

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, MAY 27, 2013 – 7:00 P.M.**

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

Municipal Manager D. Wolanski  
Director of Finance & R. Osmond  
Administration  
Manager of Legislative and S. Simon  
Land Services  
Manager of Engineering K. Minhas (left at 7:59 p.m.)  
Public Services Director D. Schaffer (left at 7:59 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 Steinke moved the Agenda be adopted as presented. – Carried Unanimously.

Accounts Payable **C)** Councillor Brown moved the following 65 general vouchers in the amount of \$322,839.63 be received for information. – Carried Unanimously.

ACCOUNTS PAYABLE MAY 9, 2013 - MAY 16, 2013			
COUNCIL MEETING MAY 27, 2013			
72855	PROVINCIAL TREASURER - LAPP	CONTRIBUTIONS TO MAY 4, 2013	\$16,798.56
72856	RECEIVER GENERAL	STATUTORY DEDUCTIONS REGULAR PAY MAY 4, 2013; MAY COUNCIL PAY	\$29,676.88
72857	TOWN OF REDCLIFF	REGULAR PAY TO MAY 4, 2013; MAY COUNCIL PAY	\$69,578.93
72858	ACKLANDS	SCREW EXTRACTOR SET, SAFETY VESTS, EARPLUGS, BATTERIES	\$404.73
72859	ATRON REFRIGERATION	REPLACE BELT ON ARENA DRESSING ROOM HEATER	\$181.65
72860	BENCHMARK ASSESSMENT	MAY - JULY ASSESSMENT FEES	\$14,106.75
72861	BENCHMARK GEOMATICS	GRADE PLAN 7 RIVERVIEW COURT SE	\$210.00
72862	BIG EAGLE SERVICES	LEACHATE EVACUATION LANDFILL	\$1,546.13
72863	THE BOLT SUPPLY HOUSE	TAPPING SCREWS, CARRIAGE BOLTS	\$33.35
72864	D & M PLASTICS	GARBAGE LIDS	\$11,704.98
72865	DAVIES, MIKE	UNADDRESSED ADMAIL FOR NEWSLETTERS	\$383.99
72866	FARMLAND SUPPLY	TIMER, TIPS, HOSE, CLAMPS	\$308.54
72867	FOX ENERGY SYSTEMS	POCKET MASKS, BANDAGES, ADHESIVE DRESSINGS	\$82.74
72868	REDCLIFF HOME HARDWARE	WET/DRY VAC LANDFILL, CLEANER, PAINT, STAPLER KIT, ETC	\$977.06
72869	KAIZEN LAB	THM LAB TESTING - WTP	\$103.95
72870	MNP	2012 AUDIT FEES	\$8,505.00
72871	NIEDERMAYER, MARK	APRIL GUITAR INSTRUCTION FEES	\$210.00
72872	PC CORP	SSL CERTIFICATES 2013-2016	\$281.40
72873	PRIME PRINTING	TAX NOTICE FORMS	\$108.15
72874	PUROLATOR	FREIGHT OF DOCUMENTS TO MPE ENGINEERING	\$38.42
72875	SAFETY CODES	MARCH SAFETY CODES	\$18.00
72876	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK LANDFILL	\$136.50
72877	SHORTGRASS LIBRARY SYSTEM	2013 MEMBERSHIP LEVY	\$13,020.00
72878	STEINKE, JAMES	REIMBURSE TRAVEL EXPENSES ARB TRAINING	\$258.16

