

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

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

4. BYLAWS

- | | | |
|-----|--|--|
| 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



Cypress County

816 - 2nd Ave.

Dunmore, Alberta T1B 0K3

Ph. (403) 526-2888

Fax (403) 526-8958

www.cypress.ab.ca

RECEIVED

JUN 17 2013

TOWN OF REDCLIFF

SUBDIVISION CIRCULATION MEMORANDUM

Application File No.: 13CY10

Applicant: Ricardo Huber

Circulation Date: June 13, 2013 Municipality: Cypress County

Response Due Date: July 5th, 2013

Shanon Simon
Municipal Secretary
Town of Redcliff
Box 40
Redcliff AB T0J 2P0

Comments on Subdivision Application

The enclosed application for subdivision approval has been lodged with Cypress County. Pursuant to the Subdivision Regulation, Cypress County in its capacity as a subdivision processing agency for the above noted municipality, is forwarding the application to you for your review and comments. Any comments on the application made by you will be considered by the subdivision approving authority, provided these are received by the **response due date** as noted above. If a reply is not received by the stipulated date, it shall be deemed that you have no comment on the application.

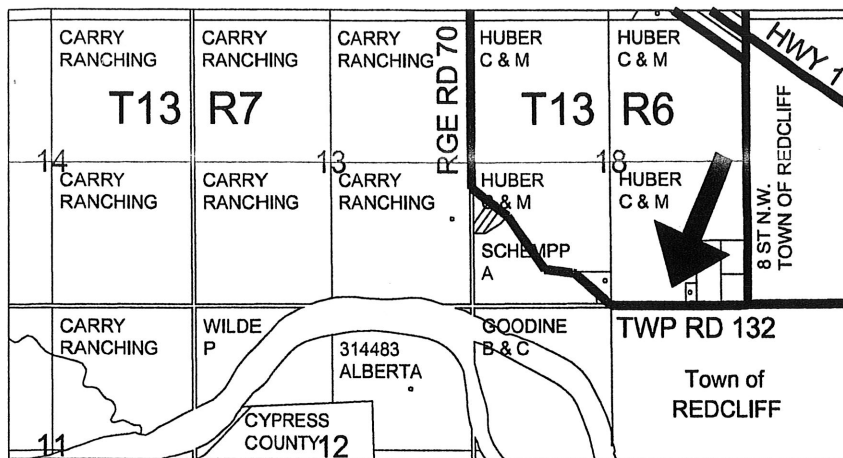
The municipality concerned is requested to state whether or not all outstanding taxes on the land which is the subject of the application have been paid or satisfactory arrangements have been made for the payment thereof.

Please give this matter your early attention and return the completed subdivision circulation memorandum, **with comments** to Cypress County. If you have any questions regarding the application, please feel free to contact me.

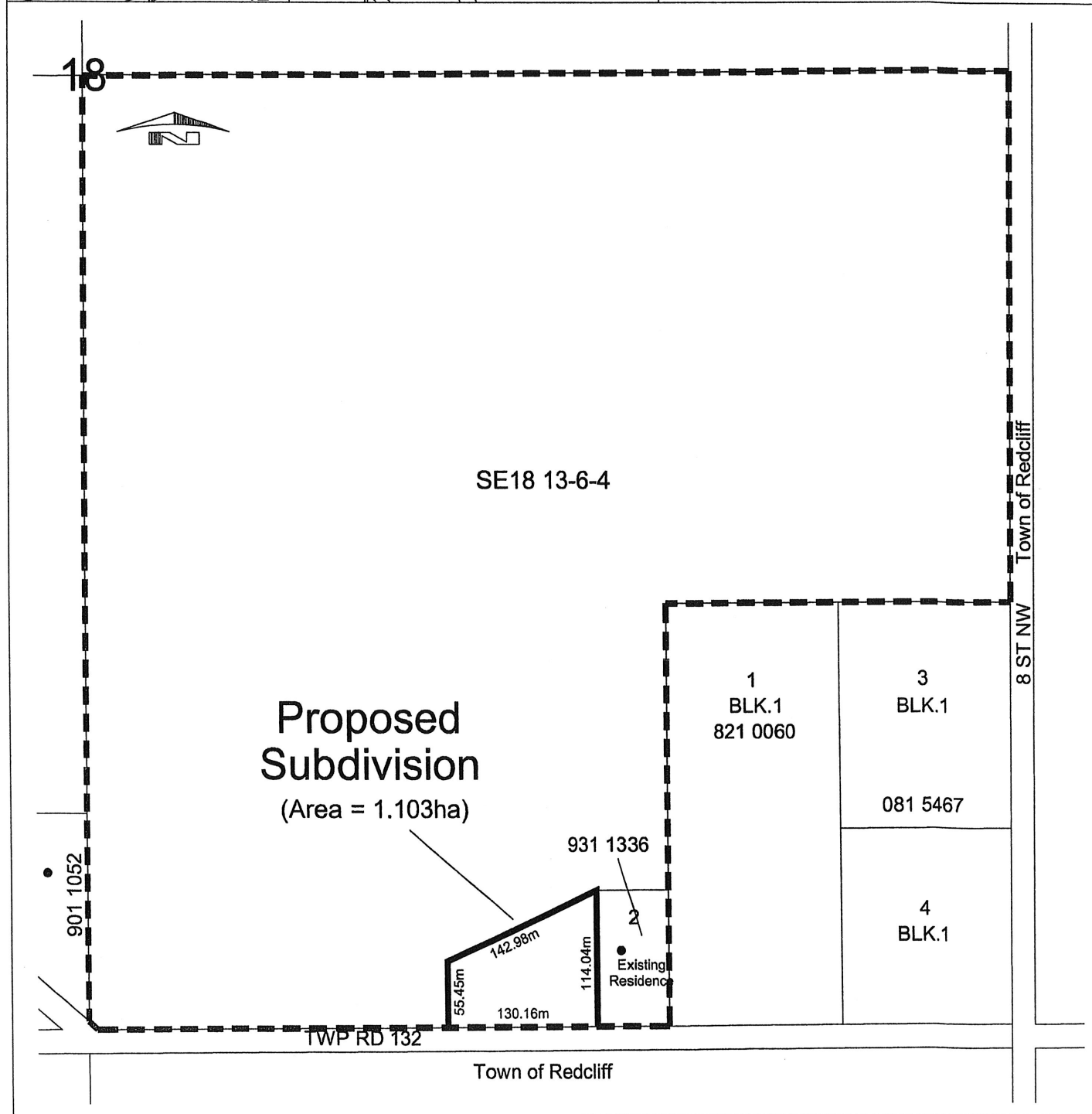
Yours truly,

Jeffrey R. Dowling
Planner

JRD/ps
enclosures



13 CY 10
CYPRESS COUNTY
Pn. SE 18-13-6-W4



CYPRESS COUNTY PLANNING COMMISSION
STATUTORY APPLICATION DATE: June 13, 2013

13 CY 10 - CYPRESS COUNTY

LOCATION : Township Road 132, 0.8 km west of Redcliff

LEGAL DESCRIPTION: PN SE 18-13-6-W4

OWNER: Morris Huber and Curtis Huber

PROPOSAL: To subdivide a 1.62 ha vacant parcel from a previously subdivided quarter section

APPLICANT: Ricardo Huber

TYPE OF SUBDIVISION: Country Residential Subdivision

EXISTING LAND USE CLASSIFICATION: Limited Country Residential IDP District "CR-IDP"

PREVIOUS APPLICATIONS: 79SE162, 81SE34, 81SE149, 92SE61, 06CY01, LUA 2010/11(defeated),
LUA 2013/03(withdrawn), LUA 2013/13

RESERVE STATUS: Required

SUBDIVISION BY: ☒ Plan ☐ Instrument

BACKGROUND INFORMATION:

This application is to subdivide out a vacant parcel of approximately 1.10 ha (2.7 acres) from a previously subdivided quarter section. The owners wish to create a separate title to sell to their son so that he can build a residence. The quarter section was previously subdivided in 1993 to create a separate title for the residence immediately to the east of the proposed area, as well as for agricultural subdivisions dating back to 1982. The remainder of the agricultural land contains irrigated crop land. The Cypress County Council recently approved a re-classification for this parcel to Limited Country Residential IDP District to allow the proposed parcel to be eligible to be subdivided in accordance with the Tri-Area IDP and Municipal Development Plan policies. Both the proposed subdivided area and the remainder of the agricultural property have direct access on to Township Road 132, while the agricultural land also has access to 8th Street in Redcliff. The proposed parcel is situated within the Urban Reserve (Redcliff) Area, in the Tri-Area Intermunicipal Development Plan, and is immediately adjacent to the Town of Redcliff.

CONSIDERATIONS FOR SUBDIVISION APPROVAL; (June 13, 2013)

1. Section 2.11.2, Urban Reserve (Redcliff) Area Policy, of the Tri-Area Intermunicipal Development Plan, states the area located south of the Highway 1 is suitable for limited country residential use. The minimum parcel size shall be 0.60 ha (1.5 acres), but in no cases shall the cumulative area of the parcels exceed 10% of the area of the original parcel to be subdivided as it existed of the date of the IDP approval. The maximum residential density allowed to be subdivided per parcel shall not exceed the equivalent of 1 parcel for every 16.18 ha (40 acres) in title. In order to be eligible for further subdivision into limited country residential lots, a parcel must be greater than 16.18 ha (40 acres) in size.
2. Section 3.4 (a), Country Residences policies of the Municipal Development Plan states that country residential districts may generally be permitted where not in conflict with the existing land uses or other provisions of the Plan provided they are in conformity with the Limited Country Residential Subdivision provisions of the Tri-Area Intermunicipal Development Plan where applicable. In addition, Section 3.4 (n) states that Council may approve up to a maximum of three residential subdivision lots per quarter section provided the subdivided area has immediate and direct access to an already established road, and that it is not situated on irrigated land or land containing irrigation water rights.

3. If the application is to be approved, Section 667(1)(a) of the Municipal Government Act, Statutes of Alberta 2000 Chapter M-26, states that a subdivision authority may require the owner of a parcel of land to meet the reserve requirement. Payment of money-in-lieu is recommended on the subdivided acreage.
4. Part 2(8) of the Subdivision Regulations of the Municipal Government Act states that every proposed subdivision must provide direct access to a road, or lawful means of access satisfactory to the subdivision authority to each lot that is created.
5. Utility easements may be required between the proposed parcel and the remainder of the quarter section.



SUBDIVISION APPLICATION FORM

Cypress County
816 - 2nd Avenue, Dunmore, Alberta T1B 0K3
Ph. 403.526.2888 Fax 403.526.8958
www.cypress.ab.ca

R# 214865

File No.
13CY10

DATE: June 3/13 FEE SUBMITTED: _____ RECEIPT: _____
NAME OF APPLICANT OR AGENT: Ricardo Huber

Address: Box 639 City: Redcliff Postal Code: T0S 2P0
Phone #: 403 548 0728 Fax#: _____ Email: Catrochohuber@
hotmail
ca

LANDOWNER(S) (if applicant not the landowner): Morris / Curtis Huber
Address: Box 1330 City: Redcliff Postal Code: T0S 2P0
Phone #: 403 952 4118 Fax#: 403 548 3132 Email: _____

Interest of Applicant if not owner of property: Family member wanting to
build ~~residence~~ private residence

SITE INFORMATION:

Legal: (Circle One) NE NW (SE) SW $\frac{1}{4}$ Section 18 Township 13 Range 6 W4M
Plan _____ Block _____ Lot _____ Area: 1.1 hectares/acres/lot size

Municipal Address: 6510 Twp RD 132 Roll#: _____

Land Use Classification: LIMITED COUNTRY RESIDENTIAL IDP DISTRICT CR-IDP

Describe the existing developments on the land and whether any buildings are to be demolished or removed:

No Existing developments

PROPOSED SUBDIVISION DETAILS:

Number of parcels being created 1 Size of parcels being created _____ Hectares

Reasons for subdivision Family member wanting to
build private residence

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

Describe the nature of the topography of the land (ie. Flat, rolling, steep, mixed) Flat

Describe the nature of the vegetation and water on the land (ie. Brush, shrubs, tree stands, woodlot etc & sloughs, creeks etc) None

WATER AND SEWER SERVICES

Describe existing source of water:

NONE

Describe proposed source of water:

WATER LINE

Describe existing sewage disposal:

None

Describe proposed sewage disposal:

Septic Field.**ADDITIONAL INFORMATION:**

Is the land situated immediately adjacent to the municipal boundary?

Yes ☒ No ☐If yes, the adjoining municipality is TOWN OF REDCLIFFThe land is adjacent to: ☐ A Primary Highway ☐ A Numbered Highway☒ A County Road

Are there any oil or gas wells on or within 100 metres of the subject property(s)?

Yes ☐ No ☒

Is the proposed parcel within 1.5 kilometres of a sour gas facility?

Yes ☐ No ☒

Is there an abandoned oil or gas well or pipeline on the property?

Yes ☐ No ☒

Disposition of Reserve:

Deferral ☐Deferral of balance ☐Money -in-place ☒**RIGHT OF ENTRY & REQUIRED SIGNATURES – Applicant/Landowner:**

FOIP: Personal information is being collected by authority of the Land Use Bylaw and will be used for approval purposes. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Assistant Manager, 816 2nd Avenue, Dunmore, Alberta T1B 0K3 403.526.2888.

I/We, certify that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval authority. Landowner Signature also is authorization to allow staff of Cypress County and applicable referral agencies the right of entry onto this property for the purposes of inspection.

Applicant – Signature

RICARDO HUBER

Applicant – Print Name

June 3, 2013

Date

Landowner – Signature

MORRIS HUBER

Landowner – Print Name

June 3, 2013

Date

NOTE: There is no obligation upon the Subdivision Approving Authority to return to the applicant either a subdivision application or documentation accompanying it.

