



COUNCIL MEETING

TUESDAY, OCTOBER 14, 2014

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
TUESDAY, OCTOBER 14, 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
D) Bank Summary to June 30, 2014 *	For Information
2. DELEGATION	
A) Redcliff Public Library * Re: Library Budget Presentation (Catherine Richardson will be in attendance)	
3. MINUTES	
A) Council meeting held September 22, 2014 *	For Adoption
B) Shortgrass Library System Minutes of Board meeting held on June 18, 2014*	For Information
C) Subdivision and Development Appeal Board hearing held September 15, 2014*	For Information
D) Physician Recruitment and Retention Committee Minutes of meeting held October 2, 2014 *	For Information
E) Redcliff Senior Citizens Business Meeting held September 4, 2014 *	For Information
4. REQUESTS FOR DECISION	
A) Municipal Weed Inspector *	For Consideration
B) Rec-Tangle Concession Lease Agreement *	For Consideration
C) Request for Facility Agreement for construction and maintenance of the bike trail system within the River Valley *	For Consideration
D) Tax Recovery Property Re: 24 Industrial Dr. S.E. (Lot 7, Block 10, Plan 7711421) *	For Consideration

- | | | |
|-----------|---|-------------------|
| E) | Request for refund of business permits and licenses and
Payment of restitution * | For Consideration |
|-----------|---|-------------------|

5. CORRESPONDENCE

- | | | |
|-----------|--|-------------------|
| A) | Shortgrass Library System *
Re: Budget Requests for 2015 and 2016 | For Consideration |
| B) | Precision Rentals *
Re: Thank you | For Information |

6. OTHER

- | | | |
|-----------|--|-----------------|
| A) | Town of Redcliff 2 nd Quarter Financial Summary * | For Information |
| B) | Landfill Graphs to September 30, 2014 * | For Information |
| C) | Important Dates for Events and Meetings * | For Information |

7. RECESS

8. IN CAMERA

- | | |
|-----------|------------|
| A) | Legal (3) |
| B) | Labour (1) |

9. ADJOURN

ACCOUNTS PAYABLE			
COUNCIL MEETING OCTOBER 14, 2014			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
75812	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$616.00
75813	REDCLIFF HOME HARDWARE	DRILL BITS	\$8.60
75814	MODERN INDUSTRIAL RENTALS	SCISSOR LIFT	\$635.25
75815	SANATEC ENVIRONMENTAL	FLUSHER BY PUMPHOUSE	\$378.00
75816	TRANSIT PAVING INC	LAY ASPHALT & CONCRETE	\$54,605.27
75817	UNITED RENTALS	REPAIR J-TAMPER	\$752.86
75818	ZEP SALES & SERVICE OF CANADA	SOAP, TOWELS	\$1,679.02
75819	SIMPLY WATER	BOTTLED WATER	\$62.50
75820	SOLBERG, ERIC	AUMA CONFERENCE	\$900.00
75821	BANFF PARK LODGE / BOW VIEW LODGE	DIAMOND CONFERENCE	\$700.43
75822	STEEP ROCK LTD.	ROADCRUSH	\$488.07
75823	TELUS MOBILITY	SEPT CELL SERVICE	\$87.08
75824	TRIPLE R EXPRESS	TRANSPORT PARTS	\$34.65
75826	JONES, CONSTANCE	CONTRACTED LABOUR	\$2,681.25
75827	CORAL CONTRACTING	REFUND CONSTRUCTION DEPOSIT	\$500.00
75828	BICE, ERIN	REFUND S/C FACILITY DEPOSIT	\$225.00
75829	SHAW CABLE	SEPT SERVICE	\$206.85
75830	MPE ENGINEERING LTD.	WTP UPGRADE PMT #47	\$18,173.40
75831	CFMY-FM	REDCLIFF DAYS AD	\$420.00
75832	PARK ENTERPRISES LTD.	MONTHLY PERMITS	\$502.74
75833	PC CORP INC.	MONTHLY BACKUP	\$998.82
75834	SUNCOR ENERGY PRODUCTS PARTNER	DYED DIESEL LF	\$20,269.02
75835	PRIME PRINTING	NEWS LETTER FOLD	\$114.45
75836	PUROLATOR	SHIP PARTS	\$95.64
75837	REDCLIFF MUSEUM	2014 CONTRIBUTION	\$10,000.00
75838	ROSENAU TRANSPORT LTD	SHIP CYLINDERS	\$711.79
75839	INDUSTRIAL MACHINE INC.	GASKETS, BELTS, SEALS	\$488.51
75840	ISL ENGINEERING & LAND SERVICE	I & I INVESTIGATION PMT #4	\$11,365.13
75841	JACOB'S WELDNG LTD.	WELDING ON BUCKET	\$1,181.25
75842	JOHN'S WATER HAULING (A DIVIS	WATER DELIVERY TO LF	\$90.00
75843	KILPATRICK, DWIGHT	FIRST AID/CPR/AED	\$150.00
75844	KIRK'S MIDWAY TIRE	TIRES, FLAT TIRE REPAI	\$15,104.25
75845	KLEARWATER EQUIPMENT AND TECH	ISOPAC	\$1,556.10
75846	LIFESAVING SOCIETY	BC EXAM FEE, FIRST AID	\$210.00
75847	L.W. DENNIS CONTRACTING LTD.	RAW WATER SUPPLY PIPE UPGRADE HB RELEASE	\$183,462.97
75848	MCL - WASTE SYSTEMS ENVIRONMEN	FILTERS, PUMPS	\$593.20
75849	C.U.P.E.	UNION DUES	\$2,131.33
75850	DESJARDINS FINANCIAL SECURITY	MANAGEMENT LIFE INSURANCE	\$661.50
75851	FARMLAND SUPPLY CENTER LTD	NIPPLES	\$64.98
75852	FORTY MILE GAS CO-OP LTD.	LF GAS UTILITIES	\$124.02
75853	FOUNTAIN TIRE	FLAT REPAIR, VALVE STEM	\$113.76

75854	FRANCOTYP-POSTALIA CANADA INC	INK RIBBON, SEALER BRUSH, SEALANT,	\$219.41
75855	GAR-TECH ELECTRICAL	RECEPTACLES - REC-TANGLE	\$682.50
75856	ALBERTA GFOA	MUNICIPAL FOUNDATION WORKSHOP	\$2,283.75
75857	GLADUE, JONELLE	MILEAGE	\$52.21
75858	GREYHOUND COURIER EXPRESS	SHIP PARTS	\$22.91
75859	A & B STEEL LTD	HOOK, VICE GRIP, SCREWDRIVER SET, GREASE FIT	\$134.97
75860	ACKLANDS - GRAINGER INC	CABLES, TAPE, UT KNIFE	\$176.74
75861	ACTION PARTS	WASHER FLUID	\$195.24
75862	AMSC INSURANCE SERVICES LTD.	MONTHLY BENEFITS	\$13,969.66
75863	BIG HILL SERVICES	ICE PAINT, KICKPLATE, PAPER LINE KIT, CREASES	\$971.25
75864	THE BOLT SUPPLY HOUSE LTD.	TOILET TISSUE	\$110.58
75865	DB PERKS & ASSOCIATES LTD.	AQUATIC SUPPLIES	\$43.91
75866	CHAT-FM	REDCLIFF DAYS AD	\$420.00
75867	CERVUS EQUIPMENT	FUEL SURCHARGE, ROAD LABOUR, SUPPLIES	\$129.36
75868	CANSEL	SPIKES, TAPE, FREIGHT	\$202.13
75869	BOSS LUBRICANTS	GREASE, TRANSMISSION FLUID,OIL	\$1,603.31
75870	CROZIER, CATHY	AUMA CONFERENCE	\$600.00
75871	REIMER, ERNIE	AUMA CONFERENCE	\$606.08
75872	PROVINCIAL TREASURER - LAPP	PENSIONCONTRIBUTIONS	\$12,860.71
75873	RECEIVER GENERAL	STAT DEDUCTIONS	\$29,732.68
75874	TOWN OF REDCLIFF	PAYROLL	\$84,673.90
75875	MIKE'S ROADHOUSE	SEPTEMBER MEALS ON WHEELS	\$1,020.60
75876	MARY TULIP	CONTRACTED LABOUR	\$1,125.00
75877	IB WILLIAMS	REIMBURSE PROPANE CHG	\$84.01
75878	WAJAX POWER SYSTEMS	FIELD LABOUR, LOAD BANK CHARGE, SUPPLIES	\$3,339.87
75879	VANCLIEAF, SCOTT	REIMBURSE VACCINATION CHG	\$94.00
75880	TOWN OF REDCLIFF	RPMT OF LOAN AND INTEREST	\$227,865.37
75881	ARMSTRONG, DANI	REF DUPLICATE TAX PMT	\$2,465.60
75882	WIEBE, PETER	REF DUPLICATE TAX PMT	\$1,109.02
75884	WILDFIRE ENVIRONMENTAL	FIRE PACKAGE	\$4,006.07
75885	DWINNELL, DAVID	REF COA INACTIVE	\$92.79
75886	COON, HEATHER	REF COA INACTIVE	\$75.90
75887	J.C.INDUSTRIES WATER CONTROL S	REPLACEMENT BATTERY	\$131.25
75888	DOUGHTY, DOMINIC	REF DUPLICATE TAX PMT	\$1,822.49
75889	TELUS MOBILITY	OCT CELL SERVICE	\$91.79
75890	SUMMIT MOTORS LTD	BOLTS, NUTS, WASHER, SPRING	\$210.75
75891	STEEP ROCK LTD.	ROADCRUSH	\$1,412.43
75892	SANATEC ENVIRONMENTAL	PUMP LF SEPTIC TANK	\$136.50
75893	RIVERVIEW GOLF CLUB	MOWER PURCHASE LOAN	\$50,000.00
75894	SUNCOR ENERGY PRODUCTS PARTNER	DYED DIESEL LF	\$2,440.86
75895	PARKLAND GEO TESTING LTD.	SLOPE FAILURE EVAL PMT 1	\$17,325.00
75896	PARK ENTERPRISES LTD.	MONTHLY TOWN PERMITS	\$1,260.54
75897	NAMETH, JODI	TAX SEMINAR	\$25.00
75898	CLEARTECH INDUSTRIES INC.	LUM, CHLORINE CYLINDERS	\$6,155.82

