



# AGENDA

## Committee of the Whole

November 15, 2023 - 3:00 PM

Town Administration Building - Council Chambers

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**AGENDA FOR COMMITTEE OF THE WHOLE TO BE HELD ON WEDNESDAY, NOVEMBER 15, 2023 AT 3:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING, 4938 – 50 AVENUE, RIMBEY, ALBERTA.**

Page

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

#### **1.1 LAND ACKNOWLEDGEMENT**

### **2. AGENDA APPROVAL AND ADDITIONS**

### **3. MINUTES**

#### **3.1 Minutes of Committee of the Whole October 11, 2023** [Request for Decision - RFD-23-205 - Pdf](#)

3 - 7

### **4. PUBLIC HEARINGS**

### **5. DELEGATIONS**

#### **5.1 Rimbey Historical Society** [Request for Decision - RFD-23-208 - Pdf](#)

8 - 9

### **6. BYLAWS**

### **7. NEW AND UNFINISHED BUSINESS**

#### **7.1 Flag Policy** [Request for Decision - RFD-23-194 - Pdf](#)

10

|     |   |         |
|-----|---|---------|
| 7.2 | Tagish Engineering - Map Book Update<br><a href="#">Request for Decision - RFD-23-188 - Pdf</a>               | 11 - 16 |
| 7.3 | Christmas Hours 2023<br><a href="#">Request for Decision - RFD-23-214 - Pdf</a>                               | 17      |
| 7.4 | Alberta Rural Renewal Stream<br><a href="#">Request for Decision - RFD-23-206 - Pdf</a>                       | 18      |
| 7.5 | Rimbey & District Attraction & Retention Committee<br><a href="#">Request for Decision - RFD-23-212 - Pdf</a> | 19 - 22 |

## **8. 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.

## **9. CLOSED SESSION**

RFD 11.1 FOIP Section 29(1) Information that is or will be available to the public  
RFD 11.2 FOIP Section 17(1) Personal Privacy

## **10. ADJOURNMENT**

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** November 15, 2023  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Minutes of Committee of the Whole October 11, 2023  
**Item For:**  Public Information -or-  Closed Session

**RECOMMENDATION:**

Motion by Council to accept the minutes of October 11, 2023, Committee of the Whole Meeting.

**ATTACHMENTS:**

[2023 10 11 COW Meeting Minutes](#)

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

November 9, 2023  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink, appearing to read "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 9, 2023  
**Date**



# MINUTES

## Committee of the Whole Meeting

Wednesday, October 11, 2023 - 5:00 PM  
Town Administration Building - Council Chambers

**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
- Craig Douglas - Chief Administrative Officer

Absent: Councillor Gayle Rondeel

Delegates:

- Baytex Energy - Richard Bland, Kyle Hillestad & Murray Phillips
- Power Zone - Garrett Dick

Public: (0) members of the public

**1.1. LAND ACKNOWLEDGEMENT**

**2. AGENDA APPROVAL AND ADDITIONS**

**3. MINUTES**

3.1. Minutes of Committee of the Whole September 11, 2023

**4. PUBLIC HEARINGS**

**5. DELEGATIONS**

5.1. Delegation - Baytex Energy (Richard Bland, Shane Koss, Kyle Hillestad & Murray Phillips)

5.2. Delegation - Garrett Dick

Motion 044/2023 COW

Moved by Mayor Pankiw to bring Garrett Dick's request to use the Community Center Parking Lot on July 19-21, 2024 forward to the next Regular Council Meeting held on October 23, 2023.

|                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | Absent   |

CARRIED

**6. BYLAWS**

**7. NEW AND UNFINISHED BUSINESS**

7.1. Parkland Regional Library Proposed Budget 2024

Motion 045/2023 COW

Moved by Councillor Curle to bring forward the Parkland Regional Library Proposed Budget 2024 to the next Regular Council Meeting held on October 23, 2023.

|                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | Absent   |

CARRIED

7.2. Utility Refund Request

Motion 046/2023 COW

Moved by Councillor Clark to bring forward Mr. Blades request for a refund to the next Regular Council Meeting held on October 23, 2023.

