

TOWN OF RIMBEY

TOWN COUNCIL AGENDA

**AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON  
WEDNESDAY, MARCH 9, 2011 AT 6:30 PM IN THE COUNCIL CHAMBERS OF  
THE TOWN ADMINISTRATION BUILDING**

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1. **Call to Order Regular Council Meeting  
& Record of Attendance**
2. **Public Hearing**
3. **Agenda Approval and Additions**
4. **Minutes**
  - 4.1 Wednesday, February 23, 2011, Council Meeting Minutes 3-8
5. **Delegations**
  - 5.1 Historical Society 9-10
6. **Bylaws**
7. **New and Unfinished Business**
  - 7.1 Rimbey Historical Society – RV Parking and Camping 11
  - 7.2 Waste Management RFP (Addition) 12-20
  - 7.3 Rodeo Parade 21
  - 7.4 Delinquent Accounts 22
  - 7.5 Public Budget Meeting Date 23
  - 7.6 Ambulance Service (Budget Meeting Resolution Addition) 24
  - 7.7 Resolutions required from February 25 & March 5 Budget Meetings
    - 7.7.1 Council Remuneration Policy 155 Amendment (Addition) 25-26
    - 7.7.2 Tax Incentive Bylaws and Policy (Addition) 27
  - 7.8 Draft Budget (Addition) 28-29
8. **Reports**
  - 8.1 Finance Reports
    - 8.1.1 Council Expenses 30-34
    - 8.1.2 Special Meeting Request for Reimbursement 35-36
    - 8.1.3 AP Cheque Run
    - 8.1.4 Consolidated Financial Statement
    - 8.1.5 Bank Reconciliation
    - 8.1.6 Cash Position
9. **Correspondence**
  - 9.1 Municipal Sustainability Initiative (MSI) 2010 Operating Allocation 37-38
  - 9.2 Municipal Sustainability Initiative (MSI) 2011 Allocation Amounts 39
  - 9.3 FCSS and RCHHS Board Meeting Minutes from January 19, 2011 40-43
10. **In Camera**
11. **Adjournment**

## **Summary of Agenda Items for March 9, 2011:**

### **New and Unfinished Business:**

- 7.1 Historical Society RV Parking and Camping request – Council pass a resolution for Administration to write a letter of permission to allow the Historical Society to operate recreational vehicle storage and parking venture at Pas-Ka-Poo Park.
- 7.2 Waste Management RFP – recommendations will be provided at the meeting.
- 7.3 Rodeo Parade – Recreation Committee recommends that we move the Rodeo Parade to Friday, July 8 at 3:30 pm.
- 7.4 Delinquent Accounts – Administration is requesting Council's consent to write-off Invoice #9189, 9365, 9116, 9518, 9519, 9520, 9521, 9523, 9571, 9575, 9576 and 9579 that are deemed uncollectable in the amount of \$3,704.52.
- 7.5 Public Budget Meeting – Council adopt one of the following dates presented to be advertised for a Public Budget Meeting at the Community Centre starting at 7:00 pm.
- 7.6 Ambulance Service – recommendations as discussed at Budget Meeting.
- 7.7 Resolutions required from February 25 and March 5 Budget Meetings.
  - 7.7.1 Council Remuneration Policy 155 Amendment
  - 7.7.2 Tax Incentive Bylaws and Policy
- 7.8 Draft Budget – Council pass resolution accepting the draft budget as presented or amended.

### **Reports:**

- 8.1 Finance AP Cheque Run - Council pass resolution approving the Preauthorized and Manual Accounts Payable report for February 28, 2011 and Accounts Payable cheque run for March 9, 2011.

### **Correspondence:**

- 9.1 Information for Council that the 2011 Municipal Sustainability Initiative (MSI) allocation amount is \$554,118, which includes capital project funding of \$505,109 and conditional operating funding of \$46,009.
- 9.2 Information for Council that the 2010 Municipal Sustainability Initiative (MSI) accepted the Library Board Support and Garbage Collection as qualifying projects under the operating funding guidelines.
- 9.3 FCSS and RCHHS has provided a copy of the January 19, 2011 meeting minutes as information to Council.

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON  
WEDNESDAY, FEBRUARY 23, 2011, IN THE COUNCIL CHAMBERS OF THE  
TOWN ADMINISTRATION BUILDING

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1. Call to Order Mayor Ibbotson called the meeting to order at 6:31 pm, with the following in attendance:
- Mayor Sheldon Ibbotson  
Councillor Jack Webb  
Councillor Paul Payson  
Councillor Gayle Rondeel  
Councillor Joe Anglin  
Assistant CAO – Ryan Maier  
Director of Finance – Jackie McMullen  
Assistant Director of Finance – Georgia Beebe  
Recording Secretary - Melissa Beebe
- Absent:  
CAO – Tony Goode
- Public:  
Rimbey Review – Trena Mielke  
6 members of the Public attended  
Recreation Director – Rick Kreklewich  
Ambulance Director – Roni Coulthard  
Public Works Foreman – Vern Browne  
Fire Chief – John Weisgerber
2. Public Hearing None
3. Adoption of Agenda Motion 41/11
- Moved by Councillor Webb to adopt the agenda with the following amendments:
- New and Unfinished Business:  
7.6 Meeting Schedule  
7.7 Tax Incentive  
7.8 Ambulance
- Correspondence:  
9.4 Beatty House Restoration Letter
- CARRIED  
(5-0)
4. Minutes 4.1 February 9, 2011, Council Meeting Minutes
- Motion 42/11
- Moved by Councillor Payson to accept the February 9, 2011, Council Meeting minutes as presented.
- CARRIED  
(5-0)
5. Delegation None Noted
6. Bylaws 6.1 Pool Debenture Bylaw 863/11
- Director of Finance presented to council that the Rimbey Aquatic Centre project will cost \$3.066 million. A \$1 million debenture was completed September 15, 2010; Ponoka County committed \$500,000 and RiNC grant funds of \$750,000, leaving a shortfall of \$816,000. Director of Finance is requesting Council consider first reading of Pool Debenture Bylaw 863/11 in the amount of \$1 million dollars to complete the pool project. Council reviewed the deadlines and requested an itemized material list of pool costs prior to second and third reading.

Motion 43/11

Moved by Councillor Webb that Pool Debenture Bylaw 863/11 in the amount of \$1 million for the Rimbey Aquatic Centre project be given first reading.

CARRIED  
(5-0)

7. New and Unfinished Business

7.1 Council Remuneration Policy No. 155 Amendment

Council discussed the remuneration policy in depth with many opposing change variations on the following:

- Health spending account amount be changed from \$200 to \$300
- Cell phone costs to be available to all Council

Motion 44/11 (Mayor Ibbotson requested a recorded vote.)

Moved by Councillor Anglin to change the health spending account amount from \$200 to \$300.

DEFEATED  
(2-3)

(Councillor Payson, Councillor Rondeel, Mayor Ibbotson – Opposed;  
Councillor Anglin, Councillor Webb – In Favour)

Motion 45/11

Moved by Councillor Anglin that Councillors be added with the Mayor for cell phone costs in the amount of \$50.00.

CARRIED  
(3-2)

Motion 46/11

Moved by Councillor Anglin to approve Council Remuneration Policy No. 155 as amended.

