

COUNCIL MEETING

MONDAY, MARCH 10, 2014

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, MARCH 10 , 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
C) Accounts Payable *	For Information
2. DELEGATION	
A) Southern Alberta MedicAir Helicopter Air Lift Operation (H.A.L.O.) * (David Friesen to be in attendance)	For Information
B) Collective 670 Mountain Bike Club * Re: Mountain Bike trail network (Dennis Goulet to be in attendance)	For Information
3. MINUTES	
A) Council meeting held on February 24, 2014 *	For Adoption
B) Redcliff and District Recreation Services Board meeting held on March 10, 2014 *	For Information
i) Mountain Bike Trail Desktop Review	
C) Shortgrass Library System Board Meeting held on December 4, 2013 *	For Information
D) Economic Development Alliance of Southeast Alberta meeting Held January 15, 2014 *	For Information
E) Redcliff Public Library Board meeting held January 28, 2014 *	For Information
4. BYLAWS	
A) Bylaw 1767/2014 being a bylaw to amend Bylaw No. 1267/2000, being the Portion of 100 Block and 200 block of 3 rd Street NE Water System Main Line Bylaw *	1 st Reading
B) Bylaw 1768/2014 to amend Bylaw No. 1269/2000, being the Portion of 100 Block and 200 block of 3 rd Street NE Sanitary Sewer System Main Line Bylaw *	1 st Reading

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|-----------|--|-------------------------|
| C) | Bylaw 1769/2014 being a bylaw to amend Bylaw No. 1480/2006, being the 3 rd Street NE (200 block) Road Widening, Curb, Gutter, Sidewalk, Streetlights and Related Appurtenances Bylaw and amend Bylaw 1665/2010, a bylaw to amend Bylaw 1480/2006 * | 1 st Reading |
| D) | Bylaw 1770/2014 being a bylaw to amend Bylaw No. 1421/2005, being Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw and to amend Bylaw 1517/2007 being a Bylaw to amend Bylaw No. 1421/2005, being the Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw * | 1 st Reading |
| E) | Bylaw 1771/2014 being a bylaw to amend Bylaw No. 1309/2002, being the South Railway Street NE Storm Sewer Project Bylaw and Bylaw 1355/2003 being a bylaw to amend Bylaw 1309/2002 * | 1 st Reading |

5. STAFF RECOMMENDATIONS

- | | | |
|-----------|---|-------------------|
| A) | Northwest Storm Management * | For Consideration |
| B) | Additional Water and Sewer Services at 302/308/314/320 and 326 Broadway Avenue West * | For Consideration |

6. CORRESPONDENCE

- | | | |
|-----------|--|-----------------|
| A) | Alberta Municipal Affairs *
Re: Conditional operating funding component of 2013 Municipal Sustainability Initiative (MSI) | For Information |
| B) | Danielle Smith *
Re: Wildrose 10/10 Community Infrastructure Transfer plan | For information |
| C) | Economic Development Alliance of Southeast Alberta *
Re: Monthly Economic Summary, January 2014 | For Information |
| D) | Methanex *
Re: Clarification of Community Advisory Panel Process | For Information |
| E) | Oldman River Regional Services Commission *
Re: Commentary and Observations on Draft South Saskatchewan Regional Plan | For Information |

7. OTHER

- | | | |
|-----------|--|-----------------|
| A) | Memo from Municipal Manager *
Re: Insurance | For Information |
| B) | Cypress County *
Re: Proposed Bylaw 2014/04 | For Information |
| C) | Reminder of Important Dates * | For Information |

8. RECESS

9. IN CAMERA

A) Legal (2)

10. ADJOURN

ACCOUNTS PAYABLE			
COUNCIL MEETING MARCH 10, 2014			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
74537	ACE LANDSCAPING	SNOW REMOVAL - RCMP BUILDING	\$1,260.00
74538	ACTION PARTS	CAULKING GUN, THREADLOCKER, WIRE TIES	\$68.62
74539	ALBERTA DEVELOPMENT OFFICERS A	ADOA MEMBERSHIP - BS	\$100.00
74540	BENCHMARK ASSESSMENT	ASSESSMENT FEES	\$14,812.09
74541	BOSS LUBRICANTS	HYDRAULIC FLUID, TRACTOR FLUID, ANTIFREEZE	\$1,839.92
74542	C.E.M. HEAVY EQUIPMENT	HYDRAULIC FILTER ELEMENTS & PARTS	\$1,252.16
74543	CIBC VISA	TABLETS, CASES, CAMERAS, CLOCKS	\$5,352.00
74544	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$666.74
74545	CROZIER, CATHY	TRAVEL REIMBURSEMENT	\$300.00
74546	DAN JANE VENTURES	PROPANE	\$420.31
74547	DUNLOP STERLING WESTERN STAR	TAPERED BEARINGS	\$10.84
74548	EPCOR ENERGY SERVICES INC.	LANDFILL ELECTRIC UTILITIES	\$290.90
74549	FARMLAND SUPPLY CENTER LTD	HYDRAULIC/FUEL/AIR HOSES & FITTINGS	\$88.28
74550	HARV'S JANITORIAL SERVICES	JANITORIAL SERVICES	\$3,386.25
74551	JOHN'S WATER HAULING (A DIVIS	WATER DELIVERY TO LANDFILL	\$90.00
74552	LETHBRIDGE MOBILE SHREDDING	MONTHLY SHREDDING	\$69.30
74553	LIFESAVING SOCIETY	AFFILIATION FEES	\$100.00
74554	MCMILLAN, BRIAN	CLASS 1 LICENSE MEDICAL	\$100.00
74555	MEDICINE HAT NEWS	JANUARY ADVERTISING - VOLUNTEER FIREFIGHTER	\$368.55
74556	MIKE'S ROADHOUSE	MEALS ON WHEELS	\$1,256.85
74557	OSMOND, ROBERT	COFFEE, CUTLERY, BATH TISSUE	\$253.65
74558	PC CORP INC.	BACKUP MANAGER	\$866.25
74559	THE PRINTER	COMMISSIONER OF OATHS REPLACEMENT STAMP	\$25.10
74560	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$597.52
74561	SAFETY CODES	SAFETY CODES PERMITS	\$820.53
74562	SANATEC ENVIRONMENTAL	PUMP LANDFILL SEPTIC TANK	\$136.50
74563	SUMMIT MOTORS LTD	AIR SPRING	\$154.50
74564	TELUS COMMUNICATION INC.	MONTHLY TELEPHONE SERVICE	\$1,730.39
74565	TELUS MOBILITY	MONTHLY CELL PHONE SERVICE	\$433.05
74566	BREWMASTER WHOLESALE FOODS &	CUPS, CONTAINERS, LIDS	\$83.69
74567	CENERA	FOIP TRAINING	\$1,837.50
74568	TOWN OF REDCLIFF	COUNCIL PAY	\$6,997.28
74569	VOLUNTEER ALBERTA	VOLUNTEER ALBERTA MEMBERSHIP	\$80.00
74570	WOLSELEY MECHANICAL GROUP	SERVICE BOX RODS & BOOTS	\$2,847.97
74571	XEROX CANADA LTD.	PHOTOCOPIER MAINTENANCE	\$79.17
74572	CIBC	SUPPLEMENTAL PENSION PLAN	\$1,746.16
74573	C.U.P.E.	UNION DUES	\$2,010.72
74574	PROVINCIAL TREASURER - LAP	LAPP CONTRIBUTIONS	\$17,907.82
74575	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$27,893.67
74576	TOWN OF REDCLIFF	PROPERTY TAX DEDUCTIONS	\$500.00

74577	TOWN OF REDCLIFF	PAYROLL TRANSFER	\$56,612.31
74578	ACTION PARTS	FLOORDRY, SAFETY RACK AND HARDWARE	\$570.40
74579	ATRON REFRIGERATION & AIR COND	REC-TANGLE FURNACE REPAIR, ZAMBONI HOT WTR	\$333.90
74580	ALBERTA URBAN MUNICIPALITIES A	AUMA ASSOCIATE MEMBERSHIP	\$52.50
74581	BATTERY DIRECT	ALTERNATOR CORE	\$329.70
74582	BOSS LUBRICANTS	HYDRAULIC OIL, CONTAINER, ENVIRO FEE	\$1,240.68
74583	CANADIAN ASSOCIATION OF MUNICI	JOB POSTINGS ADVERTISEMENTS	\$577.50
74584	CANADIAN BADLANDS LTD.	ANNUAL LEVY	\$2,794.00
74585	C.E.M. HEAVY EQUIPMENT	CHARGE AIR COOLER	\$4,657.68
74586	CENTRAL SHARPENING	SHARPEN ICE KNIFE	\$226.80
74587	CITY OF MEDICINE HAT	UTILITIES	\$76,107.16
74588	CLEARTECH INDUSTRIES INC.	ALUMINUM SULPHATE LIQUID	\$7,314.50
74589	CROFTS, ARLOS	RELOCATION EXPENSES	\$2,600.00
74590	CROZIER, CATHY	ARB RECERTIFICATION TRAVEL	\$180.00
74591	FARMLAND SUPPLY CENTER LTD	HYDRAULIC HOSE FOR GARBAGE TRUCK	\$284.31
74592	FEDERATION OF CANADIAN MUNICIP	FCM MEMBERSHIP	\$1,089.44
74593	FORM-TECH MACHINING	BUFF PULLEY ON BOMAG	\$84.00
74594	FORTY MILE GAS CO-OP LTD.	LANDFILL UTILITIES	\$295.63
74595	FOX ENERGY SYSTEMS INC.	FIRST AID TRAINING, CUSTOM SIGNS	\$4,218.74
74596	GARLAND, JAMIE	LANDFILL OPERATORS BASICS TRAVEL	\$441.20
74597	GAR-TECH ELECTRICAL	REMOVE POLE CHRISTMAS DECORATIONS	\$1,022.67
74598	GRASSROOTS LANDSCAPING	DEPOSIT REFUND PORTABLE HYDRANT METER	\$2,000.00
74599	REDCLIFF HOME HARDWARE	GARBAGE BAGS, VARIOUS PAINTS	\$593.69
74600	JIM'S ELECTRIC (2006) LTD.	FIRE ALARM SYSTEM	\$485.47
74601	KEYWAY SECURITY LOCKSMITHS LTD	GREEN PADLOCK KEYS	\$51.19
74602	KILPATRICK, DWIGHT	ARB TRAINIGN TRAVEL	\$988.98
74603	KIRK'S MIDWAY TIRE	TIRE REPAIR, CHANGEOVER ON LIGHT TRUCK	\$246.75
74604	KOST FIRE EQUIPMENT LTD	FIRE BOOT	\$193.99
74605	MCL - WASTE SYSTEMS ENVIRONMEN	AL-JON COMPACTOR PARTS	\$769.61
74606	MEDICINE HAT CO-OP LTD	EXTENSION CORD & BULBS	\$59.83
74607	SHAW CABLE	MONTHLY INTERNET	\$375.54
74608	MOSKAL MECHANICAL	FILTER REPAIR	\$4,173.13
74609	NANA'S & PAPA'S COIN LAUNDRY	BUNKER GEAR CLEANING	\$143.55
74610	NELSON'S RADIATOR	RECORE RADIATOR - FRONT END LOADER	\$5,407.50
74611	PARK ENTERPRISES LTD.	IN TOWN PERMITS	\$1,710.47
74612	PC CORP INC.	TECH SUPPORT & MAINTENANCE	\$1,388.63
74613	SUNCOR ENERGY PRODUCTS	LANDFILL FUEL	\$11,693.11
74614	PRITCHARD & COMPANY LLP	PROFESSIONAL SERVICES - LEGAL FEES	\$1,387.58
74615	PRO COMM SOLUTIONS INC.	REC-TANLGE TELEPHONE REPAIRS	\$105.00
74616	PUROLATOR	CEM HEAVY EQUIPMENT SHIPPING	\$223.11
74617	REDCLIFF BAKERY	MPC LUNCH	\$68.25
74618	CNH CAPITAL C3083	BOOM BUMPER	\$763.68
74619	ROCKY MOUNTAIN PHOENIX	ALTERNATOR	\$664.65

74620	ROSENAU TRANSPORT LTD	CHLORINE CYLINDERS	\$175.67
74621	REDCLIFF SKATING CLUB	REC-TANGLE RENTAL DEPOSIT REFUND	\$125.00
74622	SENFTE, COLIN	OPERATORS SEMINAR TRAVEL	\$200.00
74623	SOCIETY OF LOCAL GOVT MANAGERS	MUNICIPAL LEADERSHIP WORKSHOP - AC	\$499.00
74624	SOUTH COUNTRY GLASS	4X4 BUTT HINGES	\$63.00
74625	S.P.C.A.	2014 OPERATING GRANT	\$8,548.00
74626	SUMMIT MOTORS LTD	FUEL CONDITIONER, FILTERS, SHOP SUPPLIES	\$594.83
74627	TELUS COMMUNICATION INC.	MONTHLY TELEPHONE SERVICE	\$18.88
74628	TELUS MOBILITY	MONTHLY CELL PHONE SERVICE	\$104.43
74629	BUECKERT, ABE	BUSINESS CARDS, DEPOSIT REFUNDS	\$322.00
74630	MONTEITH, PHIL	FAMILY DAY EVENT FOOD	\$96.40
74631	CAMPBELL, MANDI	REFUND AUGER LINE	\$257.25
74632	MCBAIN, JOHN	MOTOROLA MINITOR & CHARGER	\$68.54
74633	MIKE SPENCER GEOMETRICS LTD	LEACHATE POND TENDER DOCUMENTS	\$6,927.90
74634	TOWN OF REDCLIFF	JANUARY LANDFILL CHARGES	\$3,586.91
74635	TRICO LIGHTING PRODUCTS	LENS COVER, POT LIGHTS, BULBS	\$597.48
74636	WALKER, TRISH (TISHA)	SENIOR'S CENTRE RENATL DEPOSIT REFUND	\$100.00
74637	ZEP SALES & SERVICE OF CANADA	HAND TOWELS & SOAP	\$279.27
74638	RIVERVIEW GOLF CLUB	EVER S&F	\$2,363.29
74639	LUCKETT WENMAN & ASSOCIATES	GST REFUND FEE	\$3,549.32
74640	PROVINCIAL TREASURER - LAP	LAPP CONTRIBUTIONS	\$17,738.09
74641	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$28,576.19
74642	TOWN OF REDCLIFF	PAYROLL TRANSFER	\$66,752.23
	106 Cheques Total:		\$434,904.79

Shanon Simon

From: info@medicairsociety.com
Sent: Friday, January 10, 2014 1:11 PM
To: Shanon Simon
Subject: HALO Medevac Air Rescue
Attachments: HALO_ERP.pdf; HALO 2014 Donor Recognition.pdf

Good day to Redcliff Town Council

I have realized that the Redcliff Town Council is long overdue for a HALO update. There have been a lot of exciting changes with the HALO program recently and I would like to update you in person. Please let me know if there would be a convenient time for me to attend a meeting. I have attached a Emergency Response Plan Supplement for your first responders so that they can contact us for non medical emergencies. I have also attached an updated donor recognition schedule in case you are interested in donating to our charity again in 2014.

Our Mission

The HALO (Helicopter Air Lift Operation) program is based out of Medicine Hat and supports residents of SE Alberta and SW Saskatchewan, including over 52 communities, and vast remote areas, with improved patient care and decreased transport times for critically ill or injured people. People living, working, and playing within 160km radius and beyond of the City of Medicine Hat have a medevac rescue helicopter in addition to the network of ground based ambulances. As proven in the past, the helicopter can also be considered a valuable resource to other public service departments (e.g. City Police, RCMP, Fire). The primary function of the helicopter is the support of the local ground based ambulance program, but HALO is available to serve the community in a variety of ways including search and rescue, and disaster response. This program allows people within our vast response area the best possible access to rapid, advanced medical care in an emergency. We are dispatched through the STARS Emergency Link Centre and we are a vital asset to the emergency responders in SE Alberta and SW Saskatchewan. HALO is a Bell 206L outfitted with a Lifeport MedPak system and MedDek stretcher system.

I look forward to hearing from the Redcliff Town Council in the near future.

Cheers!
-David

David Friesen

Executive Director
Southern Alberta MedicAir Society
Tel: (403)-528-9088
Charitable Number: 89153 8613 RR0001
www.medicairsociety.com





**FOR ALL MEDICAL EMERGENCIES, *HALO* IS DISPATCHED
THROUGH THE 911 SYSTEM**

Emergency Response Plan Supplemental Information for Emergency Services
Agencies, Corporations, and Stakeholders.

**For emergency responses of a non medical nature, *HALO* may be utilized
at the standard charter rate established by Rangeland Helicopters.**

Applications:

HALO may be called into service to assist with:

- Identifying the types of hazardous materials involved in an incident
- Identifying the quantities of hazardous materials involved.
- Assessing the condition of the hazardous materials storage containers.
- Assessing the state of hazardous materials.
- Determining the extent of a hazardous materials spill or leak.
- Disaster response.
- Transportation of essential personnel.
- Searching bodies of water.
- Searching wooded or congested areas
- Crime scene photography/video.
- Conducting vulnerability analysis.
- Any emergency situation requiring aerial reconnaissance.

For law enforcement applications HALO can be utilized for crime scene investigation, crowd control/surveillance, crime scene evidence gathering, traffic accident investigations, and maintaining surveillance on potential terrorist targets.

CONTACT INFORMATION

Primary-	403 528 9088
Secondary-	403-528-3406
Email-	info@medicairsociety.com

Contact the Southern Alberta MedicAir Society to inquire about training opportunities and for information regarding customized emergency response planning.

Visit **www.medicairsociety.com** or call 403 528 9088 for donation and sponsorship information.



2014 DONOR RECOGNITION SCHEDULE

LEVEL 1. <\$500.00 thank you letter and tax deductible receipt

LEVEL 2. \$500.00-\$2499.99 level 1 recognition plus a Thank You photo of HALO

LEVEL 3. \$2500.00-\$4999.99 level 2 recognition plus a Thank You ad in the Medicine Hat News or Prairie Post recognizing multiple donors from that quarter.

LEVEL 4. \$5000.00-24,999.99-Level 3 recognition with multiple donor ad replaced by an individual thank you in the Medicine Hat News or Prairie Post, a photo opportunity with HALO and a framed / mounted photo of HALO.

Level 5. \$25,000.00 - \$49,999.99 Level 4 recognition plus recognition and company logo on the next run of print brochures for distribution throughout the community. A single color 30 square inch decal may also be obtained for this price.

*****HELICOPTER DECAL LEVELS*****

Bronze. \$50,000.00 - \$74,999.99 Level 5 recognition plus a 60 square inch full color logo on 2 sides of the helicopter

Silver. \$75,000.00 - \$149,999.99 Level 5 recognition plus a 120 square inch full color logo on 2 sides of the helicopter

Gold. \$150,000.00 Level 5 recognition plus a 300 square inch full color logo on 2 sides of the helicopter

**PLEASE INQUIRE ABOUT SPECIAL SPONSORSHIP OPPORTUNITIES FOR OUR
GOLF TOURNAMENT AND DINNER/AUCTION**

403 528 9088 or info@medicaairsociety.com

Trails Presentation Redcliff Town Council

670 Collective Mountain Bike Club

Mission Statement:

670 Collective Mountain Bike Club is an IMBA/ABA affiliated non-profit organization located in southeast Alberta. Our purpose is to bring together local cyclists to learn and enjoy safe riding within the community. We build and maintain environmentally sustainable trails, promote responsible trail use, participate in weekly local group rides for beginners and intermediate, partake in various organized social events, travel to mountain bike destinations and attend races across western Canada. Together we see social and economic growth within our community as this is a dream destination for southeastern Alberta riders.

Trail Opportunities:

- The terrain surrounding the Town of Redcliff has the potential of being world-class mountain biking.
- Redcliff has a longer mountain biking season than the rest of Alberta.
- Located next to the Trans-Canada Highway.
- Mountain biking is a safe, fun, active recreational activity that everyone can enjoy and all you need is a bike.

