

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON TUESDAY NOVEMBER 7, 2017 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

1	Call to Order Regular Council Meeting & Record of Attendance	
2.	Agenda Approval and Additions	1
3.	Minutes	
4.1	Minutes of Regular Council Meeting September 25, 2017	2-4
4.2	Minutes of Organizational Meeting October 23, 2017	5-7
4.	Public Hearings - None	
5.	Delegations	
5.1	Tagish Engineering Ltd.– Project Update for Council	8
6.	Bylaws - None	
7.	New and Unfinished Business	
7.1	Planning and Development Overview	9
7.2	Parkland Regional Library	10-31
7.3	Town of Rimbey Entrance Signs	32-34
7.4	Family Violence Month Proclamation	35-37
7.5	National Additions Awareness Week Proclamation	38-42
8.	Reports	
8.1	Department Reports - None	
8.2	Boards/Committee Reports	43
8.2.1	Rimoka Housing Foundation Minutes June 21, and September 13, 2017	44-52
8.2.2	Rimoka Housing Foundation Email Motion July 17, 2017	53
8.2.3	Rimbey Municipal Library Minutes May 15, 2017	54
8.2.4	Tagish Engineering Ltd. Project Status Update September 28, and October 26, 2017	55-59
8.2.5	Beatty Heritage House Society Minutes Sept 5, 2017	60
8.2.6	Rimbey Historical Society Minutes Sept 20, 2017	61-63
9.	Correspondence	64
9.1	Letter from Central Alberta Immigrant Women’s Association.....	65
9.2	Letter from Heather Sweet – MLA, Edmonton-Manning	66-72
9.3	Letter from Chuck Hendricks	73
10.	Open Forum (Bylaw 924/16– Council Procedural Bylaw Part XXI 1.The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.	
11.	In Camera	
11.1	Land (Pursuant to Division 2, Section 24(1) of the Freedom of Information and Protection of Privacy Act)	
11.2	Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act)	
11.3	Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act)	
11.4	Personnel (Pursuant to Division 2, Section 17(2) of the Freedom of Information and Protection of Privacy Act)	
11.5	Legal (Pursuant to Division 2, Section 27(1) of the Freedom of Information and Protection of Privacy Act)	
12.	Adjournment	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON
MONDAY, SEPTEMBER 25, 2017 IN THE COUNCIL CHAMBERS OF THE
TOWN ADMINISTRATION BUILDING

1. Call to Order Mayor Pankiw called the meeting to order at 7:00 pm, with the following in attendance:
- Mayor Pankiw
Councillor Godlonton
Councillor Jaycox
Councillor Payson
Councillor Webb
Chief Administrative Officer – Lori Hillis, CPA, CA
Director of Finance – Wanda Stoddart
Contract Development Officer – Liz Armitage
Recording Secretary – Karen Dawn
- Absent:
Director of Public Works – Rick Schmidt
Director of Community Services – Cindy Bowie
- Public:
Treena Mielke, Rimbey Review
7 members of the public
2. Adoption of Agenda 2.1 September 25, 2017 Agenda
Motion 254/17
- Moved by Councillor Godlonton to accept the Agenda for the September 25, 2017 Regular Council Meeting, as presented.
- CARRIED
3. Minutes 3.1. Minutes of Regular Council Meeting September 11, 2017
Motion 255/17
- Moved by Councillor Jaycox to accept the Minutes of the Regular Council Meeting of September 11, 2017, as presented.
- CARRIED
4. Public Hearings 4.1 Public Hearings - None
5. Delegations 5.1 Blindman Youth Action Society – Janet Stout
Motion 256/17
- Moved by Councillor Webb to accept the presentation from Janet Stout of the Blindman Youth Action Society, as information.
- CARRIED
- 7:18 pm 4 members of the public departed.
6. Bylaws 6.1 Bylaws - None
7. New and Unfinished Business 7.1 Franchise Fees – Fortis Alberta
Motion 257/17
- Moved by Councillor Jaycox to increase the Fortis Alberta Inc. Franchise fee by 1% from 14% to 15% for the 2018 budget year.

CARRIED

7.2 Policy 6102 - Signs on Town Owned PropertyMotion 258/17

Moved by Councillor Webb to approve Policy 6102 Signs on Town owned property, as presented.

CARRIED

8. Reports

8.1 Department Reports

- 8.1.1 Chief Administrative Officer Report
- 8.1.2 Director of Finance Report
- 8.1.3 Director of Public Works Report
- 8.1.4 Director of Community Services Report
- 8.1.5 Development Officer Report

Motion 259/17

Moved by Councillor Godlonton to accept the department reports, as information.

CARRIED

8.2 Boards/Committee Reports

- 8.2.1 Tagish Engineering Ltd. Project Status Updates to Aug 31, and September 19, 2017
- 8.2.2 Beatty Heritage House Society Minutes of July 4, 2017
- 8.2.3 Beatty Heritage House Society Minutes of Aug 7, 2017

Motion 260/17

Moved by Councillor Jaycox to accept the Tagish Engineering Ltd Project Status Update to August 31, and September 19, 2017, and the Beatty Heritage House Society Minutes of July 4 and August 31, 2017, as information.

CARRIED

8.3 Council Reports

- 8.3.1 Mayor Pankiw's Report
- 8.3.2 Councillor Godlonton's Report
- 8.3.3 Councillor Jaycox's Report
- 8.3.4 Councillor Payson's Report
- 8.3.5 Councillor Webb's Report

Motion 261/17

Moved by Councillor Godlonton to accept the reports of Council, as information.

CARRIED

9. Correspondence Correspondence - None10. Open Forum 10.1 Open Forum

One person spoke regarding the COP meeting at Liberty Hall and the success of it with a large number in attendance.

Mayor Pankiw recessed the Council Meeting at 7:43 pm.

3 members of the public and Treena Mielke of the Rimbey Review departed the Council Meeting at 7:43 pm.

Mayor Pankiw reconvened the Council Meeting at 7:47 pm.

11. In Camera

11.1 Legal (Pursuant to Division 2, Section 27(1) of the Freedom of Information and Protection of Privacy Act

Motion 262/17

Moved by Councillor Godlonton for the Council meeting go in camera at 7:47 pm, pursuant to Division 2, Section 27(1) of the Freedom of Information and Protection of Privacy Act, with all Council, Chief Administrative Officer Lori Hillis, Director of Finance Wanda Stoddart, Development Officer Liz Armitage and Recording Secretary Karen Dawn to discuss legal issues.

CARRIED

Motion 263/17

Moved by Councillor Jaycox the Council meeting reverts back to an open meeting at 8:17 pm.

CARRIED

Motion 264/17

Moved by Councillor Godlonton to table the discussion regarding the sale of Town owned land until the first Meeting in November.

CARRIED

Motion 265/17

Moved by Councillor Webb to join Ponoka County in the Simpson Road Reconstruction Project with the \$200,000 cost coming from Road Reserves.

CARRIED

12. Adjournment

Motion 266/17

Moved by Councillor Webb to adjourn the meeting.

CARRIED

Time of Adjournment: 8:18 pm.

 MAYOR RICK PANKIW

 CHIEF ADMINISTRATIVE OFFICER LORI HILLIS

TOWN OF RIMBEY

TOWN COUNCIL ORGANIZATIONAL MEETING

MINUTES OF THE ORGANIZATIONAL MEETING OF TOWN COUNCIL HELD ON MONDAY, OCTOBER 23, 2017 IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

1. Call to Order Chief Administrative Officer Lori Hillis called the meeting to order at 6:30 pm. with the following in attendance:

Rick Pankiw
Bill Coulthard
Lana Curle
Paul Payson
Gayle Rondeel
Recording Secretary – Kathy Blakely

Public:
4 members of the public
Treena Mielke, Rimbey Review
Mr. Richard Gregory, Sirrs LLP

Mr. Richard Gregory of Sirrs LLP swore in Mayor Pankiw and Councillors Coulthard, Curle, Payson and Rondeel.

Mr. Richard Gregory departed the Organizational Meeting at 6:37 pm.

Mayor Pankiw assumed the Chair.

2. Adoption of Agenda 2.1 October 23, 2017 Agenda
4.2 AUMA Convention (addition)

Motion 267/17

Moved by Councillor Coulthard to accept the Agenda for October 23, 2017 Organizational Council Meeting as amended.

CARRIED

3. Schedule 3.1. Council Meeting Dates and Times

Motion 268/17

Moved by Councillor Coulthard to schedule Regular Council Meetings on the second and fourth Tuesdays of each month with the second Tuesday of the month meeting commencing at 5:00 pm and the fourth Tuesday of the month meeting commencing at 3:00 pm, with the exception of January, February and March whereby the fourth Tuesday of the month meetings will commence at 1:00 pm.

CARRIED

Motion 269/17

Moved by Mayor Pankiw there only be one meeting in December 2017 on the second Tuesday, December 12, 2017, commencing at 5:00 pm and only one meeting per month in the months of July and August 2018, being the fourth Tuesdays, July 24 and August 28, 2017, both commencing at 3:00 pm.

CARRIED

4. Conventions 4.1 AAMD&C Convention

Motion 270/17

Moved by Mayor Pankiw to hold a Regular Scheduled Council meeting on November 7, 2017 commencing at 5:00 pm, as opposed to the Regular Scheduled Council Meeting on November 14, 2017, due to conflict of dates with the Conventions.

CARRIED
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Motion 271/17

Moved by Mayor Pankiw Councillor Coulthard will attend the 2017 AAMD&C Fall Convention November 14 to November 17, 2017 with Mayor Pankiw.

CARRIED

4.2 AUMA ConventionMotion 272/17

Moved by Councillor Payson to authorize Councillor Rondeel to attend the AUMA Pre Convention Courses, if they are available.

CARRIED

Motion 273/17

Moved by Mayor Pankiw to accept the information regarding the AUMA Convention as information.

CARRIED

5. Appointments

5.1 AuditorMotion 274/17

Moved by Councillor Curle to accept the notification of Senuik & Company Services Agreement, as previously appointed, as information.

CARRIED

5.2 AssessorMotion 275/17

Moved by Councillor Coulthard to accept the notification of Municipal Property Consultants Services Agreement, as previously appointed, as information.

CARRIED

5.3 Engineering ServicesMotion 276/17

Moved by Councillor Payson to accept the notification of Tagish Engineering Ltd. Services Agreement, as previously appointed, as information.

CARRIED

5.4 Planning and Development OfficerMotion 277/17

Moved by Councillor Payson to table discussions regarding Vicinia Planning + Engagement Inc. to the November 7, 2017 Regular Council Meeting.

