

COUNCIL MEETING

MONDAY, JULY 15, 2013

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JULY 15, 2013 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
1. GENERAL	
A) Call to Order	
B) Adoption of Agenda *	Adoption
C) Accounts Payable *	
i) June 5 – 15, 2013 *	For Information
ii) June 20 – July 4, 2013 *	For Information
D) Bank Summary May 31, 2013 *	For Information
2. DELEGATION	
A) RCMP Report to Council (Sgt D. Ness to be in attendance)	For Information
B) Bylaw Enforcement Officer Report to Council * (B. McMillan to be in attendance)	For Information
3. MINUTES	
A) Council meeting held June 10, 2013 *	For Adoption
B) Special Council meeting held June 27, 2013 *	For Adoption
C) Committee of the Whole meeting held June 10, 2013 *	For Information
D) Redcliff Planning Board meeting held June 18, 2013 *	For Information
i) Eastside Area Structure Plan	For Discussion
ii) Use of Recreational Vehicle as residence during construction of house or major renovation	For Discussion
iii) Area Structure Plan Re: Former Redcliff Greenhouse Site and area	For Discussion
E) Municipal Planning Commission meeting held June 19, 2013 *	For Information
F) Redcliff Family and Community Support Services meeting held June 11, 2013 – meeting notes	For Information
G) Palliser Economic Partnership board meeting held June 14, 2013 *	For Information

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| H) | Palliser Economic Partnership Annual General Meeting held June 14, 2013 * | For Information |
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4. BYLAWS

- | | | |
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| A) | Water Treatment Plant Borrowing Bylaw | |
| i) | Memo from Manager of Legislative and Land Services | For Information |
| ii) | Bylaw 1753/2013, Water Treatment Plant Borrowing Bylaw * | 2 nd /3 rd Reading |
| B) | Bylaw 1752/2013 Fees, Rates and Charges Bylaw * | 1 st Reading |
| C) | Bylaw 1754/2013, Cemetery Bylaw * | 1 st Reading |

5. STAFF RECOMMENDATIONS

- | | | |
|----|--|-------------------|
| A) | MPE Engineering Ltd *
Re: Raw Water Pipeline Upgrade Request for Engineering Fee Increase | For Consideration |
| B) | Authorize Payment of Invoice to Salbro Consulting Services *
Re: Ground Water Monitoring Report | For Consideration |
| C) | Brandon Primeau Memorial Outdoor Rink Project * | For Consideration |
| D) | Disaster Relief Wages * | For Consideration |
| E) | Offer to Purchase Lot 42 PUL, Block 115, Plan 8210827 * | For Consideration |
| F) | Electronic Message Board Repairs * | For Consideration |

6. CORRESPONDENCE

- | | | |
|----|---|-------------------|
| A) | City of Medicine Hat *
Re: Separate (Catholic) School Board Trustee Election
October 21, 2013 | For Information |
| B) | Request from City of Medicine Hat *
Re: Placement of Temporary Signage for Automated Metering Program | For Consideration |
| C) | Julene Foggin *
Re: Concerns with Chlorinated water in Pool | For Information |
| D) | Cypress County Subdivision Application 13CY10 (Huber) * | For Information |
| E) | Alberta Municipal Affairs *
Re: Public Interest Disclosure Act (PIDA) | For Information |
| F) | Alberta Justice and Solicitor General *
Re: Payment of \$244,704.00 for 2013-14 Municipal Policing Assistance Grant (MPAG) | For Information |

G) Redcliff Support Services Golf Tournament * For Consideration

7. OTHER

A) Application for Land Use Amendment * For Consideration
Lot 39, Block 61, Plan 1310076 and
Lot 47, Block 34, Plan 1212279

i) Bylaw 1755/2013 being a bylaw to amend Bylaw 1698/2011 1st Reading
To amend the Land Use District for Lot 39, Block 61,
Plan 1310076 and Lot 47, Block 34, Plan 1212279 from H to HCRD

B) Redcliff/Cypress Regional Landfill Graphs to May 31, 2013 * For Information

C) Municipal Manager's Report to Council * For Information
Re: June 24, 2013 & July 15, 2013

D) Highway of Heroes * For Discussion

E) Application for Encroachment Permit * For Consideration
Re: Lots 39-40, Block 4, Plan 3042 AV (540 – 3rd Street SE)

F) Landfill Tonnage Charges * For Discussion

8. ADJOURN

ACCOUNTS PAYABLE JUNE 5, 2013 - JUNE 17, 2013

COUNCIL MEETING JUNE 24, 2013

73004-73006	VOID	PRINTER ERROR	\$0.00
73007	LAPP	LAPP CONTRIBUTIONS TO JUNE 1, 2013	\$17,071.53
73008	RECEIVER GENERAL	REGULAR PAY TO JUNE 1, 2013, JUNE COUNCIL PAY	\$28,456.01
73009	TOWN OF REDCLIFF	STATUTORY DEDUCTIONS REGULAR PAY JUNE 1, 2013, JUNE COUNCIL PAY	\$72,898.46
73010	ACTION PARTS	CONNECTOR U#104 1/2 TON, PRJ#91 & #112 1/2 TON PICKUPS MATS, ETC	\$92.42
73011	BLUE IMP	CAMPFIRE RINGS	\$7,686.63
73012	BROWN, CHERE	REFUND RENTAL AND KEY DEPOSITS	\$225.00
73013	CACTUS COMMUNICATIONS	PROJECT #91 & #112 1/2 TON PICKUPS - INSTALL TWO WAY RADIOS	\$1,156.70
73014	CENTRAL SHARPENING	SHARPEN BLADE UNIT #101 ZAMBONI	\$132.30
73015	CIBC VISA	MEMBERSHIPS, HOTEL- R.OSMOND, OFFICE SUPPLIES, PRINTERS, ETC	\$4,947.69
73016	CITY OF MH	PROJECT #118 - DISCONNECT SERVICE FOR ICE RINK REHABILITATION	\$231.00
73017	CLEARTECH INDUSTRIES	HYDROCHLORIC ACID - POOL	\$317.77
73018	DB PERKS & ASSOCIATES	ROPE FLOATS - POOL	\$105.42
73019	FARMLAND SUPPLY	HOSE REPAIR	\$16.70
73020	FIREWORKS SPECTACULAR	FIREWORKS FOR REDCLIFF DAYS	\$7,350.00
73021	GAR-TECH ELECTRICAL	PROJECT #115 - POOL FILTER TANK REHABILITATION	\$4,080.61
73022	GENIVAR CONSULTANTS	PRJ#107-MARGARET WOODING DRAINAGE, PRJ#108 - TOBOGGAN HILL, ETC	\$21,308.70
73023	INFLATABLE FUN MH	CLUBHOUSE RENTAL	\$186.75
73024	JACK N' JILL PARTIES	CLOWNS FOR REDCLIFF DAYS	\$455.00
73025	KLEARWATER EQUIPMENT	ISOPAC DRUMS - WTP	\$1,675.80
73026	MACDESIGN SCREENWORKS	COMMUNITY SERVICES TSHIRTS	\$63.00
73027	MH LICENCE CENTRE	PROJECT #91 & #112 1/2 TON PICKUPS - LICENSE PLATES	\$168.90
73028	MH WHOLESALE FOODS	MEALS ON WHEELS CONTAINERS & LIDS	\$95.72
73029	NIEDERMAYER, MARK	ENTERTAINMENT SERVICES FOR REDCLIFF DAYS	\$800.00
73030	PAYSTATION	2013/14 LICENSE RENEWAL	\$415.80
73031	POULIN'S PEST CONTROL	GOPHER DOOM	\$336.00
73032	PUROLATOR	FREIGHT OF PARTS UNIT #109 INTL TRUCK, FREIGHT OF TRANSIT LEVEL	\$215.53
73033	SAFETY CODES	APRIL PERMITS	\$89.79
73034	STEEP ROCK	PIT RUN GRAVEL FOR DRAINAGE PROJECT AT MITCHELL ST. N.	\$501.14
73035	SHINE FACTORY	PROJECT #91 & #112 1/2 TON PICKUPS - OVER RAIL SPRAY IN BOX LINERS	\$1,270.50
73036	WATSON POOLS	PROJECT #115 - POOL FILTER TANK REHABILITATION	\$28,670.25
73037	SUNSET MEMORIAL	PROJECT #76 - COLUMBARIUM	\$28,390.95
73038	WAYBEST TOWER	PROJECT #95 - REPEATER & ARIAL FOR FIREHALL	\$763.35
73039	VAL HILLIKER	VENTRILOQUIST FOR REDCLIFF DAYS	\$1,260.00
73040	WOLSELEY MECHANICAL	URINAL & TOILET VALVES, ADAPTORS, VAC BREAKER REPAIR KIT	\$279.24
73041	WOOD, DALE	FIREAMS SAFETY COURSE INSTRUCTOR FEES MAY 25, 26 & 27, 2013	\$2,470.00
73042	ZEP SALES & SERVICE	TOILET PAPER, SOAP	\$239.26
73043	AMSC INSURANCE SERVICES	JULY EMPLOYEE HEALTH BENEFITS	\$14,411.60
73044	CITY OF MH	VARIOUS UTILITY ACCOUNTS, MAY SEWAGE OUTLAY	\$77,356.50
73045	CPR	MAY FLASHER CONTRACT	\$667.24
73046	DELL, KRISTIN	TRAVEL ADVANCE - CPA CONFERENCE	\$160.00
73047	EPCOR	MAY ELECTRIC UTILITY LANDFILL	\$125.77
73048	FORTY MILE GAS CO-OP	MAY GAS UTILITY LANDFILL	\$81.52
73049	HARV'S JANITORIAL	MAY JANITORIAL SERVICES	\$3,386.25
73050	INFLATABLE FUN MH	INFLATABLES RENTAL FOR REDCLIFF DAYS	\$1,479.00
73051	JUMP 4 FUN INFLATABLES	INFLATABLES RENTAL FOR REDCLIFF DAYS	\$3,208.28
73052	LETHBRIDGE HERALD	MAY ADVERTISING	\$874.33
73053	MH NEWS	MAY ADVERTISING	\$299.25
73054	ST. JOHN AMBULANCE	FIRST AID FOR REDCLIFF DAYS	\$200.00
73055	TELUS COMMUNICATION	JUNE CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$224.10
73056	TELUS MOBILITY	JUNE CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$486.30
73057	MIKES ROADHOUSE	MAY MEALS ON WHEELS	\$2,239.65
73058	TOWN OF REDCLIFF LF	MAY LANDFILL TONNAGE	\$7,248.88
73059	WE CARE	MAY HOMECARE SERVICES	\$280.00
73060	XEROX CANADA	MAY WC7655 COPIES & SERVICE CONTRACT	\$622.14
73061	A & B STEEL	DRILL STEM FOR SIGN POSTS	\$316.68
73062	ACKLANDS GRAINGER	SHOVELS, RUBBER BOOTS, EYEWASH SOLUTION, BOTTLE & STATION	\$298.44
73063	THE BOLT GUYS	POP RIVETS, SOAP STONE HOLDER	\$175.68
73064	THE BOLT SUPPLY HOUSE	LOCKNUTS, WASHERS	\$53.14
73065	BUTLER SURVEY SUPPLIES	REPAIR TRANSIT LEVEL	\$763.11
73066	CARVER CONSTRUCTION	PROJECT #99 - RAW WATER PUMP STATION	\$194,976.03
73067	CBV COLLECTION SERVICES	MAY COLLECTION SERVICE FEES	\$48.70
73068	CLOVERDALE PAINT	ACETONE	\$106.94
73069	CYPRESS COUNTY	SAB SUMMER GAMES REGISTRATION FEES	\$160.00
73070	EDA	FINAL 2013 INSTALLMENT	\$16,764.00
73071	ENVIRO GEO TESTING	PRJ#110 - OLD TRANSCANADA HWY, PRJ#125 - S HWY DR ROAD REPAIR	\$3,832.50
73072	FARMLAND SUPPLY	SOLONOID VALVE	\$163.80
73073	FOUNTAIN TIRE	TIRES FOR U#134 LOADER LANDFILL, STEERING TIRE U#128 GARBAGE TRUCK	\$13,943.57

73074	FOX ENERGY SYSTEMS	SCBA REFILL, SIGN POST BRACKETS, METAL FIRST AID KIT	\$524.01
73075	GAR-TECH ELECTRICAL	LIGHTING REPAIRS AT PS & RCMP, REPAIR SIGN ON HWY, REPAIRS AT ARENA	\$623.34
73076	REDCLIFF HOME HARDWARE	WHITE PAINT, PRJ#95 SERGE PROTECTOR FOR REPEATER, COPPER PIPE, ETC	\$1,528.75
73077	HUNT, EUNICE	COURIER DELIVERIES	\$73.50
73078	JOE JOHNSON EQUIPMENT	RUBBER FLANGES UNIT #135 SWEEPER, FILTERS UNIT #145 MT6 TRACTOR	\$814.27
73079	JOHN'S WATER HAULING	WATER DELIVERY TO LANDFILL	\$90.00
73080	KEYWAY SECURITY	REPAIRS TO BACK INSIDE DOOR AT TOWN HALL	\$87.15
73081	MACDESIGN SCREENWORKS	POOL UNIFORMS	\$753.90
73082	MNP	2012 INTERIM AUDIT FEES - FCSS REVIEW	\$1,102.50
73083	MH CO-OP	ESTER, DRAIN SPADE	\$453.14
73084	MH NEW HOLLAND	UNIVERSAL JOINTS UNIT #121 MOWER	\$154.22
73085	PAD-CAR MECHANICAL	REPLACE BACKFLOW DEVICE & PVC MANIFOLD AT LIONS WATERPARK	\$5,797.05
73086	PAINT IN GENERAL	WHITE TRAFFIC PAINT	\$193.10
73087	SUNCOR	DYED DIESEL LANDFILL	\$11,510.81
73088	PRIME PRINTING	ENVELOPES AND LABLES WITH POSTAL INDICIA	\$327.60
73089	PRITCHARD & COMPANY	LEGAL FEES FOR VARIOUS MATTERS	\$1,779.23
73090	PUROLATOR	FREIGHT OF FILTERS UNIT #145 MT6 TRACTOR	\$26.73
73091	REDCLIFF MUSEUM	2013 TOWN CONTRIBUTION, 2012 SOLD MURAL PRINTS	\$7,200.00
73092	ROSENAU TRANSPORT	FREIGHT OF HYPOCHLORITE FOR POOL	\$163.54
73093	SANATEC	PUMP SEPTIC TANK LANDFILL	\$136.50
73094	STEEP ROCK	3/4" ROADCRUSH	\$1,319.48
73095	WATSON POOLS	POOL TEST EQUIPMENT AND CHEMICALS	\$4,109.07
73096	THIERRIEN, ANDRE	REFUND CONSTRUCTION DAMAGE DEPOSIT	\$1,000.00
73097	LEARN	NEWCOMER SUPPORT PROGRAM	\$1,854.49
73098	WOOD, DALE	FIREARMS SAFETY COURSE INSTRUCTOR FEES JUNE 8, 9 & 10	\$1,615.00
	TOTAL CHEQUES: 95	AMOUNT OF CHEQUES:	\$622,614.70

ACCOUNTS PAYABLE JUNE 20, 2013 - JULY 4, 2013			
COUNCIL MEETING JULY 15, 2013			
73099	TOWN OF REDCLIFF	REGULAR PAY TO JUNE 15, 2013	\$75,764.34
73100	AMSC INSURANCE	MAY HEALTH SPENDING ACTIVITY	\$103.74
73101	CARSWELL	2013/2014 SUBSCRIPTION RENEWAL - PAYROLL MANUAL	\$618.61
73102	C.E.M.	DRIVER KEY & POCKET UNIT #134 LOADER	\$179.68
73103	COSTCO	8 1/2 X 11 WHITE COPY PAPER	\$293.93
73104	FOX ENERGY SYSTEMS	FIRST AID CERTIFICATIONS, SCBA AIR TANK REFILL, OVERALLS	\$1,501.33
73105	GAS CITY HYDRO VAC	HYDROVAC CURB STOPS	\$1,456.88
73106	GRADWELL, RAYMOND	REIMBURSE TRAVEL AFCA, BOTTLED WATER, COFFEE MAKER	\$1,786.85
73107	GUY, JUSTIN	REIMBURSE TRAVEL FIRE TRAINING JUNE 1-9, 2013	\$133.60
73108	HAT AGRI SERVICE	BLADE KITS UNIT# 97 MOWER, FLAIL BLADE UNIT# 121 MOWER	\$611.75
73109	HAUSAUER, DANA	REIMBURSE HP PRINTER INK	\$68.17
73110	XYLEM WATER SOLUTIONS	REPAIR PUMP SEMRAU LIFT STATION	\$3,338.92
73111	KEYWAY SECURITY	REPIN, REPLACE KEY, KNOB & CYLINDER AT CAMPGROUND	\$285.60
73112	KIRK'S MIDWAY TIRE	4 TIRES UNIT #125 SILVERADO PICK UP, REPAIR UNIT #88 LANDFILL LOADER	\$1,064.70
73113	KUSTRA, SHANE	REIMBURSE CLASS 3 ROAD TEST	\$131.00
73114	LES'S DRAIN CLEANING	AUGER LINE AT BALL PARK WASHROOMS	\$126.00
73115	MEDICINE HAT CSRD #20	2ND QUARTER SCHOOL TAX	\$45,863.68
73116	MH MINOR SOFTBALL	REFUND KEY DEPOSIT	\$125.00
73117	SHAW CABLE	JULY INTERNET SERVICE	\$375.54
73118	NEWTON, TOBY	REIMBURSE TRAVEL FIRE TRAINING JUNE 1-9, 2013	\$133.60
73119	PC CORP	MAY INFORMATION SYSTEM SUPPORT	\$1,207.50
73120	PINNACLE INTERNATIONAL	STEERING CYLINDER U#132 SWEEPER, REPAIR A/C U#128 GARBAGE TRUCK, ETC	\$4,109.18
73121	REDCLIFF PUBLIC LIBRARY	2ND INSTALLMENT	\$47,750.00
73122	REDCLIFF ACTION SOCIETY	2ND QUARTER DISBURSEMENT	\$3,000.00
73123	ROSENAU TRANSPORT	FREIGHT CHLORINE CYLINDERS WTP, FREIGHT PARTS U#109 INTL TRUCK, ETC	\$808.10
73124	SOUTHLAND PEST CONTROL	ANT TREATMENT AT FIREHALL	\$105.00
73125	SPLASHABLES	WHISTLES, MAGIC CARPETS FOR POOL	\$304.19
73126	SUPERIOR TRUCK	FLUSHING NOZZLES AND SEWER FLUSHING HOSE	\$6,002.28
73127	TELUS	JUNE CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$123.08
73128	PEGGY GIZEN CONSULTING	LIFEBOARDING INSTRUCTION FEES	\$194.46
73129	WATSON POOLS	LITE SHOCK, EASY DOWN FOR POOL	\$4,781.70
73130	CHABOYER, DENISE	REFUND UTILITY CREDIT	\$74.52
73131	KUYSTERMANS, ALEX	REFUND UTILITY CREDIT	\$50.56
73132	GREEN FARMS DRILLING	REFUND UTILITY CREDIT	\$68.15
73133	NORBERT, TYLER	REFUND PERMIT FEE	\$51.80
73134	SAUER, RICHARD	REFUND KEY & FACILITY DEPOSIT	\$225.00
73135	TOWN OF REDCLIFF	MPC LUNCH MAY 15, DOG FOOD STORAGE BINS, STAFF EVENT TROPHY, ETC	\$193.05
73136	UPS CANADA	CUSTOMS, BROKERAGE & GST REAR VISION CAMERA U#128 GARBAGE TRUCK	\$45.87
73137	IB WILLIAMS	VOLUNTEER NIGHT PHOTOGRAPHY SERVICE	\$82.36
73138	LAPP	LAPP CONTRIBUTIONS TO JUNE 15, 2013	\$16,941.58
73139	RECEIVER GENERAL	STATUTORY DEDUCTIONS REGULAR PAY TO JUNE 15, 2013	\$29,783.92
73140	RECEIVER GENERAL	STATUTORY DEDUCTIONS FIRE PAY TO JUNE 30, 2013	\$1,343.75
73141	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAXES TO JUNE 30, 2013	\$1,243.00
73142	TOWN OF REDCLIFF	FIRE PAY TO JUNE 30, 2013	\$9,834.25
73143	FIREMEN SOCIAL CLUB	SOCIAL CLUB DUES TO JUNE 30, 2013	\$315.00
73144	DAVIES, MIKE	REIMBURSE TRAVEL EXPENSES RELATED TO FLOOD	\$45.73
73145	DELL, KRISTIN	REIMBURSE ICE & COFFEE RE: FLOOD, TRAVEL EXPENSES CPA CONFERENCE	\$64.79
73146	GARLAND, JAMIE	REIMBURSE COFFEE JUNE 22 - 23, 2013, STAFF RECOGNITION MEAL SUPPLIES	\$101.47
73147	GLEISNER, WADE	REIMBURSE TRAVEL FIRE TRAINING JUNE 15-16, 2013	\$168.00
73148	JACK N' JILL PARTIES	CANADA DAY CLOWNS	\$550.00
73149	MATTSON, SHELLEY	REDCLIFF DAYS & CANADA DAY TATTOOS	\$600.00
73150	OSMOND, ROBERT	REFUND KEY & FACILITY DEPOSIT, REIMBURSE EOC LUNCH, NAME TAGS, ETC	\$414.49
73151	SENFT, COLIN	REIMBURSE TRAVEL AWWOA TRAINING JUNE 16-18, 2013	\$267.01
73152	SOLBERG, ERIC	REIMBURSE TRAVEL PEP AGM JUNE 14, 2013	\$212.52
73153	STEHR, BRIAN	REIMBURSE EOC & EMERGENCY COUNCIL SNACK JUNE 21, 2013	\$32.75
73154	WOLANSKI, DAVID	REIMBURSE STAFF EVENT PRIZES & GIFTS	\$537.39
73155	ACKLANDS	PROJECT#91 - ALUMINUM TOOL BOX FOR 1/2 TON PICK UP, DISPOSABLE GLOVES	\$417.64
73156	ACTION PARTS	BELT, PULLEY & BELT TENSIONER UNIT #104 DODGE 1/2 TON, DEEP SOCKET	\$222.79
73157	ADT SECURITY SERVICES	REPLACE CHEQUE #72956	\$228.31
73158	BROVAC	CLEAN SEWER SUMP TOWN HALL	\$598.50
73159	CACTUS COMMUNICATIONS	PROJECT#95 POWER CABLE & BATTERY BACKUP - REPEATER & ARIAL FIRE HALL	\$143.80
73160	CENTRAL SHARPENING	SHARPEN BLADE UNIT #101 ZAMBONI	\$115.50
73161	CKMH-FM	REDCLIFF DAYS ADVERTISING	\$430.50
73162	CLEARTECH	CHLORINE & ALUMINUM SULPHATE FOR WTP	\$11,294.09
73163	COSTCO	EOC SUPPLIES JUNE 21-23, SUPPER JUNE 23, RECEPTION CENTRE SUPPLIES	\$1,246.54
73164	FOUNTAIN TIRE	NEW TIRE UNIT# 132 SWEEPER	\$75.27
73165	FOX ENERGY SYSTEMS	EOC TRAFFIC SAFETY VESTS, SCBA AIR TANK REFILL, RECHARGE AIR CYLINDER	\$568.36
73166	FRANCOTYP-POSTALIA	JUNE TO SEPTEMBER POSTAGE METER	\$110.09
73167	GRAND RENTAL STATION	REDCLIFF DAYS TENTS, PA SYSTEM, PENNY CARNIVAL GAMES	\$1,217.96

