



COUNCIL MEETING
MONDAY, JULY 21, 2014
7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JULY 21, 2014 – 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
2. DELEGATION	
A) David Minor	
i) John James Autobody and Mechanical Ltd. Re: Road condition impacting business	
ii) John James Autobody and Mechanical Ltd. Re: Vehicles parking on Town Boulevard	
3. PUBLIC HEARING	
A) 1786/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to Amend Land Use district for Lot 1-4, Lot 5-6, Lot 7-10, Lot 11-20, Block 99, Plan 1117V from H Horticultural District to R-1 Single Family Residential District *	
4. MINUTES	
A) Council meeting held June 23, 2014 *	Adoption
B) Special Council meeting held July 15, 2014 *	Adoption
C) Economic Development Alliance (EDA) meeting held May 20, 2014 *	For Information
D) Physician Recruitment and Retention Committee meeting held June 20, 2014 *	For Information
E) Redcliff Public Library Board meeting held on May 27, 2014 *	For Information
F) Shortgrass Library System Board Meeting held February 19, 2014 *	For Information
G) Shortgrass Library System Board Meeting held April 16, 2014 *	For Information
5. BYLAWS	
A) 1786/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to change the Land Use District for Lot 1-4, Lot 5-6, Lot 7-10, Lot 11-20, Block 99, Plan 1117V from H Horticultural District to R-1 Single Family Residential District *	2 nd /3 rd Reading

- B)** 1790 Landfill Cell and Leachate Pond Construction Loan Bylaw * 1st Reading

6. REQUESTS FOR DECISION

- A)** Redcliff Public Library * For Consideration
Re: Request for placement of a portable storage shed behind the Library

7. POLICIES

- A)** Policy 48, Facilities Use Policy * For Review

8. CORRESPONDENCE

- A)** LaVar Payne, MP * For Information
Re: New Building Canada Fund
- B)** Alberta Congress Board * For Information
Re: Invitation to attend ACB Annual Workplace Conference October 16-19, 2014
- C)** Alberta Justice and Solicitor General * For Information
Re: 2014-15 Municipal Policing Assistance Grant (MPAG) and 2014-15 Police Officer Grant (POG)
- D)** Alberta Recreation and Parks Association * For Information
Re: Invitation to Conference and Energize Workshop October 23-25, 2014
- E)** Alberta Environment and Sustainable Resource Development * For Information
Re: Flood Recovery Erosion Control (FREC) program
- F)** Alberta Municipal Affairs * For Information
Re: Alberta Community Partnership
- G)** L. Neufeld, Feature Finishing Ltd. * For Information
Re: Outstanding Property Tax Bill
- H)** Alberta Development Officers Association * For Information
Re: Sponsorship for 2014 ADOA 30th Anniversary Conference
- I)** Merna Prevost * For Discussion
Re: Request for Extraordinary Special Meeting of Council to create an Emergency Plan of Action

9. OTHER

- A)** Subdivision 2014 SUB 02 * For Consideration/
Lots 114, 5-6, 7-10, 11-20, Block 99, Plan 1117V Approval

B) Landfill Graphs to June 30, 2014 *

For Information

C) Municipal Manager's Report to Council *

For Information

10. RECESS

11. IN CAMERA

A) Land (2), Legal (1), Labour (1)

12. ADJOURN

Supervisor: _____

JUN 6 2014

Action: _____

File # _____

JOHN JAMES

Autobody and Mechanical Ltd.

315 Mitchell Str NE 403-928-7208

June 6, 2014-06

David Minor

Box 1137

Redcliff, Alberta

T0J 2P0

Town of Redcliff

Box 40, # 1-3rd Str NE

Redcliff, Alberta

T0J 2P0

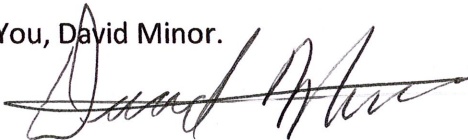
Municipal Manager

Arlos Crofts

Dear Arlos Crofts;

I, David Minor, owner/operator at 315 Mitchell Str. NE, request to be heard by Town Council on June 23, 2014/their next schedule meeting. I would like to discuss the tearing up of the road on my street and replacing it with dirt and gravel. This has greatly impacted my business and substantial income accordingly. Please give this your utmost consideration.

Thank You, David Minor.



RECEIVED
Town of Redcliff

Supervisor: _____

JUL - 9 2014

Action: _____

JOHN JAMES

Autobody and Mechanical Ltd.

315 Mitchell Str NE 403-928-7208

July 9, 2014-06

David Minor (403-928-7208)

Box 1137

Redcliff, Alberta

T0J 2P0

Town of Redcliff

Box 40, # 1-3rd Str NE

Redcliff, Alberta

T0J 2P0

Municipal Manager

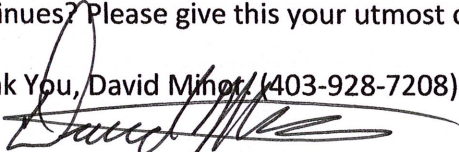
Arlos Crofts

Dear Arlos Crofts;

I, David Minor, owner/operator at 315 Mitchell Str. NE, request to be heard by Town Council on July 21 2014/their next schedule meeting. I would like to discuss the tearing up of the road on my street and replacing it with dirt and gravel. This has greatly impacted my business and substantial income accordingly. Please give this your utmost consideration.

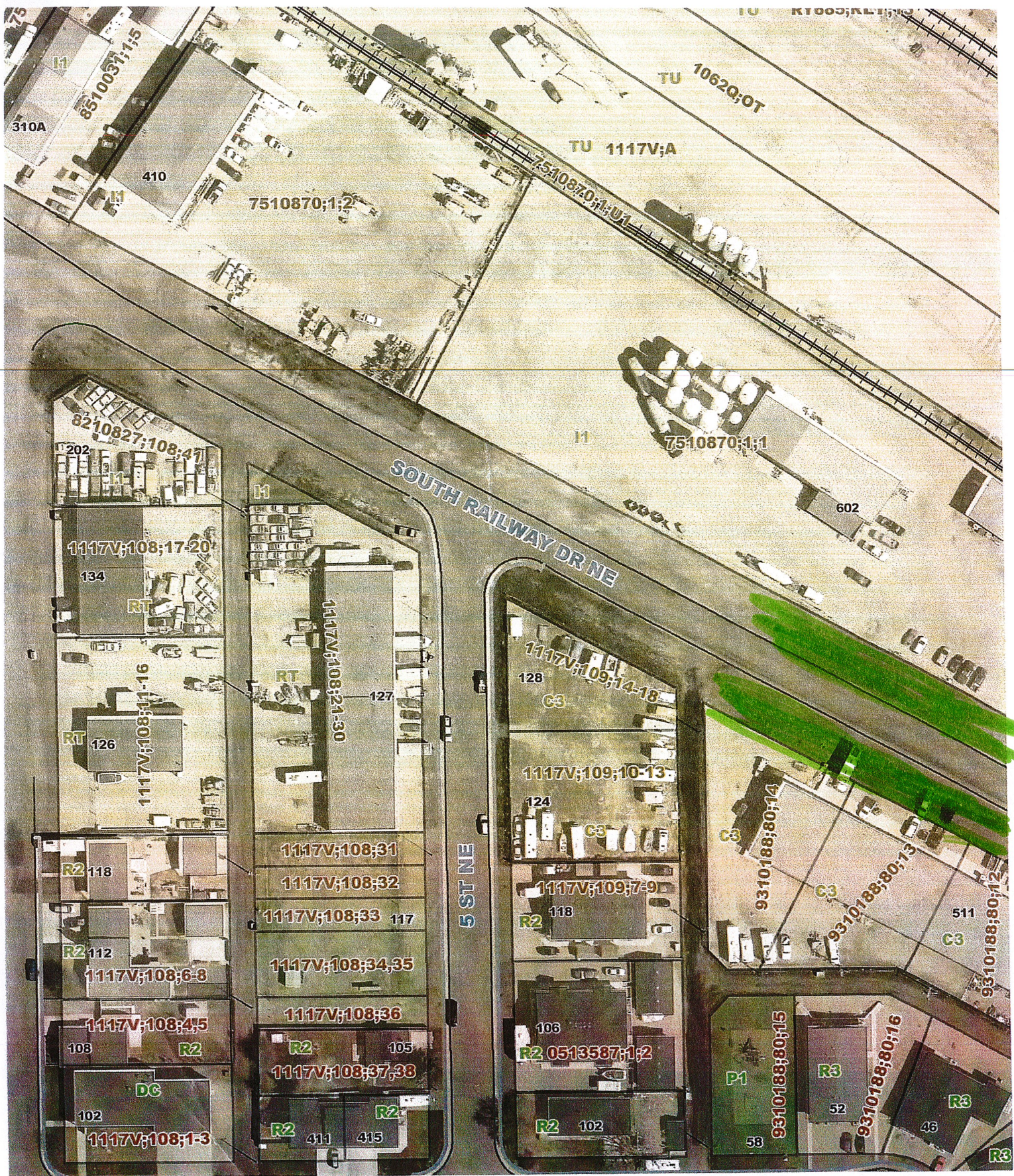
I am also providing you w/pictures of vehicles parked on the town boulevard which as I was told is not permitted. I reported this over 2 weeks ago (June 16, 2014), however, the practice continues? Please give this your utmost consideration.

Thank You, David Minor (403-928-7208)











**BYLAW NO. 1786/2014
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

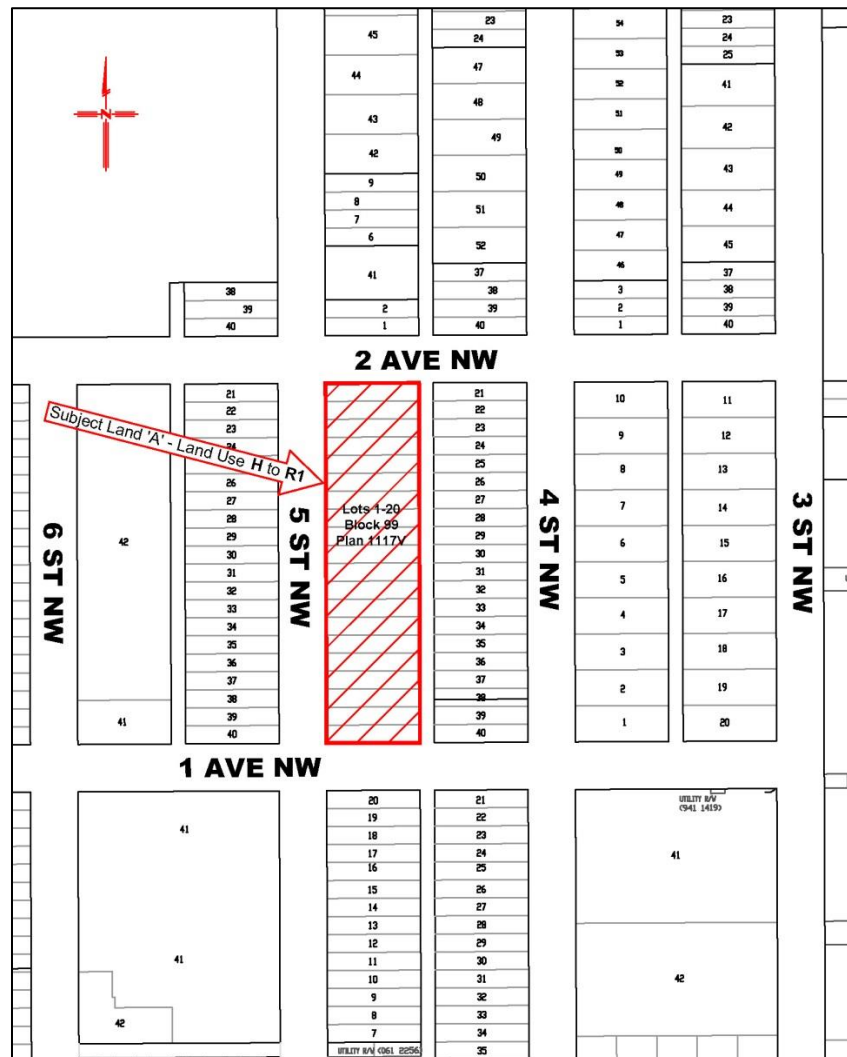
Lot 1-4, Block 99, Plan 1117V
Lot 5-6, Block 99, Plan 1117V
Lot 7-10, Block 99, Plan 1117V
Lot 11-20, Block 99, Plan 1117V

Civic Address

102 5 Street NW
110 5 Street NW
114 5 Street NW
122 5 Street NW

(herein referred to as "Subject Land A", is presently designated H Horticultural District under the Town of Redcliff Land Use Bylaw;

AND WHEREAS it is proposed that 'Subject Land 'A' be designated R-1 Single Family Residential District and is 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. 2014.

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 1786/2014.
2. The land described as

<u>Legal Description</u>	<u>Civic Address</u>
Lot 1-4, Block 99, Plan 1117V	102 5 Street NW
Lot 5-6, Block 99, Plan 1117V	110 5 Street NW
Lot 7-10, Block 99, Plan 1117V	114 5 Street NW
Lot 11-20, Block 99, Plan 1117V	122 5 Street NW

is hereby designated R-1 Single Family Residential District.

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

READ a first time the 9th day of June, 2014.

READ a second time the _____ day of _____, 2014.

READ a third time this the _____ day of _____, 2014.

PASSED and **SIGNED** the _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JUNE 23, 2014 7:00 P.M.**

PRESENT:

Mayor	E. Reimer
Councillors	C. Brown, C. Crozier, D. Kilpatrick, L. Leipert, J. Steinke, E. Solberg
Municipal Manager	A. Crofts
Director of Finance & Administration	R. Osmond
Manager of Legislative & Land Services	S. Simon
Public Services Director	J. Garland

1. GENERAL

Call to Order

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

2014-0356 Adoption of Agenda

B) Councillor Solberg moved the Agenda be adopted as amended. - Carried.

2014-0357 Accounts Payable

C) Councillor Steinke moved the following 119 general vouchers in the amount of \$780,861.75 be received for information. – Carried

ACCOUNTS PAYABLE			
COUNCIL MEETING JUNE 23, 2014			
<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
74995	PROVINCIAL TREASURER - LAP	LAPP EMPLOYEE PENSION TO MAY 17	\$17,592.30
74996	RECEIVER GENERAL	STAT DEDUCTIONS TO MAY 17	\$31,291.46
74997	TOWN OF REDCLIFF	REGULAR PAYROLL TO MAY 17	\$70,869.24
75026	ACKLANDS - GRAINGER INC	ALUMINUM PIPE WRENCHES	\$768.91
75027	AFFINITY WELDING & MECHANICAL	REPAIR STAINLESS NET	\$44.63
75028	AMSC INSURANCE SERVICES LTD.	EMPLOYEE BENEFITS TO MAY 17	\$13,241.50
75029	ALBERTA URBAN MUNICIPALITIES A	PUBLIC SERVICES DIRECTOR JOB POSTING	\$315.00
75030	THE BOLT GUYS	STAINLESS BOLTS, LOCKNUTS, WASHERS	\$9.57
75031	CPA CANADA	MEMBERSHIP RENEWAL R.O.	\$210.00
75032	ED MORITZ MASONRY & TILE LTD.	MASONRY BLOCK	\$51.66
75033	FARMLAND SUPPLY CENTER LTD	SPRINKLER PUMP REPAIR, HOSE REPAIR	\$409.21
75034	FOX ENERGY SYSTEMS INC.	RAIN & SAFETY GEAR, SUNBLOCK, REPELLANT	\$658.51
75035	GRAND RENTAL STATION	RED CARPET/LINEN FOR VOLUNTEER NIGHT	\$1,088.75
75036	REDCLIFF HOME HARDWARE	OIL VALVES, HOSE, TOILET, FURNANCE FILTERS	\$627.36
75037	XYLEM WATER SOLUTIONS	LIFT #3 PREVENTATIVE MAINTENANCE	\$3,008.74
75038	JOHN'S WATER HAULING (A DIVIS	HAUL WATER TO LANDFILL	\$90.00
75039	KENZIE, JESSICA	ZUMBA 4 WEEK SESSION	\$260.00
75040	KLEARWATER EQUIPMENT AND TECHN	ISOPAC DRUMS	\$1,556.10

75041	MEDICINE HAT CONSTRUCTION ASSO	CONSTRUCTION SAFETY COURSE - MB, CS, MB	\$173.25
75042	LETHBRIDGE HERALD	APRIL ADVERTISING, APR/MAY/JUNE COURIER	\$5,636.74
75043	MEDICINE HAT CO-OP LTD	SPRINKLER HEADS	\$419.79
75045	PUROLATOR	SHIP WATER SAMPLES TO KAIZEN LAB	\$27.70
75046	RECEIVER GENERAL	STAT DEDUCTIONS TO MAY 31	\$573.67
75047	ROSENAU TRANSPORT LTD	TRANSPORT CHOLRINE CYLINDERS AND PARTS	\$1,548.90
75048	SCHEFFER ANDREW LTD.	RV OPEN HOUSE PLANNING SERVICES	\$6,143.66
75049	SUMMIT MOTORS LTD	MUD FLAPS, AIR COUPLERS	\$408.31
75050	HOBSON, LAVERNE	REFUND FOR AUGERING LINE	\$717.10
75051	TOWN OF REDCLIFF	PETTY CASH	\$291.20
75052	TOWN OF REDCLIFF	JUNE COUNCIL PAY	\$6,885.17
75053	ZEP SALES & SERVICE OF CANADA	PAPER TOWEL, RING MASTER, SANITIZER	\$614.65
75054	CIBC VISA	APRIL VISA PURCHASES	\$5,378.47
75055	PITNEY WORKS	CONTRACT FOR FOLDER/STUFFER	\$169.79
75056	TECHMATION ELECTRIC & CONTROLS	SUPPLY AND REPLACE VFD #3	\$7,125.04
75057	YOUNG, STEPHEN	FIRE TRAINING TRAVEL	\$291.00
75058	ZEP SALES & SERVICE OF CANADA	SOAP, RUST PENETRANT, DEGREASER	\$446.73
75059	FISHER, JOANNA	CANCELLED TAI CHI CLASS REFUND	\$57.75
75060	REIMER, TIM	CANCELLED TAI CHI CLASS REFUND	\$57.75
75061	WUYCHUK, JANE	CANCELLED TAI CHI CLASS REFUND	\$57.75
75062	TOPCO OIL SITE	REFUND KEY DEPOSIT FOR LIONS PARK	\$225.00
75063	GREYLINE INSTRUMENTS INC	LOGGERS, ADAPTERS, MOUNTING BANDS	\$14,323.92
75064	TOWN OF REDCLIFF	REGULAR PAYROLL TO MAY 31	\$72,269.90
75065	TOWN OF REDCLIFF - LANDFILL	MARCH LANDFILL CHARGES	\$3,914.35
75066	WILLIE'S 24 HOUR TOWING LTD.	TOWING AND MILEAGE UNIT#90	\$117.60
75067	WOOD, DALE	AB HUNTER ED COURSE 25 STUDENTS	\$2,375.00
75068	XEROX CANADA LTD.	7655 COPIER MAINTENANCE	\$53.69
75069	PRITCHARD & COMPANY LLP	PROFESSIONAL SERVICES LAND SALE	\$271.43
75070	PROVINCIAL TREASURER - LAP	LAPP EMPLOYEE PENSION TO MAY 31	\$17,043.50
75071	REDCLIFF BAKERY	MPC LUNCH MAY 21	\$68.25
75072	RECEIVER GENERAL	STAT DEDUCTIONS TO MAY 31	\$30,970.19
75073	CNH CAPITAL C3083	PROJ#135 FLAIL MOWER	\$9,167.55
75074	ROBERTSON IMPLEMENT ALBERTA	WEIGHTS/WASHERS/NUTS/PINS/BOLT UNIT#96	\$3,165.55
75075	SANATEC ENVIRONMENTAL	PUMP LANDFILL SEPTIC TANK	\$389.55
75076	STEH, BRIAN	REIMBURSE MPC LUNCH APR 16	\$67.10
75077	SUMMIT MOTORS LTD	12 V BATTERY, CORE, CORE	\$149.81
75078	TRIPLE R EXPRESS	SHIPPING BOX OF PARTS UNIT#134	\$32.56
75079	C.E.M. HEAVY EQUIPMENT	THERMOSTATS, TEMP SENSOR, GASKETS	\$670.18
75080	CBV COLLECTION SERVICES LTD.	COLLECTIONS SERVICE	\$85.40
75081	CARSWELL	PAYROLL MANUAL SUBSCRIPTION RENEWAL	\$662.06
75082	CAN-DOO EXCAVATING SERVICES LT	EXACAVATE SHAPE COULEE/KIPLING/WESTSIDE	\$3,067.10
75083	CACTUS COMMUNICATIONS	INSTALL RADIO IN NEW FIRE TRUCK	\$750.54
75084	BOSS LUBRICANTS	BIG BLUE ULTRA GREASE	\$328.02
75085	AMSC INSURANCE SERVICES(GENERA	FIRE DEPT VEHICLE ADDITIONAL INSURANCE	\$227.36
75086	AG-PLUS MECHANICAL	PROJ#138 TORO ZERO TURN MOWER	\$14,833.48