72879	ST. JOHN AMBULANCE	BABYSITTING COURSE INSTRUCTION FEES	\$350.00
72880	TELUS COMMUNICATION	MAY CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$38.04
72881	TELUS MOBILITY	MAY CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$367.31
72882	JACOB'S WELDING	WELD QUICK ATTACH UNIT#134 LOADER	\$1,039.50
72883	MADILL, APRIL	REFUND FOR CANCELLED PERSONALITY CLASS	\$36.67
72884	GROVES ROOFING	REMOVE & REPLACE SHINGLES - AQUATIC CENTRE	\$10,636.50
72885	TROPHY & ENGRAVING WORLD	PLAQUES FOR VOLUNTEER APPRECIATION NIGHT	\$704.13
72886	WESTERN CANADA WELDING	WELDING RODS	\$82.95
72887	WOLSELEY MECHANICAL	CLAMPS	\$1,235.87
72888	ZEP SALES & SERVICE	CLEANING SUPPLIES	\$2,506.00
72889	A & B STEEL	CONCRETE BITS	\$102.90
72890	ACKLANDS	DISPOSABLE GLOVES	\$31.75
72891	BIG EAGLE SERVICES	LEACHATE EVACUATION LANDFILL	\$651.00
72892	THE BOLT GUYS	LOC TITE ADHESIVE, PAINT MARKERS, GLOVES, OIL, ETC	\$66.28
72893	CARVER CONSTRUCTION	PRJ# 99 - RAW WATER PUMP STATION UPGRADE	\$39,730.75
72894	CITY OF MEDICINE HAT	APRIL UTILITY ACCOUNTS, APRIL SEWAGE OUTLAY	\$72,646.81
72895	CANADIAN PACIFIC RAILWAY	APRIL FLASHER MAINTENANCE CONTRACT	\$667.24
72896	DUCKERINGS TRANSPORT	FREIGHT OF ROAD REPAIR MATERIAL	\$399.88
72897	EECOL ELECTRIC	FUSES	\$25.28
72898	FORTY MILE GAS CO-OP	APRIL GAS UTILITY LANDFILL	\$166.35
72899	GRAND RENTAL STATION	VOLUNTEER APPRECIATION NIGHT DECORATIONS	\$990.71
72900	JOHN'S WATER HAULING	WATER DELIVERY LANDFILL	\$90.00
72901	LETHBRIDGE HERALD	APRIL ADVERTISING, APRIL-JUNE SUBSCRIPTIONS	\$4,718.40
72902	LETHBRIDGE MOBILE SHREDDING	APRIL SHREDDING SERVICE	\$66.15
72903	MEDICINE HAT CO-OP	CUTTING DISKS, CROW BAR, MARKERS	\$93.48
72904	MEDICINE HAT NEWS	APRIL ADVERTISING	\$1,228.50
72905	PC CORP	MARCH SYSTEM SUPPORT, SERVER HARD DRIVE EXPANSION	\$1,358.44
72906	PRIME PRINTING	NEWSLETTER FOLDING	\$81.90
72907	THE PRINTER	BUSINESS CARDS R.GRADWELL, S.SIMON; SWIM PASSES - POOL	\$310.80
72908	PRITCHARD & COMPANY	CAVEAT DISCHARGES	\$220.89
72909	ROSENAU TRANSPORT	FREIGHT OF TRAFFIC PAINT, GARBAGE LIDS, CHORINE WTP	\$1,010.01
72910	SIMON, SHANON	REIMBURSE TRAVEL EXPENSES ALUP TRAINING	\$644.40
72911	TELUS MOBILITY	MAY CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$71.86
72912	GUNTHER, HORST	REFUND CREDIT ON INACTIVE UTILITY ACCOUNT	\$55.36
72913	HALF MOON YOGA STUDIO	YOGA INSTRUCTION FEES	\$200.00
72914	TOWN OF REDCLIFF LANDFILL	APRIL LANDFILL TONNAGE	\$4,955.28
72915	WCB	MARCH & APRIL PREMIUMS	\$3,963.99
72916	WE CARE HOME HEALTH CARE	APRIL HOME CARE FEES	\$224.00
72917	WOLSELEY MECHANICAL	SEWER PIPE	\$328.10
72918	W.R. MEADOWS	ROAD REPAIR MATERIAL, WHITE TRAFFIC PAINT	\$1,879.30
72919	XEROX CANADA	WC7655 APRIL COPIER FEES, PRO232 MARCH COPIER FEES	\$188.98
	TOTAL CHEQUES: 65	AMOUNT OF CHEQUES:	\$322,839.63

Bank Summary for April 30, 2013

**D)** Councillor Kilpatrick moved the Bank Summary for April 30, 2013 be received for information. – Carried Unanimously.