Sustainable Recreation:

- Designed and engineered trails to current International Mountain Biking Association and Alberta trail recreation standards can be environmentally sustainable, have a low risk of erosion.
- Mountain bikers are responsible trail users and are stewards of the trail system.
- Non-motorized recreation, little noise and air pollution.
- Per mile a bike tire displaces as much dirt as a hiking boot.

Tourism:

- Mountain biking is a growing popular trail sport in North America.
- Mountain bikers will travel and spend money for unique riding opportunities.
- Redcliff has the potential to have highly sought after mountain bike trails.
- Very desirable demographic to have visit, over 50% are in the \$60 + thousand dollar a year demographic.
- Fits with Canadian Badlands and Travel Alberta Branding for the province of Alberta.

Healthy Living:

- Mountain biking is a great family pass time, in which all members can step foot into the outdoors and engage in this activity.
- Meets the Active Alberta outcomes from Alberta Recreation.
- Low cost compared to other organized activities, all you need is a bike.

Insurance and Liability:

- Trails are built to best practice.
- In 2013, 500 hours of volunteer labor was committed to designing and constructing over 6 km of trails within Cypress Hills Interprovincial Park (Alberta).
- Trails are constructed to IMBA guidelines, which are internationally recognized as best practice for single track trail design.
- Trail development follows legislation; HIRA, ER and development guidelines.
- Trail construction volunteers are covered under IMBA insurance.

Outcome:

- Partnership with the town of Redcliff to create, expand and promote a multiuse single track trail network for all outdoor enthusiasts;
- Develop opportunities for people to get out Mountain biking and enjoy this fantastic activity;
- Support local tourism and recreational opportunities;
- Legitimize single track trails currently in use in Redcliff by mountain bikers and hikers;
- Breathe new life into the Redcliff BMX track by turning it into a biking skills park;
- 670 Collective will pay for the first phase, Desktop review, for the first section of single track trail we are proposing to the town (\$1000);

Contact Information:

President

Jacques Leblanc

670racing@gmail.com

Trail Coordinator

Blaine Fairbrother

670trailcrew@gmail.com

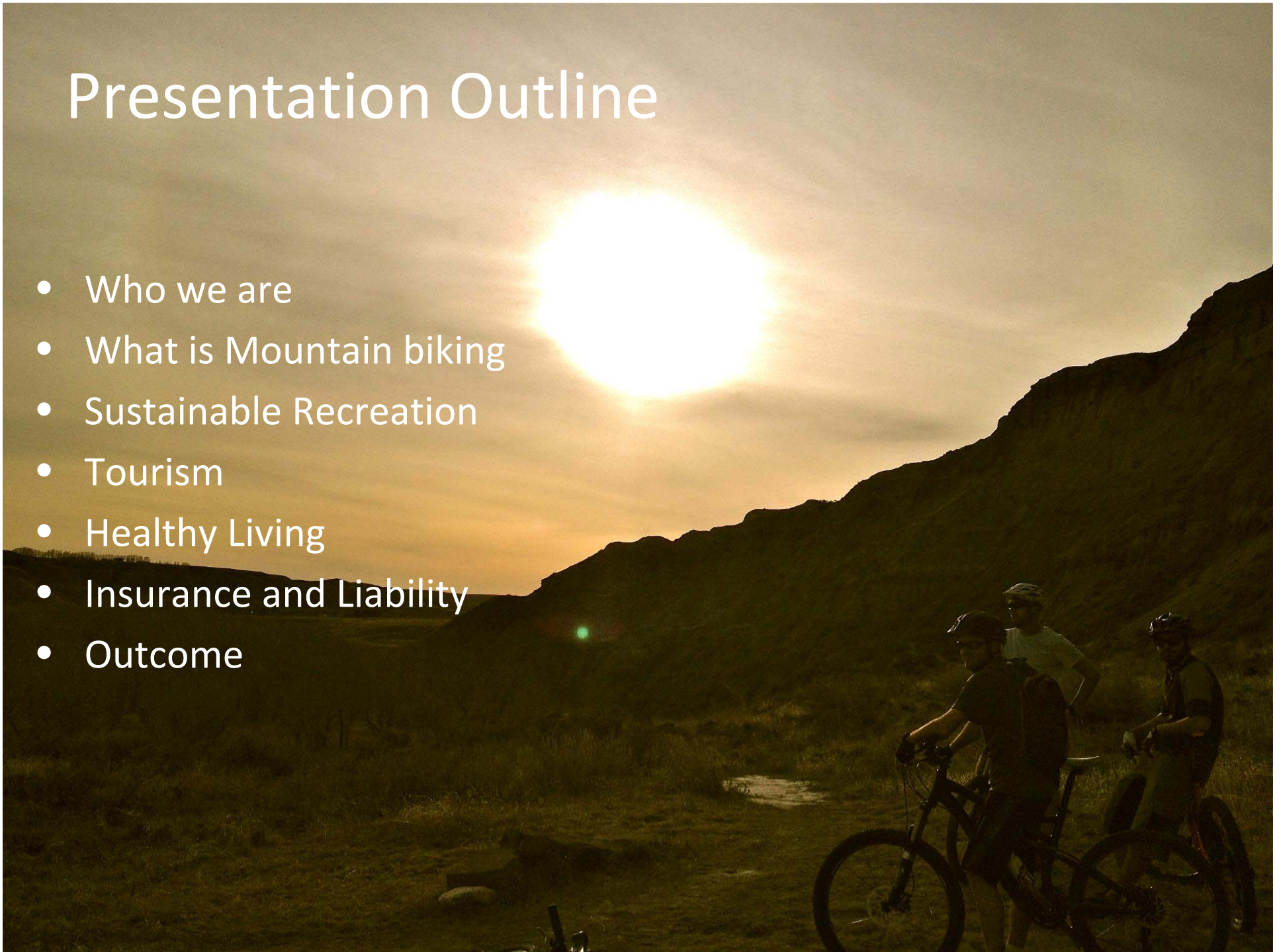
Redcliff Mountain Bike Trails Proposal



www.670collective.ca

Presentation Outline

- Who we are
- What is Mountain biking
- Sustainable Recreation
- Tourism
- Healthy Living
- Insurance and Liability
- Outcome



Mission Statement

670 Collective Mountain Bike Club is an IMBA/ABA affiliated non-profit organization located in southeast Alberta.

Our purpose is to bring together local cyclists to learn and enjoy safe riding within the community.

We build and maintain environmentally sustainable trails, promote responsible trail use, participate in weekly local group rides for beginners and intermediate, partake in various organized social events, travel to mountain bike destinations and attend races across western Canada.

Together we see social and economic growth within our community as this is a dream destination for southeastern Alberta riders.



Who we are

- Not-for-profit local mountain bike club
- Affiliated with:
 - International Mountain Bike Association (IMBA)
 - Alberta Bicycling Association (ABA)
- 65 members and growing
- In our first year of operation, 2013, we were responsible for 6km of new trail in Elkwater, AB.
- Our volunteers put in 500 hours of labor into our trail projects in 2013

What is Mountain biking?



Sustainable Recreation



What do sustainable trails look like?





Volunteers trail building along side of
Mount. Baldy in Cypress Hills
Interprovincial Park

Tourism



Size of the Motivated North American Cycling Market & Travel to British Columbia

Cyclists	North American Overall	US Cycling Travellers to BC	Canadian Cycling Travellers to BC	Total Cycling Travellers to BC
Overall Cyclists/ Mountain Bikers	3,664,110	356,949	273,114	630,063
Mountain Bikers	1,249,596	154,179	103,791	257,970
% of Overall	34%	43%	38%	41%

Source: TAMS 2006: U.S. and Canadian Activity Profiles: Recreational Cyclists and Mountain Bikers

Healthy Living

- Great way to get people outside
- Meets Active Alberta outcomes
- Family activity for all ages
- Low cost, all you need is a bike!



Insurance and Liability

- Trails upgraded to IMBA sustainable trail standards
- Built to best practice
- Trained and experienced trail builders within the club



Outcome

- Legitimize existing single track trails
- Work with the town of Redcliff to create, expand and promote single track trail network for all outdoor enthusiasts.
- Develop opportunities for people to get out Mountain biking and enjoy this fantastic activity
- Support local tourism and recreational opportunities
- Re-purpose the Redcliff BMX track to a Bike Skills Park accessible to everyone



Existing Trail Use in Redcliff



Existing Trail Use in Redcliff



Future Redcliff Bike Skills Park



Questions?

Any further questions, comments, concerns, or discussions please contact us on our webpage

www.670collective.ca

References

- www.670collective.ca
- http://www.mbt.ca/assets/pdfs/mbtguide08_web.pdf
- www.googleearth.com

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, FEBRUARY 24, 2014 7:00 P.M.**

PRESENT: Mayor E. Reimer
Councillors C. Brown, C. Crozier, D. Kilpatrick (arrived at 7:09 p.m.), J. Steinke
Municipal Manager A. Crofts
Director of Finance & R. Osmond
Administration
Manager of Legislative & S. Simon
Land Services

ABSENT: Councillors L. Leipert, E. Solberg

1. GENERAL

Call to Order

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

2014-0085 Adoption of Agenda

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

2014-0086 Bank Summary to December 31, 2013

C) Councillor Steinke moved the Bank Summary to December 31, 2013 be received for information. – Carried Unanimously.

2. DELEGATION

Economic Development
Alliance of Southeast Alberta
Re: 3 Year Strategic Direction
for 2013 – 2015

A) Wendy Blackwell, Executive Director and Nicola Kondra, Associate Director of the Economic Development Alliance of Southeast Alberta were in attendance to present the 3 year Strategic Direction report for 2013-2015.

D. Kilpatrick arrived at 7:09 p.m.

2014-0087

Councillor Crozier moved the Economic Development Alliance of Southeast Alberta 3 year Strategic Direction report for 2013-2015 presented by Wendy Blackwell, Executive Director and Nicola Kondra, Associate Director be received for information. – Carried Unanimously.

3. MINUTES

2014-0088 Council meeting held February 10, 2014

A) Councillor Crozier moved the minutes of the Council meeting held February 10, 2014 be adopted as presented. – Carried Unanimously.

2014-0089 Redcliff Planning Board meeting held February 18, 2014

B) Councillor Steinke moved the minutes of the Redcliff Planning Board meeting held February 18, 2014 be received for information. – Carried Unanimously.

- | | | |
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| 2014-0090 | Subdivision Application 2014 Sub 01
Lot 29-30, Block 62, Plan 9412360
Lot 1-3, Block 63, Plan 1117V
To create separate titles for existing residence and greenhouse | <p>i) Councillor Kilpatrick moved that Subdivision Application 2014 SUB 01, Lots 29-30, Block 62, Plan 9412360; Lots 1-3, Block 63, Plan 1117V, to create separate titles for existing residence and greenhouse be approved with the following conditions:</p> <ol style="list-style-type: none"> 1. Verification of independent service connections with any applicable costs to be the responsibility of the owner. 2. Removal of interconnecting service connections, including services for surface drainage with any applicable costs to be the responsibility of the owner. 3. Removal of existing shed which encroaches onto Town of Redcliff Right-of-Way. 4. Payment of any outstanding taxes. <p>- Carried Unanimously.</p> |
| 2014-0091 | Municipal Planning Commission meeting held February 19, 2014 | C) Councillor Brown moved the minutes of the Municipal Planning Commission meeting held February 19, 2014 be received for information. – Carried Unanimously. |
| 2014-0092 | Redcliff Public Library Board meeting held November 28, 2013 | D) Councillor Steinke moved the minutes of the Redcliff Public Library Board meeting held November 28, 2013 be received for information. – Carried Unanimously. |
| <p>4. BYLAWS</p> | | |
| 2014-0093 | Bylaw 1766/2013, being the Emergency Management Bylaw | A) Councillor Crozier moved Bylaw 1766/2013, being the Emergency Management Bylaw be given first reading. – Carried Unanimously. |
| <p>5. STAFF RECOMMENDATIONS</p> | | |
| 2014-0094 | Short Term Planning Consultant Contract Extension | A) Councillor Brown moved to extend the current planning contract with Scheffer Andrew Ltd. through to the end of the current fiscal year (December 31, 2014). – Carried Unanimously. |
| <p>6. POLICIES</p> | | |
| 2014-0095 | Policy 124 (2014) Physician Recruitment and Retention Committee Terms of Reference | A) Councillor Brown moved to approve the proposed terms of reference for a Redcliff Physician recruitment and Retention Committee with the subsequent establishment of such a committee. Further that Policy 124 Physician Recruitment and Retention Committee Terms of Reference Policy be approved as presented. – Carried Unanimously. |

7. CORRESPONDENCE

- | | | |
|-----------|---|---|
| 2014-0096 | Communities in Bloom
Invitation to participate | A) Councillor Steinke moved correspondence received on February 14, from Communities in Bloom regarding an invitation to participate in the program be received for information. – Carried Unanimously. |
| 2014-0097 | Canadian Badlands 4 th Annual
Tourism Development
Conference
Re: Sponsorship
Opportunities | B) Councillor Brown moved correspondence dated January 11, 2014 from Canadian Badlands regarding 4 th Annual Tourism Development Conference sponsorship opportunities be received for information. – Carried Unanimously. |
| 2014-0098 | Government of Alberta
Transportation Strategy | C) Councillor Kilpatrick moved the Government of Alberta Transportation Strategy be received for information. – Carried Unanimously. |
| 2014-0099 | Government of Alberta
Re: Submission – Draft South
Saskatchewan Regional Plan
(SSRP) | D) Councillor Crozier moved correspondence dated February 4, 2014 from the Government of Alberta Land Use Secretariat regarding receipt of the Town of Redcliff views and ideas regarding Draft South Saskatchewan Regional Plan be received for information. – Carried Unanimously. |
| 2014-0100 | Alberta Municipal Affairs
Re: Letter regarding progress
on the Ministerial Directives | E) Councillor Steinke moved correspondence dated January 31, 2014 from Alberta Municipal Affairs regarding progress on the Ministerial Directives be received for information. – Carried Unanimously. |

8. OTHER

- | | | |
|-----------|--|--|
| 2014-0101 | Municipal Manager's Report to
Council | A) Councillor Steinke moved the Municipal Manager's Report to Council be received for information. - Carried Unanimously. |
| 2014-0102 | Councillors' Committee Reports | B) Councillor Brown moved the Councillors' Committee Report be received for information. – Carried Unanimously. |
| 2014-0103 | Council Important Meetings and
Events | C) Councillor Brown moved Council Important Meetings and Events be received for information. – Carried Unanimously. |

9. RECESS

Mayor Reimer called for a recess at 8:01 p.m.

Mayor Reimer reconvened the meeting at 8:15 p.m.

10. IN CAMERA

- | | | |
|-----------|------------------------|---|
| 2014-0104 | Meet In Camera | Councillor Steinke moved to meet In Camera to discuss one (1) Labour matter at 8:15 p.m. – Carried Unanimously. |
| 2014-0105 | Return to Open Session | Councillor Brown moved to return to Open Session at 8:21 p.m. – Carried Unanimously. |

11. ADJOURNMENT

2014-0106 Adjournment

Councillor Steinke moved to adjourn the meeting at 8:21 p.m.
– Carried Unanimously.

Mayor

Manager of Legislative and Land Services

BANK SUMMARY FOR DECEMBER 31, 2013

DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	976,031.54	15,076.78	1,106,189.52
DAILY DEPOSITS	765,448.28	128,503.09	893,951.37
CIBC DIRECT DEPOSITS/ TELEBANKING	290,698.89	0.00	290,698.89
INTEREST EARNED	7,651.71	0.00	7,651.71
T-BILL REDEMPTIONS	1,500,000.00	0.00	1,500,000.00
OTHER DIRECT DEPOSITS	8,968.67	0.00	8,968.67
SUBTOTAL	2,572,767.55	128,503.09	2,701,270.64
CHEQUES	(2,353,324.33)	(133,579.87)	(2,486,904.20)
ASFF QUARTERLY PAYMENTS	(452,741.34)	0.00	(452,741.34)
DEBENTURE PAYMENTS	(510,585.31)	0.00	(510,585.31)
T-BILL PURCHASES	0.00	0.00	0.00
NSF CHEQUES	0.00	0.00	0.00
OTHER DIRECT WITHDRAWALS	(17,715.16)	0.00	(17,715.16)
SUBTOTAL	(3,334,366.14)	(133,579.87)	(3,467,946.01)
TOTAL	214,432.95	10,000.00	224,432.95
BANK CLOSING BALANCE	1,025,295.34	10,000.00	1,035,295.34
ADD:O/S DEPOSITS	233,097.38	0.00	233,097.38
LESS:O/S CHEQUES	(1,043,959.77)	0.00	(1,043,959.77)
TOTAL	214,432.95	10,000.00	224,432.95

INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321	11,750,000.00
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126	1,501,857.53
TOTAL INVESTMENTS		13,251,857.53

TOWN OF REDCLIFF

FEB 15 2014

FINANCE DEPT.

REDCLIFF AND DISTRICT RECREATION SERVICES BOARD
Town Council Chambers Town Office
March 3, 2014 at 7:00 pm

PRESENT:

Chairman	Jeff Wilson (acting)
Councillor	Eric Solberg
Community Services	Cindy Murray
Members at Large	Christina McNeil
	Tim Reimer
	Chuck Henson

1. GENERAL

Call to Order:

A) Meeting called to order at 7:04 pm.

Adoption of the Agenda

B) C. Henson moved adoption of the agenda as presented. – Carried.

2. MINUTES

Board meeting held February 3, 2014

A) Item numbers in the minutes need to be corrected.

E. Solberg moved that the minutes of the Redcliff and District Recreation Services Board meeting held February 3, 2014 be adopted as amended. – Carried.

3. ELECTION OF CHAIRMAN

Election of Chairman

A) J. Wilson was elected Chairman by acclamation. CARRIED.

4. BYLAWS, POLICIES AND PROCEDURES

Bylaw 1193/99 Review

A) Bylaw 1193/99 review tabled to next meeting.

5. OLD BUSINESS

2014 Calendars and Projects

A) Updated calendars and grant information was provided to board members.

Off Leash Area

B) The public will be invited to provide input into an alternate location or locations for an off leash area.

Mountain Bike Trail Update

C) The 670 Collective Mountain Bike Club made a presentation to the Recreation Board in February their interest in developing a mountain bike trail and skills park in Redcliff.

Since that time further details, drawings and estimates for a proposed mountain bike trail and skills park were provided.

The board supports the concept of a mountain bike trail and skills park. Since the trail route and cost of the project cannot be determined without a desktop review, the board also supports proceeding with it as funding will be provided by the 670 Collective Mountain Bike Club.

Recommendation - Mountain Bike Trail Desktop Review

The Board recommends that Council approve exploring the development of a mountain bike trail and skills park in Redcliff beginning with a desktop review of the proposed trail if funding is provided by the 670 Collective Mountain Bike Club.

Be Fit for Life Circuit Training

D) The Be Fit for Life Coordinator from the Medicine Hat College will assess the Rec-tangle and, if it is a suitable site, will assist with developing self-directed circuit training stations.

Physical Literacy and You (PLAY)

Be Fit for Life also provided information on the PLAY (Physical Literacy And You) partnership and a physical literacy starter kit. Programs for infants to teens are being considered. Space is available in one of the gyms for programs and a volunteer is available for a short term program youth program. Some funding/support may be available through the PLAY program.

Bike Trails and Skills Park Support

Be Fit for Life has also been approached for support for the Bike Trails and Skills Park. No word yet on what may be available.

Volunteer of the Year

E) J. Wilson was selected as the Redcliff and District Recreation Services Volunteer of the Year. The award will be presented on April 11, 2014 at the Redcliff Legion.

Board members were provided with two complimentary tickets each for the event as a token of appreciation for their commitment to the Redcliff and District Recreation Services Board.

Community Information Night

F) The Town of Redcliff will host a Community Information Night on March 13 from 5:30 – 7:30 pm at the Seniors Centre.

Board members recommend that Community Services should use this opportunity to recruit new board members; advertise the child fitness tax credit and get feedback on the off leash area and suggestions for new programs.

6. DIRECTORS REPORT

Rec-Tangle Closing

A) The Rec-Tangle arena will close for the season on March 23, 2014.

Summer Program

B) Community Services is preparing a summer program and events schedule. The public will be asked for input at the Community Information Night and in the Commentator.