75087	AFFINITY WELDING & MECHANICAL	GRIND OUT & REPAIR CRACK UNIT#94	\$360.82
75088	ACTION PARTS	OIL FILTERS, GLOVES, TIES, STARTER	\$536.05
75089	ACKLANDS - GRAINGER INC	BATTERIES, PLIERS, TIES, LOCK, GLOVES	\$217.29
75090	CROFTS, ARLOS	ORG DESIGN PROGRAM, LGAA TRAVEL	\$1,233.80
75091	FARMLAND SUPPLY CENTER LTD	HYDROLIC HOSE	\$35.12
75092	REDCLIFF HOME HARDWARE	TEE, VALVE, HEX BUSHINGS, NIPPLES	\$22.82
75093	JOHN'S WATER HAULING (A DIVIS	HAUL WATER TO LANDFILL	\$90.00
75094	MPE ENGINEERING LTD.	PROJ#21 PROGRESS PAYMENT 44	\$166,311.39
75095	MURRAY CHEVROLET CADILLAC	DIAGNOSTIC OF UNIT#90	\$872.45
75096	PAD-CAR MECHANICAL LTD.	HVAC MAINTENANCE AT RCMP BUILDING	\$616.36
75097	PAINT IN GENERAL	PAINT SUPPLIES FOR POOL	\$2,540.48
75098	PARK ENTERPRISES LTD.	IN TOWN PERMITS MAR/APR/MAY	\$3,379.57
75099	SUNCOR ENERGY PRODUCTS PARTNER	LANDFILL DYED DEISEL	\$3,071.46
75100	ACTION PARTS	24 VOLT DC BULB, BEACON LENS, MARKERS	\$107.07
75101	ADT SECURITY SERVICES CANADA I	ALARM SERVICES RCMP BUILDING	\$271.36
75102	BIG EAGLE SERVICES	REMOVE LEACHATE MAY 16	\$1,464.75
75103	BOUNDARY EQUIPMENT CO. LTD.	ADAPTERS, PINS, LOCKS	\$1,415.36
75104	CITY OF MEDICINE HAT	APRIL SEWAGE OUTLAY	\$46,543.21
75105	CITY OF MEDICINE HAT ELECTRIC	APRIL ELECTRIC BILLS	\$3,181.76
75106	CMA ALBERTA	CMA MEMBERSHIP DUES M.D.	\$700.88
75107	CONSTRUCTION SUPPLY LTD.	SILICONE	\$26.42
75108	COSTCO WHOLESALE	CHAIR	\$103.93
75109	CYPRESS COUNTY	PAYMENT ON EXCAVATION LOAN	\$38,565.44
75110	DAVIES,MIKE	TRAVEL EXPENSE GFOA CONFERENCE	\$297.25
75111	EPCOR ENERGY SERVICES INC.	APRIL LANDFILL ELECTRIC	\$111.03
75112	FARMLAND SUPPLY CENTER LTD	SEAL ON WADING POOL PUMP, HOSE	\$1,016.68
75113	FIREWORKS SPECTACULAR INC.	FIREWORKS FOR REDCLIFF DAYS	\$7,350.00
75114	GNJ LINE CONTRACTING LTD.	DIRECTIONAL BORE BROADWAY DEVELOPMENTS	\$4,200.00
75115	HARV'S JANITORIAL SERVICES	MAY JANITORIAL SERVICE	\$3,386.25
75116	REDCLIFF HOME HARDWARE	COFFEE, FURNACE FILTER, BLADES, BINS	\$171.24
75117	INFLATABLE FUN MEDICINE HAT	BOUNCY CASTLES FOR REDCLIFF DAYS	\$1,479.00
75118	SHORTGRASS LIBRARY SYSTEM	2014 MEMBERSHIP 1ST PAYMENT	\$26,822.00
75119	LETHBRIDGE MOBILE SHREDDING	SHREDDING SERVICE	\$46.20
75120	JACOB'S WELDNG LTD.	PEDAL TRACTOR RENTALS REDCLIFF DAYS	\$315.00
75121	JACK N' JILL PARTIES	CLOWNS FOR REDCLIFF DAYS	\$475.00
75122	MINUTE MUFFLER AND BRAKE	FLARED EXHAUST ADAPTER	\$112.50
75123	SHAW CABLE	MAY TOWN HALL INTERNET	\$120.65
75124	NIEDERMAYER, MARK	ENTERTAINMENT FOR REDCLIFF DAYS	\$800.00
75125	OSMOND, ROBERT	TRAVEL EXPENSE GFOA CONFERENCE	\$438.76
75126	STEEP ROCK LTD.	ROADCRUSH 20MM AND 50MM	\$2,833.30
75127	SUMMIT MOTORS LTD	ELBOW, CLAMPS, FREIGHT	\$372.30
75128	TELUS MOBILITY	APRIL CELL SERIVCE MAN, BYLAW, FIRE, WTP	\$244.53
75129	CORBEIL, MARC	REFUND INACTIVE UTILITIES CREDIT	\$187.49
75130	HACH SALES AND SERVICE CANADA	INSTRUMENT CALIBRATION	\$1,524.71
75131	LEISMEISTER, KAYLA	REFUND INACTIVE UTILITIES CREDIT	\$186.54

75132	CIVICINFO BC	JOB POSTING ENGINEERING TECHNICIAN	\$157.50
75133	YOUNG MEDICINE	PERFORMANCE FOR REDCLIF DAYS	\$1,368.30
75134	REPTILE PARTIES INC.	REPTILE DISPLAY FOR REDCLIFF DAYS	\$1,050.00
75135	ASTRO JUMP OF CHINOOK COUNTRY	INFATABLES FOR REDCLIFF DAYS	\$4,475.62
75136	XEROX CANADA LTD.	PRO 232 COPIER MAINTENANCE	\$20.29
75137	SUNCOR ENERGY PRODUCTS PARTNER	YARD AND LANDFILL: GAS, DYED DEISEL	\$38,059.15
75138	PRIME PRINTING	ENVELOPES, LETTERHEAD, RECEIPTS	\$3,537.45
75139	REDCLIFF PUBLIC LIBRARY	2014 PAYMENT	\$50,000.00
75140	CNH CAPITAL C3083	PARTS FOR REPAIRS ON UNIT#88	\$2,968.43
75141	RODEO FORD SALES LIMITED	DIAGNOSE WIRING, FUSE, UNIT#136	\$226.41
75142	ROSENAU TRANSPORT LTD	TRANSPORT CHOLRINE CYLINDERS/PAINT	\$493.93
		119 CHEQUES TOTAL:	\$780,861.75

2014-0358 Bank Summary to March 31, 2014

D) Councillor Leipert moved the Bank Summary to March 31, 2014 be received for information. – Carried.

2014-0359 Quarterly Financial Summary (First Quarter)

E) Councillor Solberg moved the Quarterly Financial Summary (First Quarter) be received for information. – Carried.

2. DELEGATION

2014-0360 RCMP Report to Council

A) Staff Sergeant S. Maxwell was in attendance to provide his RCMP report to Council.

Councillor Crozier moved the RCMP Report to Council be received for information. – Carried.

3. PUBLIC HEARING

2014-0361 Bylaw 1784/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amend the sideyard setbacks in R-1 Single Family Residential, R-1A Low Density Reduced Landfill Setback Residential District, R-2 Low Density Residential District, R-3 Medium Density Residential District, and R-4 Manufactured Home Residential District

A) Mayor Reimer called the Public Hearing for 1784/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amending the sideyard setbacks in R-1 Single Family Residential, R-1A Low Density Reduced Landfill Setback Residential District, R-2 Low Density Residential District, R-3 Medium Density Residential District, and R-4 Manufactured Home Residential District to order at 7:12 p.m.

There were no comments from the public in attendance.

Mayor Reimer declared the Public Hearing closed at 7:13 p.m.

4. MINUTES

2014-0362 Council meeting held June 9, 2014

A) Councillor Steinke moved the minutes of the Council meeting held June 9, 2014 be adopted as presented. – Carried.

- 2014-0363 Municipal Planning Commission meeting held on June 18, 2014 **B)** Councillor Kilpatrick moved the minutes of the Municipal Planning Commission meeting held June 18, 2014 be received for information. – Carried.
- 2014-0364 Special Council meeting held June 18, 2014 **C)** Councillor Crozier moved the minutes of the Special Council meeting held June 18, 2014 be adopted as presented. – Carried.

5. BYLAWS

- 2014-0365 Bylaw 1784/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amend the sideyard setbacks in R-1 Single Family Residential, R-1A Low Density Reduced Landfill Setback Residential District, R-2 Low Density Residential District, R-3 Medium Density Residential District, and R-4 Manufactured Home Residential District **A)** Councillor Leipert moved Bylaw 1784/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amend the sideyard setbacks in R-1 Single Family Residential, R-1A Low Density Reduced Landfill Setback Residential District, R-2 Low Density Residential District, R-3 Medium Density Residential District, and R-4 Manufactured Home Residential District be given second reading as amended. – Carried.
- 2014-0366 Councillor Crozier moved Bylaw 1784/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amend the sideyard setbacks in R-1 Single Family Residential, R-1A Low Density Reduced Landfill Setback Residential District, R-2 Low Density Residential District, R-3 Medium Density Residential District, and R-4 Manufactured Home Residential District be given third reading. – Carried.
- 2014-0367 Bylaw 1789, Riverview Golf Club Rough Mower Loan Bylaw **B)** Councillor Solberg moved Bylaw 1789, Riverview Golf Club Rough Mower Loan Bylaw be given first reading. – Carried.

6. REQUEST FOR DECISION

- 2014-0368 Red Hat Co-operative
Re: Crosswalk Safety
Broadway Avenue and Mitchell Street **A)** Councillor Kilpatrick moved that the Town of Redcliff add an item in the MYCIP and 2015 budget for crosswalk and pedestrian signal installation at Broadway Ave. and Mitchell St. Intersection for Council's consideration. – Carried.

7. CORRESPONDENCE

- 2014-0369 Medicine Hat Chamber of Commerce
Re: Air Service Development Support Letter **A)** Councillor Solberg moved the email from L. Kowalchuk, Medicine Hat & District Chamber of Commerce dated June 5, 2014 regarding support for additional air service in the area be received for information. Further to respond to the Medicine Hat Chamber of Commerce with a letter of support in principle. – Carried.

8. OTHER

- | | | |
|-----------|--|---|
| 2014-0370 | Declaration of Sufficiency of Petition
Re: Negotiate with the City of Medicine Hat to access water from its Regional Water Treatment System | A) Councillor Leipert moved the Declaration of Sufficiency of Petition regarding “Negotiate with the City of Medicine Hat to access water from its Regional Water Treatment System” be received for information. – Carried. |
| 2014-0371 | Declaration of Sufficiency of Petition
Re: Stop all development within the Town of Redcliff until the sanitary sewer system has been upgraded | B) Councillor Kilpatrick moved the Declaration of Sufficiency of Petition regarding “Stop all development within the Town of Redcliff until the sanitary sewer system has been upgraded” be received for information. – Carried. |
| 2014-0372 | Water Treatment Plant Summary / Update | C) Councillor Crozier moved the Water Treatment Plant Summary and update provided by Andrew Kleisinger, MPE be received for information. – Carried. |
| 2014-0373 | Memo
Re: 4 th Ave SW (1 st -4 th St) & 4 th St SW (4-5 th Ave) Road Reconstruction, Storm Main Extension & Sanitary Main Replacement | D) Councillor Leipert moved the Memo from the Municipal Manager dated June 23, 2013 regarding 4 th Ave SW (1 st -4 th St) & 4 th St SW (4-5 th Ave) Road Reconstruction, Storm Main Extension & Sanitary Main Replacement be received for information. – Carried. |
| 2014-0374 | Municipal Manager Report to Council | E) Councillor Solberg moved the Municipal Manager Report to Council for June 23, 2014 be received for information. – Carried. |
| 2014-0375 | Reminder of Important Dates | F) Councillor Steinke moved the Reminder of Important Dates be received for information. – Carried. |

9. ADJOURNMENT

- | | | |
|-----------|-------------|--|
| 2014-0376 | Adjournment | Councillor Kilpatrick moved to adjourn the meeting at 8:16 p.m. – Carried. |
|-----------|-------------|--|

Mayor

Manager of Legislative and Land Services

BANK SUMMARY FOR MARCH 31, 2014

DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	(28,302.95)	17,832.06	(10,470.89)
DAILY DEPOSITS	234,193.27	125,094.74	359,288.01
DIRECT DEPOSITS	208,062.34	0.00	208,062.34
INTEREST EARNED	5,730.69	0.00	5,730.69
T-BILL REDEMPTIONS	900,000.00	0.00	900,000.00
OTHER DIRECT DEPOSITS	125,036.85	0.00	125,036.85
SUBTOTAL	1,473,023.15	125,094.74	1,598,117.89
CHEQUES	(535,944.32)	(125,803.23)	(661,747.55)
ASFF QUARTERLY PAYMENTS	(437,325.73)	0.00	(437,325.73)
DEBENTURE PAYMENTS	(24,110.88)	0.00	(24,110.88)
T-BILL PURCHASES	0.00	0.00	(433,918.14)
NSF CHEQUES	0.00	0.00	0.00
OTHER DIRECT WITHDRAWALS	(10,753.59)	0.00	(10,753.59)
SUBTOTAL	(1,008,134.52)	(125,803.23)	(1,567,855.89)
TOTAL	436,585.68	17,123.57	453,709.25
BANK CLOSING BALANCE	487,769.92	17,123.57	504,893.49
ADD:O/S DEPOSITS	9,697.14	0.00	9,697.14
LESS:O/S CHEQUES	(60,881.38)	0.00	(60,881.38)
TOTAL	436,585.68	17,123.57	453,709.25

INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321	10,850,000.00
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126	1,504,451.27
TOTAL INVESTMENTS		12,354,451.27

TOWN OF REDCLIFF

JUN 17 2014

FINANCE DEPT.]

**MINUTES OF THE SPECIAL MEETING OF THE REDCLIFF TOWN COUNCIL
TUESDAY, JULY 15, 2014 @ 7:00 P.M.**

PRESENT:	Mayor Councillors Municipal Manager Director of Finance & Administration Manager of Engineering Public Services Director Executive Assistant	E. Reimer C. Brown, C. Crozier, D. Kilpatrick, L. Leipert, E. Solberg, J. Steinke A. Crofts R. Osmond K. Minhas J. Garland C. Cranston
ABSENT:	Manager of Legislative & Land Services	S. Simon

1. GENERAL

	Call to Order	A) Mayor Reimer called the special meeting to order at 7:00 p.m.
2014-0377	Adoption of Agenda	B) Councillor Solberg moved the Agenda be adopted as presented. - Carried.

2. NEW BUSINESS

2014-0378	Water Treatment Plan Construction Tender	A) Councillor Crozier moved that the Town of Redcliff accept a price deduction of \$283,543.00 plus GST and award the contract to MPECO with a reduced bid amount of \$12,490,733.69 plus GST. Further to fund the project as outlined in 2014 capital budget. – Carried.
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3. ADJOURNMENT

2014-0379	Adjournment	Councillor Brown moved to adjourn the meeting at 7:14 p.m. – Carried.
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Mayor

Manager of Legislative and Land Services

Minutes for the Board of Directors Regular Meeting

Tuesday May 20th 8:00 a.m. EDA Board Room

ATTENDED:

Jim Steinke
Heather Takahashi

Randy Lehr
Khrista Vogt

Keith Crush
Stephen Finnagan

Ron Harty

REGRETS:

Gord Reynolds

Jim Turner

STAFF:

Wendy Dupley

Mary-Ann Smith

Theresa Hardiker

1. **Call to Order** at 8:05 am

2. **Adoption of Agenda items for May 20, 2014 meeting:**

Motioned by: Jim Steinke Seconded by: Steven Finnagan

3. **Welcome**

4. **Adoption of Minutes for April 2014**

Motion to adopt the minutes of the April 2014 meeting: Stephen Finnagan. Seconded by: Jim Steinke. Carried.

5. **Financial Report**

Motion to adopt the Financial Report: Stephen Finnagan. Seconded by: Heather Takahashi. Carried.

6. **Executive Director Report**

- **Financial :**

- Following discussion on the Financial Review Report completed by Randi Perry from Burns, Valkenburg & Associates, the suggested additional paragraph to clarify salaries has been added and the document has been circulated to board members electronically. The report will be available on the EDA website shortly.

