

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD  
ON MONDAY JANUARY 28, 2013 AT 7:00 PM IN THE COUNCIL CHAMBERS  
OF THE TOWN ADMINISTRATION BUILDING**

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1.	<b>Call to Order Regular Council Meeting &amp; Record of Attendance</b>	
2.	<b>Public Hearing</b>	
3.	<b>Agenda Approval and Additions</b>	
4.	<b>Minutes</b>	
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10.	<b>In Camera</b>	
11.	<b>Adjournment</b>	

1. Call to Order Mayor Ibbotson called the meeting to order at 7:00 pm, with the following in attendance:

Mayor Sheldon Ibbotson  
Councillor Jack Webb  
Councillor Paul Payson  
Councillor Scott Ellis  
Councillor Gayle Rondeel  
CAO Tony Goode  
Assistant CAO/Development Officer - Melissa Beebe  
Director of Finance - Danita Deal  
Director of Community Services - Rick Kreklewich  
Recording Secretary – Kathy Blakely

Absent:

Public:  
Treena Mielke, Rimbey Review  
MP Blaine Calkins  
Beth Reitz and Annette Peck – Rimbey Big Brothers Big Sisters  
1 member of the public

2. Public Hearing None

3. Adoption of 3.1. January 14, 2013 Agenda  
Agenda

Addition:

7.10 Volunteer Week Committee Letter

Motion 001/13

Moved by Councillor Ellis to accept the agenda as amended.

CARRIED  
(5-0)

4. Minutes 4.1 December 10, 2012 Council Regular Meeting Minutes

Motion 002/13

Moved by Councillor Webb to accept the December 10 2012, Council Regular Meeting Minutes as presented.

CARRIED  
(5-0)

5. Delegation 5.1 MP Blaine Calkins

Mayor Ibbotson thanked MP Blaine Calkins for attending our meeting this evening.

MP Calkins gave an update from the Government of Canada perspective. He noted that Canada is ranked #1 in the G7 when it comes to economic opportunities, Forbes Magazine lists Canada as the best country in the world to do business with, the debt to GDP ratio is the best in the developed world, our deficit is dwindling and we are on target to get back to balanced budget. We are at virtual full employment here in Alberta. There are a lot of changes coming in the Government of Canada's agenda. The federal budget will be the main focus which is coming up in March.

MP Calkins spoke on criminal justice reforms that came into effect over the last little while, bills that were passed that are now being enforced, such as keeping dangerous offenders and drug dealers behind bars, and getting rid of minimum mandatory sentences for certain dangerous crimes.

MP Calkins spoke on the Budget Bill. He noted that they have extended the hiring tax credits for small businesses to make sure that they can keep the hiring costs at a minimum.

MP Calkins spoke on the Navigatable Waters Act. The Alberta Urban Municipalities Association and Alberta Association of Municipal Districts & Counties have been requesting changes for a very long time. This eliminates some of the regulatory burden that comes with the high costs associated with a simple bridge repair or installing a culvert in a drainage ditch.

He also noted that they have streamlined the regulatory process for major projects such as pipelines. Historically this would trigger an environmental assessment and they would be doing 6000-8000 of these assessments annually, and they are often duplicated by provincial assessment review or other regulatory body reviews.

MP Calkins spoke on infrastructure. He indicated that the Community Infrastructure Improvement Fund is still ongoing and will check on the progress of our application for the BMX Park.

MP Calkins spoke in depth on the proposed new electoral boundaries. He indicated that there were 28 seats and now there are going to be 34 seats based on the ratio that Alberta is growing. He indicated that the rural riding between Edmonton and Red Deer will cease to exist. The northeastern third of the riding becomes part of an Edmonton South Riding, the southeastern portion of the Riding becomes part of the Red Deer North Riding, and the west country including Rimbey and Rocky Mountain House will be in the same riding as Hinton and Grand Cache. There is still one more step, which is the Procedures House of Affairs Committee, where there is an opportunity for Members of Parliament to make a case.

MP Calkins spoke on the Gas Excise Tax. He indicated that if there were to be a change made to this, he would see that at the next budget, however, the gas tax was made permanent in a previous budget.

MP Calkins noted that he has been lobbying for another program such the Community Infrastructure Improvement Fund to help with projects.

MP Calkins suggested to Council that the Town of Rimbey always forward to his office a copy of any federal grant applications we submit, so he is aware of them.

MP Calkins thanked Council for inviting him to speak at Council.

Mayor Ibbotson thanked MP Calkins for coming to the meeting and wished him all the best.

Mayor Ibbotson recessed the meeting at 7:29 pm.

Mayor Ibbotson reconvened the meeting at 7:30 pm.

## 5.2 Beth Reitz and Annette Peck – Rimbey Big Brothers Big Sisters

Mrs. Reitz thanked Council for the opportunity to attend the Council Meeting to inform them on the progress of the first year of the Rimbey Big Brothers Big Sisters.

Mrs. Reitz presented a power point presentation to Council highlighting their program. They offer in-school mentoring, traditional mentoring and teen mentoring. Through these programs, the Rimbey Big Brothers Big Sisters currently have 27 mentoring matches. This is very commendable for a community the size of Rimbey.

Mrs. Reitz advised Council that January 15<sup>th</sup> launches the Centennial celebration of Big Brothers Big Sister in Canada.

She noted that their annual budget for the Rimbey Big Brothers Big Sisters is approximately \$40,000.00 of which \$20,000.00 was raised through fundraising.

Their major fundraising function is a bowl-a-thon. Bowl for Kids Sake which will be held March 17, 2013 in Ponoka.

Mrs. Reitz requested that the Town of Rimbey sponsor the Big Brother Big Sisters program financially with a donation of \$3000.00.

Annette Peck indicated that as a teacher, she has really noticed a difference in the students that are benefitting from the Big Brothers Big Sisters Program. Benefits to the children start right away. It is such a valuable program.

CAO Tony Goode informed Mrs. Reitz that Administration will be working on the 2013 operating budget in the very near future and requested that they submit a letter of request for the financial donation.

Mrs. Reitz and Mrs. Peck thanked Council for letting them present information at the Council Meeting.

Mayor Ibbotson thanked Mrs. Reitz and Mrs. Peck for their presentation.

Mrs. Reitz and Mrs. Peck departed the meeting at 7:42 pm.

Mayor Ibbotson recessed meeting at 7:42 pm.

Mayor Ibbotson reconvened meeting at 7:43 pm.

## 6. Bylaws

### 6.1 Bylaw 880/13 – Town of Rimbey Library Loan Authorization

Administration presented Bylaw 880/13 which authorizes the Town of Rimbey to grant a loan to the Rimbey Municipal Library Board in the amount of \$180,000.00, plus interest at 5% per annum, repayable to the Town of Rimbey semi-annually, over a two year period. Administration is requesting Council give first reading to Rimbey Library Loan Authorization Bylaw 880/13.

Discussion ensued on first right of refusal should the Rimbey Municipal Library Board ever decide to sell the building.

#### Motion 003/13

Moved by Councillor Ellis to give first reading of the Rimbey Municipal Library Loan Authorization Bylaw 880/13

CARRIED  
(5-0)

### 6.2 Bylaw 881/13 – Brix Area Structure Plan

Bylaw 881/13 is intended to establish a process of sequencing to ensure the development occurs in a logical, efficient and sequential manner. The public hearing could be scheduled for Monday February 11, 2013, once first reading is completed by Council. This date allows for the two weeks of advertising and notification to affected landowners.

Administration is requesting that Council give first reading to The Town of Rimbey Brix Area Structure Plan Bylaw 881/13.

#### Motion 004/13

Moved by Councillor Rondeel to give first reading of the Town of Rimbey Brix Area Structure Plan Bylaw 881/13.

CARRIED  
(5-0)

## 7. New and Unfinished Business

### 7.1 Policy 6601 – Business Development Incentive Grant Application

A Business Development Incentive Grant Application was received from 1025984 AB Ltd seeking approval for a grant incentive for a new multi-family

rental home that replaced an old dilapidated house. The development incentive grant program was set up to encourage development of businesses with in the Town by encouraging the enhancement of existing buildings, the construction of new buildings and additions to existing buildings, or the demolition of dilapidated buildings. The policy was to encourage owners of non-residential buildings to invest in improvements that enhance existing buildings, attract economic growth and employment, encourage new investment, and demolition of dilapidated buildings.

Eligibility requirements that would be met are as follows: assessed value will increase by a minimum of \$50,000, the applicant is the registered owner, is a business applicant, the applicant has secured all required development and building permits, attracts economic growth and employment and encourage new investment in the Town.

The program applies to all private commercial and industrial buildings together with all vacant lots zoned for commercial or industrial purposes.

The business owner's property is located at 5113-49 Ave, which is zoned R4 (high density residential). The construction project is intended for multi-family rental homes to house workers from outside the community, people on lower incomes, single parents, etc. to be able to find suitable accommodations. The property owner advises this project is meant to help address some of the noted problems. The applicant is in the rental business and believes therefore that this qualifies as a business application, which would qualify under the grant.

Council will need to determine whether the applicant is a business; then the policy would require amending to include multi-family rental units under the business category or Council could waive the policy and approve the request.

CAO Tony Goode indicated that currently the only way to grant approval for this application would be to waive Policy 6601.

Discussion ensued with regards to amending Policy 6601 to include multi-family units or create a new policy addressing multi- family units.

Discussion ensued on the application process of the policy.

#### Motion 005/13

Moved by Councillor Rondeel to table discussion regarding the Business Development Grant Application received from 1025984 AB to the January 28<sup>th</sup> Regular Council Meeting.

CARRIED  
(4-1)

#### Motion 006/13

Moved by Councillor Webb to table the discussion on Policy 6601 to the January 28<sup>th</sup> Regular Council Meeting.

CARRIED  
(5-0)

### 7.2 Interim Operating Budget

Under the requirements of the Municipal Government Act, Council must adopt an operating budget each calendar year, but Section 242(2) of the Act allows a Council to adopt an interim operating Budget for part of a calendar year.

Administration recommends that Council adopt the 2012 Operating Budget as the Interim Operating Budget for 2013.

#### Motion 007/13

Moved by Councillor Webb that Council adopt the 2012 Operating Budget as the

Interim Operating Budget for 2013.

CARRIED  
(5-0)

### 7.3 2013 Operating Budget Meeting

Administration directed all departments to submit 2013 Operating Budgets.

It was the consensus of Council to meet on Friday, February 1, 2013 at 8:30 am to review the proposed 2013 operating budget.

### 7.4 Library Expansion

Town Office currently shares the Administration Building with the Rimbey Municipal Library. The Town Office occupies 3354 square feet (311 square meters). The Library is housed in 2590 square feet (240.62 square meters) and Provincial Library standards for service area require them to have 6500 square feet (603 square meters). Alternative locations were sought out for the Town Administration Office. The Provincial Building has been identified as a potential option for relocation

The Town has been advised that we could lease the space at a cost of \$2,917.00 per month, including utilities on the condition of a ten (10) year lease. The province will confirm in the near future with regards to renovations, such as new flooring, painting and blinds are required

Other items to consider, should the Town move to the Provincial Building are pedestrian access to the Provincial Building, moving expenses, office down time during the move and security issues during evening meetings.

A letter dated December 4, 2012 was received from the Rimbey Municipal Library Board offering to purchase the Town Administration/Library Building for \$1.00.

4 options (Option 4 was added at the November 29, 2012 Council Meeting):

- 1) Council cover the costs for the Town Administration Building and Provincial Building at an estimated cost of \$80138.78,
- 2) Sell the Town Administration Building to the Rimbey Municipal Library Board for \$1.00, with the Library Board responsible for all operating costs. The current grant plus approximately \$10,000.00 for utilities.
- 3) Town Administration Office remains where it is.
- 4) Sell the Town Administration Building to the Rimbey Municipal Library Board for \$1.00, with the Library Board responsible for all operating costs.

CAO Tony Goode advised Council that he contacted our lawyer regarding selling the building for \$1.00 to the Rimbey Municipal Library Board. He was advised that we are able to do this because the Rimbey Municipal Library Board is a non-profit organization. The lawyer also suggested that the Town of Rimbey should obtain the first right of refusal for \$1.00 should the Rimbey Municipal Library Board ever decide to sell the building.

Member of public left at 8:20

Discussion ensued on the 4 options.

Discussion ensued on the first right of refusal.

Discussion ensued on janitorial costs.

### Motion 008/13

Moved by Councillor Payson to sell the Town Administration Building to the Rimbey Municipal Library Board for \$1.00, with the condition that the Town of Rimbey gets first right of refusal for \$1.00, if the Rimbey Municipal Library Board decides to sell the building.

CARRIED  
(5-0)

7.5 Recreation Board Community Events Program

The Rimbey & District Victim Services Unit provided an application for the Community Events Grant Program at the January 7th Recreation Board Meeting. They are requesting \$500 to host a Big Band Valentine Gala on Feb. 9th. The event will feature a catered meal, entertainment from a jazz band, dancing and a silent auction.

The Recreation Board agreed to provide funding for this community event in the amount of \$500 from the Community Events Grant Program as it meets all the requirements.

Administration recommends approval of the application provided by the Rimbey & District Victim Services Unit in the amount of \$500.00 as part of the Community Events Grant Program.

Motion 009/13

Moved by Councillor Webb that Council approve the application provided by the Rimbey & District Victim Services Unit in the amount of \$500.00.

CARRIED  
(5-0)

7.6 Community Infrastructure Improvement Funding

The Town of Rimbey applied for a Community Infrastructure Improvement Fund grant in the amount of \$150,000 in July/2012 for development of the BMX Park. The grant is a matching grant from the Federal Government. The application passed the first round and requires a commitment to the project to move on to the next round.

The cost of the BMX Park playground installation is included within the grant. The Town of Rimbey spent \$65,000 toward that portion of the project. If the Town were to allocate an additional \$85,000 in funding toward the BMX Park project that would cover the Town's portion (\$150,000) of the matching grant. In order to receive the grant, the project must be complete before March 31st, 2014.

The Recreation Board asks Council to commit funds for the BMX Park project should the CIIF grant be accepted.

The Director of Community Services, Rick Kreklewich explained the grant that he submitted to the Community Infrastructure Improvement Fund. He advised Council that the Recreation Board requires a commitment of matching funds in the amount of \$85,000.00, from Council should the project be accepted by the Community Infrastructure Improvement Fund.