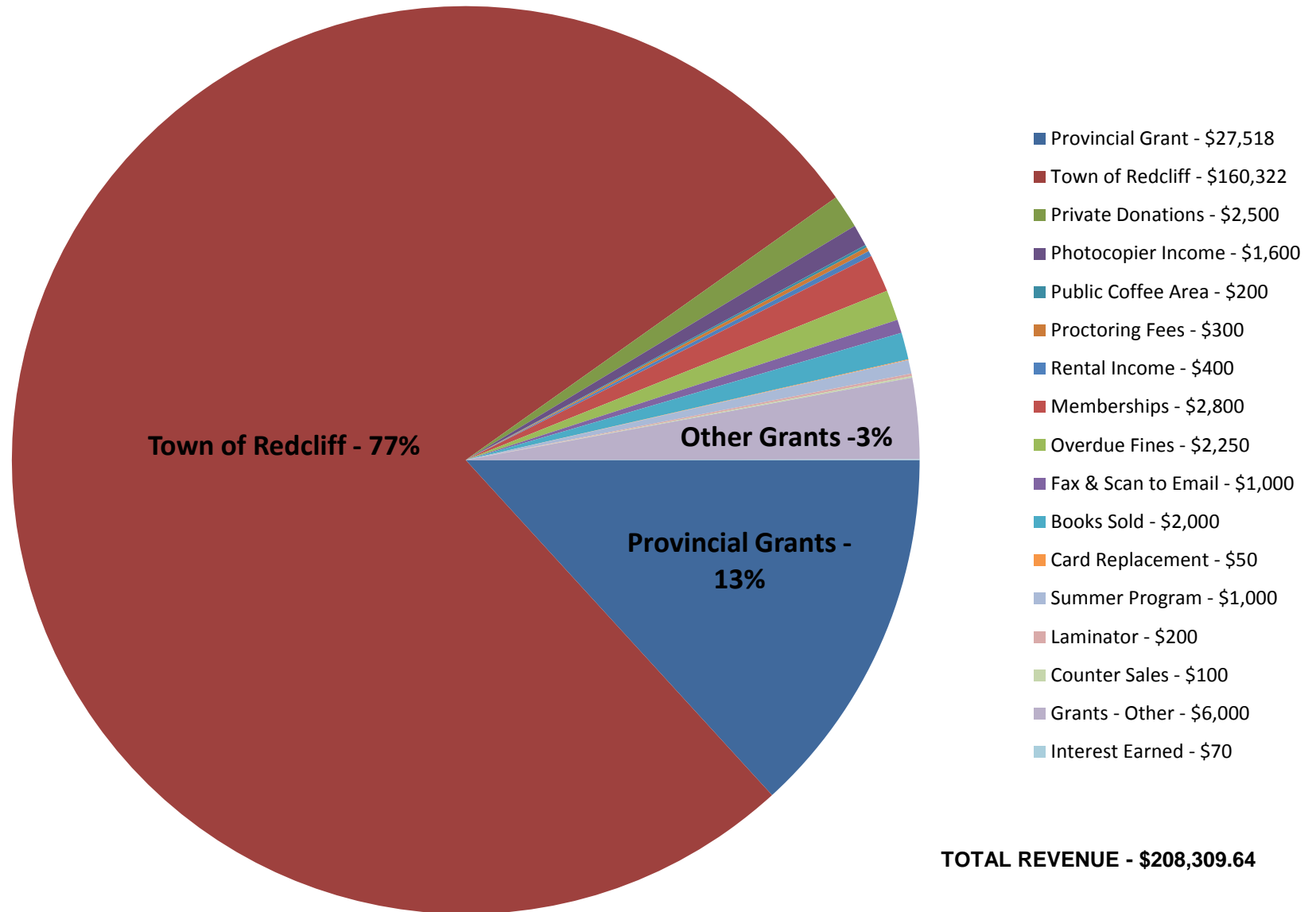
75899	D & M PLASTICS INC.	LIDS	\$11,327.40
75900	DAN JANE VENTURES	PROPANE	\$647.07
75901	DIAMOND MUNICIPAL SOLUTIONS	CONFERENCE REGISTRATION	\$699.00
75902	FOX ENERGY SYSTEMS INC.	SCUBA REFILL, FLAGS, PAINT, LEIGHT, CALIBRATION	\$431.08
75903	GUY, MELISSA	TAX SEMINAR	\$25.00
75904	KAIZEN LAB INC.	WATER ANALYSIS	\$1,518.51
75905	KIRK'S MIDWAY TIRE	TIRES	\$1,138.20
75907	KWOK, JENNIFER	TAX SEMINAR, BUDGET SEMINAR	\$1,203.21
75908	LACEY CONSTRUCTION (1998) LTD	REF CONSTRUCTION DAMAGE DEPOSIT	\$1,000.00
75909	A & B STEEL LTD	BREAKAWAY CABLE, SWITCH, HITCH PIN, HOOKS	\$158.60
75910	KIRK'S MIDWAY TIRE	TIRE CHANGEOVER	\$139.65
75911	LES'S DRAIN CLEANING SERVICE	FLOOR DRAIN CLEAN ARENA	\$126.00
75912	WOLSELEY MECHANICAL GROUP	WATER SADDLES, STOPS, ROD, BURRY BOX, INSERTS	\$730.91
75913	WESTERN CANADA WELDING PRODUCT	OXYGEN	\$323.93
75914	TRICO LIGHTING PRODUCTS	POT LIGHTS, TUBE LIGHTS	\$631.05
75915	OLLIVIER, ALLAN	REF DUPLICATE TAX PMT	\$1,619.86
75916	RUSKIN, LARRY	PURCHASE PORTION OF 502 - 3 ST SW	\$30,000.00
75917	WILLIAMS, PAUL	REF DUPLICATE TAX PMT	\$1,695.69
75918	TELUS COMMUNICATION INC.	MONTHLY TELEPHONE SERVICE	\$1,425.56
75919	SUMMIT MOTORS LTD	AIR FILTERS	\$328.62
75920	PITNEY WORKS	MONTHLY SERVICE CONTRACT	\$145.77
75921	SUNCOR ENERGY PRODUCTS PARTNER	DYED DIESEL LF	\$2,334.41
75922	LETHBRIDGE MOBILE SHREDDING	MONTHLY SHREDDING SERVICE	\$46.20
75923	KOST FIRE EQUIPMENT LTD	ANNUAL FIRE EXTINGUISHER SERVICE	\$1,863.39
75924	ACKLANDS - GRAINGER INC	SQUEEGEE, HANDLE, SMOKING RECEPTACLE	\$131.58
75925	ACTION PARTS	12 VOLT BATTERY	\$115.44
75926	BRUCE HILL PROFESSIONAL CORP	LEGAL COUNSEL - BYLAW ENFORCEMENT	\$2,092.65
75927	CITY AUTO PARTS	AIR FILTERS	\$1,603.53
75928	CITY OF MEDICINE HAT	SEPT ELECTRIC	\$10,238.54
75929	DAN JANE VENTURES	PROPANE	\$84.01
75930	FOUNTAIN TIRE	FLAT REPAIR	\$44.05
75931	GLENTEL WIRELESS CENTRE	EMERGENCY LIGHTS AND SIREN	\$5,848.71
75932	REDCLIFF HOME HARDWARE	BLADES, NETTING, BITS, TIES, VALVES, HINGES	\$1,250.21
75933	IPM BUILDING & MAINTENANCE	ROOF REPAIR	\$4,147.50
		119 CHEQUES TOTAL:	\$890,240.98

