

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, SEPTEMBER 26, 2011 – 7:00 P.M.**

**PRESENT:** Mayor R. Hazelaar  
Councillors C. Brown, C. Crozier, D. Kilpatrick, J. Steinke

Municipal Manager D. Wolanski  
Municipal Secretary S. Simon  
Municipal Treasurer R. Osmond  
Confidential Secretary C. Cranston  
Public Services Director D. Schaffer (left at 7:20 p.m.)

K. Vis (left at 7:20 p.m.)  
T. Weinrauch (left at 7:20 p.m.)

CHAT News B. Karstens-Smith (left at 7:28 p.m.)  
M. Waterhouse (left at 7:28 p.m.)  
Cypress Courier C. Weiss (left at 7:28 p.m.)  
MH News Alex McCuaig (left at 7:28 p.m.)

**ABSENT:** Councillors E. Reimer, E. Solberg

**1. GENERAL**

Call to Order **A) Mayor Hazelaar called the regular meeting to order at 7:00 p.m.**

Adoption of Agenda **B) Councillor Kilpatrick moved the Agenda be adopted as presented. – Carried.**

Accounts Payable **C) Councillor Brown moved the following 106 general vouchers in the amount of \$560,726.52 be received for information. – Carried.**

ACCOUNTS PAYABLE SEPTEMBER 9 - 20, 2011			
COUNCIL MEETING SEPTEMBER 26, 2011			
69401	CIBC VISA	HOTEL RESERVATION DEPOSITS, OFFICE SUPPLIES, CONFERENCE REGISTRATIONS	\$8,103.16
69402	RECEIVER GENERAL	SEPTEMBER COUNCIL STATUTORY DEDUCTIONS	\$552.44
69403	TELUS COMMUNICATION	SEPTEMBER CELL PHONE, PHONE, PAGER AND RADIO CHARGES	\$38.04
69404	TELUS MOBILITY	SEPTEMBER CELL PHONE, PHONE, PAGER AND RADIO CHARGES	\$614.00
69405	TOWN OF REDCLIFF	VEST, WATER, CALCULATORS, LEVEL, PENNY CARNIVAL SUPPLIES	\$130.17
69406	TOWN OF REDCLIFF	SEPTEMBER COUNCIL PAYROLL	\$7,389.02
69407	ACKLANDS - GRAINGER	VALVE STRAPS, BUCKLES, PAINT WAND, QUICK RELEASE, ADAPTORS, ETC	\$751.46
69408	ACTION PARTS	BACK UP ALARM FOR UNIT #102 GRADER	\$146.37
69409	AFFINITY WELDING	WELD MOTOR MOUNTS FOR PUMP, SPRING & BOLTS, LIFT ARMS, PACKER BODY	\$374.07
69410	ALTA-WIDE BUILDERS SUPPLIES	LUMBER FOR POOL	\$8.40
69411	BIG HILL SERVICES	GOAL CREASES, GLASS, ICE PAINT	\$998.43
69412	THE BOLT GUYS	STAINLESS STEEL SCREWS FOR REC-TANGLE	\$12.22
69413	CAPITAL H2O SYSTEMS	METERING PUMPS AND CONTROL CABLES	\$3,906.00
69414	C.E.M. HEAVY EQUIPMENT	PARTS & LABOUR TO REPAIR UNIT #134 LOADER	\$316.80