- 2014 Budget mid-year review will be completed at the end of June when all funds have been received. However, minor adjustments have been made to reflect our reduction in rent and salary costs. These adjustments have enabled us to identify funding to coordinate an Eat Local II during the summer months.
- Invoices for the second installment of the EDA's funding will be mailed out during early June.
- **Staffing:**
 - Shayla Paxman will be leaving the EDA on May 21st. Shayla has accepted a position working for the City of Medicine Hat. This provides her with stable employment and an increase in her salary and benefits of approximately \$15K per annum. We thank Shayla for her work especially with the Agriculture sector and also her work with the existing businesses in SE Alberta. She had worked for the EDA for 12 months having started in May 2012.
 - Theresa Hardiker has joined the EDA team effective May 12th as our Associate Director. Theresa is well known in the Medicine Hat community and has experience working in both the private and non-profit sectors. Her last position was as a marketing manager for the Medicine Hat News. Theresa will help managing the investment attraction portfolio and work with Jessica handling the Business assistance enquiries.
- **Other:**
 - A letter was sent to the Minister of Energy for the Government of Alberta (GOA). The letter was collaboration with the County of Forty Mile and the Energy Committee, encouraging the minister to engage in dialogue on the Wild Butte Wind Farm project and share information on the Government's renewable energy strategy.
 - ED introduced an exciting potential investor to the City; the meeting included Mayor Clugston, Commissioner for Development & Infrastructure and Business Development Officer. This investor has visited twice, but was not prepared to discuss his business in depth at this point. We are currently looking for an alternative site within the region. The GOA is also involved with this lead.
 - A large proportion of the EDA's time is currently been spent on new investment attraction leads.
 - EDA staff has been working on the Savour the Southeast mobile phone "App"; this will be available for download by the end of May. We will be putting out notifications on social media. The Savour SE Cookbook is now with graphic design; printing will take a few days following completion. We will be getting 200 books printed in the initial batch and have already received a number of enquiries. The team will be doing an official book launch with local media coverage in early June.
 - ED participated in the Government of Alberta's SHIFT workshop held at the Medicine Hat Lodge last week. This was a continuation of the SHAPE workshops held across the province a couple of months ago. The idea of these workshops is to work towards producing a GOA Small Business Strategy. SHIFT was a service provider workshop with a purpose of building on the existing network of providers to improve collaboration and achieve better outcomes for small business across the province. An inventory of services provided was taken. Representatives from: EDA, GOA, CMH, MHC, IRAP, Community Futures, MH District

Chamber of Commerce, Brooks/County of Newell and Economic Development for the special areas. No representative from PEP attended. Notes from the session will be available via the GOA following the completion of their provincial consultation sessions.

7. Committees & Projects Progress Reports

Regional Economic Development Officer (REDO) Report:

- Since the April board meeting, we have worked with **nine** new businesses using the business retention and expansion program to help streamline their processes and promote them within the community. These have included multiple community not-for-profit organizations and existing and start up retail outlets. All the businesses were seeking potential funding opportunities and four were additionally looking for support for Marketing and Communications. We assisted one organization with their funding application.
- We had the opportunity to tour the Good Year facility. It was very interesting to see the entire process from start to finish. The factory currently produces different types of spare tires, but not long ago they did ATV and tractor tires as well. The organization has a “Solar Wall” and utilizes renewable energy to supplement its utility costs. Photographs were obtained for use in our Solar Fact Sheet currently under design.

Business Advocacy Committee (BAC)

Topics discussed this month include:

- Business Incentives - The subcommittee that had formed for this topic met on Tuesday, April 8th in the Chamber Boardroom to research and discussed the topic. A rough draft of notes from this meeting was submitted at the BAC meeting for discussion.
- The type of incentives they recommend offering are: property tax, utilities, cash, infrastructure, HR development, transportation, and land. The recommended criteria to be eligible for incentives are: number of jobs created, median salary, total investment, and ROI to community. The program should exclude: the retail, food service, hotel & accommodation, and professional services industries. The overall recommendations are: rebate based on investment, dedicated liaison as a point of contact, reduction of development, permit, and inspection fees.
- Municipal Government Act review - The subcommittee developed a policy which the committee approved to be recommended to the Chamber Board. There are 33 points which fell into the following generalized categories: governance, off-site levies, land development, public engagement, regional planning, policy/agreement alignment, and procedures for taxes, evaluations, and administrative duties.

Agriculture Service Board

- The Cypress County Agriculture Services Board only had one item on the agenda at the most recent meeting: the regulatory status of fusarium. Fusarium is currently considered a pest and currently has a zero-tolerance policy in Alberta. The province is looking into amending

the policy to an allowable tolerance which the ASB does not agree with and will be lobbying against.

SEAWA Board of Directors

- On May 15th Shayla will attend the SEAWA Board of Directors meeting. The main item on the agenda is the Outreach and Education subcommittee, which is a subcommittee she is a member of.

Investment Attraction

- We are currently working with **three** new investment attraction leads. The newest is an unmanned vehicle company based in Venezuela that is looking to move to Southeast Alberta due to the high volume of unmanned vehicle projects and the testing facilities already based here.
- Another is an industrial baking company that is looking for property within the region that will be suitable for exporting the goods. The investor has very specific needs. We have sent him numerous options, there are a couple that are of interest and the realtor he has contacted those local realtors directly. The investor's realtor has expressed interest in discussing what incentives the municipalities will be able to offer him when looking at locations in the region. We have encouraged a visit where meetings and site tours can be arranged.
- Lastly, we have still been working extensively with a new specialty manufacturing company that is looking to locate within Southeast Alberta. Their tentative property has fallen through. They are still seeking other property locations and a couple of alternatives have been provided. They have also met with key personnel in one of the municipalities within the region to discuss what incentives can be offered. The investor does not wish to disclose the nature of his business at this time.

Shaw Videos

- The first two of the regional videos have been shot in collaboration with Shaw. Each required a full day touring the area and interviewing local businesses and elected officials. The first two days of shooting proved to be remarkably productive, despite a few small setbacks. We were able to interview four businesses in Redcliff and Cypress County, and three elected officials. We also caught footage of several landmarks and businesses throughout both areas. The DRDC communications officer from CFB Suffield also spoke on camera about the base. Once the footage is finished and ready for sharing a press releases will be issued.
- The next filming session is tentatively scheduled for the first week of June and will cover the County of Forty Mile and the Town of Bow Island.

Marketing & Communications:

Savour the Southeast

- We have proofed and edited the cookbook, and have sent it to our graphic designer. We are hoping to have it to print by the end of May.
- Proofed/edited the Pecha Kucha PowerPoint. Pecha Kucha presentation will take place at the Esplanade on May 23rd at 8pm. Jessica will present, the presentation will be filmed for our social media channels.

- 17 new Twitter posts
- 1 FB post – 60 (4 new) likes, 45 page views, 9 external referrals (all from vt.mobincube.com)

Shaw Video Project

- We traveled to SE Alberta for the first two shoots (May 13/14), our next shoot will take place in June. Danielle worked with Shayla and Jessica to establish interview questions and prepare interviewees for filming.

Website

- The content refreshing has begun. Danielle has progressively been adding reports and other content as requested
- Funding Friday feature continues to be popular with visitors

Agriculture Committee:

- The next meeting date for the Agriculture Committee has been set for May 28, 2014 at 7:00 A.M. in the EDA Boardroom. The topics of discussion will include the Elk letter being drafted by the EDA, an update on Savour the Southeast initiatives and local use of the Temporary foreign worker program among other subjects.
- Following May's meeting we anticipate that the committee will not meet again until September, 2014.

Energy Committee Report:

- The Energy Committee took part in a tour of the City of Medicine Hat's solar project on May 15, 2014 in lieu of the regular meeting. Committee members were educated on the project and its potential, as well as upcoming plans. The tour was also attended by EDA staff and a couple of members from the Connect Committee.
- The next committee meeting will take place in September, 2014.

EDA Connect Committee:

- On April 17, 2014 a connect committee meeting was held in the EDA Boardroom. Many of the committee members attended and the meeting was informative. The presenter was Mike Christie, Executive Director of the Community Foundation and Co-Chair of the Physician Attraction and Retention Association.
- W. Craven started with the general statement of: “Over the last five years, the rate of growth for doctors in Canada increased three times faster than the general population. It would seem that reactive moves to try to solve one problem created another. He refers to an article on initiatives to attract doctors to rural areas. “Is Medicine Hat considered rural, or is this more aimed at areas such as Bow Island? If we are considered rural, would we benefit from an initiative such as this?”
- M. Christie responded with: “There was low capital as far as physicians in 2007, and it has worsened over the last few years. In 2010, we partnered with the Chamber and pulled 5 potential physicians in, but the doctors and representatives of the city agreed on very little during their initial meetings. The doctors in the city have suggested that financial stimulation for each new doctor might be an incentive. I think other things can be done, aside from throwing money at them. Doctors in Medicine Hat are more incline to work in single-doctor practices, whereas in cities such as Lethbridge, large group practices are more common. These practices make it easier for new doctors to settle in, without incurring too much cost immediately.” M. Christie addresses whether or not there is a big problem. There are openings for specialists, but the main issue is a lack of general practitioners. Other doctors may also be territorial, causing issues. We need an incubator clinic; a clinic where new doctors can come to the city and practice, make money, and pay off debt until they’re more stable.
- A committee member asked if this was an economic development issue, and should the government be involved in helping. M. Christie stated that yes is the answer on both counts. If we expect to increase growth, things have to be made easier. If there are issues attracting doctors, we will have issues attracting business owners and workers. He estimated about a 60% success rate, and thought without the efforts of PARN that rate would be much lower. Health Services only places advertising for positions online, then recruiting person contacts committee for them to get in touch.
- During “Facts, Fiction and Frustration” a committee member discussed the recent closure of a large oil and gas company in the area. The closure cost 100-250 people their jobs and would be a huge detriment to the economy. W. Dupley stated that the figure was given for the overall loss throughout the region, not just in Medicine Hat.
- Another committee member discussed building space that they have been working on. They’ve been working on updating code and structural issues. He mentioned that he would prefer to lease or sell the building to someone in the “entertainment” industry to stimulate the downtown economy.

- The next connect committee meeting was held on May 15, 2014. The topic of discussion was home-based businesses in the economy, and proved to be most enlightening. A summary of that meeting will be provided in June's board package as the committee will not meet again until September 18th, 2014.

8. Items for Immediate Discussion

- Information was covered through reports.

9. Correspondence:

- Resignation letter from Shayla Paxman.

10. Chairman's Report

- Nothing to report at this time.

11. New Business

- No new business to discuss at this time.

12. Round Table

- General report on the on-goings in the representatives' respective communities.

13. In-Camera

- An in-camera session was held.

14. Adjournment 10:30 AM

- Motion to Adjourn: Randy Lehr. Seconded by Jim Steinke. Carried.

NEXT BOARD MEETING: Tuesday 17th June, 2014 at 8:00 AM

15. In Camera session

- In camera session was held

16. Adjournment 9:30 a.m.

- Motion to Adjourn: Jim Turner. Seconded by: Jim Steinke. Carried

NEXT BOARD MEETING: Tuesday April 15th, 2014 at 8:00 A.M.

**MINUTES OF THE PHYSICIAN RECRUITMENT AND RETENTION COMMITTEE MEETING
FRIDAY JUNE 20, 2014 – 10:00 AM
TOWN COUNCIL CHAMBERS**

PRESENT:	Members	E. Reimer
		C. Brown
	Members:	B. Gursky
		C. Reimer
		S. Burton
	Municipal Manager	A. Crofts (left at 11:00 am)
	Executive Assistant	C. Cranston
	Community Physician Recruitment Consultant	K. MacKinnon

1. CALL TO ORDER

E. Reimer called the meeting to order at 10:05 a.m.

Copies of Policy 124 Physician Recruitment and Retention Committee Terms of Reference policy were distributed to all members.

- 2.** Kimberley MacKinnon, Community Physician Recruitment Consultant gave a presentation regarding Physician Recruitment and Retention in Alberta to the Committee and responded to questions regarding the recruitment process and options and initiatives that are being used in other communities.

3. ELECTION OF A CHAIR PERSON

C. Reimer was elected Chairperson of the Physician Recruitment and Retention Committee.

4. NEXT MEETING

The Committee scheduled the next two meetings:

- Friday July 11, 2014 at 10:00 am
- Tuesday, August 19, 2014 at 5:00 pm

A regular meeting schedule to be decided by the Committee at a future meeting.

K. MacKinnon volunteered to attend meetings as requested to assist with setting the goals of the Committee and help the Committee move forward with Physician Recruitment plans. She also suggested that an invitation be extended to the Physician Resource Planner South Zone.

5. ADJOURNMENT

The meeting was adjourned at 12:16 pm

REDCLIFF PUBLIC LIBRARY BOARD

Minutes

May 27th, 2014 7:30 PM

Vision Statement

The Redcliff Public Library is your doorway to reading, dreaming, and inspiring family literacy.

Attending: Catharine Richardson, Brian Lowery, Lana Kuystermans, Matt, Stroh, Robin Corry, Dianne Smith, Brian Pattison, Valarie Westers

Also attending: Tracy Weinrauch, Recording Secretary

Not in attendance: Mark Adcock, Jim Steinke

Call to order: 7:30 pm

Additions/Deletions to Agenda: Add SLS Annual Report and Friends of the Redcliff Public Library AGM Minutes to Correspondence; add Advocacy Report to New Business.

Approval of Agenda: Val moved to approve the agenda. Catharine 2nd. All in favor. Carried.

Approval of Minutes for February meeting: Robin move to approve the minutes. Lana 2nd. All in favor. Carried.

Financial Statements for February & March: For information only: Matt moved to approve the financial statements for information only. Brian Pattison 2nd. All in favor. Carried.

Accounts Payable: Lana moved for information only. Dianne 2nd. All in favor. Carried.

Library Manager's Report: Our Wi-Fi stats have a more accurate usage count with a new report that I will receive monthly from Shortgrass. We have also had a new program installed on our public access computers. This program will time their sessions out at 30 minutes unless there isn't anyone waiting then their session can continue. We have always had 30 minute time limits so this is nothing new to the patrons but new software like this always has its adjustment period.

Summer Reading Program registration is underway, so far the numbers if registration look comparable to last year.

Brian and I attended the Graham Community Library's 60th Anniversary celebration in Ralston. It gave us some good ideas for our 50th coming up in 2017.

Melibraries.ca launch has been put off until July, not in May like had been planned.

Shortgrass would like to give online payments a try for lost and overdue books so patrons are not blocked from using the online catalogue. Shortgrass will cover the Initial order pricing (1st year) and the annual maintenance pricing (2nd year) but we will have to pay for our percentage for the third year, my own personal estimation would be approximately \$300.00. Questions did arise about how long the service company holds the funds and if they provide a report that breaks down the payments to overdues or lost books and the titles of the lost books paid for. Tracy will look into answers for those questions.

Val made a motion to use the Smartpay Online Payment Service for the three year trial period. Dianne 2nd. All in favor. Carried.

Staff meeting was held on Monday, May 26th. Just routine items except that now when any time off is needed by the staff, Tracy will require the request in writing and will include the date they made the request and the date they are requesting off, and their name, then once it has been approved and the schedule changed

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TOWN OF REDCLIFF

the library manager will date and sign it. The request then goes into their personnel files so there is a paper trail of any requested time off.

Catharine moved to approve the Library Manager's Report. Lana 2nd. All in favor. Carried.

Correspondence: SLS Annual Report: Friends of the Redcliff Public Library AGM minutes – Tracy and Dianne Smith will be doing the financial review of their financial statements.

Policies Report: A new Employment Policy will be created to include hours of work per week, rest periods per week, and vacation time.

Financial Report: Budget meeting is scheduled for Monday, June 2 @ 7:00 pm.

Personnel Report: Nothing to report

Needs Assessment Review: Nothing to report

Friends of the Library (FRPL): As per their minutes, they will be forwarding us the \$5000 Cenovus Grant for our outdoor storage unit and young adult furnishings and also \$700.00 from the Pharmasave promotion to be used at our discretion.

IT Committee: Nothing to report

Old & Unfinished Business:

New Business: Redcliff Days book sale is June 14th on 1st Avenue between the post office and Memorial Park. We will need volunteers here at the library on Friday, June 13th @ 4:30 for loading the truck and then again on Saturday morning at 8:00 am to unload and at 4:00 pm to take the books back to the library. Please email Tracy with your time preference that you can volunteer. Celena will be doing a story time for the preschoolers at 10:30 am during the book sale.

It was suggested that we be a venue for a Jazz Fest performance, however it was agreed that we do not have the space inside the library if the weather was not favourable for an outside concert in the parking lot.

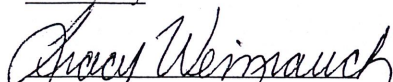
It was agreed that we would be a host site for the Emergency Preparedness and Business Continuity for Public Libraries Workshop with Grant Tolley from Municipal Affairs. Tracy will be in contact with him to set up a date in the Fall. All other Shortgrass Libraries will be sent an invitation for one or two of their Board Members/Library Managers to attend.

Catharine presented some information on Advocacy from the Alberta Libraries Conference. The general consensus around the table is that we do need to advocate more and continue to work on positive relationships with supporters of our library including Town Council.

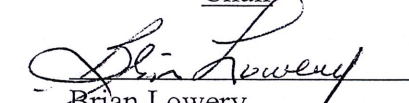
Next Regular meeting: June 24th, 2014 @ 7:30 pm.

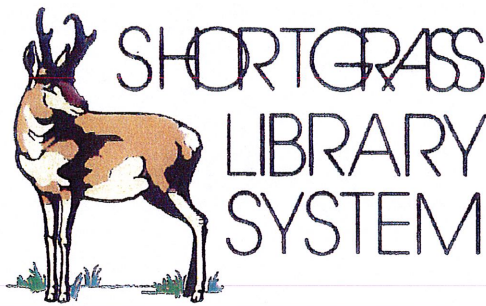
Robin moved for adjournment at 8:45 pm.

Secretary


Tracy Weinrauch

Chair


Brian Lowery



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JUN 30 2014

TOWN OF REDCLIFF

MINUTES

Board Meeting of February 19, 2014

Trustees Present: Ernest Mudie, Don Borrowman, Celina Symmonds, Kelly Christman, Norm Gerestein, Craig Widmer, Dwight Kilpatrick, Yoko Fujimoto, Marjorie Moncrieff, Kevin Jones, Shannyn Creary

**Trustees Absent
With Regrets:** Kathi Herman, Brent Burton

Date & Time: Wednesday, February 19, 2014 at 1:00 p.m.

Location: Shortgrass Library System
Video Conference from Brooks Public Library

1. **Call To Order** – The meeting was called to order by Dwight Kilpatrick at 1:05 p.m.

1.1. Moved by Kevin Jones that the agenda be approved as presented.

1.2. Moved by Marj Moncrieff that the SLS Board approve the December 4, 2013 Board Meeting Minutes as presented.

CARRIED

2. **Action:**

2.1. A Board photo was taken of those present.

Programs and Services Committee Business

2.2. Moved by Celina Symmonds that the SLS Board approve the January 22, 2014 Programs & Services Committee Meeting Minutes as presented.

Attachment 1

CARRIED

2.3. Moved by Celina Symmonds that the SLS Board approve updated Policy B.10: Committee Mandates: Library Managers Committee as presented.

