



AGENDA

Committee of the Whole

September 11, 2023 - 5:00 PM

Town Administration Building - Council Chambers

AGENDA FOR COMMITTEE OF THE WHOLE TO BE HELD ON MONDAY, SEPTEMBER 11, 2023 AT 5:00 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

[RFD 3.1 COW Meeting Minutes of June 12, 2023](#)

3 - 6

4. PUBLIC HEARINGS

5. DELEGATIONS

5.1 Delegation - Rimbey Legion Branch No. 36

[RFD 5.1 Rimbey Legion Branch No. 36](#)

7 - 9

5.2 Delegation - Rimbey Historical Society

[RFD 5.2 Rimbey Historical Society](#)

10

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

- 7.1 BYAS Building Lease Rates
[RFD 7.1 BYAS Building Lease Rates](#)

11 - 12

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

10. ADJOURNMENT

Committee of the Whole
REQUEST FOR DECISION



Meeting: September 11, 2023
Submitted By: Craig Douglas, Assistant CAO
Subject: Minutes
Item For: Public Information -or- Closed Session

RECOMMENDATION:

Motion by Council to accept the minutes June 12, 2023, Committee of the Whole Meeting.

ATTACHMENTS:

[2023 06 12 COW Meeting](#)

PREPARED BY: Craig Douglas, Assistant CAO

September 6, 2023
Date

ENDORSED BY:

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

September 6, 2023
Date

Craig Douglas, Chief Administrative Officer



MINUTES

Committee of the Whole Meeting

Monday, June 12, 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 5:00pm 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

Public: (0) members of the public

1.1. LAND ACKNOWLEDGEMENT

2. AGENDA APPROVAL AND ADDITIONS

Motion 031/2023 COW

Moved by Councillor Coston to accept the Agenda for the June 12, 2023, Committee of the Whole 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

3.1. Minutes

Motion 032/2023 COW

Moved by Councillor Clark to accept the Minutes of the Committee of the Whole Meeting of May 8, 2023, 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

6. BYLAWS

7. NEW AND UNFINISHED BUSINESS

7.1. Neighbourhood Place Society

Motion 033/2023 COW

Moved by Councillor Clark to allow Rimbey Neighbourhood Place and McMann Central to use the front door entrance and all other renters to use side door to access the building and for the Town to install a motion censored light at the side door.

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

CARRIED

7.2. Rimoka Housing Foundation

Motion 034/2023 COW

Moved by Mayor Pankiw to table the donation request from Rimoka Housing Foundation until the next Council meeting being held on June 26, 2023.

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

CARRIED

8. OPEN FORUM

9. CLOSED SESSION - RFD 9.1 FOIP SECTION 17(1) PERSONAL PRIVACY

9.1. Closed Session - RFD 9.1 FOIP Section 17(1) Personal Privacy

Motion 035/2023 COW

Moved by Mayor Pankiw to enter closed session at 5:26pm.

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

CARRIED

Motion 036/2023 COW

Moved by Councillor Coston to end closed session at 5:33pm.

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

CARRIED

10. ADJOURNMENT

10.1. Adjournment

Motion 037/2023 COW

Moved by Councillor Clark to adjourn the meeting at 5:34pm.

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

Committee of the Whole
REQUEST FOR DECISION



Meeting: September 11, 2023
Submitted By: Craig Douglas, Assistant CAO
Subject: Rimbey Legion Branch No. 36
Item For: Public Information -or- Closed Session

BACKGROUND:

Administration received a letter from Lance Hanneson with the Rimbey Legion Branch No. 36 requesting permission to install a cenotaph on the southeast corner of Mount Auburn Cemetery adjacent to the Field of Honor.

ATTACHMENTS:

[Letter from Rimbey Royal Canadian Legion](#)

PREPARED BY: Craig Douglas, Assistant CAO

September 6, 2023
Date

ENDORSED BY:

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

Craig Douglas, Chief Administrative Officer

September 6, 2023
Date

Royal Canadian Legion
Branch No. 36 Rimbey , Alberta

Mayor Rick Pankiw and Town Council,

August 10, 2023

I am writing to you on behalf of Rimbey Legion Branch No. 36. In 2026 the Branch will be celebrating its Centennial and we are planning a number of events for the year, culminating on December 27th of 2026 when the Branch will actually turn 100 years old.

One of the events we are hoping to see happen will be the installation of a Cenotaph and are hoping to see it located on the south east corner of the Mount Auburn Cemetery adjacent to The Field of Honour (see attached drawing).

The Legion is asking the Town for permission to erect this cenotaph on this site.

Regards,
Lance Hannesson
Poppy Chair Branch No. 36

Committee of the Whole
REQUEST FOR DECISION



Meeting: September 11, 2023
Submitted By: Craig Douglas, Assistant CAO
Subject: Delegation - Rimbey Historical Society
Item For: Public Information -or- Closed Session

BACKGROUND:

At the last Council Meeting held on August 28, 2023 the following motion was made:

Motion 131/2023

Moved by Mayor Pankiw to invite the Historical Society Board to the Committee of the Whole Meeting on September 11, 2023, to discuss the Pas-Ka-Poo Park gates.

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

PREPARED BY: Craig Douglas, Assistant CAO

September 7, 2023
Date

ENDORSED BY:

September 7, 2023
Date

Craig Douglas, Chief Administrative Officer

Committee of the Whole REQUEST FOR DECISION



Meeting: September 11, 2023
Submitted By: Craig Douglas, Assistant CAO
Subject: BYAS Building Lease Rates
Item For: Public Information -or- Closed Session

BACKGROUND:

In November of 2022, the Blindman Youth Action Society turned the (BYAS) building located at 4907 49 Street over to the Town of Rimbey. The Town agreed to honor all current leases as well as the janitorial contract.

The lease agreements expire on October 1, 2023. Administration would like Council to determine how they wish to charge. The chart below indicates the rooms leased and how the organizations were charged in the past.

ORGANIZATION	ROOMS	SQUARE FOOTAGE	COST PER MONTH
Neighbourhood Place	COMMON AREA - 780 sq. ft. KITCHEN - 434 sq. ft, BACK OFFICE (n/c) -120 sq. ft.	1354	\$200.00
Neighbourhood Place	FRONT OFFICE - 204	204	\$375.00
McMan Central	COMMON AREA - 780 sq. ft. KITCHEN - 434 sq. ft,	1214	\$400.00
Rimbey District & Chamber of Commerce	LEFT FRONT OFFICE - 88 sq. ft.	88	\$250.00

DISCUSSION:

In the past, leases were based on a monthly rate but were not calculated by square footage, so the fees varied. Full use of the kitchen was included with the cost in certain leases and others were charged an additional fee.

The Food Bank has moved into the back of the BYAS building. The building has undergone construction which includes an addition to accommodate. The front left office and the boardroom no longer exist. The rooms that are available to lease and square footage are indicated in the chart below.

ROOMS	SQUARE FOOTAGE
Front Office #1	204
Front Office #2	180
Front- Neighbourhood Place & McMan Central	825
Kitchen	434
Back Office	140
Back - Food Bank	780
Back Addition - Food Bank	640

RECOMMENDATION:

That Council determine how they wish to charge for leasing space in the BYAS building.

PREPARED BY: Craig Douglas, Assistant CAO

September 6, 2023
Date

ENDORSED BY:



September 6, 2023
Date

Craig Douglas, Chief Administrative Officer