69415	CITY OF MEDICINE HAT	VARIOUS UTILITY PAYMENTS	\$30,315.06
69416	CLEARTECH INDUSTRIES	ALUM, CHLORINE, SODIUM HYPOCHLORITE	\$9,347.73
69417	CONTEMPORA CONSTRUCTION	PROTECTIVE SERVICES PROGRESS PAYMENT	\$519.29
69418	CANADIAN PACIFIC RAILWAY	AUGUST FLASHER CONTRACT	\$667.24
69419	DESJARDINS FINANCIAL	LIFE INSURANCE PREMIUMS – SCHAFFER	\$661.50
69420	DUNLOP STERLING	AIR/WATER/COOLANT FILTERS, UPPER RADIATOR HOSE, BLOWER FAN SWITCH	\$157.95
69421	FOCUS INTEC.	BOUNDARY SURVEYING	\$859.16
69422	FORT GARRY INDUSTRIES	POWER & LADDER RACK RELAYS FOR UNIT #120 PUMPER TRUCK	\$197.40
69423	FOX ENERGY SYSTEMS	HARD HAT & COVERALLS	\$131.15
69424	GRAND RENTAL STATION	COTTON CANDY FOR PENNY CARNIVAL	\$40.95
69425	HAZELAAR, ROBERT	REFUND 2 <sup>ND</sup> BUSINESS LICENSE BILLED IN ERROR	\$55.00
69426	CNH CAPITAL	RUBBER BUMPER, CAB SPEAKERS FOR UNIT #110 BACKHOE/LOADER	\$297.03
69427	MEDICINE HAT CSRD #20	3RD QUARTER SCHOOL TAX EXPENSE	\$42,257.90
69428	THE MEDICINE HAT NEWS	JULY ADVERTISING	\$1,088.64
69429	SUNCOR ENERGY	DYED DIESEL FOR LANDFILL	\$1,850.16
69430	THE PRINTER	BYLAW NOTICE DOOR TAGS	\$233.10
69431	PRITCHARD & COMPANY	LEGAL FEES FOR LAND SALES	\$861.79
69432	REDCLIFF ACTION SOCIETY	3RD QUARTER CONTRIBUTION TO ACTION SOCIETY	\$2,050.00
69433	SAFETY CODES	SAFETY CODES DESIGNATION APPLICATIONS - RIDEOUT, PRICE, KEITH, OSMOND	\$200.00
69434	SPLASHABLES INC	WHISTLES AND COILS FOR POOL	\$73.71
69435	STEEP ROCK LTD.	3/4" ROAD CRUSH	\$1,601.03
69436	SUPERIOR TRUCK EQUIPMENT	LIFT ATTACHMENT, PIN FOR UNIT #94 GARBAGE TRUCK	\$1,647.87
69437	ST. AMBROSE MEN'S CLUB	REFUND KITCHEN DEPOSIT	\$100.00
69438	COPY WORKS DESIGN	2011 COMMUNITY SERVICES DIRECTORY	\$518.44
69439	VIS ELECTRIC	REFUND OVERPAYMENT OF DEVELOPMENT APPLICATION FEES	\$2,050.00
69440	MIKES ROADHOUSE	AUGUST MEALS ON WHEELS	\$236.25
69441	RENEGADE OILFIELD CONSTRUCTION	REFUND DEVELOPMENT PERMIT	\$1,133.25
69442	LILLIE, BRITTNEY	REFUND SWIM LESSONS	\$30.00
69443	1499140 ALBERTA LTD.	REFUND 2 <sup>ND</sup> BUSINESS LICENSE BILLED IN ERROR	\$55.00
69444	FOSS, RACHELLE	REFUND KEY & KITCHEN DEPOSITS	\$225.00
69445	QUALITY EXTERIOR BUILDING	REPAIR ROOF ON WATER TREATMENT PLANT	\$2,404.50
69446	METRO ASSOCIATES	REFERENCE SHELVES FOR VAULT	\$288.59
69447	TOWN OF REDCLIFF	REGULAR PAYROLL TO SEPTEMBER 10, 2011	\$56,410.47
69448	TRANSIT PAVING	VARIOUS STREET IMPROVEMENTS	\$65,594.71
69449	TRICO LIGHTING PRODUCTS	COMPACT & 4 FT FLUORESCENT BULBS	\$101.80
69450	WOLSELEY MECHANICAL GROUP	HYDRANT PUMPER & REGULAR GASKETS	\$587.79
69451	WOOD, DALE	FIREARMS COURSE INSTRUCTION FEES	\$1,900.00
69452	XEROX CANADA	SERVICE CONTRACTS FOR PRO 232, WC 7655 AND PRO 55	\$882.56
69453	REDCLIFF AG FOODS	SUPPLIES FOR POOL YEAR END LUNCH MEETING	\$61.73
69454	AMSC INSURANCE SERVICES	OCTOBER EMPLOYEE BENEFITS	\$12,353.29
69455	BOSS LUBRICANTS	TRANSMISSION & TRACTOR FLUIDS, BIG BLUE GREASE	\$1,389.95
69456	BROWN, CHERE	2011 AUMA CONVENTION TRAVEL ADVANCE	\$400.00
69457	C.E.M. HEAVY EQUIPMENT	OIL FILLER CAP & HAUL UNIT #134 FROM TABER, PIN COUPLER FOR UNIT #123	\$1,154.31
69458	CITY OF MEDICINE HAT	VARIOUS UTILITY PAYMENTS	\$94,046.76
69459	CROZIER, CATHY	2011 AUMA CONVENTION TRAVEL ADVANCE	\$400.00
69460	DURAGLAS COMPOSITES	GRAVE LINERS	\$2,872.80
69461	FARMLAND SUPPLY CENTER	HYDRAULIC HOSE FOR UNIT #102, SPRINKLERS, IRRIGATION CONTROLLERS	\$1,657.40
69462	FORTY MILE GAS	AUGUST GAS UTILITY FOR LANDFILL	\$61.33
69463	GAR-TECH ELECTRICAL	INSTALL 3 MOTION SWITCHES IN TOWN HALL	\$480.94
69464	GAS CITY HYDRO VAC	HYDROVAC TO REPAIR CURB STOP @ 915 - 2 ST SE	\$430.50
69465	REDCLIFF HOME HARDWARE	HEDGE TRIMMER, BALL VALVES, WATER, BROOMS, WIPER BLADES, ETC	\$881.90
69466	INDUSTRIAL MACHINE	BOARD BRUSH RING, SPREADER CLOTH, SQUEEGEE FOR UNIT #101 ZAMBONI	\$284.85
69467	KILPATRICK, DWIGHT	2011 AUMA CONVENTION TRAVEL ADVANCE	\$400.00
69468	KLEARWATER EQUIPMENT	ISOPAC	\$1,556.10
69469	LMT ENTERPRISES	VARIOUS DEEP ROAD REPAIR PROGRESS PAYMENTS	\$96,613.74
69470	LETHBRIDGE HERALD	AUGUST ADVERTISING	\$753.73