Attachment 2

CARRIED

- 2.4. Moved by Yoko Fujimoto that the SLS Board approve updated Policy B.20: Committee Mandates: e-Resources Committee as presented.
Attachment 3 CARRIED
- 2.5. Moved by Norm Gerestein that the SLS Board approve updated Policy C.29: Privacy & Confidentiality as amended.
Attachment 4 CARRIED
- 2.6. Moved by Ernest Mudie that the SLS Board approve reviewed Policy E.2: Corporate Image as presented.
Attachment 5 CARRIED
- 2.7. Moved by Don Borrowman that the SLS Board approve Policy E.4: Province-Wide Cooperation for deletion. CARRIED
- 2.8. Moved by Craig Widmer that the SLS Board approve reviewed Policy E.5: Services to Outside Agencies as presented.
Attachment 6 CARRIED
- 2.9. Moved by Celina Symmonds that the SLS Board approve updated Policy E.6: Staff, Trustees, and Volunteer Recognition as presented.
Attachment 7 CARRIED
- 2.10. Moved by Craig Widmer that the SLS Board approve Policy G.9: Circulation: Confidentiality of User Records for deletion. CARRIED
- 2.11. Moved by Kevin Jones that the SLS Board approve Policy G.10: Circulation: Patron Personal Information & Confidentiality of User Records as presented.
Attachment 8 CARRIED
- 2.12. Moved by Shannyn Creary that the SLS Board approve updated Shortgrass Library System Belief Statement as presented.
Attachment 9 CARRIED
- 2.13. Moved by Kelly Christman that the SLS Board approve the quote of \$100 from Medicine Hat Monumental for a rock with the inscription "Shortgrass Garden In Appreciation of Past Directors" to be placed in the front flowerbed designed by Dwight & Molly Nagel. CARRIED

Finance and Personnel Committee Business

- 2.14. Moved by Don Borrowman that the SLS Board approve the January 22, 2014 Finance & Personnel Committee Meeting Minutes as presented.
Attachment 10 CARRIED
- 2.15. Moved by Celina Symmonds that the SLS Board approve the October and November 2013 Financial Statements as presented.
Attachment 11 CARRIED

2.16. Moved by Kelly Christman that the SLS Board approve updated Policy B.12: Board Expenses and Policy B.12A: Expense Claim Form as amended.
Attachment 12 CARRIED

2.17. Moved by Dwight Kilpatrick that the SLS Board approve reviewed Policy C.7: Grievances as presented.
Attachment 13 CARRIED

2.18. Moved by Norm Gerestein that the SLS Board approve updated Policy C.18: Performance Evaluation as presented.
Attachment 14 CARRIED

2.19. Moved by Kevin Jones that the SLS Board approve reviewed Policy C.23: Travel Policy as presented.
Attachment 15 CARRIED

2.20. Moved by Celina Symmonds that the SLS Board approve updated Policy C.23A: Travel Authority and Advance Voucher as amended.
Attachment 16 CARRIED

2.21. Moved by Ernest Mudie that the SLS Board approve updated Policy C.25: Criminal Record Checks as presented.
Attachment 17 CARRIED

2.22. Moved by Marj Moncrieff that the SLS Board approve changing the Shortgrass Library System budget cycle to two years, starting in 2015. CARRIED

2.23. Moved by Marj Moncrieff that the SLS Board approve a rate of \$4.80 per capita for the 2014 Municipal Levy, which represents a 3% increase over the 2013 per capita base of \$4.66. As well, \$4.55 per capita for the 2014 Materials Levy, which represents a 3.5% increase over the 2013 per capita base of \$4.40. This motion is pending the approval from two thirds of Shortgrass member municipalities. CARRIED

Moved by Norm Gerestein that the SLS Board approve a rate of \$4.90 per capita for the 2015 Municipal Levy, which represents a 2% increase over the 2014 per capita rate. As well, \$4.64 per capita for the 2015 Materials Levy, which represents a 2% increase over the 2014 per capital rate. This motion is pending the approval from two thirds of Shortgrass member municipalities. CARRIED

Moved by Celina Symmonds that the SLS Board approve a rate of \$5.02 per capita for the 2016 Municipal Levy, which represents a 2.5% increase over the 2015 per capita rate. As well, \$4.76 per capita for the 2016 Materials Levy, which represents a 2.5% increase over the 2015 per capita rate. This motion is pending the approval from two thirds of Shortgrass member municipalities. CARRIED
Attachment 18

2.24. Moved by Kelly Christman that the SLS Board approve paying the invoice from BiblioCommons, in the amount of \$10,000 for core subscription fees and \$4,000.00 for the mobile app. **CARRIED**

2.25. Moved by Shannyn Creary that the SLS Board approve the December 2013 Financial Statements as presented.
Attachment 19 **CARRIED**

2.26. Moved by Dwight Kilpatrick that the SLS Board approve the Amended 2014 Operating Budget as presented.
Attachment 20 **CARRIED**

2.27. Moved by Kevin Jones that the SLS Board approve the Draft 2015 and 2016 Operating Budgets as presented.
Attachment 21 **CARRIED**

2.28. Moved by Marj Moncrieff that the SLS Board approve Policy F.10: Technology Software/Equipment Support – Service & Financial Support as presented.
Attachment 22 **CARRIED**

2.29. Moved by Celina Symmonds that the SLS Board approve Policy F.11: Telecommunications and Software/Equipment Support – Financial Support for deletion. **CARRIED**

2.30. 2013 Annual Report presented for review.

3. **Discussion**

- 3.1. ALC 2014 – Jasper
- Information provided as to which Trustees will be in attendance.

4. **Information**

- 4.1. Board Chair Report – Dwight Kilpatrick
- Nothing to report
- 4.2. CEO Report – Petra Mauerhoff
Attachment 23
- 4.3. Manager, Library Technology
- No report this month due to staff change
- 4.4. Manager, Bibliographic Services – Phyllis Worrall
Attachment 24
- 4.5. Shared Intern – Jordan DeSousa
Attachment 25

The meeting was adjourned by Kevin Jones at 2:30 p.m.

Next Programs & Services Meeting:

March 19, 2014

12:30 p.m. luncheon

1:00 p.m. meeting

Shortgrass Library System Headquarters

VC Locations

Next Finance & Personnel Meeting:

March 19, 2014

3:00 p.m. meeting

Shortgrass Library System Headquarters

VC Locations

Next Board Meeting:

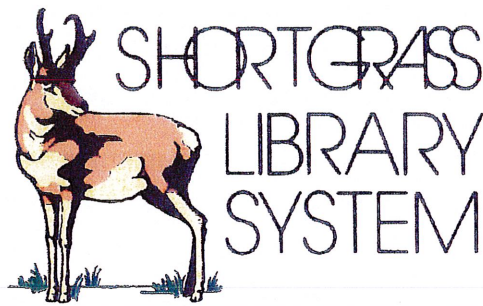
April 16, 2014

12:30 p.m. luncheon

1:00 p.m. meeting

Shortgrass Library System

VC Locations



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RECEIVED

JUN 30 2014

TOWN OF REDCLIFF

MINUTES

Board Meeting of April 16, 2014

Trustees Present: Dwight Kilpatrick, Kathi Herman, Ernest Mudie, Don Borrowman, Norm Gerestein (VC), Craig Widmer, Yoko Fujimoto (VC), Marjorie Moncrieff, Kevin Jones, Shannyn Creary (VC), Brent Burton

Trustees Absent Celina Symmonds, Kelly Christman
With Regrets:

Date & Time: Wednesday, April 16, 2014 at 1:00 p.m.

Location: Shortgrass Library System
Video Conference from Brooks Public Library

1. **Call To Order** – The meeting was called to order by Dwight Kilpatrick at 1:00 p.m.

1.1. Moved by Kathi Herman that the agenda be approved as presented. CARRIED

1.2. Moved by Brent Burton that the SLS Board approve the February 19, 2014 Board Meeting Minutes as presented. CARRIED

2. **Action:**

2.1. Mr. Rob Belau and Mr. Justin Beck, from Meyers Norris Penny, were present at 1:00 p.m. to review the 2013 Draft Audited Financial Statement and answer any questions that SLS Trustees had.

Moved by Dwight Kilpatrick that the SLS Board move to in-camera to meet with the auditors at 1:34 p.m. CARRIED

Moved by Dwight Kilpatrick that the SLS Board move from in-camera to the open Board meeting at 1:46 p.m. CARRIED

Moved by Kevin Jones that the SLS Board approve the 2013 Draft Audited Financial Statement as presented.

Attachment 1

CARRIED

Moved by Marjorie Moncrieff that the SLS Board accept the Auditor's Report as presented.
Attachment 2 CARRIED

2.2. Moved by Ernest Mudie that the SLS Board approve the January, February and March 2014 Financial Statements as presented.
Attachment 3 CARRIED

2.3. Moved by Craig Widmer that the SLS Board receive the Staff Salary Grid and Regional Comparison as information.
Attachment 4 CARRIED

2.4. Moved by Marjorie Moncrieff that the SLS Board approve the use of Contingency Funds to pay the \$10 per week fee for the new setup of the Government courier. In 2015, this expense will be worked into the budget. CARRIED

2.5. Moved by Don Borrowman that the SLS Board approve Brent Burton becoming a member of the Finance & Personal Committee and Yoko Fujimoto becoming a member of the Programs & Services Committee. CARRIED

2.6. Moved by Norm Gerestein that the SLS Board approve reducing the number of vehicles owed by SLS to two. CARRIED

3. Discussion

3.1. Moved by Shannyn Creary that the SLS Board approve the Brooks Public Library as the location for the September 17, 2014 Board Meeting. The CEO will work out the details with the Library Manager. CARRIED

4. Information

4.1. Moved by Kathi Herman that the SLS Board receive the Municipal Requisitions comparison chart as information.
Attachment 5 CARRIED

4.2. Moved by Kevin Jones that the SLS Board receive the results of the 2013 Satisfaction Survey as information.
Attachment 6 CARRIED

4.3. Board Chair Report – Dwight Kilpatrick
- Nothing to report

4.4. Moved by Brent Burton that the SLS Board receive the April 2014 CEO Report as information.
Attachment 7 CARRIED

4.5. Moved by Craig Widmer that the SLS Board receive the April 2014 Manager of Library Technology Report as information.
Attachment 8 CARRIED

- 4.6. Moved by Kathi Herman that the SLS Board receive the April 2014 Manager of Bibliographic Services Report as information.
Attachment 9 CARRIED
- 4.7. Moved by Brent Burton that the SLS Board receive the April 2014 Shared Intern Report as information.
Attachment 10 CARRIED
- 4.8. Moved by Marjorie Moncrieff that the SLS Board receive the April 2014 Exchange Student Librarian Report as information.
Attachment 11 CARRIED
-
- 4.9. Moved by Marjorie Moncrieff that the SLS Board receive the November 18, 2013 Library Manager Meeting Minutes as information.
Attachment 12 CARRIED
- 4.10. Moved by Marjorie Moncrieff that the SLS Board receive the Southern Alberta Library Conference Report submitted by Kelly Christman as information.
Attachment 13 CARRIED
- 4.11. Moved by Kevin Jones that the SLS Board receive the Commercial Energy Conservation Rebate update as information.
Attachment 14 CARRIED
- 4.12. Moved by Ernest Mudie that the SLS Board receive the MSI Grant Application update as information.
Attachment 15 CARRIED
- 4.13. Moved by Craig Widmer that the SLS Board receive the Promotional & Marketing Examples as information.
Attachment 16 CARRIED

The meeting was adjourned by Yoko Fujimoto at 2:48 p.m.

Next Programs & Services Meeting:

May 21, 2014
12:30 p.m. luncheon
1:00 p.m. meeting
SLS Headquarters
VC Locations

Next Finance & Personnel Meeting:

May 21, 2014
3:00 p.m. meeting
SLS Headquarters
VC Locations

Next Board Meeting:

June 18, 2014
12:30 p.m. luncheon
1:00 p.m. meeting
Shortgrass Library System
VC Locations

**BYLAW NO. 1786/2014
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

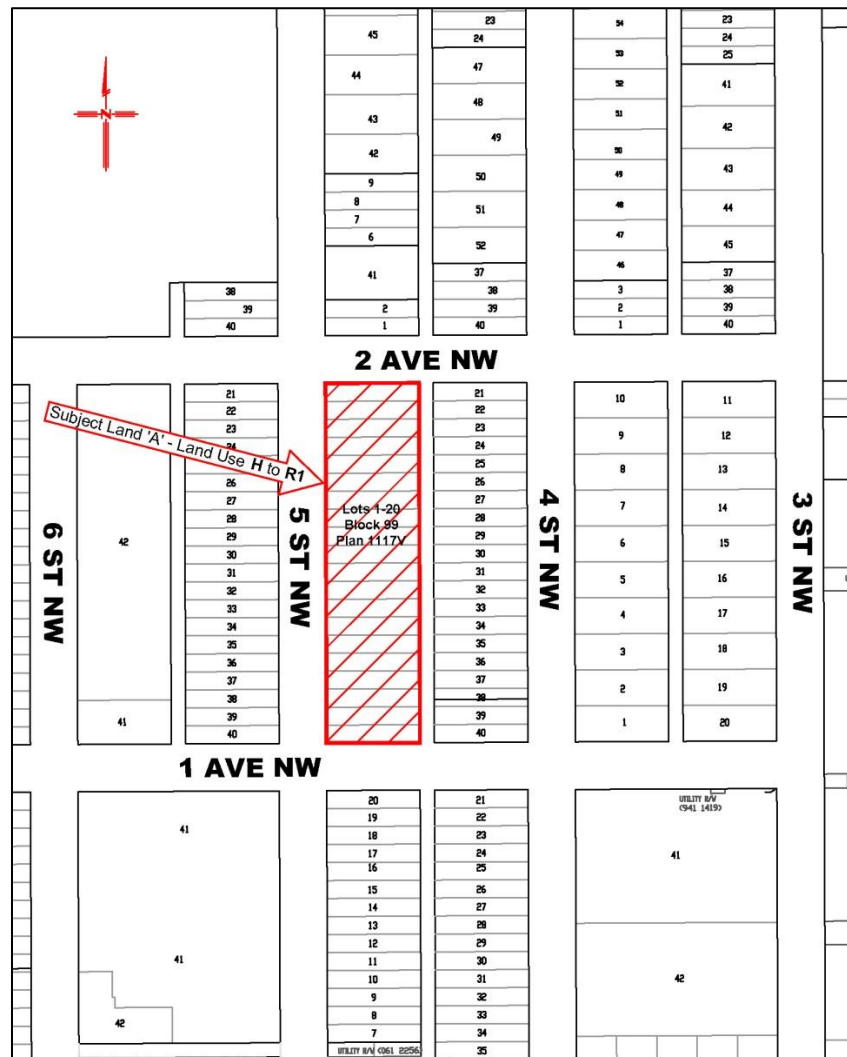
Lot 1-4, Block 99, Plan 1117V
Lot 5-6, Block 99, Plan 1117V
Lot 7-10, Block 99, Plan 1117V
Lot 11-20, Block 99, Plan 1117V

Civic Address

102 5 Street NW
110 5 Street NW
114 5 Street NW
122 5 Street NW

(herein referred to as "Subject Land A", is presently designated H Horticultural District under the Town of Redcliff Land Use Bylaw;

AND WHEREAS it is proposed that 'Subject Land 'A' be designated R-1 Single Family Residential District and is 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 21st day of July, A.D. 2014.

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 1786/2014.
2. The land described as

<u>Legal Description</u>	<u>Civic Address</u>
Lot 1-4, Block 99, Plan 1117V	102 5 Street NW
Lot 5-6, Block 99, Plan 1117V	110 5 Street NW
Lot 7-10, Block 99, Plan 1117V	114 5 Street NW
Lot 11-20, Block 99, Plan 1117V	122 5 Street NW

is hereby designated R-1 Single Family Residential District.

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

READ a first time the 9th day of June, 2014.

READ a second time the _____ day of _____, 2014.

READ a third time this the _____ day of _____, 2014.

PASSED and **SIGNED** the _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

TOWN OF REDCLIFF

REQUEST FOR DECISION

DATE: July 21, 2014

PROPOSED BY: Director of Finance & Administration

TOPIC: Construction of a Landfill Cell and Leachate Pond

PROPOSAL: Approve the revised budget and funding for the construction of a landfill cell and leachate pond at the RCRWMA (Redcliff Cypress Regional Waste Management Authority)

BACKGROUND:

The Redcliff/Cypress Regional Waste Management Authority (RCRWMA) has tendered the construction of the next required waste cell and a leachate pond. The Total Budgeted cost for the projects is \$2,408,000.00. At a meeting on July 14, 2014 the Landfill authority met to discuss the project and voted to proceed. Administration is recommending that the Council of the Town of Redcliff will approve the revised project budget, authorize the early pay-out of the previous cell excavation loan and give first reading to the bylaw to lend the required funds to the RCRWMA for this project.

In 2008, both the Town of Redcliff and Cypress County loaned the RCRWMA \$314,000.00 (total from both parties (\$628,000.00) for the construction of a new waste cell. Salbro Consulting (landfill engineer) estimates that cell is now nearly at or very near to capacity. If the cell is at capacity (or used up) then it would be reasonable to pay off the loan so the authority doesn't owe money on an asset that is nearly exhausted.

With the current cell nearing capacity it is essential that the new cell and leachate pond project is undertaken soon to ensure that the landfill is able to continue to provide service to the region. The tender for the project of \$2,408,000.00 is \$908,000.00 higher than the budget approved in the capital budget for 2014 of \$1,500,000.00.

The RCRWMA does not have the reserves to fully fund this project. After the early pay-out of the loan for the current cell the Authority will be able to contribute \$1,000,000.00 to the project leaving \$1,408,000.00 unfunded and the Authority will require that this amount be loaned from the municipal partners. The loan would be for \$704,000.00, to be repaid over 5 years at the current ACFA interest rate of 1.725% from each of the Town of Redcliff and Cypress County. The Town will require an advertised loan bylaw to proceed with this loan. The loan made by the Town of Redcliff could be funded from accumulated surplus, which at December 31, 2013 had a balance of \$4,318,356.02. In the past accumulated surplus has been used for loans to other not-for-profit organizations and the transitional internal financing of capital projects where debenture borrowing requires some cash flow management.

RECOMMENDATION:

Administration is recommending that the Council of the Town of Redcliff will approve the revised project budget, authorize the early pay-out of the previous cell excavation loan, and give first reading to the bylaw to lend the required funds to the RCRWMA for this project, option #1.

SUGGESTED MOTION(S):

1.
 - a. Councillor _____ moved to approve the revised budget for the Landfill Cell and Leachate Pond project of \$2,408,000.00, an increase of \$908,000.00 from the 2014 capital budget. Further that the project be fund \$1,000,000.00 from Redcliff/Cypress Regional Waste Management Authority Landfill reserve, \$704,000.00 from a loan from the Town of Redcliff and \$704,000.00 from a loan from Cypress County.
 - b. Councillor _____ moved to authorize administration to proceed with the early pay-out to the loans from the Town of Redcliff and Cypress County. This early pay-out is to be funded from the Landfill reserve.
 - c. Councillor _____ moved first reading of bylaw #1790 - Redcliff Cypress Regional Landfill Waste Cell and Leachate Pond Loan Bylaw.
2. No motion: the new cell and leachate pond project is on indefinite hold.

SUBMITTED BY:

Department Head

Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____, 2014.

**TOWN OF REDCLIFF
BYLAW NO. 1790/2014**

**A BYLAW OF THE TOWN OF REDCLIFF FOR THE PURPOSE OF AUTHORIZING THE
LOAN OF FUNDS TO THE REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT
AUTHORITY, A NON-PROFIT ORGANIZATION.**

WHEREAS the Municipal Government Act Chapter M-26, R.S.A. 2000 as amended, provides that a municipal council, by bylaw, may authorize the lending of money to a non-profit organization.