CARRIED  
(5-0)

Motion 47/11

Moved by Mayor Ibbotson to move up the department reports at 7:06 pm.

CARRIED  
(5-0)

8. Reports

8.1 Department Reports:

8.1.1 Ambulance:

Ambulance Director provided a written and verbal report on the following:

- Staffing levels.
- Meeting with Health Sciences on February 25 to discuss the collective bargaining agreement.
- Ambulance Hall contractor has been diligent to review minor building deficiencies.
- Dispatch continues to work with ambulance to accommodate patient and staff needs.
- Updates, changes, correspondence are all posted on the AHS/EMS website and all practitioners in Alberta have access.

Council requested more information on the following:

- Status of the change request from BLS to ALS.
  - Procedures for booking ambulance if there are two events on the same day.
- Ambulance Director advised that would have to check with CAO on the status of the change request order from BLS to ALS. Groups requiring the ambulance to be at there event would book directly with the ambulance hall. There is only one ambulance available for events and two events on one day may create an issue. Ambulance Director will check and report back by email to Administration.

Mayor Ibbotson thanked Roni Coulthard and she withdrew from the meeting at 7:16 pm.

8.1.2 Recreation:

Recreation Director provided a written and verbal report on the following:

- Best Western pool usage report from June to Dec 2010.
- Pool building is very close to being completed, installation of mechanical equipment and some work on spray park. Most outdoor work will be completed in the spring.
- Snow blower replaced at a cost of just over \$1,000.
- Indoor walking program will be offered at the Community Centre during the winter months on weekdays for free and schedules will be posted.
- Staff update was provided
- Proposed a plan for consideration to extend Lions walking trail in the future.
- Discussion on whether to have the Rimbey Rodeo parade on Friday, July 8 or Saturday, July 9. Council discussed and referred to Recreation Committee to review and bring back a parade date recommendation to Council.

Mayor Ibbotson thanked Rick Kreklewich and he withdrew from the meeting at 7:27 pm.

8.1.3 Fire:

Fire Chief provided a written and verbal report on the following:

- Received 11 calls for service to date which are made up of motor vehicle collisions, fire and smoke, and public assist.
- Practices were held twice a month in January and February
- New fire truck specs are ongoing for the replacement of the old unit and hope to have some bid numbers in within the next month.
- Trailer ordered for the Ranger.

Mayor Ibbotson thanked John Weisgerber and he withdrew from the meeting at 7:32 pm.

8.1.4 Public Works:

Public Works Foreman provided a written and verbal report on the following:

- Due to above average snowfall, maintenance of streets is ongoing with plowing, sanding, and snow removal.
- Daily monitoring of the reservoir and three wells.
- Daily monitoring of our two aerated lagoon systems.
- Water samples are taken weekly and water quality is good and only requires the addition of chlorine.
- Daily chlorine residual testing is done in the distribution system.
- Maintenance and repair of equipment for spring with priority regarding the Street Sweeper.
- Ice build up is an ongoing problem by the High school as water from the roof drainage flows onto the street creating heavy icing on 52<sup>nd</sup> street.

Mayor Ibbotson thanked Vern Browne and he withdrew from the meeting at 7:43 pm.

8.1.5 CAO :

CAO provided a written report on the following:

- Pre-budget planning meetings.
- Ethanol Plant issues with Lawyer.
- Remuneration Committee meetings in an Advisory capacity.
- January 20 Pre-Budget meetings with groups that are funded by the Town.
- Prepared budgets with town departments.
- Meeting with potential developer regarding highway access.

Motion 48/11

Moved by Councillor Webb to accept department reports as presented.

CARRIED  
(5-0)

Mayor Ibbotson called a short recess at 7:44 pm.

Mayor Ibbotson reconvened the meeting at 7:52 pm.

7. New and Unfinished Business

7.2 Expense Reimbursement Policy No 1108 Amendment

The amended Expense Reimbursement Policy No. 1108 will supersede policies 151, 1107, 1109, 1110, and 1111 into one policy for Councils approval.

Motion 49/11

Moved by Councillor Webb to adopt the amended Expense Reimbursement Policy No 1108 as presented.

CARRIED  
(5-0)

7.3 Utility Service Fee Policy No. 3211 Amendment

Assistant CAO presented the amended Utility Service Fee Policy No. 3211, which has been changed to reflect the option of going to bi-monthly billing for Councils' approval.

Motion 50/11

Moved by Mayor Ibbotson to approve the amended Utility Service Fee Policy No. 3211 as presented.

CARRIED  
(5-0)

7.4 Employee Pension Fund Policy No. 1105 Amendment

This policy is being updated to reflect allowing the employees to join the Local Authorities Pension Plan.

Motion 51/11

Moved by Councillor Webb to approve the amended Employee Pension Fund Policy No. 1105 as presented.

CARRIED  
(5-0)

7.5 Rescind Credit Card Policy No. 1503

Policy 1503 currently states that payment of amounts owing in excess of \$500 is not authorized without prior approval of the Town Manager or Municipal Treasurer in regards to the use of credit cards for payment on accounts. Administration recommends Council consider rescinding Credit Card Policy No. 1503.

Motion 52/11

Moved by Mayor Ibbotson to rescind Credit Card Policy No. 1503.

CARRIED  
(5-0)

7.6 Meeting Schedule

Councillor Anglin advised that all of council needs to be at the budget meeting and propose a resolution.

Motion 53/11

Moved by Councillor Anglin that whereas the budget meeting is the single most important meeting of the year, all Council members must be present.

DEFEATED  
(2-3)

7.7 Tax Incentive

Councillor Anglin commented on the information that was provided from Brownlee LLP outlining that the tax incentive policy was contrary to the Municipal Government Act and provided three options for Council consideration.

7.8 Ambulance

Councillor Anglin presented that after further review of the Alberta Health Services ambulance contract that the Town of Rimbey will be looking at a total deficit of approximately \$300,000 walking into the budget and the chance of recouping the costs in one year's time is not good.

8. Reports

8.2 Council Reports

Councillor Anglin:

- Rimoka CAO replacement is going well and should be in place sometime in March. Still working on bringing in assisted living.

Councillor Rondeel:

- Attended Chamber AGM which is setting out some goals such as increasing local shopping; voice on town Council and involve farming and ranching; Alberta Tourism was guest speaker at the AGM talking about funding and programs that are available to help increase tourism in the community.
- Presentation to be held on March 3 at the Best Western to discuss trails.
- Advised Historical Society to get a committee together and bring their issues to the CAO and Assistant CAO for discussion.

Mayor Ibbotson:

- Attended January 20 Budget meeting
- Attended February 10 Bylaw Committee meeting
- Attended February 16 FCSS meeting and Big Brothers and Sisters has decided to downsize their program and do a mentoring program in the school for six months and postpone the afterschool program.
- Attended Lions rally
- Attended Rimbey Legions AGM
- Attended the Cutter Parade
- Attended Christian School 25<sup>th</sup> Anniversary

Councillor Payson:

- Attended Library meeting.

Councillor Webb

- Attended Rimoka Meeting

Motion 54/11

Moved by Mayor Ibbotson to accept the council reports as presented.