Motion 010/13

Moved by Councillor Rondeel that Council commit matching fund for the BMX Park Project in the amount of \$85,000.00, subject to the Community Infrastructure Improvement Fund grant application being approved.

CARRIED  
(5-0)

7.7 Volunteer Appreciation Dinner

Each year the Rimbey Volunteer Week Committee holds a Volunteer Appreciation Dinner. It is scheduled for April 22, 2013. No discussion was held on the date.

7.8 MP Blaine Calkins

The Mayor requested that a thank you letter be forwarded to MP Blain Calkins for attending the Council meeting.

7.9 Rimbey Big Brothers Big Sisters

It was the consensus of Council to refer the financial request of the Rimbey Big

Brothers Big Sisters to budget deliberations.

7.10 Rimbey Volunteer Appreciation Dinner

A letter has been received from the Rimbey & District Volunteer Week Committee requesting financial support in the amount of \$500.00, for their Annual Volunteer Appreciation Event scheduled for April 22, 2013.

They will be advised to obtain the Community Events Grant Applications forms and submit them to the Recreation Board for consideration.

Accept as Information

8. Reports

8.1 Department Reports

8.1.1. Finance Reports

Director of Finance supplied a summary of the following reports:

Bank Reconciliation December 2012

Cash Position Report December 2012

Consolidated Financial Statement December 2012

Accounts Payable Cheque Listing to December 17, 2012 and December 31, 2012

Council Expenses to December 15, 2012

Motion 011/13

Moved by Mayor Ibbotson to accept the Bank Reconciliation, Cash Position and Consolidated Financial Report for December 2012 as presented.

CARREID  
(5-0)

Motion 012/13

Moved by Councillor Webb to accept Accounts Payable Cheque Listing to December 17, and December 31, 2012 as presented.

CARRIED  
(5-0)

Treena Mielke, Rimbey Review departed the meeting at 8:58pm.

Mayor Ibbotson recessed the meeting at 8:58 pm.

Mayor Ibbotson reconvened the meeting at 8:59pm

Motion 013/13

Moved by Councillor Ellis to accept Council Expenses to December 15, 2012, as presented.

CARRIED  
(5-0)

8.1.2 CAO Report

The CAO provided a written report.

8.1.3 Development Officer Report

The Development Officer provided a written report.

8.1.4 Public Works Report

The Director of Public Works provided a written report.

Discussion ensued on items in the public works report.

8.1.5 Community Services Report

The Director of Community Services provided a written report.

8.1.6 Fire Department Report

The Fire Chief provided a written report.



Discussion ensued on false alarms.

Motion 014/13

Moved by Councillor Ellis that reports 8.1.2, 8.1.3, 8.1.4, 8.1.5, and 8.1.6 be accepted as presented.

CARRIED  
(5-0)

8.2 Board/Committee Reports

- 8.2.1 – Rimoka Housing Foundation Minutes October 17, 2012
- 8.2.2 – Rimbey Municipal Library Board Minutes November 5, 2012
- 8.2.3 – Rimbey Historical Society Board Meeting Minutes October 16, 2012
- 8.2.4 – Rimbey & District Volunteer Committee Minutes November 28, 2012

Motion 015/13

Moved by Councillor Webb to accept reports 8.2.1, 8.2.2, 8.2.3, and 8.2.4 as presented

CARRIED  
(5-0)

8.3 Council Reports

- 8.3.1 – Councillor Ellis Report

Motion 016/13

Moved by Mayor Ibbotson to accept Councillor Ellis's report as presented.

CARRIED  
(5-0)

- 9. Correspondence
  - 9.1 Alberta Health Services Letter
  - 9.2 StarKist Catering Letter

Discussion ensued on the stakeholders request regarding the new seniors' housing project.

Motion 017/13

Moved by Councillor Webb that a letter be sent to the Rimoka Housing Foundation indicating that Council supports the Alberta Health Services request that stakeholders have a say in the design of the new building and that a copy of the letter received from Alberta Health Services requesting that stakeholders have a say in the design of the new building letter be forwarded to Rimoka Housing Foundation.

CARRIED  
(5-0)

Discussion ensued regarding rates charged by other communities for the rental of their facilities. It was suggested that this information be taken to the Recreation Board for consideration.

Motion 018/13

Moved by Councillor Rondeel that we refer the letter from Starkist Catering to the Recreation Board.

CARRIED  
(5-0)

- 10. In Camera None

11. Adjournment      Council adjourned the meeting at 9:15 pm


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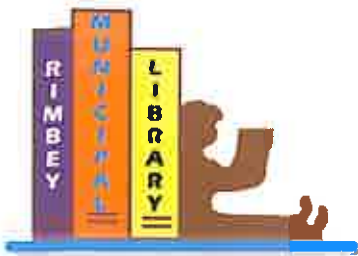
MAYOR

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CHIEF ADMINISTRATIVE OFFICER

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	5.1	Confidential	Yes	No	XX
Topic	Rimbey Municipal Library Budget – Jean Keetch				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
Each year the Town of Rimbey receives an operating budget from the Rimbey Municipal Library.					
Documentation Attached:					
Yes XX			No		
<b>DISCUSSION:</b>					
Attached is a copy of the Rimbey Municipal Library 2013 Operating Budget as supplied by Jean Keetch, Manager.					
<b>RECOMMENDED ACTION:</b>					
Accept as information – refer to budget.					
					
CAO					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	



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<http://rimbeylibrary.prl.ab.ca>

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November 20, 2012

Town of Rimbey Council Members:

Please accept our attached budget for 2013 as passed by the Town of Rimbey Library Board. You will notice that we are asking for a 6.5% increase. We have tried to keep the increases to our expenses at a minimum. The only increases are a 2% COLA raise for the staff (some of them have incremental raises as well); along with the corresponding MERC costs and an increase in the cost of janitorial as there was a new contract signed last year without our knowledge that we had not budgeted for. We ask you to please pass the town requisition amount as requested at your budget meeting.

Sincerely,

A handwritten signature in blue ink that reads 'Jean Keetch'. The signature is written in a cursive style with a long, sweeping underline.

Jean Keetch  
Library Manager

	<b>2012</b>	<b>2013</b>
<b>Revenue</b>		
Sale of Goods	15	15
Library Fines	2100	2100
Library Card Fees	7800	7800
Program Revenue	1500	1800
Other Service Revenue	900	900
Fundraising Revenue	10000	10000
Postage Reimbursement	20	20
Donations	5000	5000
Book donations	1400	1400
Community Spirit Grant	4000	4000
Arts Presenting Grant	1,100	1500
Conditional Step Grant	2695	2695
Conditional Provincial Grants	16200	16350
Other Local Gov't Contributions	27140	28740
PRL Libraries Service Grant	24057	24279
Trans. From Operating Res	10000	8000
Town of Rimbey Appropriation	76781	81805
<b>Total General Revenue</b>	<b>190708</b>	<b>196404</b>

	<b>2012</b>	<b>2013</b>
<b>Expenditures</b>		
Salaries	42744	43600
Wages - Part Time - Casual	70409.13	73000
Board fees - Library	1200	1200
Benefits - Pension	4235.93	4548
Benefits - Canada Pension	4446.16	4850
Benefits EI	2819.82	2991
Benefits - Group Insurance	210	3722
Benefits - Health spending	3400	
In Service Training - Library	50	50
WCB	380	380
Contracts - Library	8400	10000
Travel & Subsistence - Library	2300	2300
Volunteer & Staff Appreciation	1200	1200
Memberships & Conf. - Library	400	400
Postage	100	100
Advertising - Library	1000	1000
Audit	400	250
Purchased Repair/Maint	650	650
Equip. Repairs & Mtce	250	250
Licenses	50	50
Insurance	1638	1638
Janitorial Supplies	925	925
Goods	9000	9000
Fundraising Expenses	10000	10000
Books	10000	10000
Periodicals	1500	1300
Program Supplies	12000	12000
Audio-Visual Materials	1000	1000
<b>Total General Expenditures</b>	<b>190708</b>	<b>196404</b>

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	5.2	Confidential	Yes	No	XX
Topic	Rimbey Historical Society				
Originated by	Tony Goode		Title	CAO	

**BACKGROUND:**

Each year the Town of Rimbey supplies a subsidy to the Rimbey Historical Society for General Operating Expenses. This year the Town has asked the Rimbey Historical Supply their 2012 Revenue and Expenses and their 2013 Budget.

Documentation Attached:	Yes XX	No
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**DISCUSSION:**

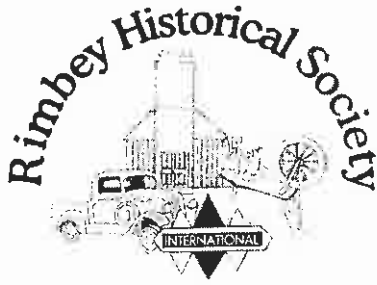
Attached is a copy of the Rimbey Historical Society 2012 Revenue and Expenses as supplied by Rimbey Historical Society Treasurer, Pauline Hansen.

**RECOMMENDED ACTION:**

Accept as information – refer to budget

CAO 

DISTRIBUTION:	Council:	Admin:	Press:	Other:
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Town of Rimbe  
4938-50<sup>th</sup> Avenue, PO Box 350  
Rimbe, AB T0C 2J0

November 26, 2012

Rimbe Town Council:

The Town of Rimbe has been great supporters of the International Truck Museum and PasKaPoo Historical Park. The Rimbe Historical Society appreciates as well as looks forward to continuing this mutually beneficial partnership.

For the past four years a general operations grant from the Town of Rimbe to the Rimbe Historical Society has been \$37,500. This amount is to cover our basic operations, including; Phone/internet/website, weekly garbage removal and administration wages and advertising.

The Historical Society runs various events, holds fundraisers, and applies for several grants from; the government, the county, museums associations and others. These are project minded grants which have funded a variety of projects over the years. Some examples of these include:

The yearly upkeep to the museum buildings and its grounds. (Roofs, painting, major repairs)

Upgrading of the facilities to better service the public and draw a larger number of tourists.

The restoration of artifacts, which encompasses a wide variety both large and small.

Development of programs, for the museum to generate future income.

Organizing archival information to assist in the preservation of local historical.

Providing a safe and functional facility for volunteers, mostly in the senior sector, to remain contributing members of their community. Having a wonderful volunteer base enables the museum to continue operations on a daily basis year round.

We are requesting approval of a \$48,000 from the Town of Rimbe to be put towards the Museum and Historical Park's 2013 general operations. Attached is a copy of our 2012 expenses, please contact Pauline Hansen, treasurer of the Rimbe Historical Society, for any additional information.

We thank you for your ongoing partnership and for recognizing the importance in the preservation of our Towns history.

Thank you for your consideration

Yours truly,

Pauline Hansen

RHS Treasurer

[country\\_livingtoo@yahoo.com](mailto:country_livingtoo@yahoo.com)