69471	LIFESAVING SOCIETY	BRONZE CROSS EXAMS	\$64.00
69472	MEDICINE HAT WHOLESALE	MEALS ON WHEELS CONTAINERS	\$74.03
69473	SHAW CABLE	OCTOBER INTERNET SERVICE FOR WTP & PS	\$119.60
69474	NAPA AUTO PARTS	BRAKE PADS & ROTORS FOR UNIT #104, TIE STRAPS FOR UNIT #128, ETC	\$288.88
69475	PARK ENTERPRISES	MAY & JUNE IN TOWN PERMITS	\$3,260.94
69476	SUNCOR ENERGY	DYED DIESEL FOR LANDFILL	\$1,648.82
69477	PITNEY BOWES	REFILL POSTAGE MACHINE	\$2,100.00
69478	PRICE, TAMMY	REIMBURSE FOR CRIMINAL RECORD CHECK	\$53.00
69479	PRITCHARD & COMPANY	REISSUE CHEQUE FOR JOINT POLICY STATEMENT LETTERS	\$112.77
69480	PROVINCIAL TREASURER - LAP	LAPP CONTRIBUTIONS TO SEPTEMBER 10, 2011	\$14,769.04
69481	PUROLATOR	FREIGHT OF PARTS FOR UNITS #101 & #123, METERING PUMPS & CABLES	\$99.17
69482	REDCLIFF MINOR HOCKEY	REFUND KEY DEPOSIT	\$125.00
69483	RECEIVER GENERAL	STATUTORY DEDUCTIONS TO SEPTEMBER 10, 2011	\$22,637.79
69484	REDCLIFF LIONS	CLAIM FOR FREEZER DAMAGE	\$250.00
69485	REIMER, ERNIE	2011 AUMA CONVENTION TRAVEL ADVANCE	\$400.00
69486	ROSENAU TRANSPORT	FREIGHT OF ISOPAC	\$331.79
69487	SCHEFFER ANDREW	AUGUST PLANNING SERVICES	\$695.63
69488	SOLBERG, ERIC	2011 AUMA CONVENTION TRAVEL ADVANCE & PEP TRAVEL EXPENSE	\$490.16
69489	SOUTH ROCK	4/5 ST NE LANE RECONSTRUCTION	\$8,163.23
69490	SPEEDPRO SIGNS	HISTORY BOOK BANNERS FOR FLOAT	\$242.97
69491	STANTEC CONSULTING	EASTSIDE RAW WATER POND #2 PAYMENT	\$301.64
69492	STEEP ROCK	3/4" ROAD CRUSH	\$1,131.80
69493	STEINKE, JAMES	2011 AUMA CONVENTION TRAVEL ADVANCE	\$400.00
69494	SUPERIOR TRUCK EQUIPMENT	CAM FOLLOWER, AIR JOYSTICK, PIN, ETC FOR UNIT #128 GARBAGE TRUCK	\$1,295.87
69495	SCHNEIDER, TANYA	REFUND KEY DEPOSIT	\$125.00
69496	LATTER DAY SAINTS CHURCH	REFUND KEY & KITCHEN DEPOSITS	\$225.00
69497	ABC RESTAURANT	AUGUST 8 - 19, 2011 MEALS ON WHEELS	\$219.40
69498	TOWN OF REDCLIFF - LANDFILL	AUGUST TONNAGE CHARGES	\$4,157.33
69499	TRANSIT PAVING	VARIOUS STREET IMPROVEMENTS	\$20,504.33
69500	WCB	JULY/AUGUST WCB PREMIUMS	\$7,725.63
69501	WESTERN CANADA WELDING	OXYGEN	\$61.65
69502	WOLSELEY MECHANICAL GROUP	HYDRANT CONVERSION KIT, HYDRANT TOP SECTION, SADDLE TEE	\$1,880.12
	TOTAL CHEQUES: 106	AMOUNT OF CHEQUES:	\$560,726.52