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

CARRIED

7.3. Flag Policy

Motion 047/2023 COW

Moved by Mayor Pankiw to bring forward the discussion of a flag policy for the Town of Rimbey to the next Committee of the Whole Meeting held in November 2023.

|                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | Absent   |

CARRIED

7.4. Halloween Event

Motion 048/2023 COW

Moved by Councillor Curle to bring forward the request for Council to attend the Halloween event to the next Regular Council Meeting held on October 23, 2023.

|                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | Absent   |

CARRIED

7.5. Janitorial Agreement (BYAS Building)

Motion 049/2023 COW

Moved by Councillor Coston to bring forward the janitorial services agreement for the BYAS building to the next Regular Council Meeting held on October 23, 2023.

|                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | Absent   |

CARRIED

7.6. Council Chambers

Motion 050/2023 COW

Moved by Councillor Coston to bring the discussion of Council Chambers to the next Regular Council Meeting held on October 23, 2023.

|                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | Absent   |

CARRIED

**8. OPEN FORUM**

**9. CLOSED SESSION**

**10. ADJOURNMENT**

10.1. Adjournment

Motion 051/2023 COW

Moved by Councillor Clark to adjourn the meeting at 6:06 P.M.

|              |          |
|--------------|----------|
| Mayor Pankiw | In Favor |
|--------------|----------|

|                    |          |
|--------------------|----------|
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | Absent   |

CARRIED

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Rick Pankiw, Mayor

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Craig Douglas, Chief Administrative Officer

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** November 15, 2023  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Rimbey Historical Society  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

On October 19, 2023, Administration received an email request from the Bill Hval with the Rimbey Historical Society to present financial requests to Council.

**RECOMMENDATION:**

Administration recommends that Council discuss the financial requests from Rimbey Historical Society and bring it forward to the next Regular Council Meeting on November 27, 2023.

**ATTACHMENTS:**

[Email Request from Rimbey Historical Society](#)

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**



Council Agenda Item 5.1

> -----Original Message-----

> From: Bill Hval <[REDACTED]>

> Sent: Thursday, October 19, 2023 11:08 AM

> To: Craig Douglas <craig@rimbey.com>

> Cc: Rimbey Historical Society <paskapoo@telus.net>

> Subject: Financial Assistance

>

>

> The Rimbey Historical Board is seeking the Town's financial assistance in completing two outstanding projects that should be completed before "the snow flies".

>

> The first is the installation of a proper thermostatically controlled commercial electric heater in the pavilion. Each year two portable electric heaters have been used to prevent water freeze up. However, the units are not designed for 24hr/7-day a week operation. These units used in this fashion have been known to be fire hazards. The cost of this initiative is about \$1,300.

>

> The second project is to install a high output motion activated LED light on the west side of the museum, which will illuminate the gated area leading into the RV storage yard. We are hoping by having a lighting system such as mentioned, it will help to deter vandalism and break-and-enter of the area. Currently the Town is paying utility costs for an inefficient light that does not provide a good illumination of the area. By replacing the light with the LED system, it will help to conserve energy thus reducing operational costs. This project is estimated at \$1,200. Both quotes were provided by GJS Electric in Rimbey.

>

> We would cover the costs ourselves for the aforementioned, but unfortunately we spent more than anticipated carrying out the requisite repairs on the pavilion this past summer. So far the costs are sitting at around \$6,500 which was a large part of our capital expenditure program for 2023.

>

> 1. Can the Town help out the museum by paying for the projects directly, about \$2,500, or;

> 2. Is the Town in a position to reimburse the museum the amount we will incur by completing the two projects.

>

> Thank you for your consideration in this matter and I look forward to your earliest reply.