73168	JACOB'S WELDNG	REDCLIFF DAYS PEDAL TRACTORS	\$315.00
73169	KEYWAY SECURITY	REPAIR DRESSING ROOM LOCK ARENA, REPIN DRESSING ROOM LOCKS ARENA	\$896.70
73170	L & B SHARPENING	SHARPEN CHAINSAW BLADES	\$63.00
73171	MH CO-OP	10 STATION CLOCK TIMER, ROUND UP	\$414.10
73172	MPE ENGINEERING	PRJ#99 RAW WATER PUMP STATION UPGRADE, PRJ#21 WTP UPGRADE, ETC	\$46,446.55
73173	PUROLATOR	FREIGHT OF CHLORINATOR WTP, WTP SAMPLES, AND TRANSIT LEVEL	\$207.95
73174	REDCLIFF BAKERY	MPC LUNCH JUNE 19, 2013	\$68.25
73175	REDCLIFF STAKE & LATH	48" AND 18" PAINTED LATH	\$570.15
73176	REDCLIFF YOUTH SOCCER	REFUND KEY & FACILITY DEPOSIT	\$225.00
73177	ROSENAU TRANSPORT	FREIGHT OF SEWER LIFT STATION PUMP	\$52.51
73178	SANATEC	REDCLIFF DAYS PORTABLE WASHROOMS AND WASHING STATIONS	\$740.25
73179	SECURTEK	3RD QUARTER ALARM SERVICES FIRE HALL	\$65.99
73180	STANTEC CONSULTING	PROJECT#29 BROADWAY AVE E REHAB	\$7,327.07
73181	TELUS	JUNE & JULY CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$147.35
73182	TELUS MOBILITY	JUNE CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$33.55
73183	BAUMANN'S VENTILATION	FREON REMOVAL FROM FRIDGES JUNE 10-11, 2013	\$1,335.83
73184	FIRETECH MANUFACTURING	GEAR BAGS FIRE HALL	\$52.50
73185	REDCLIFF TINY TOTS	REFUND KEY & FACILITY DEPOSIT	\$225.00
73186	TOWN OF REDCLIFF - LF	PITCH IN WEEK - RAINCHECK DUE TO WIND CONDITIONS	\$7.00
73187	C.U.P.E.	UNION DUES TO JUNE 29, 2013	\$3,774.88
73188	LAPP	LAPP CONTRIBUTIONS TO JUNE 29, 2013	\$17,386.35
73189	RECEIVER GENERAL	STATUTORY DEDUCTIONS REGULAR PAY TO JUNE 29, 2013	\$41,860.50
73190	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAXES TO JUNE 29, 2013	\$577.46
73191	TOWN OF REDCLIFF	REGULAR PAY TO JUNE 29, 2013	\$94,063.12
73192	UNITED WAY	2ND QUARTER EMPLOYEE DONATIONS	\$74.00
	TOTAL CHEQUES: 94	AMOUNT OF CHEQUES:	\$499,194.78

BANK SUMMARY FOR MAY 31, 2013

DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	545,997.01	10,000.00	555,997.01
DAILY DEPOSITS	515,416.45	133,103.47	648,519.92
CIBC DIRECT DEPOSITS/ TELEBANKING	693,460.55		693,460.55
INTEREST EARNED	6,756.75		6,756.75
T-BILL REDEMPTIONS	0.00		0.00
OTHER DIRECT DEPOSITS	62,161.84		62,161.84
SUBTOTAL	1,277,795.59	133,103.47	1,410,899.06
CHEQUES	(505,178.16)	(133,103.47)	(638,281.63)
ASFF QUARTERLY PAYMENTS	0.00		0.00
DEBENTURE PAYMENTS	0.00		0.00
T-BILL PURCHASES	0.00		0.00
NSF CHEQUES	(140.00)		(140.00)
OTHER DIRECT WITHDRAWALS	(12,179.34)		(12,179.34)
SUBTOTAL	(517,497.50)	(133,103.47)	(650,600.97)
TOTAL	1,306,295.10 ✓	10,000.00 ✓	1,316,295.10
BANK CLOSING BALANCE	1,275,802.60	10,000.00	1,285,802.60
ADD:O/S DEPOSITS	38,241.81		38,241.81
LESS:O/S CHEQUES	(7,749.31)		(7,749.31)
TOTAL	1,306,295.10 ✓	10,000.00 ✓	1,316,295.10

INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321	11,400,000.00	✓
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126	1,494,958.97	✓
TOTAL INVESTMENTS		12,894,958.97	

TOWN OF REDCLIFF

JUN 28 2013

FINANCE DEPT.

REPORT TO COUNCIL JULY 15/20013

Reporting period APR 22/JULY 15, 2013.

Total files this reporting period 107 (28 reported, 79 self generated)

TRAFFIC BYLAW: 31 files relating to this bylaw, 2 were reported and the balance were self generated. The majority of these files were relating to boulevard parking, with 3 heavy trucks or heavy trucks off the truck route. There were on 3 of these files relating to RV over parking, none of which were reported.

STREET BYLAW: 3 self generated files, 2 related to electric cords on street and the other was dumping dirt onto street.

DOG CONTROL BYLAW: 31 files generated relating to dog issues, 4 dogs were impounded, 3 returned to owner once applicable fines collected. 1 dog adopted out. The bulk of these files were complaints of dog(s) barking and follow up investigation on dog owners who had not renewed their 2013 license's.

NOISE BYLAW: 1 file was generated relating to loud music being played in a garage, a warning notice was issued and complied with, no further complaints. Further after hours noise complaints such as noisy parties may have been dealt with by the RCMP.

BUSINESS LICENSE BYLAW: The enforcement under the provisions of this bylaw is ongoing as any persons conducting business in the Town, that I am not familiar with are checked and comply by purchasing a license that same day. I have spent considerable time following up on unpaid 2013 Business License's, as there are always those no longer in business, that must be confirmed, as well as those who have not renewed that have to be collected.

NUISANCE AND UNSIGHTLY PREMISES BYLAW: The balance of the files created fall under the provisions of this bylaw as it relates to weed and vegetation control. Compliance has been generally good, however there are currently 3 residences that may require further enforcement.

HIGH, WIDE LOAD PERMITS: 23 permits issued from JAN 1st to JUL 2nd, for a total revenue of \$4200.00. Copy of every permit is forwarded to the RCMP for their info and escort.

MISC: There was considerable time spent on the follow up as noted above with Business and Dog license's, there were approx. 3 ½ pages of unpaid licenses that had to be followed up on to either cancel or collect. This task is near completion. The beaver depredation program to date has diminished the population by 19, little has been done since the high water and flood, however once the water subsides somewhat we will re-visit the area.

Brian McMillan

Redcliff Bylaw Enforcement

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JUNE 10, 2013 – 7:00 P.M.**

PRESENT: Deputy Mayor E. Reimer
Councillors C. Brown, C. Crozier, D. Kilpatrick,
E, Solberg, J. Steinke

Director of Finance & Administration R. Osmond
Manager of Legislative and Land Services S. Simon
Manager of Engineering K. Minhas (left at 7:57 p.m.)

ABSENT: Mayor R. Hazelaar
Municipal Manager D. Wolanski

1. GENERAL

Call to Order

A) Deputy Mayor Reimer called the regular meeting to order at 7:00 p.m.

Adoption of Agenda

B) Councillor Solberg moved the Agenda be adopted as presented. – Carried Unanimously.

Accounts Payable

C) Councillor Steinke moved the following 84 general vouchers in the amount of \$269,890.02 be received for information. – Carried Unanimously.

ACCOUNTS PAYABLE MAY 23, 2013 - JUNE 4, 2013			
COUNCIL MEETING JUNE 10, 2013			
72920	RECEIVER GENERAL	STATUTORY DEDUCTIONS REGULAR PAY TO MAY 18, 2013	\$28,424.65
72921	TOWN OF REDCLIFF	REGULAR PAY TO MAY 18, 2013	\$63,524.54
72922	TOWN OF REDCLIFF - LANDFILL	INCREASE FLOAT	\$100.00
72923	ACTION PARTS	BRAKE CLEANER	\$21.29
72924	AG-PLUS MECHANICAL	FILTERS UNIT #144 -BOBCAT LOADER	\$213.50
72925	BROWN, CHERE	REIMBURSE TRAVEL EXPENSES - ARB TRAINING	\$441.02
72926	CPA	2013/2014 MEMBERSHIP	\$204.75
72927	CLEARTECH INDUSTRIES	ALUMINUM SULPHATE	\$9,592.15
72928	CLOVERDALE PAINT	ORANGE RUST PAINT	\$50.01
72929	CONSTRUCTION SUPPLY	SIKAFLEX SEALANT FOR SWIMMING POOL	\$176.15
72930	DAVIES, MIKE	REIMBURSE 2013/2014 CMA MEMBERSHIP	\$913.50
72931	FINNING	AIR FILTER & COOLANT UNIT#142 COMPACTOR	\$260.91
72932	FORM-TECH MACHINING	MANUFACTURE CAPS FOR PLATE TAMPER	\$504.00
72933	FOUNTAIN TIRE	TIRE REPAIR UNIT#94 GARBAGE TRUCK	\$54.55
72934	FOX ENERGY SYSTEMS	SIGN BLADES	\$111.20
72935	KIRK'S MIDWAY TIRE	TIRE REPAIR UNIT#132 MOWER/SWEEPER	\$22.05
72936	MH CONSTRUCTION ASSOC	CONSTRUCTION SAFETY TRAINING (CSTS) COURSE - M.SEHN, J.GODIN	\$136.50
72937	SHAW CABLE	JUNE INTERNET SERVICES	\$375.54
72938	OSMOND, ROBERT	REIMBURSE TRAVEL EXPENSES - GFOA CONFERENCE	\$403.64
72939	PRIME PRINTING	ENVELOPES WITH POSTAL INDICIA	\$428.40
72940	PROVINCIAL TREASURER - LAPP	LAPP CONTRIBUTIONS TO MAY 18, 2013	\$17,059.46
72941	CANADIAN RED CROSS	SWIMMING LESSON STICKERS, BADGES AND BOOKS	\$1,113.02
72942	REIMER, ERNIE	REIMBURSE TRAVEL EXPENSES - MGA REVIEW	\$92.00
72943	ROSENAU TRANSPORT	FREIGHT OF WTP AND POOL SUPPLIES	\$325.68
72944	SILVER LAKE SOD FARM	SOD	\$88.20
72945	GEORGE, CHRIS	REFUND KEY DEPOSIT	\$125.00

72946	TROJAN TRANSPORT	FREIGHT OF METER - PRJ#40 - EASTSIDE PHASE 1 LANDSCAPING	\$34.02
72947	TOWN OF REDCLIFF	SDAB VOLUNTEER APPRECIATION, PAPER, FIRST AID SUPPLIES, ETC	\$249.45
72948	TOWN OF REDCLIFF - LANDFILL	APRIL LANDFILL TONNAGE	\$518.10
72949	IB WILLIAMS	REIMBURSE TRAVEL EXPENSES - ARFP CONFERENCE	\$658.18
72950	WOLSELEY MECHANICAL	FLUSH VALVES, CLOSET SPUDS, BUSHING, ADAPTOR, ELBOW	\$309.63
72951	WOOD, DALE	HUNTER EDUCATION COURSE INSTRUCTOR FEES	\$3,135.00
72952	TELUS COMMUNICATION	MAY CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$120.94
72953	TELUS MOBILITY	JUNE CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$33.55
72954	ACKLANDS - GRAINGER	RATCHET WRENCH, RIVET TOOL, QUICK PINS, SAFETY VEST	\$366.55
72955	ACTION PARTS	POWER STEERING HOSE, 12 VOLT BATTERY, SLOW MOVING SIGNS	\$222.56
72956	TYCO INTEGRATED SECURITY	JUNE-NOVEMBER 2013 ALARM SERVICES LANDFILL	\$228.31
72957	AFFINITY WELDING	REPAIR BROKEN WELD TAIL GATE LATCH UNIT#118 3 TON	\$44.63
72958	ALTA-WIDE BUILDERS	2 X 10 LUMBER, 8' STRIPS	\$183.35
72959	AMSC INSURANCE SERVICES	JUNE EMPLOYEE HEALTH BENEFITS, APRIL HEALTH SPENDING ACCOUNT	\$15,170.02
72960	AMSC INSURANCE SERVICES	INSURANCE PREMIUMS - UNIT#146 & 147 2013 GMC SIERRA TRUCKS	\$543.93
72961	BENCHMARK GEOMATICS	PRJ# 94 - MUNICIPAL TECHNOLOGY IMPROVEMENTS - GPS TRAINING	\$420.00
72962	THE BOLT GUYS	SOCKET CAPS, LOCKNUTS, ETC	\$15.15
72963	BOSS LUBRICANTS	GREASE	\$526.79
72964	BROVAC	CLEAN LIFT STATION	\$472.50
72965	CACTUS COMMUNICATIONS	PRJ# 92 PARKS VEHICLE & PRJ#113 SKID STEER LOADER - 2 WAY RADIOS	\$1,207.30
72966	CIBC	SUPPLEMENTAL PENSION TO MAY 18, 2013	\$2,510.22
72967	CITY OF MEDICINE HAT	2013 911 DISPATCH CONTRACT - JANUARY TO JUNE	\$3,743.94
72968	CLEARTECH INDUSTRIES	CHLORINE CYLINDERS WTP	\$3,515.23
72969	CONSTRUCTION SUPPLY	SIKAFLEX SEALANT FOR PARKS, VINYL KNIFE	\$319.56
72970	CRANSTON, CAROL	REIMBURSE FOR COW SUPPER MAY 27, 2013	\$79.92
72971	C.U.P.E.	UNION DUES TO MAY 18, 2013	\$1,963.55
72972	DAVIS PONTIAC BUICK GMC	PRJ#112 - 1/2 TON PICK UP TRUCK, PRJ# 91 - 1/2 TON PICK UP TRUCK	\$44,534.70
72973	ESRI CANADA	PRJ#94 - MUNICIPAL TECHNOLOGY IMPROVEMENTS	\$4,252.50
72974	FARMLAND SUPPLY CENTER	WHITE WIRE, RED WIRE, WIRE CONNECTORS, HOSE UNIT# 102 - GRADER	\$867.74
72975	FLASHING CANINES	REFUND TWO KEY DEPOSITS	\$250.00
72976	FOUNTAIN TIRE	REPAIR TIRE UNIT#129 - F150 PICK UP TRUCK	\$39.82
72977	FOX ENERGY SYSTEMS	PARKING SIGNS - LIBRARY, OVERALLS, SUNSCREEN BOTTLES & POUCHES	\$254.35
72978	GAR-TECH ELECTRICAL	DISCONNECT SEWER LIFT PUMP AT SEMRAU LIFT STATION	\$78.75
72979	GRADWELL, RAYMOND	REIMBURSE CAP, RANK BARS, CARGO PANTS, SCBA MASK BAGS	\$425.69
72980	HYDRODIG	PRJ# 57 - 3 ST. SE REHAB	\$590.63
72981	KIRK'S MIDWAY TIRE	CHANGE OVER TIRE UNIT# 97 MOWER, TIRE REPAIR UNIT#111 MOWER	\$153.30
72982	LETHBRIDGE MOBILESHREDDING	MAY SHREDDING SERVICE	\$44.10
72983	MPE ENGINEERING	PRJ#21 - WTP UPGRADE, PRJ#99 - RAW WATER PUMP STATION, ETC	\$45,469.31
72984	MURRAY CHEV OLDS CADILLAC	BRAKE SWITCH - UNIT# 118 3 TON	\$32.99
72985	PARK ENTERPRISES	APRIL PERMITS	\$735.90
72986	PITNEY WORKS	JUNE FOLDER STUFFER CONTRACT	\$145.77
72987	PRITCHARD & COMPANY	DISCHARGE CAVEAT 0213235, 2, 57	\$80.63
72988	REDCLIFF ACTION SOCIETY	1ST QTR DISBURSEMENT - COORDINATOR POSITION	\$3,000.00
72989	THE RIGHT STOKES PAINTING	REMOVE GRAFFITI CAMPGROUND	\$630.00
72990	ROCKY MOUNTAIN PHOENIX	FACEMASKS, FLASHLIGHTS	\$936.51
72991	ROSENAU TRANSPORT	FREIGHT OF WTP SUPPLIES AND PUMP FROM LIFT STATION	\$451.30
72992	SCHEFFER ANDREW	APRIL PLANNING SERVICES	\$698.25
72993	SOLBERG, ERIC	REIMBURSE TRAVEL EXPENSES - PEP MEETING	\$93.84
72994	TELUS COMMUNICATION	JUNE CELL PHONES, PHONE, RADIO & PAGER CHARGES	\$1,524.28
72995	TRIPLE R EXPRESS	FREIGHT OF FITTINGS	\$30.45
72996	JACOB'S WELDING	CUT SCALE & REPAIR CRACKS ON WINDSCREENS LANDFILL	\$472.50
72997	LATTER DAY SAINTS CHURCH	REFUND KEY DEPOSIT & FACILITY DEPOSIT	\$225.00
72998	PRACTICA	BAG DISPENSERS & BAGS	\$1,044.33
72999	JEANNEAULT, PATRICIA	REFUND KEY DEPOSIT & FACILITY DEPOSIT	\$225.00
73000	THOMAS, LYNNE	REFUND UTILITY CREDIT ON ACCOUNT	\$24.04
73001	MH & DISTRICT FOOD BANK	DONATION IN MEMORY OF MARY LIPPERT	\$75.00
73002	TOWN OF REDCLIFF	MAY EMPLOYEE PROPERTY TAXES	\$550.00
73003	WOLSELEY MECHANICAL GROUP	ADAPTORS, 1" PEX PIPE	\$599.25

	TOTAL CHEQUES: 84	AMOUNT OF CHEQUES:	\$269,890.02
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2. DELEGATION

Drew Barnes, MLA
Presentation to Council

A) Drew Barnes, MLA was in attendance and introduced himself to Council members. Mr. Barnes advised of some of the areas he is currently involved in or is pursuing. He advised that he is the Transportation and Infrastructure Critic and is also on the Physician Recruitment Committee. Mr. Barnes invited Council members to advise him of what the needs of the Town are and of any concerns they may have. He further noted that he holds monthly meetings at the Redcliff Library for anyone interested in coming and speaking with him.

Councillor Solberg moved D. Barnes' presentation to Council be received for information. – Carried Unanimously.

D. Barnes left at 7:23 p.m.

3. MINUTES

Council meeting held May 27, 2013

A) Councillor Crozier moved the minutes of the Council meeting held May 27, 2013 be adopted as presented. – Carried Unanimously.

Special Council Meeting held May 22, 2013

B) Councillor Kilpatrick moved the minutes of the Special Council Meeting held May 22, 2013 be adopted as presented. – Carried Unanimously.

Committee of the Whole meeting held May 27, 2013

C) Councillor Crozier moved the minutes of the Committee of the Whole meeting held May 27, 2013 be received for information. – Carried Unanimously.

Canadian Badlands meeting held April 24, 2013

D) Councillor Brown moved the minutes of the Canadian Badlands meeting held April 24, 2013 be received for information. – Carried Unanimously.

Redcliff Public Library Board held April 30, 2013

E) Councillor Steinke moved the minutes of the Redcliff Public Library Board held April 30, 2013 be received for information. – Carried Unanimously.

4. BYLAWS

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

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

Councillor Crozier moved Bylaw 1742/2013, being the Subdivision and Development Appeal Board Bylaw be given third 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 second reading. – Carried Unanimously.

Councillor Steinke moved Bylaw 1751/2013, being the Encroachment Permit Bylaw be given third reading. – Carried Unanimously.