CARRIED  
(5-0)

8.3 Finance Reports

Director of Finance presented the following reports:

- Accounts Payable for February 23, 2011;

Motion 55/11

Moved by Councillor Rondeel to approve the Accounts Payable for February 23, 2011, as presented.

CARRIED  
(5-0)

9. Correspondence

9.1 Proclamation Request for Parental Alienation Day

Proclamation request was received requesting Council consider proclaiming April 25, 2011, as Parental Alienation Awareness Day for the Town of Rimbey.

Motion 56/11

Moved by Councillor Webb to proclaim April 25, 2011, as Parental Alienation Day.

CARRIED  
(5-0)

9.2 Wolf Creek Public Schools Networking Evening Invitation

Wolf Creek Public Schools invitation letter to Council members and senior management staff of the Town of Rimbey to attend the fourth Municipal/School Division Networking Evening on March 17 from 6:30-8:30 pm at the Wolf Creek Public School s Office in Ponoka. RSVP is required before March 4.

9.3 Rimbey Municipal Library Minutes for Nov 22/10 and Jan 17/11

Rimbey Municipal Library board has provided a copy of the November 22, 2010, and January 17, 2011, meeting minutes as information to Council.

9.4 Beatty House Restoration Letter

Beatty Heritage House Society is requesting Council's approval for Beatty House restoration repair of masonry work to be done on the exterior chimney, areas at base of house, pillars, stone fence, birdbath, and barbecue pit to be done by stonemason contractor, Ad Vos, according the consultant preservation officer's recommendations.

Motion 57/11

Moved by Mayor Ibbotson to approve the Beatty House restoration repair of the masonry work as requested.

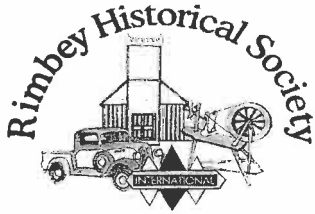
CARRIED  
(5-0)

- 10. In Camera            None
- 11. Adjournment        Council adjourned the meeting at 8:29 pm.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
TOWN MANAGER





Box 813  
Rimbey, Alberta  
T0C 2J0  
403-843-2004 (phone & fax)  
[paskapoo@telus.net](mailto:paskapoo@telus.net)  
[www.paskapoopark.com](http://www.paskapoopark.com)

March 2, 2011

Town of Rimbey  
Box 350  
Rimbey, Alberta  
T0C 2J0

Dear Council:

The Rimby Historical Society is interested in providing RV Storage as a new revenue source. I have contacted Jubilee Insurance to find out what their requirements are. They require a written approval from the Town of Rimbey for our proposed RV Parking & Storage. Our proposal is as follows:

The Rimby Historical Society would only allow RV parking for special events with no fee being charged but we would accept donations. RV Storage would be allowed year round for paid members of the Rimby Historical Society with a monthly fee being charged. Jubilee Insurance advised me that the insurance would not change unless we have more than 75 units stored. Our capacity for RV Storage is 40 units.

I have attached a copy of the RV Parking & Storage Agreement each owner of a RV would be required to sign.

We are requesting the written approval of the Town of Rimbey council for our RV Parking & Storage proposal and thank you for your consideration.

Yours truly,

Don McFadyen  
President  
Rimbey Historical Society

Rimbey Historical Society  
RV Parking & Storage Agreement

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Insurance: Yes \_\_\_\_\_ No \_\_\_\_\_  
RV Type: Pull Trailer \_\_\_\_\_ FT 5<sup>th</sup> Wheel \_\_\_\_\_ FT  
Motor Home \_\_\_\_\_ FT Other (please specify) \_\_\_\_\_ FT  
Make \_\_\_\_\_ Year: \_\_\_\_\_ License Plate # \_\_\_\_\_  
Stall Assigned: \_\_\_\_\_ Payment Date: \_\_\_\_\_  
Payment: Annually Semi-Annual Monthly  
(cheque only)

**AGREEMENT:**

RV Parking is only available for Special Events held by the Rimbey Historical Society: Located at the compound west of the Smithson Truck Museum. There will be no fee (donations are accepted).

RV Storage is only available for paid members of the Rimbey Historical Society. A monthly fee will be charged.

The Rimbey Historical Society will not be responsible for snow removal and/or access to RV Storage during the winter months. The Rimbey Historical Society will not be responsible for fire, theft, vandalism, rodents or Acts of God. It is up to each owner to carry private insurance on his or her RV units parked at the compound and to provide a copy of such insurance to the Rimbey Historical Society each year. The Owner hereby waives their rights of subrogation against the Rimbey Historical Society and the Town of Rimbey for any loss or damage sustained to or by their RV unit(s) under this Agreement.

A parking stall # will be assigned upon payment of your fees and availability. RV parking & storage rules must be adhered to; non-compliance to the rules may result in your unit being towed (at the owners expense) within 48 hours.

**Rules:**

- 1) You must park your RV in the stall that has been assigned to your
- 2) No garbage or other materials may be stored or dumped on this site
- 3) No oil changes or disposal of oil or any other materials will be allowed
- 4) In the winter month(s) batteries must be removed from unit
- 5) It is the responsibility of the owner to make fees payable to the Rimbey Historical Society within 5 days of when fees are due.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# Council Recommendation

**Date:** 04-Mar-11

**Title:** Rimbey Historical Society - RV Parking and Camping

**Presenter:** Administration

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## **Background:**

The Rimbey Historical Society is requesting a letter of permission from the Town to allow the operation of a Recreational Vehicle Storage and Parking venture at Pas-Ka-Poo Park.

## **Discussion:**

This venture would allow the Historical Society to access a new revenue source.

The land that the operation would occupy is owned by the Town of Rimbey. The Historical Society gets their insurance under the Town of Rimbey's policy and the insurance is paid for by the Town of Rimbey. As such, the increased property loss and liability risk is borne by the Town of Rimbey.

Our insurer has no issues with the RV Storage as long as the amount of units does not exceed 75 units. The storage area is built to house 40 units.

Our insurer has concerns if there are charges for camping (RV Parking). The Historical Society says camping will only be allowed during special events and no charge will be levied. They will however ask for donations.

## **Recommendation:**

That Council issues a resolution for Administration to write a letter of permission to allow the Rimbey Historical Society to operate a Recreational Vehicle Storage and Parking venture at Pas-Ka-Poo Park.

## **TOWN OF RIMBEY**

**DATE:** March 9, 2011

**TITLE:** Residential Waste Management RFP

### **BACKGROUND:**

The Town of Rimbey submitted a Request for Proposal (RFP) for provision of its weekly residential waste collection and introduction of a bi-weekly blue bag recycling program. The term was to be for three years and would include the introduction of a roll-out cart program to all residences. The Town received three proposals as of the March 4, 2011, closing date. The three received were from Ever Green Ecological Services, Nikirk Bros. Contracting Ltd., and Cast-A-Waste Inc.

### **DISCUSSION:**

The proposals identified a number of areas that were to be evaluated in the RFP process, with price being one of the criteria. In evaluating the proposals submitted from a cost standpoint, Ever Green Ecological Services is by far the most cost effective proposal, with a three-year total contract cost of \$341,097.12. This is 11.7% less than the proposal from Cast-A-Waste Inc., and 24.3% lower than the proposal from Nikirk Bros. Contracting Ltd., which does not have a cost estimate for a blue bag recycling program within its proposal.