### Rimbey Historical Society 2012 Year to Date Budget Totals

Revenue	Budget	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Totals
Bank Interest	0.00	0.37	0.12	0.00	0.00	1.29	2.46	0.00	7.53	3.69	3.44	3.04	2.78	24.72
Donations / Other	1000.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00	1000.00	0.00	2000.00
Donations / Private	5000.00	310.00	179.00	0.00	153.50	114.00	176.00	816.56	336.00	375.75	25.00	132.00	458.50	3076.31
Admissions	3500.00	91.50	35.00	0.00	70.00	152.00	625.00	1306.00	1735.00	385.00	55.00	60.00	75.00	4589.50
Park Rentals	3600.00	0.00	0.00	0.00	100.00	995.00	315.69	1280.00	300.00	315.00	0.00	0.00	0.00	3305.69
Park House Rentals	9000.00	850.00	0.00	710.00	1540.00	750.00	200.00	400.00	2250.00	0.00	750.00	0.00	0.00	7450.00
Park Kitchen & Events	20000.00	66.24	0.00	0.00	0.00	1372.70	2918.23	11085.85	2991.75	1915.50	566.75	426.75	488.39	21832.16
Town of Rimbey	37500.00	0.00	0.00	0.00	37500.00	0.00	0.00	0.00	0.00	0.00	588.00	0.00	0.00	38088.00
County of Ponoka	5000.00	0.00	0.00	0.00	0.00	0.00	50000.00	0.00	0.00	0.00	0.00	0.00	0.00	50000.00
RV Storage	600.00	0.00	60.00	0.00	0.00	0.00	0.00	150.00	0.00	350.00	0.00	0.00	0.00	560.00
Co-op Rebate	1500.00	0.00	0.00	0.00	0.00	0.00	107.20	0.00	0.00	0.00	0.00	0.00	0.00	107.20
GST/Tax Refund	1300.00	0.00	0.00	0.00	0.00	575.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	575.62
Gov.Grants(Spirit/AMA)	11500.00	0.00	0.00	1500.00	0.00	0.00	10051.39	0.00	0.00	198.00	0.00	0.00	0.00	11749.39
Casino	7000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28998.82	0.00	0.00	0.00	0.00	28998.82
<b>TOTALS</b>	<b>106500.00</b>	<b>1318.11</b>	<b>274.12</b>	<b>2210.00</b>	<b>39363.50</b>	<b>3960.61</b>	<b>64395.97</b>	<b>15538.41</b>	<b>36619.10</b>	<b>3542.94</b>	<b>2488.19</b>	<b>1621.79</b>	<b>1024.67</b>	<b>172357.41</b>
<i>Administration</i>	<i>30000.00</i>	<i>2261.43</i>	<i>2261.43</i>	<i>2261.43</i>	<i>2401.26</i>	<i>2401.26</i>	<i>2401.26</i>	<i>2401.26</i>	<i>2401.26</i>	<i>2401.26</i>	<i>2401.26</i>	<i>2401.26</i>	<i>2401.26</i>	<i>28395.63</i>
<i>Gate Security</i>	<i>3700.00</i>	<i>310.00</i>	<i>290.00</i>	<i>310.00</i>	<i>300.00</i>	<i>310.00</i>	<i>0.00</i>	<i>610.00</i>	<i>310.00</i>	<i>300.00</i>	<i>310.00</i>	<i>300.00</i>	<i>310.00</i>	<i>3660.00</i>
<i>Chamber Group Ins.</i>	<i>2000.00</i>	<i>163.06</i>	<i>163.06</i>	<i>163.06</i>	<i>169.84</i>	<i>169.84</i>	<i>169.84</i>	<i>169.84</i>	<i>169.84</i>	<i>169.84</i>	<i>169.84</i>	<i>169.84</i>	<i>169.84</i>	<i>2017.74</i>
<i>CRA Deductions</i>	<i>11500.00</i>	<i>734.47</i>	<i>734.47</i>	<i>734.43</i>	<i>809.66</i>	<i>809.66</i>	<i>0.00</i>	<i>2204.91</i>	<i>1720.92</i>	<i>831.81</i>	<i>809.66</i>	<i>809.66</i>	<i>809.66</i>	<i>11009.31</i>
<i>WCB</i>	<i>200.00</i>	<i>0.00</i>	<i>200.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>200.00</i>
<i>Part-Time Wages</i>	<i>8000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>142.94</i>	<i>688.23</i>	<i>2708.91</i>	<i>1452.65</i>	<i>495.17</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>5487.90</i>
<i>Phone &amp; Internet</i>	<i>3000.00</i>	<i>225.70</i>	<i>225.90</i>	<i>231.44</i>	<i>230.85</i>	<i>231.12</i>	<i>231.71</i>	<i>233.32</i>	<i>233.77</i>	<i>233.30</i>	<i>231.76</i>	<i>239.95</i>	<i>238.25</i>	<i>2787.07</i>
<i>Memberships</i>	<i>200.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>100.00</i>	<i>0.00</i>	<i>84.00</i>	<i>100.00</i>	<i>0.00</i>	<i>284.00</i>
<i>Office Supplies</i>	<i>3500.00</i>	<i>118.03</i>	<i>6.37</i>	<i>97.44</i>	<i>0.00</i>	<i>928.68</i>	<i>16.25</i>	<i>11.89</i>	<i>143.14</i>	<i>22.00</i>	<i>575.85</i>	<i>0.00</i>	<i>25.50</i>	<i>1945.15</i>
<i>Events supplie</i>	<i>14000.00</i>	<i>142.67</i>	<i>0.00</i>	<i>27.02</i>	<i>0.00</i>	<i>108.50</i>	<i>3907.52</i>	<i>2727.47</i>	<i>1732.55</i>	<i>754.29</i>	<i>397.09</i>	<i>86.64</i>	<i>631.92</i>	<i>10515.67</i>
<i>Nikirk (Bin dumps)</i>	<i>840.00</i>	<i>65.00</i>	<i>81.25</i>	<i>65.00</i>	<i>65.00</i>	<i>65.00</i>	<i>81.25</i>	<i>65.00</i>	<i>81.25</i>	<i>65.00</i>	<i>65.00</i>	<i>81.25</i>	<i>65.00</i>	<i>845.00</i>
<i>Park Maint.</i>	<i>7000.00</i>	<i>703.17</i>	<i>719.00</i>	<i>138.64</i>	<i>0.00</i>	<i>61.71</i>	<i>2201.93</i>	<i>691.67</i>	<i>718.77</i>	<i>1319.49</i>	<i>85.60</i>	<i>502.95</i>	<i>1017.49</i>	<i>8166.23</i>
<i>Park House Maint.</i>	<i>250.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>110.00</i>	<i>52.95</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>162.95</i>
<i>Restoration Shop</i>	<i>3200.00</i>	<i>15.58</i>	<i>190.86</i>	<i>130.91</i>	<i>245.03</i>	<i>309.35</i>	<i>401.48</i>	<i>1470.18</i>	<i>423.02</i>	<i>714.63</i>	<i>208.35</i>	<i>403.50</i>	<i>1321.02</i>	<i>5833.91</i>
<i>Bank Charges</i>	<i>110.00</i>	<i>0.80</i>	<i>0.00</i>	<i>1.60</i>	<i>0.00</i>	<i>8.80</i>	<i>5.60</i>	<i>7.00</i>	<i>22.20</i>	<i>11.20</i>	<i>4.80</i>	<i>2.40</i>	<i>0.00</i>	<i>64.40</i>
<i>GST Paid</i>	<i>1000.00</i>	<i>99.30</i>	<i>248.84</i>	<i>29.30</i>	<i>25.71</i>	<i>195.56</i>	<i>162.82</i>	<i>169.99</i>	<i>368.79</i>	<i>259.51</i>	<i>315.58</i>	<i>225.08</i>	<i>102.19</i>	<i>2202.67</i>
<i>Course &amp; Future ITC</i>	<i>1000.00</i>	<i>175.00</i>	<i>0.00</i>	<i>173.37</i>	<i>0.00</i>	<i>0.00</i>	<i>175.00</i>	<i>0.00</i>	<i>0.00</i>	<i>980.00</i>	<i>0.00</i>	<i>426.02</i>	<i>0.00</i>	<i>1729.39</i>
<i>Advertising</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>421.20</i>	<i>183.68</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>83.04</i>	<i>0.00</i>	<i>687.92</i>
<i>Cash Stolen</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>1855.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>1855.00</i>
<i>Lawn Mower/Chairs CE</i>	<i>6000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>600.00</i>	<i>2375.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>2975.00</i>
<i>Restoration Shop CE</i>	<i>8000.00</i>	<i>818.03</i>	<i>3850.56</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>4668.59</i>
<i>Museum Buildings CE</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>5900.58</i>	<i>3000.00</i>	<i>5140.00</i>	<i>3215.95</i>	<i>0.00</i>	<i>17256.53</i>
<b>TOTALS</b>	<b>\$103,500.00</b>	<b>5832.24</b>	<b>8971.74</b>	<b>4363.64</b>	<b>4847.35</b>	<b>8117.42</b>	<b>10974.09</b>	<b>13708.07</b>	<b>17633.74</b>	<b>11557.50</b>	<b>10798.79</b>	<b>9047.54</b>	<b>7092.13</b>	<b>8112,944.25</b>

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	6.1	Confidential	Yes	No	X
Topic	Bylaw 882/13 Amendment to Land Use Bylaw				
Originated by	Melissa Beebe	Title	Assistant CAO		

**BACKGROUND:**

Under the Brix Area Structure Plan, the proposal outlines the Phase 1 development. As the property is zoned UX, for any development to continue it would require rezoning which is an amendment to Land Use Bylaw 762/04. For this to be completed an application must be received to amend the bylaw.

As a bylaw, any amendment would require the holding of a public hearing together with public notification.

Documentation Attached:	Yes	No
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**DISCUSSION:**

Administration received an application for amendment to the Land Use Bylaw for rezoning of the Brix Development Phase 1. Bylaw 882/13 Amendment to Land Use Bylaw is to rezone Phase 1 which is PT of SW1/4-Sec 22-42-2-W5 parcel Lots 1 through 5 from UX Urban Expansion to CR Country Residential.

A public hearing could be scheduled for Monday, February 25, 2013, once first reading is completed by Council. This date allows for the two weeks of advertising and notification to affected landowners.

**RECOMMENDED ACTION:**

That Council motion to do first reading of Bylaw 882/13 Amendment to Land Use Bylaw.

CAO 

DISTRIBUTION:	Council:	Admin:	Press:	Other:
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# The Town of Rimbey Amendment to Land Use Bylaw

Bylaw 882/13

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## A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 762/04.

WHEREAS Council has deemed it appropriate to rezone certain parcels of land,

AND WHEREAS Part 1, Section 21, of the Town of Rimbey Land Use Bylaw 762/04 states that Council may initiate an amendment to the Land Use Bylaw,

NOW THEREFORE, after due compliance with the relevant provisions of the Municipal Government Act RSA 2000, ch. M-26, as amended, the Council of the Town of Rimbey duly assembled enacts as follows:

### PART I - BYLAW TITLE

This bylaw may be cited as "Amendment to Land Use Bylaw".

### PART II – REZONING

- 1) Part of SW ¼- Sec 22-42-2-W5 - Phase 1 (Lots 1 through 5) on the Land Use Concept Plan be rezoned from UX Urban Expansion to CR Country Residential as shown in Schedule A.

### PART III – EFFECTIVE DATE

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

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

READ a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
MAYOR

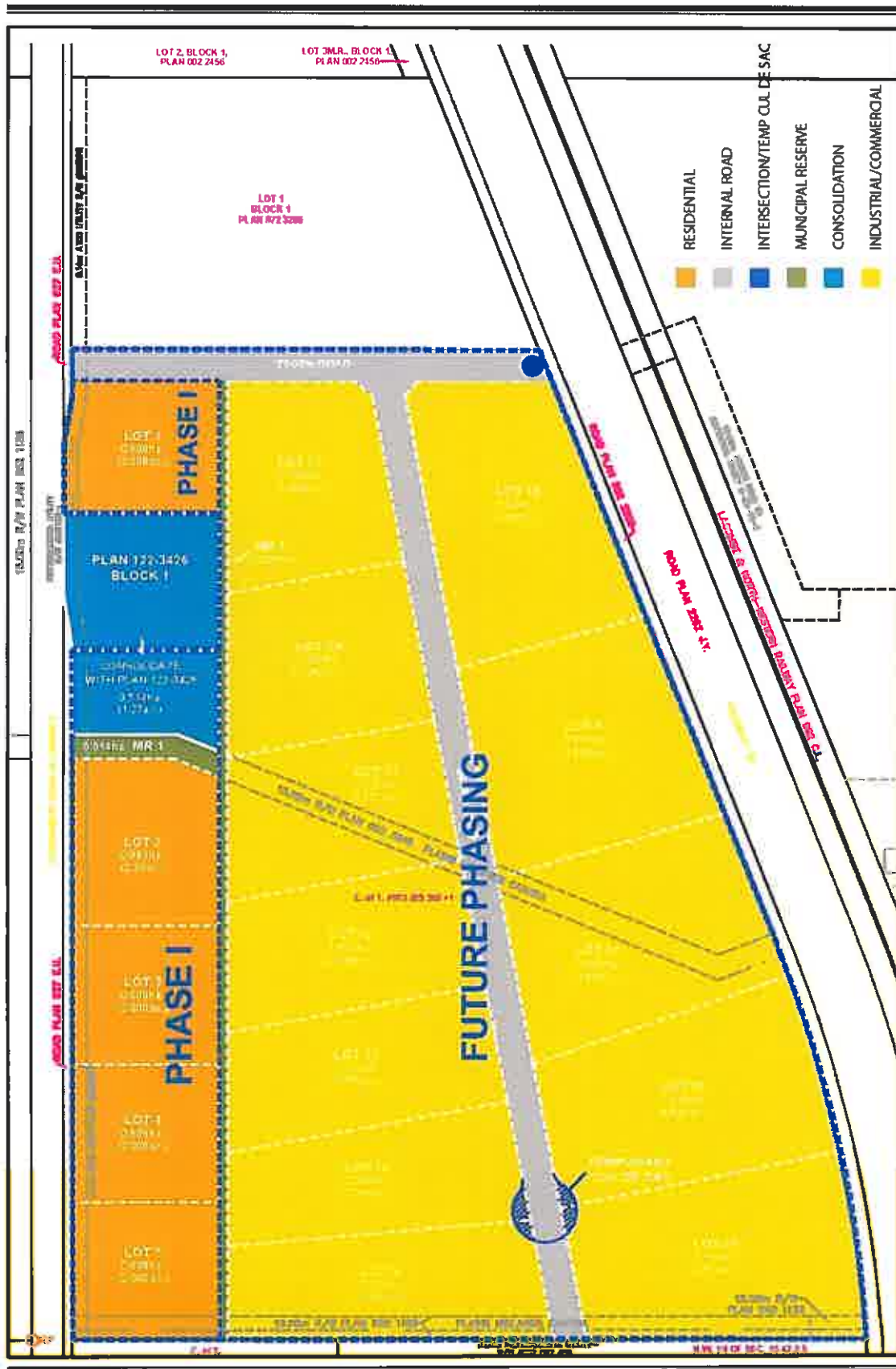
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# The Town of Rimbey Amendment to Land Use Bylaw

Bylaw 882/13

## SCHEDULE A

Land Use Concept Plan



C:/RTW076 BRIX ASP

BRIX AREA STRUCTURE PLAN

Figure 6

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	7.1	Confidential	Yes	No	X
Topic	Policy 6601-Business Development Incentive Program Application Tabled from January 14/13 Council Meeting				
Originated by	Melissa Beebe	Title	Assistant CAO		

**BACKGROUND:**

A Business Development Incentive Grant Application was received from 1025984 AB Ltd seeking approval for a grant incentive for a new multi-family rental home that replaced an old dilapidated house. The development incentive grant program was set up to encourage development of businesses with the Town by encouraging the enhancement of existing buildings, the construction of new buildings and additions to existing buildings, or the demolition of dilapidated buildings. The policy was to encourage owners of non-residential buildings to invest in improvements that enhance existing buildings, attract economic growth and employment, encourage new investment, and demolition of dilapidated buildings.

Documentation Attached:	Yes	X	No
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**DISCUSSION:**


Eligibility requirements that would be met are as follows: assessed value will increase by a minimum of \$50,000, the applicant is the registered owner, is a business applicant, the applicant has secured all required development and building permits, attracts economic growth and employment and encourage new investment in the Town.

The program applies to all private commercial and industrial buildings together with all vacant lots zoned for commercial or industrial purposes.

The business owner's property is located at 5113-49 Ave, which is zoned R4 (high density residential). The construction project is intended for multi-family rental homes to house workers from outside the community, people on lower incomes, single parents, etc. to be able to find suitable accommodations. The property owner advises this project is meant to help address some of the noted problems. The applicant is in the rental business and believes therefore that this qualifies as a business application, which would qualify under the grant.

**RECOMMENDED ACTION:**

Council will need to determine whether the applicant is a business; then the policy would require amending to include multi-family rental units under the business category or Council could waive the policy and approve the request.