5. STAFF RECOMMENDATIONS

CAPE Students & Special Transit Bus

A) Councillor Crozier moved to maintain our existing Special Transit contract with the City of Medicine Hat with no special provisions for students attending CAPE School in Medicine Hat. – Carried Unanimously.

Tender – Toboggan Hill Outfall Erosion Protection and Various Fire Hydrants and Water Valves Replacement Projects

B) Councillor Crozier moved the Town of Redcliff award the contract to Transit Paving Inc. for Toboggan Hill Outfall Erosion Protection Project in the amount of \$110,112.06 including 10% contingency plus GST; and various Fire Hydrants and Water Valves Replacement Project in the amount of \$124,790.58 including 10% contingency plus GST with a total amount of \$234,902.64 including 10% contingency plus GST. Further that a budget amount of \$268,287.64 for construction, engineering, and provisional items work (Public Services Department) be approved. The total budget increase for both projects in the amount of \$53,287.64 with funding is summarized as follows:

- a) For Toboggan Hill Outfall Erosion Protection, the budget increase is \$31,497.06 to be funded from Municipal Sustainability Initiative (MSI) Capital grant. With this increase the revised budget for this project will be \$126,497.06.
- b) For Fire Hydrants and Water Valves Replacement Projects, the budget increases is \$21,790.58 to be funded from Water System Reserve. With this increase, the revised budget for this project will be \$141,790.58.

– Carried Unanimously.

6. POLICIES

Policy 10 Community Group Financial Assistance Policy

A) Councillor Steinke moved to adopt Policy #10 – Community Group Financial Assistance as presented. – Carried Unanimously.

Policy 29, Per Diem Allowance -
Members of Town Council

B) Councillor Brown moved to adopt Policy #29 – Per Diem Allowances as presented. Further, that Policy #49 – Per Diems for Boards and Commissions be cancelled. - Carried Unanimously.

Policy 49, Per Diems - Members of
Boards and Commissions

Policy 39, Direct Control Zone
Development Policy

C) Councillor Brown moved that Policy 39 Direct Control Zone Development Proposal be approved as presented. - Carried Unanimously.

Policy 40, Internal Debenture Financing
Policy

D) Councillor Solberg moved that Policy #40 – Internal Debenture Financing be cancelled. - Carried Unanimously.

Policy 76, Bravery / Acts of Heroism
Policy

E) Councillor Crozier moved that Policy 76 Bravery / Acts of Heroism Policy be approved as presented. - Carried Unanimously.

7. CORRESPONDENCE

Alberta Culture
Re: Alberta Culture Days Event

A) Councillor Kilpatrick moved correspondence dated May 24, 2013 from Alberta Culture regarding Alberta Culture Days Event be received for information. Further that the letter be referred to the Redcliff and District Recreation Services Board for their information. – Carried Unanimously.

Drew Barnes, MLA
Re: Canadian Food Inspection Agency

B) Councillor Crozier moved correspondence dated May 15, 2013 from Drew Barnes, MLA regarding Canadian Food Inspection Agency plans to close the District Office in Medicine Hat effective March 31, 2014 be received for information. – Carried Unanimously.

Alberta Transportation
Re: 2013 Transportation Grant Funding
(BMTG and FGTF)

C) Councillor Steinke moved correspondence dated May 17, 2013 from Alberta Transportation regarding Basic Municipal Transportation Grant (BMTG) in the amount of \$335,280. and Federal Gas Tax Fund (FGTF) in the amount of \$284,000. be received for information. - Carried Unanimously.

Alberta Sport, Recreation Parks &
Wildlife Foundation
Re: 2016 Alberta Summer Games

D) Councillor Crozier moved correspondence dated May 27, 2013 from Alberta Sport, Recreation Parks & Wildlife Foundation regarding 2016 Alberta Summer Games be received for information. Further that the letter be referred to the Redcliff and District Recreation Services Board for their information. – Carried Unanimously.

8. OTHER

Policy Review Update

A) Councillor Crozier moved the Municipal Manager's Policy Review Update be received for information. – Carried Unanimously.

2013 Road Rehab Projects

B) Councillor Solberg moved the memo dated June 10, 2013 from the Acting Municipal Manager regarding 2013 Road Rehab Projects be received for information. – Carried Unanimously.

2011 Financial Indicator Graphs

C) Councillor Solberg moved the 2011 Financial Indicator Graphs be received for information. – Carried.

9. RECESS

Deputy Mayor Reimer called a recess at 7:57 p.m.

K. Minhas left at 7:57 p.m.

Deputy Mayor Reimer reconvened the meeting at 8:02 p.m.

10. IN CAMERA

In Camera

Councillor Crozier moved to meet In Camera to discuss a Land matter at 8:02 p.m. – Carried Unanimously.

Return to Open Session

Councillor Steinke moved to return to open session at 9:23 p.m. – Carried Unanimously.

11. ADJOURNMENT

Adjournment

Councillor Steinke moved to adjourn the meeting at 9:23 p.m. – Carried Unanimously.

Mayor

Manager of Legislative and Land Services

**MINUTES OF THE SPECIAL MEETING OF THE REDCLIFF TOWN COUNCIL
THURSDAY, JUNE 27, 2013 5:30 p.m.**

PRESENT: Mayor R. Hazelaar
Councillors C. Brown, C. Crozier, D. Kilpatrick,
E. Reimer, J. Steinke,
E. Solberg (arrived at 5:34 pm)

Municipal Manager D. Wolanski
Manager of Legislative and Land Services S. Simon

ABSENT: Director of Finance and Administration R. Osmond

1. GENERAL

Call to Order **A)** Mayor Hazelaar called the special meeting to order at 5:31 p.m.

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

2. IN CAMERA

In Camera Councillor Steinke moved to meet In Camera at 5:32 p.m. to discuss a Land issue. – Carried Unanimously.

Return to Open Session Councillor Steinke moved to return to open session at 5:52 p.m.

Councillor Crozier moved to accept the conditional offer to purchase Lot 1-3, Block 108, Plan 1117V [102 4th Street NE] from Prairie Rose School Division #8 as presented. – Carried Unanimously.

3. ADJOURNMENT

Adjournment Councillor Steinke moved adjournment of the Special Council meeting at 5:54 p.m. – Carried Unanimously.

Mayor

Manager of Legislative and Land Services

**MINUTES OF THE COMMITTEE OF THE WHOLE
MONDAY JUNE 10, 2013, 5:30 P.M.
TOWN COUNCIL CHAMBERS**

PRESENT: Deputy Mayor E. Reimer
Councillors: C. Brown, C. Crozier, D. Kilpatrick,
E. Solberg (arrived at 5:32 p.m.), J. Steinke

Manager of Legislative and S. Simon
Land Services
Director of Finance & R. Osmond
Administration
Public Services Director D. Schaffer

ABSENT: Mayor: R. Hazelaar
Municipal Manager D. Wolanski

1. GENERAL

A) CALL TO ORDER

Deputy Mayor Reimer called the meeting to order at 5:30 p.m.

B) ADOPTION OF AGENDA

Councillor Crozier moved the Agenda be adopted as presented. – Carried Unanimously.

2. MINUTES

Councillor Steinke moved the minutes of the Committee of the Whole meeting held May 27, 2013 be adopted as presented. – Carried Unanimously.

(E. Solberg arrived at 5:32 p.m.)

3. NEW BUSINESS

A) Public Consultation Plan for RV Regulation Changes

Councillor Crozier moved that the Town of Redcliff proceed with a public consultation plan for changes related to Recreational Vehicle regulations in the Traffic Bylaw and Land Use Bylaw that includes:

- *First reading of proposed Bylaw amendments on June 24, 2013.*
- *Advertise the amendments as required for Land Use Bylaw and extra for Traffic Bylaw.*
- *Send to Municipal Planning Commission and Redcliff Planning Board for comment for their July meetings.*
- *Send notice with utility bills in mid-July regarding public consultation and a summary of proposed changes. Obviously, use website, social media, and traditional media to get message out about open house as well.*
- *Schedule an informal “open house” event sometime in August.*
- *Public Hearing and 2nd/3rd reading in September.*

Councillor Kilpatrick expressed concerns with proposing a consultation process without knowing what changes are being proposed and how much time will be needed to review and discuss them. Discussion ensued with regard to concerns and timelines. Concerns expressed relating to the RV's that are primarily being parked on the roadways or in the front yards where vision and safety are concerns.

Councillor Crozier withdrew her motion.

Councillor Crozier moved that the Town of Redcliff Administration bring forward to a Committee of the Whole meeting proposed amendments to the Land Use Bylaw and Traffic Bylaw relating to regulation of Recreational Vehicles for consideration. Further that the public consultation plan for changes related to Recreational Vehicle regulations in the Traffic Bylaw and Land Use Bylaw includes:

- *First reading of proposed Bylaw amendments.*
- *Advertise the amendments as required for Land Use Bylaw and extra for Traffic Bylaw.*
- *Send to Municipal Planning Commission and Redcliff Planning Board for comment.*
- *Send notice with utility bills regarding public consultation and a summary of proposed changes. Use website, social media, and traditional media to get message out about open house as well.*
- *Schedule an informal "open house" event.*
- *Public Hearing and 2nd/3rd reading.*

Carried.

B) Bylaw 1754, Cemetery Bylaw

Councillor Crozier moved that Bylaw 1754/2013 being the Cemetery Bylaw be presented at a future Council meeting for first reading.

Councillor Crozier withdrew her motion.

Councillor Crozier moved that Bylaw 1754/2013 being the Cemetery Bylaw be presented, with amendments, at a future Council meeting for first reading. – Carried Unanimously.

C) Local Improvements Conversion

Councillor Steinke moved that the Town of Redcliff direct Administration to prepare a policy to address a strategy for funding the reconstruction and rehabilitation of municipal infrastructure, a policy on resident requests for infrastructure projects outside the town's capital plan and a limited use of local improvements going forward. Further, that this policy be brought to a future committee of the whole meeting for further discussion.

Further to the information provided by the Director of Finance and Administration in his Request for Decision, the Director of Finance and Administration advised that he has recently received additional statements of opinion from legal

representatives that have further complicated the process and clarification is needed prior to moving forward.

Director of Finance and Administration also advised that during the review discussion took place with regard to the type of property owners affected and that there is a fifth type to be considered. Previously 4 kinds of property owners were identified:

- People with local improvements for new infrastructure
- People with local improvements for these reconstruction and rehabilitation projects
- People with both and
- People with none

The other group we identified was people that don't have a local improvement because they have recently purchased a new lot and the infrastructure that affects them locally was included in their lot price. This led to a discussion on fairness and whether it was most appropriate to refinance these bylaws or to leave them in place and start building a sustainable development reserve and infrastructure plan that involved a portion of the taxes being raise for sustainable infrastructure.

If Council was to decide that the refinancing of the bylaw did not achieve the fairness that we were looking for and considering that as an option, we could institute a sustainable infrastructure reserve and component in the next Tax bylaw without proceeding with any repealing and other advertising being required in order to proceed. Director of Finance and Administration clarified the tax implications for each alternative.

Councillor Kilpatrick indicated that in his opinion for fairness proceeding with converting the repayment of existing rehabilitation and reconstruction projects to a levy at large was still the best way to go. Director of Finance and Administration also indicated that concerns have been expressed that it could be petitioned down by those that do not perceive a benefit. Discussion ensued at length. After lengthy discussion committee members agreed that additional legal advice is needed prior to moving forward.

– *Motion Defeated.*

Councillor Kilpatrick moved that Administration acquire additional legal advice and bring back to a future Committee of the Whole meeting for further consideration. – Carried.

**D) Aquatic Centre Upgrades
Re: Pool Mechanical System**

Councillor Kilpatrick moved that the memorandum dated June 6, 2013 from the Public Services Director regarding Aquatic Centre Upgrades be received for information. – Carried Unanimously.

E) Bylaw 1752/2013, Rates, Fees & Charges Bylaw

Councillor Kilpatrick moved that the Town of Redcliff have Administration bring forward a Fees, Rates and Charges Bylaw for first reading as amended to a future Council Meeting. Further that Administration prepare a policy to consolidate the policy statements about ice scheduling , facility/key deposits, message board booking , and other items as appropriate into one comprehensive policy . And further, that policy #54 - Rates be presented for cancelation. - Carried Unanimously.

F) Wastewater Evaluation Study

Councillor Crozier moved to table the review of the Wastewater Evaluation Study to the June 24, 2013 Committee of the Whole meeting. - Carried Unanimously.

4. ADJOURNMENT

Councillor Kilpatrick moved the meeting be adjourned at 6:47 p.m. – Carried Unanimously.

Chairman

Manager of Legislative and Land Services

**REDCLIFF PLANNING BOARD MEETING
TUESDAY, JUNE 18, 2013
TOWN OF REDCLIFF COUNCIL CHAMBERS AT 9:00 AM
MINUTES**

PRESENT:	Municipal Manager	Municipal Manager
	Manager of Engineering	Manager of Engineering
	Planning Consultant	Planning Consultant
	Manager of Legislative and Land Services	Manager of Legislative and Land
Services		
	Recording Secretary	C. Cranston
ABSENT:	Mayor	R. Hazelaar

1. CALL TO ORDER

Municipal Manager called the meeting to order at 9:00 a.m.

2. ADOPTION OF AGENDA

Agenda was adopted as presented.

3. PREVIOUS MINUTES

Minutes of the January 15, 2013 were reviewed and accepted as presented.

4. NEW BUSINESS

A) IXL Development Conceptual Sketches

The Planning Consultant advised that M. Sissons, IXL had given him two sketches and requested that he pass them on to the Town of Redcliff to obtain comments. Mr. Sissons wants to know whether the Town of Redcliff has come to a decision regarding transportation plans for this area. In Option 1 the concept is consistent with the current area structure plan. In Option 2 it proposes a much more connected grid format which is Mr. Sisson's preference. The sketches were intended to initiate discussions as he wants to move forward with their planning and development work.

The Municipal Manager advised that the Town has not made a decision. However, Council has reviewed the Transportation Master Plan but there was no specific discussion in regards to IXL lands.

The Manager of Engineering noted R1 zoning was considered in the original Area Structure Plan while the proposed sketches are indicating R2 and R3 development which will affect flow requirements. The sanitary flows will need to be recalculated. Regarding the Storm Water Master Plan, Manager of Engineering advised they recently submitted the plan to Alberta Environment for comments as the original plan had not been approved. He noted there could also be some changes required in the design of the storm system. The Planning Consultant commented that the Area Structure Plan may be simplistic however the engineering costs will be more extensive.

Discussion ensued with regard to the complexity required for an amendment to the Area Structure Plan and if one is required at this time. The Planning Consultant commented that the road network portion is relatively simple to incorporate but it becomes more complex when you add in the storm and sanitary design and needing additional evaluation. Mr. Snyder felt that it was a win-win for M. Sissons and the Town. However, it does have implications for the Town as well, as Town development lands are right next door. He questioned if it is a joint effort, who should lead? K. Snyder felt those kinds of discussions at this time would be good to have so that the Town can define what they want rather than the developer telling the Town how it is going to be.

The Board agreed that there are significant changes and an amendment to the ASP is warranted. Concerns were expressed that costs already expended for the plan are now wasted. The Planning Consultant advised that plans are created and commonly need to be amended as plans change. The foundation of the plan is already built. The Planning Consultant commented that he felt the ASP would be low risk and money well spent as the Town wants to generate a guide for development. The engineering, which is the expensive part, could be cost shared with developer.

The Planning Consultant estimated that a high level ASP would cost around \$20,000.00 - \$30,000.00. Changes would include the road network, RCMP building, storm system, sanitary system, water, and land uses. Costs to amend the FSR would be substantially higher.

K. Snyder also suggested that Mr. Sissons, as a land owner, could put forward an application to amend the Area Structure Plan on his own and just deal with his own property. However, that route would not be beneficial to the Town to have independent developments that logically should be tied together.

Planning Consultant commented that there are several issues that Mr. Sissons would like to discuss, however the amendment to the ASP is the first step.

Recommendation

The Board recommended that Redcliff Town Council give further consideration to amend the Eastside Area Structure Plan to incorporate the IXL lands and update the zoning, road network, storm systems and other issues as required.

B) Use of Recreational Vehicle as a residence during the construction of a new house

The Municipal Manager advised that the Town has received requests to use recreational vehicles as a residence either during the construction of a new home or while doing a significant renovation to a home. The Land Use Bylaw prohibits a recreational vehicle from being used for living or sleeping accommodations. It was noted that the Redcliff Campground could be used for these situations; however, there are maximum stays established and only nightly rates. Municipal Manager questioned if consideration should be given to amending the Land Use Bylaw which would allow recreational vehicles to be used for living and sleeping accommodations for situations like these.

Comments expressed were that there should not be any hardship to adjacent property owners and that the RV's must be parked on the property and not on any roadways. Discussion ensued with how to handle granting development permits whether it should be tied to the construction / renovation development permit as a condition of approval, or as a separate permit. It was also discussed that there should be a time limit placed on the permit. It was also suggested that there may be requests for construction crews building commercial/industrial buildings to use an RV during the construction process.

Recommendation

The Board recommended that consideration be given to amending the Land Use Bylaw to incorporate wording that would allow recreational vehicles to be used for living and sleeping accommodations in situations where a new house is being constructed or being significantly renovated and construction of larger buildings in commercial or industrial zones.

**C) Application for Land Use Amendment
Lot 39, Block 61, Plan 1310076 and
Lot 47, Block 34, Plan 1212279**

The Board reviewed the Application for Land Use Amendment and expressed no objections or concerns with the proposed Land Use Amendment.

**D) Area Structure Plan
Re: Former Redcliff Greenhouse Site and area**

The Municipal Manager advised the Board that the Town had received a request for information with regard to a potential request to amend the Westside Area Structure Plan to incorporate the former Redcliff Greenhouse site and area. The Planning Consultant commented that the Westside Subdivision has been built out already and that it would be more appropriate for the private Developer to proceed with his own Area Structure Plan. Discussion ensued as to whether submission of a subdivision application would be sufficient or if an area structure plan should be completed. The Planning Consultant suggested that some form of planning document should be submitted to the Town for consideration and an Area Structure Plan would be appropriate. The Area Structure Plan will identify land uses, road networks, population densities, and utilities. The process for an Area Structure Plan also includes a public consultation process which would be beneficial.

Discussion ensued with regard to Alberta environment approval process and changes to the Infrastructure Capacity Fee for area.

Recommendation

The Board recommended that the Private Developer be required to submit a high level Area Structure Plan for the former Redcliff Greenhouse lands and include the components at outlined in the Municipal Government Act.

**E) Municipal Affairs Interpretation Bulletin 02/13
Re: Identifying, Locating and Testing Abandoned Wells during Subdivision**

The board reviewed Municipal Affairs Interpretation Bulletin 02/13 and noted that it is the applicant's responsibility to provide the information regarding abandoned wells during subdivision. It was noted that this process is already in affect and the location of abandoned wells can be confirmed on the website.

5. FUTURE/ONGOING PROJECT LISTING

- A)** Subdivision Plan Lot 1, Block 8, Plan 0412179 (Future Protective Services Site)
- B)** I-XL Development
- C)** Engineering and Development Plan Review
- D)** River Terrace Area Structure Plan
- E)** Joint Area Structure Plan (ASP) with Cypress County

6. ADJOURNMENT

The meeting was adjourned at 10:15 p.m.

MINUTES

ABSENT: Member S. Wertypora, J. Beach

B. Duncan called the meeting to order at 12:30 p.m.

B. Lowery moved that the agenda be adopted as presented. - Carried.

L. Leipert moved the minutes of the May 15, 2013 meeting be adopted as presented. – Carried.

The Commission reviewed the development permits as advertised in the Cypress Courier / Commentator on May 21, 2013, and June 4, 2013. The Development Officer advised that no appeals were received.

L. Leipert asked if all parties have agreed to the recommendations. The Development Officer informed the Commission that the recommendations came from the Manager of Engineering and the Development Officer. The Development Officer informed the Commission that he has had a meeting with Lyle Aleman of RedHat Co-operatives, and he agreed with the conditions. It was K. Snyder's opinion that point one (1) of the recommendations which states "*Existing curb at Northeast corner of the Mitchell St. & Broadway Ave will not be disturbed.*" should not be adopted. K. Snyder told the Commission that the road encroachment onto RedHat Co-operatives does not fall under the Commission's authority, and is being addressed between the Town and

RedHat Co-operatives. It was K. Snyder's opinion that point one (1) may be challengeable and therefore should be struck.

B. Lowery moved that Development Permit Application 13-DP-021 for Landscaped Boulevard and entrances be APPROVED with the following conditions:

- The south access onto Mitchell Street will be for in movements (ingress) from 07:00am – 06:00 pm only and both in/out for rest of the times. Proper signage to be installed at the owners expense and be maintained to the satisfaction of the Development Authority
- The entrance widths are approved as submitted
- No left hand turns from South Entrance onto Mitchell Street. Proper signage to be installed at the developer's expense and to be maintained to the satisfaction of the Development Authority.
- Island Boulevard installed at edge of the road. Delineator to be installed from the south corner of island near the road edge and to be maintained to the satisfaction of the Development Authority.
- 33 m setback from edge of road (Broadway Ave) is approved as submitted.
- Tapering at the north access shall not adversely affect the ditch or drainage. The ditch and drainage to be maintained to the satisfaction of the Manager of Engineering.

Further that the following note be placed on the Development Permit:

NOTE:

The Access widths and the access setback from Mitchell St. & Broadway Ave. may have to be adjusted if the Town of Redcliff needs to install a different traffic control device.