BANK SUMMARY FOR JUN 30, 2014

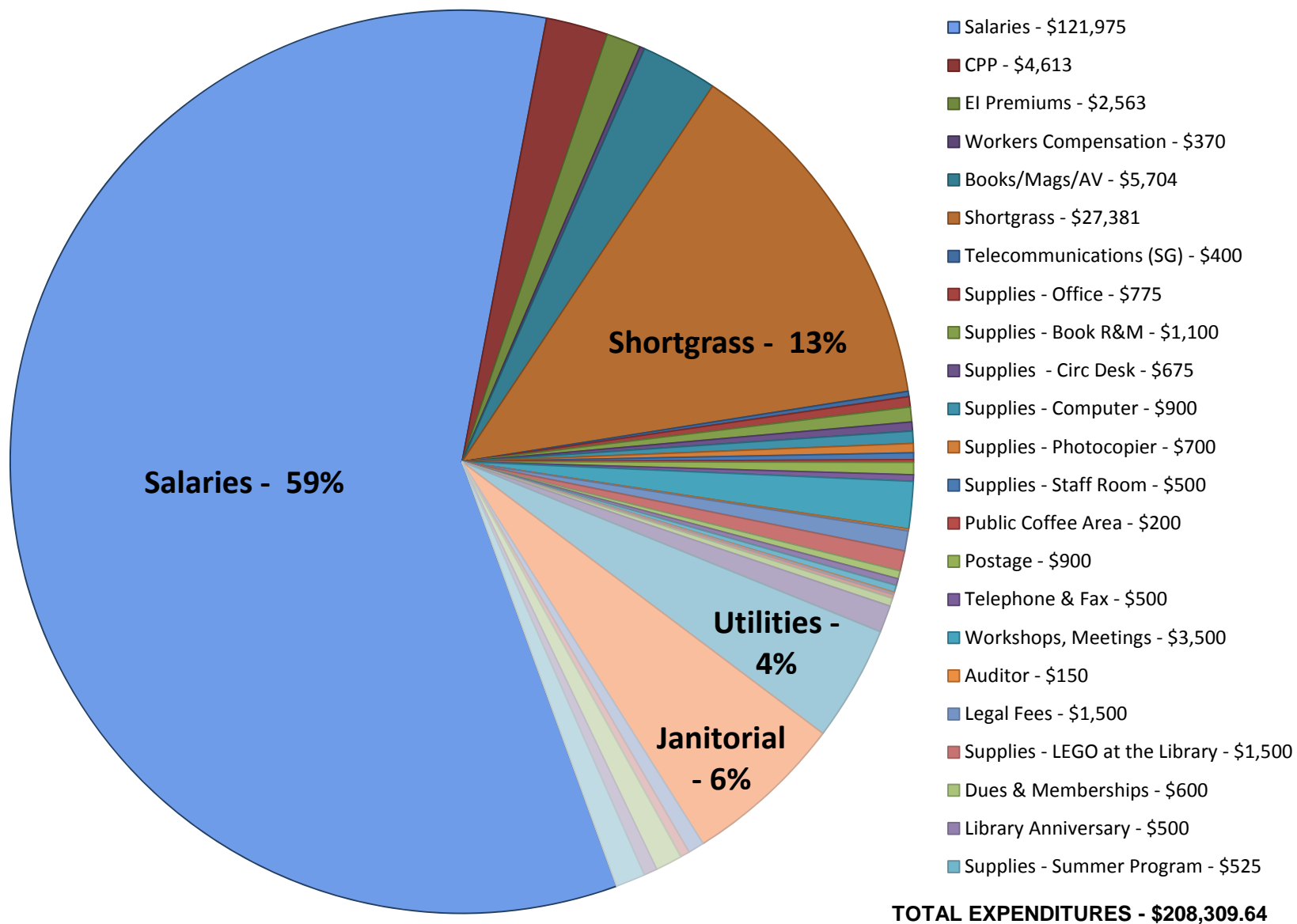
DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	657,460.02	16,885.17	453,709.25
DAILY DEPOSITS	3,931,635.28	170,058.16	4,101,693.44
DIRECT DEPOSITS	2,797,300.67	0.00	2,797,300.67
INTEREST EARNED	5,793.60	0.00	5,793.60
T-BILL REDEMPTIONS	0.00	0.00	0.00
OTHER DIRECT DEPOSITS	355,793.42	0.00	355,793.42
SUBTOTAL	7,090,522.97	170,058.16	7,260,581.13
CHEQUES	(1,056,334.76)	(169,789.69)	(1,226,124.45)
ASFF QUARTERLY PAYMENTS	(437,325.73)	0.00	(437,325.73)
DEBENTURE PAYMENTS	(169,463.88)	0.00	(169,463.88)
T-BILL PURCHASES	0.00	0.00	(433,918.14)
NSF CHEQUES	(141.57)	0.00	(141.57)
OTHER DIRECT WITHDRAWALS	(433,259.09)	0.00	(433,259.09)
SUBTOTAL	(2,096,525.03)	(169,789.69)	(2,700,232.86)
TOTAL	5,651,457.96	17,153.64	5,668,611.60
BANK CLOSING BALANCE	5,076,850.09	17,153.64	5,094,003.73
ADD: O/S DEPOSITS	679,291.76	0.00	679,291.76
LESS: O/S CHEQUES	(104,683.89)	0.00	(104,683.89)
TOTAL	5,651,457.96	17,153.64	5,668,611.60
INVESTMENTS			
CIBC PREMIUM T-BILL FUND		5.12.02.321	10,100,000.00
CCU SHORT TERM INVEST/LANDFILL		5.12.02.126	1,506,727.64
TOTAL INVESTMENTS			11,606,727.64

TOWN OF REDCLIFF
OCT 09 2014
FINANCE DEPT.

2015 Revenue



2015 Expenses



	A	B	C	D	E	F	G	H
1	REDCLIFF PUBLIC LIBRARY BUDGET FOR 2015							
2								
3	REVENUE		2015 Budget	2015 % Breakdown	2014 YTD	2014 Budget	2013 BUDGET	2012 BUDGET
4	Provincial Grant		27,518.00	13.21%	27773	27,518.00	27,518.00	27,518.00
6	Town of Redcliff		160,321.64	76.96%	105,079.75	155,079.75	143,230.40	137,250.00
8	Private Donations		2500.00	1.20%	7738.60	2,500.00	3,000.00	3,000.00
9	Photocopier Income		1600.00	0.77%	1460.00	1,500.00	1,600.00	1,700.00
10	Public Coffee Area		200.00	0.10%	116.9	200.00		
11	Proctoring Fees		300.00	0.14%	220.00	300.00	200.00	
12	Rental Income		400.00	0.19%	905.00	400.00	500.00	600.00
13	Memberships		2800.00	1.34%	1922.25	2,800.00	2,800.00	3,000.00
14	Overdue Fines		2250.00	1.08%	1532.15	2,250.00	2,500.00	2,300.00
15	Fax & Scan to Email		1000.00	0.48%	713.55	1,000.00	800.00	750.00
16	Books Sold		2000.00	0.96%	2143.57	2,000.00	1,500.00	1,500.00
17	Card Replacement		50.00	0.02%	52.00	50.00	50.00	60.00
18	Summer Program		1000.00	0.48%	983.30	1,000.00	1,000.00	1,000.00
19	Laminator		200.00	0.10%	133.00	200.00	100.00	60.00
20	Counter Sales		100.00	0.05%	126.00	50.00	20.00	30.00
21	Grants - Other		6000.00	2.88%	5962.03	7,300.00	7,300.00	8,000.00
22	Interest Earned		70.00	0.03%	26.73	70.00	70.00	
23	TOTAL REVENUE		208,309.64	100.00%	156,887.83	204,217.75	192,190.44	186,770.29
24								
25	EXPENDITURES							
26	Salaries		121975.00	58.55%	79184.18	119,000.00	116,494.56	115,000.00
27	CPP		4612.50	2.21%	2768.33	4,500.00	5,766.48	3,250.00
28	EI Premiums		2562.50	1.23%	2062.02	2,500.00	2,912.36	2,800.00
29	Workers Compensation		369.51	0.18%	165.05	360.50	350.00	375.00
30	Books/Mags/AV		5704.13	2.74%	5142.05	5,565.00	5,300.00	5,217.30
31	Shortgrass		27381.00	13.14%	12712.50	25,000.00	24,450.00	23,824.65
32	Telecommunications (SG)		400.00	0.19%	-28.88	441.00	420.00	409.20
33	Supplies - Office		775.00	0.37%	109.51	771.75	735.00	716.10
34	Supplies - Book R&M		1100.00	0.53%	1222.61	1,102.50	1,050.00	1,023.00
35	Supplies - Circ Desk		675.00	0.32%	510.75	661.50	630.00	613.80
36	Supplies - Counter Sales			0.00%				
37	Supplies - Computer		900.00	0.43%	352.20	1,000.00	1,230.00	1,200.00
38	Supplies - Photocopier		700.00	0.34%	428.17	700.00	735.00	716.10
39	Supplies - Staff Room		500.00	0.24%	374.36	500.00	500.00	255.75
40	Public Coffee Area		200.00	0.10%	96.24	200.00		
41	Postage		900.00	0.43%	357.75	900.00	1,000.00	500.00
42	Telephone & Fax		500.00	0.24%	303.89	661.50	630.00	613.80
43	Workshops, Meetings		3500.00	1.68%	3268.86	3,202.50	3,050.00	2,966.70
44	Auditor		150.00	0.07%	150.00	100.00	100.00	100.00
45	Legal Fees		1500.00	0.72%	0.00	500.00	500.00	500.00
46	Supplies - LEGO at the Library		1500.00	0.72%	2683.85	0.00		
47	Dues & Memberships		600.00	0.29%	580.00	703.50	670.00	650.00
48	Library Anniversary		500.00	0.24%				
49	Supplies - Summer Program		525.00	0.25%	552.89	525.00	525.00	511.50
50	Supplies - Storyhour		100.00	0.05%	57.27	100.00	100.00	450.00
51	Supplies - Decorations		100.00	0.05%	8.40	100.00	100.00	102.30
52	Advertising		270.00	0.13%	0.00	63.00	60.00	61.10
53	Recognition		600.00	0.29%	476.00	800.00	900.00	550.00
54	Contingencies		2000.00	0.96%	1092.38	2,000.00	2,000.00	5,000.00
55	Utilities		8610.00	4.13%	5193.29	8,400.00	8,000.00	7,161.00
56	Janitorial		12000.00	5.76%	6631.56	15,560.00	8,200.00	7,774.80
57	Repair & Maintenance		1200.00	0.58%	1562.95	1,000.00	1,000.00	818.40
58	Computer Maintenance		700.00	0.34%	374.16	700.00	750.00	716.10
59	Insurance		2000.00	0.96%	1848.70	1,850.00	1,600.00	1,841.40
60	CAP - Public Com. Equip.		1000.00	0.48%	0.00	2,000.00		1,350.00
61	Capital		2200.00	1.06%	3392.99	2,750.00	3,900.00	1,000.00
62	Future Expenses							
63	Automated Fine System							
64	Furnace Cleaning (every 5 yrs)							
65	TOTAL EXPENDITURES		208,309.64	100.00%	133,634.03	204,217.75	193,658.40	188,068.00
66								
67	NET INCOME		0.00			0.00	-1,297.71	-1,297.71
68								
69	GIC		12,400.00					12,400.00
70								
71	Per Capita Town Contribution		\$ 28.69			\$ 26.37		
72	Census		5588			5880		
73								

Cell: A20

Comment: Shortgrass:
Name change 2013
Changed again 2014
Was Earphones/Pins/Bags
Now includes Flashdrives

Cell: G26

Comment: catharine:
Note Personnel committee has a total of 116983.59

Cell: C31

Comment: catharine:
Based on 2011 Census
\$4.90 per capita

Cell: E32

Comment: catharine:
Due to overpayment in 2013. Money refunded 2014

Cell: A36

Comment: catharine:
New Category 2015

Cell: A46

Comment: Shortgrass:
New program 2013

Cell: C52

Comment: Redcliff Public Library:
1/4 page ad (smallest) in MH News is 170

Cell: A60

Comment: Shortgrass:
Funding Discontinued 2013

Cell: A61

Comment: catharine:
we have capital at less than replacement items to keep Town Amount below 103%

Cell: H61

Comment: Tracy:
According to Capital Budget plans, some of these items don't need to be replaced, should be reviewed.