Aquatic Centre

C) Aquatic Centre staff has been recalled for the season. Pool lesson registration night has been scheduled to take place on May 21 and 22 at Parkside School gym.

7. NEW BUSINESS

Roving Gym

A) C. Murray met with Jennifer Usher from the Medicine Hat Early Childhood Coalition regarding Roving Gyms. Our program would not need to “rove” but the basic idea can be adapted to suit our community. The purpose is give children and youth opportunity for play, so this may fit in the PLAY program. A location and limited equipment has arranged but a supervisor and assistants is required yet.

8. MEETINGS/CONFERENCES/WORKSHOPS

Physical Literacy Be Fit for Life Meeting

A) Physical Literacy Be Fit for Life Meeting - March 6

Community Information Night

B) Community Information Night - March 13

Volunteer Appreciation Night

C) Volunteer Appreciation Night - April 11

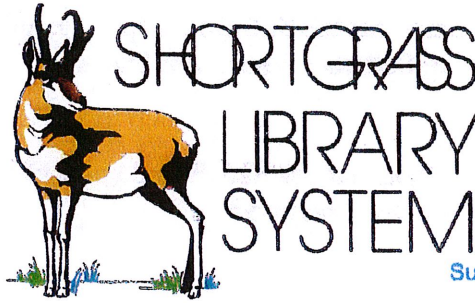
Next Meeting

9. DATE OF NEXT MEETING- April 7, 2014

10. ADJOURNMENT

Adjournment

C. Henson moved to adjourn the meeting at 8:50 pm.



RECEIVED
Town of Redcliff

Supervisor: _____

FEB 26 2013

Action: _____

MINUTES

Board Meeting of December 4, 2013

File # _____

Trustees Present: Kathi Herman, Celina Symmonds, Kelly Christman, Craig Widmer, Dwight Kilpatrick, Marjorie Moncrieff, Kevin Jones, Shannyn Creary, Ernest Mudie

Trustees Absent With Regrets: Marj James, Martin Shields, Yoko Fujimoto, Brent Burton

Date & Time: Wednesday, December 4, 2013 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 Kathi Herman at 1:10 p.m.

1.1. Moved by Dwight Kilpatrick that the agenda be approved as amended:

- 2.12 – Revised Shortgrass Agreement
- 2.13 – Workstation Upgrade
- 2.14 – Electrical Work
- 2.15 – Updated Budget

CARRIED

1.2. Moved by Craig Widmer that the SLS Board approve the September 18th, 2013 Board Meeting Minutes be approved as presented.

CARRIED

2. **Action:**

Programs and Services Committee Business

2.1. Moved by Dwight Kilpatrick that the SLS Board approve the October 16, 2013 Programs & Services Meeting Minutes as presented.

CARRIED

2.2. Moved by Kevin Jones that the SLS Board approve new Policy H.6: Facility: "Green" Building Operations to the SLS Board for approval as amended.
Attachment 1

CARRIED

- 2.3. Moved by Craig Widmer that the SLS Board approve updated Policy F.10:
Telecommunications & Software/Equipment Support – Service Support as presented.
Attachment 2 CARRIED
- 2.4. Moved by Kelly Christman that the SLS Board approve updated Policy B.3: Board of
Trustees to the SLS Board as presented. CARRIED
Attachment 3
- 2.5. Moved by Celina Symmonds that the SLS Board approve updated Policy B.19: Paperbacks
Book Deposits within a Municipality without a Library Board as presented.
Attachment 4 CARRIED

Finance and Personnel Committee Business

- 2.6. Moved by Dwight Kilpatrick that the SLS Board approve the October 16, 2013 Finance &
Personnel Meeting Minutes as presented. CARRIED
- 2.7. Moved by Marj Moncrieff that the SLS Board approve the August and September 2013
Financial Statements as presented. CARRIED
Attachment 5
- 2.8. Moved by Celina Symmonds that the SLS Board approve updated Policy D.9: Processing
Clerk as presented. CARRIED
Attachment 6
- 2.9. Moved by Kevin Jones that the SLS Board approve updated Policy D.13: Cataloguer
presented. CARRIED
Attachment 7
- 2.10. Moved by Ernest Mudie that the SLS Board denies proposed updates to Policy D.1:
Acquisitions Officer. CARRIED
- 2.11. Moved by Celina Symmonds that the SLS Board approve updated Policy F.2: Capital
Equipment as amended. CARRIED
Attachment 8
- 2.12. The Board accepted the draft amendment to the Shortgrass Library System
Agreement as prepared by William Barclay of Reynolds, Mirth, Richards & Farmer LLP.
The amended Agreement will be sent to all Municipal Managers/CAOs, with a letter of
explanation, for a signature indicating their approval of the changes. CARRIED
Attachment 9
- 2.13. Moved by Kevin Jones that the SLS Board approve the purchase of new workstations
for Shortgrass Headquarters. CARRIED
Attachment 10
- 2.14. Moved by Craig Widmer that the SLS Board approve the installation of LED lights
around the exterior of the building, as per a quote from Jim's Electric CARRIED
Attachment 11

Moved by Dwight Kilpatrick that the SLS Board approve the funds required for the lighting upgrade be set aside out of the 2013 Operating Budget and, if the work cannot be completed before the end of 2013, the funds will be transferred from the 2013 budget into a reserve account until the work is completed.

CARRIED

- 2.15. Moved by Ernest Mudie that the SLS Board approve the transfer of any surplus funds from Videoconferencing Expense (line 273) in the 2013 budget into the building capital reserve

CARRIED

Moved by Craig Widmer that the SLS Board approve the transfer of any surplus funds from Salaries & Benefits Adjustment (line 368), LAPP Expense (line 369), and Vacation Payables Forecast (line 370) be moved from the 2013 budget into the building capital reserve.

CARRIED

Discussion

- 2.16. Moved by Celina Symmonds that the SLS Board approve the 2013 Board & Committee Meetings Calendar.

Attachment 12

CARRIED

- 2.17. Board Officials Election

- Officer to be filled:

o **Board Chair**

Petra Mauerhoff called for nominations from the floor.

Kathi Herman nominated Dwight Kilpatrick.

Craig Widmer nominated Marj Moncrieff.

Petra Mauerhoff moved that nominations cease.

Dwight & Marj left the room during voting.

Dwight was elected and accepted the position.

CARRIED

Congratulations Dwight Kilpatrick!

o **Board Vice-Chair**

Petra Mauerhoff called for nominations from the floor.

Celina Symmonds nominated Marj Moncrieff.

Kathi Herman nominated Kevin Jones.

Dwight Kilpatrick moved that nominations cease.

Marj & Kevin left the room during voting.

Kevin was elected and accepted the position.

CARRIED

Congratulations Kevin Jones!

○ **Chair, Programs and Services Committee**

Petra Mauerhoff called for nominations from the floor.

Kathi Herman nominated Marj Moncrieff.

Kelly Christman moved that nominations cease.

Marj was elected by acclamation and accepted the position.

CARRIED

Congratulations Marj Moncrieff!

○ **Chair, Finance and Personnel Committee**

Petra Mauerhoff called for nominations from the floor.

Ernest Mudie nominated Craig Widmer.

Kathi Herman moved that nominations cease.

Craig was elected by acclamation and accepted the position.

CARRIED

Congratulations Craig Widmer!

3. Information

3.1. Board Chair Report – Kathi Herman

3.2. CEO Report – Petra Mauerhoff

Attachment 13

3.3. Manager, Library Technology – Anton Chuppin

Attachment 14

3.4. Manager, Bibliographic Services – Phyllis Worrall

Attachment 15

3.5. Shared Intern – Jordan DeSousa

Attachment 16

3.6. HAT Smart Energy Rebate

Attachment 17

3.7. Library Managers Meeting Minutes - September 16, 2013

Attachment 18

The meeting was adjourned by Kathi Herman at 3:20 p.m.

Next Programs & Services Meeting:

January 22, 2014

12:30 p.m. luncheon

1:00 p.m. meeting

Shortgrass Library System Headquarters

VC Locations

Next Finance & Personnel Meeting:

January 22, 2014

3:00 p.m. meeting

Shortgrass Library System Headquarters

VC Locations

Next Board Meeting:

February 19, 2014

12:30 p.m. luncheon

1:00 p.m. meeting

Shortgrass Library System & VC Locations

Minutes for the Board of Directors Regular Meeting

Wednesday January 15, 2014 8:00 a.m. EDA Board Room

ATTENDED:

Jim Steinke	Randy Lehr	Jim Turner	Gordon Reynolds
Stephen Finnagan	Heather Takahashi	Ron Harty	Doug Evjen
Keith Crush			

REGRETS:

Stampede Board Representative

STAFF:

Wendy Dupley Mary-Ann Smith Nichola Derksen

1. **Call to Order** at 8:00 am

2. **Adoption of Agenda items for January 15, 2014 meeting:**

Motioned by: Gordon Reynolds Seconded by: Jim Turner Carried.

3. **Welcome**

Doug Evjen – Medicine Hat Chamber of Commerce

4. **Adoption of Minutes for December 2013**

Motion to adopt the minutes of the December meeting: Gordon Reynolds. Seconded by: Heather Takahashi. Carried.

5. **Financial Report**

Financial Report was given by Stephen

Motion to adopt the Financial Report: Stephen Finnagan. Seconded by: Gordon Reynolds. Carried.

6. Executive Director Report

- **Financial :**

- 2014 initial budget planning has been undertaken and the ED has met with our new Treasurer. A paper copy of the proposed budget will be provided at the meeting. Further savings could be made if the EDA reduced its office space. Discussions would have to be undertaken with the current property manager if the Board wishes to pursue this option.
- Thank you letters to the EDA's 2013 Sponsors were mailed before the Christmas break with requests for their continued support for 2014 activities. The ED will be following up on these letters to gauge their interest in continuing to sponsor our events.
- Invoices for the January installments of the 2014 funding were also mailed before the Christmas break. During the time of writing, the City of Medicine Hat's funds were received.
- As detailed in the 'Savour report', we have submitted three separate applications for funding support for the 2014 Eat Local II Initiatives. Hopefully, we will know the outcomes of applications next month.

- **Events:**

- The EDA will be hosting the Pulse Processing Webinar on January 31st. The webinar will have our two consultants present the results of the feasibility study and the investment attraction strategy. Attendance is free of charge, if you are not able to 'tune-in' live, once registered for the event you will be able to view the webinar later online. Electronic marketing of this event will resume on January 14th.

- **Other:**

- The EDA's end of year report is completed and contains highlights from the year, our results against our 2013 Key Performance Indicators (KPIs), and some of the activities proposed for 2014.
- The document containing the proposed KPIs for 2014 was distributed at December's board meeting. This document was left with the Board to review, discuss and to provide their feedback at the January board meeting. We will be presenting the agreed 2014 indicators when we visit councils later this month or early February.
- The International Economic Development Council (IDEC) has produced a document; *The Role of Local Elected Officials in Economic Development: 10 Things You Should Know*. As many of our Board members have new elected officials and/ or are embarking upon their own strategic planning for economic development it may be timely to distribute this short document for background and education on the elected leader's role. Although the document is not new and does draw upon U.S. data sources, its overarching top 10 list is still applicable. This document is available to be forwarded to you electronically.

7. Committees & Projects Progress Reports

Associate Director Report:

No report this month

Regional Economic Development Officer (REDO) Report:

- Since the December meeting, Shayla has worked with **one** new business using the business retention and expansion program to help these businesses streamline their processes and promote them within the community.
- There is an infographic in development for the BR&E program to show clients the services they can expect from the EDA business development team in the area of BR&E and what it means to their business. Additionally, all of the information about the program will be compiled on a dedicated BR&E landing page on the main EDA website.
- Because we have exceeded our three-year target in the previous two years, we have updated the KPI 2014 to work with a minimum of 50 new clients this year. This year the EDA will be pursuing a more proactive approach with the BR&E program. Many previous clients had approached the EDA for assistance; now that Shayla has settled into the REDO role she will become more active in reaching out to local businesses.

Savour the Southeast:

- EDA team has applied for two provincial grants: Agriculture Initiative Program and ALMA to enable us to continue with the Eat Local Week initiative in 2014. We also have applied online for funding from the Servus Credit Union under their Community Development Grants; this grant application is currently under review and will be hearing back from them soon.
- Medicine Hat News has confirmed that they are willing provide promotional sponsorship again next year and Shaw TV have indicated that they want to do some promotional segments free of charge for us once again.
- The EDA Savour Team will be interviewed by the Medicine Hat College students on January 15th so that they will be able to commence their work on the Savour advertising campaign. This will be an information gathering session for the students on what we are looking for and what Savour is all about. There will also be another meeting with the Medicine Hat College students on February 28th where the students will be present their campaign ideas to us.

Marketing & Communications:

Infographics

- All communities are completed and added to website

Savour the Southeast

- Creating a new sponsorship package
- Redoing web content

Pulse Webinar

- Initial awareness done in mid-December and significant efforts will continue on January 13th for the final registration push
- Social media
 - #agchat and #westcdnag
- Direct email campaign to producer groups and EDA contacts

Medicine Hat News 4-part feature

- The EDA will be featured in the Medicine Hat News for four (4) weeks.
- Features will be in the January 15, 22, 29 and February 5 issues
- This series will be 'advertorials' on EDA – about the org, how they assist local businesses, how to get involved etc.

Board Communications

- Branding toolkit being created (for committee members, elected officials, etc.)
 - Key messaging
 - Media tips
 - Fact sheets

Social Media

- Twitter: 783 followers (EDA)
 - Valuable discussions with producer groups (AB Pulse Growers and AB Canola Council) about pulse webinar
 - Discussion with 3 provincial ag media about relationship between agriculture and econ dev – potential coverage to follow, currently managing follow up.

Agriculture Committee:

The next agriculture committee meeting will be held on January 29th.

Shayla will be meeting with Jim MacArthur and Natalie Weir from the Stampede Board on January 14th to discuss the possibility of joining an Agri-Tech event with the annual Medicine Hat Stampede, as well as other possibilities that are available to us.

Energy Committee Report:

No report. Next meeting is January 16, 2014

EDA Connect Committee:

No report - Next meeting January 23, 2014, we will have two commercial realtors making presentations. Everyone from the board will be welcome to attend. Jim Turner will be the board representative on this committee.

8. Items for Immediate Discussion

- 2014 KPI goals were reviewed with the board and agreed upon. The EDA board feels these are ambitious levels to reach. These KPIs will be presented at the presentations to each of the funding partners.

9. Correspondence:

None

10. Chairman's Report

- Strategic Planning session will be on February 4, 2014 at Desert Blume. Hope everyone will be attending this session. This is a key time for the board to set the direction of the EDA for the next three years.

11. New Business

- 2013 End of Year Report – was reviewed. The reports will be handed out at the presentations to each of the funding partners.
- 2014 Budget was reviewed by the board.

Motion to adopt the 2014 Budget: Stephen Finnagan. Seconded by: Gordon Reynolds.
Carried

12. Round Table

Everyone reported on what was happening in their respective communities.

13. Adjournment 9:30 a.m.

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

NEXT BOARD MEETING: Tuesday February 18th, 2014 at 8:00 A.M.

RECEIVED

FEB 28 2014

TOWN OF REDCLIFF

REDCLIFF PUBLIC LIBRARY BOARD

Minutes

January 28th, 2014 7:35 PM

Vision Statement

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

Attending: Catharine Richardson, Brian Lowery, Jim Steinke, Val Westers, Mark Adcock, Lana Kuystermans, Matt, Stroh, Robin Corry

Also attending: Tracy Weinrauch, Recording Secretary

Not in attendance: Brian Pattison, Dianne Smith

Call to order: 7:35 pm

Introduction of new board member: Matt Stroh

Additions/Deletions to Agenda: Add approval of agenda, Policy Committee.

Approval of Agenda: Robin approved the agenda as amended. All in favor. Carried.

Approval of Minutes for November meeting: Change title of program by Grant Tolley. Catharine approved as amended. All in favor. Carried.

Financial Statements for November & December: Val moved for information. All in favor. Carried.

Accounts Payable: Brian moved for information. All in favor. Carried.

Librarian's Report: We have started the annual weeding project. Annual surveys have been distributed, both paper & electronic copies. The Technology programs offered this month were very successful. Anton Chuppin in leaving Shortgrass at the end of January for a new position with the Calgary Public Library. Tracy will be making a presentation at the next ECMap Coalition meeting about our preschool programming.

Policies Report: Val has been emailing Grant Tolley about doing a Disaster Planning presentation. He will be doing his presentation at the ALC this year and it is suggested that Tracy attend that presentation and bring back the information to the Board.

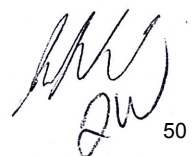
Financial Report: Start making plans for budget meetings in the Spring.

Personnel Report: Nothing to report

Needs Assessment Review: Nothing to report

Friends of the Library (FRPL): Another games day at the library will be held on Feb. 8th. The Pharmasave promotion is still on until the end of January. Tracy will check with Diane who won the 50/50 draw. The Cenovus presentation to FRPL for \$5000.00 will be on January 30th @ 11:30 am. The funds will be used for a storage unit for the library and young adult furnishings.

IT Committee: Nothing to report

 50

Old & Unfinished Business: Sewer drain has been repaired and it definitely solved the problem. Monthly checkouts are still down but traffic in the library still has a significant increase from past years.

New Business: Volunteer of the year was discussed. When the nomination forms come out it was agreed that Lisa Weekes will be receiving the adult award and David Leist will receive the youth award for their volunteer work with the library.

The ALC conference will be held April 24th-27th in Jasper. This year a staff member was supposed to join Tracy at the conference but due to scheduling conflicts at that time of year no one will be able to attend.

The suggestion was put forth to offer the staff a chance to attend the AALT conference in June. If Tracy hears nothing from the staff by February 21st, then a Board member will be joining her in Jasper.

The new monitor and keyboard have been purchased for the exam station. This has already been used for testing purposes and it worked perfectly.

Tracy will make the necessary changes to the policy manual regarding overdue notices and have it ready for approval at the February meeting.

We have had great support for our LEGO @ the Library program from both REDI Enterprises and Redcliff FCSS. REDI has given the Friends of the Redcliff Public Library \$2500.00 and FCSS and provided us with a grant of \$1500.00. With this money I am now able to move the program one step further with offering occasional teen nights and purchase not only LEGO kits but also purchase a selection of LEGO books to bring together the literacy value and the program.

Since the drop-in evening story time is not working out, I am working with the Mennonite liaison to offer a morning story time just for those moms and their toddlers. The older children already use us as their school library and we would like to see the whole family become more familiar with us and our services.

With such a positive change in the school age children since their school started up, I think a story time for the preschoolers would be a real benefit to them. I am also considering a Summer Reading Program session for the Mennonite children. This is still in the early stages of planning but I think anything we can do to help in the literacy of this generation will have a positive outcome.

Catharine will be holding an Ereader class for children and their parents on March 21st 10 am -12 noon. There is a limit of 8 children for this session.

The cost of SMS messaging is just too costly to continue, unless the Medicine Hat and Brooks libraries are going to start promoting this service to cut the price down. We currently sit second in activity for this service at 44 messages sent since May, Bow Island is first with 76, Medicine Hat was third with 10 and Brooks fourth with 7. Since the system is currently only using 3.5% of available messages to be used the cost is 4.80 per message. Tracy will also look into emailing these notices.

Elections: Dianne, via email, nominated Catharine for Chairman, Catharine declined. Jim nominated Brian for Chairman. Brian accepted. After third round of nominations, nominations ceased. Brian Lowery – Chairman for 2014.

Catharine nominated Val for Vice-Chair, Val declined. Jim nominated Robin for Vice-Chairman. Robin accepted. After third round of nominations, nominations ceased. Robin Corry – Vice-Chairman for 2014. Tracy will make arrangements to change signing authority at the Servus Credit Union, account #56371012.

Those removed from the signing authority are: Jim Steinke & Valarie Westers.

Those being added to the signing authority are: Brian Lowery and Robin Corry and continue to include Tracy Weinrauch.