>

> Regards,

> - Bill -

# Committee of the Whole REQUEST FOR DECISION



**Meeting:** November 15, 2023  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Flag Policy  
**Item For:**  Public Information -or-  Closed Session

## BACKGROUND:

At the last Committee of the Whole meeting held on October 11, 2023, Council made the following motion:

### Motion 047/2023 COW

Moved by Mayor Pankiw to bring forward the discussion of a flag policy for the Town of Rimbey to the next Committee of the Whole meeting held in November 2023.

|                    |          |
|--------------------|----------|
| Mayor Pankiw       | In Favor |
| Councillor Clark   | In Favor |
| Councillor Coston  | In Favor |
| Councillor Curle   | In Favor |
| Councillor Rondeel | Absent   |

CARRIED

## RECOMMENDATION:

Administration recommends that Council discuss if they wish to direct Administration to draft a flag policy for the Town of Rimbey and bring forward to the next Regular Council meeting on November 27, 2023.

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

**ENDORSED BY:**

November 8, 2023  
**Date**

Craig Douglas, Chief Administrative Officer

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** November 15, 2023  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Tagish Engineering - Map Book Update  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

Tagish Engineering has provided an Engineering Services Proposal for the Town of Rimbey, As-Built Drawings Set Update.

In September 2012, Tagish Engineering compiled the Town of Rimbey's as-built drawings for sanitary, storm and water infrastructure into an As-Built Drawings Set (Map Books). The As-Built Drawings Set identifies pipe alignment, size, material type and elevations at nodes (where information is known).

The Town of Rimbey has seen some private development and municipal utility upgrades since the completion of this As-Built Drawings Set. As such, the Town of Rimbey has requested Tagish Engineering submit the following proposal to undertake an update to the previous As-Built Drawings Set.

**DISCUSSION:**

Tagish Engineering is available to undertake this work in Fall 2023 / Winter 2024. We estimate this project will take approximately two (2) months to complete.

Project fees are based on scope of work presented in this proposal and will be billed on actual time and disbursements expended. A detailed fee breakdown including required man-hours is in the attachment.

**FINANCIAL IMPLICATIONS:**

\$7600 to come from Unrestricted Reserves

**RECOMMENDATION:**

Administration recommends that Council discuss if they wish to accept the proposal for as-built drawings set (map books) update with the funding of \$7,600 to come from Unrestricted Reserves and bring it forward to the next Regular Council Meeting on November 27, 2023.

**ATTACHMENTS:**

[Tagish Engineering Proposal](#)

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink, appearing to read "Craig Douglas", enclosed within a large, stylized blue oval or loop.

Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**



September 26, 2023

Proj. No.:  
RB00 (2023 General Engineering)

Town of Rimbey  
Box 350  
Rimbey, AB  
T0C 2J0

**Attention:** Craig Douglas  
Chief Administrative Officer

**RE: PROPOSAL FOR AS-BUILT DRAWINGS SET (MAP BOOKS) UPDATE  
ENGINEERING SERVICES**

Dear Sir,

We are pleased to submit an Engineering Services Proposal for the Town of Rimbey, As-Built Drawings Set Update. The proposal outlines our understanding of the required scope of engineering services and the related fees.

**1 BACKGROUND**

In September 2012, Tagish Engineering compiled the Town of Rimbey's as-built drawings for sanitary, storm and water infrastructure into an As-Built Drawings Set (Map Books). The As-Built Drawings Set identifies pipe alignment, size, material type and elevations at nodes (where information is known).

The Town of Rimbey has seen some private development and municipal utility upgrades since the completion of this As-Built Drawings Set. As such, the Town of Rimbey has requested Tagish Engineering submit the following proposal to undertake an update to the previous As-Built Drawings Set.

**2 PROJECT SCOPE**

Our proposed scope of work for this project will consist of:

1. A meeting with the Town of Rimbey staff to discuss the project, obtain utility repair records and as-built drawings for projects completed after September 2012 (not completed by Tagish), and compile as-builts drawings completed by Tagish for the Town of Rimbey over the last 11 years.
2. Updating the September 2012 As-Built Drawings Set (Map Books) by inputting the collected utility record information in AutoCAD.
3. Updating the As-Built Drawings set title block.

4. Providing the Town of Rimbey with three (3) hard copies of the final As-Built Drawings Set, including a PDF and AutoCAD version.

Project scope does not include survey, however, if survey is required to collect as-built information, Tagish is able to complete this work and incorporate the collected survey information into the As-Built Drawings Set (Map Books), at an additional cost.