Cell: C69

Comment: :
Audrey Redmond
Shortgrass:
Videoconference Equipment Replacement Fund \$2500
Operating Grant Variability
Fund \$5000

Cell: C72

Comment: catharine:
2011 Census - note drop in number from previous

Capital Expenditures 2015

Item	Amount
Tables (6 X \$83.85)	\$1,000.00
Computer (Circ 2) #1285708	\$1,200.00
Computers REDW7PA05 1285710	\$1,000.00
Total	\$3,200.00

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, SEPTEMBER 22, 2014 7:00 P.M.**

PRESENT: Mayor
Councillors

E. Reimer
C. Brown, C. Crozier,
D. Kilpatrick (left at 7:27 p.m., returned at 7:28 p.m.)
L. Leipert, J. Steinke
A. Crofts
J. Kwok (left at 8:10 p.m.)
S. Simon

Municipal Manager
Director of Finance &
Administration
Manager of Legislative &
Land Services

ABSENT: Councillor E. Solberg

1. GENERAL

Call to Order

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

2014-0473 Adoption of Agenda

B) Councillor Leipert moved the agenda be adopted as presented. - Carried.

2014-0474 Accounts Payable

C) Councillor Leipert moved the following 61 general vouchers in the amount of \$256,101.57 be received for information. – Carried Unanimously.

ACCOUNTS PAYABLE

COUNCIL MEETING SEPTEMBER 22, 2014

CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
75691	GREYHOUND COURIER EXPRESS	SHIP - CEM HEAVY EQUIPMENT	\$24.27
75692	PRITCHARD & COMPANY LLP	TITLE TRANSFERS PLAN 1411879 & 1411880	\$269.06
75693	DEJONG, PATSY	LIONS PARK FEE, FACILITY & KEY DEPOSIT REFUNDS	\$277.50
75694	TRICO LIGHTING PRODUCTS	SAFETY LIGHT & BACKUP BATTERIES	\$334.87
75695	PUROLATOR	SHIP - CORIX (WATER METERS)	\$74.16
75696	RED HAT COOPERATIVES	LIONS PARK FACILITY & KEY DEPOSIT REFUND	\$225.00
75697	SPATIAL TECHNOLOGIES	MAGNETIC LOCATOR	\$939.75
75698	ST. JOHN AMBULANCE	REDCLIFF DAYS FIRST AID COVERAGE	\$200.00
75699	SUMMIT MOTORS LTD	FITTINGS	\$10.25
75700	TELUS COMMUNICATION INC.	TELEPHONES - OFFICE	\$1,670.40
75701	TELUS MOBILITY	TELEPHONES - CELL & PAGERS	\$750.83
75702	CZEMBER, CHRIS	BALL DIAMOND KEY DEPOSIT REFUND	\$125.00
75703	MBSI CANADA	COMPUTER SOFTWARE	\$3,607.98
75704	STAFFORD, AMY	SUMMER ART CLASSES	\$1,025.00
75705	THE PRINTER	BUS CARDS (RAY GRADWELL)	\$90.30

75706	HARV'S JANITORIAL SERVICES	MONTHLY JANITORIAL SERVICES	\$3,386.25
75707	REDCLIFF HOME HARDWARE	SCREWS, WASHERS, ETC.	\$68.22
75708	INDUSTRIAL BACKHOES LTD.	PORTABLE HYDRANT DEPOSIT REFUND	\$2,000.00
75709	JOE JOHNSON EQUIPMENT	AIR, OIL & HYDRAULIC FILTERS	\$707.75
75710	LETHBRIDGE MOBILE SHREDDING	SHREDDING	\$65.89
75711	LIFESAVING SOCIETY	NATIONAL LIFEGUARD & FIRST AID PACKAGES	\$458.66
75712	MINHAS, KHALIL	SEMINAR EXPENSES	\$405.15
75713	MURRAY, CINDY	CANADA DAY EXPENSES	\$223.25
75715	ALTA-WIDE BUILDERS SUPPLIES (M	PRESSURE TREATED POSTS & POST CAPS	\$36.86
75716	BROWNLEE LLP	PROFESSIONAL & LEGAL FEES	\$35.75
75717	C.E.M. HEAVY EQUIPMENT	SUPPLIES,. TRAVEL RATE & FIELD LABOUR	\$895.75
75718	CIBC VISA	VISA - JUL 22 TO AUG 21, 2014	\$8,305.20
75719	CITY OF MEDICINE HAT	UTILITIES	\$17,159.85
75720	EPCOR ENERGY SERVICES INC.	LANDFILL ELEC UTILITIES	\$114.98
75721	FEDERAL EXPRESS CANADA LTD.	SHIP - FROM AL-JON TO LANDFILL	\$16.58
75722	FORTY MILE GAS CO-OP LTD.	LANDFILL GAS UTILITY	\$51.83
75723	FOUNTAIN TIRE	FLAT REPAIR ON BOBCAT	\$38.80
75724	GAR-TECH ELECTRICAL	RECTANGLE ELEC UPGRADE & RELAMP HWY SIGNS	\$3,874.46
75725	GRAND RENTAL STATION	CELEBRITY NIGHT & PENNY CARNIVAL SUPPLIES	\$398.97
75726	PROVINCIAL TREASURER - LAP	LAPP CONTRIBUTIONS	\$14,899.13
75727	SUMMIT MOTORS LTD	BATTERIES & CORE CHARGE	\$245.60
75728	REDCLIFF LADIES FASTBALL	BALL DIAMOND KEY DEPOSIT REFUND	\$125.00
75729	XEROX CANADA LTD.	COPIER MAINTENANCE	\$229.02
75730	UNITED WAY	EMPLOYEE JULY-SEPT DONATIONS	\$74.00
75732	COMMISSIONAIRES	HOUSE FIRE SECURITY	\$316.05
75733	MILLER, NORMAN	LIONS PARK FACILITY & KEY DEPOSIT REFUND	\$225.00
75734	BOWEY, SHERI	POOL RENTAL REFUND	\$75.00
75735	BORG, KIM	POOL RENTAL REFUND	\$75.00
75736	PETTYJOHN, KRISTA	POOL RENTAL REFUND	\$75.00
75737	KLASSEN, BEN	LIONS PARK FACILITY & KEY DEPOSIT REFUND	\$225.00
75738	TULIP, MARY	CONTRACTED WAGES - FINANCE CLERK	\$1,062.50
75739	SCHEFFER ANDREW LTD.	PLANNING SERVICES	\$2,307.38
75740	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$25,815.80
75741	CIBC	SUPPLEMENTAL PENSION PLAN	\$1,614.98
75742	CITY OF MEDICINE HAT	AUGUST SEWAGE OUTLAY	\$87,932.04
75743	FAMILY & COMMUNITY SUPPORT	FCSS MEMBERSHIP	\$698.00
75744	FOX ENERGY SYSTEMS INC.	BOTTLES OF AIR	\$94.34
75745	JIM'S ELECTRIC (2006) LTD.	CAMPGROUND POWER OUTLETS	\$314.21
75746	LETHBRIDGE HERALD	AUG ADVERTISING	\$550.99
75747	MEDICINE HAT NEWS	AUG ADVERTISING	\$343.98
75748	SHAW CABLE	INTERNET FEES	\$254.89
75749	PAD-CAR MECHANICAL LTD.	MAINT. ON HVAC VEH IN RCMP BLDG	\$395.64
75750	PC CORP INC.	TECH SUPPORT & MAINTENANCE	\$1,539.56

75751	SUNCOR ENERGY PRODUCTS PARTNER	LANDFILL FUEL	\$1,651.42
75752	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAXES	\$450.00
75753	TOWN OF REDCLIFF	PAYROLL TRANSFER	\$66,643.47
61 CHEQUES TOTAL:			\$256,101.57

2. MINUTES

2014-0475 Council meeting held
September 8, 2014

A) Councillor Kilpatrick moved the minutes of the Council meeting held September 8, 2014 be adopted as presented. – Carried.

2014-0476 Subdivision and Development
Appeal Board hearing held
September 4, 2014

B) Councillor Steinke moved the minutes of the Subdivision and Development Appeal Board hearing held September 4, 2014 be received for information. - Carried.

3. REQUEST FOR DECISION

2014-0477 Heavy Truck Exemption

A) Councillor Leipert moved to support in principle the concept that single axel tow trucks be allowed to park adjacent to an operator's place of residence provided the Municipal Manager has granted an exemption under the Traffic bylaw. – Carried.

2014-0478 Budget Process
Lot 22, Block B, Plan 7410213
(310 Mitchell Street SE)

B) Councillor Steinke moved to establish the dates for the 2015 budget review as the 5th of November from 1:00 pm to 8:00 pm and the 8th of November from 8:30 am to 5:00 p.m. - Carried.

2014-0479 Tax Recovery Auction

C) Councillor Brown moved the Town of Redcliff include the identified following properties currently on the tax arrears list for sale at a public auction to be held on December 4, 2014 at 10:30 a.m.

1. Unit 1, Plan 9511217 (1621 Highway Ave S.E) \$141,990
2. Unit 2, Plan 9511217 (1641 Highway Ave S.E) \$149,870
3. Unit 3, Plan 9511217 (1661 Highway Ave S.E) \$197,200

Further that the terms of the sale be cash or certified cheque and conditions of the sale be "This property is offered for sale on an "as is, where is" basis and the Town of Redcliff makes no representations and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use district, buildings and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the purchaser." – Carried.

2014-0480 Encroachment Permit
Application
Re: Lot 4, Ptn Lot 5, Block 22,
Plan 1117V(433 – 7 Street SE)

D) Councillor Leipert moved that the Municipal Manager be authorized to sign an encroachment agreement with Cameron J. Gruber and Geri L. Gruber of 433 7 Street SE (Lot 4 and the southern twenty feet of Lot 5, Block 22, Plan 1117V).

2014-0481 Ensminger, Beck & Thompson
Chartered Accountants For
Consideration
Re: Request for additional fees

E) Councillor Kilpatrick left the meeting at 7:27 p.m.

Councillor Leipert moved to table the request for additional fees from Ensminger, Beck & Thompson Chartered Accountants.

Councillor Leipert withdrew his motion.

Councillor Kilpatrick returned at 7:28 p.m.

2014-0482

Councillor Leipert moved to meet in camera at 7:30 p.m. to discuss a personnel item. – Carried.

2014-0483

Councillor Leipert moved to return to open session at 7:44 p.m. – Carried.

