during the interview.

3. The Principal shall not notify the parents about an interview. The responsibility for notifying parents about an investigation is that of the interviewers. While it is important for parents to learn promptly that an interview is underway, a greater concern is that the student be protected from possible abuse. Thus, in cases where intra-familial abuse may be suspected, parent notification by the interviewers normally follows an initial contact with the student.
4. The Principal shall clarify with the interviewers when contact with the parents will be made, particularly when an interview begins near the end of a school day, as the student's return home may be delayed. The Principal shall advise the interviewers that not later than the time at which the student would have been dismissed, either at the midday break or at the end of the school day the Principal will be in contact with the parents and that the Principal will provide the interviewers' names and telephone numbers.
5. The Principal shall keep a written record including the identity of the interviewers and their reasons for being at the school. The record shall be scanned into DocuShare with appropriate encryption or other safety feature to prevent unauthorized access and not placed in the student's file until such time as it is deemed appropriate to destroy the information.
6. Interviewers may wish to interview school personnel having regular contact with the student or having other specific information pertinent to the matters giving rise to the interview. If interviews with school personnel are sought the Principal will advise the Superintendent prior to permitting any such interviews to take place.
7. If school personnel participate in any interviews it is mandatory that they summarize, in writing, the information provided to the interviewers and retain it for future reference and provide a copy to the Superintendent through a scanned copy in DocuShare. If participation in an interview occurs the individual must not breach any duty of confidentiality that the individual may have to the student or others.
8. In the interests of the student and in recognition of the family's right to privacy, schools shall maintain confidentiality in matters involving matters of alleged child abuse or neglect.

Reference: Section 60 [School Act](#)
 Section 495 [Canadian Criminal Code](#)
 Section 56 [The Young Offenders Act](#)
 Sections 1-5 [The Child, Youth and Family Enhancement Act](#)

Adopted: August 2004
 Reviewed/Revised: August 2009, September 2014, May 2017

Appendix 1b

Administrative Procedure 353 Student Locker Searches

Background

The Division expects students to model and reinforce socially responsible and respectful behavior when using school-provided locker space. Students understand the contents of their locker are subject to search in situations where the safety and security of the school is a concern.

Procedures


1. School lockers will be rented or available on the condition that the school reserves the right to search and repossess the locker at any time without notice. The school will publish its locker policy in its student handbook, including the provision that lockers are subject to searches without notice under the direction of the Principal.
2. If the school plans to implement school-wide locker searches, this should also be clearly stated in the school policy. It must be clarified within the policy that all the student acquires is the right to use the locker and the lock, both of which remain the property of the Division, subject to the guidelines above. It is desirable that students and an adult be present in the event that their lockers are searched.
3. If suspected of wrongdoing, a student may be directed to empty pockets, knapsack, purse, etc. However, physical searches of students are not to be undertaken by school personnel. If, in the opinion of the Principal, a physical search should be conducted, a law enforcement officer shall be contacted.
4. In the event that a locker search is to be conducted as a result of reasonable belief that the affected student is engaged in illegal activity the Principal will conduct this search and only contact the police if it is an emergent situation.
5. If as a result of a locker search under clause (3) above, and police are contacted, the provisions of [Administrative Procedure 352 - Student Investigations and Searches by External Agencies](#) shall apply.
6. Notwithstanding any police involvement the school may proceed to deal with the matter under [Administrative Procedure 355 - Student Discipline and Suspension](#) as may be appropriate.
7. If contraband items are found, police should be contacted. Staff are not authorized, by law, to be in possession of contraband items and these items need to be reported as soon as they are found. These items must be turned over to police at the time of the incident.

Reference: Section 60 [School Act](#)
Section 495 [Canadian Criminal Code](#)
Section 56 [The Young Offenders Act](#)

Adopted: September 2014
Reviewed/Revised: May 2017

Appendix 2

Program Evaluation Tool/Survey

	REQUEST FOR DECISION
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Council Agenda Item	5.2
Council Meeting Date	February 28, 2022
Subject	Delegation – Rimbey Boys and Girls Club Annual Update
For Public Agenda	Public Information
Background	The Rimbey Boys and Girls Club contacted the Town of Rimbey Administration Office to request a delegation of Council to present their annual update.
Attachments	Power Point Slides
Recommendation	Administration recommends Council accepts the presentation from Rimbey Boys and Girls Club, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date