CARRIED

Motion 278/17

Moved by Councillor Curle to have Elizabeth Armitage of Vicinia Planning + Engagement Inc. do a presentation on Planning and Development at the Regular Council scheduled for November 7, 2017.

CARRIED

5.5 Legal Services

Motion 279/17

Moved by Councillor Coulthard to appoint Brownlee LLP, Sirrs LLP and Chapman Riebeek LLP as the legal team for the Town of Rimbey.

CARRIED

5.6 Board Appointments

Motion 280/17

Moved by Mayor Pankiw to accept all Board appointments according to Schedule A attached, and forming part of these minutes.

CARRIED

5.7 Subdivision and Development Appeal Board

Motion 281/17

Moved by Councillor Coulthard to continue to advertise for the vacancies on the Subdivision and Development Appeal Board.

CARRIED

6. Adjournment

Motion 282/17

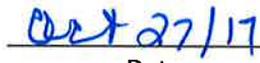
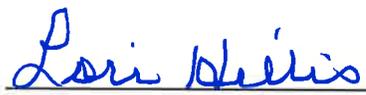
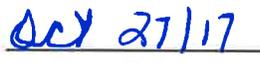
Moved by Councillor Curle to adjourn the meeting.

CARRIED

Time of Adjournment: 7:45 pm.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER LORI HILLIS

Council Agenda Item	5.1
Council Meeting Date	November 7, 2017
Subject	Delegation – Tagish Engineering Ltd. Projects Status Update
For Public Agenda	Public Information
Background	Administration has requested Greg Smith of Tagish Engineering Ltd. to attend Council to bring Council up to date on the Town of Rimbey’s projects.
Discussion	
Relevant Policy/Legislation	
Options/Consequences	
Financial Implications	
Attachments	
Recommendation	
Prepared By:	
 _____ Lori Hillis, CPA, CA Chief Administrative Officer	 _____ Date
Endorsed By:	
 _____ Lori Hillis, CPA, CA Chief Administrative Officer	 _____ Date

Council Agenda Item	7.2
Council Meeting Date	November 7, 2017
Subject	Parkland Regional Library Board
For Public Agenda	Public Information
Background	The Town of Rimbey became a member of the Parkland Regional Library in November 1997. The Town of Rimbey pays a cost per capita to be a member.
Discussion	The Parkland Regional Library Board is requesting approval of the 2018 increase to their requisition. The Town of Rimbey paid a \$19,119.12 requisition in 2017. The estimated requisition in 2018 is \$19,309.36. The estimated difference is \$190.24. The increase to the municipal per capita requisition is eight cents per capita or 1%.
Relevant Policy/Legislation	Parkland Regional Library Agreement signed in November 1997. Clauses 8.1, 8.2, 8.3
Options/ Consequences	
Financial Implications	2018 requisition estimated \$19,306.36
Attachments	Parkland Regional Library letter and proposed budget
Recommendation	Administration recommends Council approve the Parkland Regional Library estimated 2018 requisition of \$19,306.36.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Oct 27/17

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

Oct 27/17

Date



5404 - 56 Avenue
Lacombe, AB T4L 1G1

Ph. (403) 782-3850
Fax. (403) 782-4650

Parkland Regional Library

Cooperation ■ Innovation ■ Service

September 19, 2017

Ms. Lori Hillis, Manager
Town of Rimbey
Box 350
Rimbey, AB T0C 2J0

Dear Ms. Hillis:

Please find attached a print copy of the 2018 budget for Parkland Regional Library. You are also being sent an electronic copy as well.

The Parkland Regional Library Board requests that your council approve the 2018 increase to the requisition and notifies PRL before November 1st. That way any budget revisions can be addressed at the PRL Board meeting on November 9th.

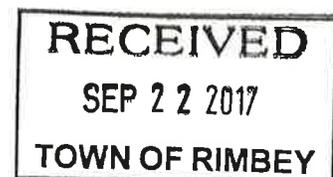
I am available to speak to your council regarding PRL's budget. If you have any questions, please contact me.

Sincerely,

Ronald J. Sheppard, Director

RS:aa

Attachs.



Notes for the Parkland Regional Library Budget 2018

- Generally, speaking, PRL budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level.
- For 2018, the increase to the municipal per capita requisition is eight cents or 1% per capita.
- Based on estimates, this means for 2018, PRL is only asking its member municipalities for \$16,890.88 above the 2017 requisition.
- For 2018, we project that the provincial operating grant to regional systems will remain at \$4.70 per capita and \$5.55 per capita for the rural library service grant.
- We assume that provincial grant levels will be based on 2016 population statistics.
- For 2018 we estimated that approximately 42% of Parkland's income will come from the Government of Alberta.
- Allotment funds issued to libraries (line 2.2) remains unchanged at \$1.13 per capita.
- Computer Maintenance Agreements. Software Licences (Line 2.4) has increased due to escalating software costs.
- Internet Connection Fees (Line 2.8) has been reduced significantly by switching internet service provider.
- Line 2.17, eContent Materials Allotment has been reduced primarily because we have had to decrease support of the hoopla digital media streaming service.
- The 2018 budget supports a new, revised salary grid.
- Individual steps on the salary grid have been reduced from 5% to 2.5%.
- The grid, beginning in 2019, will have a cost of living allowance (COLA) added to it in order to keep the grid up to date.

The Town of Rimbey paid a \$19,119.12 requisition in 2017 to Parkland. In 2018, we estimate the Town of Rimbey will pay \$19,309.36. The estimated increase between the 2017 and 2018 requisition is \$190.24.

Please note that the 2018 amount is only an estimate and subject to change in accordance with PRL's membership agreement which states municipalities will be invoiced using the most current population statistics available in 2018.



Proposed BUDGET 2018

Proposed 2018 Budget
PARKLAND REGIONAL LIBRARY

	Present Budget	Proposed Budget
	2017	2018
Income		
1.1 Provincial Grants	1,088,682	1,100,455
1.2 Membership Fees	1,689,091	1,711,794
1.3 Alberta Rural Library Services Grant	428,737	428,738
1.4 Interest Income	35,000	27,000
TOTAL Income	3,241,510	3,267,987
Support Materials & Services Directly to Libraries		
2.1 Alberta Rural Library Services Grant	428,737	428,738
2.2 Allotment Funds issued to Libraries	237,404	239,125
2.3 Cataloguing Tools	4,000	4,000
2.4 Computer Maint. Agree. Software licenses	145,000	164,081
2.5 eContent Platform fees, Subscriptions	17,750	18,250
2.6 FN Provincial Grant expenses	20,000	
2.7 Freight	7,500	7,500
2.8 Internet Connection Fees	23,500	10,800
2.9 Member Library Computers	63,027	63,245
2.10 Outlets - Contribution to Operating	800	800
2.11 Periodicals	1,975	1,975
2.12 Postage Reimbursement	8,000	7,000
2.13 Supply purchased Cataloguing/Mylar	0	25,000
2.14 Vehicle expense	41,000	37,000
2.15 Workshop/Training expense	15,000	15,000
PRL Circulating Collections		
2.16 Audio Book	5,500	5,000
2.17 eContent	92,000	80,600
2.18 Large Print	13,000	13,000
2.19 Programming Box	750	750
2.20 Reference	6,000	6,000
TOTAL Support Materials & Services Directly to Libraries	1,130,943	1,127,864
Cost of Services		
3.1 Audit	14,000	16,200
3.2 Bank expenses	1,500	1,500
3.3 Bank Investment Fees	4,500	4,500
3.4 Building-Repairs/Maintenance	28,000	28,000
3.5 Communications/Marketing/Advocacy	7,000	5,000
3.6 Continuing Education	20,000	20,000
3.7 Dues/Fees/Memberships	11,000	11,500
3.8 Insurance	15,500	13,750
3.9 Janitorial expense	29,000	29,500
3.10 Legal/Consulting/Advocacy	2,000	0
3.11 Photocopy/Printing	9,000	9,000
3.12 Postage	6,000	5,000
3.13 Promotion/Trade Shows/Publicity	6,500	6,500
3.14 Recruitment/Advertising	1,500	0
3.15 Salaries	1,498,321	1,537,027
3.16 Salaries - Employee Benefits	325,885	338,146
3.17 Supplies/Stationery/Building	40,861	30,000
3.18 Telephone	13,000	12,500
3.19 Travel	15,000	15,000
3.20 Trustee expense	25,000	22,000
3.21 Utilities	37,000	35,000
TOTAL Cost of Services	2,110,567	2,140,123
TOTAL Expenses (library materials & cost of service)	3,241,510	3,267,987
Surplus/Deficit		0
AMOUNT PER CAPITA REQUISITION	8.04	8.12

1%

Notes for the Parkland Regional Library Budget 2018

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library Agreement. According to clause eight of the agreement – Library System Budget:

- 8.1 The PRL Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]*
- 8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRL Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRL Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.*
- 8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.*
- 8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRL Board.*
- 8.5 The PRL Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.*
- 8.6 Notwithstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.*

Generally speaking, PRL budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. The increase to the municipal per capita requisition is eight cents or 1%. Based on estimates, this means for 2018, PRL is only asking its member municipalities for \$16,890.88 above the 2017 requisition.

In the budget, nine expense lines of the budget experienced increases, twelve lines had decreases, and sixteen lines remained at the 2017 level. One new budget line was added and three were eliminated altogether.

PRL's budget projections for 2018 uses the information supplied by the Public Library Services Branch, Alberta Municipal Affairs. For 2018, we project that the provincial operating grant to regional systems will remain at \$4.70 per capita and \$5.55 per capita for the rural library service grant. We also assume that grant levels will be based on 2016 population statistics. For 2018 it is estimated that approximately 42% of Parkland's income will come from the Government of Alberta.

Points within the budget to note include:

Under Income:

- For budgeting purposes, the provincial operating grant for regional systems is calculated using 2016 population statistics and \$4.70 per capita. First Nations (FN) Provincial Grant income is calculated at \$10.25 per capita and is based on a total reserve residence population of 10,695. This grant is supposed to be ongoing (line 1.1).

Under Library Materials:

- Allotment funds issued to libraries (Line 2.2) is set to remain at the 2017 rate of \$1.13 per capita.
- Computer Maintenance Agreements. Software Licences (Line 2.4) has increased due to escalating software costs.
- Line 2.6, First Nations (FN) Provincial Grant expense line was eliminated due to other budgeting priorities.
- Internet Connection Fees (Line 2.8) has been reduced significantly by switching PRL's internet service provider.
- Line 2.17, eContent Materials Allotment has been reduced primarily because PRL has had to decrease its support of the hoopla digital media streaming service.

Under Cost of Service

- Line 3.10, Legal/Consulting/Advocacy has been eliminated.
- Line 3.14, Recruitment/Advertising has been eliminated.