CAO				
DISTRIBUTION:	Council:	Admin:	Press:	Other:



## BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM APPLICATION FORM

THIS FORM TO BE COMPLETED IN FULL WHEREVER APPLICABLE

### 1. APPLICANT INFORMATION

Business Name: 1025984 AB Ltd Applicant's Name: c/o. John Pearce  
Business Locations: 5113-49 Ave Rimbey Lot: 23 Block: 6 Plan: 2168 KS  
Mailing Address: Box 12 Rimbey Postal Code: T9C 2J0  
Business Phone: 403-783-1342 Cell Phone: 403 783-1342 Home Phone: 403-843-3483

### 2. TYPE OF IMPROVEMENT(S)

Enhancements to Existing Property	Type:	Value:
New Build on Vacant Land	Type: <u>4 plex unit for rental space</u>	Value: <u>400,000</u>
Demo of Existing Building	Type: <u>remove very old delapidated house</u>	Value: <u>5,000</u>

3. PROPOSED LOCATION FOR PLACEMENT: 5113-49 Ave Rimbey

4. REASONS FOR SELECTING THE PROPOSED LOCATION FOR PLACEMENT:  
R-4 zoning to allow for 4 plex

### 5. ASSESSMENT VALUE

Year before Construction: \$ \_\_\_\_\_ Year after construction: \$ \_\_\_\_\_

### 6. DECLARATION

I, (print) John Pearce for 1025984 AB Ltd hereby request the Town of Rimbey to administer the Business Development Incentive Grant Program in regards to the above designated improvement(s) on my behalf.

Applicant's Signature: per John Pearce for 1025984 AB Ltd Date: Dec 13, 2012

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FOIP) NOTICE

The information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act (FOIP). The FOIP Act regulates the collection and disclosure of personal information. The privacy of personal information requested in this form is protected by the FOIP Act and is collected for the sole use of the Town of Rimbey.



## BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM

### APPLICATION CHECKLIST

- 1. Pre- application consultation meeting with the Development Officer regarding the application process, criteria, and rules of eligibility.
- 2. Application form. Completed application forms will be submitted to the Development Officer. This process does not require an application fee.
- 3. Program participants are required to comply with all municipal, provincial and federal permits and licenses.
- 4. Approved development and building permits for the project for which the applicant is seeking grant approval.
- 5. Any other information that may be deemed necessary by the Development Officer to support the application.

#### Program Evaluation:

In order to measure the effectiveness of the Business Development Incentive Grant Program at the end of the two-year period the Town shall establish starting benchmarks and final evaluation criteria, which may include such measurements as:

- i. The 2011 Baseline figures;
- ii. The assessment impacts upon the Town;
- iii. A review of dollar value figures for building permits (new construction and improvements) through participation in the Program;
- iv. New and continuing employment opportunities created through the Program.

This project meets the criteria of the Business Development Incentive Program for the following reasons.

1. This construction project is not intended to be a “For Sale” project. It is intended to be multi-family rental homes. Rimbey has an extremely low vacancy rate making it difficult for people to relocate here. Businesses, particularly in the hospitality and food industries, are bringing in workers from outside the community and sometimes from outside of Canada. Finding places for them to live can be a major difficulty. People on lower incomes, particularly single parents find suitable accommodations difficult to find. This project is meant to help address this problem.
2. I have been assured that the assessment base will rise substantially from the previous home on this lot.
3. This project has the added benefit of replacing a little old house in the downtown area with a modern home. This improves the “visual amenities of the area”.





# Town of Rimbey Policy Manual

<b>Title:</b>	Business Development Incentive Grant Program	<b>Policy No.:</b>	6601
<b>Supercedes:</b>	New		
<b>Approved:</b>	September 12, 2011	<b>Resolution No.:</b>	206/11
<b>Effective Date:</b>	September 12, 2011		
<b>Purpose:</b>	Development Incentive to encourage business growth within the community		

## 1.0 Policy Statement

The Town of Rimbey is committed to encouraging development of businesses within the Town by encouraging the enhancement of existing buildings, the construction of new buildings and additions to existing buildings, or the demolition of dilapidated buildings.

To this end, Council has established a business development incentive grant program for eligible development projects, to be paid upon project completion.

## 2.0 Purpose

The purpose of this Policy is to establish the Business Development Incentive Grant Program (the "Program") in order to:

- 2.1 Encourage owners of non-residential buildings to invest in improvements that enhance the building's appearance and function and which will increase the assessed value of the property.
- 2.2 Attract economic growth and employment, and encourage new investment in the Town.
- 2.3 Encourage the demolition of existing buildings that may detract from the visual amenities of the area, as well as posing a potential fire and safety hazard to the community.

## 3.0 Application Area, Effective Date and Program Timeline

- 3.1 This Program applies to all private commercial and industrial buildings within the Town of Rimbey, together with all vacant lots zoned for commercial or industrial purposes in accordance with the Town of Rimbey Land Use Bylaw.
- 3.2 This Program becomes effective upon approval by Town Council.
- 3.3 Once approved, the Program shall run for a two-year period for application submissions. At the end of the two-year period, Administration shall evaluate the overall effectiveness of the Program and report its findings to Town Council. Town Council can then determine whether to continue the Program.
- 3.4 All Program funding is subject to Town Council approval within the Town's operating budget and all applications for grants shall be processed on a first come, first serve basis subject to the availability of funding as approved by Town Council.

**Amended:**

**Date:**

**Resolution:**

**Date:**

**Resolution:**

**4.0 Eligibility**

- 4.1 The Applicants assessed value must increase by a minimum of \$50,000, except for demolition.
- 4.2 To be eligible for a grant under this Program, no work may be performed until approved by the Town. Except as noted in clauses 4.3 or 4.4, work that has commenced prior to Town approval is not eligible for a grant through this Program.
- 4.3 Business Applicants that previously qualified for a development incentive pursuant to Town of Rimbeby Bylaw #827/08, which was rescinded March 9, 2011, would be eligible for a grant.
- 4.4 Business Applicants that previously qualified for a demolition incentive pursuant to Town Policy #6701, which was abolished March 9, 2011, would be eligible for a grant.
- 4.5 The applicant would be eligible for a grant once the Town has received verification that the improvements, the subject of the grant application, have been completed to the Town's satisfaction.
- 4.6 The Program is limited to one grant application per parcel or principal building on a parcel. In the case of a single parcel accommodating multiple tenants or businesses, the grant incentive program may be applied for each independent business operation, with the grant available to the property owner(s).
- 4.7 Home based businesses are not eligible for grant funding through this Program.
- 4.8 The applicant must be the registered property owner or his or her designate.
- 4.9 Business Applicants must be in good standing with the Town in order to qualify under this Program. Applicants and businesses that have outstanding taxes (including tax arrears), outstanding utilities or any litigation or Town Bylaw infractions with the Town will not qualify for this Program. If any tax or utility payments are missed or received late for the property, the Town may terminate any application related to that property.
- 4.10 Government offices and agencies and any organizations exempt from paying property taxes to the Town will not qualify for this Program.
- 4.11 All projects approved under this Program must be completed in a timely manner. All projects must be completed within 12 months of the approval by the Town. When it can be demonstrated that circumstances clearly beyond the applicant's control prohibit completion in 12 months, the Town may, in its discretion, grant a 12 month extension. Failure to complete the project in a timely manner will result in cancellation of the application at the discretion of the Town.
- 4.12 The applicant will be responsible for securing all required development permits and building permits. All work must comply with the Town, Provincial and Federal regulations.
- 4.13 All construction contracts will be between the applicant and the contractor.
- 4.14 Final determination of qualification for a grant pursuant to this Program will not be made until the construction is substantially complete and ready for occupancy and a review has been undertaken by the Development Authority assessing the project against the applicant's previously approved proposal.

**5.0 Development Incentive Grant**

- 5.1 New Build or Enhancements to Existing Buildings (Including internal and external improvements and additions to existing buildings and rebuild after demolition)
  - 5.1.1 The grant is provided and paid to the property owner in one payment following receipt of new assessment. Schedule "A" attached to this policy, sets out the grants available.
  - 5.1.2 As this is a one time grant, each grant is subject to review by Council annually.

**Amended:****Date:****Resolution:****Date:****Resolution:**

5.2 Demolition of Existing Buildings (with no rebuild)

- 5.2.1 A one-time grant up to \$5,000 is available to the property owner to assist with demolition costs, grant not to exceed the total cost of the demolition.
- 5.2.2 The grant is available following demolition and subject to the Town's satisfaction that the entire site has been cleared of all buildings and structures.
- 5.2.3 Must comply with relevant environmental standards.
- 5.2.4 Each grant is subject to annual review by Council.

6.0 Application Requirements

- 6.1 Applications submitted under this Program shall be accompanied by the following components:
  - 6.1.1 An approved Development Permit and approved Building Permit.

7.0 Application Process

- 7.1 In conjunction with or prior to filing an application, the applicant shall review the Application Requirements and consult with the Development Authority regarding the application process, requirements, criteria, rules of eligibility, project design and other relevant details of the proposed project.
- 7.2 In order to ensure adequate, consistent review and evaluation, the project proposal shall be prepared in accordance with the format established by Town Administration.
- 7.3 Completed applications shall be submitted to the Town's Development Authority.
- 7.4 Upon receipt of the application by the Development Authority, the applicant will be required to contact the Development Authority to schedule a pre-construction inspection of the subject property to determine the pre-construction status of the lands and any buildings on it.
- 7.5 Except as noted in clauses 4.3 or 4.4, to be eligible for reimbursement, no work may be performed until approved by the Town. Work that has commenced prior to Town approval is not eligible for reimbursement.
- 7.6 The Town reserves the right to accept, reject or modify any application and render decisions in regards to complete applications as approvals, approvals with conditions, and refusals.
- 7.7 In the case of an approval with conditions, or refusal of an application by the Town, the applicant may appeal such a decision to Council.
- 7.8 An appeal may be made in writing by the applicant to the Development Authority for presentation to Council within 14 days of the date of the decision of the Development Authority.
- 7.9 There is no fee associated with an appeal to Council, however only one appeal may be filed for an application, with no opportunity permitted for a second appeal on the same application.
- 7.10 Within 30 days of receipt of a notice of appeal, Council will hold a hearing respecting the appeal. The hearing shall be conducted in public.
- 7.11 Council shall give at least 5 days notice in writing of the appeal hearing to the applicant and the Development Authority.
- 7.12 At the appeal hearing, Council shall hear:
  - 7.12.1 The appellant or any person acting on behalf of the appellant;

**Amended:**

**Date:**

**Resolution:**

**Date:**

**Resolution:**

7.12.2 The Development Authority; and

7.12.3 Any other person affected by the decision, or claims to have an interest in the decision and that Council agrees to hear.

7.13 Council shall make a decision on the appeal within 14 days of the appeal hearing.

**8.0 General Program Conditions**

8.1 The general conditions and requirements of the Program are not necessarily exhaustive and the Town reserves the right to include other conditions, considerations and requirements as deemed necessary on a property specific basis. All grants pursuant to this Program are subject to the following general conditions and requirements:

8.1.1 The Town is not responsible for any costs incurred by the applicant in relation to the Program, including without limitation, costs incurred in the anticipation of the grant;

8.1.2 If an applicant is in default of any of the Program's requirements or conditions, or any other requirement of the Town, the Town may delay, reduce or terminate an approved grant;

8.1.3 The Town may discontinue the Program at any time but applicants with approved grants will continue to receive approved grants subject to the meeting of the Program's conditions and requirements;

8.1.4 All proposed projects approved under the Program shall conform to all relevant codes, policies, procedures, standards and guidelines, including any applicable Town bylaws, zoning requirements and approvals;

8.1.5 The Town may inspect the property that is subject to an application under this Program at any time;

8.1.6 Outstanding work orders, and orders or requests to comply, and other charges from the Town (including current year tax and arrears) must be satisfactorily addressed prior to any payment being issued at any time.

**9.0 Responsibilities**

9.1 Town Council

9.1.1 Approves changes to this Program and Policy;

9.1.2 Approves Program funding for implementation of this Program;

9.1.3 Hears and decides appeals on Program applications; and

9.1.4 Evaluates the Program upon completion.

9.2 Chief Administrative Officer

9.2.1 Recommends to Town Council the application of this Program;

9.2.2 Recommends to Town Council the Program funding for implementation of the Program;

9.2.3 Recommends changes to the Program to Town Council;

9.2.4 Provides administrative evaluation of the Program upon completion;

9.2.5 Identifies a funding source for the Program and makes recommendations to Town Council accordingly;

**Amended:**

**Date:**

**Resolution:**

**Date:**

**Resolution:**

9.2.6 Renders decisions regarding the approval, approval with conditions or refusal of grant applications pursuant to this Program; and

9.2.7 Administers the funding source.

9.3 Development Authority

9.3.1 Recommends to the Chief Administrative Officer the Program funding for implementation of the Program;

9.3.2 Recommends changes to the Program to the Chief Administrative Officer;

9.3.3 Recommends a funding source for the Program to the Chief Administrative Officer;

9.3.4 Evaluates the Program annually, provides report to the Chief Administrative Officer regarding its performance and makes appropriate recommendations regarding its ongoing implementation;

9.3.5 Serves as the Town's contact for receipt of applications for Program grants issued pursuant to this Program;

9.3.6 Evaluates applications for completeness;

9.3.7 Coordinates the administrative review of applications throughout the period between submission of the application and project completion;

9.3.8 Prepares a written report to the Chief Administrative Officer on each application with a recommendation to approve, conditionally approve or refuse an application; and

9.3.9 Conducts on-site pre-construction, post-construction and periodic inspections of the subject project.

10.0 Measurements for Program Effectiveness

10.1 In order to measure the effectiveness of the Program at the end of the two-year period, the Town may establish starting benchmarks and final evaluation criteria which may include such measurements as:

10.1.1 2011 Baseline Figures;

10.1.2 Assessment impacts upon the Town;

10.1.3 Review of dollar value figures for building permits (new construction and improvements) through participation in the Program;

10.1.4 New and/or continuing employment opportunities created through the Program.

**Amended:**

**Date:**

**Resolution:**

**Date:**

**Resolution:**

SCHEDULE "A"

Total Increase in Assessment	Grant payment upon receipt of new assessment
\$50,000 to \$99,999.....	\$500
\$100,000 to \$149,999.....	\$1,000
\$150,000 to \$199,999.....	\$1,500
\$200,000 to \$249,999.....	\$2,000
\$250,000 to \$299,999.....	\$2,500
\$300,000 to \$349,999.....	\$3,000
\$350,000 to \$399,999.....	\$3,500
\$400,000 to \$449,999.....	\$4,000
\$450,000 to \$499,999.....	\$4,500
\$500,000 to \$749,999.....	\$5,000
\$750,000 to \$999,999.....	\$6,000
\$1,000,000 to \$1,499,999.....	\$8,000
\$1,500,000+ .....	\$10,000

**Amended:**

**Date:**

**Date:**

**Resolution:**

**Resolution:**



## BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM APPLICATION FORM

THIS FORM TO BE COMPLETED IN FULL WHEREVER APPLICABLE

### 1. APPLICANT INFORMATION

Business Name \_\_\_\_\_ Applicant's Name: \_\_\_\_\_  
Business Locations: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

### 2. TYPE OF IMPROVEMENT(S)

Enhancements to Existing Property	Type: _____	Value: _____
New Build on Vacant Land	Type: _____	Value: _____
Demo of Existing Building	Type: _____	Value: _____

3. PROPOSED LOCATION FOR PLACEMENT: \_\_\_\_\_

4. REASONS FOR SELECTING THE PROPOSED LOCATION FOR PLACEMENT: \_\_\_\_\_

### 5. ASSESSMENT VALUE

Year before Construction: \$ \_\_\_\_\_ Year after construction: \$ \_\_\_\_\_

### 6. DECLARATION

I, (print) \_\_\_\_\_ Hereby request the Town of Rimbey to administer the Business Development Incentive Grant Program in regards to the above designated improvement(s) on my behalf.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FOIP) NOTICE

The information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act (FOIP). The FOIP Act regulates the collection and disclosure of personal information. The privacy of personal information requested in this form is protected by the FOIP Act and is collected for the sole use of the Town of Rimbey.