Wolf Creek / Rimbey

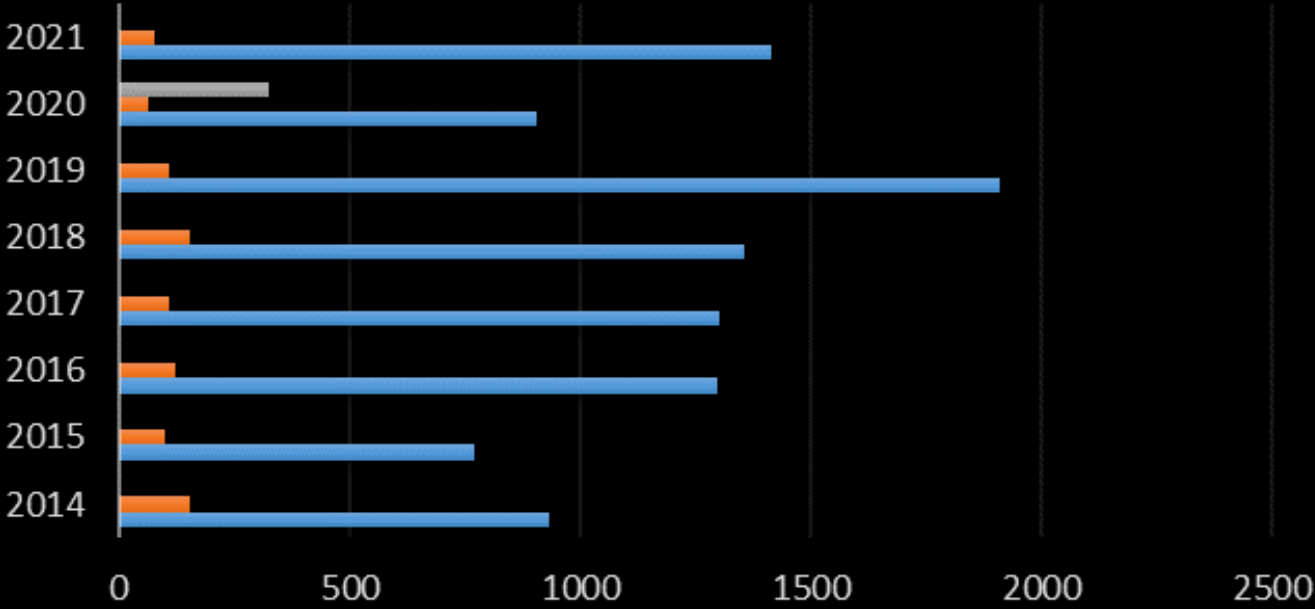
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**TOWN OF RIMBEY
PRESENTATION
2022**



2021 Program Attendance

Total Rimbey Program Attendance



	2014	2015	2016	2017	2018	2019	2020	2021
■ COVID Services/Interactions	0						322	
■ Total Number of Individual Youth	152	98	123	106	154	108	63	77
■ Total Program Attendance	934	771	1296	1302	1354	1909	905	1413

Recovery from the pandemic has already begun in our programs! Our numbers began to climb at the end of 2021 and in the first two months of 2022 we have already had 32 individual youth which is 50% of what we had in the whole year last year.

AFTER SCHOOL PROGRAM

AGES 5-12

The After School Program runs three days a week. It is a program that provides new opportunities and experiences where children can build positive relationships and develop confidence and skills for life. Activities include active team games, self-directed play, snacks, community involvement, and creative projects.



We have parents requesting this program move to 5 days a week, as they need the care. However, until we have appropriate space we cannot do this.

S.O.D. PROGRAM (SCHOOL'S OUT DAY) AGES 5-12

S.O.D. is a program for school Professional Development Days. The program offers children a fun-filled day of recreation, crafts and games. This program also runs over the Spring Break week.



**These program days fill instantly
and have waiting lists!**

SUMMER CAMP

AGES 5-12

The Summer Program is a full-day program that provides new opportunities and experiences where children can build positive relationships and develop confidence and skills for life. Activities include active team games indoors and out, self-directed play, experiments, imaginative and creative learning.



We have parents requesting this program move to 5 days a week, as they need the care.

**Thank you to our Financial Supporters
in Rimbey in 2021!**

- Town of Rimbey
- United Way of Central Alberta
- President's Choice Children's Charity
 - County of Ponoka
 - Gibson
 - Fidelity
 - Local Businesses and Clubs

2021 Rimbey Partnerships

- **Wolf Creek Public School Division
(administration and staff)**
- **Big Brothers Big Sisters of Rimbey**
 - **Rimbey Interagencies**
- **Boys and Girls Clubs of Canada**
 - **Town of Rimbey**

The Future

The Boys and Girls Clubs of Wolf Creek's desire is to continue to offer the youth of Rimbey safe, supportive programming where they can experience new opportunities, overcome barriers, build positive relationships and develop confidence and skills for life.

In order to do these two things need to happen. First, the continued presence of the Boys and Girls Clubs of Rimbey relies on the on-going financial support of the Town of Rimbey. Without the annual funding, the program would not be able to stay in the Town of Rimbey.

Secondly, we require a different location in order to grow and continue our programming. It is proving to be quite problematic to find adequate space in the community.

Thank you for your ongoing support and we look forward to continuing to build into the lives of youth in Rimbey.

Parent Letter

Attention honorable councillors and mayor,

Please consider this letter a sign of support for the Rimbey Boys and Girls Club, and their programming. Boys and Girls club is a valuable asset for families in our community and I consider it very worthy of funding going forward.

For families with working parents, the after school program and PD day programming are invaluable. Given that other child care options are limited in our town, having a safe and fun place for children to go when parents must be at work is a real asset to our community and keeps families like my own able to balance work with a great experience for our children.

The summer program has been very important for us in past years and in addition to providing an important service to parents, I can honestly say that our children are better and more rounded individuals because of their time in Boys and Girls club.

I fully support the other great programs that exist for children in our community (such as at the library) but the hours of these programs are not always doable for a parent that works. And as such, the Boys and Girls club is a unique program.