- Carried

**B) Development Permit Application 13-DP-026
TriVentures
Lot 47, Block 34, Plan 1212279 (221 8 Street NW)
Greenhouse Expansion**

L. Leipert moved that Development Permit Application 13-DP-026 be lifted from the table. – Carried

The Development Officer informed the Commission that the Applicant had provided a site plan which showed 13 parking spots, as well as adequate storage area. The applicant had written a letter to Town Council to purchase that section of 2 Ave SW which his greenhouse encroaches onto. Town Council denied his request. However the Manager of Legislative and Land Services has advised that the Applicant is requesting Council to reconsider his application. To date, this process has not been completed.

B. Vine moved that Development Permit Application 13-DP-026 be tabled until the next Municipal Planning Commission meeting. – Carried

6. FOR COMMENT

- A) Application for a Land Use Amendment
Lot 39, Block 61, Plan 1310076 (105 6 Street SW)
Lot 47, Block 34, Plan 1212279 (221 8 Street SW)
Change zoning from H to HC-RD**

The Commission had no comments to proposed Land Use Amendment.

7. ADJOURNMENT

B. Lowery moved to adjourn meeting at 12:50 pm – Carried.

Chairman

Secretary

Redcliff Family and Community Support Services Board
Tuesday, June 11, 2013 at 7 pm
Town Office Meeting Room, Downstairs

Present: Diane MacNaughton, Ernie Reimer, Cindy Murray

Absent: Ann Pudwell, Sam Wertypora

No quorum, so there was a discussion was held in lieu of a meeting. The discussion began at 7:10 pm.

Food Charter

Representatives from the Community Food Connections Association attended a council meeting in May. Council signed their Food Charter, as recommended by the FCSS board.

Summer Programs

SCIP - The Alberta Health Services Health Promotion Coordinator applied for an intern through the Serving Communities Internship Program (SCIP) on behalf of Alberta Health Services and Community Services.

Kayla Hammel was hired as the intern and will provide services for youth and families in Redcliff from July 1 - 31. If a second internship is approved, this position would continue in Redcliff until August 31.

Art Program – D.R.E.A.M.S. (Developing Redcliff Education and Mental Health Supports) provided over \$1200.00 in funding for some of their clients to participate in the Community Services art classes. The program is open to all children from ages 4-7 years and 8 to 12 years and will be instructed by artist, Wendy Struck from the Hive Art Studio.

Yoga Playdates – D.R.E.A.M.S. (Developing Redcliff Education And Mental Health Supports) also provided funding for the Community Services program, Yoga Playdates. This class will be held at IF Cox School during the summer. Basic yoga instruction will be provided to participants while the children enjoy the playground equipment.

Safety Day/Community Connections

All of the students at I.F. Cox and Margaret Wooding School participated in Safety Day at the Rec-Tangle on May 30. This event was followed by a bike rodeo, car seat check, helmet check, information night, barbecue and demonstrations of the Rollover Simulator and SIDNE (Simulated Impaired DrivINg Experience) cart. Attendance was much higher than the previous year.

FCSS Grant Application

FCSS Grant Applications were sent to previous applicants Big Brothers, Big Sisters; the Redcliff Action Society for Youth; Medicine Hat Family Services; Superheroes Anonymous; Margaret Wooding Afterschool Program; Southeast Alberta Safety Alliance Society and Redcliff Library. Application information will also be advertised in the Commentator and on the message board.

Youth Centre – The Youth Centre will be open from Monday to Saturday noon – 10 pm each day after July 1. Summer activities will include swimming; going to Elkwater, the Calgary Zoo and paintballing.

Mennonite Ladies Information Fair – An information fair for Mennonite ladies will be held at the Baden Powell Hall in Redcliff on June 20. This event, which is intended to build trust and networking, will feature exhibits, displays and activities as requested by the Mennonite ladies. The maximum of thirty five ladies have registered. The event was organized by a committee with representatives from L.E.A.R.N. (Lifelong Education and Resource Network); Community Services; Alberta Health Services and several members of the Mennonite community.

The discussion concluded at 8:02 pm.



Palliser Board Meeting
June 14, 2013

Hanna Fire Hall
Hanna, Alberta

BOARD MEETING MINUTES

Attendance: Alan Hyland, Lionel Juss, Eric Solberg, Don Gibb, Jennifer Coombs, Phil Turnbull, Debbie Ross, Keith Crush, Robert Blagen, Jay Slempp, Jerry Clark, Mark Nikota

Guests: James Nakashima, Young, Parkin, McNab, Elvira Smid, Enterprise and Advanced Education
 Linda Erickson, Enterprise and Advanced Education

	<p>Call to Order Meeting was called to order at 10:15 am by Chair Al Hyland</p> <ul style="list-style-type: none"> ▪ Opening Statements – Chair Al Hyland welcomed all participants to the Board Meeting.
1	<p>Board Meeting Agenda</p> <p>a. CONSIDERATION OF AGENDA</p> <p>b. ADDITIONS TO THE AGENDA M# 1 - 14/6/13 Moved by Debbie Ross to accept the agenda as presented. Carried</p> <p>c. APPROVAL OF MINUTES – APRIL 26, 2013 BOARD MEETING M# 2 - 14/6/13 Moved by Don Gibb to approve the minutes of the April 26, 2013 Board meeting. Carried</p> <p>d. DISTRIBUTION OF IN-KIND INVOICES In-kind invoices were distributed for completion by Board members present.</p>
2	<p>Financial Report</p> <p>a. 2013-2014 YTD Actuals to Budget – May 31, 2013 The 2013-2014 actuals to budget statement for the period ending May 31, 2013 was presented to the Board. M# 3 - 14/6/13 Moved by Debbie Ross accept the actual to year to date budget summary as of May 31, 2013. Carried</p> <p>b. 2012-2013 Palliser Economic Partnership Annual Report The 2012-2013 Palliser Economic Partnership Annual Report was presented to the Board for review and approval. Additional copies of the report will be produced and provided to Board members for distribution to their municipal councils. M# 4 - 14/6/13 Moved by Keith Crush to approve 2012-2013 Palliser Economic Partnership Annual Report. Carried</p> <p>c. 2013-2014 PEP Operations Plan REDA Funding The 2013-2014 Palliser Economic Partnership Operations Plan was presented to the Board for review and approval. The budget approved to support the operational plan at the April 26,</p>

	<p>2013 Board meeting remains the same however there has been modifications and funds shifted between core areas.</p> <p>M# 5 - 14/6/13</p> <p>Moved by Lionel Juss that the 2013-2014 Palliser Economic Partnership Operations Plan and budget be approved as modified. Carried</p> <p>d. 2011 – 2012 Palliser Economic Partnership Financial Statements</p> <p>James Nakashima, Young, Parkin, McNab presented the Palliser Economic Partnership financial statements for the period ending March 31, 2013. The undertaking by Young, Parkin, McNab found no issues or concerns with the corporation's financial affairs. Income earned was attributed to member revenues not being fully utilized as a result of a key project not being undertaken and unexpected grant funds received from Alberta Enterprise and Advanced Education.</p> <p>M# 6 - 14/6/13</p> <p>Moved by Mark Nikota that the Board accept Palliser Economic Partnership Financial Statements ending March 31, 2013 and move to present them at the AGM for approval. Seconded by Eric Solberg. Carried.</p> <p>e. EAE- CDT Grant Reporting – Letter of Approval</p> <p>Correspondence was received from Alberta Enterprise and Advanced Education advising that Palliser Economic Partnership has satisfied the reporting requirements of grant funds received under the Community Development Trust program.</p>
<p>3</p>	<p>Project Status Reports</p> <p>a. Eastern Alberta Trade Corridor (EATC) Updates</p> <p>i. Ports to Plains Northern Tier Meeting – Wainwright - June 21, 2013</p> <p>The Ports to Plains Alliance Northern Tier meeting planning for Wainwright June 21, 2013 has had remarkable interest. Over 70 persons from the United States, Saskatchewan and Alberta have already registered for the event. Premier Alison Redford and Ministers Doug Griffiths and Cal Dallas have confirmed their participation.</p> <p>ii. Veterans Memorial Highway Association #36</p> <p>On May 2, 2013 correspondence was forwarded to the Veterans Memorial Highway Association #36 2013 advising them that the Board of Palliser Economic Partnership Board of Directors unanimously approved a motion inviting a representative from the Veterans Memorial Highway Association to participate in future meetings of the Palliser Economic Partnership (PEP) Board. There are no member fees and no voting privileges associated with this representation on the PEP Board. To date we have not had a response to our letter.</p> <p>b. Manufacturing Business Networks</p> <p>i. Oil Sands Supply Chain</p> <p>A meeting was held with companies on May 30, 2013 to evaluate strategies and identification of tier 2 and 3 supply/service companies. The suggestion of an exploratory mission to North Dakota to investigate opportunities was also discussed. There are two industry trade shows taking place in North Dakota during the next twelve months.</p> <ul style="list-style-type: none"> ▪ the Bakken Oil Product & Service Show, in Williston, September 11 and 12, 2013 and ▪ the Williston Basin Petroleum Conference and Trade Show in Bismarck, May 20-22, 2014. <p>This trade show alternates between Bismarck and Regina.</p> <p>Additional information of these trade shows and interest from companies will be assessed in the upcoming months prior to deciding on any plan of action.</p>

	<p>ii. Selling to Government - Procurement Seminars</p> <p>Palliser Economic Partnership along with Alberta Enterprise and Advanced Education hosted a procurement seminar in Medicine Hat on May 29, 2013. About 20 persons attended the event and commented positively on the information provided by local, provincial and federal representatives. The event included presentations on procurement by the City of Medicine Hat Cypress County, CFB Suffield, Defence Construction Canada, MERX and the Alberta Purchasing Connection.</p> <p>a. Palliser Futures Regional Collaboration Project Update</p> <p>i. SAMDA Palliser Futures Project</p> <p>The SAMDA PEP Futures Project is nearly complete. Three sub-regional action plans have been developed for SAMDA, Special Areas No.4 and Cactus Corridor Economic Development. An overview of the project and the three plans will be one of the presentations at the PEP AGM.</p> <p>ii. County of Newell Palliser Futures Project</p> <p>Project is proceeding and is about two thirds complete.</p> <p>iii. County of Forty Mile</p> <p>Project is proceeding further activity is being deferred to the fall due to availability of key officials</p> <p>iv. City of Medicine Hat, Redcliff and Cypress County</p> <p>A meeting is planned in the near future with representatives of Medicine Hat, Redcliff and Cypress County to explore areas for a Palliser Futures project.</p>
4	<p>MLA Roundtable</p> <p>A MLA Roundtable took place on the morning of February 8, 2013 from 10:00am till 12 noon. The event was co-hosted by the Mayors and Reeves Association of South East Alberta and Palliser Economic Partnership. Thirty persons attended the event including all four south east Alberta MLAs.</p> <p>Topics discussed ranged from transportation: secondary highways upgrading and maintenance, Highway 56 south extension, energy pricing, bitumen upgrading, Wild Horse port of entry, and contingency preparedness plans to deal with major layoffs such as the recent Lakeside Packers situation.</p> <p>A recommendation was made to continue with a future MLA Roundtable and also to investigate meetings with key Ministers responsible for Transportation, Municipal Affairs and Economic Development.</p>
4	<p>In and Out Bound Correspondence</p>
5	<p>Date / Place / Time of Next Board Meeting – Motion</p> <p>M# 7 - 14/6/13</p> <p>Moved by Eric Solberg that the next PEP Board meeting be held on Friday September 13 2013 at 10:00am at the municipal offices of the Town of Redcliff. Carried</p> <p>Adjournment</p> <p>M# 8 - 8/2/13</p> <p>Moved by Jerry Clark to adjourn the meeting at 11:45 am. Carried.</p>



11th Annual General Meeting Minutes
June 14, 2013, Hanna Fire Hall
Hanna, Alberta

Present:

Alan Hyland – Town of Bow Island
Debbie Ross – Village of Empress
Lionel Juss – County of Newell
Eric Solberg – Town of Redcliff
Mark Nikota – Town of Hanna
Jay Slemph – Special Areas
Phil Turnbull – City of Medicine Hat
Walter Valentini – PEP Executive Director

Don Gibb – Village of Rosemary
Doug Lehman – Town of Oyen
Jennifer Coombs – Village of Tilley
Jerry Clark – Cypress County
Peter Rafa – MD of Acadia
Robert Blagen – Village of Youngstown
Keith Crush – City of Medicine Hat

Guests:

Rick Strankman – MLA Drumheller-Stettler
Elvira Smid –Enterprise & Advanced Education
Linda Erickson – Enterprise & Advanced Education
Larae Peirson – Hanna Business Learning Centre
Trisha Sewell – Cactus Corner Economic Development

James Nakashima – Young Parkyn McNab
Kim Neill – Town of Hanna
Wanda Diakow – Special Area No. 4
Meghan Brennan – Special Area No. 4

Meeting was called to order at 12:00 pm by Chair, Alan Hyland

Business of the Palliser Economic Partnership Annual General Meeting:

1.0 2013 AGM Agenda

M#1-AGM 06/14/13 Moved by Jennifer Coombs to accept the 2012 Agenda as presented.

Carried

2.0 Approval of 2012 AGM Minutes

M#2-AGM 06/14/13 Moved by Phil Turnbull to accept the 2012 AGM Minutes. **Carried**

3.0 2012 – 2013 PEP Annual Report

Mr. Hyland thanked the members for their support, their efforts and the progress made in PEP's projects during the past year. He also thanked Walter Valentini PEP's Executive Director for his dedication and hard work as evidenced by the quality of the annual report.

M#3-AGM 06/14/13 Moved by Don Gibb to approve the 2012 – 2013 PEP Annual Report.

Carried

4.0 2011 – 2012 Financial Statements

James Nakashima, Young, Parkin, McNab presented the Palliser Economic Partnership financial statements for the period ending March 31, 2013. The undertaking by Young, Parkin, McNab found no issues or concerns with the corporation's financial affairs. Income earned was attributed to member revenues not being fully utilized as a result of a key project not being undertaken and unexpected grant funds received from Alberta Enterprise and Advanced Education.

M#4-AGM 06/14/13 Moved by Robert Blagen to accept 2012-2013 Palliser Economic Partnership Ltd financial statements for the year ending March 31, 2013 as presented by James Nakashima of Young, Parkin, McNab . Seconded by Mark Nikota. Clark. **Carried**

5.0 2013 – 2014 Annual Operational Plan

Mr. Valentini presented the 2013-2014 Palliser Economic Partnership operational plan which will focus on:

- completion of the Palliser Futures Regional Action Plans in conjunction with local municipalities,
- ongoing collaboration with Battler River Alliance for Economic Development and Alberta Information HUB in moving forward the Easter Alberta Trade Corridor initiative, and
- support to metal fabrication and other manufacturers to enhance their ability to enter and participate in supply chains,

M#5-AGM 06/14/13 Moved by Doug Lehman to accept the 2013 – 2014 Palliser Economic Partnership operational plan. **Carried**

Election of Corporate Officers and Executive Committee

Jay Slempp opened the floor for elections.

6.0 Appointment of Scrutineers

M#6-AGM 06/14/13 Moved by Doug Lehman to appoint Kim Neill and Linda Erickson as scrutineers. **Carried**

7.1 Election of President

Lionel Juss nominated Alan Hyland for President.

Mr. Slempp called for nominations three times, no other nominations forthcoming Alan Hyland elected President by acclamation.

7.2 Election of 1st Vice President and 2nd Vice President:

Jennifer Coombs nominated Eric Solberg and Jerry Clark nominated Herb Scott.

Mr. Slempp called for nominations three times, no other nominations forthcoming Eric Solberg and Herb Scott elected Vice-Presidents by acclamation.

A vote was held to determine 1st and 2nd Vice President. Outcome of the balloting Eric Solberg elected 1st Vice President and Herb Scott elected 2nd Vice President.

M#7-AGM 06/14/13 Moved by Phil Turnbull to destroy the ballots. **Carried**

7.3 Election of Secretary-Treasurer

Doug Lehman nominated Debbie Ross.

Mr. Slempp called for nominations three times, no other nominations forthcoming Debbie Ross elected as Secretary-Treasurer by acclamation.

7.4 Election of Two Members at Large to serve on Executive Committee

Jerry Clark nominated Phil Turnbull and Debbie Ross nominated Don Gibb for Executive Committee.

Mr. Slempp called for nominations three times, no other nominations forthcoming. Phil Turnbull and Don Gibb elected to the PEP Executive as Members at Large by acclamation.

Election of Officers Closed

8.0 Auditors

M#8-AGM 06/14/13 Moved by Jerry Clark to appoint Young, Parkyn, McNab as the Accounting Firm for the 2012 / 2013 Financial Year. Seconded Jennifer Coombs. **Carried**

9.0 Adjournment

M#9-AGM 06/14/13 Moved by Jerry Clark to adjourn the Annual General meeting at 2:45 pm. **Carried**

Guest Speaker: Mayor Mark Nikota – Viewpoints with Terry Bradshaw

Mayor Nikota spoke on a recent promotional video by the Town of Hanna narrated by former NFL football player Terry Bradshaw and the experience of undertaking that initiative for a community the size of Hanna. The video is available for viewing on the Town's website and YouTube Internet site. He strongly believes that communities need to do more to promote themselves to attract business, residents and investment. The video has only recently been launched and it will be aired by select networks in both the United States and Canada. It was a great learning opportunity for the Town staff, elected officials, and residents to work with the producers in developing the video.

Guest Speakers: Trisha Sewell and Wanda Diakow – SAMDA Palliser Futures Project

Our second guest presenters spoke on the SAMDA Palliser Futures Project and the importance of community engagement in order to bring about the development of three actions plans for the eleven municipalities that were involved in the project. Over eight hundreds of hours of volunteer time and thousands of conversations took place over a six month period in produce localized actions plans that will be implemented over the next several years.

Plans have been created for SAMDA which includes Special Area 2, MD of Acadia, Town of Oyen, Village of Cereal, Village of Empress, Cactus Corridor Economic Development which includes Special Area No. 3, Town of Hanna, and Village of Youngstown and Special Area No. 4 including the Village of Consort and Village of Veteran. The project is nearly complete and the respective plans will now be forward to each of the municipalities for formal endorsement. Copies of the plans were available for participants to review.

In closing Chair Alan Hyland and Executive Director Walter Valentini thanked all those present for attending the AGM in Hanna and a special thank you to the Town of Hanna for allowing us the use of the Hanna Fire Hall for the Annual General Meeting and to Trisha Sewell for her assistance in arranging with local suppliers for refreshments and lunch. Safe travels to everyone.

Memo

To: Council
From: Shanon Simon, Manager of Legislative and Land Services
Date: July 15, 2013
Re: Bylaw No. 1753/2013 Water Treatment Plant Borrowing Bylaw

Pursuant to Section 251 of the Municipal Government Act a Borrowing Bylaw must be advertised. The Public Notice to the Electors advertising the borrowing for the Water Treatment Plant was advertised in the June 11 & June 18, 2013 editions of the Cypress Courier. In accordance with the petitioning rules outlined under Section 231 a petition must of been received 15 days following the last date of advertising. No petition has been received. Therefore, Council may proceed with giving second and third reading to the above noted bylaw.

**TOWN OF REDCLIFF
BYLAW NO. 1753/2013**

A Bylaw to authorize the Municipal Council of the Town of Redcliff to incur an indebtedness on behalf of the said Town by the issuance of debentures for the purpose of constructing a Water Treatment Plant in the Town of Redcliff.

This Bylaw shall be known as the Water Treatment Plant Borrowing Bylaw.

WHEREAS it is deemed expedient and proper pursuant to the provisions of the Municipal Government Act, that Council shall issue a bylaw to authorize financing, undertaking and construction of a Water Treatment Plant in the Town of Redcliff.

AND WHEREAS plans, specifications and estimates for such work have been made by the Town of Redcliff Engineer, whereby the total cost of said project is estimated to be Twelve Million Dollars (\$12,000,000.00) and the Town estimates the following grants and contributions will be applied to the project:

Capital Reserves (from Grants)	5,500,000.00
Debentures	<u>6,500,000.00</u>
Total Cost	12,000,000.00

AND WHEREAS in order to construct and complete the said project, it will be necessary to borrow the sum of Six Million Five Hundred Thousand Dollars (\$6,500,000.00) on the credit of the Town as herein provided.

AND WHEREAS the said indebtedness is to be repaid over a period of twenty five (25) years in annual or semi-annual installments, with interest not exceeding ten percent (10%), or the interest rate fixed from time to time by the Alberta Capital Finance Authority or other financial institution.

AND WHEREAS the principal amount of outstanding debt of the Town at December 31, 2012 is \$6,698,167.00 and no part of the principal or interest is in arrears.

AND WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of Thirty (25) years.

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all acts and regulations of the Province of Alberta

AND WHEREAS pursuant to the provisions of the Municipal Government Act, the Council has given proper notice of intention, in a form similar to Schedule "A" of this Bylaw, dated the ____ day of _____, 2013 to undertake and construct a Water Treatment Plant in the Town of Redcliff, and no sufficiently signed and valid petition against the said proposal has been received by the Council.

NOW, THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1. That for the purpose of constructing a Water Treatment Plant in the Town of Redcliff for the sum of Twelve Million Dollars (\$12,000,000.00) be borrowed from Alberta Capital Finance Authority or other financial institution by way of debenture on the credit and security of the Town of Redcliff at large, of which amount the full sum of Six Million Five Hundred Thousand Dollars (\$6,500,000.00) is to be paid by the Town at large.

2. The proper officers of the Town are hereby authorized to issue debentures(s) on behalf of the Town for the amount and purpose as authorized by this Bylaw, namely the construction of a Water Treatment Plant in the Town of Redcliff.
3. The Town shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed twenty five (25) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed ten (10) percent.
4. The Town shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Town.
6. The net amount borrowed under the Bylaw shall be applied only to the project specified by this Bylaw.
7. This bylaw comes into force on the date it is passed.