## BUSINESS DEVELOPMENT INCENTIVE GRANT PROGRAM

### APPLICATION CHECKLIST

- 1. Pre- application consultation meeting with the Development Officer regarding the application process, criteria, and rules of eligibility.
- 2. Application form. Completed application forms will be submitted to the Development Officer. This process does not require an application fee.
- 3. Program participants are required to comply with all municipal, provincial and federal permits and licenses.
- 4. Approved development and building permits for the project for which the applicant is seeking grant approval.
- 5. Any other information that may be deemed necessary by the Development Officer to support the application.

#### Program Evaluation:

In order to measure the effectiveness of the Business Development Incentive Grant Program at the end of the two-year period the Town shall establish starting benchmarks and final evaluation criteria, which may include such measurements as:

- i. The 2011 Baseline figures;
- ii. The assessment impacts upon the Town;
- iii. A review of dollar value figures for building permits (new construction and improvements) through participation in the Program;
- iv. New and continuing employment opportunities created through the Program.



# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	7.2	Confidential	Yes	No	XX
Topic	Policy 6601-Business Development Incentive Program Review Tabled from January 14/13 Council Meeting				
Originated by	Melissa Beebe	Title	Assistant CAO		

**BACKGROUND:**

The development incentive grant program was set up to encourage development of businesses with the Town by encouraging the enhancement of existing buildings, the construction of new buildings and additions to existing buildings, or the demolition of dilapidated buildings. The policy was to encourage owners of non-residential buildings to invest in improvements that enhance existing buildings, attract economic growth and employment, encourage new investment, and demolition of dilapidated buildings.

Documentation Attached:	Yes	No	XX
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**DISCUSSION:**

Currently, the program applies to all private commercial and industrial buildings together with all vacant lots zoned for commercial or industrial purposes.

An application recently received from 1025987 AB LTD for a development located at 5113-49 Ave, is zoned R4 (high density residential). The construction project is intended for multi-family rental homes to house workers from outside the community, people on lower incomes, single parents, etc. to be able to find suitable accommodations. The property owner advises this project is meant to help address some of the noted problems. The applicant is in the rental business and believes therefore that this qualifies as a business application, which would qualify under the grant.

**RECOMMENDED ACTION:**

- 1) Amend Policy 6601 – Business Development Incentive Program to include multi-family rental units.
- 2) Create a new Policy for multi-family rental units.

CAO	
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DISTRIBUTION:	Council:	Admin:	Press:	Other:
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# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	7.3	Confidential	Yes	No XX	
Topic	Danita Deal – Letter of Resignation				
Originated by	Tony Goode		Title	CAO	

**BACKGROUND:**


Danita Deal, Director of Finance/Administration has submitted a letter of resignation effective February 15, 2013.

Documentation Attached:	Yes XX	No
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**DISCUSSION:**

**RECOMMENDED ACTION:**

Accept as information, with regret.

CAO 				
DISTRIBUTION:	Council:	Admin:	Press:	Other:

# TOWN OF RIMBEY AGENDA ITEM

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	8.1.1	Confidential	Yes	No	XX
Topic	Finance Reports				
Originated by	Danita Deal		Title	Director of Finance	

**BACKGROUND:**

Each month the Director of Finance prepares the following reports:  
     Accounts Payable Cheque Listing  
     Council Expenses

Documentation Attached:	Yes	No
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**DISCUSSION:**

Attached are the Accounts Payable Listing for the period ending January 15/13 and Council Expenses to January 15, 2013.

**RECOMMENDED ACTION:**

Administration recommends that Council accept the Accounts Payable Cheque Listing for the period ending January 15/13, as presented.

Administration recommends that Council accept the Council Expenses to January 15, 2013 as presented.

CAO 				
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:

**Town of Rimbey 2013**  
**Accounts Payable Cheque List**  
**From: 01-Jan-2013 To: 15-Jan-2013**

Vendor Name	Purpose	Cheque	Date	Amount
Konica Minolta Bus. Solutions	Jan / 2013 Rental Copier	PAW 3241	01-Jan-2013	\$2113.65
Telus Mobility Inc.	Dec 6/12 Invoice	PAW 3242	02-Jan-2013	\$25.67
Workers' Compensation Board	2012 Installment (Dec 6)	PAW 3243	05-Jan-2013	\$2081.25
Telus Mobility Inc.	Dec 11/12 Invoice	PAW 3244	07-Jan-2013	\$25.67
Telus Mobility Inc.	Dec 6/12 Invoice	PAW 3245	02-Jan-2013	\$238.32
Telus Communications	Dec 10/12 Invoice	PAW 3246	01-Jan-2013	\$55.18
Uniserve Communications	Web Hosting Feb/2013	PAW 3248	12-Jan-2013	\$20.99
Direct Energy Regulated	Scout Hall : GAS Dec/14 Invoice	PAW3240	07-Jan-2013	\$174.42
TransAlta Energy Marketing	Dec 13 Invoice (Nov usage)	PAW3247	07-Jan-2013	\$48290.36
Alberta Association Of	2012 John Deere Backhoe	33711	04-Jan-2013	\$109462.50
Baerg, Clint	Fire Fees Dec 2012	33712	09-Jan-2013	\$67.10
Marcoux, Rene	Fire Fees Dec 2012	33713	10-Jan-2013	\$35.00
Melanson, Aleshia	Fire Fees Dec 2012	33714	10-Jan-2013	\$70.00
Shears, Stephanie	Fire Fees Dec 2012	33715	09-Jan-2013	\$175.70
Weiss, Richard Brian	Fire Fees Dec 2012	33716	09-Jan-2013	\$150.40
Agro Ponoka	HY Gard TM	33717	15-Jan-2013	\$108.05
Alberta Association Of	2013 Dog Tags	33718	15-Jan-2013	\$287.92
Alberta One-Call Corporation	Dec 2012 Notifications	33719	15-Jan-2013	\$9.45
AlSCO	Janitorial Supplies	33720	15-Jan-2013	\$1153.08
AMSC Insurance Services Ltd.	Feb 2013 Coverage	33721	15-Jan-2013	\$35.04
Animal Control Services	Dec/12 : 16 hours Animal Control	33722	15-Jan-2013	\$907.20
Big Hill Services Ltd.	Skatemarks and Net Protection Package	33723	15-Jan-2013	\$1170.75
Black Press Group Ltd.	Dec/12 Advertising	33724	15-Jan-2013	\$1584.44
Brownlee LLP	Emerging Trends Seminar: Feb 21/12	33725	15-Jan-2013	\$500.00
Burles Pianos	Piano Tuning	33726	15-Jan-2013	\$105.00
Cal-Gas Inc	Bulk Propane:RV Park	33727	15-Jan-2013	\$422.62
Canadian Pacific Railway	Dec/12 Flasher Contract	33728	15-Jan-2013	\$257.43
Canadian Water and	CWWA 2013 Membership	33729	15-Jan-2013	\$255.83
Cast-A-Waste Inc.	Dec/12 Garbage Collection and Recycling	33730	15-Jan-2013	\$9523.50
Cimco Refrigeration	Pump Repairs	33731	15-Jan-2013	\$1784.07
Connected Fitness Solutions	Dumbbell Set	33732	15-Jan-2013	\$1367.63
Grutterink, Herb	Dec 4/12 Snow Removal	33733	15-Jan-2013	\$105.00
Guardian Chemicals Inc.	Aquaguard: 20 L Pail	33734	15-Jan-2013	\$446.81
Hi-Way 9 Express Ltd.	Freight	33735	15-Jan-2013	\$86.77
Imperial Esso Service (1971)	Propane	33736	15-Jan-2013	\$371.50
Konica Minolta Business	Meter Readings Nov 30/12 - Dec 27/12	33737	15-Jan-2013	\$312.83
Littke, Juanita	Dec 15/2012 - Jan 15/2013 Public Works	33738	15-Jan-2013	\$367.50
Meridian Maverick	Bleach	33739	15-Jan-2013	\$1313.81
MLA Benefits Inc.	Jan 2013 HSA	33740	15-Jan-2013	\$826.78
Municipal Property Consultants	January 2013: 1485 Parcels	33741	15-Jan-2013	\$2780.66
NAPA Auto Parts - Rimbey	WW Fluid	33742	15-Jan-2013	\$786.60
Neptune Technology Group	2013 Service Maint Contract	33743	15-Jan-2013	\$4180.58
Nikirk Bros. Contracting Ltd.	Dec 2012 Bin Dumps and Bin Rentals	33744	15-Jan-2013	\$547.31
O K Tire o/a 773664 Ltd.	Tires and Installation	33745	15-Jan-2013	\$892.96
Parkland Geotechnical	NE Lagoon Scientist Services	33746	15-Jan-2013	\$1848.00
Parkland Regional Library	1st Quarter Requisition Payment	33747	15-Jan-2013	\$4544.36
Phone Experts	Security Monitoring Jan 1 -Mar 31, 2013	33748	15-Jan-2013	\$69.30
PitneyWorks	Postage	33749	15-Jan-2013	\$3150.00

**Town of Rimbey 2013**  
**Accounts Payable Cheque List**  
From: 01-Jan-2013 To: 15-Jan-2013

Vendor Name	Purpose	Cheque	Date	Amount
Pyrotec Alarms Inc.	Emergency Light Repair and Batteries	33750	15-Jan-2013	\$174.01
Rimbey Builders Supply Centre	Lever	33751	15-Jan-2013	\$62.99
Rimbey Co-op Association	Oil Bottle	33752	15-Jan-2013	\$1647.93
Rimbey Electric	Canopy Lighting Upgrade	33753	15-Jan-2013	\$1522.50
Rimbey Heating Ltd.	Filter Pads	33754	15-Jan-2013	\$24.67
Rimbey Home Hardware	Healer	33755	15-Jan-2013	\$551.14
Rimbey Implements Ltd.	Chains	33756	15-Jan-2013	\$33.50
Rimbey Municipal Library	Quarterly Appropriation	33757	15-Jan-2013	\$19195.25
Rimbey Transport Ltd.	Probills 69011, 69014 ,69021	33758	15-Jan-2013	\$61.52
Rimbey TV & Electronics 1998	Microphone	33759	15-Jan-2013	\$2488.65
Rocky Mountain Phoenix	Rack, Lighting System & Coveralls	33760	15-Jan-2013	\$4000.07
SD'S FLOORING LTD.	Re Coat Gym Floor	33761	15-Jan-2013	\$2753.73
SFE Global	Server Hosting Jan 1 - Dec 31/13	33762	15-Jan-2013	\$1260.00
Socan	Jan-Dec 2013 Provisional Invoice	33763	15-Jan-2013	\$109.53
Stationery Stories & Sounds	Paper	33764	15-Jan-2013	\$550.35
Town Of Rimbey	Dec/12 Utilities	33765	15-Jan-2013	\$948.11
United Farmers Of Alberta	Dec/2012 Diesel and Fuel	33766	15-Jan-2013	\$307.41
Weisgerber, John	Eltro Gas Repair	33767	15-Jan-2013	\$257.25
Weldco	Helium	33768	15-Jan-2013	\$10.97
Western Canada Water &	R Schmidt 2013 Membership	33769	15-Jan-2013	\$180.00
			<b>68 cheques for</b>	<b>241228.57</b>



# Town of Rimbey

## Mayor & Councilor Fees

Name: Scott Ellis

Month Ending: Jan 15, 2013

### Meeting Honorariums:

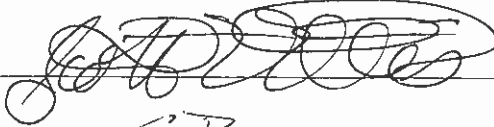
Date	Particulars	Hours	Amount	Kilometers
	No EXPENSES			

Total Honorarium: \_\_\_\_\_

### Expenses (attach receipts):

		Total
Mileage:	_____ Kilometers @ \$0.53	_____
Meals:	_____	_____
	_____	_____
	_____	_____
	_____	_____
Hotels:	_____	_____
Other:	_____	_____
	_____	_____
	_____	_____
	<b>Total Expenses:</b>	_____

**Total Honorarium & Expenses:** \_\_\_\_\_

Signature: 

Mayor Approval: 



# Town of Rimbeby

## Mayor & Councilor Fees

Name: Sheldon Abbotson Month Ending: Jan 15/13

### Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers

No Claim

Total Honorarium: \_\_\_\_\_

### Expenses (attach receipts):

Total

Mileage: \_\_\_\_\_ Kilometers @ \$0.53

Meals: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Hotels: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

Total Expenses: \_\_\_\_\_

Total Honorarium & Expenses: \_\_\_\_\_

Signature:

Mayor Approval: \_\_\_\_\_



# Town of Rimbey

## Mayor & Councilor Fees

Name: Paul Payson

Month Ending: Jan 15, 2013

**Meeting Honorariums:**

Date	Particulars	Hours	Amount	Kilometers
	<i>No Claim</i>			

**Total Honorarium:** \_\_\_\_\_

**Expenses** (attach receipts):

		<b>Total</b>
Mileage:	_____ Kilometers @ \$0.53	_____
Meals:	_____	_____
	_____	_____
	_____	_____
	_____	_____
Hotels:	_____	_____
Other:	_____	_____
	_____	_____

**Total Expenses:** \_\_\_\_\_

**Total Honorarium & Expenses:** \_\_\_\_\_

Signature: *Paul Payson*

Mayor Approval: *ST*





Town of Rimbey
Mayor & Councilor Fees

Name: Dayle Roberts

Month Ending: January 2013

Meeting Honorariums:

Table with 5 columns: Date, Particulars, Hours, Amount, Kilometers. The entire table is crossed out with a large diagonal line and the word 'None' is written across it.