Any contribution that the Town of Rimbey could see fit to grant would be of benefit to the greater community as the Rimbey Boys and Girls Club is an important source of resources for families in our area.

Sincerely,

Laurel Barton

Thank You




The funding and facility donations from the town of Rimbey has allowed hundreds of children, youth and families in your community to be a part of programs that enable them to learn and grow!

	REQUEST FOR DECISION
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Council Agenda Item	7.1
Council Meeting Date	February 28, 2022
Subject	Rimbey Neighbourhood Place Society
For Public Agenda	Public Information
Background	Administration received a letter dated January 7, 2022 from Rimbey Neighbourhood Place Society requesting funding to help continue their work in Rimbey and Ponoka County.
Attachments	7.1.1 Letter from Rimbey Neighbourhood Place Society
Recommendation	Administration recommends that Council defer Neighbourhood Place Society's funding request to the 2022 Budget Meeting.


Prepared By:



_____ February 23, 2022
Date

Lori Hillis, CPA, CA
Chief Administrative Officer

Endorsed By:



_____ February 23, 2022
Date

Lori Hillis, CPA, CA
Chief Administrative Officer

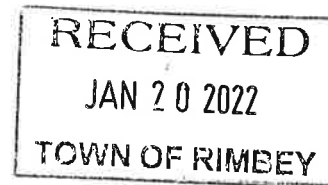


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Rimbey Neighbourhood

Place Society

January 7, 2022



To the County of Ponoka, Town of Ponoka and Town of Rimbey

Re: funding request

The following is a request for funding to help continue the work Neighbourhood Place does in Rimbey and Ponoka County. In the attached pages you will find the fundamental ideas of what the group is and how it has worked to help grow a healthy community. In the last couple of years, all communities in the county have gone through some changes and challenges with the loss of Government funding for a number of community support groups. Neighbourhood Place has continued to work with the valued relationships we have built over the years to support community groups and help our community members in a number of different ways.

Neighbourhood Place expanded the provision of services to families and individuals in the county of Ponoka in March of 2021 through a Mental Health grant from Alberta Health Services. We have recently begun programming with funding through the Public Health Agency of Canada (PHAC) and the Community Action Program for Children (CAPC). We are hoping to alleviate some of the gap suffered by the loss of Parent Link Centres in both Ponoka and Rimbey with these programs. Although the funding is not adequate to replace what Parent Link offered previously, or what is offered by the Family Resource Network currently, we hope to compliment what is available to ensure families have their needs met through strategic partnerships and collaborations. The issue we are facing is that after expanding services to the county, there is a lack of funding options for day-to-day operations and to provide the services that our community members have come to expect. While funded by Children's Services (for 20 years) Neighbourhood Place was called a capacity building initiative and was one of over 20 rural organizations providing these services. A similar situation occurred in Sylvan Lake and the town created a full-time position to augment and support community development.

Rimbey Neighbourhood Place

VISION

A respected voice advocating for a healthy community

VALUES AND GUIDING PRINCIPLES

Empowerment

By listening and understanding community needs, we provide appropriate information and guidance to support solutions.

Collaboration

With enhanced knowledge of community resources and strong teamwork we are able to guide individuals, groups and agencies to desired outcomes.

Accessibility

We provide objective support for individuals and agencies to effectively facilitate resolutions.

MISSION

We Offer Support to Families and Individuals by Collaborating with Community Agencies to Find Solutions that Promote a Healthy Community.

“It takes a village to raise a child” has been the guiding principle for Neighbourhood Place since its inception in 2000, with an emphasis on supporting families and individuals in healthy communities. Relationships are a cornerstone to building healthy communities and families, a focus of the Neighbourhood Place work for the last 20 years. As a capacity building initiative, supporting community members through partnership and collaboration with other organizations has increasingly strengthened the work undertaken and ensured sustainable results.

Neighbourhood Place was incorporated under the Societies Act in 2000, and is governed by a volunteer Board of Directors with members who live in Rimbey, the County of Ponoka, and has included student representation. The Board has received funding on a contractual basis from Children's Services of Alberta in the past, but that funding stream was discontinued in 2019. The Board operates under the Society Act, formal bylaws, Terms of Reference, and a strategic plan that is reviewed by the Board on an annual basis. The vision for Neighbourhood Place is “A respected voice advocating for a healthy community” with the values and guiding principles of:

- Empowerment - by listening and understanding community needs, we provide appropriate information and guidance to support solutions.
- Collaboration - with enhanced knowledge of community resources and strong teamwork we are able to guide individuals, groups and agencies to desired outcomes.

The creation and distribution of a monthly community newsletter has been the result of a partnership between Neighbourhood Place and the Town of Rimbey's recreation department, giving not-for-profits a recognized and easily accessed medium for distributing information to members of our community.

Neighbourhood Place has also hosted regular Rimbey interagency meetings through the years. These meetings are a valued forum for community groups and organizations to network, share information, and collaboratively address identified community issues and needs.