AND WHEREAS the Redcliff Cypress Regional Waste Management Authority requests a loan to partially fund the construction of a waste cell and leachate pond at the Redcliff Cypress Regional Landfill.

AND WHEREAS the Town of Redcliff Council supports the loaning of funds to the Redcliff Cypress Regional Waste Management Authority for the construction of a waste cell and leachate pond at the Redcliff Cypress Regional Landfill.

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

1. This Bylaw shall be known as the "Redcliff Cypress Regional Landfill Waste Cell and Leachate Pond Loan Bylaw".
2. That effective upon passage of this Bylaw, the Council of the Town of Redcliff hereby agree to loan the maximum sum of \$704,000.00 to the Redcliff Cypress Regional Waste Management Authority for the purpose of the construction of a waste cell and leachate pond at the Redcliff Cypress Regional Landfill conditional to the Town of Redcliff, Cypress County and the Redcliff Cypress Regional Waste Management Authority signing a letter of understanding in a form similar to that of Schedule "A" attached hereto.
3. The rate of interest shall be 1.725%. The term of the loan is five (5) years with five (5) equal payments including principle plus interest due annually on the 30th day of April of each year beginning April 1, 2015. The rate of interest, the term and the terms of repayment of the loan are outlined on the attached Schedule "B".
4. The source of funds shall be from the Accumulated Surplus.
5. This loan application was advertised in the _____, 2014 and the _____, 2014 editions of the Cypress Courier.

Read a first time this _____ day of _____, 2014.

Read a second time this _____ day of _____, 2014.

Read a third time this _____ day of _____, 2014.

Signed and passed time this _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

Schedule A

July 16, 2014

Town of Redcliff
P.O. Box 40
Redcliff, Alberta
TOJ 2PO

Cypress County
816 - 2nd Avenue
Dunmore, Alberta
TOJ IAO

Attention: Arlos Crofts

Attention: Kevin Miner

**RE: REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY
LETTER OF UNDERSTANDING REGARDING PROPOSED FINANCIAL ASSISTANCE**

The purpose of this letter agreement (to be endorsed by the Town of Redcliff and Cypress County and the Redcliff Cypress Regional Waste Management Authority) is to identify and document the parties' understanding regarding the proposed financial assistance to the Redcliff Cypress Regional Waste Management Authority.

The circumstances giving rise to the agreement and the terms of the financial assistance to Redcliff Cypress Regional Waste Management Authority are as follows:

- a) The Redcliff Cypress Regional Waste Management Authority is a joint venture between the Town of Redcliff and Cypress County.
- b) The Redcliff Cypress Regional Waste Management Authority intends to construct a waste cell and leachate pond at the Redcliff Cypress Regional Landfill.
- c) The cost of the waste cell and leachate pond is estimated to be \$2,408,000.00, based upon a contract to be awarded by tender to Whissell Contracting Calgary Ltd. pending this financing agreement. (the "waste cell and leachate pond project").
- d) The Redcliff Cypress Regional Waste Management Authority intends to contribute \$1,000,000.00 to the waste cell and leachate pond project.
- e) The Town of Redcliff and Cypress County agree to lend to the Redcliff Cypress Regional Waste Management Authority a sum sufficient to cover the balance of the cost to complete the waste cell and leachate pond project (the "loan" or "loan agreement").

- f) The Town of Redcliff and Cypress County agree to make equal contributions to the Redcliff Cypress Regional Waste Management Authority in relation to the loan in the amount of 704,000.00 each.
- g) The loan shall be repaid to the Town of Redcliff and Cypress County, proportionate to their interests, by the Redcliff Cypress Regional Waste Management Authority as follows:
 - i) Interest shall be 1.725%, the rate of interest set by the Alberta Capital Finance Authority (ACFA), as published on their website (www.acfa.gov.ab.ca) as at July 1st, 2014.
 - ii) Interest and principal payments on the loan amount shall be \$148,169.47 to each of the Town of Redcliff and Cypress County and shall be paid annually on or before April 30th for each of five years, commencing April 30, 2015.
 - iii) The Town of Redcliff as the operator of the Redcliff Cypress Regional Waste Management Authority shall manage and account for the loan and its re-payment.

The parties confirm all of the foregoing.

Town of Redcliff

Per: Arlos Crofts – Municipal Manager

Cypress County

Per: Kevin Miner - Chief Administrative Officer

Redcliff Cypress Regional Waste Management Authority

Per: Dwight Kilpatrick – Authority Chairman

Schedule "B"

Terms of the Loan Agreement Dated

_____, 2014

Granted to Redcliff Cypress Regional Waste Management Authority
by the Town of Redcliff

Summary

Principal borrowed: \$704,000.00

Regular Payment amount: \$148,169.47

Total Repaid: \$740,847.34

Total Interest Paid: \$36,847.34

Annual Payments: 1

Total Payments: 5 (5 years)

Annual interest rate: 1.73%

Periodic interest rate: 1.7250%

Pmt	Principal	Interest	Cum Prin	Cum Int	Prin Bal
1	136,025.47	12,144.00	136,025.47	12,144.00	567,974.53
2	138,371.91	9,797.56	274,397.38	21,941.56	429,602.62
3	140,758.82	7,410.65	415,156.20	29,352.21	288,843.80
4	143,186.91	4,982.56	558,343.11	34,334.77	145,656.89
5	145,656.89	2,512.58	704,000.00	36,847.35	0.00
6	*-0.00	0.00	704,000.00	36,847.35	0.00

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 10, 2014

PROPOSED BY: Legislative & Land Services

TOPIC: Portable building behind the Redcliff Public Library

PROPOSAL: To place a portable building at the rear of the Redcliff Public Library

BACKGROUND:

On June 30, 2014 the Town of Redcliff received a letter from the Redcliff Public Library to place a portable building (storage shed) at the rear of the Redcliff Public Library on Lot 25, Block 55, Plan 9810295 (131 Main Street S).

The letter was circulated to the Development Officer for comments of the proposed development in relation to the Town of Redcliff's Land Use Bylaw. The Development Officer noted the following based on the Land Use Bylaw:

1. The property is currently zoned PS – Public and Semi-Public Service District
2. In the PS district, accessory buildings are a Discretionary Use – Development Officer
3. Section 15.h of the Town of Redcliff's Land Use Bylaw states:
 - *Up to two(2) buildings or structures less than 10m² in area and not permanently attached to the ground, within a Residential District, and Urban Reserve District or residential uses within a Horticultural District provided that no portion of the building is located within the required yard setbacks*

Based upon the review of the Land Use Bylaw, the Town of Redcliff would require a Development Permit for the proposed portable building at the rear of the Redcliff Public Library.

ATTACHMENTS

Correspondence from the Redcliff Public Library dated June 27, 2014.

OPTIONS:

1. To grant Redcliff Public Library permission to make application for a Development Permit for a portable shed at the Redcliff Public Library.
2. To deny the request from the Redcliff Public Library permission to make application for a Development Permit for a portable shed at the Redcliff Public Library.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved grant permission to the Redcliff Public Library to apply for a development permit for a portable building at the Redcliff Public Library.

SUBMITTED BY:

Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. **2014.**



TOWN OF REDCLIFF

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

July 3, 2014

To Whom It May Concern:

**Re: Placement of a portable building at the rear of the Redcliff Public Library.
Lot 25, Block 55, Plan 9810295 (131 Main Street S)**

In response to the letter by the Redcliff Public Library, I have reviewed the Land Use Bylaw, and note the following base on the Land Use Bylaw:

- The property is currently zoned PS – Public and Semi-Public Service District
- In the PS district, accessory buildings are a Discretionary Use – Development Officer
- Section 15.h of the Town of Redcliff's Land Use Bylaw states:
 - *Up to two(2) buildings or structures less than 10m² in area and not permanently attached to the ground, within a Residential District, and Urban Reserve District or residential uses within a Horticultural District provided that no portion of the building is located within the required yard setbacks.*

Based upon the review of the Land Use Bylaw, the Town of Redcliff would require a Development Permit for the proposed portable building at the rear of the Redcliff Public Library.

Regards,

Brian W. Stehr
Development Officer

Redcliff Public Library

RECEIVED

JUN 30 2014

TOWN OF REDCLIFF

June 27, 2014

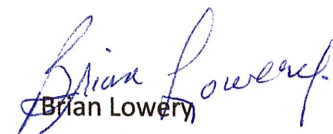
Mayor and Council
Town of Redcliff
1 - 3 St SE
Redcliff, Alberta

Dear Council Members:

The Redcliff Library Board requests permission to take out a Development Permit to erect a storage shed on town property behind the Redcliff Public Library at 131 - Main Street South. The outdoor storage unit we would like to purchase is 11' x 11' and will meet all requirements of the permit. The purpose of the building is to provide us with more storage space than what our current building is providing. Over the years our services, programming needs, and book sale have grown to such proportions that we can no longer store it all in the building.

Thank you for your time and consideration for our project.

Sincerely,


Brian Lowery
Redcliff Library Board

Approved by Council – April 13, 2009

FACILITIES USE POLICY

BACKGROUND:

The Town of Redcliff has various buildings, rooms and other facilities available for rental by the general public or for use by departments of the Town of Redcliff.

There is a need to establish a consistent use policy for these facilities including the procedure for booking of facilities, payment for booking of facilities and consumption of alcoholic beverages in facilities.

POLICY:

1. PERSONNEL

The Community Services Director and Public Services Directors shall be the individuals appointed to those positions or in their absence the individual designated by said Community Services Director or Public Services Director as the case may be.

2. FACILITIES AVAILABLE

The Town of Redcliff has the following facilities available for rental or use and initial contract for use of facilities shall be through the Community Services Department:

A. Senior Drop in Centre

This facility is covered under a separate policy called Senior Drop-In Centre Rental policy.

B. Rec-Tangle (Arena)

i) The entire Rec-Tangle complex can be rented at the rate established in the rates policy or separate areas may be rented as indicated below:

a) Meeting Rooms

The Upstairs Board Room is the offices of Redcliff Minor Hockey and Redcliff Figure Skating Club, however it may be rented for small meetings at the rate established in the rates policy.

The Upstairs Main Room is available for rental, this room can be divided into two separate areas and the rental rate shall be as established in the rates policy.

The Rec-Tangle large meeting room on upper level will be available to Redcliff Minor Hockey and Redcliff Skating Club, and the room will be provided at no charge to these organizations, although reservations are required through Community Services Department

- b) Ice Area
 - 1) Whenever the ice surface is being utilized the Public Services Director must ensure personnel from the Town of Redcliff are in attendance at the facility except:
 - A) if the ice surface is being used by a school class under the Joint Facility Use Agreement.
 - B) Bookings for Redcliff Minor Hockey or Redcliff Figure Skating Club shall be allowed to access the facility outside the regular hours on the understanding the organization will contact the Community Services Director so he/she may
 - i) may advise the Public Services Director, of the pending use so that the building will be prepared for early use.
 - ii) arrange to open the facility and turn on the lights.
 - 2) The ice area is available for rent at the rates established in the rates policy.
 - 3) The regular operating season shall be as established by the Community Services Director and Public Services Director as per need requirements of organizations within the community.
 - 4) The ice surface will be closed on all statutory holidays and any other holiday that has been approved for CUPE Local #46 staff
- ii) A security deposit of \$300.00 may be charged at discretion of Community Services Director where
 - a) the renter is unknown;
 - b) where there has been a history of abuse of the facility (such as not cleaning up and restacking chairs);
 - c) where the function being held could result in an untidy situation remaining.
- iii) The Community Services Director may refuse rentals where there is a known history of abuse of Town of Redcliff facilities.
- iv) All rentals of the Rec-tangle aside from Redcliff Minor Hockey Association and Redcliff Figure Skating Club and regularly scheduled ice renters, will require the signing of a Rec-Tangle Use Agreement.

- v) The entire Rec-Tangle Building will be made available to the Redcliff Lions Club at no rental cost for their use in Redcliff Days Activities, and special permission to other Town of Redcliff groups for use as backup facilities in the event of inclement weather may be approved by Municipal Manager at the rates as shown in the Rates Policy but only after he confirms with the Community Services Director and Public Services Director that the building is available.

C. Town Hall

- i) Downstairs Conference Room
This room is available for public rental for education or instructional purposes, the cost of rental is at the rate established in the rates policy.
- ii) Community Services Department Board Room
This room is for use of Town of Redcliff only and is not available for rent to general public.
- iii) Council Chambers
This room is for use of Town of Redcliff only and is not available for rent to general public.

D. Aquatic Centre

- i) The aquatic centre is available for rent at the rates established in the rates policy.
- ii) All bookings for the Aquatic Centre shall be made through the Community Services Department.
- iii) School bookings are based on availability of Aquatic Centre Staff and all rules apply as established under Joint Use Agreement

E. Ball Diamonds (including Pitching Machine and Batting Cage)

- i) The ball diamonds and batting cage are available for rent at the rates established in the rates policy.
- ii) Ball diamonds must be booked through the Community Services Department.
- iii) Diamond maintenance will be done as determined by the Public Services Director.

F. Campground (Also refer to Parks Bylaw #1123/97 for special conditions)

- i) The individual camp sites are available for rent at the rates established in the rates policy.
- ii) Special camping location may be approved in a designated area determined by the Public Services Director in consultation with the Community Services Director and at the rate as established in the rates policy.

G. Library Board Room

- i) This room is under control of the Library and may be rented from the Library under the terms and conditions established by the Library.

3. BOOKINGS**A. All bookings of facilities shall be made in advance through the Community Services Department.**

- i) Record of facility rental bookings including facility rental schedules, ice rental schedules, program schedules, meeting schedules, and social gathering schedules will be maintained by the Community Services Department.
- ii) Updated facility rental schedules will be prepared by the Community Services Department and a copy provided to Public Services Department.
- iii) All cancellations of facilities must be confirmed with the Community Services Department, minimum of ten (10) working days in advance, with the exception of the Aquatic Centre and Ball Diamonds when three (3) days notice is sufficient. Failure to provide this notice will result in forfeiture of deposit.
- iv) Trading of times must be confirmed with Community Services Department, the trading of times must be agreed upon and arranged between all groups concerned prior to contacting the Community Services Department.
- v) The Community Services Department reserves the right to cancel or postpone any facility rental if deemed necessary.
- vi) For one time booking of any facility payment must be made directly to the Town of Redcliff prior to the scheduled time.
- viii) Regular facility renters will be invoiced at the end of each month according to a letter of agreement.

4. OTHER INFORMATION

- A. Anyone renting a facility for the sale of items such as crafts is required to obtain a Town of Redcliff business license as outlined in the Business License Bylaw..
- B. Alcohol Beverage Consumption in Town facilities may be approved under the following terms and conditions:
 - i) Facility booking requests to which the public is invited and where alcoholic beverages will be served will be evaluated on their own merit and may be accepted providing all rental terms, licensing provisions and conditions are met.
 - ii) All rentals of a facility where alcohol may be consumed will require the signing of a Facility Use Agreement (including the appropriate waiver form). This Facility Use Agreement shall be similar in nature to the Rec-Tangle Use Agreement amended to the satisfaction of the Community Service Director.
 - iii) A license or permit from the Alberta Liquor Control Board, insurance with a minimum liability amount of \$2,000,000.00 issued in their name, including Host Liquor Liability Coverage and with Town of Redcliff included as a Named Insured, must be obtained and a photocopies of each must be filed with Community Services Department prior to obtaining keys to the facility to be used.
 - iv) Alcoholic beverages will be permitted as governed by the Alberta Liquor Control Board, and alcoholic beverages will be restricted to areas outlined in the Facility or Rec-Tangle Use Agreement.
 - v) The individual consumption of alcoholic beverages must be monitored to ensure consumption is not excessive and to avoid potential problems with respect to property damage and any intervention of the RCMP.

Ottawa

Room 110, Justice Building
Ottawa, Ontario
K1A 0A6
Tel: 613-992-4516
Fax: 613-992-6181

Medicine Hat

112-1310 Kingsway Ave. SE
Medicine Hat, Alberta
T1A 2Y4
Tel: (403)-528-4698
Fax: (403)-528-4365



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

LaVar Payne

Member of Parliament
Medicine Hat Constituency

RECEIVED

JUN 4 2014

TOWN OF REDCLIFF

Brooks

PO Box 640
2-403 2nd Avenue West
Brooks, Alberta
T1R 1B6
Tel: (403)-362-7677
Fax: (403)-362-7055
Toll-free: 1-800-565-4694

Taber

5324-48th Avenue
Taber, Alberta
T1G 1S2
(Community Futures Office)
Tel: (403)-416-2400

May 27, 2014

His Worship Ernie Reimer
Town of Redcliff
Box 40
Redcliff AB T0J 2P0

Dear His Worship Reimer,

I am writing today to inform you about our new Building Canada Fund, which will be available to each Canadian Province and Territory.

The New Building Canada Fund (NBCF) is one component within the overall \$53 billion New Building Canada Plan (NBCP). It is a \$14-billion Fund that will support projects of national, regional and local significance that promote economic growth, job creation and productivity.

The economy continues to be a priority for our Government. Through the NBCF, our Government is encouraging investments in infrastructure projects that contribute to economic growth, job creation and productivity. The federal government works with provinces, territories, municipalities and the private sector to provide funds to economically-focused projects. In addition, by introducing a P3 Screen for projects of over \$100 million in eligible costs, our Government is ensuring that large infrastructure projects are delivered in the most cost-effective way.

There are two major components under the New Building Canada Fund:

- The \$4-billion National Infrastructure Component (NIC) which provides funding for projects of national significance, with a focus on projects that have broad public benefits, and that contribute to long-term economic growth and prosperity.
- The \$10-billion Provincial-Territorial Infrastructure Component (PTIC) which supports infrastructure projects of national, regional and local significance that contribute to economic growth, a clean environment, and stronger communities. The PTIC is divided into two sub-components:



- \$9 billion for National and Regional projects (PTIC–NRP); and
- \$1 billion for projects located in communities of fewer than 100,000 residents through the Small Communities Fund (PTIC–SCF).

Should organizations in your community wish to find out more information about the Fund, I encourage them to visit the website of Infrastructure Canada at <http://www.infrastructure.gc.ca/plan/nbcf-nfcc-eng.html>.

Thank you, and should you have any further questions on this or any other Government of Canada services , do not hesitate to contact my Ottawa office at 613-992-4516.

Sincerely,

A handwritten signature in black ink, appearing to read 'LaVar Payne', written in a cursive style.

LaVar Payne, M.P.

Medicine Hat Constituency



ALBERTA CONGRESS BOARD
An Association For Cooperative Action

P.O. Box 82092, RPO Yellowbird
Edmonton, Alberta T6J 7E6
P. 780-421-9330
F. 780-426-2987
acb@congressboard.ab.ca
congressboard.ab.ca



1049

**EXECUTIVE
BOARD**

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PAST PRESIDENT:
Dennis Gane

TREASURER:
Gus Rozycki

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Eslin Eling
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Scott Vaughan
Kerry Woollard

June 2, 2014

Mr. Robert Hazelaar
Mayor
Town of Redcliff
PO Box 40
Redcliff, AB T0J 2P0

Dear Mr. Hazelaar,

On behalf of the Alberta Congress Board, you are invited to attend the ACB Annual Workplace Conference scheduled for October 16 - 19, 2014 at the Fairmont Jasper Park Lodge.

