MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL TUESDAY, OCTOBER 15, 2013 7:00 p.m.

PRESENT:

Deputy Mayor

E. Reimer

Councillors

C. Brown, C. Crozier, D. Kilpatrick,

E. Solberg, J. Steinke

Municipal Manager

D. Wolanski

Director of Finance &

R. Osmond

Administration

Manager of Legislative and

Land Services

S. Simon

Manager of Engineering Director of Public Services

Finance Department

K. Minhas (left at 8:40 p.m.)

D. Schaffer (left at 8:09 p.m.)

M. Davies (left at 8:09 p.m., returned at 8:50 p.m.)

ABSENT:

Mayor

R. Hazelaar

1. **GENERAL**

Call to Order

A) Deputy Mayor Reimer called the regular meeting to order at 7:01 p.m.

Adoption of Agenda

B) Councillor Kilpatrick moved the Agenda be adopted as amended to add two items to the Council Agenda:

RCMP Report to Council as Item 1.E. and

Budget for Additional Ductile Iron Pipe Removal and Replacement as Item 5.G.

- Carried Unanimously.

Accounts Payable

C) Councillor Steinke moved the following 87 general vouchers in the amount of \$398,258.80 be received for information. - Carried Unanimously.

	ACCOU	NTS PAYABLE SEPTEMBER 20 - OCTOBER 3, 2013					
	COUNCIL MEETING OCTOBER 15, 2013						
73644-							
73646	VOID	PRINTER ERROR	\$0.00				
		PROJECT#21, PROJECT#99, PROJECT#100, SANITARY SYSTEMS					
73647	MPE ENGINEERING	EVALUATION	\$78,723.03				
		SEPTEMBER/OCTOBER CELL PHONE, TELEPHONE, RADIO & PAGER					
73648	TELUS COMMUNICATION	CHARGES	\$160.75				
73649	TELUS MOBILITY	SEPTEMBER CELL PHONE, TELEPHONE, RADIO & PAGER CHARGES	\$80.62				
73650	AB MAINTENANCE ENFORCEMENT	GARNISHMENT OF WAGES	\$226.00				
		WINDSHIELD WASHER FLUID, FLOOR DRY, TAIL LIGHT LENS UNIT# 112					
73651	ACTION PARTS	PICKUP	\$275.16				
73652	AMSC INSURANCE SERVICES	OCTOBER HEALTH BENEFITS, AUGUST HEALTH SPENDING ACTIVITY	\$14,284.00				
73653	ANDERSON, VINCE	REIMBURSE FOR PROGRAM RADIOS, MICROPHONE - FIREHALL	\$177.56				
		PROJECT#109 ARENA UPGRADE, VENT DAMPERS - TH, REPAIR -					
73654	ATRON REFRIGERATION	SENIORS	\$31,934.70				
73655	BIG HILL SERVICES	TEMPERED GLASS - ARENA	\$499.17				
		LEACHATE EVACUATION - LANDFILL, PROJECT#114 OIL TANK -					
73656	BROVAC	LANDFILL	\$4,368.00				
73657	BROWNIEF	PROFESSIONAL SERVICES - LOCAL IMPROVEMENT BYLAW REVIEW	\$9,651,18				