Total Honorarium: \_\_\_\_\_

Expenses (attach receipts):

Expense reporting form with categories: Mileage, Meals, Hotels, Other. Includes a 'Total' column for each category.

Total Expenses: \_\_\_\_\_

Total Honorarium & Expenses: \_\_\_\_\_

Signature: Dayle Roberts

Mayor Approval: [Signature]



# Town of Rimbeley

## Mayor & Councilor Fees

Name: Jack Webb

Month Ending: Jan 15, 2013

### Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers
	<i>NO CLAIMS.</i>			

Total Honorarium: \_\_\_\_\_

### Expenses (attach receipts):

		Total
Mileage:	_____ Kilometers @ \$0.53	_____
Meals:	_____	_____
	_____	_____
	_____	_____
	_____	_____
Hotels:	_____	_____
Other:	_____	_____
	_____	_____


Total Expenses: \_\_\_\_\_

Total Honorarium & Expenses: \_\_\_\_\_

Signature: \_\_\_\_\_

Mayor Approval: SW

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	8.2.1	Confidential	Yes	No	XX
Topic	FCSS/RCHHS Minutes				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
FCSS and RCHHS held their board meeting on November 28, 2012.					
Documentation Attached:					
Yes			XX		No
<b>DISCUSSION:</b>					
Attached is a copy of the FCSS/RCHHS Board Meeting Minutes from November 28, 2012.					
<b>RECOMMENDED ACTION:</b>					
Administration recommends that Council accept the FCSS/RCHHS Minutes of November 28, 2012 as presented.					
<div style="display: flex; justify-content: space-between; align-items: center;"> <span>CAO</span>  </div>					
<b>DISTRIBUTION:</b>					
Council:	Admin:	Press:	Other:		

**Family and Community Support Services (FCSS)  
Rimby Community Home Help Services (RCHHS)  
BOARD MEETING MINUTES  
November 28, 2012  
10:00 a.m. Rimby Provincial Building**

Present:

Nancy Teeuwsen-Hartford, Chairperson  
Irene Steeves, Vice Chairperson  
Viola Schneider, Board Member (Entered at 10:15)  
Pat Weeks, Board Member  
Paul McLaughlin, Board Member  
MaryAnn Josephison, Board Member  
Peggy Makofka, Executive Director  
Christine Simpson, Recording Secretary

Regrets:

Bill Coulthard, Board Member  
Scott Ellis, Board Member

1. CALL TO ORDER

The Meeting was called to Order by: Nancy Teeuwsen- Hartford, Chairperson at 10:10 a.m.

2. APPROVAL OF AGENDA

**12-11-01 MOTION:** By: V. Schneider: That the agenda is adopted as presented.

CARRIED.

3. PREVIOUS MEETING MINUTES –October 18, 2012

**12-11-02 MOTION:** By: M. Josephison: That the Minutes of the October 18, 2012 meeting be adopted as presented.

CARRIED.

4. BUSINESS ARISING FROM THE MINUTES

5. OLD BUSINESS

- 5.1 The Rural Way Workshop- new date
- 5.2 FCSS Board Christmas party plans
- 5.3 FCSSAA AGM voting delegates

**12-11-03 MOTION:** By: V. Schneider: That the voting delegate for the FCSSAA AGM be changed to I. Steeves and P. Makofka.

CARRIED.

6. FINANCE

- 6.1 November 28, 2012 Finance Committee Meeting Minutes/Highlights

**12-11-04 MOTION:** By: I. Steeves: That the Minutes of the November 28, 2012 Finance Committee Meeting be accepted as information.

CARRIED.

6.2 2012 Year end Expenditures recommendation

**12-11-05 MOTION:** By: I. Steeves: That the Board accepts the Finance Committees recommendation of the year-end expenditures be approved using the current year surplus. Seconded by: V. Schneider.

CARRIED.

7. WRITTEN REPORTS

- 7.1 Home Support/Personal Care
- 7.2 Palliative Care
- 7.3 Medical Alert
- 7.4 Education Coordinator
- 7.5 Seniors Information & Referral Centre
- 7.6 Food Bank
- 7.7 Volunteer Services
- 7.8 Adult Day Support
- 7.9 Community Kitchen
- 7.10 Internet Technology
- 7.11 Rimbey Parent Link Centre
- 7.12 Healthy Families/Babies First
- 7.13 Family Resource Library
- 7.14 Rainbows
- 7.15 New Horizon's- Elder Abuse Awareness
- 7.16 Volunteer Visitor
- 7.17 Meals on Wheels
- 7.18 Office Manager/Quality Control

**12-11-06 MOTION:** By: P. Weeks: That the Written Reports be accepted as information.

CARRIED.

8. POLICY/RISK MANAGEMENT COMMITTEE

- 8.1 FCSS/RCHHS Programs Risk assessment Report

9. DIRECTOR'S REPORT

- 9.1 2013 National Volunteer Appreciation Week
- 9.2 2012 Team Leaders Retreat
- 9.3 E.C. Mapping/ E.C. Development Coalition
- 9.4 Seniors Information Provider workshop
- 9.5 2nd Annual FCSS Charity golf Tournament Wrap up luncheon
- 9.6 Adult Day Support Program update

**12-11-07 MOTION:** By: P. Weeks: That the Rimbey FCSS/RCHHS accepts the increased funding for the Adult Day Support Program. Seconded by: M. Josephison.

CARRIED.

9.7 Home Care Contract

**12-11-08 MOTION:** By: P. McLaughlin: That the Director's Report be accepted as information.

CARRIED.

10. NEW BUSINESS

- 10.1 International Volunteer Day

**12-11-09 MOTION:** By: I. Steeves: That the Board approves up to \$300.00 to be spent on smacks for the International Volunteer Day event. Seconded by: P. Weeks.

CARRIED.

10.2 Rimbey FCSS Strategic Planning meeting summary

**12-11-10 MOTION:** By: M. Josephison: That the Board approves the presented Strategic Plan.  
Seconded By: I. Steeves.

CARRIED.

10.3 Rimbey Food Bank- Christmas Hamper Program- lunch

**12-11-11 MOTION:** By: V. Schneider: That the Board approves the Food Bank will contribute up to \$200.00 towards the lunch for the Volunteers with the Christmas Food Hamper program.  
Seconded by: P. Weeks.

CARRIED.

10.4 2013 FCSS agency Fundraiser plans

**12-11-12 MOTION:** By: P. McLauchlin: That the board approves to Host the 3<sup>rd</sup> Annual FCSS Charity golf Tournament and the funds raised be designated to go toward the Volunteer Center/Volunteer Development. Seconded By: I. Steeves.

CARRIED.

10.5 SIRC/SIRS recipient of \$\$ raised at 2012 fundraiser event

**12-11-13 MOTION:** By: I. Steeves: That the Board approves the amount of \$15,500.00 raised from the 2<sup>nd</sup> Annual FCSS Charity Golf tournament be used for staffing of the Seniors Information and Resource Centre/Seniors Information and Referral Service for two years. Seconded By: M. Josephison.

CARRIED.

10.6 2013 FCSS agency goals

**12-11-14 MOTION:** By: P. Weeks: That the Board adopt the FCSS 2013 Agency goals which include certifying two HCA at an expense of \$3600.00, the 3<sup>rd</sup> Annual FCSS Charity golf tournament, the Volunteer Fair, a new web page for the Agency, the "When I'm 64" Seminar and a BBQ for the community partnering with the Town of Rimbey and the County of Ponoka.  
Seconded By: V. Schneider.

CARRIED.

10.7 Central Alberta Immigrant women's Association request

**12-11-15 MOTION:** By: P. McLauchlin: That the Board approves the Agency to assist CAIWA in their project. Seconded By: P. Weeks.

CARRIED.

10.8 Contribution to staff social fund

**12-11-16 MOTION:** By: V. Schneider: That the Board approves \$1500.00 from the agency be put into the social fund for the staff Christmas Party on December 9, 2012. Seconded by: M. Josephison.

CARRIED.

10.9 Staff Bonus

**12-11-17 MOTION:** By: V. Schneider: That the Staffs Christmas Bonuses are based on the individual's vacation rate, with a minimum of \$100.00 and a maximum of \$1200.00. The staff member must have worked in the months of November and December to be eligible for the Christmas Bonus and to increase the Executive Director's bonus \$200.00 from last year's amount. Seconded by: I. Steeves.

CARRIED.

10.10 Purchase Server request

**12-11-18 MOTION:** By: I. Steeves: that the Board approves the Agency to purchase a new server but not to exceed \$10, 000.00. Seconded by: P. Weeks.

CARRIED.

10.11 "5 Years of Service Award"

10.12 Video Conference Status

10.13 Christmas Office hours

**12-11-19 MOTION:** By: M. Josephson: That the Board Approves the Agency office to close at 12 noon on December 24 & 31, 2012. Seconded by: P. Weeks.

CARRIED.

11. CORRESPONDENCE

11.1 FCSSAA congratulations-Award of Merit

11.2. 2012 Victim Services Unit- Gala event

11.3 Verbal correspondence from Rimoka- P. McLaughlin

11.4 October Payroll memo

11.5 FCSS Storybook

12. NEXT MEETING DATE – January 9<sup>th</sup> at 10:00 a.m. No meeting scheduled for December unless called by the Board Chairman.

13. ADJOURNMENT

**12-11-20 MOTION:** By: Teeuwsen-Hartford: That the Meeting adjourns at 12:10 p.m.

CARRIED.

14. BOARD SHARING TIME

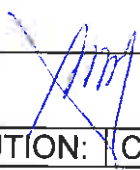
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N. Teeuwsen-Hartford, Chairperson

---

C. Simpson, Recording Secretary

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council Meeting	Meeting Date	January 28, 2013		
Agenda Item No.	8.3.	Confidential	Yes	No	XX
Topic	Council Reports				
Originated by	Tony Goode		Title	CAO	
<b>BACKGROUND:</b>					
The Mayor and Councillors provide reports on their activities.					
Documentation Attached:		Yes XX		No	
<b>DISCUSSION:</b>					
Attached are the following reports: 8.3.1 Mayor Ibbotson's written report 8.3.2 Councillor Rondeel's written report.					
<b>RECOMMENDED ACTION:</b>					
Recommend to accept Council reports as presented.					
CAO 					
<b>DISTRIBUTION:</b>	Council:	Admin:	Press:	Other:	



## Mayor's Report January 24, 2013

November 22. RC Strategies on recreation survey.

November 23.

- Attended the Bylaw committee to review draft MDP.
- Visited, with Gayle and Tony, Mrs Coers' Grade Six class to talk about municipal government.
- Conversations with Council.

November 28. Attended West Central Planning Agency budget meeting in Wetaskiwin. A deficit is forecast for 2013 of \$55,000. The County of Ponoka funded the intern position in 2012 and the county representative is going to ask his council to consider funding the position in 2013. The Board passed a motion recommending a 10% fee increase for member municipalities. This would increase revenue by an estimated 8500.00. The projected increase for Rimbey is approximately \$650.00 in 2013. The Board also passed a motion to have staff examine subdivision fees and to make recommendations for increases in the new year.

November 29. Capital budget meeting.

November 30. Bylaw committee reviewed draft MDP.

November 21. Rimoka meeting. Started at 9 am and met with residents to hear their concerns. Issues that

arose were carports and repairing appliances when they break down in a timely manner.

Rimoka Foundation is running a deficit of 250,000. The deficit is being addressed by rate increase of 100.00 per month per room, an increase of 125.00 per month for services provided at Reid Manor, a 5% increase in the requisition and taking money out of reserves. Reid Manor rents are paid to the provincial government and not to Rimoka. Rimoka has the contract to provide food, laundry, cleaning and programming. This contract operates at a loss.

December 6. Met with Water company to discuss effluent.

December 7. Coffee with Council. Two people attended to register their opposition to moving the Town office and expanding the Library. They feel the existing Library space is sufficient and the Town should not spend money to move.

December 7. Attended Santa Night at Paskapoo Park. An estimated 350 people attended on a minus 20 evening. The hot chocolate ran out and had to be replenished.

December 14. Bylaw committee met to review draft MDP.

December 14. Coffee with Council. One person stopped in chat.

December 14. Attended Santa Night at the Parkland Manor.

December 20. Attended Curling Club raffle draw and picked winning names from a drum.

December 21. Bylaw committee finished reviewing the draft MDP. Now it goes back to West Central Planners for revision.

December 21. Conversations with Council.

January 10. Attended the Family Fun Fair.

January 11. Bylaw committee.

January 16. Rimoka Board meeting. The Chair and Dennis Beesley are attending a meeting on January 30<sup>th</sup> with provincial officials. Dennis Beesley has been invited to sit on a steering committee that will review lodge programs and funding for facilities. Municipal Affairs has 265 million dollars allocated for lodge facilities. Hopefully, how the money is going to be disbursed will be disclosed on the 30<sup>th</sup>.

The majority of the meeting dealt with financial reports. Administration provided a Six Year Lodge Operating Review from 2008 to 2013 and is attached. The Lodge

Assistance Program Assistance grant has dropped \$136,000 dollars from 2011 to 2013 (projected numbers). The Requisition line is also important. The requisition in 2008 was \$105,000 and is budgeted at \$423,200 in 2013. The increase in 2009 was 5%, in 2010 it was 30%, in 2011 it was 51%, in 2012 it was 21% and this year the increase is 5%. Fewer residents are eligible for this program. Revenue is up 2% in this time, while expenses are up 19% . Mr. Beesely informed the board this is a general trend with facilities. Expenses are increasing faster than revenue.