This year, we are celebrating 40 years as an organization. Back in 1974, we faced what was the beginning of a serious labour shortage related to the megaprojects that were being constructed to mine Alberta's oil sands. Alberta Congress Board set out to bring key people together to figure ways to deal with the labour shortage and was able to help come up with viable solutions. Today, we are back to facing severe skilled shortages that are much more serious than ever before and that threaten the economic future of our province.

We need your help in getting these types of issues resolved.

Alberta Congress Board is seeking your input and ideas for better managing our economic future. Our workforces and workplaces depend on solid leadership on a go forward basis and you can be part of solving some of the related challenges.

For this reason, we have put together a conference on **"A New Generation of Leadership – What it Means to You and Your Organization"**. This event will bring together and engage stakeholders across diverse sectors to tackle some of the toughest issues Alberta needs to address.

Please take a moment to review the attached brochure for complete conference information. Join us in shaping Alberta's workplaces and positioning your organization in what will be a choppy labour market in the coming years.

We look forward to seeing you in Jasper!

Sincerely,

Don Diduck
Director

attach./

RECEIVED

JUN 6 2014

TOWN OF REDCLIFF



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary-Acadia*

RECEIVED
JUN 27 2014
TOWN OF REDCLIFF

AR 8472

June 17, 2014

His Worship Ernie Reimer
Mayor
Town of Redcliff
P.O. Box 40
Redcliff, AB T0J 2P0

Dear Mayor Reimer:

I am pleased to advise you that payments of \$244,704 and \$100,000 for the 2014-15 Municipal Policing Assistance Grant (MPAG) and the 2014-15 Police Officer Grant (POG), respectively, have been electronically transferred to your municipality. The grants are intended to help communities meet the costs of policing services and reflect the commitment of the Alberta government to address the financial impact of policing on municipalities.

POG reporting on Actual Policing Strength for the period is required by April 30, 2015, while MPAG reporting on grant expenditures is required by March 31, 2015. Templates are available on the Justice and Solicitor General website at:
www.solgps.alberta.ca/programs_and_services/public_security/law_enforcement_oversight/Pages/default.aspx.

Should your staff have any questions, they may contact Michael Michalski, Executive Director, Financial Operations and Procurement, at 780-427-7516, or via email at:
Michael.Michalski@gov.ab.ca.

Sincerely,

Jonathan Denis, QC
Minister

cc: Arlos Crofts, Municipal Manager, Town of Redcliff

June 17, 2014

Mayor and Council
Town of Redcliff
PO Box 40
Redcliff, AB, T0J 2P0

RECEIVED

JUN 23 2014

TOWN OF REDCLIFF



Mayor and Council,

On behalf of the Alberta Recreation and Parks Association, I invite your Council to attend our upcoming Conference and Energize Workshop, held at the Fairmont Jasper Park Lodge from October 23 – 25, 2014.

The Alberta Recreation and Parks Association (ARPA) is a provincial not-for-profit organization that is committed to building healthy citizens, communities, and environments in Alberta through recreation and parks. We envision that all communities in the province embrace and proactively use recreation and parks as essential means for enhancing individual well-being, community vitality, economic sustainability, and natural resource protection and conservation.

The Energize Workshop is a component of the ARPA Conference specifically designed for elected officials. Along with a tailored stream of sessions that provides leading edge information in Canada, the Workshop will give you the knowledge and tools to bring back to your council and community to ensure excellence and value for money from one of your largest budget areas.

Not only a unique networking opportunity with other Mayors, Reeves, and Councillors in Alberta, our Conference provides an opportunity to meet and foster relationships with the next generation of recreation and parks leaders and programmers to build stronger communities.

Enclosed is more detailed information about the ARPA Conference and Energize Workshop. Additional Information can be found on our website at www.arpaonline.ca/events/energize-conference. Should you have any questions about the event, please contact Bill Wells, ARPA Chief Executive Officer, at 780-415-1745.

Yours sincerely,

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

Dan Pagely
ARPA President



Operations Division
Southern Region
2938 - 11 Street NE
Calgary, Alberta T2E 7L7
Telephone: 403-297-7602
Fax: 403-297-6069
www.alberta.ca

June 18, 2014

His Worship Ernie Reimer, Mayor

Town of Redcliff
PO Box 40
Red Cliff, AB T0J 2P0

Dear Mayor Reimer:

Subject: Flood Recovery Erosion Control (FREC) program

I am pleased to update you on the Flood Recovery Erosion Control (FREC) program.

The Government of Alberta announced the Flood Recovery Erosion Control (FREC) Program in August 2013 as an initiative designed to increase municipal erosion and flood resiliency in the event of future high water events for those communities impacted by 2013 floods.

As of May 2014, close to \$210 Million in grant support has been provided to municipalities & First Nations who declared State of Local Emergency (SOLE) in June 2013. The Flood Recovery Erosion Control (FREC) program had a number of conditions before a project could be considered eligible for funding. The primary focus was that these projects were municipal (owned and operated), had to protect critical municipal infrastructure, or were required to protect public safety (i.e. neighbourhoods), and were impacted during the 2013 event.

The FREC program was closed to new applications on March 31, 2014. The following is a summary of your community's projects approved by our Minister.

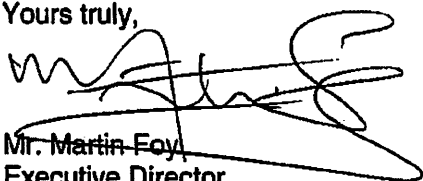
- | | |
|----------------------------------|---------------|
| • Raw Water Pumphouse Protection | \$ 823,251.00 |
| • River Valley Park Protection | \$ 395,706.00 |

The Government of Alberta continues to be committed to supporting all municipalities & First Nations in preparing for future environmental emergencies. The recent announcement by the Government of a 3 year, \$325 million program to support improving community resiliency across the province is a demonstration of that ongoing commitment. I expect your (Municipality/First Nation) will receive a program document and application forms in the coming weeks. For further inquiries on the Alberta Community Resilience Program (ACRP) contact Andy Lamb, Program Director at esrd.acrp@gov.ab.ca.

For those projects that were approved for you under the Flood Recovery Erosion Control (FREC) program, I wish you well in a timely completion of the work, and would also remind you that your signed grant agreement does have reporting and completion requirements that you must ensure are complied with.

We look forward to working with you as you continue to recover from the June 2013 event.

Yours truly,

A handwritten signature in black ink, appearing to read 'Martin Foy', written over a horizontal line.

Mr. Martin Foy
Executive Director
South Saskatchewan Region
Alberta Environment & Sustainable Resource Development

RECEIVED

JUL 14 2014

TOWN OF REDCLIFF

AR73719

July 7, 2014

His Worship Ernie Reimer
Mayor, Town of Redcliff
PO Box 40
Redcliff, AB T0J 2P0

Dear Mayor Reimer,

I am pleased to announce that the new Alberta Community Partnership (ACP) guidelines and application form are now available on the Municipal Affairs website at www.municipalaffairs.alberta.ca/albertacommunitypartnership.cfm. The guidelines and form are retroactive to April 1, 2014.

The ACP replaces the former Regional Collaboration Program (RCP). The new program retains feature elements of the former RCP, but with expanded project eligibility that includes support for capital and limited-term operating expenditures, and options for multi-year funding.

The ACP has grown from four to six program components. Two new components, Intermunicipal Collaboration (IC) and Metropolitan Funding (MF), have been created from the former Regional Collaboration component, and a new Viability Review Support (VRS) component has been added to provide support for municipal restructuring activities. The Mediation and Cooperative Processes, Municipal Internship, and Strategic Initiatives components are retained under the ACP, with the addition of a new finance officer stream under the Municipal Internship component.

The IC component provides support up to \$350,000 towards collaborations of two or more municipalities to explore, plan, or implement new or enhanced regional municipal services. Full details on the IC component can be found in Schedule 1 of the ACP guidelines.

The MF component provides an annual funding allocation to municipalities with populations greater than 55,000, to support the unique pressures faced by Alberta's largest municipalities. It also provides an annual allocation to the Capital Region Board and Calgary Regional Partnership for their operations.

.../2

His Worship Ernie Reimer

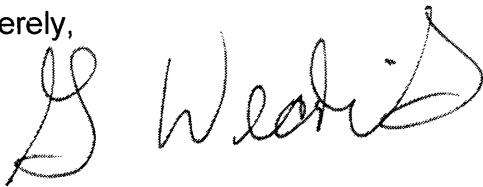
-2-

Beginning in 2015/16, a municipal cost-share requirement will be introduced to both the IC and MF components. Cost-share requirements stipulate that a specific portion of the project or allocation must be funded by the participating municipalities undertaking the project.

Should you have inquiries regarding the ACP guidelines and application form, or if you require a printed version, please contact a program advisor in the Regional Grant Programs area, toll-free at 310-0000, then 780-427-2225.

I look forward to working with you to support municipal collaboration to make our communities and our province stronger.

Sincerely,

A handwritten signature in black ink, appearing to read "G Weadick". The signature is fluid and cursive, with the first letter "G" being large and stylized.

Greg Weadick
Minister of Municipal Affairs

cc: Arlos Crofts, Municipal Manager, Town of Redcliff

RECEIVED

JUN 26 2014

TOWN OF REDCLIFF

To Town Council of Redcliff

Today I will pay an outstanding balance on my property Tax bill. It's been on there for a number of years and was a Water Tax bill, that I was refusing to pay. It has grown a lot since it was put on there, because of fees and interest. I have mentioned my dispute each year but there doesn't seem to be anyone who has authority or interest in my complaint. No water was ever used or sewer recycled, but according to Town bylaw that doesn't matter. In Redcliff Every unit pays Water Tax if you use water or not.

I have lived in Redcliff for fourteen years, and have built over 30 housing and commercial units. The last few years I have done very little in Redcliff. I see many opportunities here, but I refuse to consider building anything here. Each time I think about that stupid Water Tax. I have an older fourplex in Redcliff that I pay a yearly Water Tax, higher than the property tax. In Medicine Hat I have an identical building where the Water bill is less than a third. This is because Medicine Hat uses a meter system to charge each unit for the water used during the month.

I continue to own property and pay taxes in Redcliff, because its not easy to divest. When someone asks me where to invest, I don't say Redcliff, and I no longer will myself. So I guess you win and will receive \$750.06 for absolutely nothing and the projects that I envision will be built by someone else.

Larry Neufeld

Feature Finishing ltd



PO Box 164
Sangudo, AB T0E 2A0

RECEIVED

JUN 27 2014

TOWN OF REDCLIFF

Town of Redcliff
PO Box 40,
Redcliff, AB T0J 2P0

June 1, 2014

RE: SPONSORSHIP FOR 2014 ADOA 30th ANNIVERSARY CONFERENCE

Dear Mr. Reimer

The Board of Directors of the Alberta Development Officer's Association is hosting our 30th Anniversary Conference from September 28th to October 1st, 2014 in Canmore at the Radisson Hotel & Conference Centre. The theme of this year's Conference is 'Our Next 30 Years'.

The Alberta Development Officers Association provides its members from various municipalities, and Agencies throughout Alberta a vehicle to communicate and share relevant development and planning issues. Our yearly conference also provides a forum for members to discuss and comment on proposed provincial legislation.

Each year the Alberta Development Officers Association depends on sponsorships to offset the costs of the Conference. The Conference venue offers a terrific opportunity to showcase your municipality. Your sponsorship or participation at the conference will be acknowledged by people working in the planning and development field, and recognized in the Conference program.

Please respond no later than August 15, 2014 by mailing your contribution to the ADOA Office in Sangudo.

On behalf of the all the members of the Alberta Development Officer's Association, your consideration of our request, your sponsorship and participation is greatly appreciated.

Yours truly,

Betty Ann Fountain

President, ADOA



PO Box 164
Sangudo, AB T0E 2A0

30th ANNIVERSARY CONFERENCE
September 28th to October 1st, 2014
Canmore

SPONSORSHIP CATEGORIES

- ☐ Recognition for one or part of the five coffee breaks (\$750.00 per break)
- ☐ Recognition for one or part of the two breakfasts. (\$1,500.00 per breakfast)
- ☐ Recognition for one or part of the two lunches. (\$2,400.00 per lunch)
- ☐ Recognition for the opening reception / meet and greet. (\$1,500.00)
- ☐ Recognition for non-specific contribution. (see chart below)

SPONSORSHIP CONTRIBUTION RECOGNITION:

DIAMOND SPONSOR:	\$5,000 +
PLATINUM SPONSOR:	\$2,500 +
GOLD SPONSOR:	\$1,500 to \$2,499
SILVER SPONSOR:	\$1,000 to \$1499
BRONZE SPONSOR:	\$300 to \$999

Please make your cheque payable to "The Alberta Development Officers' Association" and forward your contribution with this form to:
Alberta Development Officers' Association

PO Box 164
Sangudo, AB T0E 2A0

CONTACT INFORMATION:

NAME: _____

COMPANY or MUNICIPALITY: _____

ADDRESS: _____

PHONE: (_____) _____ - _____ CELL#: (_____) _____ - _____

EMAIL: _____

June 16, 2014

**Merna Prevost
Box 70
Redcliff, AB T0J 2P0**

Councilor Chere Brown,

It has come to my attention that an Emergency Plan has not been implemented or contemplated in the event of localized sewer back up.

Being Council as a Whole has been made aware that, many home owners/ residence have been subjected to sewer back up resulting from system overload and inadequacy and further, that many homes no longer qualify for Sewer Backup coverage by Insurers through no fault of the citizen. It is prudent and necessary that an Emergency Plan of Action be developed and put into action promptly.

I request that an immediate Extraordinary Special Meeting of Council be called to create an Emergency Plan of Action.

Purpose: to alert citizens that the home in which they live is at high risk of sewer backup, that sewer backup is current in their immediate neighborhood and or imminent to their area.

Suggestions for Emergency Plan of Action

- 1. Appoint Coordinator and Alternate (most logical to be from Public Works) as their Department is the first made aware that there is current or imminent risk for sewer backup.**

Responsibility:

Alert (Notify) the Following

- Team Leaders
Team Leaders Appointed for each area of the Town (ie)
Jesmond, Kipling, Eastside, Riverview, Northwest and so on.**

Each Leader to have a Support Team set up to be responsible to carry out notifications to every home in their area.

- **Administration**

Administration could act as call center, notify Radio, TV, and any other Social Media vehicle to make emergency announcements.

Activate Alarm (if necessary for Town Wide Notification)

2. Teams could be made up of Employees, Administration, Council and Public Volunteers alike.

Teams and Team Leaders responsible to exhaust all avenues to alert and notify residents that they are at imminent risk of sewer backup. Phone calls, door knocking, ect.

Provide hand outs specifying do's and don'ts for preparation and protection of personal effects and property alike

3. Comprehensive Handouts could include a list of information and or direction such as the following examples:

- **Do not use your sewer facilities such as flushing toilets, showering, dishwasher, laundry machine etc. You do not want to cause your sewer back flow preventer valve to open for any reason.**
- **Disconnect your sump pump from the sewer line and re-route piping to boulevard. Make sure to cap off the pipe leading to the sewer from your sump area.**
- **Prepare a “make shift commode” with a bucket and water in the bottom to use as a toilet facility until there is no longer sewer back up risk.**
- **Turn off water to eliminate accidental running water through your sewer lines and opening the back flow preventer.**

- **Emergency Team Leader contact information**

This Emergency Plan constitutes proactive planning, shows due diligence, and care and concern for all citizens of Redcliff alike.

**Thank you
Merna Prevost**

cc: Arlos Crofts

**SUBDIVISION APPLICATION REVIEW MEETING
WEDNESDAY, JULY 9, 2014
TOWN OF REDCLIFF COUNCIL CHAMBERS AT 11:00 AM**

MEETING NOTES

PRESENT:	Municipal Manager	A. Crofts
	Manager of Engineering	K. Minhas
	Manager of Legislative & Land Services	S. Simon
	Planning Consultant, Scheffer Andrew	B. Petch
	Scheffer Andrew	J. Genge
	Executive Assistant	C. Cranston

A) Subdivision Application 2014 SUB 02

Lot 1-4, Block 99, Plan 1117V (102 5 Street NW)
Lot 5-6, Block 99, Plan 1117V (110 5 Street NW)
Lot 7-10, Block 99, Plan 1117V (114 5 Street NW)
Lot 11-20, Block 99, Plan 1117V (122 5 Street NW)

The committee reviewed Subdivision Application 2014 SUB 02 and the following comments from the circulated agencies/affected parties were noted:

Director of Finance and Administration

- All property Taxes have been paid for 2014

Manager of Legislative and Land Services

- Proximity to abandoned gas well
- Infrastructure Capacity Fee
- Municipal Reserve
- Environmental Site Assessment
- Service Agreement
- Grade Plan

Manager of Engineering

- Environmental Site Assessment due to existence of greenhouse be provided
- GIS map shows the sanitary and water main on 5th Street NW but storm service only on avenues.
- Service Agreement with the Town for design and construction of Road, Concrete curb, gutter, and sidewalk, shallow utilities, street lights, etc.
- Provision of detailed engineering plans including master grade plan and building grade forms for all lots.
- Lot area is 603.81 sq. m. for internal lots except corner lot.

Public Services Director

- 5 Street and 2 Avenue corner have old existing services. I would recommend having them removed and replaced when the other servicing takes place.

Development Officer

- Currently this land is zoned H – Horticultural District. The Developer has applied to have the zoning changed from H – Horticultural District to R-1 Single Family Residential District.
- Currently in the H – Horticultural District, a Single Family Dwelling District is a Discretionary Use – Development Officer.
- If the rezoning to R-1 is approved, a Single Family Dwelling is a Permitted Use.
- In the Town of Redcliff's Municipal Development Plan, this area's future land use concept plan is that this area is considered a Transition Area. The Municipal Development Plan has defined this area as:
 - It is expected that the Northend Transition Area will continue to redevelop with residential uses becoming more prominent in the future. Although the residential conversion will occur the area will remain attractive to horticultural and light industrial uses. This plan allows for and continues on the tradition where land uses (horticultural, residential, and light industrial) are interspersed. Although the mixed uses will provide a unique area additional redevelopment considerations are required to mitigate potential land use conflicts.
- The proposed lots meet or exceed the minimum lot widths of 12.0m, and 15.0m for corner lots in the H – Horticultural District. These minimum lot widths are the same in the R-1 Single Family Residential District as well.
- The area of the proposed lots meets or exceeds the minimum area of 450m² in the H – Horticultural District. The minimum lot area for a Single Family Home is the same in the R-1 Single Family Residential District as well.
- Under 'Purpose' in the H – Horticultural District in the Land Use Bylaw, it states that:
 - 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.
- A visual inspection of the area notes that there is no infrastructure in the area of the proposed subdivision.

City of Medicine Hat Electric

- There is an existing overhead single phase 120/240 V secondary distribution power supply in the alley to the east of the properties:
 - The existing polemount 25 KVA 8000/240/ 120 V distribution transformer Dev. #1-149 does not have sufficient capacity for the proposed nine (9) additional residential lots.