### 3 PROJECT SCHEDULE

We are available to undertake this work in Fall 2023 / Winter 2024. We estimate this project will take approximately two (2) months to complete.

Please let us know if this proposed schedule will meet the needs of the Town of Rimbey.

### 4 PROJECT FEES

Project fees are based on scope of work presented in this proposal and will be billed on actual time and disbursements expended. A detailed fee breakdown including required man-hours is attached to this letter. The proposed fee budget is summarized below:

| Task  | Budget         |
|---|----------------|
| 1. Project Start-up Meeting & Collect Information | \$986          |
| 2. Input Utility Information into AutoCAD         | \$3,689        |
| 3. Update Drawing Title Block                     | \$192          |
| 4. Produce Final Drawing Set                      | \$1,644        |
| <b>Total Tagish Project Budget =</b>              | <b>\$6,511</b> |

## 5 CLOSURE

Tagish Engineering sincerely appreciates the opportunity to submit a proposal for this project and we look forward to further discussions. Please do not hesitate to contact the undersigned at 403-346-7710 or [l.solberg@tagish-engineering.ca](mailto:l.solberg@tagish-engineering.ca) if you have any questions or comments.

As previously mentioned, time will be charged on an hourly basis to a maximum upset limit of \$7538 and any savings will be passed onto the Town of Rimbey.

**Yours truly,**

**TAGISH ENGINEERING LTD.**

**Lloyd Solberg, P.Eng.**  
Project Manager

cc: Rick Schmidt – Director of Public Works  
Heather Bettenson, P. Eng.

Enclosure:  
Fee Breakdown Table

M:\Town of Rimbey\RB00-Miscellaneous\2023 General Engineering\RB00\_20230925\_PRP\_MapBooksUpdate.docx



**Detailed Fee Breakdown**

**PRP:** RB00

**Project:** As-Built Drawings Set (Map Books) Update

**Client:** Town of Rimbey - Craig Douglas (CAO)

**Date:** September 25, 2024

**Engineering Project Services**

1. Project Start-up Meeting & Collect Information
2. Input Utility Information into AutoCAD
3. Update Drawing Title Block
4. Produce Final Drawing Set

Phase Sub-Total

**PROJECT TOTAL**

**Notes:**

1. Estimated project costs do not include survey or GST.

**Tagish Engineering Ltd.**

| PROJECT MANAGER<br>(Lloyd Solberg, P.Eng.) |       | ASST. PROJECT MANAGER<br>(Heather Bettenson, P.Eng.) |       | DRAFTSPERSON |      | ADMINISTRATION |      | DISBURSEMENTS |  | TAGISH ENGINEERING<br>TOTAL |
|--|-------|--|-------|--------------|------|----------------|------|---------------|--|-----------------------------|
| EC1  | \$146 | EB1  | \$116 | TC2          | \$89 | CC1            | \$85 | 8.0%          |  |                             |

|           |                |           |                |           |                |          |              |              |                |
|-----------|----------------|-----------|----------------|-----------|----------------|----------|--------------|--------------|----------------|
| 4         | \$584          | 2         | \$232          |           |                |          |              | \$65         | \$881          |
| 4         | \$584          | 6         | \$696          | 24        | \$2,136        |          |              | \$273        | \$3,689        |
|           |                | 0         | \$0            | 2         | \$178          |          |              | \$14         | \$192          |
| 2         | \$292          | 3         | \$348          | 8         | \$712          | 2        | \$170        | \$122        | \$1,644        |
| <b>10</b> | <b>\$1,460</b> | <b>11</b> | <b>\$1,276</b> | <b>34</b> | <b>\$3,026</b> | <b>2</b> | <b>\$170</b> | <b>\$475</b> | <b>\$6,407</b> |

|           |                |           |                |           |                |          |              |              |                |
|-----------|----------------|-----------|----------------|-----------|----------------|----------|--------------|--------------|----------------|
| <b>10</b> | <b>\$1,460</b> | <b>11</b> | <b>\$1,276</b> | <b>34</b> | <b>\$3,026</b> | <b>2</b> | <b>\$170</b> | <b>\$475</b> | <b>\$6,407</b> |
|-----------|----------------|-----------|----------------|-----------|----------------|----------|--------------|--------------|----------------|