FEES:

Subdivision Fee - \$360.00 plus \$100 per lot proposed to be created, excluding parcels proposed as reserve or public utility parcels.

Endorsement Fee - \$100.00 – after approval of subdivision a fee, per endorsement of each subdivision instrument, is required.

Municipal Services Agreement Fee - \$100.00 – after approval of subdivision, as a condition of approval, the applicant may be required to enter into an agreement with the municipality to provide municipal services to the subdivided area.

June 19, 2013

File number: 283-62 1.4

Shanon Simon
Manager of Legislative and Land Services
#1 – 3rd Street NE, P.O. Box 40
Town of Redcliff, AB, T0J 2P0

Dear Shanon:

RE: Advisory Comments – County Subdivision Referral 13 CY 10

In response to the proposed subdivision 13 CY 10 referred by Cypress County, Scheffer Andrew Ltd. advises the Town of the following.

According to the subdivision circulation memorandum, the subdivision has been applied for to allow the applicant to develop a residence. An amendment to the Cypress County land use bylaw has been adopted designating the proposed parcel as Limited Country Residential.

IDP Policy Context

The site is located in the “Redcliff Urban Reserve Area” of the Tri-area Intermunicipal Development Plan (IDP). The Redcliff Urban Reserve Area of the IDP is separated into two policy areas; the area north of the Trans Canada Highway (TCH) and the area south of the TCH. The subject site is within the south policy area.

Parcels south of the TCH in the *Redcliff Urban Reserve Area* may be considered by the County for Land Use Bylaw Amendment and subdivision approval for “Limited Country Residential” use.

The proposed Limited Country Residential (CR-IDP) parcel meets the general intent of the IDP, and does meet the 10% subdivision policy sections of the IDP.

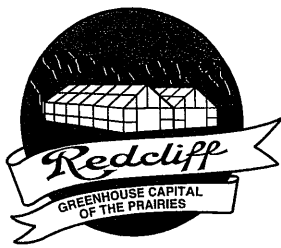
The proposed subdivision is consistent with the IDP. From an intermunicipal planning perspective, there are no foreseeable negative impacts to the Town of Redcliff, in the short or long-term, that will result from the approval of subdivision application 13 CY 10.

Yours truly,

Scheffer Andrew Ltd., Medicine Hat



Kent Snyder, RPP, MCIP
Branch Manager



TOWN OF REDCLIFF

June 25, 2013

P.O. Box 40, 1 - 3rd Street N.E.
Redcliff, Alberta, T0J 2P0
Phone 403-548-3618
Fax 403-548-6623
redcliff@redcliff.ca
www.redcliff.ca

Jeffrey R. Dowling
Cypress County
816 2nd Avenue
Dunmore, AB
T1B 0K3

RE: Cypress County Subdivision Application 13CY10 (Huber)

In response to your letter of June 3rd regarding Subdivision Application 13CY10 (Huber) the Town of Redcliff would like to advise the following:

The site is located in the "Redcliff Urban Reserve Area" of the Tri-area Intermunicipal Development Plan (IDP) and is located in the south policy area. The proposed Limited Country Residential (CR-IDP) parcel meets the general intent of the IDP, and does meet the 10% subdivision policy sections of the IDP.

The proposed subdivision is consistent with the IDP and there are no foreseeable negative impacts to the Town of Redcliff short term or long term. The Town of Redcliff has no objection or concern with the proposed subdivision plan.

Regards,

Shanon Simon
Manager of Legislative and Land Services



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

RECEIVED

JUL - 3 2013

TOWN OF REDCLIFF

AR68462

June 28, 2013

His Worship Robert Hazelaar
Mayor
Town of Redcliff
PO Box 40
Redcliff, AB T0J 2P0

Dear Mayor Hazelaar:

The new *Public Interest Disclosure (Whistleblower Protection) Act (PIDA)* came into force on June 1, 2013. The Act is a cornerstone in the Government of Alberta's commitment to providing a more accountable and transparent government.

This legislation facilitates the disclosure and investigation of wrongdoing in the public sector and protects employees from reprisal for making a disclosure. *PIDA* establishes a robust disclosure and investigation framework for a broad range of wrongdoings including illegal acts; actions or omissions that create a danger to health, safety, or the environment; and gross mismanagement of public funds. Please see the attached *PIDA* Highlights for additional information about the Act.

PIDA applies to the Alberta Public Service; provincial agencies, boards and commissions with employees; post-secondary institutions; school boards, charter schools, and accredited private schools that receive public funding; and public sector health entities. Under the legislation, public entities are expected to implement internal procedures to manage and investigate disclosures of wrongdoing and to ensure a safe environment for employees to bring forward matters in the public interest.

Although municipalities of Alberta are not entities under *PIDA*, we believe your municipality would benefit from the legislation. Please review the legislation available at www.qp.alberta.ca and if you wish to opt-in and be listed as an entity, please write to:

Honourable Don Scott, Associate Minister
Accountability, Transparency and Transformation
103 Legislature Building
10800 - 97 Avenue NW
Edmonton AB T5K 2B6

.../2

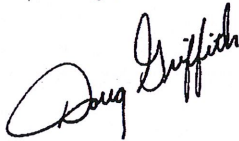
At a minimum, I urge you to adopt similar whistleblower policies that mirror the new provincial requirements. Implementing whistleblower protections will enhance the public's confidence in elected officials, public institutions and the staff delivering programs and services to Albertans.

I am aware that many municipalities have existing whistleblower protection mechanisms in place. For these municipalities, I applaud your leadership and encourage a thorough review of these policies against the new legislation to demonstrate a renewed commitment to accountability and transparency.

If you have questions about *PIDA*, please contact Trevor Bergen, Manager, Policy Services with Service Alberta, toll-free at 310-0000, then 780-644-8560, or at trevor.bergen@gov.ab.ca.

Thank you for your continued dedication to Albertans.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Griffiths". The signature is fluid and cursive, with the first name "Doug" written in a larger, more prominent script than the last name "Griffiths".

Doug Griffiths
Minister

Attachment

copy: Honourable Don Scott, QC
Associate Minister of Accountability, Transparency and Transformation

Public Interest Disclosure (Whistleblower Protection) Act Highlights

The new *Public Interest Disclosure (Whistleblower Protection) Act* (PIDA) is a cornerstone of the government's accountability, transparency and transformation mandate. The Act will come into force on June 1, 2013 and is available at: <http://www.gp.alberta.ca/documents/Acts/p39p5.pdf>

The purposes of the Act include:

- Facilitating the disclosure of **wrongdoing**
- Protecting those who make disclosures from **reprisal**
- Resolving recommendations arising from investigations
- Promoting confidence in the public sector

Wrongdoing includes:

- *Illegal acts*
- *Threats to health, safety or the environment*
- *Gross mismanagement of public funds*

Reprisal includes:

- *A dismissal, layoff, suspension, demotion or transfer, discontinuation or elimination of a job, change of job location, reduction in wages, change in hours of work or reprimand*
- *Threats to take adverse action*

The Act will cover:

- Alberta Public Service and agencies, boards and commissions
- Post-secondary academic institutions, school boards, charter schools and certain private schools and the public health sector

The Act establishes a new Officer of the Legislature:

- The Public Interest Disclosure Commissioner is responsible for investigating and making recommendations related to disclosures of wrongdoing and reprisals
- The Ombudsman will be appointed to fulfill this role

All public entities covered under the Act must establish responsive disclosure procedures:

- Chief Officers will be responsible for implementing procedures for managing disclosures and communicating these to their employees
- A senior official in each public entity must be designated to manage disclosures
- The Act sets out detailed requirements that must be present in all internal procedures, including protecting the identity of individuals involved in the disclosure and investigation process

How does an employee report a wrongdoing or a reprisal?

- Employees are expected to exhaust the internal disclosure procedures before engaging the Commissioner
- In certain circumstances, such as an imminent threat to health, safety or the environment, the employee may disclose directly to the Commissioner
- In cases where an employee is unsatisfied with the outcome of the internal disclosure process, the employee may make a further disclosure to the Commissioner
- The Commissioner has the discretion to investigate and make recommendations where wrongdoing has been confirmed
- Where a reprisal is taken as a result of a disclosure, it is reported directly to the Commissioner
- Reports following investigation by the Commissioner are directed to the level of authority necessary

The Act establishes strong enforcement mechanisms:

- PIDA creates offences for making a reprisal in response to a disclosure, obstructing an investigation, destroying records or making false or misleading statements to an investigator
- Penalties as a result of prosecution for an offence include:
 - \$25,000 fine for first conviction
 - \$100,000 fine for subsequent convictions
- The Act does not replace other remedies and, where appropriate, wrongdoings must be referred to the appropriate authority
 - For example, investigations that confirm fraudulent use of public funds would be referred to law enforcement for prosecution

Transparency through public reporting:

- Public entities and the Commissioner must report annually on:
 - Number of inquiries
 - Number of disclosures of wrongdoing and reprisals
 - Number of investigations
 - Recommendations made and actions taken to resolve wrongdoings
- The Commissioner's report may also identify systemic problems and recommendations not adopted

Mandatory review of Act:

- A special committee established by the Legislative Assembly will undertake a comprehensive review of the Act
 - Within 2 years of coming into force
 - Every following 5 years
- This will ensure the objective of facilitating the disclosure of wrongdoings and protecting those who make disclosures continues to be met



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary-Acadia*

RECEIVED

JUL 10 2013

TOWN OF REDCLIFF

AR 2886

June 24, 2013

His Worship Robert Hazelaar
Mayor
Town of Redcliff
PO Box 40
Redcliff, AB T0J 2P0

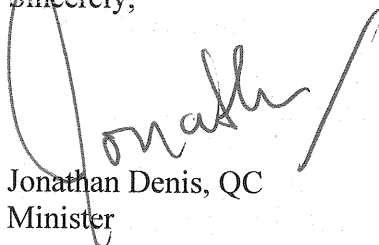
Dear Mayor Hazelaar:

I am pleased to advise you that a payment of \$244,704 for the 2013-14 Municipal Policing Assistance Grant (MPAG) has been electronically transferred to your municipality. The policing grant is intended to help communities meet the costs of policing services and reflects the commitment of the Alberta government to address the financial impact of policing on municipalities.

Reporting for the year on the expenditure of these grant funds is required by March 31, 2014 and templates are available on the Justice and Solicitor General website at www.justicesolgen.alberta.ca. Should your staff have any questions, they may contact Michael Michalski, Executive Director Financial Operations and Procurement, at 780-427-7516.

Thank you for your partnership to promote safe and secure communities, as together we build a better Alberta for today and into the future.

Sincerely,



Jonathan Denis, QC
Minister

cc: David Wolanski, Municipal Manager, Town of Redcliff

Redcliff Support Services
301 Mitchell Street S.E./ Box 9
Redcliff, Alberta T0J 2P0

Redcliff Support Services 9 th Annual Golf Tournament

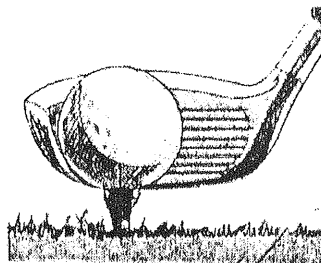
For the past eight years Redcliff Support Services has held a golf tournament at the Redcliff Riverview Golf Course. This event is organized to raise funds for groups such as Victim Services, Rural Crime Watch, Citizens on Patrol, Redcliff Youth Center, Search and Rescue, Community Liaison and Block Parents.

Every year this tournament becomes more popular and we anticipate a great turn out again this year. In order to make this tournament a success it requires many volunteers to help in the planning stages and to assist on the day of the tournament. This year the tournament will be held on Friday, August 23rd, at 1:00 p.m..

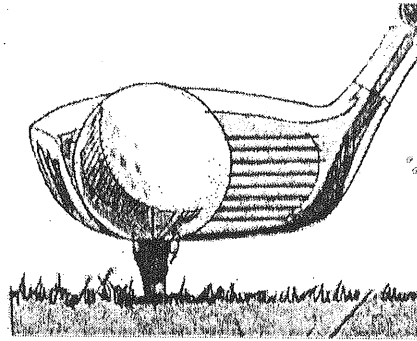
Attached is a letter outlining the available ways for you or your company to be involved in this tournament.

Thanks again for your support in this worthwhile project. If you have any questions please contact Terry Carlson at 403-548-2288.

Thank you from
Redcliff Support Services
Golf Tournament Committee



Redcliff Support Services
301 Mitchell Street S.E. /P.O. Box 9
Redcliff, AB T0J 2P0



Dear Madam or Sir:

Redcliff Support Services are hosting the 9th ANNUAL GOLF TOURNAMENT

DATE: Friday, August 23rd, 2013
LOCATION: Redcliff Riverview Golf Course
TIME: 12:00 noon Lunch / 1:00 p.m. shot gun start
FEE: \$95.00/person (includes 18 holes of golf, power golf cart, lunch, steak dinner and prizes)

Money raised will be donated to the Redcliff Support Services
There are several ways you can assist us in hosting this tournament:

A) Become a Tournament Sponsor:

- **Gold Sponsor** - \$1000 - includes 4 free tickets
- **Silver Sponsor** - \$500 - includes 2 free tickets
- **Bronze Sponsor** - \$250 - includes 1 free ticket

B) Become a Hole Sponsor - \$500 - your business name at the hole and 2 free tickets

C) Become a Participant - There's nothing like a great afternoon of golf!

D) Donate prizes

Any support you can offer will be most appreciated.
Please make cheques payable to: Redcliff Support Services

Tickets will be available for purchase at the Redcliff R.C.M.P. detachment front counter
(301 Mitchell Street S.E. , Redcliff) or call 403-548-2288 for further information.