- The existing secondary distribution system in the alley would require upgrading if all the lots are to be developed.
- Due to the lot density and the anticipated tight spacing of any residential homes on these lots a new underground 120/240 V distribution system will be required.
 - This design stipulation is to avoid any possible overhanging cable encroachment problems from an overhead secondary distribution system.
- No changes to the existing overhead electrical distribution system to the existing homes on the east side of the alley, along the 4th Street NW block, are anticipated as a result of this subdivision application as presented.
- If the proposed subdivision plan(s) were to proceed as presented, the following shall apply:
 - All costs to install new plant for this subdivision and to alter existing plant to accommodate interconnections with the new subdivision will be the responsibility of the subdivider.
 - All UROWs required to accommodate electric infrastructure will be provided at no cost to the City of Medicine Hat.
 - All required transformers/enclosures will be installed entirely within one lot (i.e. no installation straddling lot lines).

City of Medicine Hat Gas Dept.

- There is a 50mm medium-pressure poly distribution gas main located in the lane to the rear of the proposed properties. The proposed residential lots can be serviced off the existing gas main.
- As per the Gas Utility Bylaw, each lot is to be individually serviced (i.e. one meter and service per lot).
 - To initiate gas servicing, the Developer must apply using the City's Gas Service Application form. Detailed load information will be required to adequately size the individual service lines and meter sets.
- Our records indicate there is an abandoned gas well in proximity to the proposed development (see attached facilities map). Setback requirements and subdivision/development approval procedures as outlined by AER Directive 079 – Surface Development in Proximity to Abandoned Wells must be followed.

Scheffer Andrew Ltd. (Planning Consultant)

- The Municipal Development Plan supports residential redevelopment in the Northend Transition Area.
- The subdivision for residential purposes is unlikely to meet the intent of the H – Horticultural designation where residential uses are intended to be related to a greenhouse operation.
- The Municipal Development Plan appears to support transition of other uses in the Northend Transition Area to residential, and the R-1 Single Family Residential District would be an appropriate designation for the intended land uses.

- Recommendation: As the subdivision application meets the criteria set forth in existing planning policy of the Town, we recommend approval of application 2014 SUB 02 subject to a successful re-designation of the site to R-1 Single Family Residential District prior to subdivision approval. Further, we recommend that the re-designation take place prior to or concurrent with subdivision approval.

Cypress County

- Cypress County has no comments, nor any objections at this time.

Recommendation: It was the consensus of the Subdivision Review Committee to recommend to Council that Subdivision Application 2014 SUB 02, be approved with the following conditions:

1. Environmental Site Assessment (ESA) be provided by an environmental consultant company stating that an ESA has been conducted and that the site is acceptable for residential development.
2. Provision of a grade plan to the satisfaction of the Town's Engineering Department
3. Land Use Bylaw amendment to change the land use to an appropriate land use district.
4. Payment of any outstanding taxes.
5. Payment of Infrastructure Capacity Fee (1.49 acres x \$8,000.00) in the amount of \$11,920.00.
6. Applicant to satisfy Utility Company requirements and provide written confirmation.
7. Applicant entering into a Service Agreement with the Town of Redcliff for the provision of detailed plans and specifications :
 - Provision of a site drainage plan and resolution of drainage issues to the satisfaction of the Manager of Engineering.
 - Confirmation that site drainage is in existence or will be established.
 - Storm sewer
 - Curb/gutter
 - Sidewalk
 - Street lighting
 - Road base construction and pavement
 - Lane construction
 - Other service extension or improvements as required
 - Other items as required by the Town of Redcliff.
8. All legal costs associated with the servicing agreement to be borne by the applicant

APPLICATION FOR SUBDIVISION APPROVAL	For official use only	
Date of receipt of completed Form <u>June 18, 2014</u>	Fee submitted: <u>1150.00</u>	File No. <u>2014 Su 602</u>

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNER'S BEHALF

1. NAME OF REGISTERED OWNER OF LAND TO BE SUBDIVIDED. ADDRESS, POSTAL CODE AND PHONE NO. -

HEATHER DELANEY, WARREN DELANEY, THOMAS MANLEY.

2. NAME OF AGENT (PERSON AUTHORIZED TO ACT ON BEHALF OF REGISTERED OWNER), IF ANY. ADDRESS, POSTAL CODE AND PHONE NO.

BRIAN MUNRO BRANCH MANAGER GLOBAL PAYMAC SUBURBS INC.
#124, 1310 KINGSWAY AVE SE, MEDICINE HAT AB T1A 2Y4

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/part of the SW 1/4 sec. 17 twp. 13 range 6 west of 4 meridian

Being all/parts of Lots 1-20 incl. Block 99 Reg. Plan No. 1117V C.O.T. No. 081 152 394, 081 152 394+1,

Area of the above parcel of land to be subdivided 0.604 hectares 1.49 acres 081 152 394+2, 081 152 394+3

Municipal address (if applicable) 102 5TH ST. NW, REDCLIFF AB

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of TOWN OF REDCLIFF

b. Is the land situated immediately adjacent to the municipal boundary? Yes ☐ No ☒

If "yes", the adjoining municipality is _____

c. Is the land situated within 0.8 kilometres of the centre line of a highway right of way? Yes ☐ No ☒

If "yes", the highway is No. _____

d. Does the proposed parcel contain or is it adjacent to a river, stream, lake or other body of water or by a drainage ditch or canal? Yes ☐ No ☒

If "yes", state its name _____

e. Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes ☐ No ☒

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

a. Existing use of the land VACANT

b. Proposed use of the land R-1, SINGLE FAMILY HOMES

c. The designated use of the land as classified under a land use bylaw (H: HORTICULTURAL DISTRICT) R1 AMENDMENT IN PROGRESS.

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)

a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) FLAT

b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc., - sloughs, creeks, etc.) NATIVE GRASS

c. Describe the kind of soil on the land (sandy, loam, clay, etc.) CLAY, LOAM

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any buildings and any structures on the land and whether they are to be demolished or moved

VACANT

8. WATER AND SEWER SERVICES

If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal.

MUNICIPAL USE FROM THE TOWN OF REDCLIFF.

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

I, BRIAN MUNRO hereby certify that

(Full Name)

☐ I am the registered owner, or ☒ I am the agent authorized to act on behalf of the registered owner

and 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.

Address #124, 1310 KINGSWAY AVE SE

(Signed)

Brian MunroMEDICINE HAT AB TIA 2Y4Phone No. (403) 526-6300Date June 17, 2014

THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED

1. Number of Parcels being created NINE (9)
2. Size of parcels being created 2 at 905.7 m², 7 @ 603.3 m²

3. Reason for Subdivision TO CREATE 9 NEW LOTS FOR SINGLE FAMILY RESIDENCES.

4. Any other relevant information in support of application _____

RIGHT OF ENTRY: I hereby authorize the agent of the Redcliff Planning Board to enter my land for the purpose of conducting a site inspection in connection with the application for subdivision approval. This right is granted pursuant to Section 653 (2) of the Municipal Government Act.

Brian Munro (AGENT)

Property Owner's Signature

SUBDIVISION FEES:

The application fee is \$350.00 plus \$100.00 per proposed lot, excluding parcels proposed as reserve or public utility lots. **\$1250⁰⁰**

After approval has been granted a fee of \$100.00 must be paid to have the final plan of survey or other instrument checked and endorsed prior to registration at the Land Titles Office.

NOTE: There is no obligation for the Subdivision Approving authority to return to the applicant either a subdivision application or any documentation accompanying it. Fees are not refundable once a complete application has been accepted.

THIS SECTION FOR OFFICAL USE

TOWN OF REDCLIFF

STATUTORY APPLICATION DATE: June 18, 2014

FILE NO. 2014 SUB 02

LEGAL: Lots 1-4, Block 99, Plan 1117V (102 5 Street NW)
Lots 5-6, Block 99, Plan 1117V (110 5 Street NW)
Lots 7-10, Block 99, Plan 1117V (114 5 Street NW)
Lots 11-20, Block 99, Plan 1117V (122 5 Street NW)

PROPOSAL: To create nine (9) new lots for single family residences.

OWNER(S): Heather Delaney, Warren Delaney, Thomas Manley

APPLICANT: Brian Munro, Global Raymac Surveys (agent)
Farwest Land & Properties Inc. (purchaser)

TYPE OF SUBDIVISION: Residential

EXISTING LAND USE CLASSIFICATION: H Horticultural District

SUBDIVISION BY: () Plan (X) Instrument

BACKGROUND INFORMATION: (June 24, 2014)

This property is currently vacant and exists as four titled properties. The applicant wishes to subdivide the parcels and create nine (9) separate titles for residential purposes.

Under the Town of Redcliff's Municipal Development Plan (MDP) these lands are located in the Northend area. The development in this area consists primarily of a mix of residential, horticultural and industrial uses. The MDP indicates this area will continue to transition to include a greater proportion of residential uses, but will retain its mix of uses.

The current zoning is H (Horticultural). Farwest Land & Properties has applied for an amendment to the Land Use Bylaw to change the zoning to R-1 Single Family Residential.



LAND TITLE CERTIFICATE

S

LINC SHORT LEGAL
0028 007 235 1117V;99;1-4

TITLE NUMBER
081 152 394

LEGAL DESCRIPTION
PLAN 1117V
BLOCK 99
LOTS 1 TO 4 INCLUSIVE
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE
ATS REFERENCE: 4;6;13;17;SW

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 061 522 055

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
081 152 394	25/04/2008	ORDER		SEE INSTRUMENT

OWNERS

HEATHER DELANEY

AND

WARREN DELANEY

BOTH OF:

131 INVERNESS WAY SE

CALGARY

ALBERTA T2Z 2X6

AS TO AN UNDIVIDED 82% INTEREST

THOMAS MANLEY

OF C/O 703, 7015 MACLEOD TRAIL SOUTH

CALGARY

ALBERTA T2H 2X6

AS TO AN UNDIVIDED 18% INTEREST

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
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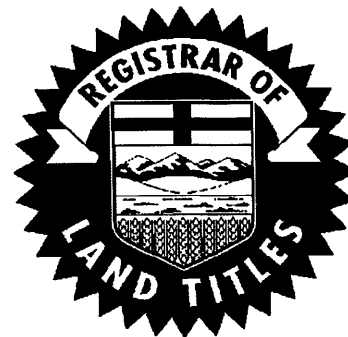
NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 9 DAY OF JUNE,
2014 AT 01:42 P.M.

ORDER NUMBER: 26155316

CUSTOMER FILE NUMBER: 14mc0066



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0017 165 409 1117V;99;5,6 081 152 394 +1

LEGAL DESCRIPTION
PLAN 1117V
BLOCK 99
LOTS 5 AND 6
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 061 522 055 +1

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
081 152 394	25/04/2008	ORDER		SEE INSTRUMENT

OWNERS

HEATHER DELANEY

AND

WARREN DELANEY

BOTH OF:

131 INVERNESS WAY SE

CALGARY

ALBERTA T2Z 2X6

AS TO AN UNDIVIDED 82% INTEREST

THOMAS MANLEY

OF C/O 703, 7015 MACLEOD TRAIL SOUTH

CALGARY

ALBERTA T2H 2X6

AS TO AN UNDIVIDED 18% INTEREST

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
------------------------	--------------	-------------

NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 9 DAY OF JUNE,
2014 AT 11:10 A.M.

ORDER NUMBER: 26152559

CUSTOMER FILE NUMBER: 14MC0066



END OF CERTIFICATE

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LAND TITLE CERTIFICATE

S

LINC

0017 165 417

SHORT LEGAL

1117V;99;7-10

TITLE NUMBER

081 152 394 +2

LEGAL DESCRIPTION

PLAN 1117V

BLOCK 99

LOTS 7 TO 10 INCLUSIVE

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 061 522 055 +2

REGISTERED OWNER(S)					
REGISTRATION	DATE (DMY)	DOCUMENT	TYPE	VALUE	CONSIDERATION
081 152 394	25/04/2008	ORDER			SEE INSTRUMENT

OWNERS

HEATHER DELANEY

AND

WARREN DELANEY

BOTH OF:

131 INVERNESS WAY SE

CALGARY

ALBERTA T2Z 2X6

AS TO AN UNDIVIDED 82% INTEREST

THOMAS MANLEY

OF C/O 703, 7015 MACLEOD TRAIL SOUTH

CALGARY

ALBERTA T2H 2X6

AS TO AN UNDIVIDED 18% INTEREST

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
--------	--------------	-------------

NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

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OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0017 165 425 1117V;99;11-20 081 152 394 +3

LEGAL DESCRIPTION
PLAN 1117V
BLOCK 99
LOTS 11 TO 20 INCLUSIVE
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 061 522 055 +3

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
081 152 394	25/04/2008	ORDER		SEE INSTRUMENT

OWNERS

HEATHER DELANEY

AND

WARREN DELANEY

BOTH OF:

131 INVERNESS WAY SE

CALGARY

ALBERTA T2Z 2X6

AS TO AN UNDIVIDED 82% INTEREST

THOMAS MANLEY

OF C/O 703, 7015 MACLEOD TRAIL SOUTH

CALGARY

ALBERTA T2H 2X6

AS TO AN UNDIVIDED 18% INTEREST

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
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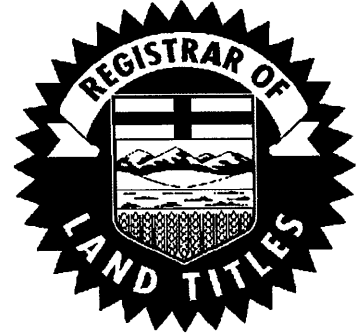
NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

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TITLE REPRESENTED HEREIN THIS 9 DAY OF JUNE,
2014 AT 11:10 A.M.

ORDER NUMBER: 26152559

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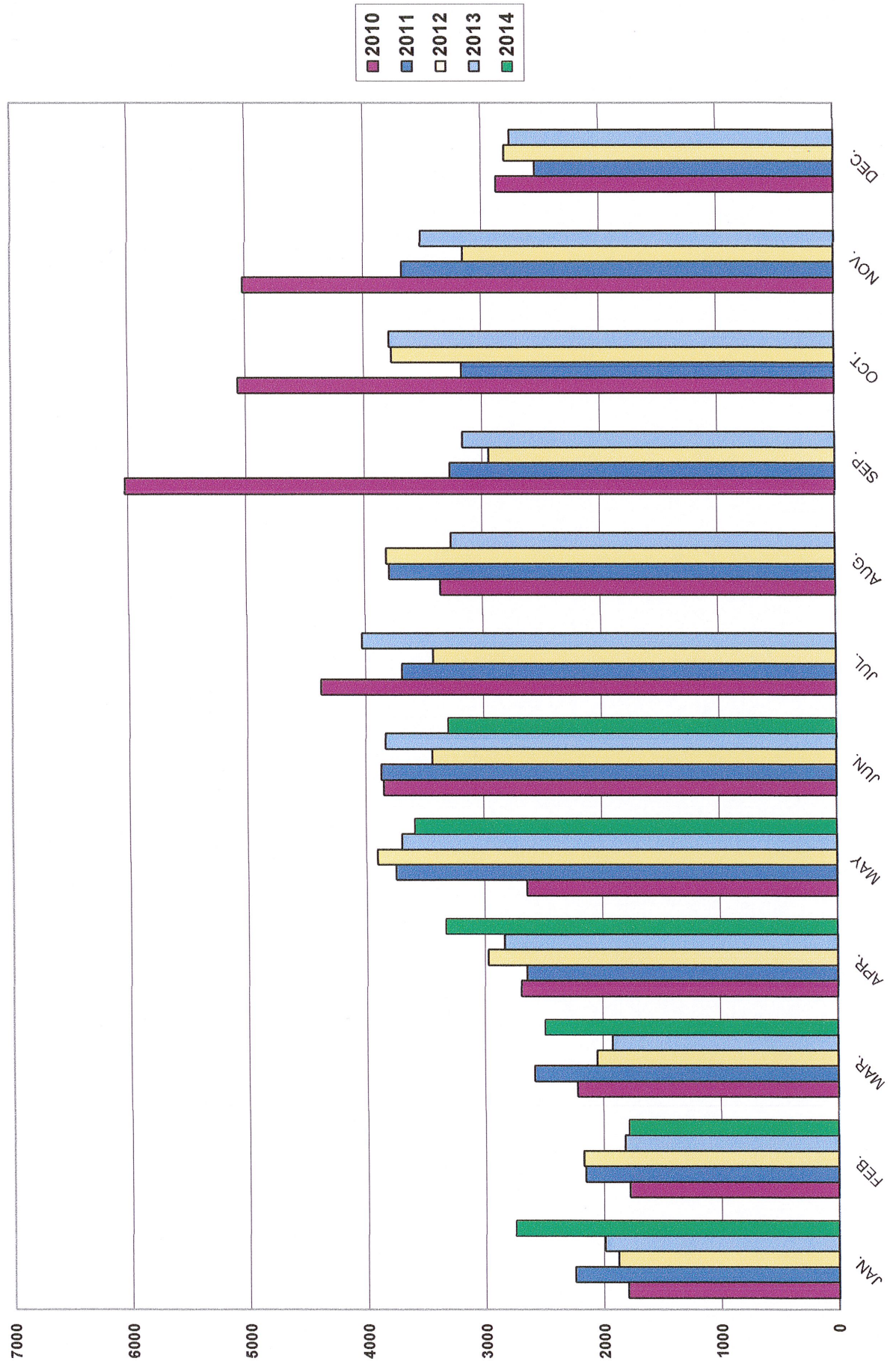