2014-0484

Councillor Brown moved to approve payment of \$1,000 for invoice #1 and \$27,875 for invoice #3 from Ensminger, Beck & Thompson, Chartered Accountants (EBT), to be funded from the operations budget. – Defeated.

Councillor Steinke moved to refer the request for decision regarding additional fees from Ensminger, Beck & Thomson Chartered Accountants to Finance & Administration Department.

Councillor Steinke withdrew his motion.

4. POLICIES

2014-0485 Policy 69, Remuneration and
Benefits for Management
Personnel
Re: Calculation (Remuneration
Rates) Error Correction

A) Councillor Crozier moved the revised remuneration schedule for Policy 69, Remuneration and Benefits for Management Personnel showing corrected calculation error be approved as presented. – Carried.

5. CORRESPONDENCE

2014-0486 Farwest Land & Properties Inc.
Re: SDAB Decision

A) Councillor Crozier moved correspondence dated September 16, 2014 to Farwest Land and Properties Inc. regarding Subdivision Development and Appeal Board Decision for Appeal of Subdivision Application 2014 Sub 02 be received for information. – Carried.

2014-0487 Alberta Municipal Affairs
Re: Federal Gas Tax Fund

B) Councillor Leipert moved correspondence dated September 4, 2014 from Alberta Municipal Affairs regarding the federal Gas Tax Fund grant in the amount of \$208 million dollars to Alberta's municipalities in 2014 be received for information. – Carried.

6. OTHER

- 2014-0488 Municipal Manager Report to Council **A)** Councillor Steinke moved Municipal Manager Report to Council September 22, 2014 be received for information. – Carried.
- 2014-0489 Important Dates and Meetings **B)** Councillor Brown moved that the Important Dates and Meetings be received for information. – Carried.
- 2014-0490 Subdivision Application 2014 SUB 03 Lot1-20, Block 96 Plan 1117V (102 8 Street NW) **C)** Councillor Leipert moved that Subdivision Application 2014 SUB 03 Lot 1-20, Block 96 Plan 1117V (102 8 Street NW) be approved with the following conditions:
1. Verification of independent service connections with any applicable costs to be the responsibility of the owner.
 2. Removal of interconnecting service connections with any applicable costs to be the responsibility of the owner.
 3. Provision of an overland drainage plan and provision of any required overland drainage right of way agreements & plans to the satisfaction of the Town of Redcliff. Any applicable costs to be the responsibility of the owner.
 4. Payment of any outstanding taxes.
 5. Applicant entering into an encroachment agreement relating to the encroachment of the greenhouse as indicated in Real Property Report dated August 21, 2014, or removal of the encroachments, at the cost of the applicant. – Carried.

7. RECESS

Mayor Reimer called for a recess at 8:08 p.m.

Mayor Reimer reconvened the meeting at 8:14 p.m.

Jennifer Kwok left at 8:10 p.m.

8. IN CAMERA

- 2014-0491 Councillor Kilpatrick moved to meet In Camera to discuss 2 Legal items at 8:14 p.m. – Carried.

Councillor Kilpatrick moved to return to regular session at 9:30 p.m.

9. ADJOURNMENT

2014-0492 Adjournment

Councillor Steinke moved to adjourn the meeting at 9:30 p.m. – Carried.

Mayor

Manager of Legislative and Land Services



RECEIVED
SEP 29 2014
TOWN OF REDCLIFF

MINUTES

Board Meeting of June 18, 2014

Trustees Present: Dwight Kilpatrick, Kathi Herman, Ernest Mudie, Don Borrowman, Kelly Christman, Craig Widmer, Marjorie Moncrieff, Kevin Jones

Trustees Absent With Regrets: Celina Symmonds, Norm Gerestein, Yoko Fujimoto, Shannyn Creary

Trustees Absent: Brent Burton

Date & Time: Wednesday, June 18, 2014 at 10:00 a.m.
BBQ Luncheon at 12:00 p.m.
Occupational Health & Safety Presentation at 1:30 p.m.

Location: Shortgrass Library System

1. **Call To Order** – The meeting was called to order at 10:10 a.m. by Dwight Kilpatrick.

1.1. Moved by Craig Widmer that the agenda be approved as presented. CARRIED

1.2. Moved by Kathi Herman that the SLS Board approve the April 16, 2014 Board Meeting Minutes as presented. CARRIED

2. **Action:**

Programs and Services Committee Business

2.1. Moved by Kelly Christman that the SLS Board approve the May 21, 2014 Programs & Services Meeting Minutes as presented. CARRIED

2.2. Moved by Don Borrowman that the SLS Board approve Policy G.1: Resource Sharing: Library Service Points as presented.
Attachment 1 CARRIED

- 2.3. Moved by Craig Widmer that the SLS Board approve Policy G.6: Acquisitions: Allotment Funds for Library Purchases as presented.
Attachment 2 CARRIED
- 2.4. Moved by Kathi Herman that the SLS Board approve Policy H.1: Vehicles: Vehicle Promotional Use as amended.
Attachment 3 CARRIED
- 2.5. Moved by Dwight Kilpatrick that the SLS Board approve Policy H.3: Building/Vehicles: Non Smoking as presented.
Attachment 4 CARRIED
- 2.6. Moved by Kelly Christman that the SLS Board approve Policy G.4: Resource Sharing: Provision of Library Materials in Languages Other Than English as presented.
Attachment 5 CARRIED

Finance and Personnel Committee Business

- 2.7. Moved by Kathi Herman that the SLS Board approve the May 21, 2014 Finance & Personnel Meeting Minutes as presented. CARRIED
- 2.8. Moved by Kathi Herman that the SLS Board approve the April 2014 Financial Statement as presented.
Attachment 6 CARRIED
- 2.9. Moved by Craig Widmer that the SLS Board approve Policy D.3: Manager, Bibliographic Services as presented.
Attachment 7 CARRIED
- 2.10. Moved by Don Borrowman that the SLS Board approve Policy D.8: Executive Assistant as presented.
Attachment 8 CARRIED
- 2.11. Moved by Craig Widmer that the SLS Board approve Policy D.10: Driver/Clerk as amended.
Attachment 9 CARRIED
- 2.12. Moved by Kathi Herman that the SLS Board approve deletion of Policy D.15: Project Assistant. CARRIED
- 2.13. Moved by Marjorie Moncrieff that the SLS Board approve Policy C.21: Sick Leave as presented.
Attachment 10 CARRIED
- 2.14. Moved by Kathi Herman that the SLS Board approve the updated Ceridian Fee Structure, which is to take effect June 2, 2014, as presented.
Attachment 11 CARRIED

- 2.15. Moved by Kevin Jones that Shortgrass Library System will cover any costs related to RISE in 2014, to a maximum of \$15,000. This motion will be revisited at the November 19, 2014 Board Meeting. Consultation will occur with library managers to determine the value and usage of RISE and determine their willingness to pay RISE related fees.

Attachment 12

CARRIED

3. **Information**

3.1. Board Chair Report – Dwight Kilpatrick

- Went to Edmonton for the APLEN Nodes meeting with Petra Mauerhoff
- Hoopla has officially been launched

3.2. CEO Report – Petra Mauerhoff

Attachment 13

3.3. Manager, Library Technology – Raj Sritharan

Attachment 14

3.4. Manager, Bibliographic Services – Phyllis Worrall

Attachment 15

3.5. Shared Intern – Jordan DeSousa

Attachment 16

3.6. Exchange Student Librarian – Dörte Maasch

Attachment 17

3.7. MSI Grant Update

Attachment 18

ADJOURNMENT

Next Programs & Services Meeting:

August 27, 2014
12:30 p.m. luncheon
1:00 p.m. meeting
Shortgrass Library System Boardroom
VC Locations as requested

Next Board Meeting:

September 17, 2014
12:30 p.m. luncheon
1:00 p.m. meeting
Brooks Public Library
420 1st Avenue W
VC Locations as requested

Next Finance & Personnel Meeting:

August 27, 2014
3:00 p.m. meeting
Shortgrass Library System Boardroom
VC Locations as requested

**MINUTES OF THE MEETING OF THE SUBDIVISION
AND DEVELOPMENT APPEAL BOARD
MONDAY, SEPTEMBER 15, 2014 at 7:00 p.m.**

PRESENT: Members: B. Hawrelak, D. Kilpatrick, V. Lutz,
 P. Monteith, G. Shipley,

 Development Officer B. Stehr
 Planning Consultant J. Genge
 Recording Secretary S. Simon

 Appellants J. Piea, Peigan Properties Ltd.

 Absent: C. Crozier

1. CALL TO ORDER

Recording Secretary called the appeal hearing to order at 7:00 p.m., confirmed there was a quorum present to hear this appeal; and opened nominations for Chairman.

2. ELECTION OF CHAIRMAN

P. Monteith nominated D. Kilpatrick to be Chairman, seconded by V. Lutz. D. Kilpatrick accepted and assumed control of the appeal hearing.

3. Appeal of Development Application 14-DP-069

Lot 41, Block A, Plan 0714576 (1502 Dirkson Dr. NE)

Appeal of reasons for denial of Development Permit Application

- 1. No sideyard setback of 6.0 m where there is no rear lane**
- 2. Parking requirements**
- 3. UROW / Encroachment**

Chairman Kilpatrick asked the appellant if he had any objection to any board members hearing the appeal. J. Piea advised he had no objection to any member of the Subdivision and Development Appeal Board.

a) Presentation of Appellant

J. Piea provided a brief history of the site and development in the area. He commented that it used to be 6 lots but was subdivided to create 4 lots. He also noted that initially the Town intended to sell these lots as greenhouse lots. He discussed the drainage in the area and commented that no natural water flows to the utility right of way (UROW).

J. Piea proceeded to describe the proposed project to create 32 man caves for the purpose of storage of toys such as boats or the large RV's. They could also be used for workshops or small businesses.

J. Piea described the proposed design and how it encroaches onto the UROW and his proposed resolution to the encroachment.



J. Piea noted the design does not show parking. However, there would be two stalls per bay. It will be a condo style development and the condo association would be responsible for imposing conditions. He recognized that each unit would likely require a development permit for a change of use.