Thank you for considering our request.
We hope to see you on the golf course!

Tri-Ventures
Box 287
Redcliff, AB ToJ 2Po
502-3035 Wayne/952-3171 Rick

May 23, 2013

To Whom It May Concern:

Re: Application for Land Use Ammendment for Tri Ventures. Please consider our applicaton to change Land Use zoning from Land Use H to Land Use HC-RD on form provided.

Our reasons for changing the zoning are; the purchase of greenhouses that bordered the stated property and a consolidation of all lands to one new title, and a new greenhouse being built.

Thanks for your consideration in this matter.


Rick Wagenaar
Tri Ventures



APPLICATION FOR LAND USE AMENDMENT

Owner of Site: Name: SUNQUEST GROWERS & 955235 ALBERTA LTD
Address: BOX 287 134 SUNRISE ROAD, SW
REDCLIFF, AB MEDICINE HAT, AB
Postal Code: T0J 2P0 T1B 4S2

Agent of Owner: Name: ADAM THOMPSON (BENCHMARK GEOMATICS)
Address: UNIT 105, 2201 BOX SPRINGS BLVD NW
MEDICINE HAT, AB T1C 0C8

Postal Code: _____

Telephone Number 403 527-3970

Existing Land Use Zoning: H

Proposed Land Use Zoning: HC-RD

Municipal Address of Site: _____

Legal Land Description Lot 39 Block 61 Plan 1310076
Enclosures and Attachments: 47 34 121 2279

- ☒ a) Copy of Certificate of Title for Effected lands.
- ☒ b) Evidence that Agent is authorized by Owner.
- ☐ c) Statement of reasons in support of application.
- ☒ d) Vicinity map of an appropriate scale indicating the location of the parcel and its relationship to the existing land uses and developments within 60 m of the parcel boundaries.
- ☐ e) Where application is for a district change to DC – Direct control district a statement explaining why particular control is needed to be exercised over the parcel and why another district is not appropriate.
- ☒ f) Fee, as established by resolution of Town Council, which shall include a standard application fee plus the cost of advertising for the public hearing.

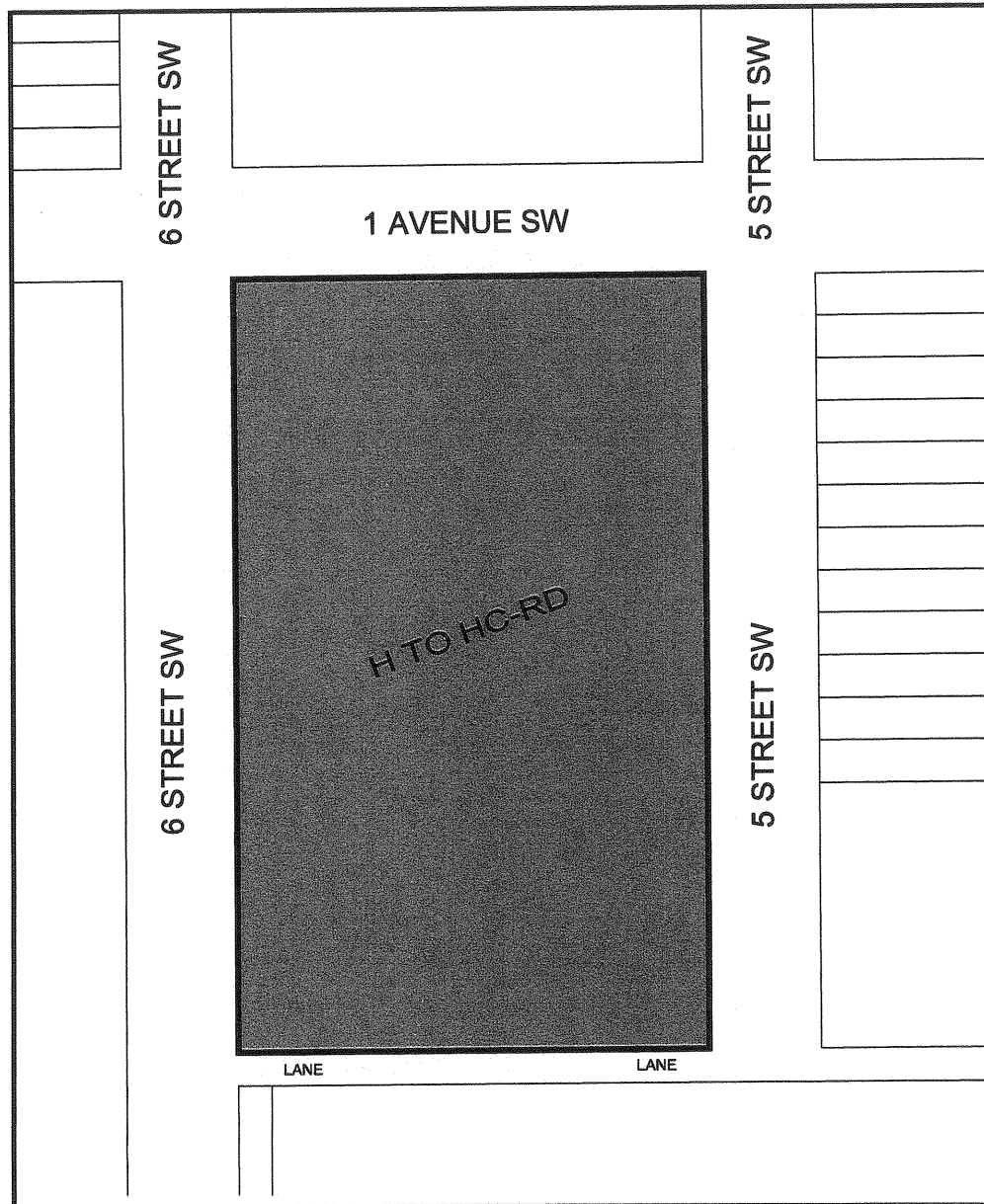
The Municipal Manager in consultation with the Redcliff Planning Board may:

- (a) Refuse to accept an application to amend this Bylaw if the information required by subsection (30) has not been supplied, or
- (b) Consider the application complete without all of the information required by subsection (30), if, in his opinion, a decision can be properly made with the information supplied.

OWNER'S AND/OR OWNER'S AGENT SIGNATURE

May 23, 2013
DATE

SCHEDULE 'B' **LAND USE BYLAW AMENDMENT**



LEGAL DESCRIPTION:
LOT 39, BLOCK 61, PLAN 131 0076
PROPOSED REDESIGNATION:
H (HORTICULTURAL DISTRICT) TO HC-RD
(HORTICULTURAL AND COMMERCIAL MIXED USE RESTRICTED DISTRICT)



Benchmark Geomatics Inc.
 Unit 105, Westside Common
 #2201 Box Springs Boulevard NW
 Medicine Hat, AB T1C 0C8
 Phone (403)527-3970 Fax (403)527-3908

FILE NO. 13020078
SCALE: 1:1000
DATE: MAY 15/13
DRAWN BY: CLF
CHECKED BY: AJT



CERTIFIED COPY OF
CERTIFICATE OF TITLE

LINC SHORT LEGAL
0035 532 580 1310076;61;39

S

TITLE NUMBER: 131 010 085
PLAN OF SURVEY - NEW TITLE
DATE: 10/01/2013

AT THE TIME OF THIS CERTIFICATION

955235 ALBERTA LTD..
OF 134 SUNRISE ROAD SW
MEDICINE HAT
ALBERTA T1B 4S2
AS TO AN UNDIVIDED 1/2 INTEREST

SUNQUEST GROWERS LTD..
OF BOX 287
REDCLIFF
ALBERTA T0J 2P0
AS TO AN UNDIVIDED 1/2 INTEREST

ARE THE OWNERS OF AN ESTATE IN FEE SIMPLE
OF AND IN

PLAN 1310076
BLOCK 61
LOT 39
EXCEPTING THEREOUT ALL MINES AND MINERALS

SUBJECT TO THE ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM UNDER-
WRITTEN OR ENDORSED HEREON, OR WHICH MAY HEREAFTER BE MADE IN THE REGISTER.

ENCUMBRANCES, LIENS & INTERESTS	
REGISTRATION NUMBER	DATE (D/M/Y) PARTICULARS
901 258 472	16/10/1990 UTILITY RIGHT OF WAY GRANTEE - THE CITY OF MEDICINE HAT. " AFFECTS PART OF THIS TITLE "
101 251 395	24/08/2010 MORTGAGE MORTGAGEE - BANK OF MONTREAL. 606-2 STREET SE, MEDICINE HAT ALBERTA T1A0C9 ORIGINAL PRINCIPAL AMOUNT: \$1,181,000 " AFFECTS PART OF THIS TITLE "
101 251 396	24/08/2010 CAVEAT RE : ASSIGNMENT OF RENTS AND LEASES CAVEATOR - BANK OF MONTREAL. 606-2 STREET SE, MEDICINE HAT ALBERTA T1A0C9 AGENT - JONATHAN P TIEMAN " AFFECTS PART OF THIS TITLE "

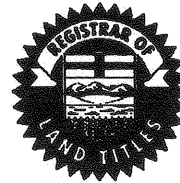
(CONTINUED)

PAGE 2

CERTIFICATE OF TITLE

TITLE NUMBER: 131 010 085

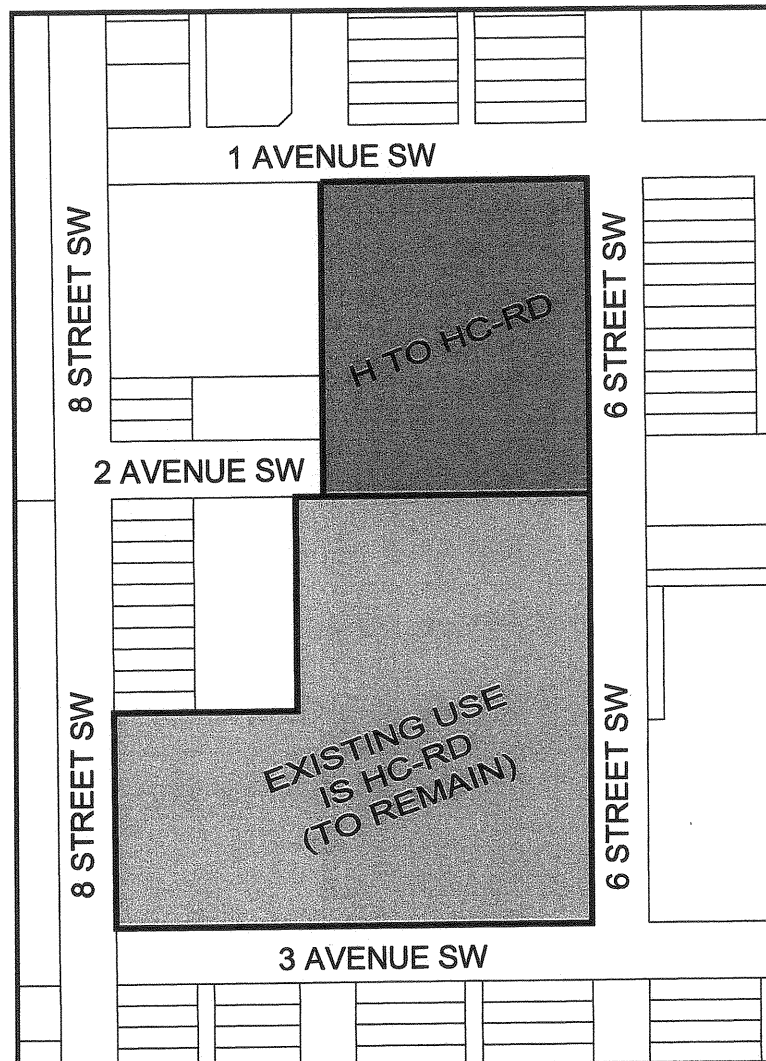
THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF
THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 10 DAY OF JANUARY ,2013



SUPPLEMENTARY INFORMATION

MUNICIPALITY: TOWN OF REDCLIFF
REFERENCE NUMBER:
121 325 557
101 251 394 +1
101 251 394
081 042 003 +2
081 042 003 +1
081 042 003
AREA:
1.19 HECTARES (2.94 ACRES) MORE OR LESS
ATS REFERENCE:
4;6;13;17;SW
4;6;13;8;NW
TOTAL INSTRUMENTS: 003

SCHEDULE 'A'
LAND USE BYLAW AMENDMENT



LEGAL DESCRIPTION:
LOT 47, BLOCK 34, PLAN 121 2279
PROPOSED REDESIGNATION:
H (HORTICULTURAL DISTRICT) TO HC-RD
(HORTICULTURAL AND COMMERCIAL MIXED USE RESTRICTED DISTRICT)



Benchmark Geomatics Inc.
Unit 105, Westside Common
#2201 Box Springs Boulevard NW
Medicine Hat, AB T1C 0C8
Phone (403)527-3970 Fax (403)527-3908

FILE NO. 13020078
SCALE: 1:2000
DATE: FEB 26/13
DRAWN BY: CLF
CHECKED BY: AJT



CERTIFIED COPY OF
CERTIFICATE OF TITLE

LINC SHORT LEGAL
0035 327 899 1212279;34;47

S

TITLE NUMBER: 121 211 415
SUBDIVISION PLAN
DATE: 17/08/2012

AT THE TIME OF THIS CERTIFICATION

955235 ALBERTA LTD..
OF 134 SUNRISE ROAD
MEDICINE HAT
ALBERTA T1B 4S2
AS TO AN UNDIVIDED 1/2 INTEREST

SUNQUEST GROWERS LTD..
OF BOX 287
REDCLIFF
ALBERTA T0J 2P0
AS TO AN UNDIVIDED 1/2 INTEREST

ARE THE OWNERS OF AN ESTATE IN FEE SIMPLE
OF AND IN

PLAN 1212279
BLOCK 34
LOT 47
EXCEPTING THEREOUT ALL MINES AND MINERALS

SUBJECT TO THE ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM UNDER-
WRITTEN OR ENDORSED HEREON, OR WHICH MAY HEREAFTER BE MADE IN THE REGISTER.