Bank Summary for August 31, 2011

D) Councillor Crozier moved the bank summary for August 31, 2011 be received for information. – Carried.

**2. MINUTES**

Council Meeting held September 12, 2011

A) Councillor Steinke moved the minutes of the Council Meeting held on September 12, 2011 be adopted as presented. – Carried.

Committee of the Whole Meeting held on September 12, 2011

B) Councillor Kilpatrick moved the minutes of the Committee of the Whole Meeting held on September 12, 2011 be received for information. – Carried.

Special Council meeting held on September 22, 2011

C) Councillor Steinke moved the minutes of the Special Council meeting held on September 22, 2011 be adopted as presented. – Carried.

Redcliff Planning Board meeting held on September 20, 2011

**D)** Councillor Kilpatrick moved the minutes of the Redcliff Planning Board meeting held on September 20, 2011 be received for information. – Carried.

Subdivision Application 2011 SUB 01 Lot 21-24, Block 98, Plan 1117V (133 5 Street NW)  
Lot 25 – 40, Block 98, Plan 1117V (101 5 Street NW)

**i)** Councillor Crozier moved Subdivision Application 2011 SUB 01 Lot 21-24, Block 98, Plan 1117V (133 5 Street NW) and Lot 25 – 40, Block 98, Plan 1117V (101 5 Street NW) be approved with the following conditions:

1. Verification of independent service connections with any applicable costs to be the responsibility of the owner.
2. Removal of interconnecting service connections with any applicable costs to be the responsibility of the owner.
3. Environmental Site Assessment (ESA) is provided by an environmental consultant company stating that an ESA has been conducted and that the site is acceptable for development.
4. Provision of a Real Property Report.
5. Payment of any outstanding taxes.
6. Consolidation of Lots 21-24, Block 98, Plan 1117V and Lots 25-27, Block 98, Plan 1117V.

- Carried.

Municipal Planning Commission meeting held on September 21, 2011

**E)** Councillor Kilpatrick moved the minutes of the Municipal Planning Commission meeting held on September 21, 2011 be received for information. – Carried.