END OF CERTIFICATE

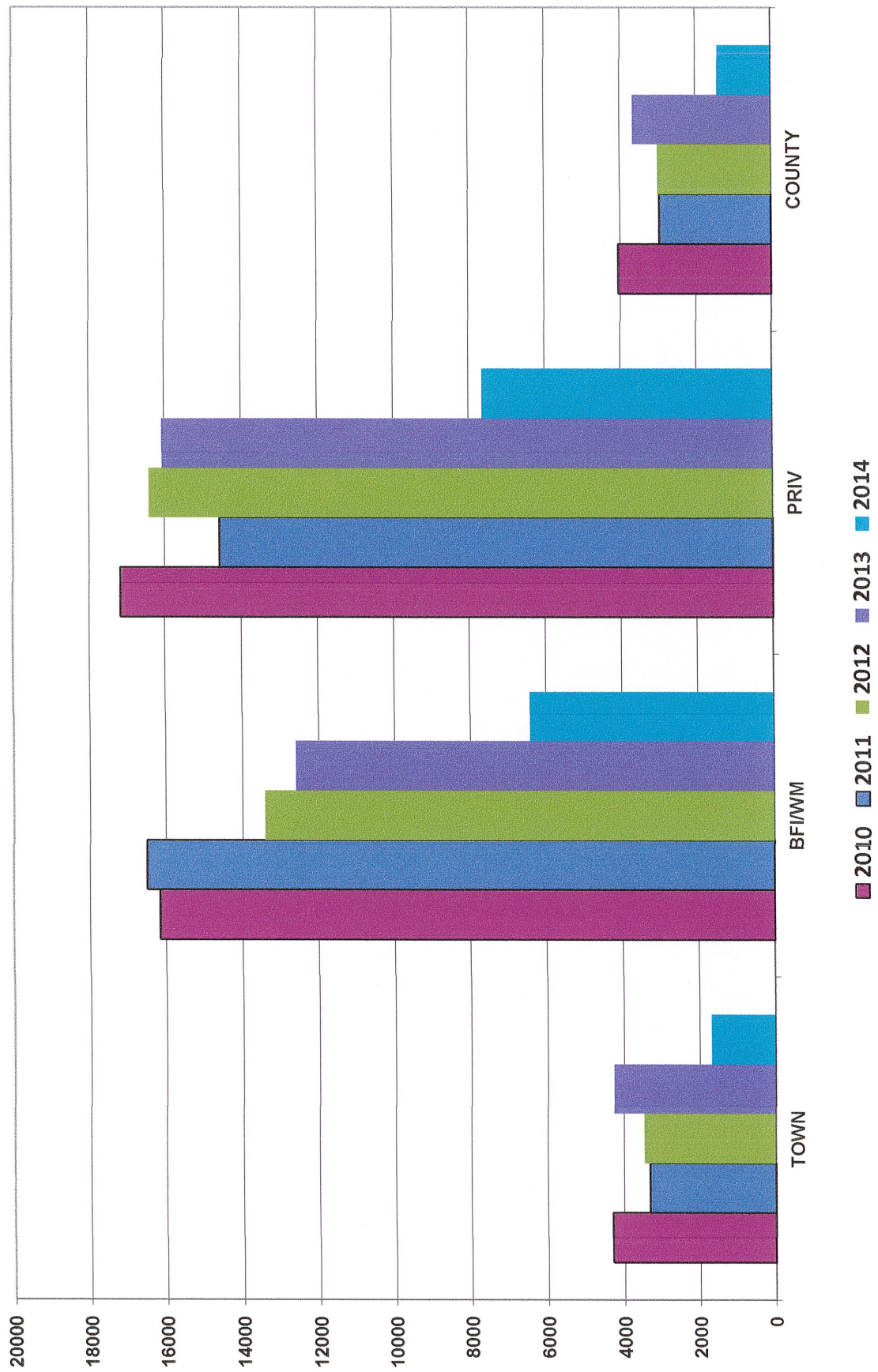
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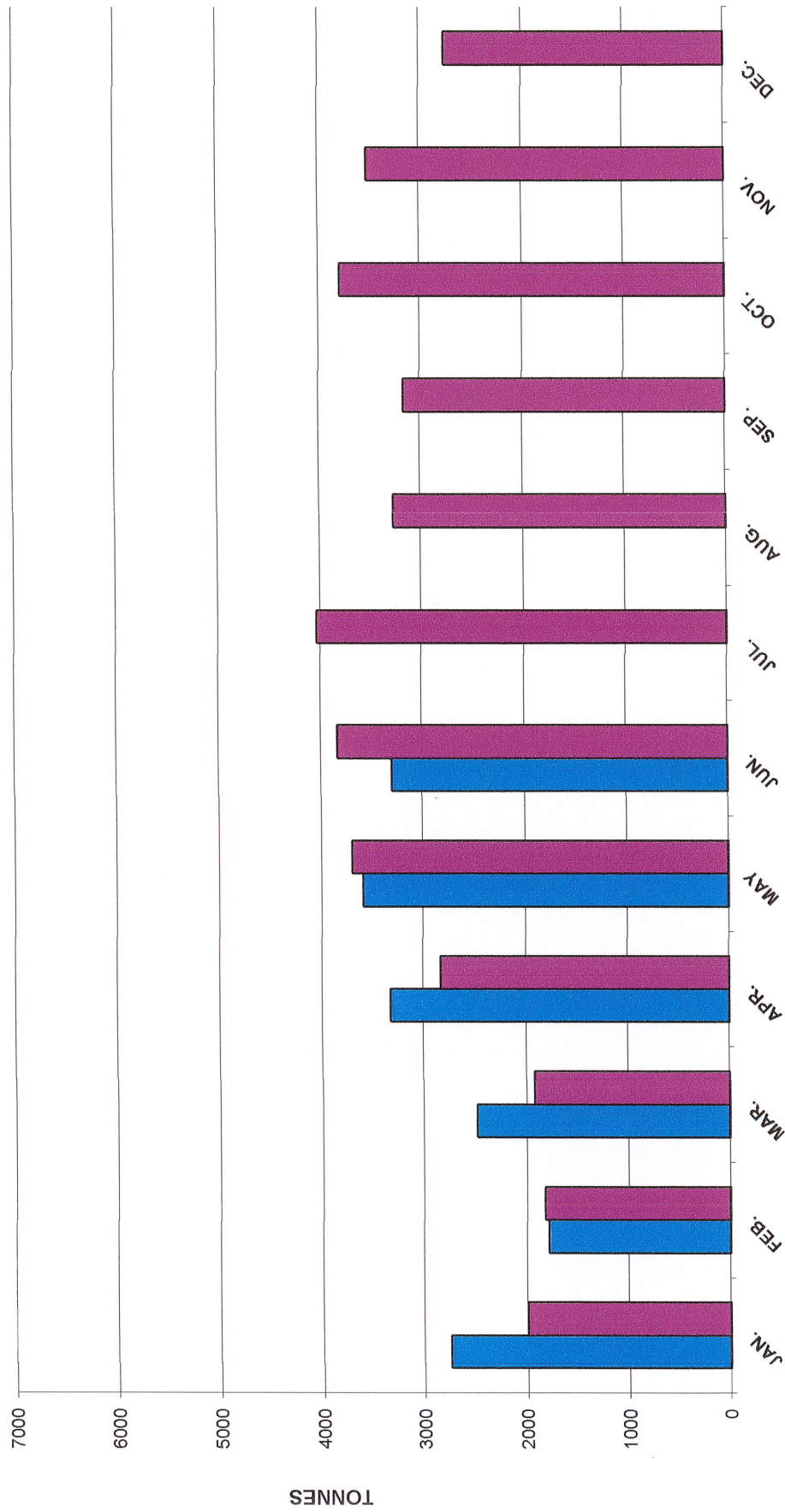
**REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES IN TONNES 2010-2014
TO JUNE 30, 2014**



REDCLIFF/CYPRESS REGIONAL LANDFILL DELIVERIES BY SOURCE 2010-2014 TO JUNE 30, 2014



**REDCLIFF/CYPRESS REGIONAL LANDFILL
2014 VS 5 YEAR AVERAGE
TO JUNE 30, 2014**



Physician Recruitment and Retention

- July 9 – met with the Mayor and an international medical graduate that has expressed interest practicing in Redcliff. We have forwarded his information on to the Alberta Health Services recruitment as his first point of contact as they can help him know and follow the appropriate process in being able to eventually be a practicing physician in Alberta and ultimately Redcliff.

On-going Projects

- Working in coordination with the engineering department regarding implementation of the Inflow and Infiltration Investigation. Participated in conference call with Town Engineer and Engineering consultant leading the project. They are currently building a survey for residents to fill out. This survey will be mailed to residents as well as be available on the website to fill out.
- Research and planning regarding the establishment of upcoming priority planning (2015-2017). This has been set for September 30th – October 1st.
- July 17 - Hosted an informal meeting with some of the river valley residents to review some preliminary options regarding their request for the installation of a treated water fire hydrant and potential of accessing treated drinking water. This will most likely be brought to council as a potential project within the 2015 budget.
- Continuing to work with Municipal Affairs in relation to the closing of multiple building permit files. They have assisted the Town in going through and reviewing the files since 2007. We have arranged for them to be at the July 21, 2014 council meeting to provide some of their recommendations moving forward. As this file is of a legal nature it has been schedule to be discussed in camera.

Day to Day Responsibilities

- Continuing work on various legal files.
- Responding to media requests as they arise.
- Continue to meet with multiple residents regarding pre-existing drainage and other challenges throughout the Town.
- Carry out regularly scheduled management and staff team meetings.
- Respond to human resource and operational issues as they arise.
- Respond to councillor inquiries as they arise.
- Spending significant time with staff recruitment.
- Participated in RCRWA (Waste Authority) meeting to discuss the submitted tenders for the construction of the new cell and leachate pond. The two projects came in at approximately \$900,000 above the project budget.

Staff Recruitment

Operations Supervisor - Evan Huberdeau has been hired as the new Operations Supervisor. Evan comes to us from Cypress County where he was in a similar role. He has a broad range of work experience in municipal settings and will make an excellent addition to our team.

Meter Reader - Evan Dillman (Meter reader/Water plant operator in training) resigned in early July to pursue more education and a different career path. After evaluating the needs of the department we have posted a Utility Operator/ Meter reader position. Interviews have taken place and a successful candidate will be selected shortly.

Landfill - One of our Landfill equipment operators (Devon Price) has resigned from his position July 9. The position has been posted internally and will be filled as soon as possible.

Engineering Technician- Interviews for Engineering Technologist –Level 3 position have been completed and Felipe Baja from BC is the successful candidate. Felipe is expected to start on July 28th.

Director of Finance and Administration - Robert Osmond, Director of Finance and Administration, has submitted notice of resignation. His last day of work with the Town is July 16, 2014. The recruitment process has begun and the interview stage is in progress.

Director of Protective and Community Services - The vacant Director of Community and Protective Services advertisement has closed and interviews are scheduled to begin next week.

Executive Assistant - Carol Cranston will be retiring this September. This vacancy is now being advertised.

Municipal Enforcement

Total files this reporting period 51 (9 reported, 42 self-generated).

TRAFFIC BYLAW: 13 files, 1 reported, 12 self-generated, the majority of these files relating to parking offences.

STREET BYLAW: 5 files, all self-generated, the majority relating to tree and hedge trimming.

NOISE BYLAW: 1 file, reported by citizen relating to roofers working on a Sunday.

DOG CONTROL BYLAW: 7 files generated, the majority relating to barking dogs. 1 dog impounded that had gotten away from its owners while passing through Redcliff.

BUSINESS LICENSE BYLAW: No files relating to this bylaw.

NUISANCE AND UNSIGHTLY PREMISES BYLAW: 22 files relating to this bylaw, 1 reported, the balance self-generated. There are 2 open files currently under investigation carried over from last month, and hopefully will be successfully concluded sometime in August.

MISC: Rattle and Bull snakes are still being reported, and relocated as an assistance to the general public.

Fire Department

Fire Department Responses 2014 – Second Quarter

A total of 24 incidents were responded to:

- Smoke Alarm Memorial Way
 - MVC Saamis Drive
 - Smell of gas 1st Street SE
 - Smell of gas 4th Street SE
 - Gas leak at meter 7th Street SE
 - Tractor Trailer Hot Brakes, #1 Highway and Broadway Ave.
 - Smoke Alarm Main Street
 - Fire Alarm Broadway Avenue W
 - Car Fire, Co-op Card lock
 - Kite in Power line 4th Avenue / Main Street
 - Man stuck on roof 5th Street NE
 - Fire Alarm Broadway Avenue E
 - EMS Assist Heart Attack 2nd Street SE
 - EMS Assist MVC / Pedestrian Broadway Avenue E
 - RCMP Assist RCMP/ EMS 4th Street SE
 - Smoke alarm Riverview Place
 - Power Pole struck by car
 - Smoke Alarm 2nd Street SE
 - Smell of gas Mitchell Street SE
 - Coal Fire River Valley Park
 - EMS Assist spinal injury 7th Street SE
-
- All members had the annual SCBA fit test completed.
 - Two new members completed the S-300 fire course.
 - Four members completed the ICS 300 course.
 - Took the ESRD S 100 G Train the Trainer Course and attended the Alberta Fire Chiefs' Conference.
 - Members of the Department attended the Parkside Career day, Sanjel Health and Safety Day (450 people), Redcliff Days Fireworks standby and Margaret Wooding fun day.
 - Work continues outfitting the new squad truck, radios installed and safety reflective decaling completed.

Community Services:

FCSS Director has been out of the office July 2-18 on annual vacation. Community services also planned and coordinated the annual Canada Day celebrations.

Public Services:

Water and Sewer Utilities

Staff has completed sewer inspections for this period. All manholes get inspected twice a year, with areas that have been identified as needing more attention being inspected an additional two inspections a year plus flushing twice a year in those areas.

Yearly Hydrant inspections and flushing have been completed

Staff has been involved in assisting Engineering in the cleaning and data collection of portable flow meters for the purpose of the inflow and infiltration study of the sewer system.

Several utility locate requests have been handled as the summer construction season is here.

Staff has conducted several sewer camera inspections.

Water treatment staff has been busy working alongside contractor to correct deficiencies at new raw water pump station and working with MPE answering any questions regarding the future water plant.

Fire Hydrant at Dirkson Dr. & 9 st. N.E has been repaired and is back in service

Staff have repaired several sewer service lines over the past month including the repair of the sewer dump station at the campground..

Staff hydrovaced and repaired several curb stops and valves on July 9 /14

New water/sewer services were installed at 326 Broadway ave. W , 710 2nd St. S.E

Staff prepared for a potential flood of the South Sask. River. As directed by the EOC the staff began hauling sand and material to the river valley to prepare. As the situation downgraded staff then hauled the material back to our stockpiles.

Municipal Works

Road and alley maintenance is ongoing. Most of the “soft” areas have been maintained now and are in good condition.

We have had a few funerals to prepare for over the past month also.

Staff has also been very busy with moving and repairing of garbage bins.

Staff has completed most of the requests of the 670 collective mountain bike group of moving soil and materials around the BMX compound. Most of our involvement is complete until they do their own

shaping of the hills etc. until the pool closes not much earth moving is recommended now. Staff did trim the weeds on the perimeter and will be spraying for weed control as needed.

Staff has been busy mowing the municipal properties and areas owned by the Town, including trimming and cleaning around storm catch basins.

Several sign maintenance and installations have taken place including the installation of the 12 signs and bollards to restrict the access of vehicles to the coulee areas of Redcliff. Also the installation of additional truck route signage as per the 2010 Roadway System Master Plan has begun.

Transit Paving has begun repairing concrete and asphalt areas that have been identified by the Public Services Dept.

Parks and Recreation

Preparing for Canada Day in conjunction with community services took place and by all accounts went well.

Turf maintenance, campground operation, and irrigation are all significant ongoing chores for the staff during the summer months also.

The new operators have been learning the process and are developing into very competent operators of the system.

Cemetery maintenance has been a priority this season and gopher control has been implemented as they are an ongoing nuisance.

Weed spraying has begun on our parks and green areas. In 2013 we did not have a certified pesticide applicator and did not spray at all. The areas are now slowly becoming weed free and looking better.

Tennis court surface is currently being resurfaced. Transit paving recently finished the asphalt patching and Tomko sports is now on site doing the painting and finer details of the surface.

The sidewalk in front of the museum was repaired after some damage occurred over the winter months.

Parks staff has been doing a significant amount of tree trimming over the past month also.

Maintenance in the arena has also been occurring over the last month, including painting and repairs on the boards. A contracted service to clean the puck marks off the board has been recently completed also.

Landfill

The Landfill has been accepting above average materials during this time of year. As is typical this time of year we are receiving more construction type materials and yard wastes. In addition Ridgeland has been hauling significant amount of soils to our facility.

Both Loaders have needed various repairs over the past month. I will be researching the options for replacement timelines or leasing options for the landfill equipment and make a recommendation at budget time.

Tendering of the new cell and Leachate pond came in over budget with a total cost of \$2,407,940.00. It was presented to the Landfill authority July 14, 2014 and will need approval from both municipalities' councils prior to award.

An application was made to Alberta recycling for Tire shred to be used as the base of the new cell for the purpose of a leachate collection system. It is estimated we will need 7800 tonnes(290 semi loads) of material. The material comes from the Edmonton area and we can expect 6 loads a day to arrive until the end of September. There will be **no** charge to the landfill authority for this material for this project. It is estimated that the cost of the material and trucking would have been around \$750,000 if the application was not accepted.

Engineering:

2014 CAPITAL PROJECT

4th Ave SW (1st St – 4th St) road, storm and sanitary

- Contract documents prepared and signing in progress.
- Shop drawings for manholes received from Transit Paving/Industrial Backhoe and Town sent comments after review.
- Transit Paving has been asked to decide a start-up meeting date soon.

Sanitary Inflow and Infiltration Investigations

- Bi weekly data retrieval from flow monitors and rain gauge (locally) in progress.
- Cleaning and maintenance of flow monitors where sludge and sand built up and giving erroneous data.
- Missing data manhole surveys and provision of information to consultant.
- Building survey questionnaire and smoke testing notice preparation in progress.
- Smoke testing schedule will be provided by ISL in the coming conference call on Thursday this week.

Northside FSR Draft

- No further update. Town's review in progress.

WATER TREATMENT PLANT, RAW WATER PUMP STATION AND PIPELINE UPGRADES:

Water Treatment Plant (WTP) Design:

- MPE carried out price negotiations with MPECO and update provided to Council during special meeting on July 15, 2014.
- MPE Engineering will prepare an award letter to forward to MPECO and the start-up meeting will follow shortly after that.

Coulees slope failure areas

- Town has done some slope cutting and reshaping in slope failure sites (South of Jesmond Drive and South of Kipling Phase 3). The areas were under monitoring and recently noticed a secondary crack developing on Kipling area near top of the escarpment. Residents from Kipling area are concerned and visited Engineering Department several times. A request for proposal (RFP) has been sent to get a quote for geotechnical testing and evaluation. The quote will be brought to Council for budget approval. Enviro Geo Testing (one of the company asked for quote) which did the original subdivision slope stability analysis, indicated that the issue of slope failures happened in Medicine Hat in a few areas recently and it is a bit challenging and expensive to fix due to the difficulty in accessing the area with machines and hauling out the unsuitable material.
- The slope failure in the coulee north east of the cemetery is not close to any residence. There is no eminent risk to access dirt road at north east corner of the cemetery. The area is difficult to reach so no geotechnical is planned for this area. It is likely that the slope will get stabilized and no further slope failure will happen once the grass gets established in the eroded area.

Raw Water Supply pipeline project:

- Deficiencies repair inspection will be scheduled once contractor completes them.
- No further updates.

Pump Station Upgrade:

- Deficiencies repair inspection will be scheduled once contractor completes them.
- No further update.

OTHER MISCELLANEOUS:

- Survey work for Broadway Avenue north ditch in front of Roy's woodshop to review different options for drainage solution. Locates and hydrovac will be done the week of July 14th to get the information for underground utilities to verify the design options.
- 2013 Road Rehab Program: Transit Paving will complete the deficiencies in spring 2014. Project is under 2 year's warranty.
- GIS attaching CCTV Camera data to maps and identifying sanitary information on GIS maps.
- Dip sheets for multiple manholes preparation on going.
- Misc. Site Drainage Plans review, comments and meeting with the consultants as part of development applications.
- On-going map updates for Public Services and Legislative and Land departments.
- The Town of Redcliff Engineering design guidelines and construction standards update in progress.

Land and Legislative Services:

- Ongoing inquires re: land sales, development & subdivision. Two land sales agreements finalized in last couple weeks. Total of three lots sold this year to date.
- Ongoing enforcement issues of non-permitted development and older files.

- Following up on insurance claims.
- Reviewing insurance lists.
- Compiling information from review of building permits (2007-2011) to prepare for next steps forward.