73658	CACTUS COMMUNICATIONS	ANTENNA - FIRE HALL	\$41.90
		AIR FILTERS, SPRING, TRANSMISSION DIP STICK, ETC UNIT#134	
73659	C.E.M. HEAVY EQUIPMENT	LOADER - LF	\$329.12
73660	CONSTRUCTION SUPPLY	PROJECT#118 - SIKAFLEX SEALANT FOR ICE RINK REFRESHMENTS CANDIDATE INFORMATION SESSION & ELECTION	\$104.79
73661	CRANSTON, CAROL	TRAINING	\$40.46
73662	DAVIES,MIKE	TRAVEL EXPENSES GFOA BUDGETING WORKSHOP	\$323.60
		GALVANIZED PIPE, NIPPLE, ELBOW	\$147.11
73664	FAMILY & COMMUNITY SUPPORT	2013/2014 MEMBERSHIP FEE	\$698.00
73665	FORTY MILE GAS CO-OP	AUGUST GAS UTILITY - LANDFILL	\$61.31
73666	FOX ENERGY SYSTEMS	DEAD END SIGN, AND ROAD SIGN	\$327.50
	FRANCOTYP-POSTALIA	POSTAGE MACHINE INK	\$174.81
73668	GAR-TECH ELECTRICAL	REPAIR LIGHTS - POOL AND ARENA, CONNECT PUMP AT STORM POND	\$558.38
		REGISTRATION FEE GFOA BUDGETING WORKSHOP M.DAVIES &	6470.50
73669	ALBERTA GFOA	R.OSMOND	\$472.50 \$49.84
73670 73671	GRAND RENTAL STATION GREYHOUND COURIER	PENNY CARNIVAL GAMES RENTAL FREIGHT OF PARTS UNIT# 134 LOADER LANDFILL	\$24.05
73672		WATER DELIVERY LANDFILL	\$90.00
73673		VALVE EXTENSIONS	\$50.40
	KLEARWATER EQUIPMENT	ISOPAC DRUMS - WTP	\$1,556.10
	KOST FIRE EQUIPMENT	ANNUAL EXTINGUISHER SERVICE - FH, WTP, LF, TH, PS, LIBRARY	\$1,239.00
	LETHBRIDGE HERALD	AUGUST ADVERTISING	\$957.66
73677	MEDICINE HAT CO-OP	RECIPROCATING SAW & BLADES - FIRE HALL, COUPLERS	\$275.00
73678		3RD QTR PAYMENT 2013 SEPARATE SCHOOL TAX	\$45,863.68
73679		AUGUST JOB POSTINGS - FINANCE & COMMUNITY SERVICES CLERKS	\$2,129.40
73680		OCTOBER INTERNET SERVICES	\$375.54
73681	NAPA AUTO PARTS	BATTERY, FUEL PUMP, ETC UNIT# 90 1/2 TON TRUCK LANDFILL	\$392.78
73682	OSMOND, ROBERT	TRAVEL EXPENSES GFOA BUDGETING WORKSHOP	\$40.00
73683	PC CORP	AUGUST INFORMATION SYSTEM SUPPORT	\$422.63 \$260.28
73684 73685	PRICE, TAMMY PRITCHARD & COMPANY	TRAVEL EXPENSES 2013 MUNICIPAL PROPERTY TAX SEMINAR LEGAL FEES - LABOUR ISSUE, LAND SALES	\$1,411.99
73686	PROVINCIAL TREASURER LAPP	LAPP CONTRIBUTIONS TO SEPTEMBER 21, 2013	\$16,814.90
73687	PUROLATOR	FREIGHT OF CHLORINATOR - WTP	\$32.69
73688	REDCLIFF ACTION SOCIETY	3RD QTR PAYMENT	\$3,000.00
73689	REDCLIFF BAKERY	MPC LUNCH SEPTEMBER 18, 2013	\$68.25
		STAT DEDUCTIONS REG PAY TO SEPTEMBER 21, 2013, 3RD QTR FIRE	
73690	RECEIVER GENERAL	PAY	\$24,752.50
73691	ROSENAU TRANSPORT	FREIGHT OF ISOPAC DRUMS, CHLORINE, HYPOCHLORITE - WTP	\$958.78
73692		SEMI-ANNUAL 2013 MEMBERSHIP LEVY	\$13,020.00
73693		TRAVEL EXPENSES ELECTION TRAINING	\$170.99
73694	STEEP ROCK	3/4" ROADCRUSH - LANDFILL	\$680.63 \$1,172.32
73695	STEHR, BRIAN	TRAVEL EXPENSES ADOA CONFERENCE REPAIRS TO ELECTRICAL, ENGINE, & VIBRATION UNIT# 128 GARBAGE	\$1,172.32
73696	SUMMIT MOTORS	TRUCK	\$14,374.95
73697		ALGICIDE - POOL	\$550.20
	VERISHINE, BECKY	REFUND UTILITY DEPOSIT	\$100.00
73699		REFUND KEY & RENTAL DEPOSIT	\$225.00
73700		REFUND UTILITY DEPOSIT	\$100.00
73701		REFUND UTILITY DEPOSIT	\$100.00
73702		REG PAY TO SEPTEMBER 21, 2013, 3RD QTR FIRE PAY	\$68,920.03
73703		AUGUST LANDFILL TONNAGE	\$5,898.76
73704		ANNUAL INSPECTION & LOAD TEST GENERATORS - PS & WTP	\$1,721.09
73705		2013/2014 LEASE OXYGEN & ACETYLENE CYLINDERS	\$312.90 \$94.50
73706		TOW UNIT# 90 1/2 TON TRUCK EMBA LEADERSHIP COURSE	\$362.16
73707 73708	WOLANSKI, DAVID XEROX CANADA	JULY & AUGUST COPIER SERVICES PRO 232 & WC7655	\$16.86
13/08	ALION CARADA	CLEANERS, AIR FRESHNERS, TOILET PAPER, ETC - ARENA, SENIORS,	ψ10.00
73709	ZEP SALES & SERVICE	PARKS	\$2,159.58
73710		FUEL SYSTEM INSPECTION UNIT#101 ZAMBONI	\$244.94
73711		SODIUM HYPOCHLORITE, CHLORINE - WTP & POOL	\$1,392.85
73712		PROJECT#118 - SIKAFLEX SEALANT FOR ICE RINK	\$628.74
	CYPRESS GROUP	STAPLE CARTRIDGES TOSHIBA 6540 COPIER	\$116.55
	FRANCOTYP-POSTALIA	4TH QTR POSTAGE MACHINE LEASE	\$110.09
73715		FRONT TIRES UNIT#110 LOADER PUBLIC SERVICES	\$554.40
73716		AIR FILTER UNIT#128 GARBAGE TRUCK	\$197.63
73717		AUGUST PERMITS	\$583.59 \$145.77
70-10	PITNEY WORKS	OCTOBER FOLDER/STUFFER CONTRACT	
73718		HECKLEEC DOCIECT#33 INDHICTORI DOME CWALE DEDIT	
73719	PRITCHARD & COMPANY	LEGAL FEES - PROJECT#33 INDUSTRIAL DRIVE SWALE, DEBUT	
	PRITCHARD & COMPANY	BUCKET CYLINDER SEAL KIT UNIT# 88 LOADER LANDFILL	\$3,304.62 \$296.55
73719	PRITCHARD & COMPANY CNH CAPITAL ROCKY EQUIPMENT		