The 2018 budget also supports a new, entirely revised salary grid. Individual steps on the grid have been reduced from 5% to 2.5%. The grid, beginning in 2019, will also have a cost of living allowance (COLA) added to it in order to keep the grid up to date. It is hoped this new grid will be both fair to employees and acceptable to Parkland's funders.

In section 1 of the Budget Supplement document that follows the budget notes, you will see there are two vehicles being purchased in 2018. In the same section, there is one transfer from the Technology reserve. This will pay for routine planned computer hardware purchases and computers for both PRL and member libraries.

In section 3 of the Budget Supplement is the amount of \$63,245 that will be transferred into the Technology Reserve (matching line 2.9 in the Budget under Support Materials & Services Directly to Libraries).

Section 5 of the Budget Supplement, shows the estimated amount needed to cover off the amortization expense for purchases made prior to Dec 31, 2008 before the Amortization Reserve was created.

Also of note, at the end of May 2018, the Summer Village of White Sands completes its four year locked in rate as a new member of regional system. According to the PRL master agreement, when municipalities join the regional systems, they do not receive a rate increase within the first four years of joining.

Brief Notes – September 2018

INCOME

- 1.1 The Operating grant is an estimate, based on announcement from the Public Library Services Branch (PLSB) calculated at \$4.70 per capita. The First Nations grant for reserve residents is calculated at \$10.25 per capita
- 1.2 Estimated requisition to municipalities to balance budget
- 1.3 Estimate, based on announcement from PLSB and calculated at \$5.55 per capita
- 1.4 Reduced to reflect the anticipated returns on investments

LIBRARY MATERIALS

- 2.1 Estimate, based on announcement from PLSB – see 1.3 above
- 2.2 Reflects allotment rate of \$1.13 per capita
- 2.3 Based on actual costs and held at 2017 rate
- 2.4 Line increased to allow for the purchase of non-capital hardware and misc. IT items such as adapters, cables, and supplies. In addition, the US dollar has increased some of our licensing costs upon renewal. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRL and member library computers, PRL's management of wireless networks
- 2.5 Line to pay for platform fees/subscriptions for eContent
- 2.6 This line eliminated due to other budget priorities, was used in 2017 to spearhead outreach activities and services to First Nations (FN)
- 2.7 Held at \$7,500
- 2.8 Reduced additional internet bandwidth was necessary - savings were found due to obtaining a new internet service provider
- 2.9 Based on current population at \$0.30 per capita
- 2.10 Held at \$800
- 2.11 Held at the 2017 amount
- 2.12 Reduced slightly – based on the last two years actual cost
- 2.13 New line for purchasing library material processing such as mylar book covers, cataloguing records, and multimedia cases
- 2.14 Based on anticipated maintenance costs for three vehicles and fuel, and a 5 year review of actual costs – reduced to \$37,000 partly due to lower fuel costs
- 2.15 Held at 2017 level of \$15,000 used for projects for training library managers and staff, and library conference expenses

PRL Circulating Collections

- 2.16 Reduced slightly to \$5,000
- 2.17 Line reflects materials allotment for the purchase of eContent, reduced in 2018 due to the need to restrict the hoopla streaming media service
- 2.18 Held at the 2017 amount
- 2.19 Held at the 2017 amount
- 2.20 Held at the 2017 amount

COST OF SERVICES

- 3.1 The fee for 2018 is \$16,200, also covers the annual legal letter required from PRL's lawyer for the auditor
- 3.2 Held at \$1,500 - to cover the cost of cheques and electronic banking services
- 3.3 Held at \$4,500
- 3.4 Held at \$28,000 - based on five-year averages
- 3.5 Line used by Parkland staff to provide tools for marketing, advocacy and other initiatives for PRL and member library staff and boards – reduced to \$5,000
- 3.6 Held at \$20,000
- 3.7 Increased slightly to \$11,500 – to cover PRL's cost to belong to member organizations (e.g. LAA, ALTA, TAL, etc.)
- 3.8 Reduced slightly to \$13,750 based on a 5 year review of actual costs
- 3.9 Increased slightly to \$29,500 – includes snow removal, yard maintenance, and janitorial services
- 3.10 Line eliminated – will use reserve funds should the need arise
- 3.11 Held at \$9,000
- 3.12 Reduced slightly to \$5,000 – based on five year averages
- 3.13 Held at \$6,500
- 3.14 Line eliminated - will use reserve funds should the need arise
- 3.15 Increased to reflect predicted staff salary costs based on current staff levels
- 3.16 Increased to reflect predicted staff benefits costs based on current staff levels
- 3.17 Reduced as miscellaneous IT purchases are moved to line 2.4, and mylar processing (book jacket covers) moved to new line 2.13 - based on a five-year review
- 3.18 Reduced slightly, based on actual - \$12,500
- 3.19 Held at 2017 level - \$15,000
- 3.20 Reduced to \$22,000 to support trustee activities
- 3.21 Based on five-year averages – reduced slightly to \$35,000

Complete Notes to the 2018 Budget

Proposed 2018 Budget PARKLAND REGIONAL LIBRARY

	Present Budget	Proposed Budget
	2017	2018
Income		
1.1 Provincial Grants	1,088,682	1,100,455
1.2 Membership Fees	1,689,091	1,711,794
1.3 Alberta Rural Library Services Grant	428,737	428,738
1.4 Interest Income	35,000	27,000
TOTAL Income	3,241,510	3,267,987

Income – line details

1.1 Provincial Grants: for budgeting purposes, the provincial operating grant rate for regional systems is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2016 population statistics at \$4.70 per capita - this rate is subject to change annually. The First Nations (FN) grant from the PLSB is expected to be ongoing. It is calculated at \$10.25 per capita based on First Nations reserve residents found within Parkland's regional borders. The grant is to provide system level services to FN reserve residents.

1.2 Membership Fees: \$8.12 per capita – requisition to municipalities to balance budget.

1.3 Alberta Rural Library Services Grant: grant received from Alberta Municipal Affairs for service to rural residents, based on the membership in PRL of municipalities and municipal districts, which do not appoint a library board – the grant is passed entirely to libraries, as directed by these municipalities. Based on information from the PLSB, the grant will be calculated using 2016 population statistics at \$5.55 per capita – see line 2.1 under Support Materials & Services Directly to Libraries.

1.4 Interest Income:

estimate based on the returns from the RBC Dominion investment program, the Servus Credit Union short-term investments, and current bank account – reduced slightly to reflect the anticipated returns on investments.

Support Materials & Services Directly to Libraries		2017	2018
2.1	Alberta Rural Library Services Grant	428,737	428,738
2.2	Allotment Funds issued to Libraries	237,404	239,125
2.3	Cataloguing Tools	4,000	4,000
2.4	Computer Maint. Agree. Software licenses	145,000	164,081
2.5	eContent Platform fees, Subscriptions	17,750	18,250
2.6	FN Provincial Grant expenses	20,000	
2.7	Freight	7,500	7,500
2.8	Internet Connection Fees	23,500	10,800
2.9	Member Library Computers	63,027	63,245
2.10	Outlets - Contribution to Operating	800	800
2.11	Periodicals	1,975	1,975
2.12	Postage Reimbursement	8,000	7,000
2.13	Supply purchased Cataloguing/Mylar	0	25,000
2.14	Vehicle expense	41,000	37,000
2.15	Workshop/Training expense	15,000	15,000
	PRL Circulating Collections		
2.16	Audio Book	5,500	5,000
2.17	eContent	92,000	80,600
2.18	Large Print	13,000	13,000
2.19	Programming Box	750	750
2.20	Reference	6,000	6,000
	TOTAL Support Materials & Services Directly to Libraries	1,130,943	1,127,864

Support Materials & Services Directly to Libraries - line details

2.1 Alberta Rural Library

Services Grant:

provincial grant received by PRL for municipalities and municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as determined by the municipalities – see line 1.3 under income.

2.2 Allotment Funds Issued to Libraries:

reflects allotment rate of \$1.13 per capita – held at 2017 level.

2.3 Cataloguing tools:

based on actual – held at 2017 level – includes a number of electronic resources such as Library of Congress classification web, Web Dewey, and BookWhere; among

other resources, all of which are used to prepare books and other materials for libraries.

2.4 Computer Maint. Agree.

Software Licenses:

for software maintenance agreements and subscriptions – line covers, but not limited to, the Microsoft suite of software for member library computers, website software, PRL’s management of wireless networks, PRL’s computers, and licensed services for the Horizon integrated library system increased to reflect the US dollar exchange, increased quantity of licensing, and now includes small non-capital IT items as needed such as monitors and bar code scanners.

2.5 eContent Platform fees and Subscription fees:

to pay for platform fees for 3M ebooks, Novelist, Novelist Select subscriptions, or other eContent.

2.6 FN Provincial Grant Expense:

line used in 2017 to provide initial FN outreach initiatives – line eliminated due to other budget priorities.

2.7 Freight:

vendor freight costs for allotment, in-house collections and shipment of computers for repairs and/or replacement parts – held at 2017 level.

2.8 Internet Connection Fees:

for internet service provision to member libraries and HQ – decreased because of a contract with a new internet service provider.

2.9 Member Library Computers:

income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

2.10 Outlet - Contribution to Operating:

amounts set by board policy, up to \$200 annually, if local library outlet sponsor provides matching funds – held at \$800.

2.11 Periodicals:

held at 2017 level; includes public performance rights licensing fee.

2.12 Postage

Reimbursement: decreased slightly, based the last 2-year estimates – reimbursement for items interlibrary loaned or mailed directly to patrons by member libraries.

2.13 Supplies purchased

Cataloguing/Mylar: new line for purchasing library materials processing such as precut “mylar” book covers, cataloguing records, and multimedia cases.

2.14 Vehicle Expense:

includes fuel and accounts for fluctuation in fuel prices, repairs and tire replacements for two cargo vans and a vehicle for staff use – based on averages, decreased slightly.

2.15 Workshop/Training:

includes costs for all workshops and training activities hosted or planned by PRL staff for member libraries regardless of whether they are held at PRL or other locations – held at \$15,000

PRL Circulating Collections

2.16. Audiobook Materials: reduced slightly from 2017 level – to support the physical audio collection.

2.17 eContent: reduced due to other budget priorities– includes allotment for 3M eBooks, Zinio Magazines, One Click digital eAudiobooks, hoopla, and potentially other eContent.

2.18. Large Print Books: held at 2017 level then reduced due to the trend of reduced use of the large print collection.

2.19 Programming Boxes: held at 2017 level - to refresh and build new programming kits to use for programming in member libraries.