READ a first time this 27th day of May, 2013.

READ a second time this ____ day of _____, 2013.

READ a third time this ____ day of _____, 2013.

SIGNED and PASSED this ____ day of _____, 2013.

Mayor

Manager of Legislative and Land Services

Schedule A**TOWN OF REDCLIFF****PUBLIC NOTICE****TO ELECTORS OF THE TOWN OF REDCLIFF****Province of Alberta****SECTION 251 – THE MUNICIPAL GOVERNMENT ACT**

TAKE NOTICE that the Council of the Town of Redcliff, in the Province of Alberta, has given first reading to borrowing Bylaw No 1753/2013 which will, upon final passage and approval, authorize the proper officers of the said Town of Redcliff to borrow monies from the Alberta Capital Finance Authority or other financial institution by way of debenture issue, to pay for the cost of the following municipal purpose:

Construction of a Water Treatment Plant in the Town of Redcliff.

The total cost of the aforesaid project amount is \$12,000,000.00. The net amount to be borrowed on the credit and security of the municipality at large by the issue of debentures is \$6,500,000.00. The debentures are to be repayable to the Alberta Capital Finance Authority or other financial institution in accordance with the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed twenty five (25) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed ten (10) percent.

A copy of the proposed Bylaw may be inspected by the public during normal office hours (8:00 a.m. – 4:30 p.m.) at the office of the Manager of Legislative and Land Services, Town Hall (#1 – 3rd Street NE, Redcliff, Alberta T0J 2P0).

NOW THEREFORE NOTICE is hereby given by the Council of the Town of Redcliff that, unless a petition of the electors for a vote on Bylaw No 1753/2013 is demanded, as provided for by the terms of the Municipal Government Act, the said Council may pass the said borrowing Bylaw.

All person interested are hereby notified and they are required to govern themselves according.

Dated at the Town of Redcliff, in the Province of Alberta, this 11th day of June, 2013.

INFORMATION FOR ELECTORS

Pursuant to Section 1(i) of the *Municipal Government Act* an "elector" means:

A person who is eligible to vote in the election for a councillor under the *Local Authorities Election Act*.

Pursuant to section 47(1) of the *Local Authorities Election Act* a person is eligible to vote in an election if he:

-
- a. is at least 18 years old,
 - b. is a Canadian citizen, and
 - c. has resided in Alberta for the 6 consecutive months immediately preceding election day and is resident in the area on election day.

A poll may be demanded in the Town of Redcliff by electors equal in number to at least:

- a. in the case of a municipality other than a summer village, by electors of the municipality equal in number to at least 10% of the population and
- b. in the case of a summer village, by 10% of the electors of the summer village

in accordance with the provisions of section 223 of the *Municipal Government Act* and in accordance with the provisions of section 251 of the *Municipal Government Act*.

The petition for a vote must be received by the Chief Administrative Officer within 15 days of the last publication of this notice and shall contain on each page "an accurate and identical statement of the purpose of the petition". (Further requirements of the petition are provided in section 224 of the *Municipal Government Act*.)

**TOWN OF REDCLIFF
BYLAW NO. 1752/2013**

A BYLAW OF THE TOWN OF REDCLIFF TO ESTABLISH FEES, RATES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY OR ON BEHALF OF THE TOWN OF REDCLIFF.

WHEREAS under the Municipal Government Act, a Municipal Council has broad authority to govern including authority to pass bylaws, respecting rates, fees and charges levied for goods and services provided by or on behalf of the Municipality;

AND WHEREAS the Council for the Town of Redcliff deems it desirable to establish fees, rates and charges for the various licenses, permits goods and other municipal services and facilities in a bylaw.

NOW THEREFORE THE MUNICIPAL CORPORATION OF THE TOWN OF REDCLIFF IN COUNCIL DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw may be cited as the Town of Redcliff Fees, Rates and Charges Bylaw.

INTERPRETATION

2. In this Bylaw, unless the context otherwise requires;
 - (a) "Council" means the Council for the Town.
 - (b) "Municipal Manager" means the Chief Administrative Officer for the Town;
 - (c) "Town" means the Municipal Corporation of the Town of Redcliff;

RATES, FEES AND CHARGES

3. The rates, fees and charges for municipal licenses, permits, goods and services are hereby established as identified in Schedule "A" which is attached to and forming a part of this bylaw and any applicable taxes shall be added to these rates at the point of sale.
4. All references made in any other Bylaw, Policy or Resolution of Council to the "Rates Policy" shall now be referred to this Fees, Rates and Charges Bylaw.
5. Prices in this Bylaw do not include GST, unless otherwise noted, which is additional if applicable and will be added by the Town of Redcliff when costs are paid.
6. That in the event that a rate is required for a good or service not identified in this bylaw. Council authorizes the Municipal Manager to establish a temporary rate, fee or charge until such a time as this bylaw is amended.

7. That at the discretion of the Municipal Manager rates charged to bona fide non-profit community organizations may be modified. Or when such an organization's planned activity generates significant interest, activity or participation in the Town, the Municipal Manager may waive the fees.
8. That if any provision of this bylaw is deemed invalid, then such provision shall be severed and the remaining bylaw shall be maintained
9. This Bylaw shall take effect on the date of third and final reading thereof.

READ a first time this _____ day of _____, 2013.

READ a second time this _____ day of _____, 2013.

READ a third time this _____ day of _____, 2013.

PASSED and **SIGNED** this _____ day of _____, 2013.

MAYOR

MUNICIPAL SECRETARY

SCHEDULE "A"

ADMINISTRATION

STATIONARY TYPE SERVICES

Photocopying	25¢ per copied side of any document.
Faxing - sending of fax	\$1.00 per page of document sent
- receiving of fax	25¢ per page of document received
Detailed Map of Redcliff	\$12.00 each
Aerial Photograph of Redcliff	
- Small (15" X 21")	\$20.00 each
- Large (20" X 28")	\$30.00 each
Special sized maps	\$8.00 per sq. ft.
Specialized Scanning to CD-R (max 24" wide)	\$2.00 per page (\$10.00 minimum)
Books (e.g. Land Use Bylaw)	\$15.00 each

CONSTRUCTION STANDARDS AND DESIGN GUIDELINE

Construction Standards	\$35.00 each (GST included)
Design Guidelines	\$25.00 each (GST included)
Tender Documents	\$50.00 each (GST included)

**Special pricing may be used for exceptionally large document packages

SOUVENIR TYPE SERVICES

Souvenirs and public relation type products, such as pins, hats, sweatshirts, t-shirts, mugs, pens, crests, flags, etc. or other such goods for sale shall be available for sale at a price determined as follows:

Unit price plus 10%

Example: If the Unit Cost is \$27.55, the sale price is $\$27.55 + \$2.75 = \$30.30$

Any Redcliff based club or non-profit organization may purchase pins for public relations purposes at a cost of \$1.00 each. If the club or non-profit organizations wishes to purchase pins for resale they may do so at cost.

The **Municipal Manager** and /or **Council** may distribute pins as required for public relations purposes.

ENCROACHMENT PERMIT

Encroachment Permit \$100.00

TAX CERTIFICATE / COMPLIANCE CERTIFICATE

Tax Certificate \$34.00

Letter of Compliance \$60.00

ASSESSMENT COMPLAINT FEES

PROPERTY COMPLAINT CATEGORY	FEE
Residential Land with 3 or fewer dwelling units	\$30.00
Farmland	\$30.00
All other properties if assessed value is:	
Less than \$500,000.00	\$100.00
Greater than \$500,000.00 but less than \$5,000,000.00	\$200.00
Greater than \$5,000,000.00 but less than \$10,000,000.00	\$300.00
Greater than \$10,000,000.00	\$500.00

FIREWORKS IGNITION PERMIT

Permit Fee \$50.00 (non-refundable)

HIGH / WIDE LOAD MOVES PERMIT

Permit Fee: \$200.00

LAND USE BYLAW AMENDMENT

Application Fee \$650.00

SUBDIVISION

Application Fee \$350.00 plus \$100.00 for every additional lot created over and above the original lot

Subdivision Extension: 1st request for extension No charge
2nd and subsequent requests for extension \$175.00

Endorsement Fee \$100.00 per application

DEVELOPMENT PERMIT FEES**Residential**

Single Family Dwelling	\$100.00
Multi-Family Dwelling	\$100.00 + \$50.00/unit
Accessory buildings 10 m ² – 35 m ²	\$65.00
Accessory buildings greater than 35 m ²	\$100.00
Additions	\$100.00

Non-Residential

Commercial/Industrial/Horticultural/Institutional Buildings	\$200.00 + 10¢ / m ²
Accessory Buildings / Additions (Less than 100 m ²)	\$100.00
Other (Including: Home Occupations, Decks, Driveways, Demolition, Signs, Hot Tubs, Relocated Buildings, Permit to Stay, Others as Determined by Development Authority)	\$65.00
Discretionary Use – MPC – additional fee above regular application fee	\$75.00
Special MPC – additional fee above application and regular MPC Fee	\$150.00

WORK STARTED BEFORE PERMIT ISSUANCE SUBJECT TO DOUBLE PERMIT FEES**Construction Damage Deposit**

Residential	\$1,000.00
Commercial/Industrial/Horticultural	\$2,000.00
<i>Note: A construction damage deposit is to be taken for development permits Issued for principal buildings, accessory buildings, additions, excavations and/or Demolition projects</i>	
Subdivision & Development Appeal Fee	\$100.00
Boulevard Development Application Fee	\$65.00
File Review (Environmental) Fee	\$75.00

COMMUNITY SERVICES

ELECTRONIC MESSAGE BOARD

Setup fee \$5.00

User fee \$5.00 per day

Town of Redcliff Not-for-Profit Community groups may book the electronic message board for one message per month for a maximum time period of up to 5 consecutive days duration, at no cost for setup fee or user fee. Not-for-Profit Groups may book additional ads each month; however setup and user fees will apply to any additional ad(s).

SWIMMING POOL

General Admission (GST included)

<u>Age</u>	<u>Day Pass</u>	<u>5 Pack</u>	<u>Season Pass</u>
Tiny Tot (0-5 years)	Free	Free	Free
Child (6-12 years)	\$3.75	\$15.00	\$50.00
Youth (13-17 years)	\$4.25	\$17.00	\$60.00
Adult (18-55 years)	\$5.00	\$20.00	\$70.00
Senior (56+ years)	\$4.50	\$18.00	\$63.00
Family	\$10.75	\$43.00	\$134.00

A family is considered to be parents and immediate children under 18 years of age. It does not include Grandparents, Cousins, Aunts or Uncles etc. as they should obtain their own pass.

LESSONS (GST included)

Red Cross Swim Level 1-10 \$31.00

Private lessons \$20.00/hr. or \$15.00/person for 2 – 3 people/hour

Swim Club \$20.00/hr. to cover cost of lifeguard on duty

The rate for other lesson programs such as Bronze Star, Bronze Medallion & Senior Resuscitation, Bronze Cross, Aqua Leaders, Etc. will be established by the Community Services Director on the basis of cost plus a 10% program administration.

CANCELLATION / WITHDRAWAL

5 Pack, or Season Passes. No Refunds

Withdrawal by Patron Prorated Refund less \$10.00 Administration Fee

Cancellation by Town Prorated Refund of Transfer

RENTALS (GST included)

1-29 people	\$50.00 per hour
30-74 people	\$75.00 per hour
75-150 people	\$100.00 per hour
Security Deposit	\$50.00 Refundable

ARENA (REC-TANGLE)

ICE RENTALS	May 1, 2012 April 30, 2013	May 1, 2013 April 30, 2014
Youth (17 and under)	\$52.00 / hour	\$55.00 / hour
Adult (non-prime time - before 4:00 p.m. – Monday-Friday)	\$70.00/ hour	\$74.00 / hour
Adult (prime time – weekends and after 4:00 p.m. weekdays)	\$88.00/ hour	\$93.00 / hour
Public Skating	Free *	Free *

MEETING ROOMS**ARENA**

Large Room (Full Day)	\$75.00
Security Deposit (Refundable)	\$150.00
Large Room (Hourly)	\$25.00
Security Deposit (Refundable)	\$50.00
Entire Building (No Ice, Full Day)	\$350.00
Security Deposit (Refundable)	\$300.00
Local Non-profit Community Groups (Backup Facility, Hours Used)	\$30.00

*Refer to separate policy for Redcliff Skating Club and Redcliff Minor Hockey Association.

SENIOR DROP IN CENTRE

Refer to separate policy on this facility.

TOWN HALL

Downstairs Conference Room (Daily)	\$15.00
(Weekly)	\$50.00

BALL DIAMONDS

Diamonds (Per Hour, Minimum 1.5 Hours)		\$4.50
Lights (Per Hour)		\$3.00
Tournaments (Per Diamond)	Day	\$80.00
	Weekend	\$120.00
Equipment & Maintenance Fee (Annual for Each Team in League)		\$5.00

BALL DIAMONDS CONCESSION

Non-Profit groups	Rental Rate (Per Day)	No Rental Fee
	Refundable Damage Deposit	\$100.00
	Insurance Coverage Required (Must Provide Proof)	\$2 million
Profit groups	Rental Rate (Per Day)	\$50.00
	Refundable Damage Deposit	\$100.00
	Insurance Coverage Required (Must Provide Proof)	\$2 million

CAMPGROUND (GST INCLUDED)

Tent	\$20.00 per day
Camper, Trailer, Recreational Vehicles	\$25.00 per day

LIONS PARK KITCHEN COMPLEX

Not for Profit Groups	Rental Rate (Per Day)	No Rental Fee
	Refundable Damage Deposit	\$100.00
For Profit Groups	Rental Rate (Per Day)	\$50.00
	Refundable Damage Deposit	\$100.00

ALL FACILITIES KEY/COMBINATION LOCK DEPOSITS

Refundable Key Deposit	\$125.00
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PITCHING MACHINE

Redcliff Teams (Ladies & Little League)	\$5.00
All other groups	\$20.00
Refundable Security Deposit	\$20.00

PORTABLE SOUND SYSTEM

Daily Rental	No Charge
Security Deposit	\$100.00

PORTABLE STAGE

Daily Rental	No Charge
Security Deposit	\$500.00

MEALS ON WHEELS

Billed Cost per Meal	\$5.50
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HOME CARE SERVICE PROVIDER SUBSIDY – (Effective May 1, 2013)

COST	1 PERSON / YEAR *	2 PEOPLE / YEAR *
\$15.00	Less than \$20,700	Less than \$32,600
\$18.00	\$20,701 – \$25,100	\$32,601 – \$40,800
No Subsidy	Over \$25,000.	Over \$40,800

* Net Family Income

PUBLIC SERVICES

CEMETERY

Plot	\$450.00
Cremation Plot	\$150.00
Columbarium Niche	\$800.00
Opening and Closing	\$450.00
Placing Urn	\$200.00
Columbarium Opening and Closing	\$200.00
Saturday Burial	\$340.00 (Additional)
Holiday Burial	\$340.00 (Additional)
After Hours Burial *	\$150.00 (Additional)
Children up to 6 years Opening and Closing	\$150.00
Setup of Tent	\$50.00

* After hours shall be any time after regular closing time for Public Services Department

Note: Graveliners are mandatory, and will be provided by the Town of Redcliff at cost as outlined in Cemetery Bylaw.

EQUIPMENT

Equipment for Custom Work	Rate per hour (Includes Operator)
Backhoe	\$90.00
Excavator	\$125.00
Excavator with hammer	\$170.00
3 Ton Truck	\$80.00
Tandem Truck	\$95.00
Grader	\$125.00
Sweeper	\$90.00
Sewer truck	\$100.00
½ Ton truck	\$45.00
Riding Mowers	\$50.00
Custom Services	\$35.00 plus cost
Skid Steer Loader	\$75.00
Small Equipment (mowers, pumps, etc.)	\$50.00
Laborer	\$45.00

LANDFILL (effective January 1, 2013)

General Fees

Up to 250 kg's (550 lbs.)	\$7.00
Over 250 kg's	\$31.00/1,000 kg's
Town of Redcliff & Cypress County *	\$15.50/ 1,000 kg's
Special Waste requiring Class 2 site	\$39.50 / 1,000 kg's
Special Materials Disposal Fee **	At Cost
Clean Fill ***	No Charge

Minimum Flat Rates (apply during Power Outages)

Less than 1 (one) Ton vehicle	\$7.00(current minimum)
1 Ton vehicle	\$41.00
Over 1 Ton vehicle	\$46.00

Contract Haulers

Semi-Trailers	\$400.00
Front End Dumps	\$120.00
Roll off Containers	\$60.00

Other Rates

Surcharge for inadequately restrained loads	\$20.00
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Refrigeration and Air Conditioning Equipment without confirmation of ozone depleting substances removed	\$50.00 per unit
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* Garbage hauled on behalf of Cypress County will be charged at the rate for Cypress County, conditional to the bins being easily identifiable as Cypress County bins with their location. Billing for tonnage will be billed directly to Cypress County and not through the carrier.

** Based on approved equipment and manpower rates and any costs of materials and/or parts required to provide the extra handling, treatment or burial of wastes of an extraordinary nature.

*** Clean fill material must be suitable for cover material at the Landfill and will be accepted at the discretion of the Landfill Operator. The material must be free of concrete, asphalt, organics, liquids, hydrocarbons, or any hazardous material identified in the *Alberta Waste Control Regulation*.

WATER AND SEWER SERVICE INSTALLATIONS**BASE RATES****Water Service Only**

	1"	1½"	2"
Material Costs	\$1,150.00	\$1,775.00	\$2,400.00
Labour	\$1,900.00	\$1,900.00	\$1,900.00
TOTAL	\$3,050.00	\$3,675.00	\$4,300.00

4 Inch Sanitary Service Only

	4"
Material Costs	\$350.00
Labour	\$1,900.00
TOTAL	\$2,250.00

Water and 4 Inch Sanitary Service Installed Simultaneously

	1"	1½"	2"
Material Costs	\$1,475.00	\$2,125.00	\$2,775.00
Labour	\$2,275.00	\$2,275.00	\$2,275.00
TOTAL	\$3,750.00	\$4,400.00	\$5,050.00

Oversized Water and Sewer Services

The fee for the installation of any oversized water and sewer service will be determined at the time of request by the Public Services Department.

Storm Sewer Service

The fee for the installation of any storm sewer service will be established at the time of request and determined by the Public Services Department.

Residential/Commercial

Other costs; such as asphalt replacement, concrete replacement, or day lighting services to be determined at the time of request by the Public Services Department.

*** NOTE**

1. Rates are for installation of services during normal construction season. Costs for installing services during winter conditions will be established at the time of request and determined by the Public Services Department.
2. Material and labour costs for water and sewer service installations exceeding the sizes stipulated herein (whereas such service has been approved by **Council**) shall be based on actual costs plus 10%.

SANITARY SEWER CONNECTION FEE

An additional sanitary sewer connection fee is to be charged to the following properties for installation of sanitary sewer main on a portion of 4th Street NE. No local improvement bylaw was undertaken as a result of property owners not wanting the cost allocated to their property taxes as a local improvement tax.

• Lot 44, Block 107, Plan 8210827	\$2,941.04
• Lot 45, Block 107, Plan 8210827	\$2,789.44
• Lot 41, Block 108, Plan 8210827	\$2,248.68
• Lots 17-20, Block 108, Plan 1117V	\$3,032.00
• Lots 11-16, Block 108, Plan 1117V	\$4,548.00

FIRE DEPARTMENT

Inspection Services

Regular Program Inspections (Original and Follow-up) (Scheduled per QMP)	No Charge
Non-Regular Program Inspections (Original and Follow-up) (Daycares occupancy, loans, etc.)	\$30.00
Third and subsequent Inspections (When required by Inspector)	\$50.00

Cypress County

As per current fire agreement between Town of Redcliff and Cypress County

Equipment and Material Fees

Pumper Unit (includes 3 men)	\$400.00/ hour*
Rescue Unit (includes 2 men)	\$400.00/ hour*
Prairie Fire Truck (4x4 Ton with 2 men)	\$400.00/ hour*
Firefighters	At Cost*
Materials Used	Replacement Cost
Special Equipment	Cost plus 10%
Administration Fee	\$25.00

Documentation Requests

Fire reports	\$25.00 each
Photographs	\$10.00 per print
Inspection report	\$25.00 each

**BYLAW NO. 1754/2013
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA**

A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING AND CONTROLLING THE OPERATION OF THE CEMETERY IN THE TOWN OF REDCLIFF.