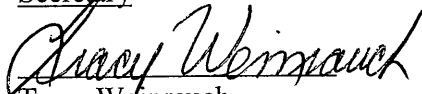
Tracy will also find out when the next Alberta Library Trustee course is being held.

Committees will be decided at the next meeting.

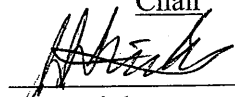


Next Regular meeting: February 25th, 2014 @ 7:30 pm.
Mark moved for adjournment at 8:50 pm.

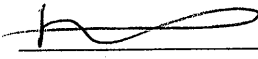
Secretary

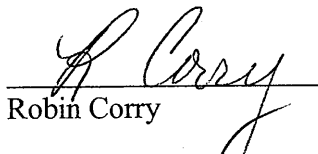

Tracy Weinrauch

Chair


Jim Steinke

Vice-Chair


Valarie Westers


Robin Corry


Brian Lowery


JES

**TOWN OF REDCLIFF
BYLAW NO. 1767/2014**

A Bylaw of the Town of Redcliff to amend Bylaw No. 1267/2000, being the Portion of 100 Block and 200 block of 3rd Street NE Water System Main Line Bylaw.

WHEREAS the Council of the Town of Redcliff passed Bylaw No. 1267/2000 on October 12, 2000 in order to authorize a local improvement and the imposition of a local improvement tax.

AND WHEREAS the local improvement consisted of undertaking and completing the installation of water system main lines on 3rd Street NE between a point 107 feet north of the northerly most point of 1st Avenue NE and 3rd Avenue NE in the Town of Redcliff.

AND WHEREAS the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

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

1. That Bylaw No. 1267/2000, being the Portion of 100 Block and 200 block of 3rd Street NE Water System Main Line Bylaw be amended as follows:
 - ii) Delete Schedule A to Bylaw 1267/2000 and replace it with revised Schedule A as is hereto attached to this amending bylaw.
2. That Bylaw 1719/2012 is hereby repealed.
3. This Bylaw shall take effect on the day of the final passing thereof.

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 this _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE AND
LAND SERVICES

**REVISED SCHEDULE "A" TO BYLAW NO. 1267/2000
SPECIAL AREA ASSESSMENT
TOWN OF REDCLIFF**

LOCAL IMPROVEMENT - SPECIAL LOCAL AREA ASSESSMENT

For the installation of Water system main lines on 3rd Street N.E. between a point 107 feet North of the Northerly most point of 1st Avenue N.E. and 3rd Avenue N.E in the Town of Redcliff.

1. Properties to be assessed:

200 Block 3rd Street NE - West Side of Street			
Lot	Block	Plan	Eff Feet
43	115	1313015	62.84
35-36	115	1117V	50.00
41	115	0413184	166
Subtotal			278.84
100 Block of 3rd Street NE - West Side of Street			
Lot	Block	Plan	Eff. Feet
21-22	106	1117V	50.00
23-24	106	1117V	50.00
42	106	0813441	68.00
Unit 1		0813840	20.25
Unit 2		0813840	18.00
Unit 3		0813840	18.00
Unit 4		0813840	18.00
Unit 5		0813840	18.55
Unit 6		0813840	18.55
Unit 7		0813840	18.58
Unit 8		0813840	18.58
Unit 9		0813840	19.89
Unit 10		0813840	19.125
Unit 11		0813840	19.125
Unit 12		0813840	18.36
Subtotal			393.01
200 Block 3rd Street NE - East Side of Street			
Lot	Block	Plan	Eff Feet
43	107	8210827	95.62
42	107	8210827	106.98
41	107	8210827	66.90
Subtotal			269.50

100 Block of 3rd Street NE - East Side of Street			
Lot	Block	Plan	Eff. Feet
Unit 14		0714919	21.65
Unit 15		0714919	20.03
Unit 16		0714919	20.07
Unit 17		0714919	19.93
Unit 4		0612896	21.57
Unit 5		0612896	20.12
Unit 6		0612896	20.16
Unit 7		0612896	19.83
Unit 9		0710118	15.33
Unit 10		0710118	15.49
Unit 11		0710118	15.49
Unit 12		0710118	15.33
8-11	107	1117V	100.00
6-7	107	1117V	50.00
Subtotal			375.00
Total			1316.35

- | | | |
|----|--|--------------|
| 2. | Total effective frontage feet | 1,316.35 |
| 3. | Total special assessment | \$ 30,000.00 |
| 4. | Total special assessment per effective frontage foot. | \$ 22.79 |
| 5. | Annual unit rate per effective frontage foot to be payable for a period of 20 years calculated at 6% | \$ 1.99 |
| 6. | Total yearly assessment against properties | \$ 2,615.54 |

Effective frontage feet have been calculated on the basis of 130 square feet per effective frontage foot. Thus an effective frontage foot is calculated by using the area of the assessed property and dividing it by 130.

**TOWN OF REDCLIFF
BYLAW NO. 1768/2014**

A Bylaw of the Town of Redcliff to amend Bylaw No. 1269/2000, being the Portion of 100 Block and 200 block of 3rd Street NE Sanitary Sewer System Main Line Bylaw.

WHEREAS the Council of the Town of Redcliff passed Bylaw No. 1269/2000 on October 12, 2000 in order to authorize a local improvement and the imposition of a local improvement tax.

AND WHEREAS the local improvement consisted of undertaking and completing the installation of sanitary sewer main lines on 3rd Street NE between a point 107 feet north of the northerly most point of 1st Avenue NE and 3rd Avenue NE in the Town of Redcliff.

AND WHEREAS the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

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

1. That Bylaw No. 1269/2000, being the Portion of 100 Block and 200 block of 3rd Street NE Sanitary System Main Line Bylaw be amended as follows:
 - ii) Delete Schedule A to Bylaw 1269/2000 and replace it with revised Schedule A as is hereto attached to this amending bylaw.
2. That Bylaw No.1718/2012 is hereby repealed.
3. This Bylaw shall take effect on the day of the final passing thereof.

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 this _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE AND
LAND SERVICES

**REVISED SCHEDULE "A" TO BYLAW NO. 1269/2000
SPECIAL AREA ASSESSMENT
TOWN OF REDCLIFF**

LOCAL IMPROVEMENT - SPECIAL LOCAL AREA ASSESSMENT

For the installation of Sanitary Sewer main lines on 3rd Street N.E. between a point 107 feet North of the Northerly most point of 1st Avenue N.E. and 3rd Avenue N.E in the Town of Redcliff.

1. Properties to be assessed:

200 Block 3rd Street NE - West Side of Street			
Lot	Block	Plan	Eff. Feet
43	115	1313015	62.84
35-36	115	1117V	50.00
41	115	0413184	166
Subtotal			278.84
100 Block of 3rd Street NE - West Side of Street			
Lot	Block	Plan	Eff. Feet
21-22	106	1117V	50.00
23-24	106	1117V	50.00
42	106	0813441	68
Unit 1		0813840	20.25
Unit 2		0813840	18.00
Unit 3		0813840	18.00
Unit 4		0813840	18.00
Unit 5		0813840	18.55
Unit 6		0813840	18.55
Unit 7		0813840	18.58
Unit 8		0813840	18.58
Unit 9		0813840	19.89
Unit 10		0813840	19.125
Unit 11		0813840	19.125
Unit 12		0813840	18.36
Subtotal			393.01
	Block	Plan	Eff Feet
43	107	8210827	95.62
42	107	8210827	106.98
41	107	8210827	66.90
Subtotal			269.50

100 Block of 3rd Street NE - East Side of Street			
Lot	Block	Plan	Eff. Feet
Unit 14		0714919	21.65
Unit 15		0714919	20.03
Unit 16		0714919	20.07
Unit 17		0714919	19.93
Unit 4		0612896	21.57
Unit 5		0612896	20.12
Unit 6		0612896	20.16
Unit 7		0612896	19.83
Unit 9		0710118	15.33
Unit 10		0710118	15.49
Unit 11		0710118	15.49
Unit 12		0710118	15.33
8-11	107	1117V	100.00
6-7	107	1117V	50.00
Subtotal			375.00
Total			1316.35

- | | | |
|----|---|--------------|
| 2. | Total effective frontage feet | 1,316.35 |
| 3. | Total special assessment | \$ 28,750.00 |
| 4. | Total special assessment per effective frontage foot. | \$ 21.84 |
| 5. | Annual unit rate per effective frontage foot to be payable for a period of 20 years calculated at 6.% | \$ 1.90 |
| 6. | Total yearly assessment against properties | \$ 2,506.56 |

Effective frontage feet have been calculated on the basis of 130 square feet per effective frontage foot. Thus an effective frontage foot is calculated by using the area of the assessed property and dividing it by 130.

**TOWN OF REDCLIFF
BYLAW NO. 1769/2014**

A Bylaw of The Town of Redcliff to amend Bylaw No. 1480/2006, being the 3rd Street NE (200 block) Road Widening, Curb, Gutter, Sidewalk, Streetlights and Related Appurtenances Bylaw and amend Bylaw 1665/2010, a bylaw to amend Bylaw 1480/2006.

WHEREAS the Council of the Town of Redcliff desires to amend Bylaw No. 1480/2006 which was passed on August 23, 2006, and to amend Bylaw 1665/2010 to amend Bylaw 1480/2006, which was passed on September 14, 2010.

AND WHEREAS the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

AND WHEREAS THE Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local improvement Tax and the effective frontage feet.

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

1. That Bylaw No. 1480/2006, being the 3rd Street NE (200 block) Road Widening, Curb, Gutter, Sidewalk, Streetlights and Related Appurtenances Bylaw and Bylaw 1665/2010, to amend Bylaw 1480/2006 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

Lot	Block	Plan	Street Address	Owner	Eff Frontage Feet
35-36	115	1117V	213 3 rd Street NE	Christopher George	50.00
41	115	0413184	201 3 rd Street NE	568089 Alberta Inc.	165.96
43	115	1313015	217 3 rd Street NE	Mountain Stone Contracting Inc.	62.80
					278.76
3 Street NE East Side of the Street					
Lot	Block	Plan	Street Address	Owner	Eff Frontage Feet
41	107	8210827	202 3 rd Street NE	David Butt	68.89
42	107	8210827	208 3 rd Street NE	Troy Fandrick and Brent Early	106.98
43	107	8210827	218 3 rd Street NE	Curtis Ensminger Prof. Corp.	95.62
Subtotal					271.49
Total					550.25

2. This Bylaw shall take effect upon final passing thereof.

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

READ a second time _____ day of _____, 2014.

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

SIGNED and PASSED this _____ day of _____, 2014

MAYOR

MUNICIPAL SECRETARY

**TOWN OF REDCLIFF
BYLAW NO. 1770/2014**

A Bylaw of The Town of Redcliff to amend Bylaw No. 1421/2005, being Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw and to amend Bylaw 1517/2007 being a Bylaw to amend Bylaw No. 1421/2005, being the Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw.

WHEREAS the Council of the Town of Redcliff desires to amend Bylaw No. 1421/2005, which was passed on June 15, 2005 and to amend Bylaw No. 1517/2007 which was passed on May 15, 2007.

AND WHEREAS the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

AND WHEREAS the Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local improvement Tax and the effective frontage feet.

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

1. That Bylaw No. 1421/2005, being the Highway Avenue (800-1000 Blocks) Paving Project Bylaw and Bylaw 1517/2007 being a Bylaw to amend Bylaw No. 1421/2005, being the Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

Highway Ave NE (800-1000 Blk)					
Lot	Block	Plan	Street Address	Owner	Eff Feet
1-3	7	6735GW	802 Highway Avenue NE	Gordon & Gail Gee	146
4-5	7	6735GW	806 Highway Avenue NE	Gordon & Gail Gee	92
6-9	7	6735GW	908 Highway Avenue NE	R&R Fiberglass Fabricators	185
10	7	6735GW	910 Highway Avenue NE	Bonnie Pover	46
11-12	7	6735GW	912 Highway Avenue NE	Bonnie Pover	101
Unit 1	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	56
Unit 2	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	53
Unit 3	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	53
Unit 4	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	107
Unit 5	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	53
Unit 6	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	53
Unit 7	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	53
Unit 8	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	53
Unit 9	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	53
Unit 10	0	9511390	900 Highway Avenue NE	Darren Skovmose / Curtis Ensminger Prof. Corp	109
1	5	6735GW	1000 Highway Avenue NE	Ross's Auto Repair	55
2-6	5	6735GW	1010 Highway Avenue NE	SFJ Inc	239
1	4	6735GW	1200 Highway Avenue NE	Quality Service & Machine	55

2-5	4	6735GW	1080 Highway Avenue NE	1065247 Alberta Ltd.	184
All	A	6735GW	1081 Highway Avenue NE	1257828 Alberta Ltd.	125
6	4	6735GW	1088 Highway Avenue NE	Norman Noviski & Naida Warren	77
Total					1,948

2. This bylaw shall take effect on the day of the final passing thereof.

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

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

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

SIGNED and PASSED this _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE AND LAND
SERVICES

**TOWN OF REDCLIFF
BYLAW NO. 1771/2014**

A Bylaw of The Town of Redcliff to amend Bylaw No. 1309/2002, being the South Railway Street NE Storm Sewer Project Bylaw and Bylaw 1355/2003 being a bylaw to amend Bylaw 1309/2002.

WHEREAS the Council of the Town of Redcliff desires to amend Bylaw No. 1309/2002, which was passed on March 28, 2002 and to amend Bylaw No. 1355/2003 which was passed on March 11, 2003.

AND WHEREAS the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

AND WHEREAS the Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local Improvement Tax and the .

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

1. That Bylaw No. 1309/2002, being the South Railway Street NE Storm Sewer Project Bylaw and Bylaw 1355/2003 being a bylaw to amend bylaw 1309/2002 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

On South Railway Street NE - North Side			
Lot	Block	Plan	Eff Feet
U-2	1	7510870	101
Subtotal			101
On South Railway Street NE - South Side			
Lot	Block	Plan	Eff. Feet
6	80	9310188	101
7	80	9310188	101
28	80	0613199	392
30	80	1312206	844
11	80	9310188	107
12	80	9310188	84
13	80	9310188	94
14	80	9310188	121
1-5	80	755AD	75
1-3	81	755AD	75
4-6	81	755AD	75
Subtotal			2069

On South Railway Street NE - East Side			
Lot	Block	Plan	Eff Feet
6	3	1310370	2248
Subtotal			2,248
Total			4,418

2. This Bylaw repeals Bylaw 1746/2013.
3. This bylaw shall take effect on the day of the final passing thereof.

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 this _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE
AND LAND SERVICES

TOWN OF REDCLIFF REQUEST FOR DECISION

DATE: March 10, 2014

PROPOSED BY: Arlos Crofts, Municipal Manager
Khalil Minhas, Manager of Engineering
Darrell Schaffer, Director of Public Services

TOPIC: Northwest Storm Management

PROPOSAL: Storm Drainage Issues in Northwest - Mitigation Initiatives

BACKGROUND:

At the February 10th, 2014 regular council meeting, council received a delegation/presentation regarding storm drainage challenges in the North West section of Redcliff. In response to this delegation, council made the following motion:

Councillor Brown moved the presentation regarding drainage issues presented by Merna Prevost be received for information. Further that administration prepares a report and provides possible solutions to drainage issues along 3 Avenue NW from 8 Street to 5 Street and from 2 Avenue to 4 Avenue NW. – Carried Unanimously

This report reviews the following:

1. Maintenance that is currently taking place;
2. Potential additional maintenance that could be implemented;
3. Potential Capital projects (some are in the multi-year capital infrastructure plan and some are not); and
4. Move forward policy changes and associated enforcement measures that could help mitigate future storm drainage challenges in this area of town.

The general approach of providing this information is to provide council with potential ideas that will help with mitigating the current storm drainage challenges as well as hopefully improve the overall performance of the storm network in this area of town. Dependent on which mitigating initiatives Town Council chooses to proceed with, it is important to note that some of the initiatives may require additional resources or a re-allocation of existing resources. It would also be important to consider that the storm drainage network in this part of town were overwhelmed (as in other parts of town) as a result of the extreme rainfall event that took place in Redcliff in early July 2013.

Maintenance:

Current measures

- Laneways are typically graded each spring through the months of April to June. Some laneways will require additional maintenance such as re-shaping and/or additional gravel material added. This work is performed on a priority basis depending on the severity of the laneway condition and the amount of traffic that uses the laneway. Laneways that have extensive moisture in the sub-base are usually prone to problems in the spring;

therefore, further delay in maintenance may be necessary until such time as conditions allow our equipment to work in the laneway. Current and varying lot elevations play a significant role in determining whether or not positive drainage can be obtained. In most cases this is the situation that leads to concerned residents. Resolution is often difficult and as in the past, has led to extensions of the storm water collection system or some other modification in select laneways.

- Gravel road maintenance by grading commences as early as possible each spring. Re-shaping and/or adding additional gravel material is evaluated for each gravel roadway on an ongoing basis. Pending availability of manpower and equipment the Public Services Department endeavors to repeat grading of all gravel roads every 2-3 weeks throughout the non-winter months.
- Maintenance for drainage ditches in boulevards are typically performed on an as needed basis. Most boulevards do front private property and the responsibility of maintenance on the boulevards falls to the property owner. The Town provides maintenance in the area immediately around catch basins to assist in the flow of water run-off or to minimize backups. This is usually performed on an as needed basis and in particular during rain events while staff are on duty.
- In respect to any future maintenance, the Public Services Department has the resources available to maintain the current storm water collection system that is in place with little to no impact on the existing operating budget. One would assume that any enhancements to the existing system would translate into a more manageable system. It is apparent that maintaining the existing infrastructure in this area of town has become somewhat challenging and, at times, frustrating due to the lack of engineering and administrative controls on new developments evident since the beginning of the subdivision in the mid 1990's.

Potential additional maintenance that could be implemented

- The Town has never been able to confirm the elevation of the water in the NW storm pond immediately prior to the extreme rain event in July 2013. One can be confident in saying that the level was most likely not as low as it could have been. Although there was no damage to public or private property through the storm water collection system, perhaps if the storm pond water level was lower immediately prior to the storm it would not have backed up into the system as much as it did. To minimize the chance of this happening again, the Public Services Department should attempt to keep the level in the pond as low as possible at all times. Public Services will be reviewing its monitoring practices as well as the lift station pumping controls to ensure the water levels in the pond are maintained as low as possible. This would have minimal financial impact unless we determine a need to modify or replace the existing pumping control system.
- Implementation of a catch basin cleanout and flushing program. Implementation of such a program would consist of systematically cleaning out catch basins (via vac truck) and flushing of the storm network not only in this section of town, but throughout the entire town (so as to provide an equal level of service throughout the entire municipality). Consistent and regular maintenance in this manner would naturally assist with effectivity of the overall storm drainage system. This would be an increase in level of service and would thus need to be budgeted for accordingly.

Capital Projects:

2014 Sanitary Capital Projects and Potential Future Capital Projects/Measures

- Inflow and Infiltration Investigation (Town of Redcliff Wastewater Evaluation Study – MPE 2013). This is planned to take place this year at a cost of \$100,000.00.
- Investigate the reasons for less output on 3rd Avenue and 3rd Street lift station and install a magnetic flow monitor. Flow monitor estimated cost is \$20,000.00 (included in MYCIP for future construction). The cost estimate for any pump deficiency will depend on the outcome of the output investigation.
- Long Term (greater than 20 years)
 - Upgrade various sanitary mains and 3rd Avenue and 3rd Street NW lift station at estimated cost of \$4,020,000.00 (Included in MYCIP).

Potential Capital Projects

- Storm System Upgrades:
 - 2nd Ave NW (mid 400 Blk to 5th St and 600 Blk) – Upsize from 300mm PVC to 450mm PVC pipes. Estimated cost is \$228,000.00 (Town wide Storm System Evaluation Study Genivar/WSP 2011). This project is included in the current Multi Yearly Capital Infrastructure Program (MYCIP) for future construction.
 - 5th St NW (2nd Ave to 4th Ave) – Upsize the existing pipes 525mm and 900mm to pipes 750mm and 1050mm Estimated cost \$679,000.00 (Town wide Storm System Evaluation Study Genivar/WSP 2011). This project is included in MYCIP for future construction.