**General**

| VEHICLE USE<br>(per Km) |        | EXPENSE TOTAL |
|-------------------------|--------|---------------|
| km                      | \$0.75 |               |

|            |              |              |
|------------|--------------|--------------|
| 140        | \$105        | \$105        |
|            |              |              |
|            |              |              |
|            |              |              |
| <b>140</b> | <b>\$105</b> | <b>\$105</b> |

|            |              |              |
|------------|--------------|--------------|
| <b>140</b> | <b>\$105</b> | <b>\$105</b> |
|------------|--------------|--------------|

| TOTAL          |
|----------------|
|                |
|                |
|                |
|                |
| <b>\$6,512</b> |

|                |
|----------------|
| \$986.28       |
| \$3,689.28     |
| \$192.24       |
| \$1,643.76     |
| <b>\$6,512</b> |

|                |
|----------------|
| <b>\$6,512</b> |
|----------------|



Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** November 15, 2023  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Christmas Hours 2023  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

For the past several years, the Town's operations have been closed for five (5) consecutive days depending on where Christmas Day and Boxing Day fall on the calendar. The current Employee Policy 1103 of the Town identifies closure for Christmas Day and Boxing Day. In 2023 Christmas Day and Boxing Day fall on Monday and Tuesday.

**DISCUSSION:**

Administration respectfully requests Council consider closure of operations on Wednesday, December 27, 2023 to allow staff to spend more time with their families. The Town's operations would be closed from Monday, December 25 through Wednesday, December 27, 2023, re-opening on Thursday, December 28, 2023. Operations will also be closed on Monday, January 1, 2024 for New Year's Day.

**RELEVANT POLICY/LEGISLATION:**

Policy 1103

**RECOMMENDATION:**

Administration recommends Council discuss if they wish to approve the closure of Operations for the Town for the entire day of Wednesday, December 27, 2023, with the employees of the Town of Rimbey paid for the entire day, and bring forward to the next Regular Council Meeting on November 27, 2023.

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

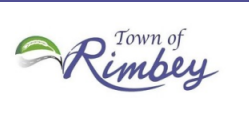
**ENDORSED BY:**

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** November 15, 2023  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Alberta Rural Renewal Stream  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

Mayor Pankiw was approached by three business owners in the Town of Rimbey, Dairy Queen, Tim Hortons and Subway, requesting that Council consider taking part in the Alberta Rural Renewal Stream. This would enable the Town of Rimbey a greater capacity to attract, recruit and welcome newcomers, can apply to participate in this stream.

For more information on Alberta Rural Renewal Stream, please visit the following link.  
<https://www.alberta.ca/aaip-rural-renewal-stream-community-designation>

**RECOMMENDATION:**

Administration recommends that Council discuss the Alberta Rural Renewal Stream and bring forward to the next Regular Council Meeting held on November 27, 2023.

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

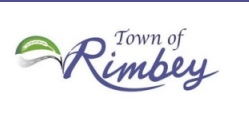
**ENDORSED BY:**

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

Committee of the Whole  
**REQUEST FOR DECISION**



**Meeting:** November 15, 2023  
**Submitted By:** Craig Douglas, Chief Administrative Officer  
**Subject:** Rimbey & District Attraction & Retention Committee  
**Item For:**  Public Information -or-  Closed Session

**BACKGROUND:**

The Rimbey and Area Attention & Retention Committee is requesting support from the Town of Rimbey by donating gym memberships.

**RECOMMENDATION:**

Administration recommends Council discuss the request to donate gym memberships to the Rimbey and Area Attention & Retention Committee and to bring it forward to the next Regular Council Meeting on November 27, 2023.

**ATTACHMENTS:**

[ARC info pamphlet nov2020](#)  
[town gym membership request oct2023](#)

**PREPARED BY:** Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

**ENDORSED BY:**

A handwritten signature in blue ink that reads "Craig Douglas".