January 18. Bylaw committee.

January 24. Sat in on budget meeting with Historical Society.

January 25. Bylaw committee.

**Golden Leisure Lodge, Parkland Manor Lodge  
Six Year Lodge Operating Overview  
For the Years 2008 - 2013**

	2008	2009	2010	2011	2012	2013 Budget	
<b>REVENUE</b>							
Rent, recoveries, other direct revenue	1,879,714	1,984,839	2,013,187	1,940,756	1,996,891	2,073,000	10%
Lodge Assistance Program Grant	475,480	494,758	555,893	562,836	471,721	426,000	-10%
Lodge Repair Grant	57,997	-	-	42,000	32,900	-	-100%
Interest, other revenue	88,416	70,800	61,893	64,678	53,504	49,200	-44%
	<b>2,501,607</b>	<b>2,550,397</b>	<b>2,630,973</b>	<b>2,610,270</b>	<b>2,555,016</b>	<b>2,548,200</b>	<b>2%</b>
<b>OPERATING EXPENSES</b>							
Food and operating supplies	375,998	415,053	417,560	395,254	459,313	479,000	27%
Utilities	246,738	288,814	302,079	349,827	334,811	350,500	42%
Maintenance	106,737	127,005	89,872	78,690	77,364	90,000	-16%
Wages and benefits	1,599,422	1,706,276	1,730,654	1,748,995	1,751,900	1,820,000	14%
All other	141,662	129,191	161,720	211,145	124,500	198,200	40%
	<b>2,470,557</b>	<b>2,666,339</b>	<b>2,701,885</b>	<b>2,783,911</b>	<b>2,747,888</b>	<b>2,937,700</b>	<b>19%</b>
<b>Surplus (deficit) regular operations</b>	<b>31,050</b>	<b>(115,942)</b>	<b>(70,912)</b>	<b>(173,641)</b>	<b>(192,872)</b>	<b>(389,500)</b>	<b>-1354%</b>
<b>Requisition</b>	<b>105,000</b>	<b>110,000</b>	<b>157,000</b>	<b>320,000</b>	<b>403,000</b>	<b>423,200</b>	<b>303%</b>
<b>Surplus (deficit) after requisition</b>	<b>136,050</b>	<b>(5,942)</b>	<b>86,088</b>	<b>146,359</b>	<b>210,128</b>	<b>33,700</b>	
<b>OTHER EXPENSES</b>							
Capital equipment purchases	-	-	-	-	9,000	7,000	
Capital maintenance projects	-	-	-	-	52,000	120,500	
CAO retiring allowance	-	-	-	145,000	-	-	
<b>Surplus (deficit)</b>	<b>136,050</b>	<b>(5,942)</b>	<b>86,088</b>	<b>1,359</b>	<b>149,128</b>	<b>(93,800)</b>	

## Councillor Rondeel's Report to January 18, 2013

I never handed in a written report for December, so I'll start this one where I left off in November.

- November 23rd, 12:15pm- visited Cathy Coors grade six class with Sheldon and Tony, discussed local politics and what kind of commitment it takes
- November 23rd, 2:00pm- Coffee with council
- November 27th, 5:00pm- Paul and I decorated the Town Office building at Pask A Poo Park
- November 28th, 10:00am- Santa night meeting at Pask A Poo,
- November 29th 9:30am- council meeting(grade six visit)
- November 30th, 9:00am,- bylaw meeting
- November 30th, 2:00pm- coffee with council
- December 2nd, 1:00pm- Christmas party Ponoka Lodge
- December 6th, 3:30pm committee of the whole meeting
- December 10th 9:30am council meeting
- December 10th capital budget meeting after council meeting
- December 12th, 12:00pm Christmas party, Ponoka Legacy Place
- December 14th, 9:00am bylaw meeting MDP
- December 14th 2:00pm coffee with council
- December 14th 5:00pm Handed out flowers and chocolates at the Lodge and Kansas Ridge I, II, with Sheldon and Paul M.
- December 19th 12:00 meeting at James Grill and Bar to plan Christmas Day Dinner, ( 12 helpers showed up to help plan).
- December 21st 9:00am bylaw MDP
- December 21st 2:00pm coffee with council
- December 24th 9:00am when shopping with Dave D. to purchase stuff for Christmas Day Dinner, Spent the day prepping at Legion with the greatest bunch of helpers
- December 25th Spent the day at the Legion enjoying the day with about 50 other people, It was a fun day.
- December 27th Spent the day returning all of the things that we borrowed for Christmas day
- January 3rd 10:00am Drop In center, work shop sponsored by FCSS and meal sponsored by RIMOKA- "When I'm 64".
- January 4th 8:45am, bylaw meeting Traffic Bylaw
- January 4th 2:00pm coffee with council
- January 7th 7:00pm Rec. Board meeting
- January 11th got my new kitchen today
- January 11th 2:00pm coffee with council
- January 16th 9:30pm RIMOKA meeting Golden Leisure Lodge, Ponoka
- January 18th 2:00pm coffee with council

Gayle, January 23rd 2013

# TOWN OF RIMBEY AGENDA ITEMS

Meeting	Council	Meeting Date	January 28, 2013		
Agenda Item No.	9.0	Confidential	Yes	No	XX
Topic	Correspondence				
Originated by	Tony Goode			Title	CAO
<b>BACKGROUND:</b>					
Documentation Attached:	Yes XX			No	
<b>DISCUSSION:</b>					
9.1 Heart and Stroke Foundation 9.2 Ponoka Air Cadets - Invitation 9.3 Ministers Seniors Service Awards 9.4 AltaLink Letter					
<b>RECOMMENDED ACTION:</b>					
Accept as information.					
<div style="display: flex; justify-content: space-between;"> <span>CAO </span> <span></span> </div>					
DISTRIBUTION:	Council:	Admin:	Press:	Other:	

**Jan 2, 2013**

**Town of Rimbey**

**Box 350**

**Rimbey, Alberta T0C 2J0**

**Dear Mayor Sheldon Ibbotson,**

Every February the Heart and Stroke Foundation celebrates Heart Month by holding its Person-to-Person Campaign. During this month, we rely on the dedication of thousands of volunteers who selflessly give their time by canvassing their neighbourhood to collect donations to help us reach our fundraising goals each year.

The Heart and Stroke Foundation protects the lives of all Canadians by funding world class scientific research which results in medical advancements, social change and education to prevent and reduce death and disability from heart disease and stroke. More than nine hundred hospital and university-based research teams depend on us year after year nationally. More specifically, the Heart and Stroke Foundation, provides Grant-In-Aid to, on average, seventy five researchers and research teams in Alberta every year.

February is recognized as Heart Month in Canada and the Central Alberta Red Deer office of the Heart and Stroke Foundation respectfully requests your proclamation of February 2013 as Heart Month in the Town of Rimbey. I would be grateful to receive notification of approval of this proclamation. To this end, I have enclosed a draft 'Proclamation' for your reference.

If I may provide any additional information, please contact me at your convenience. I can be reached at 403-342-4724 or by email at [tolivermccurdie@hsf.ab.ca](mailto:tolivermccurdie@hsf.ab.ca)

Sincerely,



Tammy Oliver-McCurdie, Area Manager





# Proclamation

To: Mayor Sheldon Ibbotson, Town of Rimbey

**February 2013**

**WHEREAS:** Heart disease and stroke are two of the three leading causes of death in Canada. Close to 70,000 Canadians die each year from heart disease and stroke. Nearly 75% of stroke survivors end up with some form of disability.

**AND WHEREAS:** The Heart and Stroke Foundation protects the lives of all Canadians by funding world class scientific research which results in medical advancements, social change and education to prevent and reduce death and disability from heart disease and stroke;

**AND WHEREAS:** February is Heart Month in Canada, during which the Heart and Stroke Foundation Person-to-Person Campaign takes place, to support on-going heart disease and stroke research and programs;

**AND WHEREAS:** We applaud and commend the thousands of volunteers, staff and researchers of the Heart and Stroke Foundation for their dedication and commitment and wish them continued success;

**I, THEREFORE:** proclaim that the month of February be observed as "Heart Month" in the Town of Rimbey. I further urge all citizens to co-operate with the Heart and Stroke Foundation Person-to-Person Campaign, and all civic, social and fraternal organizations and business establishments to give this campaign the greatest possible support. Put your heart into it and make a difference!

---

Mayor Sheldon Ibbotson





Dress Code for the evening  
is as follows:

Civilian: Semi-formal (church clothes)

Military Members: Mess kit or DEU2 with  
white shirt and bow tie

Cadets: Uniform with dress shirt and tie  
(Or white shirt and bow tie)



Royal Canadian Air Cadet #65  
Squadron requests the pleasure of your  
company at our  
16th Annual Dining In Night  
on Saturday,  
the 16th of February 2013  
at the  
Ponoka Legion Hall  
3911 Hwy 2a  
6:30 p.m.

Cost: \$20.00/person  
(No charge for Squadron 65 Cadets)

**Please indicate the names, titles of guests (ie  
Mr. Mrs. Ms. Sgt....) and which are cadets,  
on the back of the enclosed RSVP**

## PROTOCOL OF A DINING-IN NIGHT

**NOTE:** This Dining-In Night is classified as a Cadet function; hence, alcoholic beverages will not be served. Attendees are requested to refrain from consuming any alcoholic beverages for the entire evening

- 1830 hours Meet at the Royal Canadian Legion  
- Check the seating arrangement
- 1850 Trumpet call #1  
- First warning that dinner is imminent (now is the time to use the washrooms, because unless for medical reasons, protocol requires that diners do not leave the dining table once seated)
- 1855 Trumpet Call #2  
- Final warning  
- March into dining room

Please refrain from smoking throughout the dinner

**THE PORT** - with piper leading – the port is marched out to the HOST who tests its quality  
- The HOST then orders, “**Serve the Port**”  
- The servers will then pass a decanter of Port (grape juice) to a diner at the end of each table  
- That person serves him/herself then passes the decanter to the next person. **THE DECANTER MUST BE PASSED FROM HAND TO HAND** i.e. it must not be placed on the table until all persons at the table have been served

**LOYAL TOAST** - the head server advises the HOST that all diners have been served  
- OFFICIAL HOST rises, raps for attention and says, “**Mr PMC, The Queen**” then sits down (Mr PMC is the President of the Mess Committee)  
- Mr PMC rises, lifts his glass and announces, “**Ladies and Gentlemen, The Queen**”  
- All persons will stand to attention while the first six bars of God Save the Queen is played. At the end everyone raises their glass and says:  
“**The Queen**”, takes a sip of port then sits (do not ‘tink’ glasses)

**ADDITIONAL TOASTS** there will be three toasts in all: “The Queen”, “The Air Cadet League of Alberta”, and “The Parents” (everyone to stand for all except the latter)

**BREAK** - the HOST raps for attention and announces a 10-minute break. With the head table leading, all diners retire from the dining room. Please be back in your seats at the appointed time

### **INTRODUCTION OF HEAD TABLE**

- The head table will be introduced, then the guest of honour.

**REGIMENTAL MARCHES** - the Regimental Marches will be played in order of seniority beginning with the Navy, then Army, Air Force, CIC, RCMP and then the Chaplain’s.  
- Attendees with any military background or affiliation normally stand during the playing of his/her regimental march. At the end of the march, your affiliation is toasted by holding up your glass and saying, e.g. Navy/ Army/ Air Cadets or Air Force

- HOST thanks the kitchen and serving

**PRESENTATIONS** - presentation of awards and certificates.

2215 (approx) - End EX - everyone departs the dining room.  
The guests may, at their discretion, mingle or depart the Legion



**Ponofa Air  
Cadets  
Dining In Night  
2013**

Please reply on or before February 5, 2013

Will you be attending? Yes No

Please print the names and title of those attending on the back of this reply card. Indicate if attendee is a cadet.

2013

# Minister's Seniors Service Awards

**Help recognize  
individuals and  
organizations who  
volunteer to assist  
Alberta's seniors**





## MESSAGE FROM THE MINISTERS

We invite you to submit a nomination for the 2013 Minister's Seniors Service Awards.



Every day, Albertans are volunteering their time to make a difference in the lives of their fellow citizens. In many cases,

seniors are the recipients of these volunteers' generous support, and rightly so.

Alberta seniors contribute to our families and communities in so many ways, and their ability to make these contributions and enjoy a high quality of life often depends on the support of volunteers.

The Minister's Seniors Service Awards are a way to recognize the efforts of these volunteers and let them know how much we appreciate everything they do to improve the lives of seniors in our province.

If you know an individual or group who makes a positive difference to seniors in your community, please nominate them for a 2013 Minister's Seniors Service Award.

Award recipients will receive an invitation to a special recognition ceremony in June, as part of the celebrations for Seniors' Week 2013.

We appreciate your help in acknowledging these selfless volunteers and the valuable services they provide to our seniors.

**Fred Horne**  
*Minister  
Alberta Health*

**George VanderBurg**  
*Associate Minister  
of Seniors*

## CRITERIA

To be eligible for this award, the nominee must:

- be an Alberta resident of any age or an Alberta organization
- provide volunteer services directly to seniors in Alberta

## BUILDING A SUCCESSFUL NOMINATION

### Service for Seniors

Submissions should highlight volunteer service directed towards helping seniors.

### Letters of Support — Testimonials

One of the best ways to demonstrate the impact of the nominee's work is to provide testimonials. Ask those who benefit from or are aware of the nominee's work to provide letters of support.

### Summary of Volunteer Activities

Be specific about the activities that the nominee has been involved in and the length of each activity (e.g. two months, 10 years). The best way to do this is by providing a separate summary of the nominee's achievements.

### Photographs

Nominations may include photographs and other supporting materials. Please note that these will become the property of Alberta Health and will not be returned.