ENCUMBRANCES, LIENS & INTERESTS	
REGISTRATION NUMBER	DATE (D/M/Y) PARTICULARS
101 251 395	24/08/2010 MORTGAGE MORTGAGEE - BANK OF MONTREAL. 606-2 STREET SE, MEDICINE HAT ALBERTA T1A0C9 ORIGINAL PRINCIPAL AMOUNT: \$1,181,000 " AFFECTS PART OF THIS TITLE "
101 251 396	24/08/2010 CAVEAT RE : ASSIGNMENT OF RENTS AND LEASES CAVEATOR - BANK OF MONTREAL. 606-2 STREET SE, MEDICINE HAT ALBERTA T1A0C9 AGENT - JONATHAN P TIEMAN " AFFECTS PART OF THIS TITLE "
121 010 725	12/01/2012 MORTGAGE MORTGAGEE - FARM CREDIT CANADA. 2ND FLOOR, 12040-149 STREET NW EDMONTON ALBERTA T5V1P2 ORIGINAL PRINCIPAL AMOUNT: \$2,700,000 " AFFECTS PART OF THIS TITLE "

(CONTINUED)

PAGE 2

CERTIFIED COPY OF
CERTIFICATE OF TITLE

SHORT LEGAL 1212279;34;47
NAME 955235 ALBERTA LTD. ET AL
NUMBER 121 211 415

ENCUMBRANCES, LIENS & INTERESTS
REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

121 010 726 12/01/2012 MORTGAGE
MORTGAGEE - ROBERT Y HASHIGUCHI
MORTGAGEE - TEIKO HASHIGUCHI
BOTH OF:
BOX 1470
REDCLIFF
ALBERTA T0J2P0
ORIGINAL PRINCIPAL AMOUNT: \$43,000
" AFFECTS PART OF THIS TITLE "

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF
THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 17 DAY OF AUGUST ,2012



SUPPLEMENTARY INFORMATION

MUNICIPALITY: TOWN OF REDCLIFF
REFERENCE NUMBER:
121 211 397
121 010 724
121 010 723
121 010 722 +1
121 010 722
071 545 494 +1
071 545 494
AREA:
3.17 HECTARES (7.83 ACRES) MORE OR LESS
ATS REFERENCE:
4;6;13;8;NW
TOTAL INSTRUMENTS: 004

92. H HORTICULTURAL DISTRICT

(1) Purpose

The purpose of this district is to regulate developments involving greenhouses. Residential development in this district is intended to be an owner/operator or other similar unit for greenhouse operations.

(2) Permitted Uses

Greenhouse
Public Utilities

(3) Discretionary Uses – Development Officer

Accessory Building
Accessory Use
Manufactured Home
Modular Home
Single Detached Dwelling

(4) Discretionary Uses – Commission

Mobile Home
Portable Garage and Shelter
Public Building or Quasi-Public Building
Public Utility Building
Shipping Containers
Similar Uses
Tanks and Pressure Vessels

(5) General Requirements

- (a) In addition to the general land use provisions contained in Part VII of this Bylaw, the following provisions as contained within this Section shall apply to every development in this district.

(6) Minimum Requirements

(a) Lot Area

- (i) Single Detached Dwelling: 450 m²
(ii) Other Uses: As required by the Development Authority

(b) Lot Width

- (i) Single Detached Dwelling: 12.0 m, 15.0 m for corner sites
(ii) Other Uses: As required by the Development Authority

(c) **Front Yard Setback**

- (i) Single Detached Dwelling: 6.0 m
- (ii) Greenhouse: 1.5 m
- (iii) Other Uses: 6.0 m or as otherwise required by the Development Authority

(d) **Side Yard Setback**

- (i) Single Detached Dwelling: 1.5 m, 3.0 m on flankage and one (1) unobstructed 3.0 m, where no rear lane is provided.
- (ii) Greenhouse: 1.5 m
- (iii) Accessory buildings: Shall be sited in accordance with Section 40.
- (iv) Other uses: 1.5 m and one (1) unobstructed 3.0 m, where no rear lane is provided.

(e) **Rear Yard Setback**

- (i) Single Detached Dwelling: 6.0 m
- (ii) Greenhouse: 1.5 m
- (iii) Accessory buildings: Shall be sited in accordance with Section 40.
- (iv) Other uses: 7.5 m or as otherwise required by the Development Authority

(7) **Maximum Requirements**

(a) **Building Height**

- (i) Single Detached Dwelling: 11.0 m
- (ii) Greenhouse: 8.5 m
- (iii) Accessory buildings: 4.5 m
- (iv) Other Uses: As required by the Development Authority

(b) **Lot Coverage**

- (i) Greenhouse: As required by the Development Authority
- (ii) Single Detached Dwelling: 45% including accessory buildings

- (iii) Accessory Buildings: 15%
- (iv) Other Uses: 45% including accessory buildings

(8) **Greenhouses**

- (a) No doors in the rear yard are permitted which do not open completely on the site.
- (b) No storage in the front and flankage yards unless it is screened from the public view to the satisfaction of the Development Authority. Materials used shall provide year-round screening.
- (c) Each individual operation shall provide a minimum of 185 m² of storage space to be located upon deeded property and adjacent to the proposed development (the calculation of storage area may not include minimum setback requirements).
- (d) Vehicular parking shall not be permitted in any yard of any principal building if that building is less than 6.0 m from the property line.

(9) **Shipping Containers**

- (a) Shipping Containers within this district are only allowed as an accessory use to a Greenhouse and must meet the requirements in Section 79 of this Bylaw.

(10) **Site Development Requirements**

- (a) The orientation of buildings and site features shall have minimum adverse effects on surrounding residential properties.
- (b) Vehicles entrances and exits shall comply with the regulations established in Section 52 of this Bylaw and be to the satisfaction of the Development Authority.
- (c) Fencing shall comply with the regulations established in Section 56 of this Bylaw and be to the satisfaction of the Development Authority.
- (d) Garbage containers shall comply with the regulations established in Section 58 of this Bylaw and be to the satisfaction of the Development Authority.
- (e) Any application for a discretionary use within 800.0 m of another municipality is required to be circulated to that municipality for comment prior to a decision by the Development Authority for consideration. See Section 61 IDP Urban Referral Requirements.
- (f) Landscaping shall comply with the regulations established in Section 62

of this Bylaw and be to the satisfaction of the Development Authority.

- (g) On-site lighting shall comply with the regulations established in Section 63 of this Bylaw and be to the satisfaction of the Development Authority.
- (h) Outdoor Storage shall comply with the regulations established in Section 67 and 75 of this Bylaw and be to the satisfaction of the Development Authority.
- (i) All approved uses shall meet the parking and loading requirements established in Section 68 of this Bylaw
- (j) Sites abutting a residential district shall be screened from the view of the residential district to the satisfaction of the Development Authority as per Section 75.
- (k) Tanks and Pressure Vessels shall comply with the regulations established in Section 81 of this Bylaw and be to the satisfaction of the Development Authority.

95. HC-RD HORTICULTURAL AND COMMERCIAL MIXED USE RESTRICTED DISTRICT

(1) Purpose

The purpose of this district is to provide for horticultural, commercial and light industrial uses that should not cause adverse impact on nearby residential areas. This Land Use District is located within 300.0 m of the disposal area of a non-operating landfill and consent has not been received from the Deputy Minister of Alberta Environment to vary Section 13(3) of the Subdivision and Development Regulations to issue Development Permits for a school, hospital, food establishment or residences. These types of development and uses are not permitted in this Land Use District.

Note: Refer to the map located in subsection (8) below and in Part IX, Land Use District Maps for identification of the 300.0 m setback distance boundary from a non-operating landfill.

(2) Permitted Uses

Art and Craft Studio
Car Wash
Fitness Centre
Greenhouse
Household Service
Office
Personal Service
Pet Care Service
Public Utilities
Veterinary Clinic – Small Animal

(3) Discretionary Uses – Development Officer

Accessory Building
Accessory Use
Automotive Paint and Body Shop
Automotive Repair and Service Shop
Automotive Sales and Rental
Building Supplies
Gas Bar
Liquor Store
Portable Garage and Shelter
Public Building or Quasi-Public Building
Public Utility Building
Recreational Vehicle Sales, Service or Rental
Research Facility
Retail Store (no food sales)
Service Station
Storage Yard-Mini Storage
Trade and Contractor Service
Warehouse (no food storage)

Warehouse Store (no food storage)

(4) **Discretionary Uses - Commission**

Tanks and Pressure Vessels
Shipping Containers
Recycling Facility
Similar Use

(5) **General Requirements**

- (a) In addition to the general land use provisions contained in Part VII of this Bylaw, the following provisions as contained within this Section shall apply to every development in this district.

(6) **Minimum Requirements**

(a) **Lot Area**

- (i) Service Station and Gas Bar: 929 m²
(ii) Other Uses: 650 m² or as otherwise required by the Development Authority

(b) **Lot Width**

- (i) Service Station and Gas Bar: 30.0 m
(ii) Other Uses: 20.0 m or as otherwise required by the Development Authority

(c) **Front Yard Setback**

- (i) 6.0 m or as required by the Development Authority
(ii) Greenhouse: 1.5 m

(d) **Side Yard Setback**

- (i) Greenhouse: 1.5 m
(ii) Accessory buildings: Shall be sited in accordance with Section 40.
(iii) Other uses: 3.0 m and one (1) unobstructed 6.0 m, where no rear lane is provided.

(e) **Rear Yard Setback**

- (i) 7.5 m or as otherwise required by the Development Authority

- (ii) Greenhouse: 1.5 m
- (iii) Accessory buildings: Shall be sited in accordance with Section 40.

(7) **Maximum Requirements**

(a) **Building Height**

- (i) 8.5 m or as otherwise required by the Development Authority
- (ii) Accessory buildings: 4.5 m

(b) **Lot Coverage**

- (i) Greenhouse: As required by the Development Authority
- (i) Principal Buildings: 50% including accessory buildings
- (ii) Accessory Buildings: 15%

(8) **Reduced Landfill Setback**

- (a) Refer to the map located below and in Part IX, Land Use District Maps for identification of the 300.0 m setback distance boundary from the non-operating landfill located within the Town of Redcliff.
- (b) In accordance with Section 13(5) of the Subdivision and Development Regulation, parcels of land in this Land Use District has not received consent from the Deputy Minister of Alberta Environment to vary Section 13(3) of the Subdivision and Development Regulations to issue Development Permits for a school, hospital, food establishment or residence within the 300.0 m setback distance from a non-operating landfill. These types of development and uses are not permitted in this Land Use District.



Legend:

Old landfill site

300.0 m setback

(9) **Greenhouses**

- (a) No doors in the rear yard are permitted which do not open completely on the site.
- (b) No storage in the front and flankage yards unless it is screened from the public view to the satisfaction of the Development Authority. Materials used shall provide year-round screening.
- (c) Each individual operation shall provide a minimum of 185 m² of storage space to be located upon deeded property and adjacent to the proposed development (the calculation of storage area may not include minimum setback requirements).
- (d) Vehicular parking shall not be permitted in any yard of any principal building if that building is less than 6.0 m from the property line.

(10) **Shipping Containers**

- (a) Shipping Containers within this district are only allowed as an accessory use to a Greenhouse and must meet the requirements in Section 79 of this Bylaw.

(11) **Site Development Requirements**

- (a) The orientation of buildings and site features shall have minimum adverse effects on surrounding residential properties.
- (b) Vehicles entrances and exits shall comply with the regulations established in Section 52 of this Bylaw and be to the satisfaction of the Development Authority.
- (c) Fencing shall comply with the regulations established in Section 56 of this Bylaw and be to the satisfaction of the Development Authority.
- (d) Garbage containers shall comply with the regulations established in Section 58 of this Bylaw and be to the satisfaction of the Development Authority.
- (e) Any application for a discretionary use within 800.0 m of another municipality is required to be circulated to that municipality for comment prior to a decision by the Development Authority for consideration. See Section 61 IDP Urban Referral Requirements.
- (f) Landscaping shall comply with the regulations established in Section 62 of this Bylaw and be to the satisfaction of the Development Authority.
- (g) On-site lighting shall comply with the regulations established in Section 63 of this Bylaw and be to the satisfaction of the Development Authority.
- (h) Outdoor Storage shall comply with the regulations established in Section 67 and 75 of this Bylaw and be to the satisfaction of the Development Authority.
- (i) All approved uses shall meet the parking and loading requirements established in Section 68 of this Bylaw
- (j) Sites abutting a residential district shall be screened from the view of the residential district to the satisfaction of the Development Authority as per Section 75.
- (k) Tanks and Pressure Vessels shall comply with the regulations established in Section 81 of this Bylaw and be to the satisfaction of the Development Authority.