2.20 Reference Materials: held at 2017 level – to purchase limited amounts of reference material for use by PRL staff and member libraries. eResources for reference and professional development purposes can also be purchased using this line.

Cost of Services		2017	2018
3.1	Audit	14,000	16,200
3.2	Bank expenses	1,500	1,500
3.3	Bank Investment Fees	4,500	4,500
3.4	Building-Repairs/Maintenance	28,000	28,000
3.5	Communications/Marketing/Advocacy	7,000	5,000
3.6	Continuing Education	20,000	20,000
3.7	Dues/Fees/Memberships	11,000	11,500
3.8	Insurance	15,500	13,750
3.9	Janitorial expense	29,000	29,500
3.10	Legal/Consulting/Advocacy	2,000	0
3.11	Photocopy/Printing	9,000	9,000
3.12	Postage	6,000	5,000
3.13	Promotion/Trade Shows/Publicity	6,500	6,500
3.14	Recruitment/Advertising	1,500	0
3.15	Salaries	1,498,321	1,537,027
3.16	Salaries - Employee Benefits	325,885	338,146
3.17	Supplies/Stationery/Building	40,861	30,000
3.18	Telephone	13,000	12,500
3.19	Travel	15,000	15,000
3.20	Trustee expense	25,000	22,000
3.21	Utilities	37,000	35,000
TOTAL Cost of Services		2,110,567	2,140,123

Cost of Services – line details

- 3.1 Audit:* 2018 is based on actual – now includes costs for an annual letter from PRL’s lawyer required for the audit.
- 3.2 Bank Expenses:* held at 2017 level - to cover the cost of cheques and other banking services including enhanced electronic services.
- 3.3 Bank Investment Fees:* fee for management of the RBC Dominion investment program – based on actual charges – held at 2017 level.
- 3.4 Building-Repair/Maintenance:* based on repairs expected in aging building with known ongoing problems – held at 2017 level based on four-year averages.

- 3.5 Communications/Marketing/Advocacy:* this line is used by Parkland staff to provide tools for marketing, advocacy and other initiatives for PRL and member library staff and boards – decreased by \$2,000 as PRL is not paying for offsite office space rented for PRL’s communications staff.
- 3.6 Continuing Education:* funds PRL staff to attend the Alberta Library Conference, plus other conferences, workshops, seminars, technology courses, and other continuing education activities – held at \$20,000.
- 3.7 Dues/Fees/Memberships:* for Parkland’s membership in professional organizations; may include, but not necessarily limited to: LAA, ALTA, AALT, PLA, AAMD&C, ALA, APLAC, and TAL – increased slightly.
- 3.8 Insurance:* includes the building, contents, outlet contents, vehicle, general liability, bond and crime – decreased slightly from 2017 level, using an average of actual costs.
- 3.9 Janitorial Expense:* slight increase – also includes snow removal, yard maintenance, and small repairs.
- 3.10 Legal/Consulting/Advocacy:* eliminated – annual legal letter for audit is included in line 3.1 – reserve funds will be used to cover future costs.
- 3.11 Photocopy/Printing:* held at 2017 level – reflects actual costs and estimated usage – now includes printing costs if outside source is used for publications.
- 3.12 Postage:* slight reduced - based on actual costs.
- 3.13 Promotion/Trade Shows/Publicity:* held at 2017 level, includes, but not limited to, printing systems’ brochures and hospitality expenses for ALC, AUMA and AAMD&C conventions, plus gifts/donations, flowers for libraries’ anniversaries, and promotional items.
- 3.14 Recruitment/Advertising:* line eliminated – reserve funds will be used to cover future costs.

3.15 Salaries: estimated at the maximum level and increased to support the salary grid. The budget reflects the possibility of all eligible staff members moving up on the grid after receiving a satisfactory performance appraisal.

3.16 Salaries-Employee Benefits:

increased on the basis of all eligible staff members being provided full benefits including LAPP and Blue Cross.

			Salary	Benefits
1	Technical Services	12 FT	\$625,010.00	\$137,502.20
2	Consulting Services	5 FT	\$332,439.00	\$82,349.32
3	Administration	4 FT	\$332,439.00	\$76,460.97
4	IT	2 FT	\$153,594.00	\$33,790.68
5	Delivery Services	3 PT	\$68,000.00	\$8,160.00
			<u>\$1,537,027.00</u>	<u>\$338,908.46</u>

3.17 Supplies/Stationery/ Building:

reduced - small non-capital IT items moved to line 2.4 and mylar cover purchases moved to new line 2.13 - based on a six-year review - includes, but not limited to, book-related supplies as well as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, building supplies, and stationery supplies.

3.18 Telephone: includes line charges, toll free number, mobile telephones, and long distance costs – reduced slightly to \$12,500.

3.19 Travel: includes consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement to staff when not using the PRL staff vehicle) – based on actual and estimates, held at 2017 level \$15,000.

3.20 Trustee Expense: reduced - includes costs for a 10 member executive committee meeting 8 or 9 times a year, and 4 trustees attending the Alberta Library Conference; also includes \$100 half day/\$200 full day honorarium and mileage for committee meetings (includes meetings the board chair attends such as, Systems Directors and Board Chairs).

3.21 Utilities: based on five-year averages – reduced slightly to \$35,000.

**Proposed 2018 Budget
PARKLAND REGIONAL LIBRARY**

	Present Budget 2017	Proposed Budget 2018
TOTAL Income	3,241,510	3,267,987
TOTAL Support Materials & Services Directly to Libraries	1,130,943	1,127,864
TOTAL Cost of Services	2,110,567	2,140,123
TOTAL Expenses (library materials & cost of service)	3,241,510	3,267,987
Surplus/Deficit		0
AMOUNT PER CAPITA REQUISITION	8.04	8.12
		1%

Budget Supplement

Explanation points to the 2018 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRL has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRL's Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The expense for amortization will be allocated and the residual value set aside in the Amortization Reserve.

There are two planned vehicle purchases in 2018.

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy. Capital assets are now purchased from reserves.

Parkland Regional Library

Budget Supplement - Movement of Funds

Explanation points to the 2018 Budget dealing with Capital Assets, Amortization and Reserves
In passing the budget you agree to the movement of funds between reserves and operating as defined below
and based on policy. Capital assets will now be purchased from reserves.

1 MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME	2018	
Amortization Reserve		
Anticipated funds required to cover current portion of amortization expense from Jan 1, 2009 forward <i>(actual amount will be affected by asset disposals during the year)</i>	\$34,500	A
Vehicle Reserve		
Anticipated funds required to purchase new vehicles <i>(actual amount will be based on exact purchase price in the year)</i>	\$70,000	B
Technology Reserve		
Anticipated funds required for Technology purchases <i>(May included Member libraries computers, wireless equipment, SuperNet CED units, PRL assets)</i> <i>(Estimated capital PRL assets - 2018, \$34,500)</i>	\$126,200	B
	\$230,700	
2 INCOME FROM THE SALE OF CAPITAL ASSETS		
Vehicle selling price <i>(actual amounts will be based on exact selling price in the year)</i>	\$15,500	C
	\$15,500	
3 MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES		
Amortization Reserve		
Residual Amortization anticipated - PRL assets <i>(actual amounts will be based on exact purchase amounts in the year)</i>	\$73,150	B
Vehicle Reserve		
Proceeds from the sale of vehicles <i>(actual amounts will be based on exact selling price in the year)</i>	\$15,500	C
Technology Reserve		
Budgeted for member library computers	\$63,245	
	\$151,895	

4 CAPITAL ASSET EXPENSE ALLOCATION

Current year Amortization estimated - PRL Assets	\$31,350	B
<i>(actual amounts will be based on exact purchase amounts in the year)</i>		
Amortization expense anticipated from years (Jan 2009 forward)	\$34,500	A
<i>(actual amount will be affected by asset disposals during the year)</i>		
	<hr/>	
	\$65,850	

5 Unrestricted Operating Fund - as needed to balance at year end

Current Amortization expense anticipated - from years previous to Dec 31, 2008	\$18,355
<i>(actual amounts will be based on exact disposals amounts in the year)</i>	

Council Agenda Item	7.3
Council Meeting Date	November 7, 2017
Subject	Town of Rimbey Entrance Signs
For Public Agenda	Public Information
Background	During the 2017 Council Budget deliberations held November 19, 2016, Council approved \$30,000 in the Capital budget for Town of Rimbey entrance signs.
Discussion	Behren Signs has prepared a sample of what the entrance signs for the Town of Rimbey could look like.
Relevant Policy/Legislation	
Options/Consequences	
Financial Implications	
Attachments	Art work of proposed sign.
Recommendation	Administration recommends Council determine a course of action regarding the entrance signs for the Town of Rimbey.

Prepared By:

Wanda Stoddart for Lori Hillis
 Lori Hillis, CPA, CA
 Chief Administrative Officer

Nov 11 17
 Date

Endorsed By:

Wanda Stoddart for Lori Hillis
 Lori Hillis, CPA, CA
 Chief Administrative Officer

Nov 11 17
 Date

Kathy

From: Melvin Durand <melvin@behrensigs.ca>
Sent: Thursday, November 02, 2017 1:00 PM
To: Kathy

Hi Kathy,

Here is the entrance signs in a PDF for you. Please note that the small drops of oil are not able to be added as they are too small to form. There is also an issue with the tails on the left side of the R in Rimbey that I am working on with the supplier. The wheat and road will not be lit up either due to the colors. The other three signs are basically the same on not back lit at all. If you have any questions please call me on either my cell [403-843-7715](tel:403-843-7715) or the phone number at the bottom.

Thanks Kathy

--

Melvin Durand
Parkland Automotive Repair Service Ltd.
403-843-7715



Council Agenda Item	7.4
Council Meeting Date	November 7, 2017
Subject	Family Violence Prevention Month
For Public Agenda	Public Information
Background	Administration has received correspondence from the Rimbey & Area Community Wellness Groups requesting Council proclaim the Month of November, Family Violence Prevention Month.
Discussion	
Relevant Policy/Legislation	
Options/Consequences	
Financial Implications	None
Attachments	Email from Leanne Evans, Rimbey Neighbourhood Place Requested proclamation for Family Violence Prevention Month
Recommendation	Administration recommends Council determine if they wish Mayor Pankiw to proclaim the month of November to be Family Violence Prevention Month, in the Town of Rimbey.