WHEREAS the Council of the Town of Redcliff wishes to regulate and control the operation of the *Cemetery* in the Town of Redcliff for the purpose of the burial of human remains and cremated remains; and

WHEREAS the Cemeteries Act, ~~RSA 1980~~ authorizes the Council to regulate and control the operation of a Cemetery;

NOW THEREFORE THE MUNICIPAL COUNCIL CORPORATION OF THE TOWN OF REDCLIFF, IN COUNCIL ASSEMBLED, ENACTS AS FOLLOWS:

SECTION 1 – TITLE

1. This Bylaw shall be known as the “Cemetery Bylaw”

SECTION 2 – INTERPRETATION AND DEFINITIONS

2. In this Bylaw the following terms shall have the following meaning:

- a) “*Act*” means the Cemeteries Act and all regulations thereto
- b) “block” means any number of adjoining lots.
- c) “cemetery” means land operated by and under the control of the Town which is set aside for, or used as a place for Interment of the dead or in which remains and cremated remains have been buried;
- d) “Columbarium” means a place for the respectful storage of urns holding a deceased person’s cremated remains. A columbarium situated in the Redcliff Cemetery shall be considered for administrative purposes to be part of the cemetery;
- e) “Council” the Municipal Council of the Town;
- f) “cremation plot” means
 - i. A single grave site an area the size of four feet wide by three feet 4 inches long (4’ x 3’ 4”)
 - ii. a single niche in the columbarium being the size of approximately 12” x 12” x 16”;
- g) “cremated remains” means the cremated remains of a dead human body;
- h) “deed” means the receipt, issued by the Town, confirming the cost to purchase a Plot(s) in the Cemetery has been paid;
- i) “Director” means the person responsible for maintaining the records for the cemetery and directing the Town work force in the Public Services Department or ~~his~~ **their** designate;

- j) "Director of Finance and Administration" means the person responsible for the financial records and processes of the Town;
- k) "Field of Honour" means the area of the Cemetery reserved for burial of former members of His/Her Majesty's Armed Forces;
- l) "interment" means the placing of remains or cremated remains.
- m) "licensee" means a person that acquires burial rights for one or more Plot(s) within the Cemetery;
- n) "lot" shall mean an area encompassing three (3) single grave sites (plots) or nine (9) cremation sites (cremation plots).
- o) "marker" means a temporary locating device to indicate location of grave until a Monument is installed;
- p) "monument" means any structure in the Cemetery constructed on any grave for memorial purpose including flat Monuments, above ground Monuments such as tombstones, headstones or other items of memorial;
- q) "niche" means a compartment in a columbarium approximately 12 inches x 12 inches in which a maximum of 2 urns may be inserted;
- r) "person" means any individual or a firm or a corporation;
- s) "plot" means
 - i. a single grave site in phase one being a size of three feet four inches wide by ten feet long (3' 4" x 10');
 - ii. A single grave site in phase two being a size of four feet wide by ten feet long (4' x 10');
- t) "remains" means a dead human body, referred to as a corpse, but does not include cremated remains;
- u) "Town" means the Municipal Corporation of the Town of Redcliff;
- ~~v) "Treasurer" means the Municipal Treasurer of the Town.~~
- w) "undertaker" means any registered or licensed embalmer or mortician or any other Person authorized by Province of Alberta statute to inter deceased Person(s);
- x) "veteran" means a member or former member of His/Her Majesty's Armed Forces; and may include a member as described in the War Veterans Allowance Act;
- y) "working day" means any day Monday through Friday (during normal working hours of the Public Services Department of the Town of Redcliff) except where a Statutory Holiday or Civic Holiday falls on any one of those days.

SECTION 3-LOCATION

3. The following land is hereby established and set apart for the sole purpose of a public Cemetery to be known as Redcliff Cemetery:

Lot 13, Block 1, Plan 0010742

Note: These lands are included in the amended Final Certificate of Approval dated May 3, 2000 granted by the Province of Alberta

4. Subdivision of the Cemetery is as shown in Appendix A-D attached hereto with the special zones highlighted as follows:
 - a) Phase One
 - b) Phase Two
 - c) Field of Honour
 - d) Cremation Plots
 - e) Columbarium

SECTION 4-ADMINISTRATION AND DUTIES

5. All powers granted to the Director shall be subject to the supervision of the Municipal Manager.
6. The Director shall supervise and direct all maintenance and operations of the Cemetery.
7. The ~~Treasurer~~ Director of Finance and Administration shall ensure a correct accounting for all monies received and expended in connection with the operation of the Cemetery is maintained and shall keep record describing any Licensee, recording (including date) the sale or transfer of every Plot, and maintain a record of all the burials and such other records as may be required from time to time.
8. The Director shall in the event of any dispute, have final authority to approve location of remains or cremated remains interred in the Cemetery.

SECTION 5-REGULATION OF PLOTS

9. Sale of Plots
 - a) Council is hereby empowered and authorized to establish the charges to be made for grave Plot(s) in the Redcliff Cemetery and any other charges as deemed necessary, including opening/closing costs but not to include the maintenance, placing or removal of tombstones or grave Marker(s). Fees and charges shall be those appearing in ~~Town Rate Policy~~; the Town of Redcliff Fees, Rates and Charges Bylaw.
 - b) The Town being a municipality is not required by the Act to establish a fund for perpetual care.
 - c) Reservations
 - i. At the time a Plot(s) is/are reserved, all applicable fees and charges shall be collected. The fees for opening and closing charges shall be collected at the time of burial. (Appendix A)
 - ii. The Town reserves the right to limit the number of Plots reserved to any one person to three plots.
 - d) No Plot(s) in the Cemetery may be transferred to any other individual, but must be returned to Town who shall compensate the purchaser or beneficiary at the rate of current established price for a Plot less a 10% administration fee. No transactions between the Town and any Licensee intended to convey burial rights shall be valid

unless authorized in writing on the form "Authorization to Convey Burial Rights" as per Appendix "C" of this Bylaw.

- e) Those Persons owning Plot(s) in the Cemetery shall not allow any Interment of remains or cremated remains in a Plot(s) for remuneration.
- f) It is a condition of every Deed in the Cemetery that the Licensee expressly waives any claim arising by reason of any error or improper description of any burial Plot(s). The Town undertakes that it will attempt insofar as is reasonably possible to avoid such errors but its liability, in case of error, shall only extend to a refund of any money paid to the Town for a Plot(s) and an undertaking to make an equivalent quality of Plot(s) available in lieu of those originally allocated.
- g) When a Plot becomes vacant by removal of the remains or cremated remains therein, the land may revert to the Town, if at the Licensee's request and approved by the Director, the Town will in such case rebate the current purchase price less a 10% administration fee, however the Town is not required to repurchase said Plot.
- h) Lists of recent Interments, etc. shall not be given to any commercial establishment, employee or agent thereof.

10. Interments of Remains and Cremated remains

- a) No Person shall bury any remains and / or cremated remains in the Town Cemetery until such Person has complied with all applicable legislation.
- b) Applications for Interment must be made to the Director, in the form attached hereto as Appendix 'B'.
- c) Applications must be made at least two Working days in advance of the time established for the burial. This notification may be waived at the discretion of the Director.
- d) The Director must be in receipt of one copy of the Burial Permit before he shall allow an interment of remains to proceed.
- e) Locating and digging of graves shall be the responsibility of Director.
- f) Burial rights in Plot(s) in the Cemetery shall be sold upon payment by the Licensee of all required fees and charges.
- g) Burial rights, and burials will be subject to and conducted in accordance with the rules and regulations of the Town.
- h) Every Licensee obtaining a Plot(s) in a Cemetery shall be held responsible for the cost thereof and for all charges in connection therewith including disinterment or removal of a remains or cremated remains when requested by a Licensee. Any Person signing an order for Interment will be held responsible for all charges in connection with such Interment. Such Persons shall, in addition be held responsible for compliance with the regulations governing erection of Monument(s) applicable to that part of the Cemetery where the Interment is made.

- i) The Town will provide and supply a grave liner for the purpose of burial of remains meeting the Directors required specifications. The grave liners will be provided by the Town at cost and shall be placed in each grave. Exceptions shall only be made at the discretion of the Director, in situations where it is not physically possible to install a grave liner.

Upon request, other grave liners not currently specified by the Town may be considered, pending the approval by the Director.

- j) Upon the request of the applicant and at the discretion of the Director the Town will erect a three walled tent for sheltering the grave site during burial services. The fee for this service will be at the rate established by the Town **Rate Policy Fees, Rates and Charges Bylaw**.
- k) Undertakers shall make their own arrangements for the placing of mats, wreaths, flowers, etc. around the grave.

- l) The remains of no more than one body shall be buried in a regular sized Plot except:

- i. A mother/father and her/his infant child when both are in the same casket or coffin; or
- ii. In a double depth grave which will accommodate the remains of two bodies in separate caskets at the same time or different times in such a manner that one casket is placed immediately above the other.

There shall be a minimum of nine tenths (.9) metres of earth placed over the upper casket, or in the event of a grave liner, six tenths (.6) metres;

- iii. Cremated remains up to a maximum of two (2) containers per Cremation Plot, or in the case of a regular Plot a maximum of six (6) containers. There shall be a minimum of one half (1/2) metre and a maximum of 1 metre of earth placed over each container;

- iv. **Cremated remains up to a maximum of two (2) containers per columbarium niche.**

- m) If an individual wishes to inter remains in a Plot not owned by him/her, he/she shall obtain a letter of permission from the owner of the Plot in which such Interment is to be made, or from the legal representative of the owner of such Plot. This letter of permission shall be in the exact form as shown on Appendix "C", attached to and forming part of this Bylaw, and provided to the Director for filing with the applicable records.

11. Scattering of Cremated remains

- a) Cremated remains may be scattered as follows:

- i. ~~Scattering of cremated remains is usually permitted on Crown and other publicly owned lands. Permission should be obtained from the owner of the land ahead of time.~~

- ii. ~~In national parks scattering cremated remains in water is prohibited. Remains can be "cast to the wind" in the national parks but permission should be obtained from the owner of the land ahead of time.~~

- i. Redcliff allows the scattering of cremated remains in parks and golf courses. Permission is required from the Director and restrictions may be placed as to time and location.
- ii. The Town of Redcliff has no authority in regards to the scattering of cremated remains on private, provincial or federal lands. Permission and information must be sought from the applicable authority.
- iii. ~~Scattering of cremated remains is permitted in provincial parks, forests, wilderness and natural areas. Permission should be obtained from the owner of the land if cremated remains are to be scattered over rivers and lakes (excluding national parks where it is prohibited).~~
- iv. ~~Several companies are now offering services to scatter cremated remains from aircraft. These operators should obtain the land owner's permission in advance.~~

12. Disinterment's

- a) No Person shall disinter or remove remains from any Plot without first producing a written order from the owner of such Plot and a permit for such disinterment or removal as issued ~~under Section 12 of~~ in accordance with the Act ~~RSA, 1980~~. No permit is required for disinterment of cremated remains. However authorization must be obtained from the Director.
- b) In case of disinterment for re-interment in another Plot in the Cemetery, or burial to a greater depth, the excavation shall be done by the Public Services Department of the Town, as authorized by the Director. The charge for such disinterment will be the fee as established in Town of Redcliff ~~Rate Policy~~ Fees, Rates and Charges Bylaw, based on the estimated use of labour and equipment.
- c) In case of disinterment of remains or cremated remains in the Cemetery for re-interment in another Cemetery, the excavation shall be done by the Public Services Department of the Town, as authorized by the Director. The charge for such disinterment will be the fee as established in ~~Town Rate Policy~~ Town of Redcliff Fees, Rates and Charges Bylaw, based on the estimated use of labour and equipment.

13. Monuments

- a) The Licensee of each Plot shall have the right to erect thereon a Monument subject to permission and approval being first obtained from the Director. To obtain permission, a sketch of the proposed Monument indicating the height, size of base and inscription must be presented.
- b) No Licensee may erect upon any Plot any Monument while any charges in connection therewith are due and owing to the Town.
- e) Only one Monument will be allowed on each burial Plot, with the exception of the Field of Honour, where in addition to a headstone, a foot stone may be placed (See Sec. ~~5-5 (d)(vii)~~ 13 (d)(vii)).
- d) Type and Size of Monument(s).
 - i. Marker(s) for graves shall be of the type approved by the Director and shall be

installed as directed by the Director.

- ii. The base of Monument(s) must be at least 15 cm wider than the widest portion of the stone, and of sufficient depth to support the weight being imposed thereon. In no case may the base be of lesser than six inches of concrete on top of gravel or stone.
- iii. all Monument(s) must be of granite, marble or limestone bronze. No Monument(s) or covers shall be constructed unless same is professionally finished and adequately reinforced and approved by the Director.
- iv. no Monument(s) shall be constructed of plastic or fibre glass material.
- v. maximum height of any Monument(s) shall not be greater than one (1) metre.
- vi. full length grave covers shall not be allowed.
- vii. All Field of Honour Monuments shall be constructed of stanstead grey granite with all steeled or smooth finish. Upright headstone monuments are to have an oval top. Monuments may not be set on a granite or marble base/plinth but must be set in a 48" x 20" concrete foundation as per Section 13 (d)(ii). Field of Honour footstones must be flush mounted in a concrete foundation projected 3" on all sides of the monument.

Maximum size of Field of Honour Monument (including rough edge)

<u>Height</u>	<u>Length</u>		<u>Width</u>	
Field of Honour (upright headstone)	15"	x	3"	x 39"
Field of Honour (flat footstone)	24"	x	14"	

e) Placement of Monuments

- i. all Monument(s) must be placed
 - a) at the head of the Plot, this will be west end of all Plots with the exception of Section 5.5.(d) (vii) 13 (d)(vii) where footstones may be placed;
 - b) placement of approved Monument(s) shall be made by the Licensee under the direction of the Director;
 - c) replacement of any Monument(s) accidentally or mistakenly moved may be done as directed by the Director.
- ii. Licensees will be responsible for removal of all earth or masonry litter accumulated in improving any Plot, such material are to be removed as directed by the Director.
- iii. All work to erect monuments must be performed in such a manner to reduce the potential for damage to the surrounding landscape and other gravesites or monuments.

f) Maintenance of Monuments

- i. should any Monument(s) placed or erected in the Cemetery be in a state of

disrepair, in the opinion of the Director, the Director shall issue a notice in writing to the Licensee, at his last know address, to have the structure repaired to a state acceptable to the Director. If the repairs to the Monument(s) are not done to the satisfaction of the Director by the date established by the Director, the said owner or his agent shall be requested to remove the Monument(s) from the Cemetery.

- ii. the Town will not be responsible for any damage which may be caused in any way whatsoever to any improvement or Monument(s) design placed in the Cemetery.

14. Maintenance

- a) To ensure neatness and preserve the beauty of the Cemetery the Director shall have supervision of:

- i. wreaths, flowers, other removable memento's and objects placed upon graves and any stand, holder or receptacle for these items;
- ii. any trees, **scrubs shrubs**, plants, grass or any other article or growing thing situated on any part of the Cemetery;

and should in the opinion of the Director it be necessary or desirable to remove same from the Cemetery the Director shall be authorized to remove any item. If the article removed is the property of an individual known to the Director and the Director considers the removed article to have any value, the Director shall send notification to the Licensee to call forthwith and remove said item. Should the owner of the item not call at Public Services Department during working hours and request the removed item within 15 Working Days the Director may dispose of the item as he deems appropriate.

- b) No **scrubs shrubs**, trees or flowers may be planted in any part of the Cemetery other than those planted under the authorization of the Director.

15. Columbarium Niche Memorialization

- a) Engraving directly on the granite face plate of the niche is the only method to be used for memorialization.
- b) No plaques, vases or similar material may be attached to the columbarium in any manner.
- c) Niches can not be sold back to the Town of Redcliff once the engraving has commenced.
- d) Engraving shall be completed by a qualified contractor in the font size and style consistent to all columbarium niches and as approved by the Public Services Director.
- e) Personalized messages engraved on niches must be in good taste and not considered offensive.
- f) Costs for engraving and any future maintenance to the niche face plate are the sole responsibility of the licensee of the niche plot.

- g) Only one granite face plate is available for each niche. Additional granite face plates are not available for future engraving changes.

SECTION 6 – FIELD OF HONOUR

16. From the date of the enactment of this Bylaw a spouse of a veteran may be buried in the Field of Honour conditional to:
 - a) The veteran's spouse shall be interred in the same Plot as the Veteran. The Veteran is the one full interment (or cremated remains) allowed. They can be accompanied by one cremated remains – those of the spouse.
 - b) If the spouse of a veteran is buried in the cemetery, and at sometime thereafter the veteran decides not to be buried in this cemetery, the veteran or the veteran's estate will be responsible for and bear the expense of removing the cremated remains of the spouse from the cemetery prior to the date determined by the Town of Redcliff. Should the spouse be interred prior to the veteran, the veteran will be required to sign a prepared form acknowledging their acceptance of the terms in Section 6.4 16.
17. All Monuments to be located in the Field of Honour will be as per regulations established under Section 5 13 of this Bylaw.
18. There shall be no charge for Plots in the Field of Honour section of the Redcliff Cemetery or for use of the tent, if requested, when weather is favourable, however the charges for Opening and Closing, Saturday Burial, Holiday Burial or After Hour Burial are still applicable and shall be at the rates established in the ~~Town Rate Policy~~ Town of Redcliff Fees Rates and Charges Bylaw.

SECTION 7 – MEMORIAL BENCHES

19. Provision of Benches
 - a) Memorial benches may be installed in the Cemetery to commemorate the loss of a friend or family member.
 - b) The quantity and location of bench sties will be determined by the Director and shall be identified as per "Appendix D" as attached.
20. Application and costs
 - a) Persons requesting to have a memorial bench installed at the Cemetery shall make application to the Director on "Appendix E" Memorial Bench Program Application Form.
 - b) All costs associated with the purchase and installation of the bench shall be the responsibility of the applicant. Payment in full will be required at time of application.
21. Bench Construction, Installation, and Maintenance
 - a) The type, size, and construction of the bench shall be specified by the Director
 - b) Arrangement for purchase and installation of the benches will be the responsibility of the Town of Redcliff.
 - c) The Town of Redcliff will assume perpetual maintenance costs for the bench.

SECTION 8- VIOLATION AND SEVERABILITY

22. A Person who:

- a) wilfully destroys, mutilates, defaces, injures or removes a tomb, monument, gravestone or other structure placed in a cemetery, or a fence, railing or other work for protection or ornament of a cemetery or of a tomb, monument, gravestone or other structure or a cemetery lot within a cemetery,
- b) wilfully destroys, cuts, breaks or injures any tree, shrub or plant in a cemetery,
- c) discharges firearms in a cemetery, except at a military funeral,
- d) wilfully and unlawfully disturbs person assembled for the purpose of burying body remains or cremated remains in a cemetery, or
- e) commits a nuisance in a cemetery

is guilty of an offence and is liable to a fine of not less than Five Hundred Dollars (\$500.00) and not more than One Hundred Thousand Dollars (\$100,000.00) and in default judgement may be obtained by the Town.

23. Should any clause of this Bylaw be found to be unlawful or illegal it shall be deemed removed and the remainder of the Bylaw shall remain in effect.
24. Should penalties be considered as provided for in this Bylaw, consideration should be given to enforcement under **Section 69 of the Act.**

EFFECTIVE DATE

25. This Bylaw shall come into force on the date of its third and final reading.

SECTION 9- REPEAL OF BYLAWS

26. Bylaw No. **1449/2005 1674/2010** is hereby repealed.

READ a first time this _____ day of _____, 2013.

READ a second time this _____ day of _____, 2013.

READ a third time this _____ day of _____, 2013.

PASSED and SIGNED this the _____ day of _____, 2013.

MAYOR (C.E.O.)

**MUNICIPAL SECRETARY
MANAGER OF LEGISLATIVE AND LAND
SERVICES**

APPENDIX "A"
TOWN OF REDCLIFF BYLAW NO. ~~1674/2010~~ 1754/2013 (CEMETERY BYLAW)

APPLICATION FOR PURCHASE OF PLOT

DATE: _____

**PURCHASERS
NAME:** _____

ADDRESS: _____

PHONE: () _____

NEXT OF KIN: _____

LICENCEE: _____
(Shall be the purchaser unless otherwise assigned)

ADDRESS: _____

PHONE: () _____

SIGNATURE: _____

Town of Redcliff Office Use Only

Block: _____

Lot: _____

Plot: _____

Plot Cost: _____

Receipt No. _____

Date: _____

Signature: _____

APPENDIX "B"
TOWN OF REDCLIFF BYLAW NO. 1674/2010 1754/2013 (CEMETERY BYLAW)
Section 5 (1) (e) 9 (b)

APPLICATION FOR INTERMENT

DATE: _____

NAME OF DECEASED: _____

AGE OF DECEASED: _____ DATE OF DEATH: _____

FUNERAL DIRECTOR: _____

DATE & TIME OF FUNERAL _____

BURIAL INTERMENT LOCATION: Block _____ Lot _____ Plot _____

CASKET OR CREMATION: _____ GRAVE LINER OR VAULT: _____

PURCHASER NAME(s): _____

ORGANIZATION (if any): _____

SIGNATURE: _____

Town of Redcliff Office Use Only

INVOICE: Yes ☐ No ☐

(if yes - billing address) _____

OPENING/CLOSING COSTS: \$

PLOT COST: \$

OTHER CHARGES: \$

RECEIPT #

COMMENTS: _____

Signature: _____

APPENDIX "C"
TOWN OF REDCLIFF BYLAW NO. ~~1674/2010~~ 1754/2013 (CEMETERY BYLAW)
Section ~~5 (1) (d)~~ 8 (d)

AUTHORIZATION TO CONVEY BURIAL RIGHTS

I, _____ being the licensee of Plot _____, Lot _____, Block _____
(print name)

do hereby authorize the interment in said Plot _____, Lot _____, Block _____,
the body or remains of _____.
(name of body to be interred)

Dated at Redcliff in the Province of Alberta _____ day of _____, _____.

SIGNED by the above named in
presence of:

)

)

)

)

Signature of witness

licensee

Signature of

CANADA) I,
PROVINCE OF ALBERTA) of the _____ of
TO WIT:) in the Province of Alberta,
make oath and say:

1. THAT I was personally present and did see _____ named in the within Instrument who is personally known to me to be the person named therein, duly sign and execute the same for the purpose named therein;
2. THAT the same was executed at the Town of Redcliff in the Province of Alberta, and that I am the subscribing witness thereto;
3. THAT I know the said _____ and he is in my belief of the full age of eighteen years.