Overall Neighbourhood Place continuously aims to be in tune with the needs and best interests of the community. In 2019 funding for many services was redistributed and as a result, services such as the parent link centre were lost. Neighbourhood Place is working to fill the gap left by this loss with some family programming that requires additional support. The Parent Link programs were regarded as flagships for similar organizations around the province of Alberta. In addition to the invaluable relationships that have been built over time, these organizations had also invested heavily in their staff with training and capacity building, making them resources that have contributed significantly to, and are valued by, families in the community.



REQUEST FOR DECISION

Council Agenda Item	7.2
Council Meeting Date	February 28, 2022
Subject	Budget Meeting Dates
For Public Agenda	Public Information
Background	<p>Budget meetings are held each year to discuss the annual operating and capital budgets.</p> <p>At the Council meeting on February 14, 2022, Council made a motion to hold a Special Meeting of Council on Wednesday March 23, 2022 commencing at 9:00 AM, in the Council Chambers, for the 2022 budget deliberations.</p> <p>Due to a conflict of schedules, it is no longer feasible to meet for the 2022 budget deliberations on Wednesday, March 23, 2022.</p>
Recommendation	Administration recommends Council hold a Special Meeting of Council on Thursday, March 24, 2022 commencing at 9:00 am, in the Council Chambers, for the 2022 budget deliberations.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022

Date



REQUEST FOR DECISION

Council Agenda Item	7.3
Council Meeting Date	February 28, 2022
Subject	Policy 155 Council Remuneration
For Public Agenda	Public Information
Background	Councillor Coston has requested an update of Policy 155 Council Remuneration to reflect the current year amounts.
Discussion	<p>For the past several years Council has not set Council remuneration according to Policy 155. Administration has removed the section where Council remuneration is adjusted annually by the same percentage as is provided to Town Staff as this has not been followed.</p> <p>Schedule A has been updated with the current year remuneration only as Council will set their remuneration annually in the future. Policy 155, Schedule A will be updated annually as part of the budget process.</p>
Attachments	<p>7.3.1 Policy 0155 Council Remuneration</p> <p>7.3.2 Policy 0155 Council Remuneration Schedule "A"</p>
Recommendation	Administration recommends Council accept Policy 155 Council Remuneration and Schedule "A" as presented.

Prepared By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

February 23, 2022

Date

Endorsed By:

Lori Hillis

 Lori Hillis, CPA, CA
 Chief Administrative Officer

February 23, 2022

Date



Town of Rimbey Policy Manual

Title: Council Remuneration	Policy No: 155
Date Approved: July 24, 2017	Resolution No: 222/17
Date Effective: July 24, 2017	
Purpose:	<ol style="list-style-type: none"> 1. To set appropriate rates of pay for Council 2. Members of Town Council should be reimbursed for all direct expenses as a result of their duties

Policy Statement:

Base Fees

The Mayor will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, all background work, general public interaction, in-Town charity functions, local meetings, committee meetings, attendance to functions and gatherings where the Mayor’s presence is requested but not required; but he/she deems it appropriate to attend.

Councillors will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Councilor’s attendance is requested but not required by Council.

The Deputy Mayor will be paid bi-weekly, in accordance with Schedule A, to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Deputy Mayor’s attendance is requested but not required by Council.

~~Council remuneration will be adjusted annually by the same percentage as is provided to Town Staff.~~

Other Expenses

Travel and subsistence expenses shall be paid in accordance with Policy #1108.

Cell Phone Costs – The Mayor shall receive a cell phone paid for by the Town or an allowance of \$46.15 bi-weekly for use of their personal phone.

TOWN OF RIMBEY
 COUNCIL REMUNERATION
 POLICY NO 155
 SCHEDULE A

Base Fees - 2022				
	Bi-Weekly	Annually	Meeting rates per hour	Maximum Daily rate
Mayor	1,192.31	31,000.06	38.29	382.90
Deputy Mayor	647.24	16,828.24	38.29	382.90
Councillor	596.69	15,513.94	38.29	382.90



REQUEST FOR DECISION

Council Agenda Item	7.4
Council Meeting Date	February 28, 2022
Subject	Rimbey Motor Inn
For Public Agenda	Public Information
Background	Administration received an email on February 14, 2022 from Mr. Saunder, owner of the Rimbey Motor Inn, requesting Council consider reducing the annual property tax on this property. Municipal taxes for this property in 2021 were \$4,804.51.
Discussion	<p>The assessment on this property has steadily decreased from 509,010 in 2019 to 504,160 in 2021 to reflect the declining state of the tourism industry. We are expecting a substantial decrease for the 2022 year due to the ongoing state of the tourism sector.</p> <p>Combined assessment and property tax notices are mailed to each property owner in early May. If a property owner disagrees with the assessment the normal procedure is for the property owner to contact the assessor to discuss the assessment. The assessor makes every effort to assess the property fairly according to the property assessment regulations and practices. If the property owner does not agree with the final assessment the property owner can appeal to the Regional Assessment Review Board.</p> <p>Administration recommends Council deny the request to reduce the annual property taxes for this property at this time as the assessment and property tax notices have not yet been mailed for 2022. At that time the property owner has the option of discussing the assessment with the assessor and if an agreement cannot be reached, has the option of appeal to the Regional Assessment Review Board.</p>
Attachments	7.4.1 Email from Mr. Saunder – Redacted
Recommendation	Administration recommends Council deny Mr. Saunder’s request to reduce the Annual Property Tax of the Rimbey Motor Inn.
Prepared By:	<p style="text-align: center;"><i>Lori Hillis</i></p> <p style="text-align: center;">_____</p> <p>Lori Hillis, CPA, CA Chief Administrative Officer</p> <p style="text-align: right;">February 23, 2022 _____</p> <p style="text-align: right;">Date</p>