**BYLAW NO. 1755/2013
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 AMENDING BYLAW 1698/2011 BEING THE REDCLIFF LAND USE BYLAW:

WHEREAS the lands described as

Legal Description

Lot 39, Block 61, Plan 1310076

Civic Address

105 6 Street SW

(herein referred to as "Subject Land A", is presently designated H Horticultural District and HC-RD Horticultural and Commercial Mixes Use Restricted District under the Town of Redcliff Land Use Bylaw;

and

Legal Description

Lot 47, Block 34, Plan 1212279

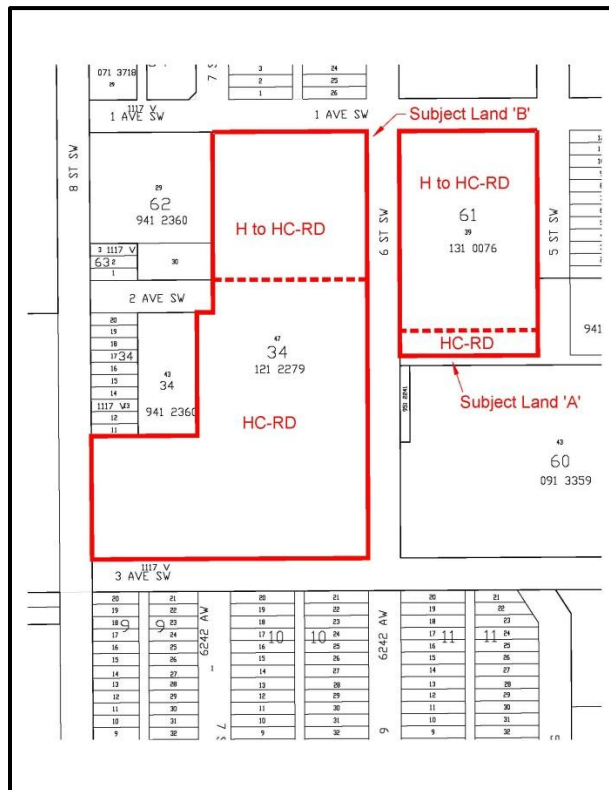
Civic Address

221 8 Street SW

(herein referred to as "Subject Land B"), is presently designated H Horticultural District and HC-RD Horticultural and Commercial Mixes Use Restricted District; under the Town of Redcliff Land Use Bylaw;

AND WHEREAS certain lands were recently consolidated which created parcels with more than one land use designation and it is appropriate to have one land use designation per parcel;

AND WHEREAS it is proposed that 'Subject Land A' and 'Subject Land B' be designated HC-RD Horticultural and Commercial Mixed Use Restricted District. 'Subject Land A' and 'Subject Land B' are located as indicated on the following map.



AND WHEREAS copies of this bylaw and related documents were made available for inspection by the Public at the Municipal Office as required by the Municipal Government Act R.S.A. 2000, Ch. M-26;

AND WHEREAS a public hearing with respect to this bylaw was held in the Council Chambers at the Town of Redcliff on the _____ day of _____, A.D. 2013.

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

1. This bylaw may be cited as the Town of Redcliff Land Use Amending Bylaw 1755/2013.
2. The land described as

Legal Description

Lot 39, Block 61, Plan 1310076

Lot 47, Block 34, Plan 1212279

Civic Address

105 6 Street SW

221 8 Street SW

is hereby designated HC-RD Horticultural and Commercial Mixed Use Restricted District.

3. This bylaw shall come into force on the date of final reading and signing thereof.

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

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

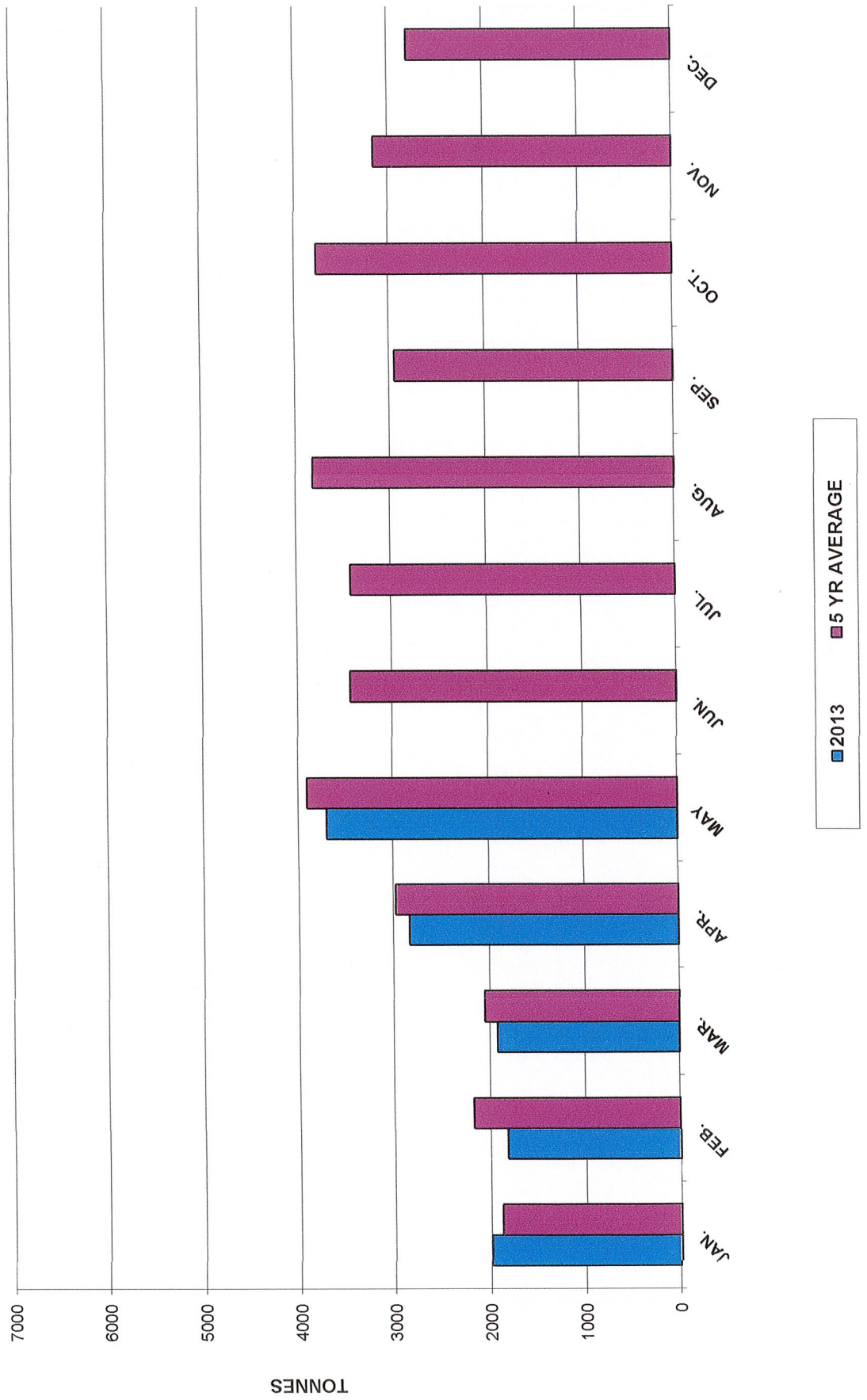
READ a third time this the _____ day of _____, 2013.

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

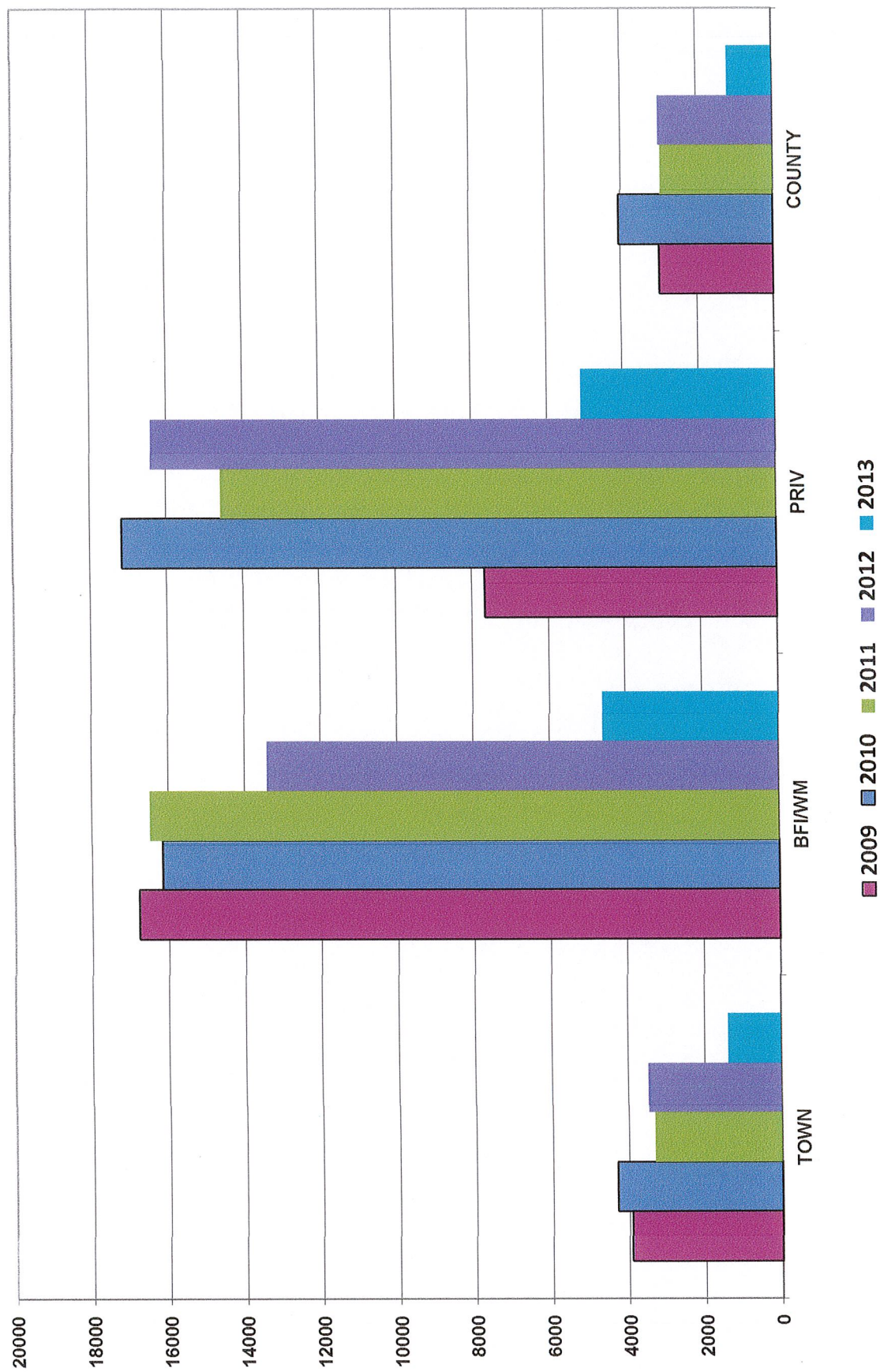
MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

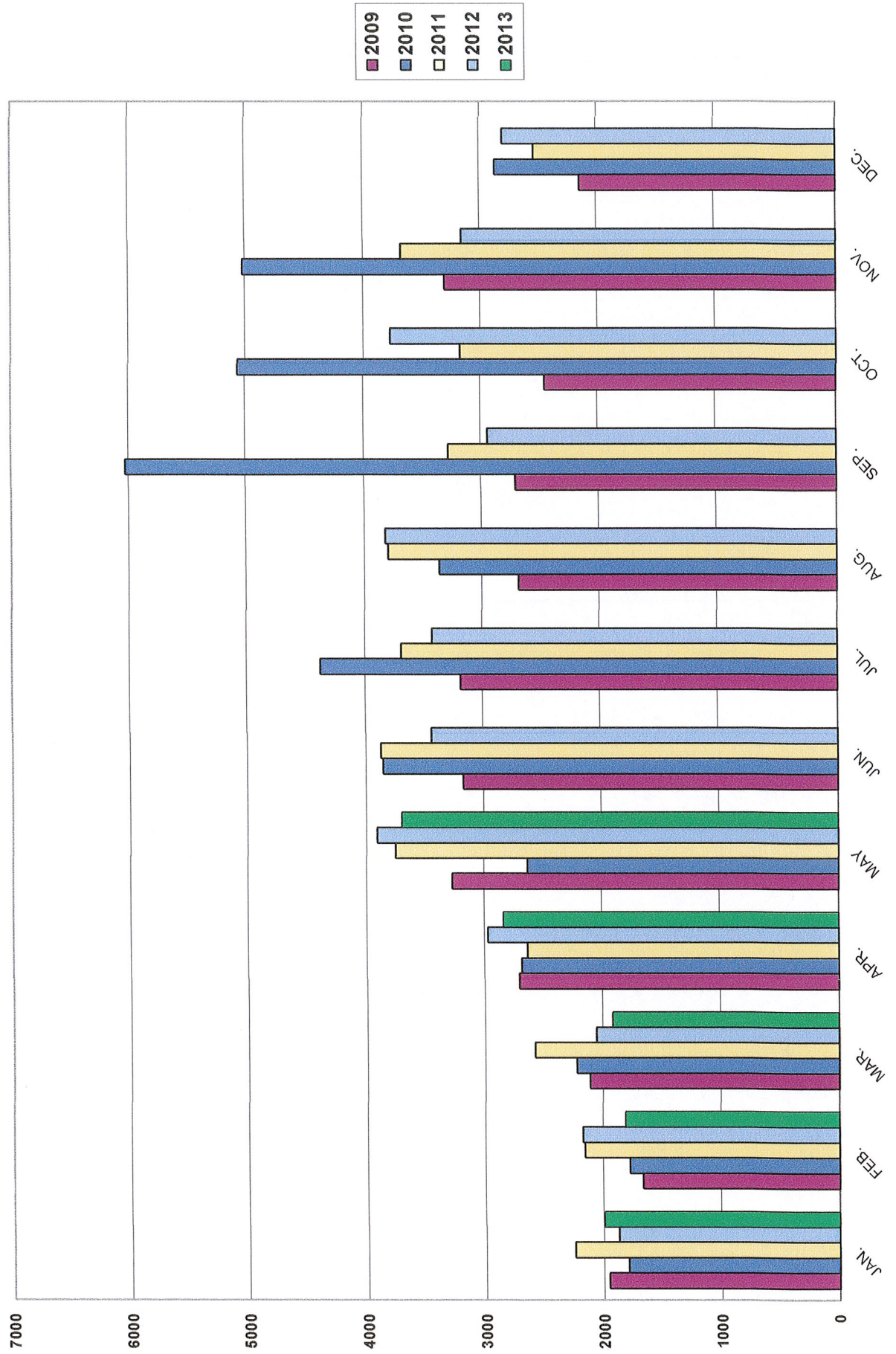
REDCLIFF/CYPRESS REGIONAL LANDFILL 2013 VS 5 YEAR AVERAGE TO MAY 31, 2013



REDCLIFF/CYPRESS REGIONAL LANDFILL DELIVERIES BY SOURCE 2009 - 2013 TO MAY 31, 2013



REDCLIFF/CYPRESS REGIONAL LANDFILL DELIVERIES IN TONNES 2009-2013 TO MAY 31, 2013



Municipal Manager's Report
Monday, June 24, 2013

NOTE: This report will be somewhat limited due to the time restraints in dealing with the flooding.