Other/New Capital Projects

- NW Storm Pond Expansion
 - Based on the original analysis from Scheffer Consultants-1997, the storm pond volume is 50,000 m³ and capable of handling two 1 in 50 year storm events within 48 hours. Current pond capacity is approximately quantified using the contour data/drawings and it is found that there is a deficit from the original 1999 design. North west of the pond could be widened to meet the required storage for 1:100 storm event. The estimated cost for this work is \$501,200.00 (see Table 3 for cost estimate breakdown).
- NW Storm Lift Station Enhancements
 - The current NW storm lift station has two pumps with rated output as 48.59 l/sec duty point, 300mm PVC intake with a capacity of 100 l/sec . The pump station pumping rate was assumed to set at 41 l/sec and designed to handle the storms (two 1 in 50 year storm events) effluent in a two weeks period (14 days), discharging into an existing 600mm RCP (Reinforced Concrete Pipe) storm sewer located at the intersection of 5th St and 1st Ave NW. The design of the

pumping station was based upon the statistically unlikely probability that three occurrences of 1 in 50 will happen within 14 days. Currently the pump station is manually operated by the Public Services Department on an as needed basis. In an extreme rainfall event the pumping system may not be reliable, as one pump was out of service on July 6th, 2013. If this situation should occur again it could take few weeks to lower the water in the pond. The downstream gravity main where 200mm force main discharges could get surcharged during a heavy rainfall event. An option to install a gravity outfall from the pond to a coulee west of the Town through the County land was reviewed in the past. The current estimated cost for extending a gravity main of 750mm size with a capacity of 340 l/sec proposed by UMA Engineering in their NW Storm Drainage report-1989 plus the pond widening, will be \$1,861,200.00 excluding the land cost (see Table 1 and Table 3 for cost estimate breakdown). An alternate option would be a portable overland pumping system to deal with the events of extreme nature like July 6th, 2013; or upsize the lift station and existing 200mm force main to proposed option #3 by UMA NW storm drainage Report-1989 plus the pond widening. The estimated cost for UMA options #3 will be \$1,256,200.00 (see Table 2 and Table 3 for cost estimate breakdown).

- Ditch Re-grading and shaping
 - Ditch re-grading and shaping with topsoil, installing weeping tiles under the grass swale to capture ground saturation and storm leads upsizing on 200 (west side of the road) and 300 Blk of 5th St NW up to NW pond, 3rd Ave NW (5th St to 8th St) as required. The cost estimate for this project would be 244,000.00 (see Table 4 for cost estimate breakdown).
- Sanitary manhole rehabilitation
 - Sanitary manholes rehabilitation including joint and cover sealing program for the manholes located in the overland route based on approximately 7 units at an estimated cost of \$1,000 each for a total cost of \$7,000.00.

The following policy changes could be implemented and further enforced:

- A. Sump pumps and roof leaders, if any, located in the residential areas should be disconnected from sanitary system and must run overland as per AESRD Storm water Management Guidelines Part 5, sections 5.2.2.8 and 5.3.3.4.
- B. For greenhouse, commercial, or industrial developments, the lot level best management practices (BMPs) section 5.3 of AESRD guidelines should be followed. Onsite storage for lots size bigger than .2 Ha (suggestion) for the 1:100 year event depending on the type of development should be allowed. The town should adopt an allowable release rate (suggested 40 l/sec/ha with max storage on site) to the Town system for bigger lots. The City of Medicine Hat does not have many greenhouses; however, the City has the following limits:

5.4.5 COMMERCIAL, INSTITUTIONAL, INDUSTRIAL, MULTIFAMILY RESIDENTIAL

SITES

The maximum allowable discharge rates of stormwater from site developments will be limited to those identified in the FSR or preliminary engineering or as determined by the City.

5.4.5.1 REQUIREMENTS OF SUBDIVISION DESIGN

Development sites less than 0.16 hectare in area may discharge directly to a public storm sewer system or to approved overland conveyances. For the purpose of design the runoff coefficient for these sites shall be 0.9.

Provision of onsite storage is required for development sites larger than 0.16 hectare in area to reduce the runoff rate to the storm drainage system. The allowable discharge rate from any site shall be the greater of:

- 20 litres per second, (based upon the practical minimum inlet control device size for clog free operation); or
- 35 litres per second per hectare, based upon practical maximum onsite detention volumes,

5.4.5.2 SITE DEVELOPMENT OR REDEVELOPMENT REQUIREMENTS

Site drainage plans are to be submitted to the City for each Site Development or Redevelopment. Plans shall address the following:

- Onsite detention for all sites over 0.16 hectare shall be provided unless approved otherwise by the City,
- Onsite catchbasins and storm sewer system extension,
- The City may require stormwater quality treatment by the provision of a high flow bypass oil grit separator or approved equivalent treatment system.

Computations shall use weighted runoff coefficients (see Table 5.5.4.4 for typical runoff coefficients) for each catchment area derived from the site development plans. Storage volume requirements for on-site detention shall be based upon design procedures acceptable to the City.

- C. Alter the setbacks and lot coverage for the greenhouse (Horticulture) development in the Town's land use bylaw to accommodate the site drainage storage on site with controlled release to storm system through restrictors.
- D. Requirement of an as built site drainage plan drawings to make sure that the work is completed as proposed by a specific developer.
- E. Restrict vehicles, equipment, and materials from being parked or stored on boulevards as the constant use of the boulevards contributes to the interruption of drainage flows in the boulevard.
- F. Boulevard developments for driveway accesses and culverts should be enforced and more importantly monitored to ensure compliance. Improper development can hinder storm water flows.

- G. Roof troughs from Greenhouses drain directly over the ditches and erode ditch sides. Splash pads (although not very effective) or internal piping systems should be encouraged to avoid any erosion.
- H. Sewer maintenance should include minimizing the sediments discharge to storm sewer by landscaping the open ditches and placing donut socks around the catch basin (CB) grates. Cleaning the CB sumps, manholes and sewer mains on a regular basis. For CB and main cleaning, the approximate charge for a flush and vac combo truck is around \$300.00 per hour. If this was to be implemented (as referenced earlier in the report), it may be worthwhile considering the implementation of a town wide scheduled maintenance program (not just limited to one area of town).
- I. Monitor the storm pond water quality. The Town has conducted some tests on pond water quality in 2011 and noticed the presence of fertilizer exceeding the guidelines limit. Greenhouse operators should be strongly monitored and their system inspected. Require process changes from greenhouse operators to encourage recycling. Enforcement and inspection regarding this aspect would require additional resources to carry out the greenhouse storm water quality testing.

Additional Notes:

- AESRD guidelines Section 4.1.1.3 for manholes located in the sag, low areas or inundated during major flow locations, AESRD guidelines recommend an allowance 0.4 l/sec inflow for each manhole location. However sealing and rehabbing manholes will help reducing the direct inflow.
- For Lift Station #3, the Town is aware of the reduced output and it was brought to the Town's attention after the sanitary study was completed in 2012. The Town's Public Services Department can investigate the cause of reduced output of the pumps. There could also potentially be a problem in the existing 250mm force main downstream of the lift station which could take some time for investigation.
- Sanitary sewer upgrade on 3rd Ave NW (4th-5th St) is recommended as a medium priority in Townwide wastewater evaluation study 2012 and included in MYCIP.
- For street flooding during a major rainfall event, the following guidelines are followed in the City of Medicine Hat (see appendix 1) and Lethbridge (see appendix 2).

Conclusion

To mitigate the storm drainage challenges in the Northwest section of town it will most likely require a multi-faceted approach (as discussed throughout) by incorporating the following:

1. Continue with existing maintenance as normal and potentially implementing additional storm drainage maintenance programs;
2. Plan and budget for both smaller and larger capital projects; and

3. Implement and enforce the proposed policy changes in this report (this may require some bylaw change or simply enforcement of existing bylaws and policies).

In relation to the 3rd Ave. NW aspect (Implement and enforce proposed policies) of this multi-faceted approach it would be essential for both council and administration to be committed to following through with the enforcement initiatives such as these as they have the potential to be time consuming/process laden and costly.

ADDITIONAL ATTACHMENTS:

Table 1 – Gravity Storm Main – NW Storm Pond to River Coulee

Table 2 – Forcemain (NW Storm Pond Lift Station to 5th St. & 1st Ave NW Storm Manhole)

Table 3 – NW Storm Pond Expansion

Table 4 – Ditch Remediation (Nearby Ditches in Closer Proximity to the Pond)

Appendix 1 – Storm Drainage City of Medicine Hat

Appendix 2 – Storm Water Drainage City of Lethbridge

Councillor Questions with submitted responses.

RECOMMENDATION:

In an effort to mitigate the storm drainage challenges in the northwest section of Redcliff, administration recommends the following:

1.
 - a) For 2014, continue with maintenance as normal while working to complete the diagnostic issues; for example, lift station pump outputs, force main performance, monitoring of pond levels and lift station controls etc...
 - b) Council consider the proposed capital projects and their corresponding priority in the MYCIP during the 2015 budget preparations.
 - c) Carry out enforcement of existing policies and bylaws and implement and enforce from this point on the proposed policy changes in this report. Further to limit the surface release rate to recommended practices in the other municipalities and alter the setbacks in Land Use Bylaw for greenhouses coverage.

Other Options

2.
 - a) For 2014, continue with maintenance as normal while working to complete diagnostic measures as well as implementing additional maintenance programs

(such as CB and manhole cleanout and main line flushing program); and further adjusting the 2014 budget to reflect the additional maintenance programs.

- b) Council consider implementing the smaller projects identified in this report; for example, sanitary manhole rehabilitation and portions of ditch regrading and further adjusting the 2014 budget to reflect the added capital projects.
 - c) Carry out enforcement of existing policies and bylaws and implement and enforce from this point on the proposed policy changes in this report. Further to limit the surface release rate to recommended practices in the other municipalities and alter the setbacks in Land Use Bylaw for greenhouses coverage.
- 3.
- a) Continue with maintenance as normal while completing diagnostic measures.
 - b) Continue to follow the implementation of the MYCIP with the current project ranking priorities.
 - c) Endeavor to enforce existing policies and review the implementation of other potentially mitigating policies at a later date.

MOTION:

1. Councillor _____ moved that

- a) For 2014, continue with maintenance as normal while working to complete the diagnostic issues; for example, lift station pump outputs, force main performance, monitoring of pond levels and lift station controls etc...
- b) Council consider the proposed capital projects and their corresponding priority in the MYCIP during the 2015 budget preparations.
- c) Carry out enforcement of existing policies and bylaws and implement and enforce from this point on the proposed policy changes in this report. Further to limit the surface release rate to recommended practices in the other municipalities and alter the setbacks in Land Use Bylaw for greenhouses coverage.

2. Councillor _____ moved that

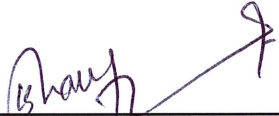
- a) For 2014, continue with maintenance as normal while working to complete diagnostic measures as well as implementing additional maintenance programs (such as CB and manhole cleanout and main line flushing program); and further adjusting the 2014 budget to reflect the additional maintenance programs.
- b) Council consider implementing the smaller projects identified in this report; for example, sanitary manhole rehabilitation and portions of ditch regrading and further adjusting the 2014 budget to reflect the added capital projects.

- c) Carry out enforcement of existing policies and bylaws and implement and enforce from this point on the proposed policy changes in this report. Further to limit the surface release rate to recommended practices in the other municipalities and alter the setbacks in Land Use Bylaw for greenhouses coverage.

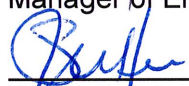
3. Councillor _____ moved that

- a) Continue with maintenance as normal while completing diagnostic measures.
- b) Continue to follow the implementation of the MYCIP with the current project ranking priorities.
- c) Endeavor to enforce existing policies and review the implementation of other potentially mitigating policies at a later date.

SUBMITTED BY:



Manager of Engineering



Public Services Director

Municipal Manager

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

Tables 1-4

Table 1

NW Area Storm Conveyance Upgrades

Gravity Storm Main - NW Storm Pond to River Coulee:

DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
Mobilization/Demobilization	1 L.S.	\$48,000.00	\$48,000.00
Traffic Accommodation	1 L.S.	\$48,000.00	\$48,000.00
Inlet Structure	1 EACH	\$15,000.00	\$15,000.00
750mm ø Ultra-Rib (includes surface repairs)	1400 L.M.	\$664.00	\$929,600.00
Outlet Structure	1 EACH	\$15,000.00	\$15,000.00
		Subtotal	\$1,055,600.00
		Contingency (15%)	\$158,340.00
		Subtotal	\$1,213,940.00
		Engineering (12%)	\$145,672.80
		Total	\$1,359,612.80

Note: Utility Right-of-Way purchase for storm main extension will be extra.

Table 2

Forcemain (NW Storm Pond Lift Station to 5th St & 1st Ave NW Storm Manhole):

DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
Mobilization/Demobilization	1 L.S.	\$26,000.00	\$26,000.00
Traffic Accommodation	1 L.S.	\$26,000.00	\$26,000.00
Process Piping	1 EACH	\$70,000.00	\$70,000.00
New Pumps	2 EACH	\$70,000.00	\$140,000.00
Flow Meter	1 EACH	\$10,000.00	\$10,000.00
Instrumentation & Control Panel Replacement	1 EACH	\$50,000.00	\$50,000.00
450mm ø Forcemain (includes surface repairs)	610 L.M.	\$400.00	\$244,000.00
Manhole Tie-in	1 EACH	\$1,500.00	\$1,500.00
Roadway Restoration	105 SQ.M.	\$90.00	\$9,450.00
Hydrovac for Storm Main Gas Line Crossings	30 HOURS	\$300.00	\$9,000.00
		Subtotal	\$585,950.00
		Contingency (15%)	\$87,892.50
		Subtotal	\$673,842.50
		Engineering (12%)	\$80,861.10
		Total	\$754,703.60

Note: Further lift station upgrades may be required to accommodate the larger pumps. Forcemain might require further extension due to gravity system capacity constraints.

Table 3

NW Storm Pond Expansion:

DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
Mobilization/Demobilization	1 L.S.	\$18,000.00	\$18,000.00
Traffic Accommodation	1 L.S.	\$18,000.00	\$18,000.00
Control of Water During Construction	1 L.S.	\$15,000.00	\$15,000.00
Excavation to Waste	19300 CU.M.	\$9.00	\$173,700.00
Imported Clay Fill (Liner)	2950 CU.M.	\$12.00	\$35,400.00
150mm Topsoil & Seed	4500 SQ.M.	\$10.00	\$45,000.00
Pyramat Turf Reinforcement Matting (to H.W.L.)	2800 SQ.M.	\$30.00	\$84,000.00
		Subtotal	\$389,100.00
		Contingency (15%)	\$58,365.00
		Subtotal	\$447,465.00
		Engineering (12%)	\$53,695.80
		Total	\$501,160.80

Tables 1-4

Table 4

Ditch Remediation (Nearby Ditches in Closer Proximity to the Pond):

DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	TOTAL
Mobilization/Demobilization	1	L.S.	\$9,000.00	\$9,000.00
Traffic Accommodation	1	L.S.	\$9,000.00	\$9,000.00
Catch Basin Lead Upsizing (450mm, including roadway repairs)	95	L.M.	\$560.00	\$53,200.00
Weeping Tile Installation in Ditches (including tie-ins & surface repairs)	2150	L.M.	\$25.00	\$53,750.00
Ditch Remediation (including landscape repairs)	2150	L.M.	\$30.00	\$64,500.00
			Subtotal	\$189,450.00
			Contingency (15%)	\$28,417.50
			Subtotal	\$217,867.50
			Engineering (12%)	\$26,144.10
			Total	\$244,011.60

Appendix 1 - Medicine Hat Storm Drainage Requirements

5.6 DRAINAGE SYSTEM DESIGN AND HYDRAULICS

In addition to the objectives and level of service requirements outlined in this section, the following criteria and procedures are to be incorporated in the design of major and minor drainage systems:

5.6.1 OVERLAND CONVEYANCES

Overland conveyances including channels and roadways shall be designed to safely convey the 1 in 100-year design storm event at post-developed conditions, relative to the following guidelines:

- No building is inundated at its ground line from a 1:100 year return rain event
 - All ponding or overland flow from a road right-of-way or park onto private property is covered by a caveat or UROW registered against the property to the benefit of the City of Medicine Hat, to allow the water to pond on or flow over, across or along the property.
 - The velocities and depths of flow in the major drainage system, to which the public has access, shall not exceed the Alberta Velocity Depth Guidelines for overland flow. The City may accept higher velocity/ depths in extreme topographic areas and will examine such requests on a case-by-case basis.

TABLE 5.6.1 - PERMISSIBLE DEPTHS FOR SUBMERGED OBJECTS

WATER VELOCITY (m/s)	PERMISSIBLE DEPTH (m)
0.5	0.80
1.0	0.32
2.0	0.21
3.0	0.09

Alberta Environment Stormwater Management Guidelines

5.6.2 MAJOR SYSTEM DESIGN PROCEDURES AND CRITERIA

Flow and hydraulic capacity is to be calculated using Manning's equation for open channel flow. Values to be used for Manning's 'n' are provided in Table 5.6.2

TABLE 5.6.2 – Values for Manning's 'n' for Ditch and Channel Flow

Surface Type	'n'
Portland Cement Concrete	0.013
Asphaltic Cement Concrete	0.013
Compacted Gravel	0.020
Loose Gravel	0.025
Manicured Grass	0.030
Non-manicured Grass	0.040

Adapted from "Design and Construction of Urban Storm water Management Systems (ASCE Manuals and Reports of Engineering Practice No. 77, WEF Manual of Practice FD-20)".

To assist the designer the City has prepared figures showing Flow Rate vs. Flow Depth for typical grades on standard City roadway sections, lanes and walkways. These figures include the following:

- Line showing the Alberta Velocity Depth Guideline
- Top of Curb line (where applicable)
- Elevation at Property line (where applicable)
- % longitudinal grade

5.6.2.1 ROADWAYS AND OTHER HARD-SURFACED CONVEYANCES

Flows in roadside gutters shall be computed at critical locations and checked using the City's Overland Flow Channel Characteristics sheets. Copies of these sheets with the flows at critical locations plotted on them are to be submitted with the FSR or Preliminary

Appendix 1 - Medicine Hat Storm Drainage Requirements

Engineering Reports. Where road slopes and or cross sections in the detailed design differ from those in the FSR or Preliminary Engineering Reports and or computed overland flows differ, Overland Flow Channel Characteristics sheets are to be resubmitted. Inundation of roadways by runoff from the design major event (1:100 year storm) is to be limited as follows:

- collector roadways, at least one lane width (3.7 metres wide) is to remain uncovered by water.
- arterial roadways one lane width (3.7 metres wide) in each direction is to remain uncovered by water.

As well the depth of flow in a roadside gutter should be limited below the elevation of the property line of the road right-of-way and the abutting properties. Where overland flow encroaches onto abutting properties:

- a restrictive covenant and caveat is to be registered on the title of the effected properties allowing the flow to encroach onto private property,
- minimum building opening elevations are to be provided on the subdivision grading plan,

Minimum slopes for gutters and swales shall be:

- 0.5% for all paved, concrete and hard lined sections,
- 0.8% for gravel or rip-rap lined sections, and
- 1.0% for all vegetated sections.

Retrieved from the world wide web at:

<https://www.medicinehat.ca/modules/showdocument.aspx?documentid=1265>

Appendix 2 – City of Lethbridge Storm Drainage Requirements

3.5 MAJOR SYSTEM

3.5.1 OVERLAND FLOW

- i. New developments shall have a continuous route for overland flow from the point of precipitation to a suitable outlet. Continuity of overland flow routes between adjacent developments shall be maintained. The overland flow route will handle runoff from storms that exceed the one in 5 year event.
- ii. The route must be adequate to contain the one in 100 year event without causing flooding of private property or erosion damage to existing facilities. Flow and ponding shall be contained within public property and right-of-ways.
- iii. Where private property is used to convey runoff from multiple lots:
 - a. The means of conveyance shall be designed appropriately
 - b. The full width of flow under the design 100 year rainfall event shall be protected by an easement
- iv. Overland flow routes once they have reached public property must remain on public property. Providing an escape route for a trapped low via an easement between private residences will not be allowed. Overland flow routes of this type are only allowed along roadways, walkways, and other public properties
- v. The combined conveyance capacity of public right-of-ways downstream of a trapped low shall be equal to or great than the combined conveyance capacity of public right-of-ways upstream.
- vi. The following table provides safe flow velocity – depth relationships. Overland flows shall not exceed these limits for storms up to the one in 100 year event. In locations where these limits cannot be met measures must be taken to ensure public safety by limiting access and posting appropriate warning signs. Exceptions to these defined limits will be evaluated on a case-by-case basis. Note that the table provides safety limits only and does not address erosion resistance requirements.