## 2. DELEGATION

Formal Signing of Food Charter

**A)** D. MacNaughton and Ann Pudwell were in attendance for the formal signing of the Food Charter. Mayor Hazelaar thanked them for the Food Connections Association Food Charter initiative and for their interest in making the Town of Redcliff healthier.

Canadian Paraplegic Association (Alberta) Presentation

**B)** Shirley Jago was in attendance to give a presentation to Council regarding the Canadian Paraplegic Association Council.

Councillor Crozier moved that the Canadian Paraplegic

Association presentation to Council be received for information. – Carried Unanimously.

S. Jago left at 7:19 p.m.

### **3. MINUTES**

Council meeting held May 13, 2013

**A)** Councillor Brown moved the minutes of the Council meeting held May 13, 2013 be adopted as presented. – Carried Unanimously.

Committee of the Whole meeting held May 13, 2013

**B)** Councillor Steinke moved the minutes of the Committee of the Whole meeting held May 13, 2013 be received for information. – Carried Unanimously.

Redcliff Family and Community Support Services Board meeting held May 14, 2013

**C)** Councillor Brown moved the minutes of the Redcliff Family and Community Support Services Board meeting held May 14, 2013 be received for information. – Carried Unanimously.

Municipal Planning Commission meeting held May 15, 2013

**D)** Councillor Steinke moved the minutes of the Municipal Planning Commission meeting held May 15, 2013 be received for information. – Carried Unanimously.

Economic Development Alliance meeting held April 13, 2013

**E)** Councillor Steinke moved the minutes of the Economic Development Alliance meeting held April 13, 2013 be received for information. – Carried Unanimously.

### **4. BYLAWS**

Bylaw 1742/2013, being the Subdivision and Development Appeal Board Bylaw

**A)** Councillor Crozier moved Bylaw 1742/2013, being the Subdivision and Development Appeal Board Bylaw be given first reading. – Carried Unanimously.

Bylaw 1751/2013, being the Encroachment Permit Bylaw

**B)** Councillor Kilpatrick moved Bylaw 1751/2013, being the Encroachment Permit Bylaw be given first reading. – Carried Unanimously.

Bylaw 1753/2013, Water Treatment Plant Borrowing Bylaw

**C)** Councillor Crozier moved Bylaw 1753/2013, being the Water Treatment Plant Borrowing Bylaw be given first reading. – Carried Unanimously.



## **5. STAFF RECOMMENDATIONS**

Postage Machine Rental Agreement

**A)** Councillor Steinke moved to authorize Administration to enter into a four (4) year rental agreement for a Francotyp Postalia Optimail postage machine at an estimated annual cost of \$420.00 inclusive of service and support to be funded from operations. - Carried Unanimously.

2013 Municipal Election – Advance Vote

**B)** Councillor Brown moved that an Advance Vote be held for the 2013 Municipal Election. – Carried Unanimously.

## **6. POLICIES**

Policy 119, External Municipal Planning Documents Review Policy

**A)** Councillor Crozier moved that Policy 119 External Municipal Planning Documents Review policy be approved as presented. – Carried Unanimously.

## **7. CORRESPONDENCE**

Alberta Transportation  
Re: Alberta Municipal  
Water/Wastewater Partnership Funding

**A)** Councillor Kilpatrick moved correspondence dated May 13, 2013 from Alberta Transportation regarding Alberta Municipal Water/Wastewater Partnership Funding be received for information. – Carried Unanimously.

Alberta Transportation  
Re: Federal Gas Tax Fund (FGTF)  
Grant

**B)** Councillor Crozier moved correspondence dated May 14, 2013 from Alberta Transportation regarding Federal Gas Tax Fund (FGTF) Grant in the amount of \$284,000.00 for the full amount of the 2012 instalment payment be received for information. – Carried Unanimously.

Alberta Transportation  
Re: 2012 Basic Municipal  
Transportation Grant

**C)** Councillor Kilpatrick moved correspondence dated May 8, 2013 from Alberta Transportation regarding 2012 Basic Municipal Transportation Grant in the amount of \$305,760.00 be received for information. - Carried Unanimously.