Prepared By:

Wanda Stoddart for Lori Hillis
Lori Hillis, CPA, CA
Chief Administrative Officer

Oct 31/17
Date

Endorsed By:

Wanda Stoddart for Lori Hillis
Lori Hillis, CPA, CA
Chief Administrative Officer

Oct 31/17
Date

Kathy

From: rick pankiw
Sent: Tuesday, October 17, 2017 1:46 PM
To: Kathy
Subject: FW: Congratulations & other business
Attachments: Fillable Proclamation Oct 6, 2017.pdf

FYI

From: Leanne [<mailto:rimbeynp@telus.net>]
Sent: Tuesday, October 17, 2017 1:41 PM
To: rick pankiw
Subject: Congratulations & other business

Good afternoon Mayor Pankiw, congratulations on your second term as the mayor of Rimbey! I'm sure this is a super busy day for you with almost an entirely new council to welcome. I have attached a proclamation template from the government of Alberta I was hoping you wouldn't mind filling out when you have a minute? November is Family Violence Prevention month and the Rimbey & Area Community Wellness Association hopes to raise awareness and change the culture surrounding abuse. We hope to post the poster as well as possibly run an article in the newspaper if that is ok with you.

Let me know if you have any questions and I look forward to working with you!

Sincerely,
Leanne Evans
Rimbey Neighbourhood Place
403 843-4304
rimbeynp@telus.net



FAMILY VIOLENCE PREVENTION MONTH

Whereas there are many people in Alberta who experience family violence; and
whereas the effects of family violence may be carried on from generation to generation; and
whereas all Albertans have a role to play in preventing family violence.

Therefore, I _____
do hereby proclaim the

MONTH OF NOVEMBER 2017 TO BE FAMILY VIOLENCE PREVENTION MONTH IN

I call upon citizens to **Reach Out, Speak Out** against family violence. I call upon you to make a difference by creating a culture of support for those affected by family violence. And I call upon you to encourage all Albertans to help make our province violence free in 2017 and beyond. It takes all of us working together to promote healthy relationships and create safe communities in our province.

In witness whereof, I have here unto set my hand this
_____ Day of _____, 2017



Council Agenda Item	7.5
Council Meeting Date	November 7, 2017
Subject	National Addictions Awareness Week
For Public Agenda	Public Information
Background	Administration has received correspondence from Chelsea Currie, Addition Councillor with the Community Addictions and Mental Health requesting Council proclaim the week of November 12-18, 2017 National Addictions Awareness Week.
Discussion	
Relevant Policy/Legislation	
Options/Consequences	
Financial Implications	None
Attachments	Email from Chelsea Currie, Community Addictions and Mental Health Requested proclamation for National Addictions Awareness Week
Recommendation	Administration recommends Council determine if they wish Mayor Pankiw to proclaim the week of November 12-18, 2018 to be National Addictions Awareness Week, in the Town of Rimbey.

Prepared By:

Wanda Stoddart for Lori Hillis
 Lori Hillis, CPA, CA
 Chief Administrative Officer

Oct 31/17
 Date

Endorsed By:

Wanda Stoddart for Lori Hillis
 Lori Hillis, CPA, CA
 Chief Administrative Officer

Oct 31/17
 Date

Kathy

From: Rick Pankiw
Sent: Monday, October 30, 2017 11:34 AM
To: Kathy
Subject: FW: National Addictions Awareness Week
Attachments: Kids & Drugs - Poster General Information Nov 14.doc; Proclamation.pdf

From: Chelsea Currie [<mailto:Chelsea.Currie@albertahealthservices.ca>]
Sent: Monday, October 30, 2017 11:33 AM
To: Rick Pankiw
Cc: Lori Hillis
Subject: National Addictions Awareness Week

Good afternoon,

I am working on planning prevention activities for the community of Rimbey for the upcoming National Addictions Awareness Week (November 12-18). National Addictions Awareness week is a time to learn more about substance abuse and addiction, and how it can affect people from all walks of life.

As part of the initiative, I would love to have the promotion for this event by you as the mayor. This has been done in other communities in the past (and possibly Rimbey; however, I am unsure) by having the mayor sign a proclamation of support for National Addictions Awareness Week. As you know, substance use affects the whole community and it is my role to provide treatment to individuals, as well as encourage awareness and preventive strategies.

Additionally, if there is a way to capture your involvement (ie. Picture, newsletter, newspaper, etc.), that would be an added bonus to show the community that you are aware of local issues and are supportive of prevention activities.

I am available for meetings, phone calls, emails, etc. if you would like further information (our clinic is open on Mondays, Tuesdays, and Thursdays from 8:00am-4:30pm). I have attached what the proclamation would look like (I would provide a nicer copy in person) so you are aware of what it is. In addition to the proclamation, I am also facilitating a prevention workshop for parents of school age children to assist with conversations about drug use (Kids & Drugs, November 14/17 – poster attached) and I plan to set up a display at the Co-Op.

Thank you and I look forward to hearing from you.

Sincerely,

Chelsea Currie
Addiction Counsellor
Community Addictions & Mental Health
P: 403-843-2406
5228 50 Avenue
Rimbey, Alberta TOC 2J0

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.

Attention Parents

Kids & Drugs is a program designed to help parents build on their strengths and learn new strategies to **prevent** school aged children (ages 8 to 15) from abusing alcohol and other drugs. *Kids & Drugs* goes beyond providing parents with basic “drug education” and addresses some of the important **protective** influences of parents.

Topics discussed during the training include:

- The power of parents
- Talking with your kids
- Helping your kids make good decisions
- What parents need to know about drugs

WHO: Facilitated by Rimbey Community Addiction & Mental Health (Alberta Health Services)

DATE: November 14, 2017

TIME: 6:00pm-8:00pm (Refreshments will be provided)

LOCATION: Rimbey Municipal Library

COST: Free

If you are interested in attending this workshop, please contact
Chelsea Currie at Addiction Services – Rimbey at 403.843.2406



Addiction Services – Rimbey, Addiction & Mental Health, Alberta Health Services



**small actions
make big differences**

Proclamation

Whereas: National Addictions Awareness Week promotes positive action to prevent substance abuse and gambling problems.

Therefore: It is my privilege as Mayor/Reeve of

_____ to proclaim the third week of November as

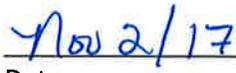
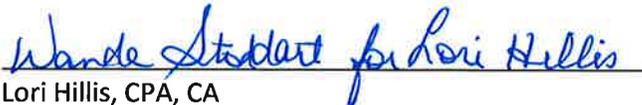
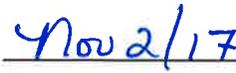
National Addictions Awareness Week

and to urge all citizens to join in participating in this special week.

Mayor/Reeve

City/Town

Date

Council Agenda Item	8.2
Council Meeting Date	November 7, 2017
Subject	Boards/Committee Reports
For Public Agenda	Public Information
Background	Various community groups supply minutes of their board meetings to Council for their information.
Discussion	
Relevant Policy/Legislation	Not applicable
Options/Consequences	Accept the various community groups' board meeting minutes submitted to Council as information. Discuss items in question from the submitting community boards with Council members who sit as a member on the Board.
Financial Implications	Not applicable
Attachments	8.2.1 Rimoka Housing Foundation Minutes June 21, and September 13, 2017 8.2.2 Rimoka Housing Foundation Email Motion July 17, 2017 8.2.3 Rimbey Municipal Library Minutes May 15, 2017 8.2.4 Tagish Engineering Ltd. Project Status Update September 28 and October 26, 2017 8.2.5 Beatty Heritage House Society Minutes September 5, 2017 8.2.6 Rimbey Historical Society Minutes September 20, 2017
Recommendation	Motion by Council to accept the Rimoka Housing Foundation Minutes of June 21 and September 13, 2017, Rimoka Housing Foundation Email Motion of July 17, 2017, Rimbey Municipal Library Minutes of May 15, 2017, Tagish Engineering Ltd. Project Status Updates of September 28 and October 26, 2017, Beatty Heritage House Society Minutes of September 5, 2017, and the Rimbey Historical Society Minutes of September 20, 2017 as information.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  Lori Hillis, CPA, CA Chief Administrative Officer </div> <div style="text-align: center;">  Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  Lori Hillis, CPA, CA Chief Administrative Officer </div> <div style="text-align: center;">  Date </div> </div>



BOARD MEETING
Wednesday, June 21, 2017
9:00 am
Parkland Manor, Rimbey

PRESENT: P. McLauchlin, Board Chair L. Gulka M. Jaycox D. MacPherson
C. Prediger R. Pankiw P. Hall, CAO W. Sheppard, Recorder
ABSENT: B. Liddle

1. CALL TO ORDER

P. McLauchlin, Board Chair called the meeting to order at 9:03 a.m.

2. ADOPTION OF AGENDA

MOVED by L. Gulka that the Board meeting agenda be adopted. (RHF 17-06-01) *Carried*

3. APPROVAL OF MINUTES

MOVED by C. Prediger the Board accept the minutes of the May 17, 2017 Board meeting. (RHF 17-06-02) *Carried*

4. BUSINESS ARISING FROM MINUTES

The press release will now consist of financial information in regards to Rimoka's costs for the new Rimbey lodge and be available for pick up.

MOVED by L. Gulka that the Board accept the Business Arising from Minutes update as information. (RHF 17-06-03) *Carried*

5. FINANCIAL REPORTS

P. Hall provided an overview of the financial reports for four months ending April 30, 2017 and five months ending May 31, 2017. Presently we are in a positive cash flow position with a couple of life lease payments outstanding.

Legacy Place's budget is in a deficit because of painting in the hallways and the suite turnovers resulting in lower monthly operating fees recovered.

Wages and benefits are over budget due to the salary increases as of April 1st and higher than anticipated orientation of new employees.

MOVED by C. Prediger that the Board accept for five months ending May 31, 2017 the Statement of Financial Position. (RHF 17-06-04)

Carried

- MOVED by M. Jaycox that the Board accept for five months ending May 31, 2017 the Lodges and Legacy Place Financial Statements. (RHF 17-06-05) *Carried*
- MOVED by R. Pankiw that the Board accept the Cash in Bank report for information. (RHF 17-06-06) *Carried*
- MOVED by D. MacPherson that the Board accept the Cheque and Online Payment registers as information. (RHF 17-06-07) *Carried*

6.	CAO REPORT
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The grading work around Golden Leisure Lodge and Legacy Place is complete except for the installation of sidewalk grates and concrete repair. Since the completion of the project there has not been a water issue in either facility.

The sprinkler system installation at Golden Leisure Lodge is approximately ¾ completed and the installation of the bulkheads is in progress. A change order was required for \$6,800 due to the closest design in the C wing suites.

P. Hall recommended Rimoka host a BBQ in the fall for Parkland Manor residents and their families to discuss and develop a transition plan to the new lodge.

A storm water management plan, a design for the trail system and the side slope for the building are all out of scope costs for the new Rimbey lodge that need to be addressed by Rimoka. P. Hall received two tenders to complete the work.