Discussion ensued with regard to proposed reduced rear setback and concerns with access for emergency services ie: fire department. Drainage and elevations were also discussed.

b) Presentation of Development Officer

The Development Officer referenced his report in the Agenda package and his discussions with J. Piea. He noted that a site drainage plan was submitted and was approved to the satisfaction of the Manager of Engineering. Further that there was discussion about having a separate secure lock box/room for utilities where the Fire Department and Public Services Department would have access for shut off purposes. The Development Officer commented that the location was not ideal being in the middle of the south side of the rear building.

c) Presentation of Municipal Planning Commission (MPC)

No one was in attendance.

d) Presentation of Planning Consultant

See attached presentation.

e) Presentation of anyone served notice of hearing

No one was in attendance.

f) Presentation of anyone claiming to be affected

No one in attendance.

g) Rebuttal of Appellant/Applicant

With reference to concerns from the Planning Consultant, J. Piea indicated that should the application be approved as presented, that he would provide the location of the garbage and lighting when requested. B. Hawrelak questioned if the developer would set up an agreement with the condo users to limit exterior storage. J. Piea indicated they would if it was a condition. Discussion ensued with regard to the proposed development.

h) Other

Nothing further.

i) Recess

G. Shipley moved to meet in camera at 7:40 p.m. – Carried.



The Appellant, Development Officer, and Planning Consultant left the meeting at 7:40 p.m.

j) Decision

B. Hawrelak moved that the appeal against the decision of the Development Officer to refuse to issue a permit for Development Permit Application 14-DP-069, Lot 41, Block A, Plan 0714576 (1502 Dirkson Dr. NE) for a multi-unit garage style complex be denied and the decision of the Development Officer be confirmed. - Carried.

Reasons for Decision

1. The rear utility right of way needs to be maintained and no structures built on it. Storm drainage needs to be there and the Town of Redcliff needs to have access to the UROW.
2. Insufficient parking plan provided. Further that there is insufficient space to provide parking in front of each unit while providing access to each unit.
3. The required 6 m unobstructed sideyard setback where there is no lane should be maintained for emergency access purposes. It was noted that this would be less of a concern if the UROW was maintained on the easterly side.

P. Monteith moved to return to regular session at 8:53 p.m.

The Appellant(s), Development Officer, and Planning Consultant returned to the meeting at 8:53 p.m.

Chairman D. Kilpatrick advised the appellant of the decision and that the written decision would be forthcoming.

4. ADJOURNMENT

B. Hawrelak moved the meeting be adjourned at 9:03 p.m.



Chairman



S. Simon, Recording Secretary

MINUTES OF THE PHYSICIAN RECRUITMENT AND RETENTION COMMITTEE MEETING
Thursday, October 2, 2014-10:00 AM
TOWN HALL DOWNSTAIRS MEETING ROOM

PRESENT: Members

E.Reimer
C.Brown
B.Guersky
S.Burton
C.Reimer

ABSENT: Members

Community & Protective Services Director
Community Services Clerk

K.Dalton
J Gladue

Realtor
Western Foundation
Community Physician Recruitment Consultant

F.Devine
B.Robinson
K.MacKinnon

1. CALL TO ORDER

E.Reimer called the meeting to order at 10:05 a.m.
C.Brown adopted agenda

2. MINUTES

Meeting Minutes June 20, 2014: Would be sent to committee members and be approved at the next meeting

3. DELEGATION

Brian Robinson, Western Foundation builder gave a brief presentation regarding the Building located on Main Street. The building was initially set up as a Dr. Office. The building is listed for 300,000 thousand dollars. Committee members took a tour of the building.

4. PLANNING

Physician Recruitment and Retention committee members discussed accessing future need and strategies, cost control; a recommendation would be made to council regarding directive and costs. Some incentives would include supplementing housing costs for Dr's relocating to Redcliff. The actual recruitment should be handled by the town and visits should be arranged. Welcome packages are to be created, and tours of the town handled specifically by someone who is well informed in the community and a special invite via a special interest group which can make a strong impact with the Dr's who are considering moving to Redcliff. Kim Dalton will discuss with Bernie Leahy to coordinate visits with town hall should a new dr be visiting. Physician Recruitment and Retention committee members discussed a recruitment officer is expensive and timely and would look at advertising via publications and online applications. Kim Mackinnon will continue to assist with setting the goals of the Committee and help the Committee move forward with Physician Recruitment Plans.

4. NEXT MEETING

The committee scheduled the next regular meeting for Tuesday November 4th, 2014 at 7:00 p.m.

Kim Mackinnon will continue to assist with setting the goals of the Committee and help the Committee move forward with Physician Recruitment Plans.

5. ADJOURNMENT

The meeting was adjourned at 11:55 a.m.

REDCLIFF SENIOR CITIZENS BUSINESS MEETING October 2, 2014

___Mel___ opened the meeting with the Lord's Prayer at 2 p.m. There were ___18_____ persons present.

Minutes for September- 2014 read by Secretary.

Minutes adopted - Bea

Seconded-Kasper

Welcome extended to Chere Brown/ Happy Seniors Week.

Treasurer's report

Spent more in July than we brought in; paid unstructors fee (use casino funds to pay it?)

Bea will find letter from AGLC and MHC to give to Norm. Cheques cannot be issued from the Casino fund to individual buyers.

Started 7650 now have 7026.

Moved- Richard

Seconded- Shirley

Correspondence none

Committee reports

Health and Wellness Pearl has been sick.

Kitchen

Shirley says planning for Appreciation Day underway, October 9, free lunch

Bea has 17 doorprizes, pd. by Bingo club.

House

Needs volunteers to set up and take down chairs and tables

Membership

Sold 13 new memberships so far

Crib

Good. 32 last night, Dave Leslie/ crib tournament?

Exercise

good

Casino

omitted

Whist

On the 10th, persons from the Woodcarving club are having a get together at 3-7.

Whist will set up and pull curtain.

Pool

absent

Computers

4 people came, class is only on Tuesdays

Unfinished business

Flu clinic here on 1130 til 8 on Friday Oct 24. Set up tables for Crib Tournament? after clinic at 8pm

Bus trip went well, many thanks to Kasper. Chairs have been ordered, Fridge ordered for back room

Jim talked to Arliss? about buying the hall – utility bills are very high. We have one more year on our present contract with the Town. In 2015 our rent goes up to _\$6700__.(In minutes for Dec. 2012.)

Rita asks for an annual meeting to discuss buying the building with the members.

New Business

Where is the defibrillator? It was on the counter Friday night. It was not there on Tuesday morning. One has been brought up from the swimming pool but it will have to be returned.

Hall decorating is Tuesday Nov 18 at 10 o'clock. Town says Zumba class interferes. Do our decorating at nine a.m. instead? Yes.

Town will clean the brick wall that was not painted. Sometime? (Past request in minutes of May 2012) Chere says one person needs to be speaking to Public works. Mel was the last person. Others have over the past ten years.

Would Chere ask Barry when the wall will be cleaned? Yes, she will. When will the rug be removed from the storage room in due time, Barry says.

Adjournment at ___2:40_ p. m.

Moved- Mel

Seconded- Garry.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 14th, 2014

PROPOSED BY: Director of Community and Protective Services

TOPIC: Municipal Weed Inspector

PROPOSAL: To consider proposed designation of weed inspector

BACKGROUND:

The Alberta Weed Control Act and Regulation states that each municipality must have an individual appointed to enforce and monitor compliance with the Alberta Weed Control Act (WCA). The Town of Redcliff does not have a required designated weed inspector, and our Bylaw enforcement officer has been doing enforcement through the municipalities unsightly premises Bylaw.

ATTACHMENTS:

OPTIONS:

1. Designate the Bylaw Enforcement Officer as the Municipal Weed Inspector.
2. Designate someone in the organization as the Municipal Weed Inspector.
3. Continue status quo.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Town of Redcliff designate their Municipal Bylaw Enforcement Officer as the municipal weed inspector.
2. Councillor _____ moved that the Town of Redcliff designate _____ as their municipal weed inspector
3. Councillor _____ moved the Request for Decision dated October 14, 2014 prepared by the Director of Community and Protective Services regarding proposed municipal weed inspector be received for information. Further that no action be taken.

SUBMITTED BY:


Department Head


Municipal Manager

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

RECEIVED

JUN 4 2014

TOWN OF REDCLIFF

Crop Research and Extension Division
Pest Surveillance Branch
17507 Fort Road NW
Edmonton, AB T5Y 6H3
Telephone: 780-427-9945
Fax: 780-422-6096
www.agric.gov.ab.ca

29 May 2014

Re: **Alberta Weed Control Act and Regulation (WCA)**

To whom it may concern;

The following sections of the WCA and related Regulation identify the responsibilities of municipalities and local authorities:

Municipal inspectors:

Section 7(1): *A local authority shall appoint inspectors to enforce and monitor compliance with this Act within the municipality.* Inspectors shall be provided identification by the appointing local authority or municipality (Section 10).

Notices:

Section 13(1): *If an inspector finds non-compliance with this Act, an inspector may give an inspector's notice in writing requiring compliance.*

Section 13(2): *If an inspector finds prohibited noxious weeds that have not been destroyed, the inspector **shall** give an inspector's notice requiring the prohibited noxious weeds to be destroyed.* Destroy in the definition of the Act means to kill all growing parts or render reproductive mechanisms non-viable (Section 1(d)).

Appeals:

Section 19(1): *A local authority shall establish, at least annually, an independent appeal panel to determine appeals of inspector's notices, local authority's notices and debt recovery notices.*

Weeds recommended to the Minister:

The Alberta Weed Regulatory Advisory Committee (AWRAC) has identified the following weeds as potential prohibited noxious weeds

Common name	Latin name	Potential classification
African rue	<i>Peganum harmala L.</i>	Prohibited noxious
Alkali swainsonpea	<i>Sphaerophysa salsula (Pall.) DC.</i>	Prohibited noxious
Black swallow-wort	<i>Cynanchum louiseae (L.) Kartesz & Gandhi</i>	Prohibited noxious
Pale/European swallow-wort	<i>Cynanchum rossicum (Kleopow) Borhidi</i>	Prohibited noxious
All hawkweeds	<i>Hieracium (except H. umbellatum)</i>	Prohibited noxious
Wild carrot, Queen Anne's lace	<i>Daucus carota L.</i>	Prohibited noxious

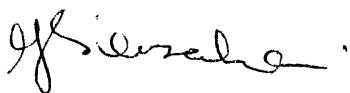
Information on these weeds can be found on the Alberta Invasive Species Council website at:
<https://www.abinvasives.ca/fact-sheets>
and the USDA website at: <http://www.usda.gov/wps/portal/usda/usdahome>

If you encounter these weeds in your municipality, please report these findings to me at gayah.sieusahai@gov.ab.ca.