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73722	TELUS MOBILITY	SEPTEMBER CELL PHONE, TELEPHONE, RADIO & PAGER CHARGES	\$34.34
73723	HEART & STROKE FOUNDATION	DONATION CONDOLENCES S.SIMON	\$50.00
73724	WESTERN MUNICIPAL	REFUND UTILITY ACCOUNT CREDIT	\$100.00
73725	MACFARLANE, JIM	REIMBURSE COSTS FOR FENCE SUPPLIES - CODY SNYDER PARK	\$926.01
73726	SUNWEST GREENHOUSES	REFUND METER TEST	\$25.00
73727	NEWALTA	PROJECT#114 - USED OIL STORAGE TANK LANDFILL	\$729.75
73728	GIEB CONSTRUCTION	PROJECT#118 - CONCRETE PAD FOR ICE RINK	\$32,261.25
73729	CZEMBER, CHRIS	REFUND KEY & RENTAL DEPOSIT	\$225.00
73730	TOWN OF REDCLIFF	AUGUST & SEPTEMBER EMPLOYEE PROPERTY TAX PAYMENTS	\$1,194.00
73731	REDCLIFF FIREMEN SOCIAL CLUB	SOCIAL CLUB DUES TO SEPTEMBER 30, 2013	\$270.00
73732	TYCO INTEGRATED SECURITY	4TH QTR ALARM SERVICES - WTP	\$116.92
73733	WE CARE HOME HEALTH CARE	AUGUST HOME HEALTH CARE SERVICES	\$168.00
	TOTAL CHEQUES: 87	AMOUNT OF CHEQUES:	\$398,258.80

Bank Summary to July 31, 2013

D) Councillor Brown moved the Bank Summary to July 31, 2013 be received for information. – Carried Unanimously.