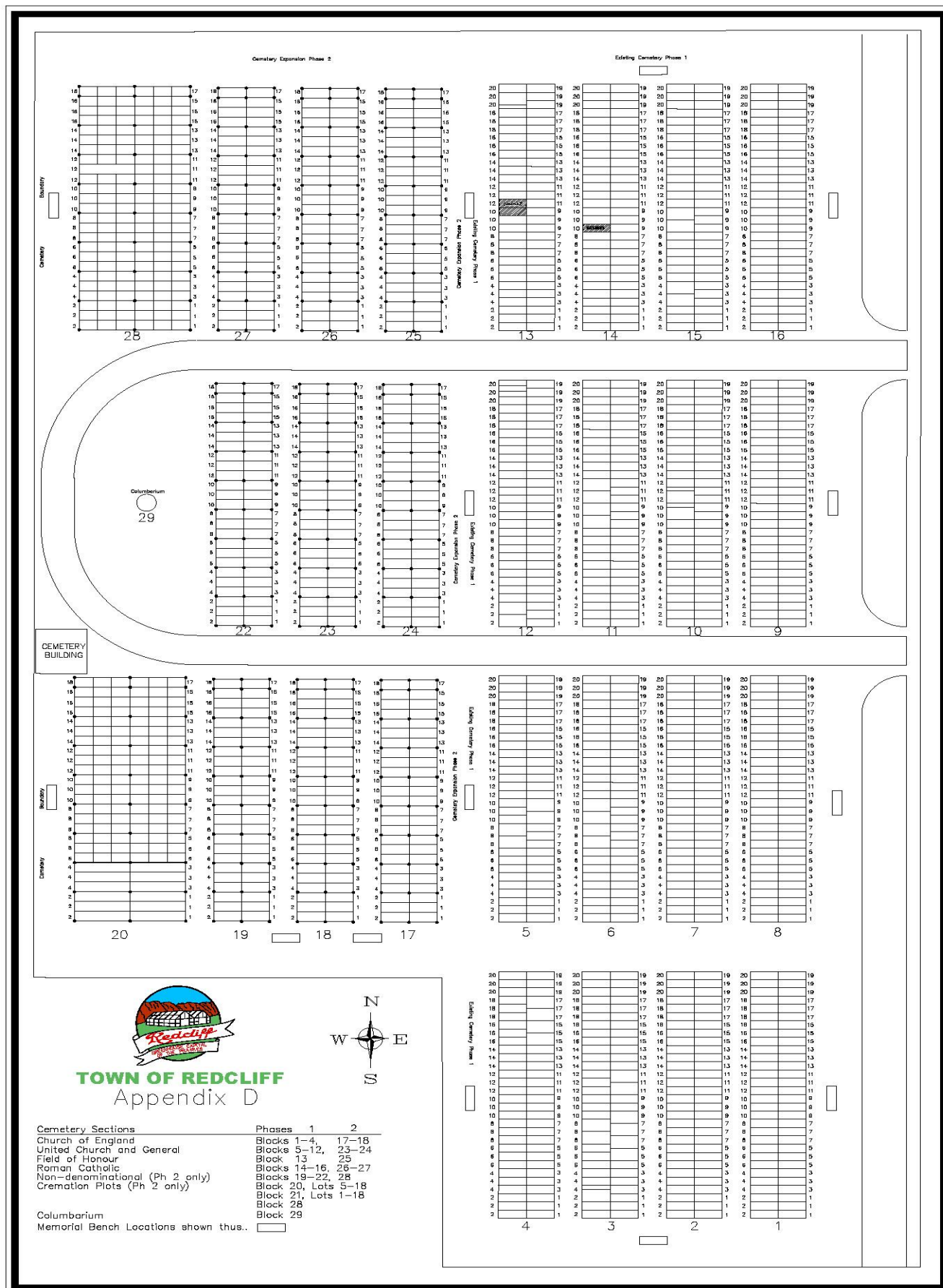
SWORN before me at the Town _____)
of Redcliff in the Province of Alberta)
this ____ day of _____ A.D., _____.)

(witness to sign)

A COMMISSIONER FOR OATHS IN AND FOR THE
PROVINCE OF ALBERTA -

My commission expires

APPENDIX "D"
TOWN OF REDCLIFF BYLAW NO. 1674/2010 1754/2013 (CEMETERY BYLAW)



APPENDIX "E"
TOWN OF REDCLIFF BYLAW NO. 1674/2010 1754/2013 (CEMETERY BYLAW)

MEMORIAL BENCH PROGRAM APPLICATION

DATE: _____

PURCHASERS NAME: _____

ADDRESS: _____

PHONE: _____

COMMEMORATION FOR: _____

PLAQUE INSCRIPTION: _____

COST: _____

SIGNATURE: _____

COMMENTS: _____

APPENDIX "F"
TOWN OF REDCLIFF BYLAW NO. 1674/2010 1754/2013 (CEMETERY BYLAW)
Section 6 (1) (d) 15

**FIELD OF HONOR
ACKNOWLEDGEMENT OF INTERMENT / BURIAL RIGHTS**

As Licensee of Block _____, Lot _____, Plot _____ in the Field of Honour of the Redcliff Cemetery, I acknowledge that I have received, read and understand the terms in Section 6.4 16 of the Town of Redcliff Cemetery Bylaw No. 1674/2010 1754/2013. Further that I accept the terms in Section 6.4 16 of the Town of Redcliff Cemetery Bylaw No. 1674/2010 1754/2013 in respect to interment and burial privileges of the Veteran and/or spouse.

Dated at Redcliff in the Province of Alberta _____ day of _____, _____.

SIGNED by the above named in)
presence of:)

Signature of witness

Signature of licensee

CANADA)	I, _____
PROVINCE OF ALBERTA)	of the _____ of _____
TO WIT:)	in the Province of Alberta, make oath and say:

1. THAT I was personally present and did see _____ named in the within Instrument who is personally known to me to be the person named therein, duly sign and execute the same for the purpose named therein;
2. THAT the same was executed at the Town of Redcliff in the Province of Alberta, and that I am the subscribing witness thereto;
3. THAT I know the said _____ and he is in my belief of the full age of eighteen years.

SWORN before me at the Town)
of Redcliff in the Province of Alberta)
this ____ day of _____ A.D., _____.)

(witness to sign)

A COMMISSIONER FOR OATHS IN AND FOR THE
PROVINCE OF ALBERTA -

My commission expires

TOWN OF REDCLIFF
Request for Decision (RFD)

DATE: July 15, 2013

PROPOSED BY: Khalil Minhas, Manager of Engineering

TOPIC: Engineering Fees Raw Water Supply Pipeline Project

PROPOSAL: To accept the engineering fee increase request from MPE

BACKGROUND:

The Raw Water Line Twinning Project was originally tendered together with Pump Station Upgrade project by MPE Engineering Ltd. The tender was opened on Oct 29, 2012 and resulted in higher bids for both Pump Station Upgrade and Raw Water Pipe Line Projects. MPE negotiated the deletion of Raw Water Line project with the low bidder (Carver Construction) and retendered the Raw Water Line Project after making design changes. The retender was opened on Mar 05, 2013 and the low bidder was L.W.Dennis Contracting Ltd.

The engineering fees for Raw Water Line project in 2013 approved budget was based on 11 % of construction estimate in the Water Treatment System Pre-Design Report with the amount of \$98,450.00. The Pre-design report cost estimate did not include the treated water line which was added later in the project. MPE has incurred extra engineering costs due to changes in the design/retendering and is requesting an increase of \$35,845.15 for a total amount of \$134,295.15 (11% of the low bid received after retendering in the amount of \$1,220,865.00) for the Raw Water Pipe Line Project. MPE has provided a letter in support and is attached to this RFD. With this increase the total budget for the Raw Water Pipeline Twinning Project will increase from \$1,440,315.00 to \$1,476,160.15 as per the reasons identified in the letter.

Options:

1. Deny the request from MPE dated June 21, 2013 for additional engineering fees \$35,845.15.
2. Accept the increase in engineering fees requested by MPE due to changes in the design, additional scope and retendering Raw Water Pipeline Project.

Recommendation:



My recommendation is to accept option #2 and accept the increase of \$35,845.15 in engineering fees requested by MPE due to changes in the design, scope, and retendering of Raw Water Pipeline Project. The total budget for Raw Water Supply Pipeline will increase from \$1,440,315.00 to \$1,476,160.15 and the increase to be funded from Water System Reserve and Alberta Municipal Water/Wastewater Partnership (AMWWP) grant.

Suggested Motions:

1. Councilor _____ moved the Town of Redcliff deny the request from MPE dated June 21, 2013 for additional engineering fees of \$35,845.15 excluding GST for Raw Water Supply Pipeline Twinning Project.

2. Councilor _____ moved the Town of Redcliff accept the request from MPE dated June 21, 2013 for an increase of \$35,845.15 in engineering fees due to changes in the design, scope, and retendering of Raw Water Pipeline Project. The total budget for Raw Water Supply Pipeline will increase from \$1,440,315.00 to \$1,476,160.15 and the increase to be funded from Water System Reserve and Alberta Municipal Water/Wastewater Partnership (AMWWP) grant.

SUBMITTED BY: 
Khalil Minhas, P. Eng, PMP

APPROVED BY: 
 David Wolanski, Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____ AD. 2013

Suite 300, 714 5 Avenue South
Lethbridge, AB T1J 0V1
Phone: 403-329-3442
1-866-329-3442
Fax: 403-329-9354



Town of Redcliff
#1 – 3rd Street NE
Redcliff, AB
T0J 2P0

June 21, 2013
File: N:\34\00\002\04\L03

Attention: Khalil Minhas, P.Eng.
Manager of Engineering

Dear Mr. Minhas

**RE: Raw Water Pipeline Upgrade
Request for Engineering Fee Increase**

Based on the final design and tendering of the raw water pipeline, MPE respectfully requests an increase to the approved engineering budget for the raw water pipeline.

Additional engineering budget is required to complete the project through the construction phase and is estimated to be **\$35,845.15** not including GST. This is an increase of the approved engineering budget of \$98,450 to \$134,295.15. These fees allow for resident inspections, materials testing, contract document preparation, contract administration, system commissioning, record drawings, and Operation Manuals.

Reasons for the increase in cost from the approved engineering budget from the Pre-Design Report include:

- Inclusion of a 150mm (6") C900 PVC Potable Water Supply Line to the Raw Water Pump Station
- Additional engineering required to re-tender the Project. Portions of the design were revised and the project re-tendered to obtain a more appropriate price.

Please review this request at your convenience and let me know if acceptable.

If you have any questions regarding this correspondence, please contact the undersigned at (403) 382-1483.

Yours truly,

MPE Engineering Ltd

A handwritten signature in black ink, appearing to read "MJS", is written over a faint, stylized graphic element.

M. Jason Stusick, P. Eng.
Project Manager

JS:mw

Suite 300, 714 5 Avenue South
Lethbridge, AB T1J 0V1
Phone: 403-329-3442
1-866-329-3442
Fax: 403-329-9354



Town of Redcliff
#1 – 3rd Street NE
Redcliff, AB
T0J 2P0

June 21, 2013
File: N:\34\00\002\04\L03

Attention: Khalil Minhas, P.Eng.
Manager of Engineering

Dear Mr. Minhas

**RE: Raw Water Pipeline Upgrade
Request for Engineering Fee Increase**

Based on the final design and tendering of the raw water pipeline, MPE respectfully requests an increase to the approved engineering budget for the raw water pipeline.

Additional engineering budget is required to complete the project through the construction phase and is estimated to be **\$35,845.15** not including GST. This is an increase of the approved engineering budget of \$98,450 to \$134,295.15. These fees allow for resident inspections, materials testing, contract document preparation, contract administration, system commissioning, record drawings, and Operation Manuals.

Reasons for the increase in cost from the approved engineering budget from the Pre-Design Report include:

- Inclusion of a 150mm (6") C900 PVC Potable Water Supply Line to the Raw Water Pump Station
- Additional engineering required to re-tender the Project. Portions of the design were revised and the project re-tendered to obtain a more appropriate price.

Please review this request at your convenience and let me know if acceptable.

If you have any questions regarding this correspondence, please contact the undersigned at (403) 382-1483.

Yours truly,

MPE Engineering Ltd

A handwritten signature in black ink, appearing to read "MJS", is written over a horizontal line.

M. Jason Stusick, P. Eng.
Project Manager

JS:mw

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 10, 2013

PROPOSED BY: Darrell Schaffer

TOPIC: Outstanding Invoice Salbro Consulting Services - Groundwater Monitoring Report

PROPOSAL: Authorize Payment of Invoice to Salbro Consulting Services

BACKGROUND:

Salbro Consulting Services (Salbro) has been providing consulting services to the Redcliff/Cypress Regional Landfill since 2004. As a result of changes to Alberta Environment groundwater monitoring reporting requirements Salbro was unable to complete the annual reports for the period between 2009 and 2011 in a timely manner. Salbro remained in contact with Alberta Environment and received an extension to submit the necessary groundwater monitoring reports. Upon completion of the reports Salbro submitted invoices to the Town of Redcliff in December 2012. The invoice for the 2011 Groundwater Monitoring Report was submitted separately but with a number of other unrelated invoices from Salbro. This invoice in the amount of \$14,883.94 was unfortunately misplaced and therefore not processed for payment in December 2012 as intended. It was only recently that Salbro inquired about payment. It has been confirmed that his invoice has not been paid to Salbro as required.

OPTIONS:

1. Authorize payment of invoice from Salbro Consulting Services in the amount of \$14,883.94 plus GST for the preparation of the Redcliff/Cypress Regional Landfill 2011 Groundwater Monitoring Report.

RECOMMENDATION:

1. That Council authorize payment of invoice from Salbro Consulting Services in the amount of \$14,883.94 plus GST for the preparation of the Redcliff/Cypress Regional Landfill 2011 Groundwater Monitoring Report with funding to be provided from the Landfill Reserve.

SUGGESTED MOTION(S):

1. Councillor _____ moved that the invoice from Salbro Consulting Services in the amount of \$14,883.94 plus GST for the preparation of the Redcliff/Cypress Regional Landfill 2011 Groundwater Monitoring Report be authorized for payment with funding to be provided from the Landfill Reserve.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. 2013.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 15, 2013

PROPOSED BY: Robert Osmond, Director of Finance & Administration

TOPIC: Brandon Primeau Memorial Outdoor Rink

PROPOSAL: To consider project scope revision for new grant funds

BACKGROUND:

The Brandon Primeau Memorial Outdoor Rink was approved in the 2013 capital budget as a \$80,000 project with funding to come 50% from the federal Community Infrastructure Improvement Fund (CIIF) and 50% from Town of Redcliff reserves. At the time of budget approval, Administration was directed to continue to look for opportunities to develop a community partner to assist in funding this project.

The Redcliff Lions Club was able to obtain a Community Facility Enhancement Program (CFEP) grant in the amount of \$60,000 to partner with the Town of Redcliff on this project. To be able to fully take advantage of all the grant money available to this project the scope must be expanded. Discussions between Administration and the Lions Club produced the following suggestions to expand the scope of this project:

1. Painting the light poles and basketball nets
2. Three sided shelter or players box
3. Benches
4. Signage detailing, the Lions' and grant support and sharing Brandon Primeau's story
5. New nets
6. Trees and picnic tables
7. Fence surrounding the area

Further the Lions Club advised us that during their discussion of the grant funds and this project a member of the School Board advised that the Board was interested in transferring the land around the rink to the Town for a park area. It was also suggested that if such an arrangement was made the School Board would continue to mow and water the grassed area.

OPTIONS:

1. To expand the scope of the Brandon Primeau Memorial Outdoor Rink project to include... Further that the project be funded with \$40,000 from the CIIF grant, 20,000 from municipal reserves and \$60,000 from the Lions Club CFEP grant. Further that Administration approach the Prairie Rose School Division regarding this project change.
2. To expand the scope of the Brandon Primeau Memorial Outdoor Rink project to include... Further that the project be funded with \$40,000 from the CIIF grant, 20,000 from municipal reserves and \$60,000 from the Lions Club CFEP grant. Further that Administration approach the Prairie Rose School Division regarding this project change and the potential of granting the area around the rink to the Town of Redcliff as a park.


3. To direct Administration to pursue discussions with the Redcliff Lions Club regarding alternative projects for the CFEP grant funds making no change to the budget or scope of the Brandon Primeau Memorial Outdoor Rink project.

RECOMMENDATION:

That Council considers Option #1.

SUGGESTED MOTION(S):

1. Councillor _____ moved to expand the scope of the Brandon Primeau Memorial Outdoor Rink project to include... Further that the project be funded with \$40,000 from the CIIF grant, 20,000 from municipal reserves and \$60,000 from the Lions Club CFEP grant. Further to direct Administration approach the Prairie Rose School Division regarding this project change.
2. Councillor _____ moved to expand the scope of the Brandon Primeau Memorial Outdoor Rink project to include... Further that the project be funded with \$40,000 from the CIIF grant, 20,000 from municipal reserves and \$60,000 from the Lions Club CFEP grant. Further to direct Administration to approach the Prairie Rose School Division regarding this project change and the potential of granting the area around the rink to the Town of Redcliff as a park.
3. Councillor _____ moved to direct Administration to pursue discussions with the Redcliff Lions Club regarding alternative projects for the CFEP grant funds making no change to the budget or scope of the Brandon Primeau Memorial Outdoor Rink project.

SUBMITTED BY: 
Department Head


Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____ AD.
2013.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 15, 2013

PROPOSED BY: Robert Osmond, Director of Finance & Administration

TOPIC: Disaster Relief Out of Scope Wages

PROPOSAL: To consider the pay-out of wages banked during the flood emergency

BACKGROUND:

As part of the disaster response to the flood event in late June, nearly all Town of Redcliff employees were called upon to work some additional time to respond the various demands the emergency placed on our community. The expense of this time will be recoverable from the Province of Alberta through the Disaster Relief Program.

To be eligible for the Disaster Relief Program the additional hours worked must be paid out and not banked by the staff. The Province will only consider direct cash expenses for this program and so to be eligible the time cannot be banked.

The CUPE agreement allows for overtime to be either banked or paid-out for union employees. Although, under most circumstance employees are encouraged to bank time, in this situation union staff have been paid-out to reduce the financial impact of the disaster efforts on the community.

The situation is different for out of scope employees, where additional time is banked at straight time as laid out in policy 69 (2013) - REMUNERATION & BENEFITS FOR MANAGEMENT PERSONNEL section S. To apply for these costs to be covered by the Province, the Town of Redcliff Council must authorize an exception to allow the time worked to be paid-out at straight time, rather than banked.

The total expense for out of scope support employees is estimated at \$2,750 and for out of scope management employees \$9,300. If banked this amount would not be a cash expense to the municipality however the lost opportunity of the lieu time is a real cost to the Town. If paid-out there would be a temporary cash expense until the relief funds are received to offset the expense.

OPTIONS:

1. To direct Administration to pay-out, at straight time, all out of scope employees for overtime worked during the flood emergency in late June.
2. To direct Administration to pay-out, at straight time, all out of scope support employees for overtime worked during the flood emergency in late June. Further, direct administration to have all out of scope management employees bank, at straight time, overtime worked during the flood emergency.
3. To direct Administration to have all out of scope employees bank, at straight time, overtime worked during the flood emergency.


RECOMMENDATION:

That Council considers Option #1.

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Town of Redcliff have Administration to pay-out, at straight time, all out of scope employees for overtime worked during the flood emergency in late June.
2. Councillor _____ moved that the Town of Redcliff have Administration pay-out, at straight time, all out of scope support employees for overtime worked during the flood emergency in late June. Further, direct administration to have all out of scope management employees bank, at straight time, overtime worked during the flood emergency
3. Councillor _____ moved that the Town of Redcliff direct Administration to have all out of scope employees bank, at straight time, overtime worked during the flood emergency.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____ AD. 2013.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 15, 2013

PROPOSED BY: Shanon Simon, Manager of Legislative and Land Services

TOPIC: Land Sale – Lot 42 PUL, Block 115, Plan 8210827
(South Railway Drive & 3rd Street NE)

PROPOSAL: Consider selling Lot 42 PUL, Block 115, Plan 8210827

BACKGROUND:

Kelly Diamond, Mountain Stone Contracting has expressed interest in purchasing Lot 42 PUL, Block 115, Plan 8210827 which is adjacent to his existing lot at 217 3rd Street NE (Lot 33-34, Block 115, Plan 8210827). He would like to construct a building and be able to access it from South Railway Drive Dr. NE.

A water main extends through Lot 42 PUL, Block 115, Plan 8210827. This lot is registered as a public utility lot. I have discussed the option of selling this property with both the Public Services Director and the Manager of Engineering and they have expressed no opposition or identified any concerns with selling this parcel provided it is maintained as a utility right of way. The designation of public utility lot would have to be removed and a utility right of way plan and agreement prepared and registered to title. Further the parcel should be consolidated with the adjacent parcel. The estimated cost I received for the UROW plan and consolidation plan is \$2,500 plus GST. There would also be applicable land titles fees. As well there would also be the typical legal fees for a land transfer.

Based on the Infill lot pricing established in the Land Sales Policy and applying a 50% discount for a utility right of way I have calculated the price of the lot to be \$6,375.00.

OPTIONS:

1. Authorize the sale of Lot 42 PUL, Block 115, Plan 8210827 to Kelly Diamond, Mountain Stone Contract in the amount of \$6,375.00 plus GST conditional to
 - a) removal of the PUL designation and registration of a utility right of way; all costs to be the responsibility of the Purchaser.
 - b) consolidation of Lot 42 PUL, Block 115, Plan 8210827 with Lot 33-34, Block 115, Plan 8210827; all costs to be the responsibility of the Purchaser.
2. Deny the request from Kelly Diamond, Mountain Stone Contract received July 5, 2013 to purchase Lot 42 PUL, Block 115, Plan 8210827.

RECOMMENDATION:

It would be my recommendation to select Option 1.