The *Weed Control Act* and *Regulation* is available for viewing on ARD's "Ropin' the Web" website at www.agric.gov.ab.ca (*Weed Control Act* in the Search bar). Under the Weed Control Act section you will also find templates for the *Weed Control Act* Notices listed in Part 3 of the Act and information on AWRAC.

If you have any questions or concerns, feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gayah Sieusahai', with a stylized flourish at the end.

Gayah Sieusahai

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 14th, 2014

PROPOSED BY: Director of Community and Protective Services

TOPIC: REC-Tangle concession lease agreement

PROPOSAL: To renew the agreement for Redcliff Minor Hockey concession

BACKGROUND:

The last rental agreement between the Town of Redcliff and Redcliff Minor Hockey Association was dated on September 14th, 2012 and the agreement was for two seasons ending on March 31st 2014. The value of the previous agreement was for \$600 / month during the hockey season which goes from September 1st thru March 31st. The previous agreement has the Town of Redcliff responsible for all utilities and food preparation equipment maintenance.

Medium commercial electricity increased 6% since September 2012 and the cost of Natural Gas has increased 130% over that same time period.

Prior to the start of the 2014-2015 hockey season, minor hockey requested electrical upgrades to the arena's concession which council granted and came in at a cost of approximately \$4000.

Redcliff Minor Hockey has set their 2014-2015 hockey season with what they thought was a valid contract of \$600/month.

The hockey season was slightly delayed this season with the break in the brine line under the cement by the Zamboni doors. The delay was a weekend and they were on the ice on Monday.

ATTACHMENTS: Expired concession agreement between the Town of Redcliff and Redcliff Minor Hockey Association

OPTIONS:

1. Renegotiate expired concession lease agreement for a two year term.
2. Issue a one year lease agreement extension with RMHA at the same terms as stated in 2012-2013 contract.

RECOMMENDATION:


Option 2.

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Town of Redcliff renegotiate the concession lease agreement with RMHA.

2. Councillor _____ moved that the Town of Redcliff issue a one year extension on the expired concession lease agreement.

SUBMITTED BY:



Department Head



Municipal Manager

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

THIS AGREEMENT MADE IN DUPLICATE THIS 14th DAY OF September, 2012

BETWEEN:

TOWN OF REDCLIFF
(herein after called the TOWN)

and

REDCLIFF MINOR HOCKEY ASSOCIATION
(herein after called the RMHA)

REC-TANGLE CONCESSION LEASE AGREEMENT

This Agreement witnesses that the TOWN and the RMHA agree as follows:

GENERAL INFORMATION

1. The Town will provide keys for the front door and the concession to RMHA for their concession organizer for each season, September 1-March 31.

OBLIGATIONS OF RMHA

1. That RMHA be responsible for the repair or replacement of equipment owned by RMHA.
2. That RMHA strives to maintain a high quality of service and value to the public at reasonable cost.
3. That RMHA be responsible for the repair or replacement of any equipment owned by the TOWN, which is damaged due to neglect or negligence of RMHA.
4. That RMHA be responsible for obtaining all necessary insurance, permits and licenses required to operate this particular business.
5. That RMHA cannot sublet this concession facility or equipment.
6. That RMHA ensures to operate the concession facility to serve the public on a regular basis at any reasonable function during the operating season.
7. That RMHA will return all keys that are required for the concession to be in operation by a mutually agreed upon date in April.
8. That the RMHA post the hours of operation of the concession facility well in advance and adhere to those hours as much as possible.
9. That RMHA have sole rights to distribute, sell, or offer for sale any food or commodities in the Rec-Tangle during normal operating hours of the concession facility by RMHA,

with the exception of private functions in the upstairs main meeting room, booked through the Community Services Department.

10. The RMHA shall indemnify and hold harmless the TOWN, its officers, elected officials, servants, agents, employees, contractors, sub-contractors or patrons, harmless from any and all claims, liabilities and causes of action for bodily injury to or death of any person or persons, or for loss or damage to property caused by or resulting from, directly or indirectly, in whole or in part, any negligence or other fault or illegal act or omissions of the LESSEE or any of the RMHA sub-contractors, agents or employees.
11. The installation of any additional kitchen equipment must be pre-approved by the Town and, if installation is required, it must be with in code.

OBLIGATIONS OF THE TOWN

1. That the TOWN of Redcliff does lease to RMHA the Rec-Tangle Concession Booth located in the Redcliff Rec-Tangle Arena, 131 1st Street SW, Redcliff, Alberta between the dates of September 1 and March 31 or as otherwise agreed.
2. That the TOWN accepts responsibility for payment of all utilities.
3. That the TOWN provide facility and equipment deemed necessary to prepare and distribute food from the concession as agreed upon by the TOWN and RMHA.

LEASE

For the duration of the contract RMHA will pay a rental fee of \$600.00 per month due on the first day of each month.

JANITORIAL & CLEANING

General janitorial services, other than in the concession area, will be provided by the Town. RMHA will be responsible for cleaning the kitchen and the basic tidiness of the front foyer of the Rec-Tangle after each use. At the end of each season, RMHA will be responsible for the thorough cleaning of the kitchen and all kitchen equipment.

MAINTENANCE & REPAIR

The Town will provide all maintenance and repair on the building and town owned equipment. Equipment owned by RMHA will be their responsibility to maintain.

INSURANCE

TOWN'S INSURANCE

During the term of any extension of this agreement, the Town will insure with an insurer licensed in Alberta, the building and interests of the Town against loss from fire and contractual conditions.

RMHA'S INSURANCE

That RMHA shall carry a Comprehensive General Liability Insurance Policy for not less than \$2,000,000.00. To ensure that the TOWN is added as an additional insured on RMHA Comprehensive General Liability Insurance Policy with respect to liability arising out of acts of RMHA on the TOWN's premises during the term. This policy will also include Party Alcohol Insurance, against claim occurring on the premises and provide the Community Services Department a copy of the insurance.

During the term or any extension of this agreement, RMHA shall maintain, with an insurer licensed in Alberta, fire insurance covering all of RMHA's property. RMHA shall also maintain Comprehensive General Liability insurance.

The keys/code to the building will be provided to RMHA after a copy of the insurance policy is provided to Community Services.

DAMAGE OR DESTRUCTION OF PREMISES

If during the continuance of this agreement the premises are damaged or destroyed by fire to the extent that it cannot be used for the purposes of RMHA, this agreement shall cease and become null and void. The RMHA shall immediately vacate and surrender the premises to the Town. The Town may re-enter the premises and may remove all goods belonging to RMHA. The goods belonging to the RMHA shall remain the property of RMHA.

INDEMNITY

RMHA will indemnify the Town from and against all claims, loss, damages, liabilities and costs arising from their use of the building under this Agreement.

TERM

This Agreement is for a term of two (2) hockey season, commencing September 1, 2012, with an annual review. At the expiration of this Agreement the Town and RMHA may agree to enter into negotiations of a similar contract.

This Agreement takes effect September 1, 2012

The Town or RMHA may terminate this Agreement at any time. The terminating party will notify the other party at least sixty (60) days before the date on which the termination takes effect. All obligations of this terminating party under this Agreement cease on termination. Such notification shall be in writing and directed as follows:


Redcliff Minor Hockey Association
P.O. Box 196
Redcliff, Alberta T0J 2P0

Town of Redcliff
P.O. Box 40
Redcliff, Alberta T0J 2P0
Attention: Community Services Director

This agreement shall be binding and remain in effect from and from year to year thereafter unless one party gives notice in writing to the other party, not later than 90 days prior to the end of any calendar year, to terminate or commence negotiations of a new agreement.

IN WITNESS WHEREOF that the Town and the RMHA have signed this agreement on the day and year written above.

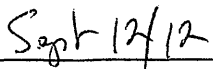
REDCLIFF MINOR HOCKEY ASSOCIATION



President




Secretary

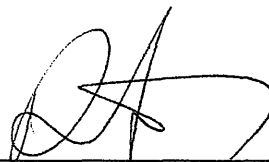


Date

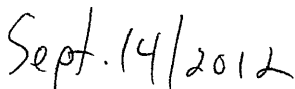
TOWN OF REDCLIFF



Mayor
Robert Hazelaar



Municipal Manager
David Wolanski



Date

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 14th, 2014

PROPOSED BY: Director of Community and Protective Services

TOPIC: Request for Facility Agreement for construction and maintenance of the bike trail system within the River Valley

PROPOSAL: Provide facility agreement for construction and maintenance of the mountain bike trail system

BACKGROUND:

670 Collective Mountain Bike Club (70+ members) has an existing agreement with the Town of Redcliff for the Redcliff Bike Skills Park, which was formally the BMX track. Their intent is to develop a partnership with the Town of Redcliff to create, expand and promote a multiuse single track trail (tread width approx. 18 inches) network for all outdoor enthusiasts.

The proposed bike trail system has been routed by Club 670, generally along existing game or other trails, which have been known to be used by hikers, dog walkers, runners and cyclists. The existing undeveloped trail network is being used by cyclists and outdoor enthusiasts, with little to no maintenance. The proposed bike path is to be built according to International Mountain Biking Association (IMBA) Standards. The only tools used to construct the bike trail will include pulaskis, spade shovels, and rakes. The only direct area of disturbance will be the bike path itself. Their intention as a club is to hold formal planned events on the bike trail system such as: bike rally events, group rides, interpretive programs, and instructed mountain bike programs teaching all-ages how to ride a mountain bike in a safe and respectful manor.

670 Collective's desire is to start on the trail network as soon as they get an agreement in place with the Town of Redcliff. Ghostpine Environmental Services Ltd. has contacted Alberta Recreation and Culture and due to the low impact of the trail network and building techniques they would require Historical Resource Act clearance which could be done by them at a cost of \$500.00.