RCMP Report to Council July 1 – September 30, 2013

E) Staff Sgt. S. Maxwell was in attendance to present the RCMP report to Council.

Councillor Solberg moved the RCMP report to Council for the period July 1 – September 30, 2013 be received for information. – Carried.

Staff Sgt. S. Maxwell left at 7:18 p.m.

3. MINUTES

Council meeting held September 23, 2013

A) Councillor Crozier moved the minutes of the Council meeting held September 23, 2013 be adopted as amended.Carried Unanimously.

Subdivision and Development Appeal Board hearing held September 12, 2013 **B)** Councillor Steinke moved the minutes of the Subdivision and Development Appeal Board hearing held September 12, 2013 be received for information. – Carried Unanimously.

Redcliff and District Recreation Services Board meeting held October 7, 2013 **C)** Councillor Crozier moved the minutes of the Redcliff and District Recreation Services Board meeting held October 7, 2013 be received for information. – Carried Unanimously.

Shortgrass Library System meeting held April 17, 2013

D) Councillor Brown moved the minutes of the Shortgrass Library System meeting held April 17, 2013 be received for information. – Carried Unanimously.

Economic Development Alliance meeting held June 19, 2013

E) Councillor Steinke moved the minutes of the Economic Development Alliance meeting held June 19, 2013 be received for information. – Carried Unanimously.

Palliser Economic Partnership meeting held September 13, 2013

F) Councillor Solberg moved the minutes of the Palliser Economic Partnership meeting held September 13, 2013 be received for information. – Carried Unanimously.

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Redcliff Public Library meeting held June 25, 2013

G) Councillor Steinke moved the minutes of the Redcliff Public Library meeting held June 25, 2013 be received for information. – Carried Unanimously.

4. BYLAWS

Bylaw 1757/2013, Fire Services Bylaw

A) Councillor Kilpatrick moved Bylaw 1757/2013, Fire Services Bylaw be given first reading. – Carried Unanimously.

5. STAFF RECOMMENDATIONS

Commercial Agreement regarding the Soil Treatment Facility at the Redcliff/Cypress Regional Landfill

A) Councillor Crozier moved that the Town of Redcliff approve the proposal from Ridgeline Energy Services Inc. to assign their existing Commercial Agreement with the Redcliff/Cypress Regional Waste Management Authority to Ridgeline Canada Inc. and that upon similar approval from Cypress County, the proposed "Assignment of Agreements" be signed on behalf of the Redcliff/Cypress Regional Waste Management Authority. - Carried Unanimously.

Water Treatment Plant SCADA (Supervisory Control and Data Acquisition) System Computer B) Councillor Kilpatrick moved that the Public Services Department be provided funding to a maximum of \$4,000.00 to purchase a new computer and contract services from MPE Engineering Ltd. to provide technical support and transfer SCADA programming to the new computer with funding to be provided from the Water Systems Reserve. – Carried Unanimously.

Community Organization Property Tax Exemption Regulation (C.O.P.T.E.R.)

- C) Councillor Crozier moved the Town of Redcliff exempt the following properties from property taxation in accordance with the Community Organization property Tax Exemption Regulation for 2014, 2015, and 2016 taxation years.
 - i) German Canadian Harmony Club
 - ii) Redcliff Community Curling Club
 - iii) Riverview Golf Club
- Carried Unanimously.

Council Payroll Schedule

- **D)** Councillor Steinke moved that the scheduled pay date for Council be changed to the first business day of each month and establish the 15th of the preceding month as the submission deadline for per diem and benefits claims.
- Carried.

Election Remuneration

E) Councillor Crozier moved that in addition to the remuneration established for the election workers for the 2013 Municipal Election at the March 11, 2013 Council meeting, that Council establish the additional remuneration of:

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- a. stand by rate \$25.00/day
- b. ½ day rate \$125.00
- c. Ballot counting only \$75.00
- Carried Unanimously.