- MOVED by R. Pankiw to allocate up to \$10,000 to Rohi Engineering Ltd. to develop a storm water management and trail system plan at the new Rimbey lodge. (RHF 17-06-08) *Carried*

The Bethany Group has requested a meeting with Rimoka concerning the yard maintenance for the social housing buildings in Ponoka and Rimbey.

P. Hall and R. Pankiw met with representatives from Alberta Seniors on June 20 to tour Parkland Manor and further discuss the proposed repurposing options.

Pidherney's is investigating the cause of the loss of water in the pond at the new lodge and it appears it could be a leak in the pond liner.

The final order for furnishings will need to be completed in early summer so once a final price is determined, P. Hall will provide to Board Members via email for approval.

- MOVED by M. Jaycox that the decision model over July and August be through email with the required quorum. (RHF 17-06-09) *Carried*
- MOVED by R. Pankiw to accept the CAO report as information. (RHF 17-06-10) *Carried*

7.	STANDING AGENDA ITEMS
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SOCIAL HOUSING

Nothing to report.

SAFETY

A WCB claim was submitted in Ponoka and has been accepted by WCB, however there was no time lost by the employee.

MOVED by C. Prediger to accept the Standing Agenda Items report as information. . (RHF 17-06-11)

Carried

8.	RIMBEY PROJECT
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UPDATE FROM BUILDING COMMITTEE

The update completed as part of the CAO report.

SCOOTER SHED

The scooter shed will be located at the south end of the parking lot and connect to the trail system however no quote for the cost has been received from Shunda Consulting & Construction to date. The heating system for the scooter shed still needs to be determined.

The costs associated with the construction of the scooter shed will be submitted to government.

MOVED by D. MacPherson to accept the Rimbey Project report as information. . (RHF 17-06-12)

Carried

9.	NEW BUSINESS & CORRESPONDENCE
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POLICY REVIEW/APPROVAL

MOVED by C. Prediger to approve the following policies as presented:

- HR-08 Employee Orientation
- HR-09 Employee Training
- CS-11 Rent Calculation with \$315 rule
- CS-12 Annual Rent Review
- CS-13 Rent-Geared to Income (RGI) Maximum Rent Amounts
- CS-14 Security
- FIN-08 Fixed/Capital Assets
- FIN-12 Charitable Donations
- FIN-20 Reserve Funds (RHF 17-06-13)

Carried

MOVED by C. Prediger to approve the policy Salary Grid System (HR-10) as amended. (RHF 17-06-14)

Carried

NEW RIMBEY LODGE FURNITURE

P. Hall provided samples of the fabrics chosen by the residents and staff at Parkland Manor for the dining, activities and common area furniture.

Blue Leaf Health representatives met with P. Hall and L.MacInnis at the new lodge to finalize the furniture requirements.

The final costs will be determined shortly and provided to the Board in early July for approval by email so the order can proceed on schedule with delivery in November.

Rimoka will still need to purchase some mattresses and dressers as required closer to the move in date.

ENERGY EFFICIENCY ALBERTA

Phase 3 Electric has completed the Alberta Government's Energy Efficiency Grant application for Golden Leisure Lodge and Legacy Place. The cost to retrofit both Ponoka sites is approximately \$47,000.

MOVED by L. Gulka to accept the New Business & Correspondence report as information. (RHF 17-06-15)

Carried

10.	NEXT MEETING
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The next meeting is scheduled for 9 am on September 13, 2017 at Legacy Place in Ponoka.

MOVED by M. Jaycox that the meeting adjourn at 11:09 a.m. (RHF 17-06-16)

Carried



 Paul McLaughlin, Board Chair

Sept 13/2017
 Date Signed



 Peter Hall, CAO

Sept 13/2017
 Date Signed

Action Log				
Rimoka Housing Foundation - September 14, 2016 Board Meeting				
ACTION	PERSON RESPONSIBLE	TARGET DATE <i>(If applicable)</i>	COMPLETED	IN PROGRESS
Inventory of Parkland Manor's furnishings, linens, and kitchen supplies	P. Hall		✓	

Action Log				
Rimoka Housing Foundation – March 15, 2017 Board Meeting				
ACTION	PERSON RESPONSIBLE	TARGET DATE (If applicable)	COMPLETED	IN PROGRESS
Press release to update residents on new Rimbeay Lodge	P. Hall			✓
Schedule a meeting with The Bethany Group in April	P. Hall	June 2017	✓	

Action Log				
Rimoka Housing Foundation – May 17, 2017 Board Meeting				
ACTION	PERSON RESPONSIBLE	TARGET DATE (If applicable)	COMPLETED	IN PROGRESS
Update on timetable schedule for the new lodge	P. Hall/R. Pankiw			

Action Log				
Rimoka Housing Foundation – June 21, 2017 Board Meeting				
ACTION	PERSON RESPONSIBLE	TARGET DATE (If applicable)	COMPLETED	IN PROGRESS
Organize a BBQ for Parkland Manor residents and families to discuss the transition plan for the new lodge	P. Hall	Sep/Oct 2017		

BOARD MEETING
 Wednesday, September 13, 2017
 9:00 am
 Legacy Place, Ponoka

PRESENT: P. McLauchlin, Board Chair M. Jaycox B. Liddle R. Pankiw
 C. Prediger P. Hall, CAO W. Sheppard, Recorder
 ABSENT: L. Gulka D. MacPherson
 GUESTS: E. Short & D. Keller, AHS

1. CALL TO ORDER

P. McLauchlin, Board Chair called the meeting to order at 9:01 a.m.

2. ADOPTION OF AGENDA

MOVED by M. Jaycox that the Board meeting agenda be adopted. (RHF 17-09-01) Carried

3. AHS PRESENTATION (SL4/4D)

Board Members have received letters from Rimbey residents expressing interest in Parkland Manor becoming a long-term care facility. The Rimoka Board does not want to affect Rimbey's current 84 long term care beds.

AHS was invited to discuss SL4/4D accommodations for Board information.

Ellen Short and Derek Keller from Alberta Health Services presented an overview of SL4/4D accommodations, including building, operational and management regulations and guidelines.

E. Short will provide AHS guidelines and ASLI grant funding information for SL4/4D accommodations to P. Hall for additional information and review.

E. Short and D. Keller left the meeting at 9:57 a.m.

4. APPROVAL OF MINUTES

MOVED by M. Jaycox the Board accept the minutes of the June 21, 2017 Board meeting. (RHF 17-09-02) Carried

MOVED by B. Liddle the Board accept the minutes of the July 17, 2017 email conference. (RHF 17-09-03) Carried

5. BUSINESS ARISING FROM MINUTES

J. Thompson to provide an updated construction timeline at the next building committee meeting as requested by P. Hall.

P. Hall and P. McLauchlin will draft an article for the Rimbey Review outlining the progress on the Rimbey Valley View Manor and the repurposing of Parkland Manor.

An information night and BBQ for residents and families is scheduled for September 19th at 5 pm at Parkland Manor.

A meeting is tentatively scheduled for the second week of October with The Bethany Group.

6.	FINANCIAL REPORTS
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P. Hall provided an overview of the financial reports for six months ending June 30, 2017 and seven months ending July 31, 2017. All facilities are tracking largely on budget and the Foundation continues to be in good standing.

Legacy Place's budget remains in a deficit because of multiple suite turnovers resulting in lower monthly operating fees.

The increase in suite prices of \$25,000 and the maturing GIC's not being reinvested has resulted in additional cash flow.

Once the additional out-of-scope costs at the new lodge are budgeted, funds will be reinvested into long-term options.

MOVED by C. Prediger that the Board accept for seven months ending July 31, 2017 the Statement of Financial Position. (RHF 17-09-04) Carried

MOVED by B. Liddle that the Board accept for six months ending June 30, 2017 the Lodges and Legacy Place Financial Statements. (RHF 17-09-05) Carried

MOVED by M. Jaycox that the Board accept for seven months ending July 31, 2017 the Lodges and Legacy Place Financial Statements. (RHF 17-09-06) Carried

MOVED by C. Prediger that the Board accept the Cash in Bank report for information. (RHF 17-09-07) Carried

MOVED by M. Jaycox that the Board accept the Cheque and Online Payment registers as information. (RHF 17-09-08) Carried

7.	CAO REPORT
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The sprinkler system installation at Golden Leisure Lodge is complete and activated.

P. Hall has begun 2018 budget discussions with managers.

The remainder of the site work around Golden Leisure Lodge and Legacy Place is being completed.

P. McLauchlin requested Kansas Ridge 1 fire suppression installation be added to October's agenda.

MOVED by C. Prediger to accept the CAO report as information. (RHF 17-09-09) Carried

8.	STANDING AGENDA ITEMS
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SOCIAL HOUSING

The tentative meeting in October with The Bethany Group is to develop a game plan for the transfer of the social housing portfolio.

SAFETY

There is one active WCB claim we continue to manage in Ponoka.

MOVED by R. Pankiw to accept the Standing Agenda Items report as information. . (RHF 17-09-10)

Carried

9.	RIMBEY PROJECT
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UPDATE FROM BUILDING COMMITTEE SCOOTER SHED/LANDSCAPING/TRAILS

P. Hall reviewed the final grade plan for the new lodge designed by Rohi Engineering Ltd.

Federal grant funding has been approved for 100% of the costs for erosion mats around the pond through a new hemp product produced by an Alberta company, Bio Composites Group.

The Rimbey Lions Club will pave a large portion of the trail system with their grant funding.

A breakdown of the costs for the project site preparation was provided, and Rimoka's costs are \$19,000.

The scooter shed concrete and electrical service has been installed but the shed will not be constructed until a later date.

MOVED by C. Prediger to approve Rimoka's project site preparation costs of \$19,000. (RHF 17-09-11)

Carried

MOVED by M. Jaycox to approve \$15,000 for the scooter shed concrete and electrical service completed by Shunda Consulting & Construction. (RHF 17-09-12)

Carried

10.	NEW BUSINESS & CORRESPONDENCE
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BUSINESS PLAN

Rimoka's business plan is underway, however we are waiting on some additional information from government for our budget segment.

P. Hall recommend a strategic plan meeting once the new Rimoka Board is appointed this fall.

10.	NEXT MEETING
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The next meeting is scheduled for 9 am on October 25, 2017 at Parkland Manor in Rimbey.

MOVED

by B. Liddle that the meeting adjourn at 11:25 a.m. (RHF 17-09-13)

Carried



Paul McLauchlin, Board Chair

Oct 25/2017

Date Signed



Peter Hall, CAO

Oct 25/2017

Date Signed

Monday, July 17, 2017
8:30 am
EMAIL MOTION

PRESENT: P. McLauchlin, Board Chair L. Gulka M. Jaycox B. Liddle
 D. MacPherson R. Pankiw C. Prediger P. Hall, CAO

1. FURNITURE PROPOSAL - NEW RIMBEY LODGE

As discussed at the June Board meeting, P. Hall provided a copy to Board Members of the final furniture proposal from Blueleaf Health Inc. for furnishings at the new Rimbey lodge.