In evaluating other aspects of the proposal, Ever Green Ecological Services appears to be superior in several key areas. They provided a list of 22 municipal clients and provide services to a wide geographical area. While based in Edmonton and Acheson, they provide waste and recycling collection services to Whitecourt, a distance further than the Town of Rimbey. Ever Green also indicated they have trucks operating in Leduc, Calmar and Drayton Valley the same day they would be doing collection in Rimbey, and would therefore be capable of completing collection routes should they experience any mechanical problems with the truck in Rimbey.

Ever Green confirmed that they are equipped to supply the entire community with 246 L roll-out carts in time for the first collection date of April 7. In addition, Ever Green will coordinate a communications strategy with the public about the roll-out carts and blue bag program (see attached).

An additional cost savings that was proposed by Ever Green may be realized by bi-weekly waste collection in the winter months as opposed to weekly. Ever Green has found this method to be successful in other communities and would be willing to revisit this issue at a later date.

Ever Green operates its own "Material Recovery Facility" for recyclables and would sort all material from the blue bag program itself, but has contingency plans with other sorting facilities.

Cast-A-Waste Inc. also provided a detailed and competitive proposal for residential waste and recycling collection and disposal services. They have been the contract providers of commercial cardboard collection services for the Town of Rimbey for the last five years, and by all accounts have provided excellent service in this regard. It is expected that if awarded the contract, the level of service the Town currently receives would be maintained. They have also provided letters of reference from area municipalities, including Ponoka and Lacombe County.

The Cast-A-Waste Inc. proposal includes continued manual collection of residential garbage from April 1 through the end of May, with the provision of 242 L roll-out carts and collection to begin June 1. The manual collection portion of the proposal suggests a four-bag limit, as the Town currently does not limit the amount of waste at each residence. This would be a good practice and could be implemented by amending the current garbage bylaw, something that is required regardless of the contractor selected or method of collection.

Cast-A-Waste Inc. would provide a public information campaign prior to the introduction of roll-out carts on their proper use, and have proposed to explore any additional opportunities regarding recyclable materials that would be beneficial to the Town or other local organizations.

The proposal from Cast-A-Waste Inc. met expectations set out in the RFP and it is believed they would be an excellent contractor to work with and are likely to be most flexible in meeting any needs of the Town outside the initial scope of the agreement, the total price of the proposals is something that should not be overlooked. The proposal from Ever Green Ecological Services meets or exceeds all aspects of the RFP, and does so at a substantially lower cost of nearly \$13,500 per year.

### **RECOMMENDATION:**

That Council pass a resolution to authorize administration to enter into an agreement for the provision of residential waste and blue bag recycling collection and disposal services with Ever Green Ecological Services.

# Evergreen Ecological Services

**Pricing Table 1: Automated/Manual Waste Collection and Disposal with provision of Carts**

Option 2	Frequency	Year	Residential Waste Collection/ Month	Annual Total \$
Manual/Automated Collection with Supply of Carts	Weekly	2011/2012	\$6,780.13	\$81,361.56
		2012/2013	\$6,780.13	\$81,361.56
		2013/2014	\$6,780.13	\$81,361.56
		<b>Total Contract</b>		<b>\$244,084.68</b>

**Pricing Table 2: Bi-Weekly Blue Bag Recycling Collection and Disposal**

Option 3	Frequency	Year	Residential Blue Bag Collection/ Month	Annual Total \$
Blue Bag Collection	Bi-Weekly	2011/2012	\$2,694.79	\$32,337.48
		2012/2013	\$2,694.79	\$32,337.48
		2013/2014	\$2,694.79	\$32,337.48
		<b>Total Contract</b>		<b>\$97,012.44</b>

**Contract Total - \$341,097.12 - Roll-out carts begin April 1**



**Promotional Examples**  
(All Included in Costs for the Town of Rimbey)

**Mail-out**

*Coming Soon*  
**BLUE BAG**  
Curbside Recycling Program

*What can go in the Blue Bag?*

The blue bag system is designed to accept household paper, cardboard, clear glass, tin & plastic containers. Please fold down and collapse all cardboard you intend for recycling. Uncollapsed cardboard will not be collected.

*When will they collect the Blue Bags?*

Most collection occurs weekly. Please visit [www.evergreeneco.ca](http://www.evergreeneco.ca) for more information. Keep blue bags at least 3 feet away from regular garbage. Blue bags must be out in the open and clearly visible. Blue bags in garbage enclosures or containers will not be collected.

*What should NOT go in the Blue Bag?*

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>✗ Plastic toys</li> <li>✗ Bubble wrap / Plastic film</li> <li>✗ Styrofoam</li> <li>✗ Un-rinsed food containers</li> <li>✗ Toxic items (batteries, paint cans, aerosol cans)</li> <li>✗ Electronics or small appliances</li> </ul> | <ul style="list-style-type: none"> <li>✗ Diapers</li> <li>✗ Ceramics</li> <li>✗ Scrap metal or wood</li> <li>✗ Food or yard waste</li> <li>✗ Coloured glass</li> <li>✗ Soiled paper (used tissue or paper towel, pizza boxes smeared with cheese, etc.)</li> <li>✗ Soiled containers</li> </ul> |
|--|---|

**What can I recycle?**

**Newsprint/Heavy paper:** newspaper, magazines, phone books, catalogues, flyers

**Mixed Paper:** office paper, junk mail, shredded paper, etc.

**Boxboard:** cereal boxes, pasta boxes, etc.

**Containers:** milk jugs & cartons, food cans, clear glass jars, beverage containers, plastic containers #1-7

**Corrugated cardboard:** flattened and folded beneath the blue bag



If you are unsure whether a particular item is recyclable, please visit [www.evergreeneco.ca](http://www.evergreeneco.ca)

## Door Knockers

# Coming Soon Waste Cart

Automated Collection

### When will they Collect Waste Carts?

Please have your carts curbside, with wheels facing curb, by 7AM on Thursdays. There must be 4 ft on all sides of the cart and overhead. Watch that blue bags, parked cars and trees are not within 4 ft.

### How do I use the Waste Cart?

Just place refuse inside cart and place out with wheels touching the curb, and the front of the cart pointed toward the street by 7 am on Thursdays. Please bag loose waste and place bagged material inside the cart. **Waste not in the cart will not be collected.** Be sure the cart has at least 4 ft of space on all sides and above the cart.



### Why switch to a cart?

The carts mean no more heavy lifting - just roll your cart out. And your refuse area will be cleaner because animals can't get into it.

### Where do I get one?

New waste roll carts will be delivered to each home on Saturday, Nov. 28<sup>th</sup>.

For more information please call the Village of New Sarepta at 780-941-3929.

Ever Green Ecological Services  
For Today. For Tomorrow.  
780-469-1977



# Are You Using Your BLUE BAG

Curbside Recycling Program?

Did you know the Town of Drayton Valley has a Blue Bag Recycling program? It's easy to do, and your blue bags go out the same day as regular garbage. No more hauling recyclables to a depot!