Toboggan Hill Erosion Protection Project

F) Councillor Crozier moved the Town of Redcliff approve the additional budget in the amount of \$15,454.50 due to additional work for Toboggan Hill Erosion Protection project. Further that the additional budget is to be funded using MSI Capital grant. - Carried Unanimously.

Budget for Additional Ductile Iron Pipe removal and Replacement

G) Councillor Solberg moved the Town of Redcliff do not pay the extra \$4,000.00 due to unknown utilities found during removal and replacement of 35 lm of 10" ductile iron pipe with 10" PVC pipe.

Councillor Solberg withdrew his motion.

Councillor Solberg moved the Town of Redcliff pay L.W. Dennis the extra \$4,000.00 due to unknown utilities found during removal and replacement of 35 lm of 10" ductile iron pipe with 10" PVC at 9th Avenue and 2nd Street SW and tie to east to existing 10" PVC line and further that the addition to be funded using water system reserve. Further that Administration seek reimbursement of the bill from all utility owners including the Town of Redcliff. – Carried Unanimously.

6. CORRESPONDENCE

City of Medicine Hat Subdivision Application 2013MH019 Re: 2880 Box Springs Blvd. NW A) Councillor Crozier moved correspondence dated September 30, 2013 from the City of Medicine Hat regarding Subdivision Application 2013MH019, 2880 Box Springs Blvd. NW be received for information. – Carried Unanimously.

City of Medicine Hat Subdivision Application 2013MH020 Re: 2750 Box Springs Blvd. NW B) Councillor Steinke moved correspondence dated September 30, 2013 from the City of Medicine Hat regarding Subdivision Application 2013MH020, 2750 Box Springs Blvd. NW be received for information. – Carried Unanimously.

City of Medicine Hat Subdivision Application 2013MH021 Re: 2950 Box Springs Road. NW C) Councillor Steinke moved correspondence dated October 8, 2013 from the City of Medicine Hat regarding Subdivision Application 2013MH021, 2950 Box Springs Road NW be received for information. – Carried Unanimously.

City of Medicine Hat Subdivision Application 2013MH022 Re: 2771 Box Springs Blvd. NW D) Councillor Crozier moved correspondence dated September 30, 2013 from the City of Medicine Hat regarding Subdivision Application 2013MH022, 2771 Box Springs Blvd. NW be received for information. – Carried Unanimously.

Alberta Municipal Affairs

E)

August 10, 2013 Progress report on Ministerial Directives

i) Councillor Kilpatrick moved correspondence dated September 16, 2013 from Alberta Municipal Affairs regarding August 10, 2013 update from David Wolanski, Municipal Manager on Town of Redcliff's progress on the ministerial directives be received for information. — Carried.

September 10, 2013 Progress report on Ministerial Directives

ii) Councillor Kilpatrick moved correspondence dated September 26, 2013 from Alberta Municipal Affairs regarding September 10, 2013 update from David Wolanski, Municipal Manager on Town of Redcliff's progress on the ministerial directives be received for information. – Carried.

Muscular Dystrophy Canada Re: Acknowledgement on efforts of Redcliff Fire Department F) Councillor Crozier moved correspondence dated September 24, 2013 from Muscular Dystrophy Canada acknowledging efforts of Redcliff Fire Department on behalf of Muscular Dystrophy Canada in 2012/13 be received for information. Further that Administration pass along Council's gratitude. — Carried.

Southeast Alberta Childhood and Family Services Authority
Re: Province-wide initiative to support Together We Raise Tomorrow

G) Councillor Steinke moved correspondence from Southeast Alberta Childhood and Family Services Authority regarding Together We Raise Tomorrow initiative be received for information. – Carried Unanimously.

7. OTHER

Hazards, Risk and Vulnerability Analysis (HRVA)

A)

Town of Redcliff Report

i) Councillor Kilpatrick moved the Hazards, Risk and Vulnerability Analysis (HRVA) Town of Redcliff report be received for information. – Carried Unanimously.

Regional Report

ii) Councillor Steinke moved the Hazards, Risk and Vulnerability Analysis (HRVA) Regional Report be received for information. – Carried Unanimously.