REQUEST FOR DECISION

Endorsed By:

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

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022

Date

From: Raj Saunder B. Arch. [REDACTED]
Sent: Monday, February 14, 2022 4:30 PM
To: Lori Hillis
Subject: Rimbey Motor Inn

Dear Lori Hillis,

Further to my recent telephone conversation, I am e-mailing this correspondence to you with a request to forward it to your town council "his worship the mayor" and the town councillors for their review and consideration.

I am the owner of Rimbey Motor Inn, located in Rimbey. The last couple of years COVID, combined with the "Oil & Gas" market slump and the depressed economy has affected our motel income to a bare minimum, say one room a week or none at times. We have locked down the second floor-all rooms- and only have kept the main floor's 15 rooms in operation.

We would appreciate, if the town council would like to re-assess and bill us for a nominal Annual Property tax and this would help us for a couple of years until the economy picks up. Other municipalities have done this on other properties.

Thank you and the "Mayor and Council" for your review and consideration. **Please confirm receipt.**

Happy New year 2022.

Yours truly,

Raj Saunder B.Arch., MRAIC,MAAA
Owner of Rimbey Motor Inn 1073026 Alberta ltd

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

	REQUEST FOR DECISION
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Council Agenda Item	7.5
Council Meeting Date	February 28, 2022
Subject	Recreation Program
For Public Agenda	Public Information
Background	At the last Council Meeting held on February 14, 2022, Councillor Rondeel was inquiring if the Town of Rimbey is going to offer more recreation programs' in the community.
Discussion	The attached Recreation Program Report outlines the programs the Recreation Department now offers, the programs available by others in the community and the programs the Recreation Department will offer as soon as the COVID restrictions are lifted and instructors and staff are available.
Attachment	7.5.1 Recreation Program Report
Recommendation	Administration recommends Council accept the Recreation Program Report, as information.

Prepared By:



Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

Endorsed By:



Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

Recreation Program Report

February 23/2022

Programs offered or hosted by the Community Centre/Arena/Pool:

- Drop In Sports (pickleball/badminton) – Tues/Thurs 7-8:30 pm
- Wallyball – Thursday nights – group organized
- Dance – Tuesdays 4-7 pm – Westland Dance
- Walkers – Tues/Thurs 2-3 pm – group organized
- Drama practice/performance – School
- School PE classes (RJSH, Elementary, Homeschool)– Main Auditorium/Arena/Pool
- Babysitting course
- Public Skating – Sunday nights, school holidays
- Sr./Parent & tot skate – Thursdays 2-3 pm
- Learn to Skate – Thursdays 4:15-5:15 pm – group organized
- Hockey – Pond & Minor Hockey
- Red Cross Swimming Lessons
- Public Swims 1:30 - 7 pm
- Jr. Lifeguard Program
- Aquafit
- Spring training camps in the Arena for Soccer/Ball/Lacrosse

Programs available in the community:

- Gymnastics
- Art Fusion
- Wellness Expos/Classes
- Library programs/Movie Night
- Soccer
- Ball/Ball Clinics
- Lacrosse
- Fitness Classes
- Yoga
- Outdoor Fitness Equipment
- X-Country Skiing
- Snowshoeing

Programs to be offered in the future:

- Family Night at the Main Auditorium – Badminton/Pickleball Wed, 7-8:30
- Racquetball / Squash Clinics
- Fitness classes – Zumba, Yoga
- First Aid – Adults / Pets
- Rollerskating / Rollerblading in the Arena
- Floor Hockey in the Arena
- Lacrosse
- Weight training for teens
- Tennis lessons
- Orienteering
- Disc Golf
- Scuba Diving
- Canoe/Kayak lessons
- Bike Safety Course

Will seek instructors for programs that we want to run and place an advertisement for anyone that would like to teach a course or has a skill they would like to share with the community.

Programs will begin as quickly as possible, once we have staff/instructors in place and space available.

	REQUEST FOR DECISION
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Council Agenda Item	7.6
Council Meeting Date	February 28, 2022
Subject	Council Round Table Discussion
For Public Agenda	Public Information
Background	Council Round Table Discussion is for matters that are not on the agenda but arise during Council meeting

Prepared By:



Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

Endorsed By:



Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

	REQUEST FOR DECISION
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Council Agenda Item	8.1
Council Meeting Date	February 28, 2022
Subject	Department Reports
For Public Agenda	Public Information
Background	Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.
Attachments	8.1.1 Chief Administrative Officer Report 8.1.2 Director of Finance Report – Accounts Payable Listing
Recommendation	Motion by Council to accept the report from the Chief Administrative Officer and the Director of Finance – Accounts Payable Listing, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date



Highlights

COVID-19:

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

Meetings/Conferences:

- Attended Brownlee LLP Emerging Trends Workshop held virtually on February 17, 2022.
- Met with Lance Hannesson from Neighbourhood Place regarding the natural play space south of the Neighbourhood Place building.