Table 3.5.1 Maximum Combination of Gutter Flow Depth and Velocity	
Water velocity (m/s)	Maximum Permissible Depth (m)
0.50	0.80
1.00	0.32
2.00	0.21
3.00	0.09

3-
10

- vii. Overland flow routes depth and velocity relationships will be determined for critical locations. Critical locations are those points where maximum flow rates are encountered, where high velocity flow is expected, where overland flow may present a danger to the public and locations where there is particular risk of significant erosion or flooding damage.
 - viii. Depth and velocity will be calculated using Manning's Equation for open channel flow or an approved alternative method.
- 3.5.2 USE OF ROADWAYS AS OVERLAND CONVEYANCE**
- i. Local roadways may be used as part of the Major system conveyance route, provided that the requirements of section 3.5.1 are adhered to for the 1 in 100 year event.
 - ii. Maximum depth of flow or ponding on local roads shall be 300mm at the gutter of the road in a 1 in 100 year event.
 - iii. Collector roadways may be used as part of the Major system conveyance route, provided that the requirements of section 3.5.1 are adhered to for the 1 in 100 year event.
 - iv. Depth of crossing flow or of ponding in trapped lows in Collector roads shall not exceed the lesser of 300 mm at the gutter of the road or 100 mm at the crown of the road in a 1 in 100 year event.
 - v. Collector roadways should have at least one lane, which is not inundated parallel with the direction of flow.
 - vi. The travel lanes of Arterial roadways shall not be used as part of the Major system.
- The City Engineer on a case-by-case basis will consider exceptions where it is especially difficult or expensive to prevent flows from entering the arterial road right of way. In cases where Arterial roads must be used, the designer shall show that flow or ponding along the roadway will not adversely impact the operation of the arterial road.
- vii. Special permission must be obtained in order to use easements as part of the major overland flow route system.

Retrieved from the world wide web at: <http://www.lethbridge.ca/Doing-Business/Planning-Development/Urban-Construction-Right-of-Way/Coordination/Documents/Section%203%20Stormwater%20Management%202013.pdf>

Individual Councillor Questions with submitted responses

1. Is there a building permit for the green house development?

In relation latest expansion which took place in 2012/13 the town has no records of building permits as it is currently not accredited for that discipline. This information would need to be obtained from Alberta Municipal Affairs.

2. Is there a real property report for the green house development?

There is not a real property report on file. Preparation of an RPR is a responsibility of a property owner and the Town does not typically ask for such plans. If the town does have RPR's on file it is simply because they have come to the town through the compliance letter process.

3. Are the pipes draining into the ditch near the storm drains part of the Site Drainage plan approved by the Town Engineer?

No. Only roof troughs are shown on ditch cross-section on one plan but nothing shown on the other. Some of the greenhouse operators partially cap some roof troughs and direct the roof water through internal piping and come out as some leads.

4. Is it the Town's responsibility to stop the sloughing and erosion or dirt from the bank of the development into the sewer system?

The developer should reshape and restore the ditch when there are any disturbances proposed in the site drainage plan. This is one of the concerns on the 3rd Ave road side ditch between 5th St and 8th St as developer filled in the ditch and did not shape it properly.

5. Is there a blockage in the storm drainage system from dirt being washed into it?

There are no blockages in the storm system that we are aware of nor have we had any previous issues with the storm network.

6. Is there any further reduction in capacity for the sewage lift in the area since it was last checked?

NW Sanitary Lift Station

The output of this lift station has been in question since shortly after it was built in 2003. The lift station has a tendency to signal high level alarms during some rain events indicating that the pumps are not keeping up with the flow of sewage into the lift station. The pumps do eventually catch up and in most cases without incident. There has been some doubt as to whether or not this lift station was designed and built to handle peak flows for this area. It is our intention to have the pumps checked for performance in the near future. This will involve having the pumps removed individually and sent to Calgary for evaluation. Aside from the large amount of inflow at this lift station, other factors contributing to the performance could be inadequate pump and force main sizing at the time of construction.

NW Storm Pond Lift Station

It is our intention to have the lift station pump controls evaluated for proper operation prior to putting back in service. It has been past practice to operate pumps at this lift station in a manual mode. We are confident the pumps are performing as intended as we had removed one suspect pump for servicing and evaluation at the very time we received the large rain event in July 2013. Both pumps are in service and were working at their optimum capacity at the time the lift station was shut down for the winter in December 2013. Increasing pumping capacity at this lift station could be considered in the future, however, this may not be beneficial during extreme rain events. Maintaining minimal levels and/or increasing capacity of the storm pond would be most beneficial during extreme rain events.

Individual Councillor Questions with submitted responses

7. What is causing the green scum in the photo?

The green scum could be from standing water in vegetation. To know for sure, water quality tests may provide further information.

8. Mrs. Prevost requested her drain be checked for problems with the Town's camera. She was told the camera is broke. She would have to have the drain cleaned prior to the camera checking the system. She feels there is no problem with her system and if there is she would like the camera to identify the problem. Therefore, she would like the camera to see what is causing her plumbing system to surge. She is willing to pay the \$50.00 if the problem is in her system, it would be well worth it to her if she would know what the problem is and is hoping the camera can identify the problem.

Any resident may request this service in accordance with Policy #35. The camera is now back in working order.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: March 5, 2014

PROPOSED BY: Darrell Schaffer

TOPIC: Request for Additional Water and Sewer Services at 302/308/314/320 and 326 Broadway Avenue West.

PROPOSAL: Install two separate sets of water and sewer services to each property described with municipal addresses of 302/308/314/320 and 326 Broadway Avenue West to accommodate proposed development of duplexes at each address.

BACKGROUND:

Mr. Greg Funk from Supernal Homes is proposing to construct five duplexes at 302/308/314/320 and 326 Broadway Avenue West and is requesting the Town of Redcliff install two sets of water and sewer services for each property. It is the Town of Redcliff's policy to not allow more than one set of services for a single property unless authorized by Council. Installation of separate services at this time would benefit all parties involved should a future subdivision application for separate titles be requested in the future. Mr. Funk has indicated his intention to subdivide each property in the future. Costs to provide water and sewer services to the property are the responsibility of the property owner and as per the Town of Redcliff Rates By-Law No. 1759/2013.

OPTIONS:

1. Authorize the installation of two separate water and sewer services to each property described with municipal addresses of 302/308//314/320/ and 326 Broadway Avenue West to accommodate the construction of a duplex on each lot as requested by the owner Mr. Greg Funk of Supernal Homes.
2. Not authorize the Authorize the installation of two separate water and sewer services to each property described with municipal addresses of 302/308//314/320/ and 326 Broadway Avenue West to accommodate the construction of a duplex on each lot as requested by the owner Mr. Greg Funk of Supernal Homes.

RECOMMENDATION:

The Public Services Department has reviewed the water and sewer servicing requirements for the development of the five duplexes located at 302/308//314/320/ and 326 Broadway Avenue West and recommends that two complete sets of services be installed to each property as requested by the owner.

SUGGESTED MOTION(S)

1. Councillor _____ moved that the Public Services Department be authorized to install two separate water and sewer services to each property described with municipal addresses of 302/308//314/320/ and 326 Broadway Avenue West to accommodate the construction of a duplex on each lot as requested by the owner Mr. Greg Funk of Supernal Homes.
2. Councillor _____ moved that the Public Services Department not be authorized to install two separate water and sewer services to each property described with municipal addresses of 302/308//314/320/ and 326 Broadway Avenue West to accommodate the construction of a duplex on each lot as requested by the owner Mr. Greg Funk of Supernal Homes.

SUBMITTED BY:



Department Head



Municipal Manager

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



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary -West*

RECEIVED
MAR 3 2014
TOWN OF REDCLIFF

AR71083

FEB 27 2014

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

Dear Mayor Reimer, *Ernie*

Thank you for submitting your municipality's operating spending plan under the 2013 conditional operating funding component of the Municipal Sustainability Initiative (MSI).

I am pleased to inform you that the operating spending plan has been accepted. You may proceed to apply your municipality's 2013 operating allocation and any estimated 2012 carry-forward to the priorities identified in your plan. Applying your municipality's 2012 carry-forward is subject to meeting the terms and conditions of the MSI long-term Memorandum of Agreement, including expending each annual allocation within two years.

In order to recognize the contribution that the MSI has made to your municipality's successes, please ensure that activities supported by your MSI operating spending plan are included on a published list of MSI-funded projects. For any projects that merit enhanced public recognition, please contact Municipal Affairs Communications, toll-free at 310-0000, then 780-427-8862, or at ma.msicommunications@gov.ab.ca, to discuss specific communication activities to highlight the project, as outlined in the MSI operating program guidelines.

I wish you, your council, and the municipality's staff continued success with your priorities.

Sincerely,

Ken Hughes
Minister of Municipal Affairs

cc: Arlos Crofts, Municipal Manager, Town of Redcliff

**LEGISLATURE OFFICE:**

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LEGISLATIVE ASSEMBLY
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Danielle Smith, MLA
Highwood
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February 26, 2014

Mr. Ernie Reimer
Mayor, Town of Redcliff
PO Box 40
Redcliff, Alberta T0J2P0

RECEIVED
MAR 3 2014
TOWN OF REDCLIFF

Dear Mayor Reimer:

As I and my Wildrose colleagues have travelled the province over the last number of years, we've heard over and over from locally elected officials like yourself that the way the province funds municipal infrastructure is unpredictable, condescending and inefficient.

We recognize that you know your community's needs better than the province - you just need long-term, stable funding to do the job you were elected to do. Accordingly, since before the 2012 election Wildrose has committed to a 10/10 Community Infrastructure Transfer plan to give municipalities more funding with no strings attached.

In response to our Wildrose 10/10 plan proposal, Premier Alison Redford's PCs announced in the middle of the 2012 campaign that they would increase MSI from \$846 million to \$1.6 billion by 2014-15. As you know, this promise was broken. In Budget 2013, MSI was frozen for 3 more years at \$846 million meaning, in the midst of a hot economy, municipal funding isn't even keeping pace with inflation.

Wildrose 10/10 Community Infrastructure Plan Details

The Wildrose 10/10 plan would see the equivalent of 10% of all provincial tax revenues flow directly to municipalities. Additionally, once a Wildrose government got the province back into cash surplus (i.e. no longer draining savings or taking out debt), 10% of those surpluses would be

distributed back to municipalities as well. Using tax revenue as a base, rather than a formula connected to royalties, ensures that the funding amount remains fairly stable. When combined with a share of budget surpluses, a tax-based formula also ensures the transfer increases with population and economic growth pressures.

The PCs have tried to create some confusion about our Wildrose 10/10 plan by suggesting that it would result in \$200 million less in transfers to municipalities. This is not the case. Our Wildrose 10/10 plan would have actually resulted in \$265 million more in 2013/14 alone, rising to \$486 million more in Budget 2015.

The way it would work is the Wildrose 10/10 plan proposes to replace only the 5 main infrastructure grants: MSI, Basic Municipal Transportation Grant, Green Trip, the Water/Wastewater grants, and the Strategic Transportation and Infrastructure Program. The \$230 million in federal revenue streams, such as the Gas Tax Fund, would remain, as would the roughly \$300 million in Budget 2013 for other, mostly operational, grants.

The net result is that the Wildrose 10/10 formula would generate about \$1.7 billion and, when combined with the remaining grants, it would have produced a total of more than \$2.2 billion in funding for municipalities 2013-14. This is \$265 million more than the PCs are currently transferring, and none of it would be conditional.

What 10/10 Would Mean for You

We are writing to request your feedback on the formula you think we should use to allocate the Wildrose 10/10 Community Infrastructure Transfer between municipalities. One option is to use the current MSI formula, but we are open to your suggestions. If we were to use the MSI formula, the proportion of MSI you are currently receiving is 0.126%. Government tax revenues are projected to grow by 8.2% and 6.5% over the next 2 years. As a result, here's what the 10/10 plan would provide for Redcliff if your proportion of MSI remained constant:

2013 Transfer	2014 Transfer	2015 Transfer
\$2,142,410	\$2,319,375	\$2,482,535

Keep in mind this is just a provisional estimate, based on projected tax revenues and your proportion of MSI. To compare with the status quo, you would need to take what you expect to get in MSI, the Basic Municipal Transportation Grant, Green Trip, Water/Wastewater, and Strategic Transportation and Infrastructure Program over the next three years. We understand many municipalities are getting nothing in Green Trip and wastewater grants in 2013, and STIP received no funding. With that said, your baseline comparison to the Wildrose 10/10 plan can be derived by adding MSI and BMTG together. The most recent calculation we have for your municipality was \$1,397,072 in 2013.

For those who are expecting to receive extra funds from those other special grant programs, we are committed to ensuring that no community will be worse off under our plan. We will create a transition fund to guarantee no municipality receives less than they were planning on receiving.

So once again, please let us know what you think of the Wildrose 10/10 plan, and what changes, if any, you think would need to be made to the MSI formula to ensure that your community receives its appropriate share so that you could address your needs. This is not designed a one-time or temporary program; this would be permanent transfer program.

We are confident that our Wildrose 10/10 plan will transform the relationship between the province and municipalities like yours by giving you the resources you need and the autonomy to make your own short, medium, and long-term plans. My Wildrose colleagues and I look forward to working more closely with you on all the issues that matter to communities across Alberta.

We look forward to your response.

Sincerely,



Danielle Smith
MLA – Highwood
Leader of the Official Opposition



Jeff Wilson
MLA - Calgary-Shaw
Critic, Municipal Affairs

Monthly Economic Summary

January 2014

Global Overview

- Recently Canada's 2014 budget has been released the following are the main focuses according to "The Globe and Mail":
 - Finding a Balance:
 - Ottawa is delaying \$3-billion in defense spending; saving more than \$1-billion annually by clawing back its share of health benefits for public-sector retirees; accruing \$14-billion in EI surpluses between 2013 and 2017; and hiking tobacco taxes to bring in more than \$600-million a year.
 - Jobs, Jobs, Jobs
 - Included in the budget is notice that Ottawa is pushing ahead with the Canada Jobs Grant program, regardless of a host of provincial complaints. The program, a centre piece of last year's budget, will see roughly \$300-million of \$500-million in current federal job-training transfers redirected by the time it's fully implemented.
 - Beer gets a break, smokers get hit
 - The tobacco tax, unchanged since 2002, will be increased to account for inflation – amounting to a tax hike of roughly \$4 per carton. The lower price paid for tobacco at duty-free stores is also being cancelled. The tobacco changes will bring government over \$685-million next year and slightly less each year after, for a total of \$3-billion in new tax revenue over five years.
 - Beer prices aren't changing, but the definition of beer is: Current rules make it tough for some craft beers to be called "beer." The budget cites the case of Rickard's Cardigan Autumn Spiced Lager, which wasn't allowed to be branded as beer because it contained a flavor-enhancing ingredient: nutmeg. The government will expand the definition to "reflect innovation" in Canada's beer industry.
 - More Funding for Food Safety
 - The budget promises a total of \$390-million over five years to improve the food safety system, including new cash for inspections and the creation of a new Food Safety Information Network. The database will

allow for real-time sharing and analysis of food safety data. More than \$200-million will go toward a program aimed at dealing with the risk of bovine spongiform encephalopathy (BSE), or mad cow disease.

- Energy gets a modest boost
 - The agency that reviews pipeline projects is getting a cash infusion. The budget allocates \$28-million over two years for the National Energy Board regulatory body. The money is specifically for project reviews, “such as TransCanada Pipelines Limited’s Energy Easy Pipeline Project,” the budget says, and will be “fully cost-recovered” from industry. The budget also permanently axes tariffs on mobile offshore drilling units, which had already had temporary duty-free status.
 - Infrastructure, old and new
 - The budget rolls out cash for infrastructure projects, some new and some already announced. Montreal is getting roughly \$500-million for both bridge refurbishment and the construction of a new bridge across the St. Lawrence, which had already been announced and is due to open in 2018. The budget also allocates \$470-million in new money towards the bridge project between Windsor, Ont., and Detroit, Michigan, a \$631-million effort already announced.
 - Hefty innovation items
 - At more than \$1.6-billion in funding over the next five years, research and innovation is among the heftiest new spending items in this year’s budget. The plan proposes to create a Canada First Research Excellence Fund for post-secondary institutions, though only \$50-million of the \$1.5-billion over 10 years will be dispersed starting in 2015-2016.
- From an economic standpoint says Klaus Schwab, the founder and Executive Chairman of World Economic Forum, we are entering an era of diminished expectations and increased uncertainty. In terms of growth, the world will have to live with less. To understand the implications of this, consider the following: If the global economy grew at its pre-crisis pace (more than 5% per year) for the foreseeable future, its size would double in less than 15 years; at 3%, doubling GDP would take about 25 years.
- Schwab goes on to mention that the world’s four largest economies are currently undergoing major transitions. The US is striving to boost growth in a fractured political environment. China is moving from a growth model based on investment and exports to one led by internal demand. Europe is struggling to preserve the integrity of its common currency while resolving a multitude of complex institutional issues. And Japan is trying

to combat two decades of deflation with aggressive and unconventional monetary policies.

- According to Jonathan Cable of Reuters, The euro zone's private sector logged its busiest month in 2-1/2 years in January but firms slashed prices, which could fan fears of deflation before a policy decision from the European Central Bank.
- He also states that Spain's service industry grew at the fastest rate in 6-1/2 years last month, adding to signs its economy has turned a corner, and while Italy's service sector shrank for the third month running it was closer to growth than expected.
- Growth in Britain's dominant service sector slowed unexpectedly in January but activity remained strong, suggesting the economy is picking up speed in the first quarter of 2014.
- The rate of growth in the world's largest economy followed a 4.1 percent advance in the prior three months, Commerce Department figures showed in Washington. Household purchases climbed at a 3.3 percent pace, the best performance since the end of 2010.
- "There is a fair amount of strength in the [U.S.] economy," said Nariman Behravesh, chief economist at IHS Inc. in Lexington, Massachusetts. "Consumer spending is on solid ground. We're seeing other engines of growth picking up -- capital spending is rebounding, exports are up." IHS is the second-best U.S.-based overall forecaster over the past two years, according to data compiled by Bloomberg.
- Shobhana Chandra, a reporter for Bloomberg states that the federal shutdown in October held back economic growth. While the impact of the shutdown can't be quantified, the Bureau of Economic Analysis estimated the effect of the reduction of hours worked cut GDP by about 0.3 percentage point.
- Chandra goes on to mention that the trade deficit in the U.S. narrowed to \$370.1 billion, adding 1.3 percentage points to GDP growth, the most since the second quarter of 2009. Sales of American goods and services to foreign buyers jumped at an 11.4 percent annualized rate, the most in three years and eclipsing a 0.9 percent gain in imports.
- The international Business Times states that Global economic growth will speed up modestly in 2014 and 2015 compared to last year's levels, if U.S. monetary policy doesn't derail emerging economies.
- They go on to say that The U.N. forecasts global economic growth of 3 percent in 2014 and 3.3 percent in 2015, up from an estimated 2.1 percent in 2013.
- U.N. economic growth forecasts for 2014 for some world regions follow, in gross domestic product (GDP) terms:
 - The U.S. is expected to grow GDP by 2.5 percent in 2014, led by labor and housing recoveries. That should overcome political uncertainty related to the federal budget and the debt limit debate.