Redcliff/Cypress Regional Landfill Graphs to September 30, 2013

B) Councillor Crozier moved the Redcliff/Cypress Regional Landfill Graphs to September 30, 2013 be received for information. - Carried Unanimously.

Mayor and Council End of Term Remarks

C) Councillor Brown thanked everyone and commented that everyone was great to work with. She wished David good luck and also good luck to Rob.

Councillor Solberg thanked every one and expressed his appreciation. He thanked David and wished him good luck.

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Deputy Mayor Reimer gave a short speech thanking everyone. He thanked David and wished him well in his new position.

8. RECESS

Recess

Deputy Mayor Reimer called a recess at 8:09 p.m. Deputy Mayor Reimer reconvened the meeting at 8:15 p.m.

M. Davis left at 8:09 p.m. D. Schaffer left at 8:09 p.m.

9. IN CAMERA

In Camera

Councillor Brown moved to meet In Camera to discuss one Labour and 2 Land matters at 8:15 p.m. – Carried Unanimously.

K. Minhas left at 8:40 p.m.

Return to Open Session

Councillor Kilpatrick moved to return to Open Session at 8:50 p.m. – Carried Unanimously.

M. Davies rejoined the meeting at 8:50 p.m.

HR Consultant for Municipal Manager Recruitment

Councillor Brown moved to engage the services of Lorne Niven for the Municipal Manager recruitment as per the received proposal. — Carried Unanimously.

Brost Developments Inc. Re: Lot 18, Block 13, Plan 0913590

Councillor Kilpatrick moved that Administration be authorized to reimburse Brost Developments Inc. to a maximum of \$15,000 for additional engineering costs for Lot 18, Block 13, Plan 0913590 upon receipt of confirmation that additional engineering was required due to a high level of fill on the lot as well as provision of a detailed statement of extra costs incurred by Brost Developments Inc.. — Carried Unanimously.

Tax Recovery Auction

Councillor Kilpatrick moved that Robert Osmond, Director of Finance and Administration be appointed as the auctioneer for the Tax Recovery Auction to be held on October 24, 2013. — Carried Unanimously.

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10. ADJOURNMENT

Adjournment

Councillor Steinke moved to adjourn the meeting at 8:52 p.m. – Carried Unanimously.

Deputy Mayor

Manager of Legislative and Land Services

BANK SUMMARY FOR JULY 31, 2013

DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	5,706,912.29	10,000.00	5,716,912.29
DAILY DEPOSITS	589,596.14	187,728.51	777,324.65
CIBC DIRECT DEPOSITS/ TELEBANKING	585,815.76	0.00	585,815.76
INTEREST EARNED	0.00	0.00	0.00
T-BILL REDEMPTIONS	0.00	0.00	0.00
OTHER DIRECT DEPOSITS	86,868.32	0.00	86,868.32
SUBTOTAL	1,262,280.22	187,728.51	1,450,008.73
CHEQUES	(1,170,698.43)	(187,917.52)	(1,358,615.95)
ASFF QUARTERLY PAYMENTS	0.00	0.00	0.00
DEBENTURE PAYMENTS	(58,528.68)	0.00	(58,528.68)
T-BILL PURCHASES	(4,500,000.00)	0.00	(4,500,000.00)
NSF CHEQUES	0.00	0.00	0.00
OTHER DIRECT WITHDRAWALS	(143,586.87)	0.00	(143,586.87)
SUBTOTAL	(5,872,813.98)	(187,917.52)	(6,060,731.50)
TOTAL	1,096,378.53	9,810.99	1,106,189.52
BANK CLOSING BALANCE	1,197,519.61	9,810.99	1,207,330.60
ADD:O/S DEPOSITS	76,716.36	0.00	76,716.36
LESS:O/S CHEQUES	(177,857.44)	0.00	(177,857.44)
TOTAL	1,096,378.53	9,810.99	1,106,189.52
INVESTMENTS			
CIBC PREMIUM T-BILL FUND		5.12.02.321	15,900,000.00
CCU SHORT TERM INVEST/LANDFILL		5.12.02.126	1,497,457.38
TOTAL INVESTMENTS			17,397,457.38

TOWN OF REDCLIFF

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FINANCE DEPT.

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