Water Treatment Plant

Meeting was held on May 29th where MPE presented their progress on the design of the new plant.

There was significant discussion on the design and specs for the plant. They are waiting on final specs from suppliers of the major systems in order to get closer to their final designs. Meetings are anticipated over the summer as we get closer to a final design. They are anticipating a fall tender for the plant with construction starting in the spring of 2014 with a 12-18 month estimated construction schedule.

Municipal Inspection

As I had informed Council previously, upon return from my vacation I contacted Municipal Affairs who informed me that the report is still going through their processes and they do not have a report release date as of yet. I am worried about how these latest events in regards to flooding will affect the department and if it will cause further delays.

Emergency Management

The consultant visited the municipality and region over the last few weeks working on the HRVA (Hazards, Risk, Vulnerability, Assessment). The final report is scheduled to be completed by the end of the month. This piece will be shared with Council for their information and it will also be a huge part of the overall development of the Municipal Emergency Management Plan and Regional Plan that will be developed and brought to Council for approval.

In regards to the MEMP and REMP, the tender has closed and we will be choosing the consultant as a committee on Friday, June 21. It appears that all the work from both consultants will be well within budget and all be covered by the grant from the Regional Collaboration Grant from the Province.

New Fire Department Repeater/Communications

The repeater has been installed and is operational. My discussions with several on the department, including the Chief, indicate that this has been a tremendous improvement!

Finance and Administration

Taxation

- Property taxes are due June 28th (the last business day of June)
- A tax penalty will be applied to all accounts not paid on June 29th in the amount of 5%
- The deadline to file an assessment appeal is July 24, 2013

Utilities

- Utility disconnections are scheduled for the first week of July, for March and April arrears
- Utility bills for the May and June billing period are scheduled for release in mid-July

Local Improvement Issue

Our administrative and legal teams have developed a plan for the conversion of certain local improvement bylaws. The first drafts of a bylaw and other materials will be ready for presentation at the July Committee of the Whole meeting.

Request for Proposals

The Finance and Administration team is in the process of developing request for proposals for both assessment and audit services. The planned timeline for these projects would see them brought to Council for authorization to sign in July or August.

Public Services

Water and Sewer Utilities

- Annual fire hydrant flushing continues into June and should be wrapped up shortly.
- Annual sanitary sewer flushing program was completed in May. The program involves flushing all sanitary sewer lines on a bi-annual basis.
- Approximately 8 curb stops to residential properties were repaired
- One sanitary sewer lift station and one storm pond lift station each had pump failures and staff were required to remove pumps and send in for repair

Municipal Works

- Grading and repairs to back alleys has been a priority for staff the past few weeks and will continue for several more weeks until completed.
- Our shipment of new garbage bin lids has arrived and a significant amount of lid replacements were completed in the past few weeks. We are also expecting a shipment of 45 new 3yd. garbage bins in the next week.
- Crosswalk and parking lines have all been painted throughout the community. We are now waiting for a contractor to complete the traffic line painting on our main thoroughfares.
- Staff will be completing several more sanitary sewer service line repairs that have been identified as problems for property owners.
- Our garbage truck is currently out of service as we await the arrival of two large hydraulic cylinders for the packer unit on the back of the truck. We are currently utilizing our older truck to maintain service.

Parks and Recreation

- Repairs to the Lions Water Park have been completed and the facility has been opened for the season.
- The upgrade to the Aquatic Centre has gone very well and the pool was opened on June 1. Staff are currently learning the new mechanical and pool water treatment system . Several minor issues have been experienced, however, the contractor Watson Pools has been very cooperative in walking our staff through any problems they have had.
- Staff installed 14 new camp stoves in the campground which has been well used by travellers this spring.
- The new 60 niche columbarium has been installed at the Redcliff Cemetery.
- Staff have been busy and have done an excellent job preparing for another year of Redcliff Days.
- Herbicide applications for the control of dandelions in our parks and greenspaces has been put on hold as we do not have a licensed applicator currently on staff. We will resume the applications as soon as possible.
- Two seasonal labourer vacancies have recently been filled. Nick Van der Sloot and Danielle Ferneti have been selected to fill those vacancies. These vacancies have created an extra burden on our parks staff who have done an admiral job the past few weeks while being shorthanded during their busiest time of year.

Landfill

- The recent rains continue to be in issue for our staff and an inconvenience for our customers, but overall things have been going well.
- Ridgeline Greenfill and our staff are preparing to transfer approximately 20,000 cubic meters of soil that was treated on the Ridgeline site and is now ready for us to use as cover material.

Community Services

Communities Choosewell Intern

Alberta Health Services submitted an application to the Serving Communities Internship Program (SCIP) at the request of Community Services. An intern was selected and will be assisting Alberta Health Services in June and Community Services in July.

The intern has weekly activities planned for Redcliff youth and families. Activities will be advertised before school ends and will begin at Canada Day.

Redcliff Days

Redcliff Days was very well attended and positive feedback was received from almost everyone. As always there are some adjustments that can be made but everything went quite smoothly.

The Movie in the Park was not held during Redcliff Days as it is often raining on the Friday, so the movie will be held later in the summer, most likely Saturday, July 20. The Choosewell Intern has plans for some activities prior to the movie.

Program Attendance

In 2012, 248 people participated in Community Services programs; this year, as of mid-June, there were 242 participants.

Engineering

Eastside Phase 1 Parks & Landscape:

- Waiting for Grass Root Landscaping for project start-up meeting. No project kick-off date has been scheduled by the Grass-Root Landscaping.
- Public Services Department has completed Parks grading work which was planned to carry out in-house.
- Cut and fill elevations checked with survey work

Sanitary Systems Evaluation Study:

- No further updates. Report is in for discussion with Committee of the Whole meeting

Water Treatment Plant, Raw water pump station and pipeline upgrades

Pump Station Upgrade:

- Roof demo at old pump station building, mechanical and electrical components removal completed.
- The temporary raw water pumping system in operation. Water Plant operators monitor the water level in reservoirs. Two temporary are currently installed and are fulfilling the raw water demand. A slot for third pump is provided by Contractor and a third pump will be installed whenever required.
- Pump station walls and columns concrete completed. While wall concreting SE corner of the Pump Station existing block wall bow out a bit. Carver installed the outer bracing and supports. MPE has scheduled the structural engineer for site visit and remedial work will be carried out as per the Structural engineer's recommendation for strengthening the SE corner of the block wall.
- Suspended slab concreting is planned for next week.
- Pumps are scheduled to be delivered at site by the end of this month.
- Frame, walls and roof work in Old pump station building in progress.
- Masonry block work in generator building will be installed on next week.
- Electrical trenching is planned to be completed this week.
- Contractor is not having any issue with trespassers on site.
- Next bi-weekly pump station site meetings scheduled for Jun 19, 2013.

Rawwater pipe line and Water Treatment Plant :

- Project start-up meeting happened on Jun 04, 2013.
- L.W Dennis planned to start work in the week of Jun 17, 2013.
- L.W Dennis planned to attempt Directional Drilling Work on River Road first if it went fine then will start open cut at the pump station end.
- L.W Dennis will install all safety signage, fencing and other traffic control measures.
- Town has provided a copy to MPE for existing agreements with private property owners to abide by the conditions mentioned in the agreement.

- Pipes have been delivered at site.

2013 Capital Projects:

- Town has received and open tenders in public on June 05th.
- Town Council has been informed of the results on June 10th meeting.
- An award letter will be forwarded to contractor

Other Miscellaneous:

- Eastside Stormwater Master Plan Revision in progress.
- South Rock has completed the crack sealing work on River Valley Trail.
- Final FAC will be signed once all deficiencies are cleared including Westside Top lift Paving and slope protection projects.
- Arc Publisher (add on for GIS) has been purchased to meet with the map preparation requirements.
- Review of BMX track safety problems in progress. Drainage issue has been noticed and existing gas distribution lines exist. Engineering is in contact with City gas for their requirements. Preliminary investigation and survey work in progress.
- On-going map updates and GIS data collection.
- Mitchell St & Broadway Ave Intersection SE corner merge/dedicated right turn lane review in progress.

Legislative and Land Services

- Ongoing inquiries re: land sales, development & subdivision. Increased number of inquiries relating to the Eastside lots.
- Ongoing enforcement issues of non-permitted development (ie. Signs) and older files.
- The Development Permit Application from Red Hat Cooperative Development for entrances on Mitchell Street was considered at the Municipal Planning Commission meeting of June 19, 2013 and approved with conditions.
- No further information available at this time with regard to resolution of utilities on 22 – 2nd St. SE.
- Utility Right of Way Agreement and Temporary Work Space Agreement for the Raw Water Pipeline Upgrade Project have been accepted and registered at Land Titles.
- Board Vacancies: Subdivision and Development Appeal Board, Family & Community Services Board, Recreation Services Board, Redcliff Public Library.
- Preparation for Council / Staff / Firefighters Golf Event on June 21, 2013.
- Review of the Dangerous Good Route Bylaw. Requesting extension to renew 5 year approval from Alberta Transportation which expires August 18, 2013. Bylaw will be reviewed and presented to future Committee of the Whole or Council for consideration of amendments, if any.
- Initiated review for disposal of any surplus assets.

Municipal Manager's Report
Monday, July 15, 2013

NOTE: This report will be somewhat limited due to the time restraints in dealing with the flooding.

Municipal Inspection

Municipal Affairs has contacted the Town indicating that the report is still going through their processes.

Emergency Management

The Hazards, Risk, Vulnerability Assessment is nearing completion by the consultant. These will be presented to Council for information once the final report is completed. This was delayed slightly, not by the consultant but by the Regional partners as we dealt flooding.

In regards to the MEMP and REMP, the tender has closed and the successful consultant has been chosen. ERM (Emergency Response Management Consulting) out of Edmonton was the successful proponent. All work on the MEMP, REMP, and HRVA fell within budget and will be covered by the grant from the Regional Collaboration Grant from the Province.

Finance and Administration

Tax Collection

As of Tax Day June 28th 2013 the Town of Redcliff had collected 82% of current taxes. This statistic is down slightly from 2012 where by tax day 84% of current taxes had been collected. Tax collection activities are ongoing.

RCMP Lease

Fully executed lease agreements are now in place for the Protective Services Building. Final reconciliations are nearly complete and funds should be forwarded shortly

Audit & Assessment Service Request for Proposals

RFP's for both audit and assessment services are being prepared and will be released this month. The requests will be open for about a month and I anticipate being able to bring request for decisions to sign contracts to the August Council Meeting.

Schedule Items:

July 2nd – Tax Penalty	A 5% penalty will be imposed on the current levy of any outstanding roll
------------------------	--

July 14th – Utility Billing	Bills for water, sewer and garbage service for May & June
-----------------------------	---

Public Services

Water and Sewer Utilities

Staff have been consumed for the past several weeks with both the flooding situation with our pumphouse and the extreme rain event on July 6.

Water meter reading for the period of May-June was also completed but not without challenges due to other events going on.

The pump for the Highway Ave. sanitary sewer lift station reported down last month has been repaired and re-installed. The N.W. Storm Pond lift pump also reported down last month is still awaiting repairs and has not yet been returned for re-installation.

Municipal Works

These staff have also been busy for the past several weeks with the flooding situation and the extreme rain event on July 6.

Two residential sanitary sewer service lines and one water service line that have been identified as problems for residents have been repaired during the month.

The garbage truck reported out of service last month is still awaiting resolution. The two large hydraulic replacement cylinders were sent in error and the body manufacturer is having difficulty supplying the correct cylinders.

Parks and Recreation

The parks and recreation staff continue to have a busy summer maintaining facilities, parks and greenspaces.

The June flood created some minor damages to the River Valley Park and trails. A significant amount of cleanup and debris removal was required. Further assessment to the trail system will be required to determine additional damages.

The Medicine Hat Little League Baseball Association has relocated several major baseball tournaments to Redcliff as a result of their facilities receiving flood damage. Staff have been busy ensuring that our facilities are well prepared for the events that are expected to bring a significant amount of people to our community from around the province.

Landfill

Nothing significant to report at this time.

Community Services

CANADA DAY

Canada Day Celebrations were held at Lions Park from 9 am - 4 pm. There was food, music, giveaways, clowns, cotton candy, facepainting and other activities throughout the day. There were fewer people than usual in attendance this year. The heat may have been a factor, but the fact that it was a long weekend made it difficult to find entertainers this year. (Medicine Hat had fewer people as well, apparently, until late in the afternoon before the Sandfly festival started).