### What can I recycle?

**Newsprint/Heavy paper:** newspapers, magazines, phone books, catalogs, flyers

**Mixed Paper:** office paper, junk mail, shredded paper, etc.

**Boardboard:** cereal boxes, pasta boxes, etc.

**Containers:** milk jugs & cartons, food cans, beverage containers, rigid plastic containers #1-7

**Corrugated cardboard:** flattened and folded beneath the blue bag

### What should NOT go in the Blue Bag?

- ✗ Plastic toys
- ✗ Bubble wrap / Plastic film
- ✗ Styrofoam
- ✗ Un-rigid food containers
- ✗ Toxic items (batteries, paint cans, aerosol cans)
- ✗ Electronics or small appliances
- ✗ Drapes
- ✗ Corrods

### What can go in the Blue Bag?

The blue bag system is designed to accept household paper, cardboard, tin & plastic containers. Please fold down and collapse all cardboard you intend for recycling. Unopened cardboard will not be collected.

### When will they Collect the Blue Bags?

Collection is bi-weekly with regular refuse collection. Please have blue bags at your front curb on your regular collection day by 7 am. Keep blue bags at least 3 feet away from regular garbage. Blue bags must be out in the open and clearly visible. Blue bags in garbage enclosures or containers will not be collected.

- ✗ Scrap metal or wood
- ✗ Fertilizer or yard waste
- ✗ Coloured glass
- ✗ Soiled paper (used tissue or paper towels, pizza boxes smeared with cheese, etc.)
- ✗ Tainted containers
- ✗ Non-deposit glass containers

If you are unsure whether a particular item is recyclable, please visit [www.evergreeneco.ca](http://www.evergreeneco.ca).



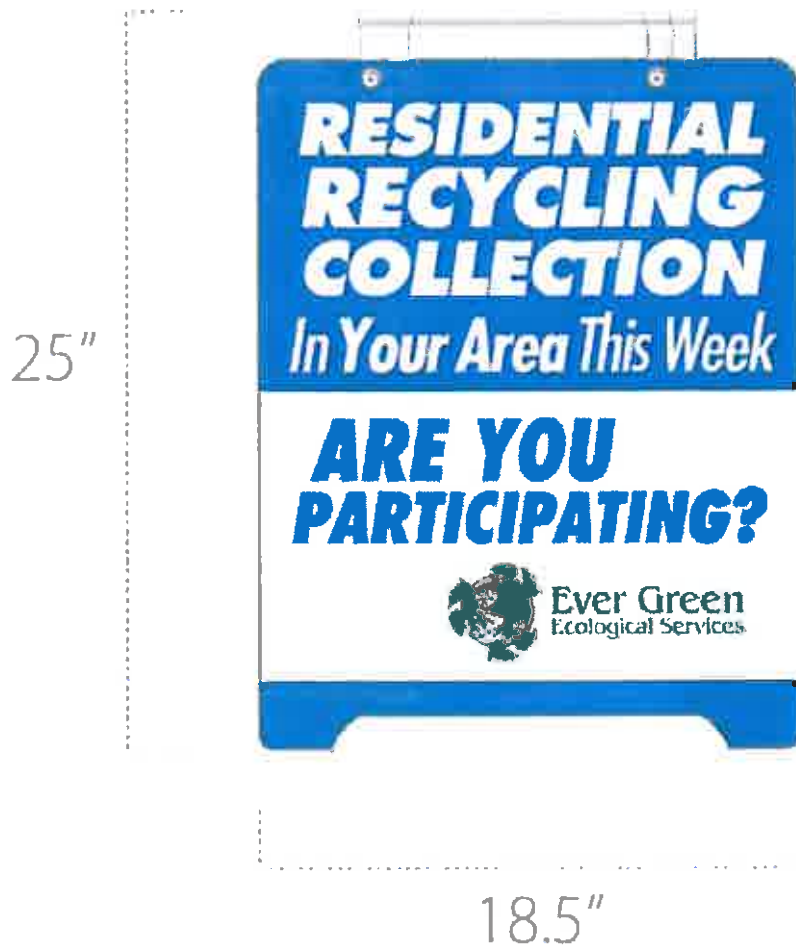
Ever Green Ecological Services  
For Today. For Tomorrow.





# Sandwich Board Signs for "Blue Bag Ambassadors" etc

LAYOUT PROOF FORM V.1



## Roll-Cart Instructions

### Putting Out Your New Cart

**Park It**  
Wheels against the curb, or just off the roadway.



Place your cart at the curb by 7 AM on collection day.



**Point It**  
Arrows should point to centre of road.



**Space It**  
Give at least an arm's length of clearance on all sides.



Starting October 6, 2009, only garbage stored in the cart will be collected. Refuse not stored in a cart will not be collected.



Do not include toxic items in the cart.

If you are unsure about how to dispose of an item, or how to use your cart, please contact:

The Town of Beaumont @  
780-929-8782

Ever Green Ecological Services @  
[www.evergreeneco.ca](http://www.evergreeneco.ca)

*Please ensure that your cart is properly placed and out by 7 AM.*



## Cast-A-Waste Inc.

**Pricing Table 1: Automated/Manual Waste Collection and Disposal with provision of Carts**

Option 2	Frequency	Year	Residential Waste Collection/ Month	Annual Total \$
Manual/Automated Collection with Supply of Carts	Weekly	2011/2012	\$6,000/\$7,775	\$89,750.00
		2012/2013	\$7,855.00	\$94,260.00
		2013/2014	\$7,930.00	\$95,160.00
		<b>Total Contract</b>		<b>\$279,170.00</b>

**Pricing Table 2: Bi-Weekly Blue Bag Recycling Collection and Disposal**

Option 3	Frequency	Year	Residential Blue Bag Collection/ Month	Annual Total \$
Blue Bag Collection	Bi-Weekly	2011/2012	\$2,800.00	\$33,600.00
		2012/2013	\$2,830.00	\$33,960.00
		2013/2014	\$2,860.00	\$34,320.00
		<b>Total Contract</b>		<b>\$101,880.00</b>

**Contract Total - \$381,050.00 - Roll-out carts begin June 1**

# Nikirk Bros. Contracting Ltd.

**Pricing Table 1: Automated/Manual Waste Collection and Disposal with provision of Carts**

Option 2	Frequency	Year	Residential Waste Collection/ Month	Annual Total \$
Manual/Automated Collection with Supply of Carts	Weekly	2011/2012	\$10,677.28	\$138,127.40
		2012/2013	\$11,740.82	\$140,889.94
		2013/2014	\$12,093.05	\$145,116.63
		<b>Total Contract</b>		<b>\$424,133.97</b>

**Pricing Table 2: Bi-Weekly Blue Bag Recycling Collection and Disposal**

Option 3	Frequency	Year	Residential Blue Bag Collection/ Month	Annual Total \$
Blue Bag Collection	Bi-Weekly	2011/2012	No Submission at this time	
		2012/2013		
		2013/2014		
		<b>Total Contract</b>		

**Contract Total - \$424,133.97 - does not include Blue Bag recycling**



# Council Recommendation

**Date:** Mar. 3<sup>rd</sup>, 2011

**Title:** Rodeo Parade

**Presenter:** Rick Kreklewich

---

**Background:**

The Rodeo Parade was scheduled for Saturday, July 9<sup>th</sup>, 2011. The 100' Shootout is also scheduled on the same day as the Parade.

**Discussion:**

In order to minimize congestion and allow for both events to take place without interference from one another, the Rodeo Parade would need to be moved from it's original time.