Infrastructure:

- We have received confirmation that Well 15 has been approved and registered with Alberta Environment and Parks.

Capital and Operating Budgets:

- We are working on the 2022 Capital and Operating budgets and will have ready about a week before the Budget Meeting. Draft budget will be distributed to all of Council and posted on our website in advance of the budget meeting.

Lori Hillis
Chief Administrative Officer

Council Board Report 8.1.2



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

Date Range: 09-Feb-2022 to 23-Feb-2022
Sequence by: Cheque/EFT#
Fund No. Masked: Yes

Supplier Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
AlSCO	47970	16-Feb-2022	AlSCO - janitorial supplies	578.97
Black Press Group Ltd.	47971	16-Feb-2022	Black Press Media - Jan. 2022 - ads	553.21
Expert Security Solutions	47972	16-Feb-2022	Expert Security Solutions - Pool - Feb.2022 monit	26.20
Pitney Bowes	47974	16-Feb-2022	Pitney Bowes - postage machine lease - Dec.21-1	155.17
Rimbey & District Chamber Of Commerce	47975	16-Feb-2022	Rimbey & District Chamber of Commerce - 2022	265.00
Rimbey Janitorial Supplies	47976	16-Feb-2022	Rimbey Janitorial - arena - supplies	514.50
Scullion,Shone& Scullion, Isla	47977	16-Feb-2022	Refund on account 002-25690-002.	25.49
Staples Professional	47978	16-Feb-2022	Staples - office supplies	400.20
Tagish Engineering Ltd.	47979	16-Feb-2022	Tagish - Main Reservoir Upgrades - RB125	31,067.48
TIMCON CONSTRUCTION (1988) LTD.	47980	16-Feb-2022	Timcon Construction Ltd - RB125 - Main Pump H	77,195.06
United Farmers Of Alberta	47981	16-Feb-2022	UFA - supplies	1,030.80
AlSCO	47982	23-Feb-2022	AlSCO - janitorial supplies	259.91
AMSC Insurance Services Ltd.	47983	23-Feb-2022	AMSC Insurance - Feb/Mar. 2022 invoice - Mayo	103.91
AN Adventure Distribution & Consulting	47984	23-Feb-2022	An Adventure - vests/safety glasses	217.98
Canadian Pacific Railway Company	47985	23-Feb-2022	CP Rail - Hoadley crossing	296.00
Capital H2O Systems Inc.	47986	23-Feb-2022	Capital H2O Systems - parts	625.12
Cimco Refrigeration	47987	23-Feb-2022	Cimco - repairs/parts - ice plant	3,811.63
City Of Red Deer	47988	23-Feb-2022	City of Red Deer - Jan. 2022 - lab analysis	1,319.64
Drain Doctor	47989	23-Feb-2022	Drain Doctor - flush/camera/locate line	603.75
Evergreen Co-operative Association	47991	23-Feb-2022	Co-op - supplies	4,898.05
Expert Security Solutions	47992	23-Feb-2022	Expert Security Solutions - Pool monitoring - Jan.	26.20
Hunter Hydrovac Inc.	47993	23-Feb-2022	Hunter Hydrovac - hydrovac water valves - Eastvi	1,312.50
Imperial Esso Service (1971)	47994	23-Feb-2022	Esso - propane	189.00
Kansas Ridge Mechanical Ltd.	47995	23-Feb-2022	Kansas Ridge Mechanical - hot water tank - Towr	1,653.75
Lifesaving Society	47996	23-Feb-2022	Lifesaving Society - annual fee - Pool	250.00
LOR-AL SPRINGS LTD.	47997	23-Feb-2022	Lor-Al Springs - water	18.60
MLA Benefits Inc.	47998	23-Feb-2022	MLA Benefits - Feb.2022 HSA - Mayor/Council	1,500.00
NAPA Auto Parts - Rimbey	47999	23-Feb-2022	Napa - parts	17.84
Rimbey Implements Ltd.	48000	23-Feb-2022	Rimbey Implements - parts	35.62
ROBERTSON,BARRY	48001	23-Feb-2022	Barry Robertson - workboots - 2022	110.24
Staples Professional	48002	23-Feb-2022	Staples Professional - office supplies	35.56
TIMCON CONSTRUCTION (1988) LTD.	48003	23-Feb-2022	Timcon Construction - RCMP Detachment Reno	16,579.50
Titan Supply LP	48004	23-Feb-2022	Titan Supply - grader blade	572.71
Towle,Jeanette	48005	23-Feb-2022	J.Towle - Canadian Payroll Assoc. conference	1,576.35
True Way Tire Ltd.	48006	23-Feb-2022	True Way Tire - repairs - JD backhoe	56.26
Uni First Canada Ltd.	48007	23-Feb-2022	UniFirst - coveralls/supplies	75.06
Wolseley Industrial Canada INC	48008	23-Feb-2022	Wolseley - gaskets	1,038.73
ALBERTA MUNICIPAL SERVICE CORPORATION	00094-0001	16-Feb-2022	AMSC - power/gas - Feb.08/22	54,724.54
Canada Revenue Agency	00094-0002	16-Feb-2022	CRA - deductions (Jan.30-Feb.12/22) Feb.18/22	18,038.87
LAPP	00094-0003	16-Feb-2022	LAPP - biweekly payroll Feb18/22 (Jan.30-Feb.12	10,071.08
Servus Credit Union Ltd.	00094-0004	16-Feb-2022	Servus M/C - W.Stoddart Jan.31/22	3,328.58
Telus Mobility Inc.	00094-0005	16-Feb-2022	Telus Mobility - Feb.06/22	324.56
Workers' Compensation Board - Alberta	00094-0006	16-Feb-2022	WCB - Feb.06/22	1,172.84
INNOV8 DIGITAL SOLUTIONS INC.	00095-0001	23-Feb-2022	Innov8 - Town - copies	487.37
Telus Communications Inc.	00095-0002	23-Feb-2022	Telus - Feb.10/22 Town	2,221.02
Waste Management	00095-0003	23-Feb-2022	Waste Management - Jan.2022 inv - recycle	3,172.50
Total:				242,537.35