- Western Europe is expected to grow 1.5 percent in 2014, slowed by fiscal austerity and high unemployment.
- Japan is expected to grow 1.5 percent in 2014.
- Among BRICs in 2014, the U.N. sees 3 percent growth for Brazil, 5 percent growth for India, 7.5 percent growth for China, and 2.9 percent growth for Russia.
- Accelerated growth in Africa should be seen at 4.7 percent GDP growth, up from 4 percent in 2013

Labour Force Survey (LFS) Report

The LFS was released on February 7, 2014. Below is the summary for January 2014.

Medicine Hat-Lethbridge:

- Medicine Hat-Lethbridge regions unemployment rate of 3.6% stands 0.4 percentage points lower than January 2013. The region's unemployment rate is the second lowest in Alberta, next to Red Deer at 2.8%.
- Camrose-Drumheller (4.8%), Calgary (4.5%) and Edmonton (4.9%), Red Deer (2.8%), Edmonton (4.9%), and Wood Buffalo-Cold Lake (3.9%) regions all experienced an increase in unemployment, alongside the Medicine Hat-Lethbridge region as a comparison with the December 2013 statistics.
- Banff- Jasper-Rocky Mountain House (3.8%), Athabasca-Peace River- Grande Prairie (3.8%) regions were the only that experienced a decrease in unemployment rate.
- The Medicine Hat-Lethbridge regions workforce participation rate decreased by 0.3 percentage points from the December 2013 statistics, as did all regions this month.
- The region's population count of January 2014 stands at 229,500, which has increased by 5,000 since this time last year.

Alberta:

- The number of people working in Alberta decreased by 2,300 people between December 2013 and January 2014. However, the unemployment rate increased 0.2 percentage points to 4.4% as more people were seeking work.
- Compared with 12 months earlier, employment in Alberta was up 74,100 people.
- The participation rate of 72.5% is a decrease of 0.3 percentage points from last month's participation rate of 72.8%

- In Alberta, employment was virtually unchanged in January. Compared with 12 months earlier, however, employment was up 70,000 (+3.2%), accounting for nearly half of the national gains of 146,000.

Canada:

- Employment rose by 29,000 in January, the result of an increase in full-time work. The unemployment rate declined 0.2 percentage points to 7.0%.
- Compared with 12 months earlier, employment increased 0.8% or 146,000 and the number of hours worked rose 0.7%
- Provincially, employment rose in PEI, while it changed very little in the other provinces.
- Nationally, for men aged 55 and over, employment increased 18,000 and the unemployment rate fell by 0.4 percentage points to 6.3%. On a year-over-year basis, employment for this group was up 69,000 (+3.8%), mostly as a result of population aging.

***Note to readers**

The Labour Force Survey (LFS) estimates are based on a sample and are therefore subject to sampling variability. As a result, monthly estimates will show more variability than trends observed over longer time periods.

*Estimates for smaller geographic areas or industries also have more variability.

The employment rate is the number of employed persons as a percentage of the population 15 years of age and over. The rate for a particular group (for example, youth aged 15 to 24) is the number employed in that group as a percentage of the population for that group.

The unemployment rate is the number unemployed as a percentage of the eligible labour force (employed and unemployed).

The participation rate is the number of employed and unemployed as a percentage of the population.

Monthly Housing Statistics

Medicine Hat:

- For the month of January Medicine Hat saw a total of \$21,805,105 in the value of residential units sold, which is an increase as a comparison to January 2013's residential value of \$17,422,600 units sold. With a total of 24 properties closing between the \$200,000 to \$300,000 range, 32 below that mark and 29 above.
- Non-residential sales for the month of January totaled \$4,430,100, which is an increase of \$1,721,398 from last year's value.

- There were 137 new listings for the month of January 2014 which is 27 less new listings as compared to January 2013's total of 161 new listings. Year to date, as of January there is 601 active listings.
- The sales volume from the start of 2014 was \$26,235,205 which is slightly higher than the \$20,131,302 sales value seen in January 2013.

Alberta:

- In Alberta, there were 9,719 housing starts in the fourth quarter of 2013 compared to 8,524 a year earlier.
- Also, in the Fourth quarter of 2013 Medicine Hat continued to have the lowest provincial average rent for a two bedroom apartment at \$727.

Canada:

- Housing starts in Canada were trending at 191,456 units in January compared to 194,518 in December, according to Canada Mortgage and Housing Corporation (CMHC). The trend is a six-month moving average of the monthly seasonally adjusted annual rates (SAAR) of housing starts
- Canada's housing market has continues to be a source of strength for the economy.
- "The trend in housing starts decreased slightly in January, while the inventory of newly completed and unabsorbed units saw a modest downward trend in the last half of 2013. This is consistent with our expectation that builders will continue to gradually adjust activity in order to manage their levels of inventory," said Mathieu Laberge, Deputy Chief Economist at CMHC
- Canada Mortgage and Housing Corporation (CMHC) expects the number of housing starts to stabilize in 2014 and 2015. Support from improved economic and demographic fundamentals will be tempered by a combination of a modest and gradual increase in mortgage rates and a slowdown in demand from first-time buyers.
- Nationally, the average MLS® price is forecast to be between \$380,100 and \$400,700 in 2014 and between \$384,300 and \$409,900 in 2015. CMHC's point forecast for the average MLS® price calls for a 2.1 per cent gain to \$390,400 in 2014

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Email: pdaoust@methanex.com

www.methanex.com

RECEIVED

MAR 5 2014

TOWN OF REDCLIFF



A Responsible Care® Company

March 5, 2014

Mayor Ernie Reimer
Town of Redcliff
#1 – 3 Street NE, PO Box 40
Redcliff, AB
T0J 2P0

Dear Council Members:

RE: Clarification of the Methanex Community Advisory Panel process

Methanex Corporation is a member of the Chemical Industry Association of Canada (CIAC). As such Methanex adheres to CIAC's established Responsible Care principles of sustainability. The principles of Responsible Care are key to Methanex's business success, and compel the company to be accountable and responsive to the public, especially local communities, who have the right to understand the risks and benefits of what Methanex does.

The Responsible Care program stipulates that every member company must have a community advisory process in place. Additionally, Methanex has a Community Dialogue Standard, which ensures all of its manufacturing sites establish a Community Advisory Panel (CAP). This was achieved for the Medicine Hat manufacturing facility in 2012 – approximately one year after the plant restarted operations.

A Community Advisory Panel is designed to foster continuous improvement in health, safety and environmental performance, as well as sensitivity and responsiveness to public concerns. The Community Advisory Panel is self-governed with assistance provided by Methanex staff. The founding members of CAP established a Charter or terms of reference in October 2012, which outlines the scope, responsibilities and procedures of the CAP. I have included a copy of the Charter with this letter for your information.

As you will note in the Charter, the Methanex CAP is a maximum of seven (7) volunteer, independent community members who represent a variety of interests, which may include, but are not limited to education, safety, health, environment, emergency response, agriculture, small business, youth, seniors, civic, and neighbours. Terms for members are two and three years with an option to renew.

Methanex initially recruited community members to establish the CAP in Medicine Hat in 2012. At that time, Methanex reached out to the Town of Redcliff to assist us in

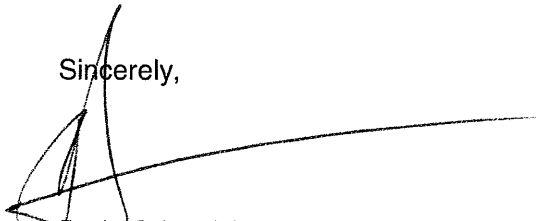
recruiting a community member from Redcliff. Former Mayor Rob Hazelaar indicated an interest in being part of the CAP. Mr. Hazelaar has a two-year term with CAP ending in September 2014. It is the responsibility of the current Community Advisory Panel members to help select future members.

Overall, the objectives of the Community Advisory Panel are to:

- Build and maintain a positive, trusting relationship between the company and the community;
- Share information and educate the community about Methanex operations, health and safety and environmental performance;
- Educate Methanex about the community and issues of concern to the community;
- Provide community members a channel to bring any concerns relating to the company and its operations to the attention of Methanex site management; and
- Advise Methanex about where it may wish to focus social responsibility programs and spending and where it could facilitate improvements to the Plants' health, safety and environmental performance.

I hope this provides you with an understanding of the Methanex Community Advisory Panel and our mandate to be a voice for the community with regards to Methanex's operation in Medicine Hat. Please feel free to contact me if you would like additional information or clarification about the Community Advisory Panel. I can be reached at boris.grisonich@sd76.ab.ca.

Sincerely,



Boris Grisonich
CAP Chair

Cc: Paul Daoust, Plant Manager
Jody Magill, Manager, Public Affairs

Shanon Simon

From: Barb Johnson <barbjohnson@orrsc.com>
Sent: Thursday, February 20, 2014 2:44 PM
To: Anne Marie Philipsen; Barry Johnson; Ben Elfring; Ben Nilsson; Betty Fieguth; Bill Graff; Bill Kovach; Bill Martens; Brad Koch; Cecil Sabourin; Christophe Labrun; Darrell Edwards; Dave Edmonds; Dave Filipuzzi; David Hawco; Don Anderberg; Don Heggie; Ed Weistra; Fred Rattai; Garry Hackler; Garry Marchuk; Gordon Wolstenholme; Greg Robinson; Henry Doeve; Henry Van Hierden; Jamie Smith; Jane Jensen; Jim Bester; Jon Hood; Ken Galts; Monte Christensen; Paul Taylor; Pete Pelley; Richard VanEe; Rod Ruark; Ronald Davis; Russell Norris; Scott Schroeder; Sheldon Watson; Shirley Murphy; Teresa Feist; Tom Rose; Arrowwood - Village; Barnwell - Village; Barons - Village; Bassano - Town; Brooks - City; Cardston - County; Cardston - Town; Champion - Village; Claresholm - Town; Coaldale - Town; Coalhurst - Town; Coutts - Village; Crowsnest Pass - Municipality; Fort Macleod - Town; Glenwood - Village; Granum - Town; Lethbridge - County; Lomond - Village; Magrath - Town; Milk River - Town; Milo - Village; Nanton - Town; Newell - County; Nobleford - Village; Picture Butte - Town; Pincher Creek - MD; Pincher Creek - Town; Ranchland - MD; Raymond - Town; Stavely - Town; Stirling - Village; Taber - MD; Vauxhall - Town; Vulcan - County; Vulcan - Town; Warner - County; Willow Creek - MD; 'Don Anderberg'; 'Gordon Wolstenholme'
Cc: 'Bonnie Brunner'; 'Diane Horvath'; 'Gavin Scott'; 'Katherine Mertz'; 'Leda Kozak Tittsworth'; 'Lenze Kuiper'; 'Mike Burla'; 'Perry Neufeld'; 'Ryan Dyck'; 'Spencer Croil'; 'Steve Harty'; 'Bow Island - Town CAO'; 'Cypress - County CAO'; 'Duchess - Village'; 'Foremost - Village'; 'Forty Mile - County CAO'; 'Glenwood - Village'; 'Lethbridge - CAO'; 'Medicine Hat - City CAO'; Shanon Simon; 'Rosemary - Village'; 'Taber - Town CAO'; 'Tilley - Village'
Subject: FW: SSRP Summary 2014
Attachments: SSRP Summary 2014.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Please find attached a short summary of ORRSC's interpretation of the South Saskatchewan Regional Plan. Our observations may be used in your submission to the province – if you desire.

We have focused primarily on the impact the plan will have on our municipalities and not so much on the content of the regional plan; as that is largely the domain of the province. Over the past 6 years we have provided information to the province through extensive workshop participation, requested written submissions (Municipal Perspectives Paper & Response to RAC Advice) and numerous face to face meetings and we believe those inputs to still be relevant and timely.

The final plan is scheduled for release in April of 2014 and we anticipate it will largely resemble the current draft plan. We are prepared to thoroughly review that plan (and subsequent regulations) and then make the necessary revisions and/or amendments to your statutory plans and land use bylaws within the 5 year compliance period.

To view our paper "Municipal Perspectives" please visit our website www.orrsc.com Thanks.

Lenze Kuiper, Director
Oldman River Regional Services Commission
403-329-1344

MEMBER Bulletin

Commentary and Observations on the draft South Saskatchewan Regional Plan (SSRP)

Background

The purpose of this report is to provide some perspective of potential municipal issues on land-use planning in the draft South Saskatchewan Regional Plan released in October, 2013.

The commentary is provided in the capacity of the municipality's land use planner and perceived benefits or impacts to the municipality. The regional plan will impact municipalities differently, as some aspects are very specific to certain land uses or areas of the large region (i.e. forestry and crown lands). There are many issues covered in the SSRP and it is impossible to do an adequate overview of all of them in this report, so some of the main elements that may be of particular interest to municipalities are highlighted. For a quick summary, you may refer to the summarized last two parts ('What does this all mean?' and 'Conclusion') at the end of this report.

The government sought public comment on the draft SSRP this fall through public sessions held across the region. In addition to the public sessions, stakeholders were encouraged to complete individual workbooks. The workbook may be found on the Government of Alberta website under the South Saskatchewan Regional Plan. After consultations are completed in January, a revised draft of the plan will likely be released shortly thereafter and the province has stated it will have a final draft completed by April 1, 2014.

Overall, the general observation on the plan is that it is a very high-level document, broad in scope and policy. The plan attempts to:

- address many diverse issues across the region;
- accommodate economic, environmental, social sectors;
- encourage shared stewardship and promote an integrated approach; and
- provide strategies and outcomes to address land use planning – the strategies describe regulatory and non-regulatory approaches that will be used to achieve each objective.

These are very noble goals and likely no-one would argue about the value of trying to have a more integrated approach to managing land use and development. However, the plan attempts to address many competing issues across a vast region, which is a difficult task to manage.

Council may be reminded that in 2009 The Oldman River Regional Services Commission (ORRSC) prepared a report entitled *"Municipal Perspectives: Position Paper on the South Saskatchewan Regional Plan"* on behalf of southern Alberta municipalities. In June 2011, the ORRSC subsequently prepared a report entitled *"ORRSC Perspectives: General Observations and Potential Issues Regarding the Regional Advisory Council's Advice to the Government of Alberta."* The purpose of the report was to provide a brief overview of the South Saskatchewan Regional Advisory Council's Advice (RAC) to the Government of Alberta, including perspectives of potential municipal issues on land-use planning. (Note: On March 25, 2011 the Alberta Provincial Government released the RAC's document entitled, *"Advice to the Government of Alberta for the South Saskatchewan Regional Plan"* (Advice). The Advice was intended to provide the provincial government with information and direction for preparation of a regional plan for the South Saskatchewan Region (Region). In reviewing that document, it may be noted that the SSRP is very similar to many of the recommendations provided by the RAC, as many topics

are still considered in isolation rather than being fully integrated or connected to primary issues and desired outcomes - the plan is very general and broad in scope. Thus, there are still a number of questions on the implementation and impacts of the SSRP in moving forward, as it still seems there are a number of unknowns on how this will all work and what the full effects to municipalities may be.

SSRP's Primary Municipal Policy Directives

The plan's structure is setup to contain four key components, and while parts of the plan are not intended to have binding legal effect but are statements of provincial policy to 'inform' decision makers (i.e. worded as "shall consider" Strategic plan & Implementation plan components), the "SSRP Regulatory Details Plan" component is binding and is enforceable as law. It is important to note that after the regional plan comes into force (April 1, 2014 target date), municipalities **must** fully comply with the regional plan within 5 years. This is the timeframe afforded municipalities within which land use bylaws, municipal development plans, etc., will need to be updated or revised to conform to the SSRP. Generally, municipal governments will continue to be responsible for local land use planning but plans and decisions have to be in alignment with the regional plan. Government agencies and boards would still make decisions on matters of provincial interest, such as watershed management, forestry and oil and gas.

Key Directions and Regional Outcomes

Basically, the SSRP identifies broad strategic directions and regional outcomes. The plan identifies a number of objectives for each regional outcome and describes what must be done to achieve the outcome (e.g. one of the outcomes is "the region's economy is growing and diversified", so an objective is "the region's agricultural industry is maintained and diversified"). The key question at the local level, is how some of the strategies would be implemented, who is responsible for them, how they may be funded, and how will the municipality know if the outcome has been achieved? Some of the key municipal directions of the SSRP are described as follows:

- The plan states that the majority of population growth in the South Saskatchewan Region is expected to occur in the region's urban areas. To assist in managing the pressures of urban growth, the plan encourages that the management intent focus on supporting local governments in "creating complete and connected communities that provide a diversity of services and housing types, and encourages people to live and work in the community". Encouragement for complete and connected communities includes encouragement of compact forms of development, transit-ready communities, affordable housing, and active living – with implementation left as a municipal responsibility. Growth boundaries are not proposed, but requirements for efficiency in the provision of services and infrastructure are recommended. Reduction of the development footprint both within urban municipalities and in the rural/urban fringe is also encouraged. The plan specifically notes that the Calgary Regional Partnership is to be supported.
- Municipalities are "encouraged" to identify areas where agricultural activities should be the primary land use, to limit fragmentation of land (especially in areas where agriculture is identified as the primary land use), direct non-agricultural development to areas where it will not constrain agriculture or to lower-quality lands, and to minimize land use conflicts between incompatible land uses. The direction also looks to maximize opportunities for value added production in the agricultural sector. These are particularly applicable to a rural municipality. Specific strategies to implement these directions are not included in the plan. However, it is noted that the RAC Advice recommendation for rural municipalities to be required to report the extent of agricultural land conversion to the government on a five-year basis did not make it into the draft SSRP.



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- An important component of the plan is to attempt to address the proper management of headwaters and groundwater, attempt to protect both quantity and quality of water resources. There is not clear information provided regarding water use and allocations and if efficiency savings are made by irrigation districts, if and how it may then be rerouted to value added production. Since the opportunity is referenced, rural municipalities may want to pursue this avenue with Alberta Environment and the districts to determine if there are reasonable ways to obtain water from irrigation districts to enhance rural economic development.
- Municipalities, in collaboration with industry and the provincial government, are "encouraged" to identify areas of existing and future extraction of surface materials (e.g. sand and gravel) and other mineral resources and determine appropriate land use in the vicinity of these. Specifics of how this would be managed and what responsibility lies with the municipality are not included in the plan. Many of our rural municipalities have added new policies regarding protecting surface materials and applying appropriate setbacks to such uses in their new land use bylaws.
- Alberta's existing Green and White Areas land-use have specific policies. For public native rangelands (White Areas), best management practices will be used and specific policies are provided. On public native rangelands, the "the conversion to arable agriculture or other permanent uses will not be considered." They suggest "managed livestock grazing will be the primary approach to emulate natural disturbance." "Integrated land management will be mandatory to reduce linear disturbance and development footprint." This is not unexpected, as this was a strong suggestion that was put forth in the RAC advice.
- Multi-use corridors (or the co-location of linear infrastructure) are "encouraged" ensuring infrastructure planning, development and servicing align at local and regional scales. The plan recognizes the need to plan and build infrastructure corridors that minimize land fragmentation and impacts to the natural environment.
 - It should be noted that the plan indicates that where it is satisfied that it is in the public interest, the Cabinet may declare any area under its jurisdiction to be part of a multi-use corridor.
 - From a land use and planning perspective, multi-use corridors are an effective method to help limit the fragmentation or sterilization of land; however, local municipalities should be part of the consultation and discussion of where these may be located. Multi-use corridors should respect local plans and development initiatives and take into consideration local communities growth plans so there is no conflict.
 - It is also important that government agencies must be further integrated in decision making for this to be successful, as many of these linear uses are competing against each other and obtain approval from different regulatory bodies.
- The plan states that it will attempt to enhance and increase tourism in the region. Specific tourism and recreation management and development plans will be developed for each recreation and tourism area. At this point in time it is more specific to the Castle, Kananaskis and Badlands areas; however, major tourism areas may significantly impact a local municipality (i.e. roads and services), so it would be hoped that these future tourism plans would be created with some sort of consultation with municipalities and the public.
- A major emphasis is on advancing conservation and integrated management of crown land which largely applies to the eastern slopes. The SSRP strives to create an integrated land management approach to planning for recreation, tourism, access, forestry, watersheds etc.,

and the designation of the Castle Mountain Wilderness Area, which municipalities on the eastern slopes will be more affected by.