Redcliff Family and Community Support Services Board meeting held on September 13, 2011

**F)** Councillor Crozier moved the minutes of the Redcliff Family and Community Support Services Board meeting held on September 13, 2011 be received for information. – Carried.

### **3. STAFF RECOMMENDATIONS**

Service Agreement – Pitney Bowes

**A)** Councillor Crozier moved to concur with the recommendation of the Municipal Treasurer that the Town of Redcliff authorize the Municipal Treasurer to sign a service agreement for the remaining life of the Pitney Bowes folder/stuffer equipment at a cost of \$126.25 plus GST per month. – Carried.

Service Agreement – Landfill Debit Machine

**B)** Councillor Crozier moved to concur with the recommendation of the Municipal Treasurer that the Town of Redcliff authorize the Municipal Treasurer to sign the service agreement for a Point of Sale (POS) system to be installed at the Regional Landfill at a cost of \$30.00 per month plus \$0.10 per debit transaction and



\$0.25 per day settlement fee for the life of the system, to be funded from Operating. – Carried.

Truck Mounted Leaf Vacuum Over Expenditure

C) Councillor Steinke moved to concur with the recommendation of the Public Services Director that additional funds in the amount of \$2,989.20 be provided in the 2011 budget to cover the over expenditure of costs to mount the Leaf Vacuum, with funding to be provided from the Other Capital Projects Reserve. – Carried.

**4. POLICIES**

Policy 038, Purchasing Policy

A) Councillor Brown moved that Policy 038, the Purchasing Policy be approved as amended. – Carried.

Policy 41, Funding of Purchases

B) Councillor Crozier moved that Policy 41, the Funding of Purchases policy be cancelled. – Carried.

**5. CORRESPONDENCE**

Letter from Velma Pancoast  
Re: Naming of Streets, etc.

A) Councillor Steinke moved correspondence dated September 16, from Velma Pancoast regarding naming of places, streets etc. for Gerald Berkhold and Walter King be received for information. – Carried.

Letter suggesting a Centennial gift to the residents of Redcliff

B) Councillor Crozier moved correspondence dated August 23, 2011 from C. Cranston regarding a suggestion for gift to the residents of Redcliff be referred to 2012 Budget discussions and Centennial Committee. – Carried.

**6. RECESS**

Councillor Crozier moved that a short recess be taken at 7:20 p.m.

- D. Schafer left at 7:20 p.m.
- T. Weinrauch left at 7:20 p.m.
- K. Vis left at 7:20 p.m.

- B. Karstens-Smith & M. Waterhouse (left at 7:28 p.m.)
- C. Weiss (left at 7:28 p.m.)
- Alex McCuaig (left at 7:28 p.m.)

Mayor Hazelaar reconvened the meeting at 7:30 p.m.

**7. IN CAMERA**

## In Camera

Councillor Steinke moved to meet In Camera at 7:30 p.m. – Carried.

## Return to Open Session

Councillor Steinke moved to return to Open Session at 7:56 p.m. – Carried.

## Land Sale

Lot 1, Block 1, Plan 0815601

Councillor Kilpatrick moved in regard to the sale of Lot 1, Block 1, Plan 0815601 that the Town of Redcliff contribute a maximum amount of \$5,000 toward an Environmental Site Assessment. Further that all other conditions as stated in the motion of July 18, 2011 remain unchanged. – Carried.

## Land Sale

Portion of 2<sup>nd</sup> Avenue SW

Councillor Steinke moved Administration be authorized to sell a portion of 2<sup>nd</sup> Avenue SW (between 6<sup>th</sup> and 8<sup>th</sup> Street SW [south of Lot 31, Block 62, Plan 9412360]), at a price of \$17,000.00 + GST conditional to:

- Provision of proof of ownership of the north and south properties adjacent to the portion of 2<sup>nd</sup> Avenue SW (between 6<sup>th</sup> and 8<sup>th</sup> Street SW [south of Lot 31, Block 62, Plan 9412360])
- Consolidation of  
Lot 31, Block 62, Plan 9412360,  
Lot 32, Block 62, Plan 9412360,  
Lot 26, Block 62, Plan 9312435 and  
Lot 44, Block 34, Plan 9412362  
with the portion of 2<sup>nd</sup> Avenue SW (between 6<sup>th</sup> and 8<sup>th</sup> Street SW [south of Lot 31, Block 62, Plan 9412360])
- The land owner being responsible for all costs for Road Closure Bylaw (i.e. advertising, surveys, and any other costs that may be related to the Road Closure Bylaw).
- Adoption of a Road Closure bylaw.
- 10% deposit, balance due no later than 30 days after conditions have been met.
- Further that the purchaser will be granted permission to place anchor stubs on the portion of 2<sup>nd</sup> Avenue SW (between 6<sup>th</sup> and 8<sup>th</sup> Street SW [south of Lot 31, Block 62, Plan 9412360]) prior to meeting all conditions. Further that the purchaser pay a \$5,000.00 construction deposit. In the event all conditions are met the \$5,000.00 will be applied to the balance of the purchase price. In the event that the Road Closure Bylaw is not approved, the purchaser will remove anchor stubs and return land to prior condition. If the purchaser does not remove the anchor stubs and restore the land to prior condition, the



\$5,000.00 construction deposit will be retained by the Town of Redcliff who will remove the anchor stubs and affect repairs. - Carried.

Ridgeline GreenFill Inc.

Councillor Crozier moved to authorize the Municipal Manager and Mayor to sign a commercial agreement with Ridgeline GreenFill Inc., to provide a Central Treatment and Management Facility to facilitate the treatment and/or management of impacted soils at the Redcliff/Cypress Regional Landfill with the initial term of the agreement to be ten years. – Carried.

**8. ADJOURNMENT**

Adjournment

Councillor Kilpatrick moved adjournment of the meeting at 8:00 p.m. – Carried.



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Mayor



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Municipal Secretary

**BANK SUMMARY FOR AUGUST 31, 2011**

<b>DESCRIPTION</b>	<b>GENERAL</b>	<b>PAYROLL</b>	<b>TOTAL</b>
BALANCE FORWARD	1,637,838.71 ✓	10,000.00 ✓	1,647,838.71
DAILY DEPOSITS	342,344.91	151,691.11	494,036.02
CIBC DIRECT DEPOSITS/ TELEBANKING	179,663.24		179,663.24
INTEREST EARNED	7,585.97		7,585.97
T-BILL REDEMPTIONS	0.00		0.00
OTHER DIRECT DEPOSITS	4,211.43		4,211.43
<b>SUBTOTAL</b>	<b>533,805.55 ✓</b>	<b>151,691.11 ✓</b>	<b>685,496.66</b>
CHEQUES	(698,402.76)	(151,691.11)	(850,093.87)
ASFF QUARTERLY PAYMENTS	0.00		0.00
DEBENTURE PAYMENTS	(5,096.13)		(5,096.13)
T-BILL PURCHASES	0.00		0.00
NSF CHEQUES	0.00		0.00
OTHER DIRECT WITHDRAWALS	(4,593.74)		(4,593.74)
<b>SUBTOTAL</b>	<b>(708,092.63) ✓</b>	<b>(151,691.11) ✓</b>	<b>(859,783.74)</b>
<b>TOTAL</b>	<b>1,463,551.63 ✓</b>	<b>10,000.00 ✓</b>	<b>1,473,551.63</b>
BANK CLOSING BALANCE	1,610,988.99 ✓	10,000.00 ✓	1,620,988.99
ADD:O/S DEPOSITS	3,136.07 ✓		3,136.07
LESS:O/S CHEQUES	(150,573.43) ✓		(150,573.43)
<b>TOTAL</b>	<b>1,463,551.63 ✓</b>	<b>10,000.00 ✓</b>	<b>1,473,551.63</b>

**INVESTMENTS**

CIBC PREMIUM T-BILL FUND	5.12.02.321	11,450,000.00 ✓
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126	1,296,263.25 ✓
<b>TOTAL INVESTMENTS</b>		<b>12,746,263.25</b>

TOWN OF REDCLIFF  
  
 FINANCE DEPT.

*Handwritten initials*