**Recommendation:**

The Recreation Committee recommends that we move the Rodeo Parade to Friday, July 8<sup>th</sup> at 3:30 p.m.



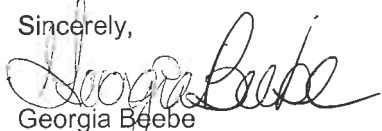
**To:** Mayor & Council  
**Date:** March 2, 2011  
**From:** Georgia Beebe  
Accounting Clerk  
**Re:** Delinquent Accounts

I have recently received a status report from our collection agency, and am now requesting Council's consent to write-off the following accounts, which the agency considers uncollectable.

	Invoice #	Description of Charges	Date Debt was Incurred	Amount Requested to Write-Off
1)	9189.00	An ambulance billing for \$345.32, which has been with our collection agency since July 9, 2010. The update from Able Apton on March 2, 2011 now deems this account 'Closed: Skipped Not Found'	February 22, 2010	\$345.32
2)	9365.00	An ambulance billing for \$426.44, which has been with our collection agency since June 18, 2010. The update from Able Apton on February 9, 2011 now deems this account 'Closed: Uncollectable'.	May 22, 2010	\$426.44
3)	9116.00	An ambulance billing for \$367.16, which has been with our collection agency since June 7, 2010. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	January 30, 2010	\$367.16
4)	9518.00	An ambulance billing for \$245.60, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account 'Closed: Uncollectable'.	June 22, 2010	\$245.60
5)	9519.00	An ambulance billing for \$245.60, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	June 25, 2010	\$245.60
6)	9520.00	An ambulance billing for \$245.60, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	June 31, 2010	\$245.60
7)	9521.00	An ambulance billing for \$276.80, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	July 7, 2010	\$276.80
8)	9523.00	An ambulance billing for \$245.60, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	July 17, 2010	\$245.60
9)	9571.00	An ambulance billing for \$326.60, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	August 1, 2010	\$326.60
10)	9575.00	An ambulance billing for \$326.60, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	June 4, 2010	\$326.60
11)	9576.00	An ambulance billing for \$326.60, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	August 8, 2010	\$326.60
12)	9579.00	An ambulance billing for \$326.60, which has been with our collection agency since January 5, 2011. The update from Able Apton on February 9, 2011 now deems this account "Closed: Uncollectable".	August 21, 2010	\$326.60
			<b>Total</b>	<b>\$3704.52</b>

Thank you for your consideration.

Sincerely,

  
Georgia Beebe  
Accounting Clerk



# Council Recommendation

**Date:** March 4, 2011

**Title:** Public Budget Meeting

**Presenter:** Administration

---

## **Background:**

Council discussed having a budget meeting in a public forum to present the draft budget to the residents of Rimbey. Proposed dates are as follows:

Wednesday, March 16 at 7:00 pm

Monday, March 28 at 7:00 pm

Wednesday, March 30 at 7:00 pm

## **Recommendation:**

That Council adopts one of the following dates to be advertised for a Public Budget Meeting at the Community Centre starting at 7:00 pm.



# Council Recommendation

Date: March 9, 2011

Title: Ambulance Service

Presenter: Administration

---

## **Background:**

Alberta Health Services sent a letter back in December 2010 asking for an extension of the original contract term from April 1, 2011 to March 31, 2012. The province was seeking an extension to be able to further review the provincial mandate of the ambulance service contracts.

## **Discussion:**

Council has attended sessions and had discussion with Alberta Health Services in regards to what is the provincial mandate for the future. Upon further discussion during the budget process council has become aware of the additional costs that will be involved with the running of the ambulance service with changing from a BLS service to an ALS service, employee wages, etc. As the AHS contract states that any cost changes to the contract must be submitted in a change order and until approved the costs are to be carried by the Town. Change order requests in regards to additional costs have been submitted back in February 2010 with no money being received as of this date.

## **Recommendation:**

That Council pass a resolution authorizing Administration to provide written notice to Alberta Health Services to not extend the current EMS Ground Ambulance Contract and negotiate divesting of the ambulance service.





# Town of Rimbey Policy Manual

**Title:** Council Remuneration

**Policy No.:** 155

**Supercedes.:** 154

**Approved:** March 9, 2011

**Resolution No.:** xx/11

**Effective Date:** March 9, 2011

**Purpose:**

1. To set appropriate rates of pay for Council
2. Monthly Time sheets to be approved by resolution of Council
3. Members of Town Council should be reimbursed for all direct expenses as a result of their duties

**Policy Statement:**

**Base Fees**

The Mayor will be paid \$ 1,553.55 per month to cover the regular monthly Council meeting, all background work, general public interaction, in-Town charity functions, local meetings, committee meetings, attendance to functions and gatherings where the Mayor's presence is requested but not required; but he/she deems it appropriate to attend.

Councillors will be paid \$ 1,066.77 per month to cover the regular monthly Council meeting, background work, general public interaction, local meetings, committee meetings, and events where and when a Councillor's attendance is requested but not required by Council. The Deputy Mayor shall receive an additional \$100.00 per month.

Cost of living will automatically be applied to Council remuneration and meeting rates as per Town Staff salaries, according to the Alberta Consumer Pricing Index, on January 1<sup>st</sup> of every year.

**Other Expenses**

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

**Hourly Rates**

Councillors shall be further compensated for attendance at the following events:

- Alberta Government
- Alberta Urban Municipalities Association
- University of Alberta; and
- Other organizations interested in or working with local governments.
- Meetings with other Municipalities
- The A.U.M.A. Annual Convention
- A.U.M.A. Regional Seminars
- University of Alberta Elected Officials Seminars
- Meetings called and organized by any branch of the Alberta Government, or any other municipal government
- Field trips and research trips to other Municipalities
- Special Council meetings outside regular monthly or committee meetings – ex. Budget
- Any other meetings or attendance at functions approved by resolution of Council

Compensation shall be as follows:

\$30.00 / hour to a maximum of \$300.00 / day

Councillors shall be responsible for filling in their own claim forms for these events.

Compensation will not be provided for attendance at meetings or functions where expenses are paid by other organizations (ex. Rimoka Foundation).

**Benefits**

Group Accident Insurance                      As per Provider Rates

Health Spending Account                      \$200 per month

*Initial Policy Approved: October 20, 2003*

*Resolution: 457/03*

*Latest Revision: February 23, 2011*

*Resolution: 46/11*



# Council Recommendation

Date: March 9, 2011

Title: Tax Incentive Bylaws and Policies

Presenter: Administration

---

## **Background:**

The Town of Rimbey requested a legal opinion on the tax incentive bylaws 827/08, 749/03, 826/08, 784/05, 785/05 and CIC Policy #6701 and were advised that the tax incentive bylaws and policy are invalid for the following reasons;

- Contravene subsection 347(1) of the Municipal Government Act (MGA)
- Unlawfully discriminate between properties within the same taxable class;
- Fetter the discretion of Council to set property tax rates
- The policy's requirement of Development Authority approval contravenes the MGA.