	REQUEST FOR DECISION
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Council Agenda Item	8.2
Council Meeting Date	February 28, 2022
Subject	Boards/Committee Reports
For Public Agenda	Public Information
Background	Various Community Groups supply Minutes of their board meetings to Council for their information.
Attachments	8.2.1 Tagish Project Status Updates Feb 17, 2022
Recommendation	Motion by Council to accept the Tagish Project Status Updates Feb 17, 2022, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

Date	Project Manager	Status Update
Town of Rimbey		
RBYM00000.22 RB00 - 2022 General Engineering		
January 6, 2022	Solberg, Lloyd	We will work on putting together some costs for Capital Budgets as per our last meeting with the Town. Tagish to complete by early next week.
January 20, 2022	Solberg, Lloyd	As per discussions with the Town, we are completing the 5 year capital plan. We will send it to the Town as soon as it is completed.
February 3, 2022	Solberg, Lloyd	The 5 year capital plan has been sent to the Town for their review. There are no other current deliverables.
February 17, 2022	Solberg, Lloyd	There are no assignments for this period.
RBYM00125.01 RB125.01 - 2020 Main Reservoir Upgrades		
January 6, 2022	Solberg, Lloyd	Construction is on-going. Pumps arrived on site yesterday. Contractors are working on mechanical and electrical installations. Items to be commissioned over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Distribution main and electrical change over to occur on January 20th. Contractor to get the system running on one pump. Then existing mechanical and electrical will be removed and remaining pump, and emergency pump will be installed, and system as a whole will be commissioned.
February 3, 2022	Solberg, Lloyd	Construction is on-going. System is currently running off of one distribution pump. Existing mechanical and electrical is being removed from the building. Contractor is working to get the additional pumps installed. Pump commissioning is scheduled for February 8th.
February 17, 2022	Solberg, Lloyd	Construction is on-going. All pumps have been commissioned now. Contractor is working on security alarms and remaining project deficiencies. Once the well buildings are up an operational, system checks will be completed for the entire project.
RBYM00139.00 RB139 - Well PW (17-15) Raw Water Supply		
January 6, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 15 equipment to occur over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 15 equipment to occur over the next week or so once Main Reservoir is up and running on new equipment.
February 3, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 15 equipment to occur once Main Reservoir is up and running on new equipment, which will likely be at the end of next week or the week after.
February 17, 2022	Solberg, Lloyd	Construction is on-going. Waiting for some parts for the well VFD. Once the parts come in, Well 15 will be commissioned.
RBYM00140.00 RB140 - Rimbey MSP Projects		
January 6, 2022	Solberg, Lloyd	Commissioning of Reservoir 2 and Well 10R equipment to occur over the next couple of weeks.
January 20, 2022	Solberg, Lloyd	Construction is on-going. Reservoir 2 VFD has been programmed so that fire flow is available while work occurs on Reservoir 1. Commissioning of Well 10 equipment to occur over the next week or so once Main Reservoir is up and running on new equipment.
February 3, 2022	Solberg, Lloyd	Construction is on-going. Commissioning of Well 10R equipment to occur once Main Reservoir is up and running on new equipment, which will likely be at the end of next week or the week after.
February 17, 2022	Solberg, Lloyd	Construction is on-going. Waiting for some parts for the well VFD. Once the parts come in, Well 10 will be commissioned.

RBYM00141.00 RB141 - Evergreen Est Street Imp

January 6, 2022	Solberg, Lloyd	Tagish is just finalizing the as-built drawings. They will be sent off as soon as the final review is complete.
January 20, 2022	Solberg, Lloyd	(Jan.20) No change.
February 3, 2022	Solberg, Lloyd	The as-builts are complete and will be sent to the Town by the end of the week.
February 17, 2022	Solberg, Lloyd	The as-builts have been sent to the Town. The project is complete and will no longer be updated, barring any changes.