Craig Douglas, Chief Administrative Officer

November 8, 2023  
**Date**

# RIMBEY & DISTRICT ARC

## ATTRACTION & RETENTION COMMITTEE



### **Who is the Rimby and Area ARC?**

The Rimby and Area ARC is a local group of individuals who contribute to the development of and support to a sustainable system for health professional attraction and retention that will ensure ongoing health-care services to the community.

### **What types of strategies are undertaken by the ARC?**

1. To provide support for health professionals' attraction and retention.
2. To enhance retention of health professionals by focusing on:
  - Health professional settling into the community,
  - Family integration into the community,
  - Family quality of life interests.
3. To facilitate community involvement in the attraction and retention process together with health professions, AHS and the Wolf Creek PCN.

### **What are the outcomes that the ARC hopes to achieve?**

- As a result of lower vacancies, access to healthcare is more consistent in rural Alberta.
- Health care providers want to come to the community to work.
- Health care provider families are happy, engaged in and connected to the community.
- All health care providers in the community feel welcomed, appreciated and valued.

The ARC is made up of community members who are champions of local health and well-being. This can include health-care provider representatives, local municipal representatives, and community members who represent a range of sectors in the community including business, culture/leisure, social services and community volunteers.

### **What are the types of activities have been supported by the ARC to date?**

October 2019 the ARC provided popcorn, muffins and Hallowe'en treats for health centre staff. The month of October saw the ARC provide a different treat each week to the staff at the Rimbey Health Centre. Over 75 bags of popcorn, individual muffins and bags of Hallowe'en treats made up the month's worth of appreciation!



Fall 2019 saw baskets of fresh baking for local pharmacies. The ARC put together baskets of fresh baking for the two local pharmacies in town and delivered them to the staff providing services to the community.

May 2019 ARC hosted a tailgate BBQ in the health centre parking lot for all health-care providers in the community. Over 80 health-care providers enjoyed a lunch of hot dogs and a cold beverage to the sound of music and with the opportunity to visit with their colleagues and community members.



Spring 2019 fruit bouquets were given to the family physicians in the community. Gorgeous – and delicious – fresh fruit bouquets were ordered and given to the local family physicians as an appreciation for their medical services to the community and surrounding area.

A post-secondary health sciences program student skills weekend was hosted in Rimbey in the fall of 2018. Students from the University of Alberta faculties of medicine, nursing and physiotherapy spent time with local HCPs to learn about rural health-care; they also attended a range of local activities to learn what social and recreational opportunities exist locally.



ARC members attend the RhPAP biennial provincial attraction and retention conference to network, learn of current trends, and share the strategies used by rural attraction and retention committees around the province.

Do you want to learn more about the ARC and what it does? Would you like to join the group and participate in the activities of the ARC? Contact:



Craig Douglas  
CAO  
Town of Rimbey

October 23, 2023

Good morning Craig,

I am writing to you as the Chair of the Rimbey and District Attraction and Retention Committee (ARC). We are a volunteer committee made up of professional and community leaders who give their time to the important work of recognizing and supporting the healthcare provider community found in Rimbey. I am including an electronic copy of our committee's pamphlet in order for you to see the kinds of initiatives we have supported to date. As you will note from our pamphlet, our committee does a range of appreciation activities for the local medical clinic physicians including welcoming medical residents and students who spend part of their medical education in the Rimbey area. This recognition of medical learners can make a difference when they are making decisions about work locations post-secondary studies.

One of the ideas that the medical clinic has proposed is to offer a gym membership to learners to use when they are in the community. The ARC members would like to ask the Town of Rimbey if they might be willing to donate a gym membership for the clinic to make available to any medical students and residents who spend time here.

In addition, and as you likely already know, rural municipalities regularly offer financial support to these committees found around the province, and the Town of Rimbey has historically provided generous support to our committee. We recently sent a letter to the Town Council, through Wayne Clark who is the Town Council representative to our committee, to consider further support this next calendar year.

We appreciate your consideration of these requests. If you have any questions or would like further information, please don't hesitate to contact me.

Regards,

Rebekah Seidel  
Chair, ARC