Wellness Alberta  
Re: Invitation to join Wellness Alberta

**D)** Councillor Brown moved correspondence dated May 21, 2013 from Wellness Alberta regarding an invitation to join Wellness Alberta be received for information. – Carried Unanimously.



**8. OTHER**

Municipal Manager's Report to Council

**A)** Councillor Brown moved the Municipal Manager's Report to Council be received for information. – Carried Unanimously.

Mayor and Councillor Reports

**B)** Councillor Steinke moved the Mayor and Councillor Reports be received for information. – Carried Unanimously.

Wastewater System Evaluation

**C)** Councillor Brown moved the Wastewater System Evaluation prepared by MPE Engineering Ltd. be received for information. Further that the report be discussed at the June 10 and 24 Committee of the Whole meetings. – Carried.

Land Sale  
Re: Portion of 2<sup>nd</sup> Avenue SW

**D)** Councillor Brown moved to authorize the sale of a portion of 2<sup>nd</sup> Avenue SW 171.02 m<sup>2</sup> (.04 acres) to Tri-Ventures in the amount of \$1,402.06 plus GST conditional to

a) passage of a Road Closure Bylaw by the Town; all costs to be the responsibility of the Purchaser.

b) approval for and registration of a consolidation plan consolidating the portion of the closed roadway with Lot 47, Block 34, Plan 1211179; all costs to be the responsibility of the purchaser.

Motion was withdrawn.

Councillor Steinke moved to deny the request from Tri-Ventures dated May 23, 2013 to purchase a portion of 2<sup>nd</sup> Avenue SW. - Carried.

**9. RECESS**

Mayor Hazelaar called a recess at 7:59 p.m.

D. Schaffer and K. Minhas left at 7:59 p.m.

Mayor Hazelaar reconvened the meeting at 8:12 p.m.

**10. IN CAMERA**

In Camera

Councillor Kilpatrick moved to meet In Camera to discuss a Labour matter at 8:12 p.m. – Carried Unanimously.



Return to Open Session

Councillor Crozier moved to return to open session at 8:20 p.m. – Carried Unanimously.

**11. ADJOURNMENT**

Adjournment

Councillor Steinke moved to adjourn the meeting at 8:20 p.m. – Carried Unanimously.



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Mayor



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Manager of Legislative and Land Services



# BANK SUMMARY FOR APRIL 30, 2013

DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	370,758.19	10,000.00	380,758.19
DAILY DEPOSITS	275,186.89	126,826.11	402,013.00
CIBC DIRECT DEPOSITS/ TELEBANKING	3,854,384.72		3,854,384.72
INTEREST EARNED	5,074.37		5,074.37
T-BILL REDEMPTIONS	0.00		0.00
OTHER DIRECT DEPOSITS	6,127.41		6,127.41
SUBTOTAL	4,140,773.39 ✓	126,826.11 ✓	4,267,599.50
CHEQUES	(760,411.53)	(126,826.11)	(887,237.64)
ASFF QUARTERLY PAYMENTS	0.00		0.00
DEBENTURE PAYMENTS	(1,307.98)		(1,307.98)
T-BILL PURCHASES	(3,200,000.00)		(3,200,000.00)
NSF CHEQUES	0.00		0.00
OTHER DIRECT WITHDRAWALS	(3,815.06)		(3,815.06)
SUBTOTAL	(3,965,534.57) ✓	(126,826.11) ✓	(4,092,360.68)
<b>TOTAL</b>	<b>545,997.01 ✓</b>	<b>10,000.00 ✓</b>	<b>555,997.01</b>
BANK CLOSING BALANCE	578,360.55	10,000.00	588,360.55
ADD:O/S DEPOSITS	2,836.00		2,836.00
LESS:O/S CHEQUES	(35,199.54)		(35,199.54)
<b>TOTAL</b>	<b>545,997.01 ✓</b>	<b>10,000.00 ✓</b>	<b>555,997.01</b>

## INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321	11,400,000.00 ✓
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126	1,493,690.36 ✓
<b>TOTAL INVESTMENTS</b>		<b>12,893,690.36</b>

TOWN OF REDCLIFF

MAY 22 2013  
  
 FINANCE DEPT.

*Handwritten initials/signature*