The total cost of the proposal is \$159,090 + GST with estimated delivery the middle of November.

MOVED by B. Liddle to accept the proposal from Blueleaf Health Inc. in the amount of \$159,090 + GST for furnishings at the new Rimbey lodge. (RHF 17-07-01)

Carried



Paul McLauchlin, Board Chair

Sept 13/2017
Date Signed



Peter Hall, CAO

Sept 13/2017
Date Signed

**Rimbey Municipal Library Board Meeting
Monday, May 15th, 2017. (6:00 p.m.)**

Present: Darlene Bauer, Mike Boorman, Robin Burns, Bev Ewanchuk, Jean Keetch, Paul Payson, Marg Ramsey, Marilyn Sargeant

Call to Order: 6:00 p.m.

Minutes from the Last Meeting - The minutes were read and Mike moved that we adopt the minutes as read. All in favor.

Consent Agenda Items:

1. Librarians Report -
2. Financial Report -
3. Correspondence - Darlene Bauer has been appointed to the board. The Parkland Regional Library is not going to pay for online fee payment and donations - the Rimbey Library has chosen not to put that service in as we rarely get asked to use it and it is very expensive.
4. Bev approved the Consent Agenda Items. - All in favor.

Business Arising from the Minutes

1. Alberta Library Conference - Board members shared some of the ideas they gained from the Conference.
2. New Library Update - nothing new and more meetings are planned
3. Steak and Lobster Fund raising items were noted and a reminder that we need to sell more tickets.
4. Gwynne Dyer - 84 people attended and it was very successful.

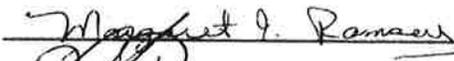
New Business

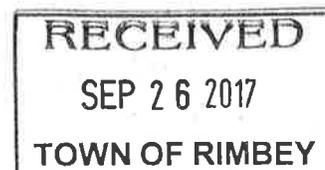
1. Casino - the Friends of the Library Group has sent a letter to the Casino Board requesting a night at the casino for the Library to work.
2. Emily - Emily has worked our financial books for many years and is leaving the Library to pursue other interests but would like to continue doing our books but would like a raise to \$25.00 an hour. Discussion was tabled until after the summer.
3. Volunteer Appreciation Dinner - at Jean's on Saturday, June 10th at 6:30.
4. Internet Issues - there is Malware on Jean's computer and she is getting a new one tomorrow. There is a problem with what patrons are loading on to the computers but we have no control over that.
5. Grant Writing Workshop - Jean is attending it
6. Marg's term is up in July and Jean will write a letter asking the Board to accept an extension.

Mike adjourned the meeting at 7:35 p.m

Next Meeting: Tuesday, September 12th at 6:00 pm.

Secretary
Chairperson





PROJECT STATUS UPDATES

September 28, 2017

Date	Project Manager	Status Update
Town of Rimbey		
Project: RBYM00000.17 RB00 - 2017 General Engineering		
August 31, 2017	Matichuk, Gerald	Tagish staff continue to work on completing budget estimates for the 2018 Capital Budget.
September 14, 2017	Matichuk, Gerald	Tagish is working with Town staff on securing a grading plan for Legacy Court Ph 2.
September 28, 2017	Matichuk, Gerald	AMEC Foster Wheeler has provided a budget estimate to provide ongoing ground water testing at Well 13.
Project: RBYM00125.00 RB125 - Main Reservoir Upgrade		
September 28, 2017	Matichuk, Gerald	No assignment this period (March 2 - Sept 28, 2017).
Project: RBYM00126.00 RB126 - 2015 New Water Well Ph 1		
December 31, 2013	Matichuk, Gerald	Project Description: Included in the 2015 Capital Budget, Council approved funds to retain a Hydrogeologist to assist the Town in locating a new ground water source. To complete this task the Town of Rimbey selected Omni-McCann Consulting Services. Phase 1 of the project includes reviewing all of the Town of Rimbey's water well data and Alberta Environment data to determine a probably location and water source. Phase 1 would include the drill and testing of an observation wells to determine a location for a production well. Phase 2 (2016 Capital) would include the drilling, testing and registering of a new production well.
August 31, 2017	Matichuk, Gerald	September 7, 2017 a meeting is scheduled with Town staff, Omni-McCann and Tagish to discuss the options concerning Well # 15.
September 14, 2017	Matichuk, Gerald	Town staff met with Omni-McCann and Tagish to discuss Well # 15. Omni-McCann will contact Darcy's Drilling Services to schedule a retest Well # 15. During the well retest the Contractor will using both transducers and manual well draw down and recovery recording.
September 28, 2017	Matichuk, Gerald	Darcy's Drilling Services is on site retesting Well # 15. The test will position the pump as close to bottom of the bore as possible. Tagish is working with Fortis Alberta to obtain a price to provide electrical power to the Well # 15 site.
Project: RBYM00131.01 RB131.01 - SW Stormwater Management Plan		
August 17, 2017	Solberg, Lloyd	(Aug 17- Sept 28) No change.
Project: RBYM00132.00 RB132 - 2017 Street Improvements		
August 31, 2017	Matichuk, Gerald	A Construction Completion (CCC) inspection was completed on August 29, 2017. Tagish is preparing a progress payment for the holdback release on the project.
September 14, 2017	Matichuk, Gerald	Final progress payment and holdback release payments were prepared and sent to the Town for payment. The construction portion of the project is completed, FAC inspection and deficiencies will be rectified by July 31, 2019.
September 28, 2017	Matichuk, Gerald	No assignment this period.
Project: RBYM00133.00 RB133 - 2017 NE Lagoon Outlet Ditch Upg		
August 31, 2017	Matichuk, Gerald	August 21, 2017 Tagish staff meet with Abacus Data to discuss the pipeline line conflict locations. Abacus Data has contacted several of the pipeline companies to obtain any specific clearance requirements at each pipeline crossing.
September 14, 2017	Matichuk, Gerald	Abacus Data is working with the pipeline owners to secure crossing agreements for all crossings.
September 28, 2017	Matichuk, Gerald	Abacus Data has received several of the crossing agreements from several of the pipeline operators and are working with others that require additional information for the crossing agreements. When the crossing agreement are signed by all parties, dialogue will continue regarding each crossing requirements.



PROJECT STATUS UPDATES

October 26, 2017

Date	Project Manager	Status Update
Town of Rimbey		
Project: RBYM00000.17 RB00 - 2017 General Engineering		
September 14, 2017	Matichuk, Gerald	Tagish is working with Town staff on securing a grading plan for Legacy Court Ph 2.
September 28, 2017	Matichuk, Gerald	AMEC Foster Wheeler has provided a budget estimate to provide ongoing ground water testing at Well 13.
October 12, 2017	Matichuk, Gerald	Tagish is working with Town staff on 3-year Capital Plan and 2018 Capital Budget.
October 26, 2017	Matichuk, Gerald	Director of Public Works, WSP and Tagish completed a FAC inspection on the Underground Utilities for the Rimstone Drive Development.
Project: RBYM00125.00 RB125 - Main Reservoir Upgrade		
September 28, 2017	Matichuk, Gerald	No assignment this period (Sept 28 - Oct 26, 2017).
Project: RBYM00126.00 RB126 - 2015 New Water Well Ph 1		
December 31, 2013	Matichuk, Gerald	Project Description: Included in the 2015 Capital Budget, Council approved funds to retain a Hydrogeologist to assist the Town in locating a new ground water source. To complete this task the Town of Rimbey selected Omni-McCann Consulting Services. Phase 1 of the project includes reviewing all of the Town of Rimbey's water well data and Alberta Environment data to determine a probably location and water source. Phase 1 would include the drill and testing of an observation wells to determine a location for a production well. Phase 2 (2016 Capital) would include the drilling, testing and registering of a new production well.
September 14, 2017	Matichuk, Gerald	Town staff met with Omn-McCann and Tagish to discuss Well # 15. Omni-McCann will contact Darcy's Drilling Services to schedule a retest Well # 15. During the well retest the Contractor will using both transducers and manual well draw down and recovery recording.
September 28, 2017	Matichuk, Gerald	Darcy's Drilling Services is on site retesting Well # 15. The test will position the pump as close to bottom of the bore as possible. Tagish is working with Fortis Alberta to obtain a price to provide electrical power to the Well # 15 site.
October 12, 2017	Matichuk, Gerald	Darcy's Drilling have completed the Well # 15 tests. Omni-McCann provided a letter indicating that Well # 15 does not show the ability for long term use. Omni-McCann is proposing drilling a well adjacent to County well to the same depth as Well 12 & 13 to check is the long term yield of the aquifer in area of Race Track and Well # 15. Town staff and Tagish is discussing drilling location options with Omni-McCann.
October 26, 2017	Matichuk, Gerald	Town staff and Tagish are discussing options related to abandoning or plugging Well # 15 and observation well.
Project: RBYM00131.01 RB131.01 - SW Stormwater Management Plan		
August 17, 2017	Solberg, Lloyd	(Aug 17- Oct 26) No change.
Project: RBYM00132.00 RB132 - 2017 Street Improvements		
September 14, 2017	Matichuk, Gerald	Final progress payment and holdback release payments were prepared and sent to the Town for payment. The construction portion of the project is completed, FAC inspection and deficiencies will be rectified by July 31, 2019.
October 26, 2017	Matichuk, Gerald	No assignment this period (Sept 28 - Oct 26, 2017).
Project: RBYM00133.00 RB133 - 2017 NE Lagoon Outlet Ditch Upg		
September 14, 2017	Matichuk, Gerald	Abacus Data is working with the pipeline owners to secure crossing agreements for all crossings.
September 28, 2017	Matichuk, Gerald	Abacus Data has received several of the crossing agreements from several of the pipeline operators and are working with others that require additional information for the crossing agreements. When the crossing agreement are signed by all parties, dialogue will continue regarding each crossing requirements.
October 12, 2017	Matichuk, Gerald	Waiting for response from oil companies and pipeline owners on crossing agreements.
October 26, 2017	Matichuk, Gerald	Abacus Data meet with CAO to sign pipeline crossing agreements. Abacus Data has forwarded the signed agreements to each pipeline company for processing.

Director of Public Works and Tagish inspected areas adjacent to the Outlet Ditch that could possibly hold back surface drainage.