## **Discussion:**

Council reviewed and discussed the three options that were presented by the legal consultant as follows:

1. Maintain the status quo
2. repeal the bylaws/policy and end the rebates
3. repeal the bylaws/policy and continuing some rebates

## **Recommendation:**

That Council pass a resolution repealing Bylaws 827/08, 749/03, 826/08, 784/05, 785/05, and CIC Policy No. 6701.



## Capital Budget Projections

### *Revenue*

Capital Grants Carried Forward from 2010	\$1,196,701
Capital Grant Funding 2011	\$1,151,694
Loan - Swimming Pool	\$1,000,000
Equipment Reserve	\$18,000

**Total Projected Revenues** **\$3,366,395**

### *Expenditures*

Capital Budget 2011 - includes pool	\$2,472,481
Capital Grant transfer to Operating Budget	\$130,000

**Total Projected Expenditures** **\$2,602,481**

**Projected Carry-Forward to 2012** **\$763,914**



# Town of Rimbey

## Mayor & Councilor Fees

Name: JOE ANGLIN

Month Ending: JAN - FEB 11

**Meeting Honorariums:**

Date	Particulars	Hours	Amount	Kilometers
1/24	Special Rimbey meeting (CAO)	1	125 <sup>44</sup>	96 K
1/27	meeting w/county Rimbey (CAO) and Board issues	1	125 <sup>44</sup>	100 K
1/31	Normal Rimbey meeting	Ø		
1/31	meeting in Wetaskiwin w/Bethany Group	5 / 13	156 <sup>80</sup>	221 K
Feb 3	Meeting in Ponoka w/John and Wendy	1	<del>125<sup>44</sup></del>	96 K
Feb 8	Walk through new facilities in Ponoka attended meeting concerning G Hilderbrand	5	<del>156<sup>80</sup></del>	96 K
Feb 14	meet w/Luke Red Deer (DIP)	1	<del>125<sup>44</sup></del>	134 K
Feb 15	Special mtg Rimbey with Residents	3 / 16	<del>94<sup>08</sup></del> <del>925<sup>44</sup></del>	96 K

tax 591.79  
nontax 295.89

Total Honorarium: ~~909<sup>44</sup>~~  
13 @ 31.36 407.68  
16 @ 30.00 480.00 / 887.68

**Expenses (attach receipts):**

Mileage: 839 ✓ Kilometers @ \$0.52 436 <sup>28</sup> ✓  
 Meals: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Hotels: \_\_\_\_\_  
 Other: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Total Expenses:** 1395 <sup>72</sup>

Signature: Joseph A C

Town Manager Approval: \_\_\_\_\_

TOWN OF RIMBEY

MAYOR & COUNCILLOR FEES

NAME: Sheldon Ibbotson MONTH ENDING: Feb 11

MEETING HONORARIUMS:

DATE	PARTICULARS	MEETING # OF HRS.	AMOUNT	NO. OF KMS.

NO claim

TOTAL HONORARIUMS: \_\_\_\_\_

EXPENSES:

MILEAGE: \_\_\_\_\_ kilometers @ \_\_\_\_\_

MEALS: \_\_\_\_\_

\_\_\_\_\_

HOTELS: \_\_\_\_\_

OTHER: \_\_\_\_\_

TOTAL EXPENSES: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_







# Town of Rimbey

## Mayor & Councilor Fees

Name: Gayle Rorndel

Month Ending: February 2011

### Meeting Honorariums:

Date	Particulars	Hours	Amount	Kilometers

**NO CLAIM**

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

### Expenses (attach receipts):

### Total

Mileage:	_____ Kilometers @ \$0.52	_____
Meals:	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
Hotels:	_____	_____
Other:	_____	_____
	_____	_____
	_____	_____
<b>Total Expenses:</b>		_____

Signature: Gayle Rorndel

Town Manager Approval: \_\_\_\_\_





# Council Recommendation

**Date:** 4-Mar-11

**Title:** Council Special Meeting Reimbursement

**Presenter:** Administration

---

## **Background:**

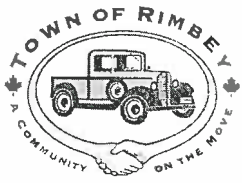
Council Remuneration Policy 155 states that the Mayor and Councillors will not be reimbursed for attending local meetings as their honorarium covers their local expenses. However, the policy also states that "Members of Town Council should be reimbursed for all direct expenses as a result of their duties." The policy also allows for compensation for "Any other meetings or attendance at functions approved by resolution of Council." The intent of the policy is that Council should not be put in a position where they incur expenses that they are not compensated for.

## **Discussion:**

The February 24, 2011 budget meeting was held locally and all of Council were present without being compensated for their attendance. Two Councillors had to hire a replacement to fill in for them at work. Councillor Webb is requesting 6 hours of compensation at the \$30 hourly rate provided for in Policy 155. Councillor Payson is requesting compensation for the cost of his replacement.

## **Recommendation:**

If Council chooses must pass separate resolutions per each request for reimbursement as compensation for attendance at the February 24, 2011 Budget Meeting.



# Memo

**To:** Mayor and Council  
**From:** Councillor Webb  
**CC:**  
**Date:** March 3, 2011  
**Re:** SPECIAL MEETING REQUEST FOR REIMBURSEMENT

---

As per Policy No. 155, I am requesting that Council consider the February 24<sup>th</sup> Budget Meeting a Special Meeting and approve the hourly rate as stipulated in the policy for reimbursement to cover expenses incurred.

Thanks

Councillor Jack Webb



ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Dunvegan - Central Peace

RECEIVED  
MAR - 2 2011  
TOWN OF RIMBEY

AR49563

February 15, 2011

His Worship Sheldon Ibbotson  
Mayor, Town of Rimbey  
PO Box 350  
Rimbey, AB T0C 2J0

Dear Mayor Ibbotson:

Thank you for your municipality's project profile submissions under the 2010 conditional operating funding component of the Municipal Sustainability Initiative (MSI).

I am pleased to inform you that the following projects have been accepted as qualifying projects under the MSI conditional operating funding guidelines. Your municipality may now proceed and apply the following amounts of your 2010 operating funding allocation to these projects:

OPE-3265	Library Board Support	\$ 17,496
OPE-3266	Garbage Collection	\$105,000

In order to recognize your success through these projects, and to recognize the contribution that the MSI has made in achieving this success, please include them in a published list of MSI-funded projects that is available to the public.

As per the MSI operating guidelines, I may select specific projects that merit enhanced public recognition. If one or more of the above projects are selected, my ministry will contact you to develop a joint communication plan.

I would like to recognize Mr. Raymond Prins, MLA, Lacombe-Ponoka, for his continued support for this program.

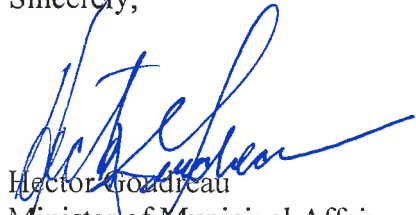
.../2



His Worship Sheldon Ibbotson  
Page 2

I wish you, your council, and the municipality's staff success with these projects.