RBYM00143.00 RB143 - 56th Ave Sanitary Sewer Imp

January 6, 2022	Solberg, Lloyd	Tagish is just finalizing the as-built drawings. They will be sent off as soon as the final review is complete.
January 20, 2022	Solberg, Lloyd	(Jan.20) No change.
February 3, 2022	Solberg, Lloyd	The as-builts are complete and will be sent to the Town by the end of the week.
February 17, 2022	Solberg, Lloyd	The as-builts have been sent to the Town. The project is complete and will no longer be updated, barring any changes.

RBYM00144.00 RB144 - 51st Street Storm Main Install

February 17, 2022	Solberg, Lloyd	Tagish is working on preliminary designs to get the project Tender ready. Next update, we will give an anticipated Tender date.
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REQUEST FOR DECISION

Council Agenda Item	8.3
Council Meeting Date	February 28, 2022
Subject	Council Reports
For Public Agenda	Public Information
Background	The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.
Attachments	8.3.1 Mayor Pankiw's Report 8.3.2 Councillor Clark's Report 8.3.3 Councillor Coston's Report 8.3.4 Councillor Curle's Report 8.3.5 Councillor Rondeel's Report
Recommendation	Motion by Council to accept the reports of Council, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 24, 2022
Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 24, 2022
Date



Highlights

Date	Event	Details of Event
Jan 27,2022	Munis 101	Training
Jan 27,2022	Meeting with Jason Nixon	Meeting with Jason re: ambulance services
Jan 28,2022	Meeting with Jason Nixon	Follow up on ambulance meeting from the 27 th
Feb 15,2022	Adult Learning Meeting	Committee meeting
Feb 16, 2022	Rimoka Meeting	Board meeting
Feb 17, 2022	Brownlee Seminar	Annual seminar

Numerous commissionaire of oath's
Cheque Runs

Rick Wm. Pankiw
Mayor



Highlights

Date	Event	Details of Event
No written report received at time of publication of the agenda		

Submitted by:

Wayne Clark
Councillor



Highlights

Date	Event	Details of Event
January 20, 2022	Outdoor rink meeting	Meeting to discuss awarded grant and plan to proceed
January 26, 2022	Keep RCMP info session	Keep Alberta RCMP engagement tour-virtual
January 31, 2022	Outdoor rink meeting	Board meeting to create board members and start project
February 14, 2022	Council meeting	Regular council meeting, by Zoom see minutes
February 15, 2022	Library Board meeting	Regular board meeting by Zoom, see minutes
February 17, 2022	Trends	Brownlee Trends by Zoom

Submitted by
 Jamie Coston
 Councillor



COUNCILLOR CURLE'S REPORT

Highlights

Date	Event	Details of Event
Jan 19	Alberta Municipal	Attended Zoom meeting related to the replacing of the RCMP
Jan 26	Alberta Policing	Attended Zoom meeting related to the replacing of the RCMP
Jan 27	AHS	Attended Zoom presentation about Suicide Prevention
Feb 14	Town Council	Regular meeting of town council, held by Zoom
Feb 16	Rimoka board	Regular meeting of Rimoka board, held in Ponoka Council Chambers
Feb 16	Historical Society	Annual General meeting of the Historical Society
Feb 17	Brownlee Emerging Trends	Attended full day session by Zoom on the issues faced by municipalities, from a legal perspective

Submitted by
Lana Curle
Councillor



Highlights

Date	Event	Details of Event
January 27, 2022	Munis 101-	Course for councillors and how to be better at your job
February 1, 2022-	Bylaw Committee	Going over RV parking in three different bylaws, we are all most finished
February 14, 2022	Council meeting-	Pretty quiet
February 17, 2022	Brownlee, Emerging Trends	This was the most informative Brownlee conference that I have attended. It covered many topics that are important in today's world. The discussions on Covid and the work place were very good.
February 17, 2022	FCSS Board Meeting	Discussion on moving forward after Covid, and accreditation
February 25, 2022	FCSS 40th Anniversary Meeting	
February 28, 2022	Regular Council Meeting	Agenda isn't out yet

Submitted by
 Gayle Rondeel
 Councillor



REQUEST FOR DECISION

Council Agenda Item	9.1
Council Meeting Date	February 28, 2022
Subject	Correspondence
For Public Agenda	Public Information
Attachments	9.1.1 Rimbeey Municipal Library
Recommendation	Administration recommends Council accept the correspondence from Rimbeey Municipal Library, as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

February 23, 2022
Date

RECEIVED
FEB 14 2022
TOWN OF RIMBEY



February 11, 2022

Town of Rimbey Councilors
Box 350
Rimbey, Alberta
T0C 2J0

Dear Mayor Pankiw and Council;

It is with great pleasure that I tell you I was able to sign the contract for the CFEP grant this morning. The Grant is in the amount of \$249,920.

Neither this funding nor the expansion would have been possible without your very generous contribution. Thank you, thank you, thank you.

We hope to be completely finished by the end of April, having a grand opening sometime in May.

Now that Covid restrictions are starting to loosen we plan to resume programming the first week of March. The new program room will be well used. The work room/ storage room is still waiting for shelving but we have already moved two staff workstations in. The extra room is most certainly appreciated.

Thank you again for the generous support of our expansion, and we look forward to seeing you at the grand opening.

Sincerely,

A handwritten signature in blue ink that reads 'Jean Keetch'. The signature is fluid and cursive.

Jean Keetch
Library Manager