The meeting was called to order at 7:40 PM by Chairperson Teri Ormberg.

In attendance: Teri Ormberg

Florence Stemo

Bronwen Jones

Judy Larmour

Murray Ormberg

Fred Schutz

Annelise Wettstein

MINUTES of two previous meetings, (July 4, 2017; August 7, 2017) read by Florence.

Error in August Minutes: Cost of Swe-Cana Concert tickets should read \$20 + \$2.

Minutes adopted as read with correction, by Murray; seconded by Bron. Carried.

CORRESPONDENCE: None.

TREASURER'S REPORT: Submitted by Treasurer (absent); read by Teri.

Balance: \$30,427.14.

OLD BUSINESS:

TOURIST INFO CENTRE AND SUMMER STUDENT: Discussion re number of visitors, suggestions for 2018 season, duties and of student and gift for same, end-of-summer jobs.

CLASSICAL CONCERT FOR CHRISTMAS SEASON: No definite booking yet.

ALBERTA CULTURE DAYS: September 30, October 1, 2017.

Our "Canada 150" Project - On Saturday, September 30, we will look back on our local history with a tour of Mount Auburn Cemetery. Fred and Judy are doing the research, and Fred will relate stories about some of the earlier residents of the Rimbey Area. If weather is inclement, stories will be told at the Beatty House. There will be on display at the Beatty House some antique household items, and a scrapbook of the late Doris (Pierson) McElroy (1923-2013) and her mother Marie (Coverdale) Pierson (1893-198?). Refreshments will be served.

QUILT RAFFLE: Very few tickets left. The draw will be made at our Alberta Culture Days event described above.

PICTURES FOR NEW SENIORS' LODGE: More Information needed. Judy will do the research.

HOME ROUTES CONCERTS 2017-2018 SEASON: "Li'l Andy" - September 19.

SWE-CANA CONCERT - September 9.

SUNNY 94 - Teri reported that the day spent at the BH had gone well; and passed on a "Thank -you" from Melody Helm on behalf of the Station.

NEW BUSINESS:

DISPLAY SIGNS: Discussion led by Bron re the possibility of having pop-up signs on which to announce upcoming events. Bron will look more closely into this.

NEXT MEETING: Tuesday, October 10, 2017.

ADJOURNMENT: By Fred at 9:PM.

Florence Stemo - Secretary

These minutes were approved at the October 18 2017 meeting of the RHS with motion by Allan Tarleton and seconded by Chuck Hendricks CARRIED

Rimbey Historical Society Board Meeting Smithson International Truck Museum Wednesday September 20, 2017

Present: Larry Varty, Jack Webb, Linda Girodat, Allan Tarleton, Cheryl Jones, Chuck Hendricks, Eric Hornsey, Ruben Giebelhaus, Janet Carlson, Jim Schneider, Janet Burghardt

Call to Order: Meeting called to order by President at 7:30pm

Agenda: Allan Tarleton moved and Linda Girodat seconded that agenda be accepted
- CARRIED

Minutes: Chuck Hendricks moved and Allan Tarleton seconded that the minutes of August 16, 2017 board meeting be accepted as presented, CARRIED

Business Arising From the Minutes:

A very gracious Thank You card was received from Bev and read out to the board by the secretary.

The electric lines were mapped out around the pond and a copy is now on file.

President: Nothing specific at this time, let's keep up the good work.

Treasurer: Janet Carlson moved and Linda Girodat seconded "that the Treasurer's report be accepted as presented". CARRIED

Town Representative:

Asked again about the water problem and the board was informed that the Town Foreman was advised but had not gotten back to the Town Representative as of meeting time.

Insurance was brought up and we were assured that the Town was looking after our insurance.

Questioned if the Town could look into a flashing cross walk at the playground area.

Park Administrator:

Park Grounds: The underground power lines have now been mapped out. The power from the picnic shelter comes from the Park house. The line is out of service and would need to be dug up if repaired. Water at the playground washrooms and pond is turned off for the winter. Pond will be emptied after the last Farmers' Market. Do not have a winter home for the fish. Fall weed spray will be done mid Oct, after last Farmers' Market.

Museum Buildings: The Historical Village buildings are now closed for the winter.

Curators Notes

We are again getting underway entering all the records into the new catalogue program. The hard copy catalogue records consist of 80 - 4" binders, it takes about a week to enter 2 binders of information into the program. Once again the AMA is looking for review panelists to volunteer for their Recognized Museum Program, if anyone is interested in more information please let me know.

Artifacts for Acceptance:

24 items were donated from Fred Schutz, list for acceptance.

Jim Schneider moved and Jack Webb seconded that we accept the artifacts donated by Fred Schutz. CARRIED

VIP Centre:

None

Committee Reports

a) Grants: Allan Tarleton questioned whether we had to submit a proper request for our annual grant by September 30, 2017 as advertised in the paper and the board was informed that a formal letter has always and will be sent to the Town by this date.

b) Gaming/Casino: Casino is scheduled for January 27 and 28 2018 Red Deer. Secretary informed the board that he had sent in a request to have our Gaming Use of Proceeds from last Casino extended until approximately 2019.

Treasurer reported that AGLC had contacted her for some more information which she was looking after.

c) Restoration/Trucks: Quiet

d) Buildings/Yards: Shop heating was again discussed with some proposals to improve present conditions.

Something will be happening about the painting of some of the buildings.

e) Events/Fundraising: Ongoing

f) Volunteer/Recruitment: Ongoing

g) Strategic Planning: Ongoing

New Business:

Allan Tarleton Moved and Linda Girodat Seconded that we purchase and have properly installed some security cameras around the park area in the amount of \$1,000.00 give or take 15%.

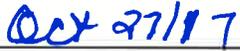
Chuck Hendricks and Eric Hornsey opposed.

Motion Carried

By-Laws meeting was called for October 11, 2017 at the Smithsonian International Truck Museum for the purpose of having the President and Secretary present to the board some proposed changes.

Adjournment: Janet Burghardt moved adjournment

Next Meeting: October 18 2017 7:30 pm

Council Agenda Item	9.0
Council Meeting Date	November 7, 2017
Subject	Correspondence
For Public Agenda	Public Information
Background	
Discussion	
Relevant Policy/Legislation	
Options/Consequences	
Financial Implications	
Attachments	9.1 Letter from Central Alberta Immigrant Women’s Association 9.2 Heather Sweet – MLA, Edmonton-Manning 9.3 Letter from Chuck Hendricks
Recommendation	Motion by Council to accept the correspondence from the Central Alberta Immigrant Women’s Association, Heather Sweet MLA Edmonton-Manning and Chuck Hendricks, as information.
Prepared By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Lori Hillis, CPA, CA Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>
Endorsed By:	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Lori Hillis, CPA, CA Chief Administrative Officer </div> <div style="text-align: center;">  _____ Date </div> </div>

October 20, 2017

Dear engaged community member,

As part of the Central Alberta Immigrant Women's Association (CAIWA) strategy to reduce and prevent domestic violence in immigrant families, I am pleased to invite you to participate in the **November 29th Community Conversation: Contributing Ideas for Positive Change in Immigrant Families**. The discussion will be held at Red Deer College, Common Learning area, 10:00am to 1:00pm, with a light lunch provided.

Central Alberta is a diverse community with an increasing number of immigrants of various socio-economic, cultural, and religious backgrounds. Their age, sexual orientation, individual abilities, and levels of acculturation to the mainstream society vary. These differences pose challenges in offering services to immigrant survivors of domestic and sexual violence, as well as highlight the importance of culturally competent services.

CAIWA, in collaboration with Red Deer College conducted in-depth research to better understand the causes of family violence in immigrant communities. Among many findings, the research suggests that ones own definition of domestic violence can impact ones ability to be culturally congruent once landed. Further still, findings suggested some aspects of domestic violence are specifically aligned to the realities of being an immigrant.

The third phase of our project is for stakeholders and service providers, like you, to attend the Community Conversation: Contributing Ideas for Positive Change in Immigrant Families to learn about the research, recognize domestic violence, change your perception, and contribute tangible ideas to an action plan to reduce immigrant family violence.

Please confirm your attendance to no later than November 8, by emailing tabitha.phiri@caiwa.ca or by calling 403-341-3553 at CAIWA. I look forward to having you join us to take a close look at this exciting initiative.

Yours,

Tabitha Phiri



Heather Sweet
MLA, Edmonton-Manning

October 24, 2017

To whom it may concern,

Last fall, I surveyed Grade 6 students in Edmonton-Manning for private member's bill ideas. Every classroom talked about wanting to see tougher smoking laws. Being able to play outside in a smoke-free environment emerged as a top idea.

Alberta's *Tobacco and Smoking Reduction Act* was introduced in 2005. Bill 212, *Tobacco and Smoking Reduction (Protecting Children's Health) Amendment Act* makes two amendments to the Act:

- **Adds the following as prohibited areas:** school buildings, school grounds, school parking areas, playgrounds, sports fields and public outdoor recreation facilities
- **Requires that people smoke 9 or more metres (it is currently 5 metres) away** from a doorway, window, or air intake of a public place or workplace and 15 or more metres from a playground, sports field, or outdoor recreation facility

Other provinces and municipalities have similar legislation. For example, British Columbia prohibits all tobacco and vapour product use on school property. Ontario prohibits smoking on all school groups and requires a 20 metre distance from playgrounds and publicly owned sport fields and surfaces.

The City of Edmonton by-law prohibits smoking within 10 metres of playgrounds, spray parks, sports fields and outdoor recreation facilities (i.e. pools and rinks).

The City of Calgary by-law prohibits smoking within 5 metres of outdoor recreation facilities, playgrounds, skate parks and sports fields.

As part of the consultation process, I am formally requesting your opinion on the matter ahead of Bill 212's introduction into the Legislative Assembly of Alberta. The fall sitting of the Legislature begins on October 30th, 2017 with Bill 212 likely being introduced in December.

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Fax: 780-414-0716

I appreciate you taking the time to share your vision of a better Alberta.

A hard copy may be mailed to you upon request.

Sincerely,



Heather Sweet
MLA, Edmonton-Manning
Deputy Chair of Committees
Government Caucus Chair

cc: City of Airdrie
cc: City of Brooks
cc: City of Calgary
cc: City of Camrose
cc: City of Chestermere
cc: City of Cold Lake
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Dear Council of Rimbeey

Oct 24, 2017

58 Ave. in Rimbeey needs street signs, at present we have none and have never had since I have moved here.

58 Ave. needs a small park with perhaps swings and a teeter-totter. We need this because of the high numbers of children on the street, we are also one of the most heavily taxed.

Respectfully
Andrews

(Wes Jordan lot would be perfect as it is middle of our road)