COMMUNITIES CHOOSEWELL

The Communities ChooseWell program kicked off at Canada Day. Coordinator, Kayla Hammel, had a booth set up to distribute information and provide some activities. Several people signed up for the nutrition. Kayla will be working with Community Services to provide in Redcliff in July

MOVIE IN THE PARK

The Movie in the Park featuring "The Croods" will be held on Saturday, July 20 in Lions Park. The entertainment starts at 8 pm, the movie starts at 10 pm. Gordon Memorial United Church will provide a concession.

YOGA PLAYDATES and ART CLASSES

Registration is going well.

Engineering

Eastside Phase 1 Parks & Landscape:

- Construction in progress.
- Topsoil work in the park has been completed.
- Potable service tie-in completed.
- Irrigation main installation and branch lines within park on going.

Sanitary Systems Evaluation Study:

- No further updates. Report is in for discussion with Committee of the Whole meeting

Water Treatment Plant, Raw water pump station and pipeline upgrades

Pump Station Upgrade:

- Senior Structural Engineer from MPE visited the old pump station building and provided a report of his findings. No major impact on the building happened during flooding. Some minor works recommended to be carried out.
- Carver has resumed their work after flooding and installing rebars for Structural slab. The concrete will be poured on Wednesday July 10, 2013
- MPE will inspect rebar before the pour and AMEC will test the concrete before pour and take samples.
- Carver has planned to install the new pumps next week.
- The temporary pumping system in operation. Water Plant operators monitor the water level in reservoir and following up with the Carver. For temporary pumping, one small and two big pumps are currently operational. Carver is waiting for 3rd pump to replace the smaller one which was sent for repair during flooding. 3rd pump will be installed on Thursday July 11th and a 4th pump (spare) will also be available next week after the repair.
- Electrical wiring and block work s in progress in the generator building.
- The project completion is still targeted for middle of August.

Rawwater pipe line and Water Treatment Plant :

- L.W Dennis (Contractor) originally planned to start work in the week of Jun 17, 2013 but due to flooding work was delayed and will be started on July 10, 2013.
- Pipe material brought to site and machines have been mobilized.
- The Contractor has provided traffic accommodation plan to Town and will install all safety signage, fencing and other traffic control measures as per the approved plan.
- The Contractor has provided schedule to Town and the completion of the work is planned for the week of Sep 09, 2013.
- Town has provided a copy to MPE for existing agreements with private property owners to abide by the conditions mentioned in the agreement.

2013 Capital Projects:

- Construction bonds received from Transit Paving and contract documents have been prepared for signing from the Town and the Contractor.
- For Construction drawing updates in progress.
- Project start-up meeting is expected in a couple of weeks.

Other Miscellaneous:

- Post Flood related damages review and estimate preparation.
- Final FAC will be signed once all deficiencies are cleared including Westside Top lift Paving and slope protection projects.
- Arc Publisher (add on for GIS) installation in progress.
- Review of BMX track safety problems in progress. Drawing for drainage swale prepared and passed to Public Services for construction whenever possible.
- On-going map updates and GIS data collection.
- Mitchell St & Broadway Ave Intersection SE corner merge/dedicated right turn lane review in progress.
- Eastside Stormwater Master Plan Revision update in progress.

Legislative and Land Services

- Ongoing inquires re: land sales, development & subdivision. Two pending sales in Eastside area.
- Ongoing enforcement issues of non-permitted development and older files.
- Board Vacancies: Subdivision and Development Appeal Board, Family & Community Services Board, Recreation Services Board, Redcliff Public Library.
- New date for Council / Staff / Firefighters Golf Event is July 23, 2013.
- Rec-Tangle Insurance Claim & Redcliff Aquatic Centre Insurance Claim payments have been received.
- 2013 Municipal Election Nomination Packages will be available in early August.
- Manager of Legislative & Land Services on holidays from July 2-5, July 15-19 & August 6-14.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: June 24, 2013

PROPOSED BY: David Wolanski, Municipal Manager

TOPIC: Highway of Heroes

PROPOSAL: Consider seeking permission to rename the portion of Hwy 1 through Redcliff

BACKGROUND:

Council received a letter a few weeks back asking for the Town of Redcliff to consider renaming the portion of Hwy 1 through Redcliff as "Highway of Heroes" in support of all those who valiantly defend or have defended our freedoms around the world.

Council asked that I seek more information from Alberta Transportation regarding our ability to do this as well as discuss the idea with Municipal partners.

In speaking with Alberta Transportation, they have indicated that the Town simply has to make application to them in order to have it renamed and that the Minister would consider the request. The City of Medicine Hat recently passed a motion to submit application to Alberta Transportation to have this done.

The only information I have yet to secure is the responsibility for the installation and maintenance of any signs required which I hope to have for the meeting in which this is considered. Even if the Town is responsible it would be my recommendation to proceed.

OPTIONS:

1. Make application to Alberta Transportation to have the Hwy through Redcliff renamed "Highway of Heroes".
2. Do not make application to Alberta Transportation to have the Hwy renamed.

RECOMMENDATION:

Option 1.

SUGGESTED MOTION(S):

1. Councillor _____ moved that administration make application to Alberta Transportation requesting permission to have the portion of the Trans-Canada Highway that runs through Redcliff renamed "Highway of Heroes".
2. Councillor _____ moved that no action be taken in regards to renaming the portion of the Trans-Canada Highway that runs through Redcliff.

SUBMITTED BY: _____
Department Head


Municipal Manager

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

MAY 01 2013

The Canadian Army Veterans Motorcycle Units (C.A.V.)



Trina Murray
PO Box 118
Ralston, AB T0J 2N0

Mayor Robert Hazelaar
Mayor's Office
1 – 3rd Street NE
Redcliff, AB T0J 2P0

April 26, 2013

PROPOSAL TO HAVE A SECTION OF ALBERTA'S TRANS CANADA HIGHWAY RE-DEDICATED AS "HIGHWAY OF HEROES"

GENERAL

1. Coriano Ridge, 3rd CAV (Canadian Army Veterans Motorcycle Unit), would like to request your support in having the portion of the Trans Canada Highway that runs through the Town of Redcliff and surrounding areas (Dunmore and Medicine Hat) re-dedicated as the "Highway of Heroes".
2. During the War on Terrorism in Afghanistan, Canada has lost 158 Army, Navy and Air Force men and women. Seventeen of these brave and heroic soldiers, who gave their lives trying to enrich the Afghan way of life, and to attempt to keep terrorism from reaching our great country of Canada, were from the Wild Rose Country of Alberta. They are Alberta's heroes; as are their families, our Alberta's Silver Cross families. As I'm sure you are aware, Stephan Stock was from Medicine Hat and we are proud to have welcomed his parents, David and Leona Stock, into our local CAV unit as Silver Cross members.
3. In addition to our Canadian Military, let us not forget the heroes in our own communities; the First Responders – this includes law enforcement, fire fighting personnel and paramedics; and the everyday citizen who puts themselves in harms way to save the life of another. There are more of these than are ever recognized publicly. They too are Alberta's heroes and would be recognized by this initiative.

AIM

4. The aim of this request is to have the Town of Redcliff recognize these heroes publicly by re-dedicating their portion of the Trans Canada Highway as the "Highway of Heroes". It is the intent of the Canadian Army Veterans Motorcycle Unit (CAV) to have each and every province re-dedicate their stretch of the Trans Canada, the only road that connects us all as Canadians from coast to coast, as the Highway of Heroes. These heroes should never be forgotten and this would enable each and every one of us as Canadians to remember.

THE CANADIAN ARMY VETERANS MOTORCYCLE UNITS (CAV)

5. The CAV began 10 years ago, in 2003, when two injured Canadian Forces Veterans met in a parking lot in Kingston, ON while attending a local Ride for Dad. Since that time, our organization has evolved from 2 members to over 1700 members in over 70 cities nationwide, as well as in the United States and Europe. Our organization consists of both Veterans and Supporters and our local units are named in tribute to Canadian Battle honours. Our mission is to provide our members with a Unit to continue to service to each other and our communities and country. We are not a gang - we are a brotherhood, mounted on motorcycles of all shapes, sizes and origins with one common goal – to “ride and have fun while helping others.”

6. Enlisted in our CAV family are many proud Canadians who represent the best our country has to offer. We ride proudly with an “Honourary Rider in Chief to Veterans”, Rick Hillier – the Big Cod – the past Chief of Defense Staff for our nations Military; Dave “Kickstand” Sopha, the artist of the Portraits of Honour; and many others whose names are not well known.

7. We ride in 3 formations; 1st CAV in Central Canada (Quebec City to Winnipeg); 2nd CAV (Quebec City to Newfoundland); and 3rd CAV in Western Canada (Winnipeg to Vancouver Island). We wear a black vest in mourning of those who have fallen with a single “CAV” crest to identify our organization on our backs.

HIGHWAY OF HEROES HISTORY NATIONWIDE

8. Ontario designated Highway 401 from Glen Miller Road in Trenton to Don Valley Parkway the original Highway of Heroes. This is the portion of the highway travelled by funeral convoys for fallen, repatriated, CF personnel from CFB Trenton to the coroner’s office in Toronto. It was hoped that the new highway designation would encourage Canadians to reflect upon the sacrifices that our Armed Forces have made.

9. British Columbia re-dedicated the Trans Canada Highway from Langley to Abbotsford on 9 June 2011 in conjunction with 3rd CAV’s Ride for the Fallen.

10. Saskatchewan re-dedicated the Trans Canada Highway from Moose Jaw to Regina on 9 November 2011.

11. Manitoba re-dedicated the Trans Canada Highway from Winnipeg to Brandon on 8 June 2012.

12. New Brunswick’s re-dedication took place on 12 August 2012 and it runs the entire 900 km of the Trans Canada within the province.

13. Quebec and Nova Scotia are currently reviewing the proposals received from CAV members to re-dedicate their portions of the Trans Canada as well.

14. In 2012, I personally wrote the (at the time) Alberta Minister of Transportation, Mr. Ray Danyluk, proposing that Alberta consider being the 3rd province to recognize our heroes, military and civilian alike. His response was that Alberta already had a Veteran’s Highway but that “our department allows urban municipalities to name provincial highways that run through them” and

that I wish to contact the cities of Medicine Hat and Calgary about naming their portions of Highway 1.

EXECUTION

15. Coriano Ridge is very interested in working with the Town of Redcliff, and the Province of Alberta, to eventually establish a nationwide Highway of Heroes.

16. The cost to recognize our Canadian heroes does not have to be exuberant. Most other locations have simply erected two (to four) signs identifying the designated portion of highway. My personal suggestion is a sign erected at the furthest east boundary of Cypress County and another at the west boundary. Another suggestion brought forward was having a sign affixed to the College Avenue/Southridge Drive overpass simply stating "you are travelling Alberta's Highway of Heroes".

PROPOSED SEQUENCE OF EVENTS

17. We would appreciate the opportunity to provide you/and or your council with any additional information you may require to consider this decision and are willing to make ourselves available at your earliest convenience.

18. Once approved, an additional meeting would be required to:

- a. Plan the process and establish the required efforts which will be needed in order to meet the goal, hopefully by end of summer 2013, if not earlier;
- b. Establish awareness with the media to let the people of Medicine Hat, Alberta and Canada know of the initiative and encourage them to support and/or participate in the dedication; and
- c. Discuss the design and location for the signs indicating the section to be dedicated as "The Highway of Heroes".

19. We thank you in advance for taking the time to read our proposal and we look forward to the opportunity to meet with you to further discuss this request. You may contact me by any of the means listed below to set up an appointment at your convenience.

"Strength and Honour"



Trina Murray
Vice-President
Coriano Ridge, Medicine Hat
3rd CAV

Telephone: (403) 544-3220-home; (403) 928-3220-cell; (403) 544-4423-work
Email: t.murray@shockware.com (home); Trina.Murray@forces.gc.ca (work)

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 15, 2013

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

TOPIC: Application for Encroachment Permit
540 3rd Street SE (Lots 39-40, Block 4, Plan 3042AV)

PROPOSAL: Request for Encroachment Permit for fence encroaching onto Town Property

BACKGROUND:

In reference to the attached Encroachment Permit Application, the fence located at 540 3rd Street SE is encroaching on Town land. The Real Property Report dated September 21, 2012 identifies the fence encroachment on the SE corner as .88 m and extends eastward and is identified at the SE corner as encroaching 1.37 m. The application identifies the encroachment as only being .88 m.

Bylaw 1751/2013, being the Encroachment Permit Bylaw authorizes the Municipal Manager or the Council to approve the issuance of an encroachment permit.

Bylaw 1751/2013 states that "Encroachment permits:

- a) where the encroaching structure does not encroach more than .31 meters onto Town of Redcliff Property may be approved by the Municipal Manager and such approval shall be copied to Council for information only;
- b) where the encroaching structure does encroach more than .31 meters onto Town of Redcliff Property the request for an encroachment permit shall be forwarded to Council for consideration".

As the encroachment exceeds .31 m it is being presented to Council for consideration.

Bylaw 1751/2013, Encroachment Permit Bylaw also outlines the information required prior to processing an encroachment permit and the Bylaw is attached for your reference.

OPTIONS:

1. To approve and authorize the Municipal Manager or his designate to sign the encroachment permit application from Inge Bennie at 540 3rd Street SE (Lots 39-40, Block 4, Plan 3042AV) for the fence encroachment as identified on Real Property Report dated September 21, 2012.
2. To deny the request for an encroachment permit and advise that the fence encroachment as identified on Real Property Report dated September 21, 2012 be removed.

RECOMMENDATION:

That Council approves and authorizes the Municipal Manager or his designate to sign the encroachment permit application from Inge Bennie at 540 3rd Street SE (Lots 39-40, Block 4, Plan 3042AV) for the fence encroachment as identified on Real Property Report dated September 21, 2012.