- Many of the SSRP strategies are to promote the implementation of conservation and stewardship tools (e.g. economic and market based incentives, voluntary conservation easements, mitigation banking, transferable development credits) which have largely been left as voluntary mechanisms to use and look to be implemented at a local scale. What role a municipal government may play and how this will all be managed and funded is undetermined.
- The plan looks to the establishment of topic specific management plans such as watershed management plans, groundwater management plans, and air shed management plans. Evaluation of the potential impacts to municipalities and the public of such plans will be dependent upon the scope, scale and details of the management plans. The plan does state that it will help develop an air management framework to monitor air quality for various air shed zones and where monitoring shows it is necessary, establish air management plans. If this will be applied to areas of high concentrations of confined feeding operations is unknown, but apparently could be used. The plan states that both regulatory tools and beneficial management practices will be used to address this. The Designated Minister may determine whether a trigger or limit has been exceeded for air or water quality, and may issue a notice of the action to be taken in response – this may apply to the local government or decision maker who is bound by the notice.
- The plans states that municipalities are encouraged to identify and protect historical resources. Many municipalities have recently added policies to their new land use bylaws to accommodate this and it is also a goal of many Integrated Community Sustainability Plans.
- Outcome 5 of the SSRP states “community development needs are anticipated and accommodated” – which speaks to cooperation and coordination among land use planners and decision-makers. One of the strategies is to address common planning issues especially where the effect of development transcends jurisdictional boundaries. To that end, the many municipalities have or are in the process of completing intermunicipal development plans with adjacent municipalities and all of you also are members of regional services commissions (ORRSC, waste commission), as suggested desired strategies.
- In regard to SSRP land use strategies, many municipalities have undertaken new land use bylaws, IDPs, and sustainability plans, that take into consideration a number of the land use patterns encouraged – providing an appropriate mix of agricultural, residential, industrial land uses, etc., allow for mixed-use and cluster development, minimize potential conflict of land use adjacent to area prone to flooding, erosion, or subsidence. Most municipalities should be in conformity with the SSRP on many of these matters.

What Does This All Mean?

The draft plan appears, for the most part, to have left many current land use decision making items with the local municipalities. However, Cabinet or the Designated Minister does have decision making powers in some instances as described. In a number of policy areas the Designated Minister may determine whether a trigger or limit has been exceeded – this is a broad power and it does not provide the parameters of regulatory compliance within which everyone will know the rules. How the actual integration of land use management will be realized is difficult to say, as it is observed that there are still multi-provincial ministries responsible for different components of making decision and implementing the SSRP. Government agencies and boards would still make decisions on matters of provincial interest, such as watershed management, forestry, energy, and crown lands. It is not clear how well “integrated management” will actually occur, for example the NRCB is responsible for issuing permits for confined feeding operations and Alberta Environment and Sustainable Resource Development for issuing water approvals or licenses. How is one approval linked to the other? – if there is no water approval, there should be no permit issued for a new or expanding CFO, but there is no mention of these types of linkages



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being integrated or how it would be addressed. The plan appears to be too large in scope for these types of scenarios to be considered.

The plan encourages municipalities to implement strategies, programs and policies in the SSRP, as referenced in this report. The plan has not provided specific solutions to achieve outcomes or attain identified objectives from the municipal perspective – in other words, the plan often “encourages” municipalities to do something, but gives no clear guidance on how or to what level. There are a few areas that municipalities are required to do (i.e. “municipalities will”), including incorporating measures to minimize hazards such as flooding and erosion, and incorporating measures to mitigate floods through appropriate flood hazard area management in accordance with provincial policy. Municipalities have been attempting to do this and there are new regulations in the many land use bylaws that may be applied to such developments. However, one problem area is that there is a lack of completed mapping or information from the province on flood hazard areas. It would be costly for a municipality to undertake this task.

Good news is that the government is committed to continue to encourage and promote a collaborative approach to land use management. However, the plan does not necessarily provide enough clarity on how it will be managed and implemented. It appears that many topics still have been considered in isolation as individual issues rather than being fully integrated. At the local level, municipalities should continue to update or complete intermunicipal development plans with adjacent municipal neighbors, as that is a practice highly encouraged in the SSRP.

The Regional plan also often refers to future plans to be prepared, or in other words deferring planning or “planning to plan”, once the Regional Plan is approved. The municipalities and public have no knowledge at this time of what will be in these future plans and what the implications or responsibilities might be. It is unknown if these future plans will be prepared with public and municipal review or input. So in a sense, no one quite knows what they may be agreeing to yet, as “more” is to come.

Conclusion

Overall, the SSRP is very broad in scope and attempts to be many things to many people. The intent is to ensure that land is well-managed, important aspects protected, and land use conflicts are minimized into the future. The difficulties in creating a regional plan are readily apparent given the region's great diversity. This seems to highlight the need for sub-regional plans. (There is reference to supporting the Calgary Regional Partnership, but there is little mention or support for other sub-regional plans.)

After the regional plan comes into force (April 1, 2014), municipalities must comply with the regional plan within 5 years. There may be a subsequent cost to municipalities associated with the implementation of the SSRP, as municipalities will need to update or revise land use bylaws, municipal development plans, intermunicipal municipal development plans etc., as they will need to conform to the SSRP. At this point, it is undetermined how extensive that may be. However, it preliminarily appears that there would only need to be some minor revisions to most of our municipalities' municipal development plans and land use bylaws. That may change with some of the more specific provincial management plans yet to be approved. Currently, many of the community land use strategies referenced have been considered in some fashion by our municipalities over the past few years with more managed growth policies and recent bylaw revisions.

There is no clear indication in the SSRP of what the consequences would be if a decision making party did not adhere to the policies of the plan. And, if a party was found to be in non-

compliance, there is no reference to any type of petition or appeal process to resolve any such claims brought forward or to resolve differences of interpretation or application of policy areas. The Alberta Land Stewardship Act, however, addresses compliance requirements.

Until a final regional plan is presented and the details of implementation are established, it will be difficult to determine exactly how or to what degree it will affect municipalities. It is noted that the government has indicated that an integration team will be put together to help implement the Regional Plan. It has been observed by many at the stakeholder open houses that the draft SSRP is difficult to follow, vague in policy areas, and much of the information is disjointed in its presentation. A more integrated approach to managing land use and development is desirable, but the draft SSRP appears to raise as many or more questions than it addresses.

To participate further, a workbook may be submitted by February 28, 2014 which may be found on the Government of Alberta website under the South Saskatchewan Regional Plan.

Inquiries may be directed to:

Lenze Kuiper
Director
Oldman River Regional Services Commission
(403) 329-1344
lkorrsc@telus.net

Mike Burla
Senior Planner
Oldman River Regional Services Commission
(403) 329-1344
mborrsc@telus.net

Steve Harty
Senior Planner
Oldman River Regional Services Commission
(403) 329-1344
sphorrsc@telus.net

Memo

To: Redcliff Council
From: Arlos Crofts, Municipal Manager
Date: March 10, 2014
Re: 2014 General Insurance Renewal for the Town of Redcliff and Redcliff / Cypress Regional Landfill Authority

Policy 38 – Purchasing Policy states

1. The Municipal Manager is authorized to sign purchase orders for any item where such payment has been approved by Council through resolution, Bylaw, or annual budget. When an item exceeds \$75,000 the Municipal Manager will report such expenditures to Council.

Our insurance renewal was included in the annual budget; however, since that amount exceeds \$75,000 I am reporting such expenditure to Council for their information according to the policy.

Our renewal for the Alberta Municipal Services Corporation through AUMA for the 2014 year is \$121,460.29. The 2014 budget is \$124,000. As a point of reference our 2013 amount was \$116,604.25.

Based on our initial review of the insurance premiums and anticipated additions in 2014 we will likely exceed the budget.

The insurance renewal for the Redcliff Cypress Regional Landfill Authority is in the amount of \$17,126.39. The 2014 budget is 14,000.00. This is being reported to you for information only and no action is required. The overage amount is under the \$10,000 threshold where approval would be required by both municipalities. For information purposes I will also notify Cypress County.

Shanon Simon

From: Jeffrey <Jeffrey@cypress.ab.ca>
Sent: Wednesday, February 19, 2014 4:01 PM
To: Erin Onoferychuk; Shanon Simon
Subject: Land Use Bylaw Amendments
Attachments: No2014_04 LUB 2nd Residences And Landscaping.pdf

Hello Erin and Shanon, I have attached Land Use Bylaw Amendment 2014/04 for your review and comments.

Cypress County is proposing to amend our Land Use Bylaw by removing the discretion of the development officer to approve a second dwelling on a title that is classified as either Agricultural IDP District 1 "A-1 IDP", or Agricultural District 2 "A-2 General Agriculture". It is being proposed that the approval authority for a second residence in either of these two Districts will be at the discretion of the County's Municipal Planning Commission.

In addition, we are proposing to add regulations to Section 43, which pertains to Landscaping, with regulations prevents vegetation and overhanging branches from extending beyond the private property boundary and into public right of ways.

Please provide any comments you may have to myself by March 12th.

Thanks,

Jeffrey R. Dowling
Cypress County
403-526-2888
Jeffrey@cypress.ab.ca

CYPRESS COUNTY

BYLAW 2014/04

A Bylaw of Cypress County in the Province of Alberta to amend Bylaw 2011/04, being the Cypress County Land Use By-law.

PURSUANT TO the provisions of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council of Cypress County, in the Province of Alberta, duly assembled, ENACTS AS FOLLOWS:

1. Whereas the Cypress County Land Use Bylaw 2011/04 requires an amendment by amending Part V General Land Use Regulations, Section 43 Landscaping to include subclause 8, regulations that restrict overhanging vegetation from extending into municipal property, and Part VI Land Use Districts And Regulations, Agricultural IDP District 1 “A-1 IDP” and Agricultural District 2 “A-2 General Agriculture” by removing second dwellings as a Class I Discretionary Use, and requiring that second or additional dwellings will require the approval of the Municipal Planning Commission as a Class II Discretionary Use.
2. Therefore, Cypress County Land Use Bylaw 2011/04 as amended, is hereby amended by amending, Part V General Land Use Regulations, Section 43 Landscaping to include subclause 8, regulations that restrict overhanging vegetation from extending into municipal property, and Part VI Land Use Districts And Regulations, and Agricultural IDP District 1 “A-1 IDP” and Agricultural District 2 “A-2 General Agriculture” are replaced by the amended regulation as shown in Schedule A
3. This bylaw shall take effect on the date of final passage thereof.

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

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

Read a third time and finally passed this _____ day of _____, 2014.

Reeve

Designated Officer

CYPRESS COUNTY

BYLAW 2014/04

Schedule "A"

AGRICULTURAL IDP DISTRICT 1 (A-1 IDP)

THIS IS AN AGRICULTURAL DISTRICT, THE GENERAL PURPOSE BEING THE REGULATION AND CONTROL OF URBAN, NON-AGRICULTURAL LAND USES WITHIN THE TRI-AREA INTERMUNICIPAL DEVELOPMENT PLAN (IDP) AREA. ALL DEVELOPMENT WITHIN THIS DISTRICT IS SUBJECT TO THE POLICIES OF THE TRI-AREA INTERMUNICIPAL DEVELOPMENT PLAN AS WELL AS THIS BYLAW AND ANY OTHER STATUTORY PLANS THAT MAY BE IN EFFECT AS AMENDED FROM TIME TO TIME.

1. PERMITTED USES

- (1) Accessory buildings and uses
- (2) Single country residence on a parcel, provided the parcel existed as of the date that the Tri-Area IDP came into force in compliance with the Limited Country Residential Use provisions of the Tri-Area IDP
- (3) Farmstead buildings and uses in compliance with the Limited Country Residential Use provisions of the Tri-Area IDP

2. CLASS I DISCRETIONARY USES

- (1) Compressor and metering stations
- (2) Family care home
- (3) Home occupation (office use only)
- (4) Move-in buildings for residential uses and accessory uses that are permitted or discretionary uses in this District, in compliance with the Limited Country Residential use provisions of the Tri-Area IDP
- (5) Private signs
- (6) Public utilities
- ~~(7) Second dwelling or mobile home for farmstead use on a parcel of 32.376 hectares (80 acres) or more in compliance with the Limited Country Residential Use provisions of the Tri-Area IDP~~
- (7) Three or more storage containers on site

3. CLASS II DISCRETIONARY USES

- (1) ~~Second~~ additional dwelling unit(s) or mobile home(s) for farmstead uses in compliance with the Limited Country Residential Use provisions of the Tri-Area IDP
- (2) Farm subsidiary occupation/home occupation
- (3) Greenhouse (for existing development permits issued prior to August 6th, 2013)
- (4) Market garden and or retail store/plant nursery
- (5) Kennels
- (6) Public and quasi-public buildings and uses
- (7) Single country residence on a farmstead separation (to a maximum of 1 per quarter) in compliance with Limited Country Residential Use provisions of the Tri-Area IDP
- (8) Sand, gravel and surface mineral extraction
- (9) Veterinary clinic
- (10) Waste disposal site
- (11) Golf courses (with no residential use)
- (12) Retail store with a floor area limit of 400 m²
- (13) Eating establishments, pubs, and other licensed premises with a floor area limit of 600m²
- (14) Other Uses consistent with the Definition or General Purpose of the Land Use District as approved by the Municipal Planning Commission that are in compliance with Limited Country Residential Use provisions of the Tri-Area IDP

4. FARMSTEAD SEPARATION

4.1 Eligibility For Subdivision

The only subdivision allowed in this district is a single Farmstead Separation in compliance with the Municipal Development Plan and the Limited Country Residential Use provisions of the Tri-Area IDP.

4.2 Maximum Subdivision Density

One parcel from an unsubdivided quarter section for an established farmstead separation that is in compliance with the Municipal Development Plan and the Limited Country Residential Use provisions of the Tri-Area IDP.

4.3 Maximum Area To Be Subdivided

The area of a farmstead separation may not exceed 10% of the unsubdivided quarter section (typically 6.47 hectares or 16 acres).

5. **MINIMUM PARCEL SIZE FOR USES OTHER THAN A FARMSTEAD SEPARATION**
An unsubdivided quarter section or land in title as of the date of the adoption of the Tri-Area IDP.

6. **MINIMUM YARD REQUIREMENTS FOR PRINCIPAL AND ACCESSORY BUILDINGS**

Front	Side	Flankage	Rear
See Section 47	3.04 metres (10 feet)	See Section 47	3.04 metres (10 feet)

7. **SITE RESTRICTIONS**

In addition to the requirements of the General Land Use Regulations and Schedules, the following Regulations shall apply:

- (1) Compressor stations shall not be permitted within 750 metres (2460 feet) of residential developments.
- (2) An accessory building shall be located at least 1.52 metres (5 feet) from a principal building.

8. **LIMITED COUNTRY RESIDENTIAL USE PROVISIONS OF THE TRI-AREA IDP**

"Limited Country Residential Use Provisions of the Tri-Area IDP" is a defined term meaning provisions Section 2.6 Potential Growth Area and those parts of Section 2.11 Urban Reserve (Redcliff) applicable to the lands south of Highway #1. Whenever the phrase "in compliance with the Limited Country Residential Use provisions of the Tri-Area IDP", or a variation of this phrase, is used in the description of a permitted or discretionary use in the Bylaw,

- (a) the provisions are an integral part of the description of the use, and
- (b) the use must comply with these provisions, without variation or waiver except to the extent expressly allowed in Section 2.6 or 2.11 of the Tri-Area IDP, in order to constitute the permitted or discretionary use in question.

For convenience of reference, Schedule G shows maps of the lands that are subject to "Limited Country Residential Use". The full text of Sections 2.6 and 2.11 of the Tri-Area IDP is found in Schedule H and these policies have been reflected in this district.

AGRICULTURAL DISTRICT 2 (A-2 GENERAL AGRICULTURE)

THE GENERAL PURPOSE OF THIS DISTRICT IS TO PERMIT ACTIVITIES ASSOCIATED WITH PRIMARY PRODUCTION OF AGRICULTURAL GOODS AND SERVICES AND TO STRENGTHEN THE AGRICULTURAL CHARACTER OF THIS DISTRICT.

1. PERMITTED USES

- (1) Accessory buildings and uses
- (2) Dwelling unit or mobile home
- (3) Farmstead buildings and uses

2. CLASS I DISCRETIONARY USES

- (1) Compressor and metering stations
- (2) Family care home
- (3) Greenhouse (for existing development permits issued prior to August 6th, 2013)
- (4) Market garden and/or retail store/plant nursery
- (5) Home occupation
- (6) Kennels
- (7) Move-in buildings (includes residences/dwellings, and accessory buildings)
- (8) Private signs
- (9) Public and quasi public buildings and uses
- ~~(10) Second dwelling or mobile home for agricultural use on a parcel of 32.376 hectares (80 acres) or more~~
- (10) Veterinary clinic
- (11) Three or more storage containers

3. CLASS II DISCRETIONARY USES

- (1) ~~Second~~ additional dwelling unit(s) or mobile home(s)
- (2) Agricultural processing plants
- (3) Farm subsidiary occupation
- (4) Livestock saleyard
- (5) Sand, gravel and surface mineral extraction
- (6) Top soil stripping
- (7) Waste disposal sites
- (8) Other uses consistent with the Definition or General Purpose of the Land Use District as approved by the Municipal Planning Commission

4. MINIMUM LOT AREA

- (1) Farm Use - existing title, or an unsubdivided quarter section
- (2) Other Uses - existing title or as permitted by the General Municipal Plan

5. MINIMUM YARD REQUIREMENTS

Front	Side	Flankage	Rear
See Section 47	3.04 metres (10 feet)	See Section 47	3.04 metres (10 feet)

6. SITE RESTRICTIONS

In addition to the requirements of the General Land Use Regulations and Schedules, the following Regulations shall apply:

- (1) Compressor stations shall not be permitted within 750 metres (2460 feet) of residential developments.
- (2) An accessory building shall be located at least 1.52 metres (5 feet) from a principal building.
- (3) A dwelling unit shall be located a minimum distance of 100 metres (328 feet) away from a gas or oil well, or may be within a lesser distance with written approval from the Energy Resources Conservation Board. Distances are measured from the well head to the dwelling.

Part V General Land Use Regulations, Section 43, Landscaping

- (8) Within all land use districts, it is the responsibility of the property owner to ensure that any and/or all parts of a tree, shrub, or bush do not overhang, grow, or protrude above the ground onto a public right of way causing an encroachment.

February 24, 2014

File number: 283-62 1.4

Shanon Simon
Manager of Legislative and Land Services
Town of Redcliff
1 – 3rd Street SE
Redcliff, AB T0J 2P0

Dear Shanon:

RE: Advisory Comments – Cypress County Land Use Bylaw Amendment Proposal 2014/04

Scheffer Andrew Ltd. Has reviewed Cypress County Bylaw 2014/04 and advise the Town of the following.

If adopted, Bylaw 2014/04 to amend the Cypress County Land Use Bylaw will:

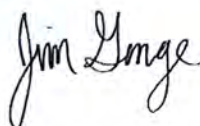
- establish second or additional dwelling unit(s) or mobile home(s) as class II discretionary uses in the Agricultural IDP District 1 and Agricultural District 2, and eliminate such uses from the category of class I discretionary uses within the two subject districts, and
- add a general land use regulation to the Land Use Bylaw that will restrict the encroachment of landscaping (i.e. trees, shrubs, bushes) onto a public right of way.

From an intermunicipal planning perspective, there are no foreseeable negative impacts to the Town of Redcliff, in the short or long-term, that will result from the adoption of bylaw 2014/04.

If you require any clarifications or would like to discuss these comments please contact our office.

Yours truly,

Scheffer Andrew Ltd., Medicine Hat



Jim Genge, RPP, MCIP, LEED Green Assoc.
Planner

COUNCIL IMPORTANT MEETINGS AND EVENTS

Date & Time	Meeting / Event	Where
March 11, 2014 6:00 pm	Medicine Hat Council & Redcliff Council - meet and greet	Cypress Club 218 6 Avenue SE
March 13, 2014 5:30 pm – 7:30 pm	Community Information Night Public Attendance	Redcliff Senior's Drop In Centre
March 27, 2014 5:30 pm – 7:30 pm	RV Bylaw Open House	Council Chambers