SUGGESTED MOTION(S):

1. Councillor _____ moved to authorize the sale Authorize the sale of Lot 42 PUL, Block 115, Plan 8210827 to Kelly Diamond, Mountain Stone Contract in the amount of \$6,375.00 plus GST conditional to
 - a) removal of the PUL designation and registration of a utility right of way; all costs to be the responsibility of the Purchaser.
 - b) consolidation of Lot 42 PUL, Block 115, Plan 8210827 with Lot 33-34, Block 115, Plan 8210827; all costs to be the responsibility of the Purchaser.
2. Councillor _____ moved to Deny the request from Kelly Diamond, Mountain Stone Contract received July 5, 2013 to purchase Lot 42 PUL, Block 115, Plan 8210827.

SUBMITTED BY:



Department Head

Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____, 2013.

Attn: Shannon

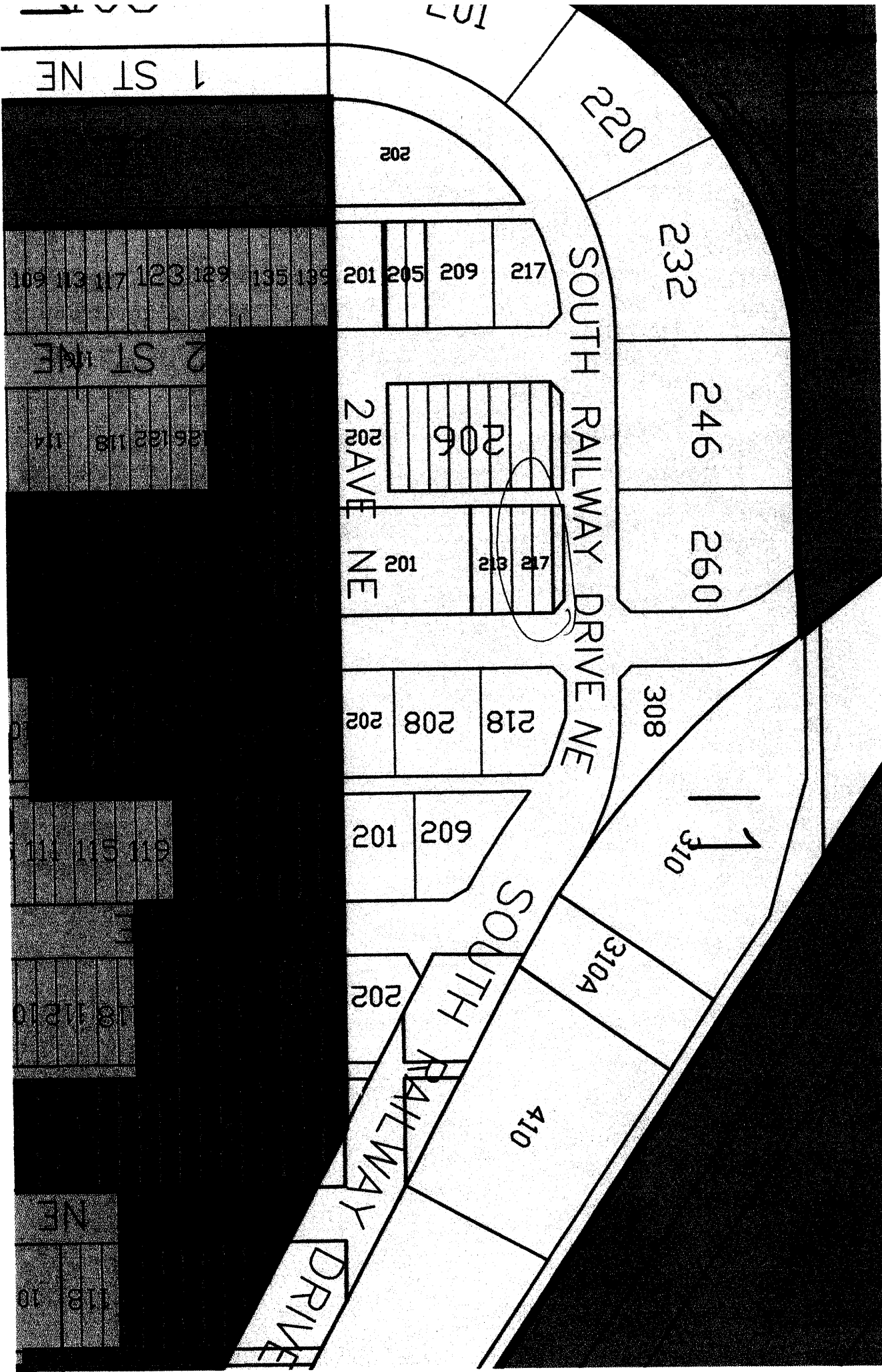
This letter is to express my interest in purchasing the pipe utility corridor adjacent to my property at 217 3rd st.ne. I understand the property can not be developed and would be solely used as a building set back and means of egress for 217. It is my understanding that the utility department has no issues with this and I am awaiting councils decision. Thank you for your time and I look forward to hearing from you.

Thank-you
Kelly Diamond
Mountain Stone Contracting
403-977-0914

RECEIVED

JUL - 5 2013

TOWN OF REDCLIFF



3rd ST W.E.

SIDE WALK

1.5m

12.192 m

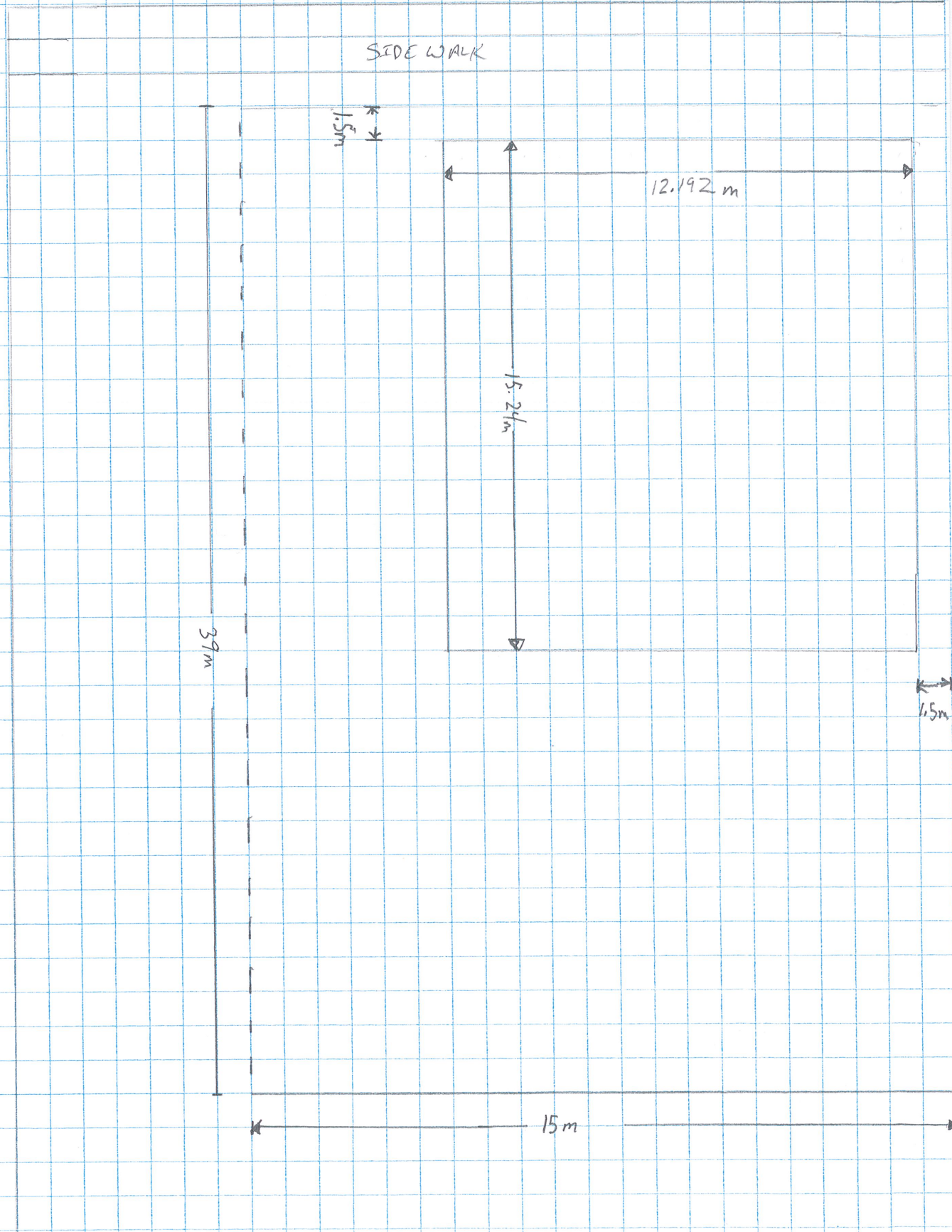
15.24m

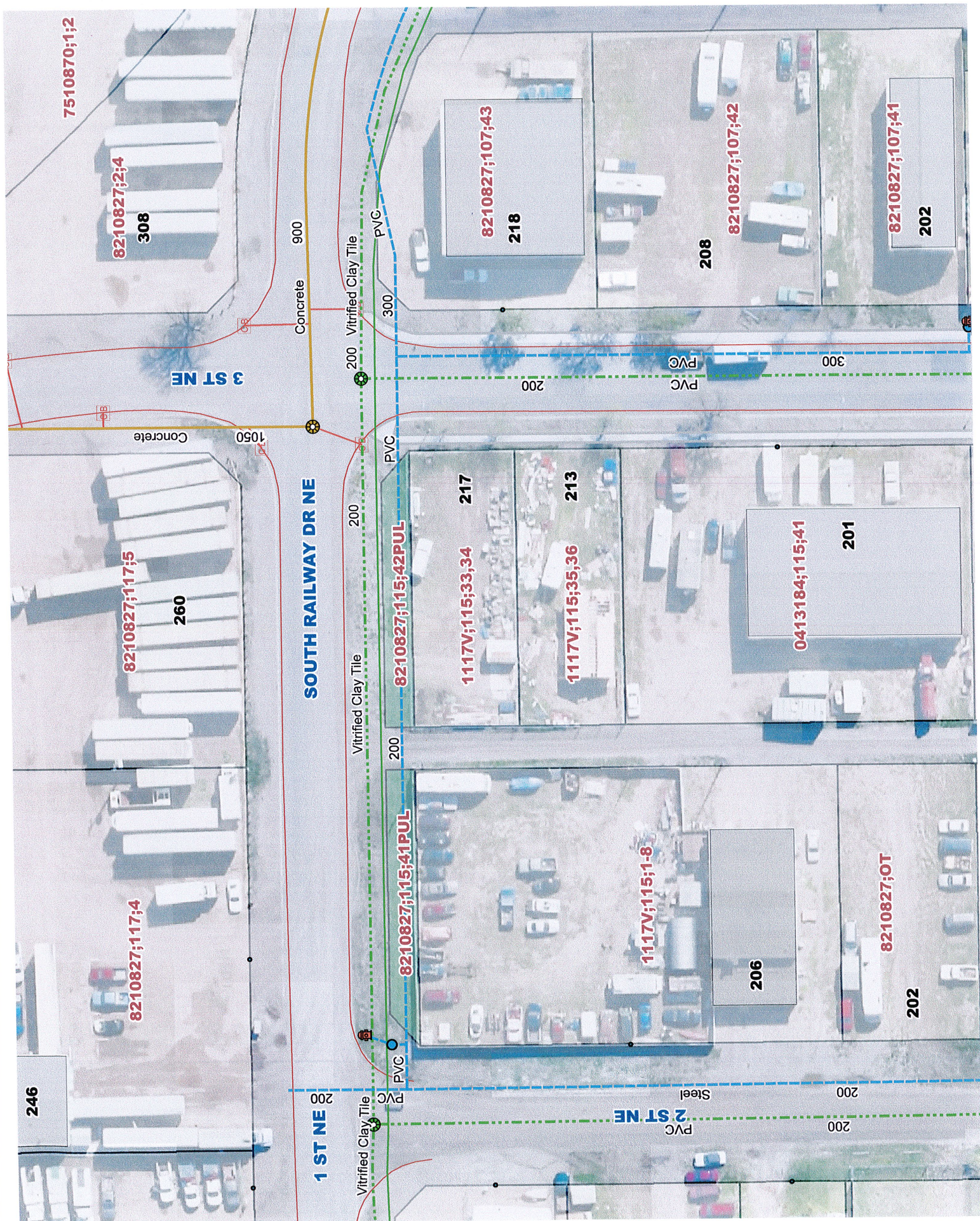
37m

1.5m

15m

SOUTH RAILWAY





**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 15, 2013

PROPOSED BY: Cindy Murray

TOPIC: Electronic Message Board Repair

PROPOSAL: To Authorize Payment of Invoices for Electronic Message Board Repairs

BACKGROUND:

The electronic message board on Broadway Avenue East was not functioning properly for several weeks. The messages would occasionally need to be re-programmed but it increased in frequency until mid-May when the message board ceased working.

Since resetting was always required after power outages and on other occasions, possibly after power surges, an electrician was called and did an assessment on May 23, 2013. The electrician did not detect any electrical problems and advised that it must be a software problem, so National Neon of Calgary, the message board vendor, was contacted as the board was still under warranty. After describing the problem, the vendor felt that it was a hardware problem, so a representative from the manufacturer, Optec in California, was contacted and they sent a computer part to the vendor to install. The part was covered by the warranty but not the wages and mileage for the service person to come from Calgary. This amount was estimated at \$630.00 for mileage plus time on site.

Since repairs to electronic message board were not in either the Public Services or Community Services budget, repair was to be delayed until a Request for Decision could be made to Council for authorization, however, on or about June 3, 2013 C. Murray was advised that a National Neon representative had two other services calls in this area within the next two to three days. Since the mileage would then be shared, the cost to the Town of Redcliff would only be one third of the total.

On June 5, the National Neon technician came to repair the sign but was unable to complete the work as the electrical service was not supplying adequate power to operate the sign properly. The parts were left with the Town of Redcliff to install in the event they were needed after the power was increased.

Arrangements were made for the City of Medicine Hat electric department to increase the power supply and then, on June 20, GarTech changed the circuit board that National Neon left with the Town.

This seems to have rectified the problem as there have been no further difficulties.

RECOMMENDATION:

1. To authorize payment of invoices associated with the repair of the electronic message board with funding in the amount of \$467.25 to come from Operations.

SUGGESTED MOTION:

1. Councillor _____ moved that the Town of Redcliff authorize payment of invoices associated with the repair of the electronic message board with funding in the amount of \$467.25 to come from Operations.

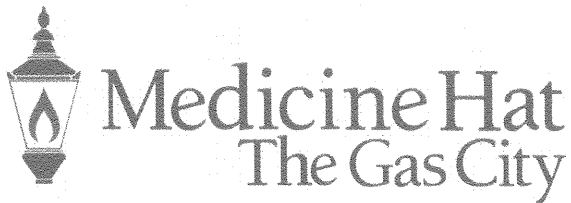
SUBMITTED BY:

Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. 2013.



City Clerk Department
City of Medicine Hat
580 First Street S.E.
Medicine Hat, AB T1A 8E6
PH: 403-529-8115 FAX: 403-529-8182
angcru@medicinehat.ca

May 31, 2013

Town of Redcliff
1 - 3rd Street NE, Mail Box 40
Redcliff, Alberta T0J 2P0
Attn: Shanon Simon

RECEIVED

JUN 07 2013

TOWN OF REDCLIFF

RE: Separate (Catholic) School Board Trustee Election October 21, 2013

As Returning Officer for the Separate (Catholic) School Board I am required to provide voting opportunities for eligible electors that live within the school board boundaries outside Medicine Hat.

This letter is to confirm that, as practiced in the past, in the event of a Trustee election (or associated plebiscite):

1. Eligible Separate (Catholic) School Board electors residing in Redcliff would use the Town of Redcliff voting stations at: Advance Vote- Redcliff Public Library (131 Main St. S); and Election Day - Senior Citizens Centre (26 Main St. S).
2. The City of Medicine Hat will provide the Town of Redcliff 500 ballots and voter registers (Form 8) for the Trustee election.
3. The Town of Redcliff agrees to receive, record and report votes for the Trustee election, and retain said forms and ballots for the required six week period following the election.
4. The City of Medicine Hat will pay the Town of Redcliff \$1,000 for the purpose of running the Trustee election.

I will be contacting you again closer to the election time to confirm ballot and voter register delivery and instructions for your election workers.

Please indicate your agreement at the end of this letter, by having the appropriate official sign in the space hereunder, and return the original at your earliest convenience.

Regards,

Angela Cruickshank LLB. Hons.
City Clerk/Returning Officer

Per _____ date _____
(appropriate signatory)

cc. Greg MacPherson, Secretary-Treasurer, Medicine Hat Catholic Board of Education

Memo

To: Council
From: Shanon Simon, Manager of Legislative and Land Services
Date: July 15, 2013
Re: City of Medicine Hat Automated Metering Program

The City of Medicine Hat, in their letter received on July 9, 2013, has requested permission regarding the placement of signs in the Town of Redcliff during the installation process relating to conversion to automated meters, as per

I have consulted with the Development Officer in regard to the Land Use Bylaw requirement for development permits for signs. The Development Officer has confirmed that there is no requirement for a development permit for this type of project.



Medicine Hat The Gas City

RECEIVED
JUL -9 2013
TOWN OF REDCLIFF

Automated Metering
1502 Power House Road
Medicine Hat, AB

Dear Redcliff Town Council,

I am writing on behalf of the City of Medicine Hat's automated metering program, which seeks to convert all of the electric, gas and water meters in homes and businesses from traditional meters to the new industry standard of automated meters, which transmit customers' consumption information wirelessly.

The project is expected to take approximately 2.5 years and plans are to begin July 16, 2013.

We expect that we will begin our installations in Redcliff later this summer. Our plan when installing in Medicine Hat and Dunmore is to have signs set up in neighbourhoods to indicate that installations will be starting soon. These signs are about four feet tall and would look similar to the street sweeping signs the City of Medicine Hat uses each spring.

The signs would be temporary, and only in place for as long as installations are taking place in Redcliff, which is expected to be a couple of weeks. The signs would be removed the day installations are complete, as they would be used at the next location where we are installing.

We would appreciate your permission to be able to utilize these signs in Redcliff, in our efforts to keep your residents well-informed.

If you have any questions about this, please contact me directly and we can discuss.

Thank you,

Dean Stepanic
Automated Metering Project Manager
City of Medicine Hat
403-502-8083
deaste@medicinehat.ca

RECEIVED

JUN 12 2013

TOWN OF REDCLIFF

Julene Foggin
PO Box 1503
240 2 St SE
Redcliff, AB T0J 2P0

To:

Mayor Robert Hazelaar, Chere Brown, Cathy Crozier, Dwight Kilpatrick, Ernie Reimer, Eric Solberg, and Jim Steinke

Dear Ladies and Gentlemen of the Redcliff Town Council:

I have been a resident and home owner in Redcliff since 1997, when I moved here to take a position as the Librarian at Parkside School. It was difficult for me to leave my home in Lethbridge, where I had lived all of my adult life with my husband and family, but it was necessary, after the death of my husband, to find a position where I could support myself.

I was happy, that first summer, to discover that Redcliff had a fine aquatic centre, with a *salt water pool*. It almost took away the pain of the move and I learned to love Redcliff, mostly because of the pool a short walk away. In Lethbridge, I had to travel across town to the west side to have that advantage. I have sensitive skin, being a natural redhead, prone to eczema, if I am not extra careful. The wonderful pool in Redcliff was a serendipitous discovery that made all the difference. I could swim every day all summer and, not only that, I could have my grandchildren stay with me and enroll them in lessons every summer. They have inherited my sensitive skin and really appreciated being able to take lessons, and then swim again in the afternoon while here, without the harmful effects of chlorine.

I am now retired and, as I get older my skin is no less sensitive than before, but more sensitive. I have arthritis and being able to swim keeps me fit enough to take care of my yard and garden and remain active, healthy and independent. Imagine my dismay to see that dreaded word in the Medicine Hat news ad for the Redcliff pool – "chlorinated." I was devastated!

A phone call to the community services department of the town confirmed the fear that indeed the pool would be chlorinated this summer. The excuse was that the salt was "hard on the equipment." What about the people? Chlorine is very hard on people, indeed, toxic to some! I was a bit relieved the first time I tried it, that it was not too strong, but later it seemed to be stronger and, likely, with many children in it this summer, it will reach toxic levels for sensitive people. I could swim every day in a saltwater pool and go again with the grandchildren in the evening. It made all the difference for my health but, now, I may try to go three times a week and maybe that will prove to be too much. I now have two great-granddaughters, both redheads, and would have loved to have them stay with me for swimming lessons, but the advantage is gone.

I will never again be able to challenge myself to swim a mile, or stay and play after swimming 30 or 40 lengths. It would be too dangerous to risk that much exposure to chlorine. I have tried twice this summer to swim here but, the second time, I could feel that crackly itch start on my skin. Some friends, who came from Medicine Hat, had planned to buy summer passes have now changed their minds. When I could swim as often as I wanted, a summer pass was a great bargain, but does not feel like it now. I would gladly pay more to have the salt water back and so would many others that I have spoken to.

Please reconsider, even if it costs more for our passes. It would mean a lot to those of us who suffer from exposure to the amount of chlorine needed in public pools. The lifeguards who have to spend a lot of time in the pool to teach lessons to young children will also find it a problem to have that much exposure to chlorine. Surely there is a way to upgrade the equipment to resist saltwater problems. How much more would our taxes be if the pool equipment was upgraded to tolerate salt?

Yours truly,

A handwritten signature in dark ink, appearing to read 'Julie Foggin', with a stylized flourish at the end.

Julene Foggin