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Encroachment Permit for Inge Bennie at 540 3rd Street S.E. (Lot 39-40, Block 4, Plan 3042AV) for encroachment of a fence as identified on Real Property Report dated September 21, 2012 be approved. Further that the Municipal Manager be authorized to sign the Encroachment Permit.
2. Councillor _____ moved that the Encroachment Permit for Inge Bennie at 540 3rd Street S.E. (Lot 39-40, Block 4, Plan 3042AV) for encroachment of a fence as identified on Real Property Report dated September 21, 2012 be denied. Further that the owner remove the encroaching structure.

SUBMITTED BY:



Department Head_____
Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD, 2013

**TOWN OF REDCLIFF
ENCROACHMENT PERMIT**

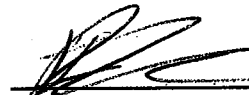
I Inge Bennie owner of the property legally described as Lot(s) 39 & 40, Block 4, Plan 3042AV, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at 540 - 3rd St. S.E., Redcliff legally described as: Lot(s) 39 & 40, Block 4, Plan 3042AV, do, in fact, encroach upon a portion of: The Town of Redcliff Street (6 Avenue S.E.) as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated or damaged;
- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation, be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.
- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.



APPLICANT, INGE BENNIE

Approved on behalf of Town of Redcliff this the ____ day of _____

MUNICIPAL MANAGER

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT


DESCRIPTION OF PROPERTY

LOTS 39 & 40, BLOCK 4, PLAN 3042AV
540 3rd St. S.E., Redcliff, Alberta

I, George A. Munro, Alberta Land Surveyor do hereby certify that this Report and related survey, was prepared and performed under my personal supervision and in accordance with the Manual Of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly, within those standards as of the date of this Report, I am of the opinion that:











1. The Plan illustrates the boundaries of the Property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and rights-of-way affecting the extent of the title to the property;
2. The improvements are entirely within the boundaries of the property unless otherwise noted;
3. No visible encroachments exist on the Property from any improvement situated on an adjacent property unless otherwise noted, and;
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of the property, unless otherwise noted.
5. Title information is based on a title search dated September 13th A.D. 2012 C. of T. No. 041 166 757.
6. Date of Survey September 18th, 2012
7. Unless otherwise specified the dimensions shown relate to distances from Property boundaries to the exterior finish at time of survey.
8. Distances are in metres and decimals thereof.
9. This document is not valid unless it bears an original signature (in blue ink) and a red Munro Global Surveys permit stamp.
10. Purpose: This Report has been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of a real estate transaction. Copying is permitted only for the benefit of these parties. Where applicable, registered easements and utility rights of way affecting the extent of the property have been shown on the plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.
11. *Property is subject to Encroachment Agreement Reg. No. 071 377 986.*
12. *Fence encroaches into Town of Redcliff Street as shown (See Point 1, Pg. 2)*
13. *Lot Coverage = 20.0% (Residence, Garage and Deck)*

Dated this 21st day of September A.D. 2012.


George A. Munro, A.L.S.

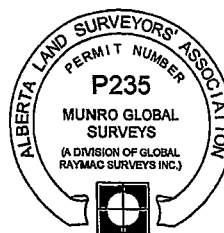
LEGEND

ABBREVIATIONS AND SYMBOLS THAT
MAY APPEAR ON THIS PLAN.

Drill Hole found shown thus ... 
Iron Bar found shown thus ... 
Statutory Iron Post found shown thus ... 
Delta (Central) angle of arc shown thus ... 
Eave Fascia are shown thus ... 
Fences are shown thus ... 
Line not to scale shown thus ... 
Utility Rights-Of-Way are shown thus ... 
Building foundation shown thus ... 
Property line shown thus ... 

A denotes length of arc
A.G. denotes Above Ground
Blk. denotes Block
Cant. denotes cantilever
Conc. denotes concrete
C.S. denotes Counter Sunk
E. denotes east
Fd. denotes found
G.L. denotes ground level
m denotes metres
Mk. denotes mark
M.A. denotes Maintenance Access
Mks. denotes marks

N. denotes north
O.D. denotes Overland Drainage
R denotes radius of arc
Re-est. denotes Re-established
Reg. No. denotes registration number
Ret. Wall denotes retaining wall
R.W. denotes Right-Of-Way
S. denotes south
U. denotes Utility
W. denotes west
Fences are within 0.10m of property
line unless otherwise noted
Eave dimensioned to Fascia



Page 1 of 3

CLIENT: Pritchard & Company		
FILE NO. 63764 MJD/ps	Drawn by: P. Algie	
SCALE AS SHOWN	M.G.S. FILE NO.	12M090033

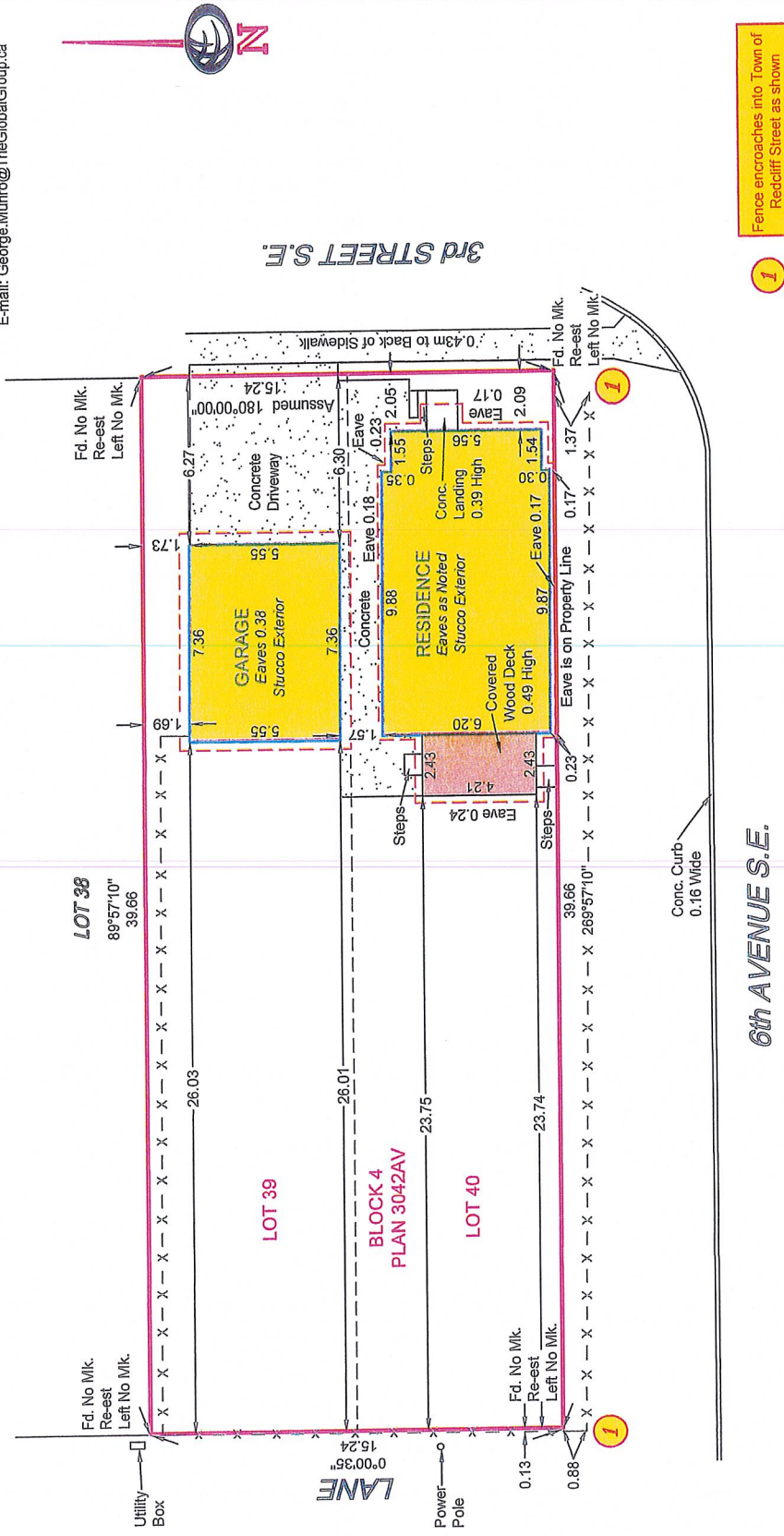
DESCRIPTION OF PROPERTY

LOTS 39 & 40, BLOCK 4, PLAN 3042AV

540 3rd St. S.E., Redcliff, Alberta



#1 - 1364 Southview Drive S.E. Medicine Hat, Alberta T1B 4E7
Ph: 403.528.6300 Fax: 403.528.1540
E-mail: George.Munro@TheGlobalGroup.ca



Fence encroaches into Town of Redcliff Street as shown

Notes:
Legend shown on Page 1.
This Real Property Report is ineffective if it is detached from page 1.
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FILE NO. 63764 MJD/ps	Page 2 of 3
M.G.S. FILE NO. 12M090033	Drawn by: P. Agie
SCALE 1:200	

**TOWN OF REDCLIFF
BYLAW NO. 1751/2013**

A BYLAW OF THE TOWN OF REDCLIFF for the purposes of authorizing the issuance of Encroachment Permits.

WHEREAS, it is deemed expedient and proper for a Council to authorize the issuance of an Encroachment Permit.

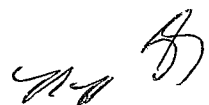
NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF, IN THE PROVINCE OF ALBERTA DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw shall be known as the **Encroachment Permit Bylaw**.

ENCROACHMENT PERMITS

2. Encroachment permits:
 - a) where the encroaching structure does not encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit may be approved by the Municipal Manager and such approval shall be copied to Council for information only;
 - b) where the encroaching structure does encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit shall be forwarded to Council for consideration.
3. The fee for an encroachment permit shall be in the amount of \$100.00 plus GST for each encroachment permit issued.
4. Prior to the issuance of an encroachment permit the Town of Redcliff will require the owner of an encroaching structure to make application for an encroachment permit on the standard form as shown on Schedule "A" attached to this Bylaw and provide a copy of a Real Property Report (RPR) prepared by an Alberta Land Surveyor, or other acceptable survey identifying the encroachment.
5. The information that will be required prior to processing an encroaching permit shall include:
 - a) indemnification of Town of Redcliff from any damage or liability associated with the encroaching structure;
 - b) indemnification of Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
 - c) removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated;
 - d) removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction or road development.



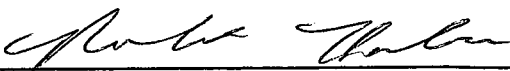
- e) acknowledgement that the encroachment permit is terminable by Town of Redcliff upon issuance of 30 days notice in writing to the property owner at the last address as shown on the taxation records of the Town of Redcliff.
6. Encroachment permits may only be issued to the present owner of said encroaching structure;
7. Upon sale of the land the encroachment permit issued by the Town of Redcliff is terminated unless:
- a) If the encroaching structure is sold to a different party the acquiring owner may apply for an encroachment permit to be issued providing the following conditions are met:
 - i) the terms and conditions on the encroachment permit to be issued are identical to the encroachment permit issued to the vendor;
 - ii) the request is made in writing and received by the Town of Redcliff within 60 days of the date of the original encroachment permit;
 - iii) the written request, includes a declaration confirming there have been no adjustments to any building on the site since the date of the issuance of the original encroachment permit.
 - iv) there will be no additional fee charged for issuance of this encroachment permit.
8. That effective upon passage of this Bylaw, The Council of the Town of Redcliff hereby authorizes the Municipal Manager, or his designate, to sign, on behalf of the Town of Redcliff, encroachment permits as shown on Appendix "A" attached.
9. Bylaw 1177/98 is hereby repealed

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

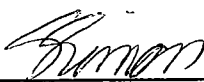
Read a second time this 10th day of June, 2013.

Read a third time this 10th day of June, 2013.

Signed and Passed the this 17 day of June, 2013.



Mayor



Manager of Legislative and Land Services

SCHEDULE "A"

TOWN OF REDCLIFF
ENCROACHMENT PERMIT

I _____ owner of the property legally described as Lot(s) _____, Block _____, Plan _____, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at _____ legally described as: Lot(s) _____, Block _____, Plan _____, do, in fact, encroach upon a portion of: _____ as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated or damaged;
- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation,

7/7/11

be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.

vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:

- a. as may be necessary to remove the encroachment; or
- b. as may be necessary for the routine maintenance of the encroachment.

viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____, _____.

MUNICIPAL MANAGER

Handwritten signature

Memo

To: Redcliff Council
From: Shanon Simon, Manager of Legislative & Land Services
Date: October 22, 2012
Re: Landfill Tonnage Charges

Redcliff / Cypress Regional Waste Management Authority Agreement Section 16 states:

Unbudgeted expenditures exceeding ten thousand (10,000) dollars per item shall be subject to prior approval by both of the Councils of the participating municipalities. In the case of an emergency, (i.e. essential service requiring immediate resolution, such as life safety issues, or legally/legislatively obligated to pay) the Authority hereby grants the Municipal Manager of the Town of Redcliff, upon notification and approval from Cypress County Manager, the authority to disregard the normal budget process and proceed without an authorized budget to purchase up to a maximum of \$75,000.00 per incident. Any such incident shall be reported to the Mayor and Reeve respectively as soon as possible and reported to each Council at the next Council meeting. This funding will be deemed to be "from operations."

On July 6 a storm event producing heavy rainfalls occurred and led to a large number of properties experiencing varying degrees of sewer backup and isolated flood damage. In response and to mitigate potential safety/health concerns and in accordance with the above noted clause in the agreement, it was decided that the Landfill tonnage fees for those cleaning up property damage will be waived/reimbursed. The Municipal Manager for Town of Redcliff and the Cypress County Manager agreed to waive the tonnage fees as an emergent issue. The matter was reported to the Mayor and is now being reported to Council at the next scheduled Council Meeting.