# 2013 MINISTER'S SENIORS SERVICE AWARDS NOMINATION FORM

## Part A — Nominee (Please select one – Individual or Organization)

Individual \_\_\_\_\_  
Home Address \_\_\_\_\_  
City \_\_\_\_\_ Alberta Postal Code \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

Organization \_\_\_\_\_  
Representative \_\_\_\_\_ Title \_\_\_\_\_  
Organization Address \_\_\_\_\_  
City \_\_\_\_\_ Alberta Postal Code \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

**Note: The nominee or official organization representative must sign Part C to be considered.**

## Part B — Nominator

Nominator \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Alberta Postal Code \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

## Part C — Signature of Nominee

The personal information collected on this form is collected under s. 33(c) of the FOIP Act and will only be used and disclosed to determine the Nominee's suitability and eligibility to receive the Minister's Seniors Service Award and for other reasonably related administrative purposes in accordance with the FOIP Act. If you are selected for an award, you hereby freely consent to the disclosure, in any fashion the Ministry deems appropriate, of your name, phone number, and any information provided as part of this nomination package, to any interested parties such as the media for interviews, stories and follow up. You also hereby consent to having your picture and other electronic likenesses or images taken of you at the awards ceremony and having those likenesses and images distributed publicly or disseminated in any fashion. If you have any questions about the collection, use or disclosure of your personal information you are encouraged to contact the following person prior to signing this consent form. For questions please contact: Kari-Ann Kuperis, 780-427-5289, Alberta Health, Communications, 22 Floor Telus Plaza NT, 10025 Jasper Avenue, Edmonton, AB T5J 1S6.

Nominee Signature \_\_\_\_\_ Date \_\_\_\_\_

## EVALUATION AND SELECTION

Volunteer service is evaluated based on:

- impact on seniors and community
- need for the service provided
- quality and diversity
- originality

A Nomination Review Committee, appointed by the Minister of Health, will review all nominations and forward recommendations to the Minister. The Minister of Health will select the award recipients.

The awards will be presented in June. Information about nominees and recipients will be released to the media and posted on [www.health.alberta.ca](http://www.health.alberta.ca)

## SUBMISSIONS

Forward complete nomination package to:

### By Mail

Minister's Seniors Service Awards  
Alberta Health  
Box 3100  
Edmonton, Alberta T5J 4W3

### By Courier Service

Minister's Seniors Service Awards  
Alberta Health  
6th Floor Standard Life Centre  
10405 Jasper Avenue  
Edmonton, Alberta T5J 4R7

## CHECKLIST

Is your nomination package complete?  
Please check the following:

- Does the nominee provide volunteer service for seniors?
- The nomination form is completed and legible.
- The nominee has signed Part C of the nomination form.
- At least two letters of support are attached (up to five letters).
- A summary of all the nominee's volunteer service for seniors is included.

## QUESTIONS?

Contact the Alberta Supports  
Contact Centre at **1-877-644-9992**.

## DEADLINE

To be considered, a complete nomination package must be received by **February 28, 2013**.

December 10, 2012

**Western Alberta Transmission Line  
Notice of project approval**

Thank you for your ongoing participation in the Western Alberta Transmission Line project. Subsequent to a public hearing held in Red Deer this summer, the Alberta Utilities Commission (AUC) has approved the majority of the preferred route submitted by AltaLink.

The AUC has also:

- approved the Crossfield Tie Option
- directed AltaLink to use tubular structures for a portion of the route east of the Gleniffer Reservoir
- directed AltaLink to investigate a minor adjustment near where the route crosses Highway 2 east of Crossfield

We will work with landowners and other stakeholders in the Crossfield area to identify route options with the lowest overall impact. We will provide alternate route options to the AUC for consideration.

The approved route, including the alterations noted above and the route options rejected by the AUC are identified on the maps included in this package.

**The project**

The approved route connects the Genesee and Langdon areas. This route:

- is approximately 350 kilometres long
- parallels 220 kilometres of existing transmission lines west of Highway 2

**Next steps**

Some preparations for construction and geo-technical surveys have already begun. Early in 2013, we will begin other initiatives, including:

- securing remaining easements for the transmission line
- completing competitive tendering for construction
- preparing the construction areas
- getting work crews in place

We expect construction will take about two years and the line will be in service in the spring of 2015. Where construction activities are required on private property, we will contact you in advance to discuss the specific dates and times we will require access to your property.

Depending on where you are in relation to the project, you may see or hear:

- noise and construction crews
- tree and vegetation clearing
- transmission structure construction
- wire stringing on the transmission structures
- work at an existing substation
- construction of a new substation





If you have a wetland on your property, you may receive notification via registered letter that AltaLink has applied to Alberta Environment and Sustainable Resource Development for a *Water Act* approval. This approval is required if construction activities are expected to occur in or around that wetland.

If you have any questions please contact the Right-of-Way coordinator designated to your area. Their contact information is at the end of this letter.

**Contact us**

Stakeholder input has been critical in determining the best solution for this project. We are available to address any questions or concerns you may have. Call us at 1-877-267-5973 (toll-free) anytime.

We also have four Right-of-Way Coordinators dedicated to landowners impacted by the Western Alberta Transmission Line. Please contact the Coordinator responsible for your area, as indicated on the list below, if you have any questions or concerns.

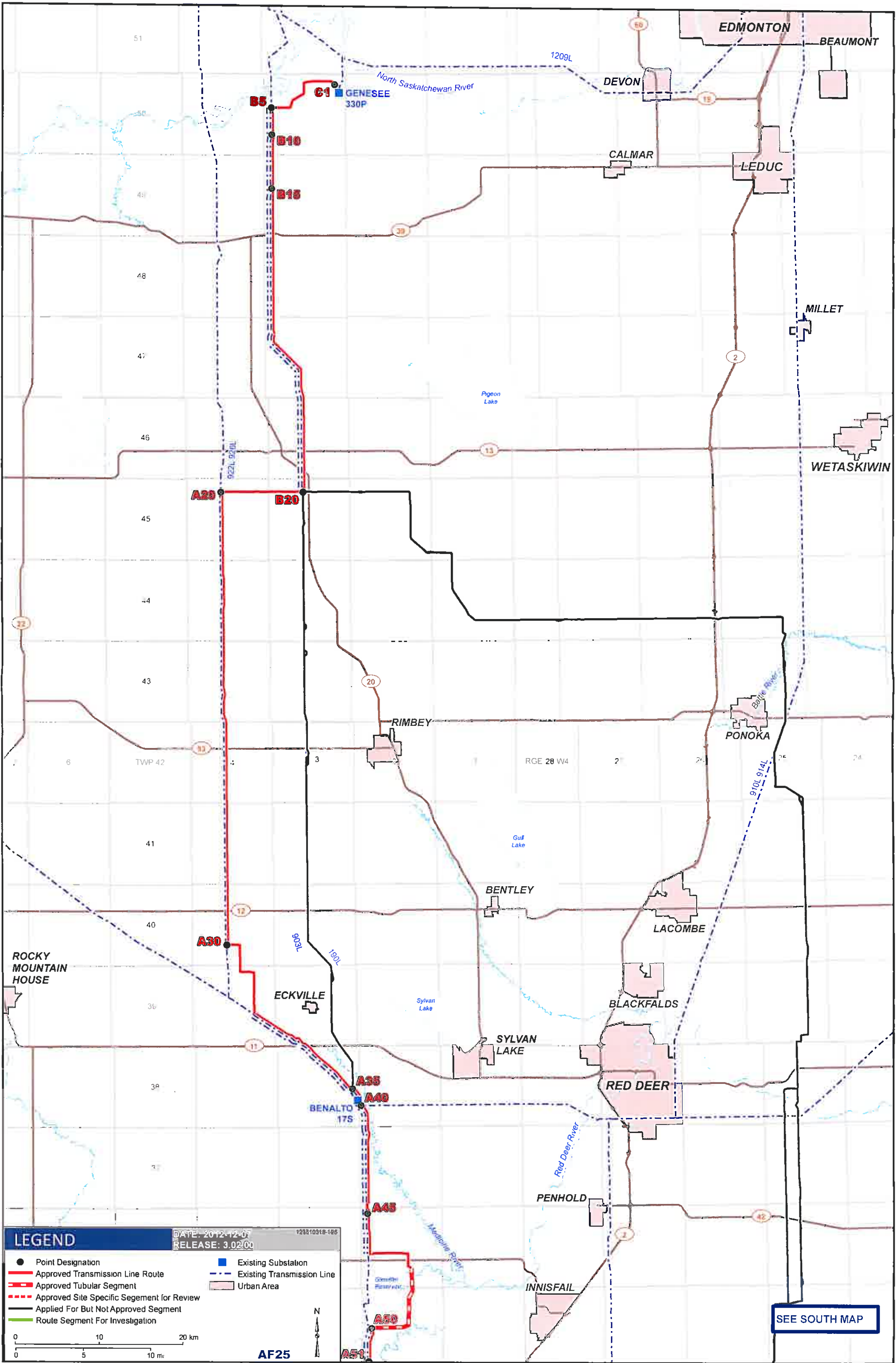
Genesee to Town Lake/Winfield area - Dwane Stauffer - 403-588-3015  
Winfield/Town Lake to Benalto area - Blair Steeves - 403-506-5171  
Benalto to Madden area - Tom Morgan - 403-863-8777  
Madden to Langdon area - Jason Pigeon - 403-473-6661  
Chad Huseby is also available at 403-877-1372

Further information about this project and an interactive map showing the approved transmission line route is available on [www.altalink.ca/westernline](http://www.altalink.ca/westernline).

You can also read the AUC's decision at <http://www.auc.ab.ca/applications/decisions/Decisions/2012/2012-327.pdf>.

Sincerely,

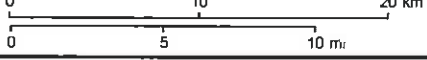
Pat McKenna  
Director, Western Alberta Transmission Line  
AltaLink



DATE: 2012-12-07  
 RELEASE: 3.02.00  
 128810318-185

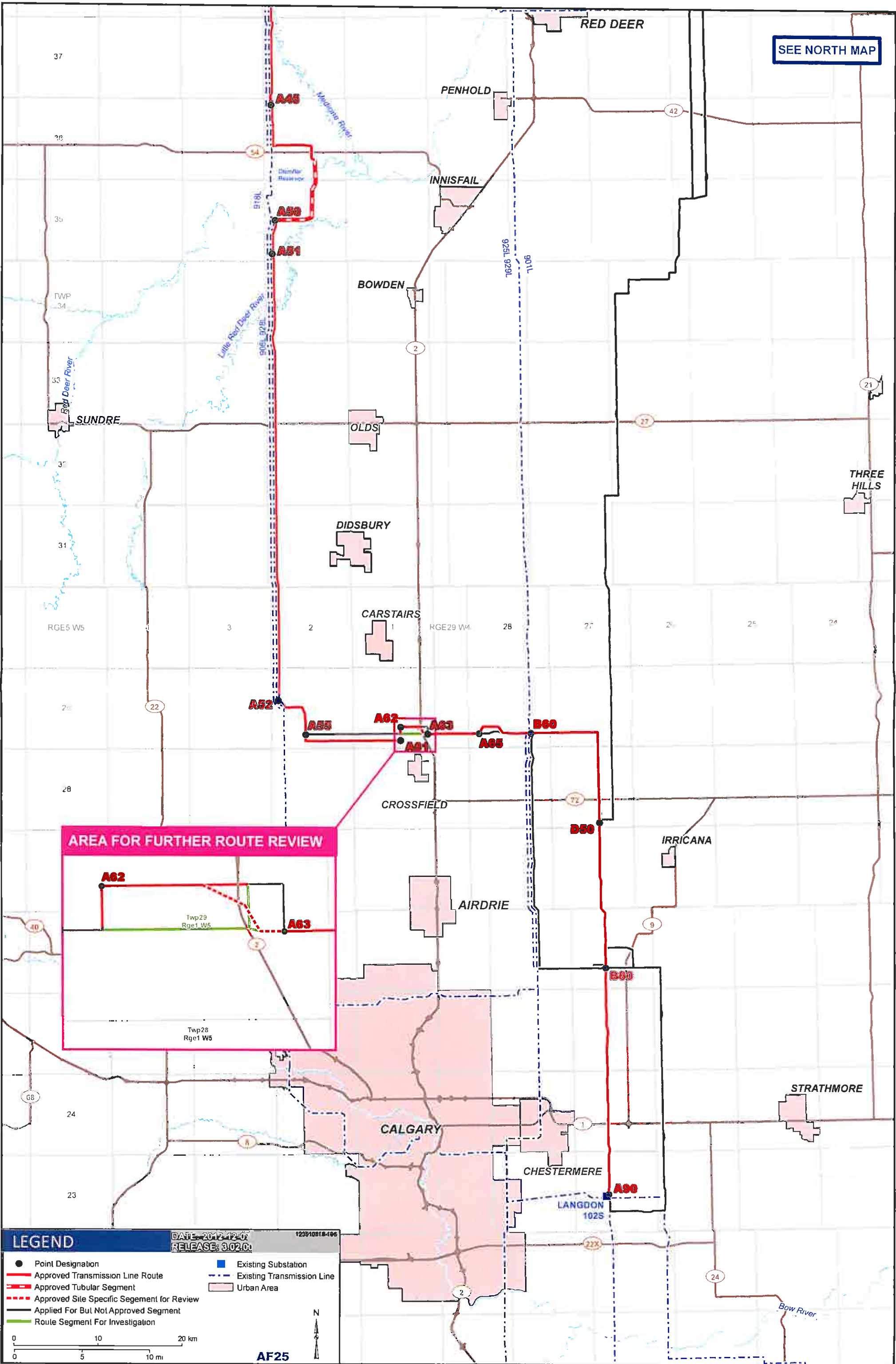
**LEGEND**

- Point Designation
- Approved Transmission Line Route
- - - Approved Tubular Segment
- - - Approved Site Specific Segment for Review
- - - Applied For But Not Approved Segment
- Route Segment For Investigation
- Existing Substation
- - - Existing Transmission Line
- Urban Area



SEE SOUTH MAP

SEE NORTH MAP



**AREA FOR FURTHER ROUTE REVIEW**

A62

A63

Twp29 Rge1 W5

Twp28 Rge1 W5

**LEGEND**

● Point Designation

— Approved Transmission Line Route

— Approved Tubular Segment

— Approved Site Specific Segment for Review

— Applied For But Not Approved Segment

— Route Segment For Investigation

■ Existing Substation

--- Existing Transmission Line

■ Urban Area

DATE: 2012-12-07  
RELEASE: 3.02.01

123510818-106

0 10 20 km  
0 5 10 mi

AF25