Sincerely,



Hector Goadicau  
Minister of Municipal Affairs  
MLA, Dunvegan-Central Peace

cc: Raymond Prins, MLA, Lacombe-Ponoka  
Tony Goode, Chief Administrative Officer, Town of Rimbey



ALBERTA  
MUNICIPAL AFFAIRS

AR50200

*Office of the Minister  
MLA, Dunvegan - Central Peace*

March 1, 2011

His Worship Sheldon Ibbotson  
Mayor, Town of Rimbey  
PO Box 350  
Rimbey, AB T0C 2J0

Dear Mayor Ibbotson:

The Province of Alberta remains committed to supporting municipal sustainability and enabling municipalities to move forward on vital infrastructure. Over the last four years, Alberta municipalities received \$2.2 billion in Municipal Sustainability Initiative (MSI) funding, and I am pleased to announce that MSI will provide another \$886 million in funding to municipalities in 2011.

Your MSI allocation is \$554,118, which includes capital project funding of \$505,109 and conditional operating funding of \$49,009. The allocations are based on the formula established for the long-term program. MSI funding amounts for all municipalities will be posted on the Municipal Affairs MSI website at [municipalaffairs.alberta.ca/MSI.cfm](http://municipalaffairs.alberta.ca/MSI.cfm).

Additional correspondence will be sent to municipalities advising of the availability of the updated 2011 MSI guidelines and forms, which will soon be posted on the MSI website.

The province continues to recognize the importance of investing in municipal infrastructure, despite ongoing fiscal challenges. I would like to thank you again for your good work and wish you success with your projects in 2011.

Sincerely,

Hector Goudreau  
Minister of Municipal Affairs  
MLA., Dunvegan-Central Peace

cc: Raymond Prins, MLA, Lacombe-Ponoka  
Tony Goode, Chief Administrative Officer, Town of Rimbey

104 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550  
PO Box 1054, 035 - 1 Avenue SW, Falher, Alberta T0H 1M0 Canada Tel 780-837-3846 Fax 780-837-3849  
Toll-Free From All Areas 1-866-835-4988

*Printed on recycled paper*

**Family and Community Support Services (FCSS)  
Rimbey Community Home Help Services (RCHHS)  
BOARD MEETING MINUTES  
January 19, 2011  
10:00 a.m. Rimbey Provincial Building**

Present:

Nancy Teeuwsen-Hartford, Chairperson  
Irene Steeves, Vice Chairperson  
Viola Schneider, Board Member  
Bill Coulthard, Board Member  
Sheldon Ibbotson, Board Member  
MaryAnn Josephison, Board Member  
Peggy Makofka, Executive Director  
Pat Weeks, Board Member  
Christine Simpson, Recording Secretary

Regrets:

Paul McLauchlin, Board Member

1. CALL TO ORDER

The Meeting was called to Order by: Nancy Teeuwsen- Hartford, Chairperson at 10:05 a.m.

2. APPROVAL OF AGENDA

**11-01-01 MOTION:** By: I. Steeves: That the agenda is adopted with the following additions:

Additions:

- 10.7 Rimbey Women's Conference Registrations
- 11.6 Memo from Rimoka Housing Foundation

CARRIED.

3. PREVIOUS MEETING MINUTES –November 17, 2010

**11-01-02 MOTION:** By: V. Schneider: That the Minutes of the November 17, 2010 meeting be adopted as presented:

CARRIED.

4. BUSINESS ARISING FROM THE MINUTES

5. OLD BUSINESS

- 5.1 2010 year end expenditures
- 5.2 FCSS Board Christmas Party
- 5.3 Chamber of Commerce- shop Local-Win Big campaign



5.4 Ponoka County- support of Welcome to Rimbey packages

6. FINANCE

6.1 December 14, 2010 and January 19, 2011 Finance Committee Meeting Minutes/Highlights

**11-01-03 MOTION:** By: V. Schneider: That the Minutes of the December 14, 2010 and January 19, 2011 Finance Committee Meeting be accepted as information.

CARRIED.

6.2 2010 year end contribution to reserves

7. WRITTEN REPORTS

7.1 Meals on Wheels- Lunch Out

**11-01-04 MOTION:** By: M. Josephison: That the Board give \$100.00 for the agency to purchase lunch for the volunteers attending the Income Tax training session on February 24<sup>th</sup>. Seconded by: B. Coulthard

CARRIED.

7.2 Volunteers-Volunteer Canada & Volunteer Alberta Membership

7.3 Medical Alert

7.4 Food Bank

7.5 Home Support/Personal Care

7.6 Adult Day Support

7.7 Youth Activity Program

7.8 Community Kitchen

7.9 Healthy Families/Babies First

7.10 Parent Link Centre

7.11 Family Resource Library

7.12 Volunteer Centre

**11-01-05 MOTION:** By: V. Schneider: That the Volunteer Centre renew its membership for Volunteer Alberta and Volunteer Canada. Seconded by: M. Josephison

CARRIED.

7.13 Education Coordinator

7.14 Internet Technology

7.15 Rainbows

7.16 Quality Control

**11-01-06 MOTION:** By: P. Weeks: That the Written Reports be accepted as information.

CARRIED.

8. POLICY/RISK MANAGEMENT COMMITTEE

9. DIRECTOR'S REPORT

- 9.1 Staffing report
- 9.2 Ponoka Youth Centre
- 9.3 BYAS- Blindman Youth Action Society
- 9.4 Healthy Families
- 9.5 Babies First
- 9.6 Adult Learning Society
- 9.7 FCSSAA Conference
- 9.8 Team Leaders Retreat
- 9.9 Alberta Emergency Management Summit 2010
- 9.10 Central Alberta Child and Family Services, 2010 – 13 Business Plan

**11-01-07 MOTION:** By: P. Weeks: That the Director's Report be accepted as information.

CARRIED.

10. NEW BUSINESS

- 10.1 Adult Day Support- contract

**11-01-08 MOTION:** By: V. Schneider: That P. Makofka makes any recommendations to contract and sign on behalf of agency.

CARRIED.

- 10.2 Seniors Health AHS Internal Audit
- 10.3 Video-conference training opportunity

**11-01-09 MOTION:** By: B.Coulthard: That any Board member that wishes to attend the Video-conference training do so at the agency expense. Seconded by: S. Ibbotson.

CARRIED.

- 10.4 Agency caterer position

**11-01-10 MOTION:** By: B. Coulthard: To accept the Agency Caterer position. Seconded by: I.Steeves.

CARRIED.

- 10.5 YAP Status

**11-01-11 MOTION:** By: P. Weeks: To suspend YAP programming until further notice.

CARRIED.

10.6 FCSS Directors Network

**11-01-12 MOTION:** By: I. Steeves: That P.Makofka attend at the March 23-25 FCSS Director's network in Lac La Biche, AB agency expense. Seconded by: V. Schneider.

CARRIED.

10.7 Rimbey Women's Conference

11. CORRESPONDENCE

11.1 FCSSAA- Vice-president resignation

11.2 Greetings & Appreciation from staff

11.3 Minister's Seniors Service Awards

11.4 FCSS 2010 Storybook

11.5 CSRS info

11.6 Memo from Rimoka Housing Foundation

12. NEXT MEETING DATE –February 16, 2011 at 10:00 a.m.

13. ADJOURNMENT

**11-01-13 MOTION:** By: N. Teeuwsen-Hartford: That the Meeting adjourns at 12:00 p.m.

CARRIED.

14. BOARD SHARING TIME

---

N. Teeuwsen-Hartford, Chairperson

---

C. Simpson, Recording Secretary