Public Services department completed the bollards and signage as requested by council, to assist in deterring motorized vehicles on the trail network. After discussions with the Redcliff Fire Department continued trail use could warrant specialized equipment for slope evacuation at a cost of approximately \$5000 including training and equipment purchase.

ATTACHMENTS: Ghostpine Environmental Services Ltd Desktop Review

OPTIONS:

1. Request further study be done by 670 Collective Mountain Bike Club as recommended by Ghostpine Environmental Services Ltd. at a cost of approximately \$20,000.00
2. Request that 670 Collective Mountain Bike Club obtain the historical resource assessment clearance and enter into a facility agreement with the Town of Redcliff.

3. Engage in further environmental review and develop a request for proposal for desired outcomes.

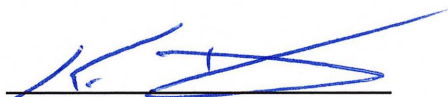
RECOMMENDATION:

Option 2.

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Town of Redcliff request a further study be done as recommended by Ghostpine Environmental Services Ltd desktop study dated April 7th, 2014.
2. Councillor _____ moved that the Town of Redcliff request that 670 Collective Mountain Bike Club obtain the historical resource assessment clearance and enter into a facility agreement with the Town of Redcliff.
3. Councillor _____ moved that the Town of Redcliff defer the Request for Proposal for the mountain bike trail network to the 2015 budget.

SUBMITTED BY:



Department Head



Municipal Manager

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



CALGARY
111, 10699 - 46 Street SE
Calgary, AB T2C 5C2
P 403.291.9238 F 403.291.9103

FORT ST. JOHN
11927 242 Road
Fort St. John, BC
P 250.262.4525 F 250.262.4547

MEDICINE HAT
964C - 23 Street SW
Medicine Hat, AB T1A 8G3
P 403.528.4212 F 403.528.4218

Mr. Blaine Fairbrother
Trail Coordinator
670 Collective Mountain Bike Club
621 Jesmond Point
Redcliff, AB T0J 2P2

April 7, 2014
Ghostpine No.: 2893

Dear Mr. Fairbrother,

**Re: Desktop Review for the Proposed Mountain Bike Trail System in NE 33-12-6 W4M,
4-13-6 W4M and 5-13-6 W4M (Redcliff and Medicine Hat, Alberta)**

1 INTRODUCTION

The 670 Collective Mountain Bike Club (Club 670) commissioned Ghostpine Environmental Services Ltd. (Ghostpine) to conduct a Desktop Review for a proposed mountain bike trail system in NE 33-12-6 W4M, 4-13-6 W4M and 5-13-6 W4M (Figure 1). The approximately 13 km proposed bike trail system is within the Town of Redcliff and City of Medicine Hat. The Town of Redcliff has expressed support of Club 670 in exploring the development of a mountain bike trail system, including the initial desktop review with regards to the Town of Redcliff portion of the proposed trail (Simon, pers. comm.). Club 670 intends on meeting with the City of Medicine Hat in the upcoming months to discuss and propose the City of Medicine Hat portion of trail system (Fairbrother, pers. comm.).

1.1 Project Description

The proposed bike trail system has been routed by Club 670, generally along existing game or other trails, which have been known to be used by hikers, dog walkers, runners and cyclists (Fairbrother, pers. comm.). The bike path is to be built according to International Mountain Biking Association (IMBA) Standards as single track, meaning it will have a width of no greater than 18 inches (approximately 46 cm) (IMBA 2004 and 2007). The only tools used to construct the bike trail will include pulaskis, spade shovels, and rakes (i.e., no machinery [Fairbrother, pers. comm.]). The only direct area of disturbance will be the bike path itself (Fairbrother, pers. comm.). Construction of the trail system is currently planned for late spring or early summer. The Town of Redcliff had indicated in a March 10 Town Council meeting that motorized vehicles will not be allowed on this trail system.

Club 670 plans to hold formal planned events on the bike trail system such as: races, group rides, interpretive programs, and instructed mountain bike programs teaching all-ages how to ride a mountain bike in a safe and respectful manor. Currently, Club 670 plans to use the proposed trail system seasonally and eventually year-round if weather allows (Fairbrother, pers. comm.).

Preliminary mitigation considerations to reduce potential environmental effects which are proposed from Club 670 include: the use of qualified volunteer environmental monitors on site during construction to manage any potential environmental issues in the project area; the use of silt fencing to protect sensitive areas during trail construction; flagging off sensitive areas and plant species during construction; and signage to inform all trail users to stay on the trails, as well as, encouraging trail users to keep bikes and footwear clean and weed free prior to trail entry.

2 SCOPE OF WORK

The Ghostpine scope of work for the desktop review includes the following tasks:

- a desktop review of the project to document administrative regions and Environmentally Significant Areas;
- a Fisheries and Wildlife Management Information System (FWMIS)/Alberta Conservation Information Management System (ACIMS) database search (sensitive wildlife and rare plant occurrences);
- an archaeology and paleontology database search;
- Land Status Automated System title search;
- consultation with Alberta Culture and Alberta Environment and Sustainable Resource Development (AESRD);
- a report with mapping and preliminary recommendations; and
- a cost estimate for field assessment (site visits to identify potential sensitive wildlife, rare plant and historical resources issues, regulatory approvals, and reporting).

3 DESKTOP REVIEW

3.1 Biophysical

The proposed bike trail system is located within the Environmentally Significant Area No. 289 which contains important wildlife habitat (Alberta Tourism, Parks, and Recreation [ATPR] 2009; Fiera Biological Consulting 2009 [Figure 1]).

The Public Land Standing Report (Alberta Energy 2011) and review topographical map review (Figure 1) indicates that approximately 1,891 m of the proposed trail system is within the City of Medicine Hat and approximately 7,757 m is within the Town of Redcliff.

The proposed bike trail system is within designated areas P-1 (Park and Recreation District) and UR (Urban Reserve District) of the Town of Redcliff (Town of Redcliff. n.d.). There is no mention of requirements for permits or other provisions for recreational trail development within the Designated Areas or Urban Reserve listed within the Town of Redcliff Land Byuse Law (Town of Redcliff. n.d.). Within Medicine Hat, the proposed trail traverses the Future Urban Development District. According to the Medicine Hat *Land Use Bylaw*, Environmental Site Assessment Reports may be required for development within their jurisdiction (City of Medicine Hat n.d.).

The proposed bike trail is situated within the north valley slopes of the South Saskatchewan River valley (Figures 1 and 2). The proposed bike trail appears to be adjacent or in close vicinity of the banks of South Saskatchewan River for approximately 50 m and appears to traverse approximately 14 drainage locations to the South Saskatchewan River according to the topographical map and aerial photography. The landscape consists of a mix of undifferentiated mineral soils typically Brown Chernozems with a high relief landform and a limiting slope of 35% (Alberta Soil Information Centre 2001). Due to the steep terrain, potentially eroded slopes, drainages and proximity to the South Saskatchewan River, there is potential for erosion and sloughing issues along the trail system.

The coulees, wetlands, drainages, watercourse and valley slopes within the river valley have high potential for sensitive wildlife and vegetation species according to preliminary desktop review of aerial photography. The AESRD Wildlife Sensitivity Data Sets indicate the proposed bike trail is located within the following sensitive species ranges: Burrowing Owl Range, Eastern Short-horned Lizard, Sharp-tailed Grouse Survey, Sensitive Amphibian Range, and Sensitive Raptor Range: Prairie Falcon, Golden Eagle, and Ferruginous Hawk (AESRD 2014 [Figure 2]).

The Habitat Suitability Indices for the Section 5-13-6 W4M indicates moderate suitability of the prairie rattle snake. Within Section 4-13-6 W4M, there is high suitability for the long-billed curlew, prairie falcon, sharp-tailed grouse, ferruginous hawk, greater short-horned lizard, burrowing owl, Sprague's pipit, prairie rattlesnake, American badger and ground squirrel and within Section 33-12-6 W4M, there is suitable to highly suitable habitat for long-billed curlew, prairie falcon, sharp-tailed grouse, ferruginous hawk, greater short-horned lizard, burrowing owl, Sprague's pipit, loggerhead shrike, prairie rattlesnake, plain spadefoot toad, American badger and ground squirrel (Dube, pers. comm.).

According to the FWMIS search, sensitive species have been found within AESRD government recommended development setback distances for development (Alberta Sustainable Resource Development [ASRD] 2011) of the bike trail system (Figure 2). A prairie rattlesnake, wandering garter snake and bull snake hibernaculum (year 2001 to 2003) and prairie falcon nest (1972 to 1980) have previously been observed within AESRD government setback distances of the proposed system. Other species previously observed in the vicinity of the trail system include: prairie falcon, ferruginous hawk, bald eagle, loggerhead shrike, northern leopard frog, plains spadefoot toad, bull snake, wandering garter snake, prairie rattlesnake, and greater short-horned lizard (1953). Critical Ungulate Winter Range is present within the proposed project area (Dube, pers. comm.). **Please note re-distribution of FWMIS search results is prohibited as it entails sensitive data (Dube, pers. comm.). The information in Figure 2 should not be re-distributed.**

According to FWMIS, fish species previously observed within 3 km of the proposed project include emerald shiner, flathead chub, lake sturgeon, lake whitefish, longnose dace, longnose sucker, mooneye, northern pike, quillback, river shiner, sauger, shorthead redhorse, silver redhorse, spottail shiner, trout perch, walleye, white sucker and yellow perch (AESRD 2014).

According to initial ACMIS searches, there are several previously recorded sensitive plant species in the area. These include Powell's saltbush, goosefoot, tiny cryptantha, and clammyweed (Figure 2). Smooth goosefoot and tiny cryptantha are designated under the Alberta *Wildlife Act* and/or the federal *Species at Risk Act* (AESRD 2013). There are AESRD recommended setback distances from these plant species from proposed development (ASRD 2011).

3.2 *Historical Resources Act*

In consultation with Alberta Culture (Alberta Culture 2014; Unfreed, pers. comm.) a Section 31 clearance is recommended for the proposed project. As the project impact is mainly limited to existing trail disturbance, additional historical resources impact assessment will not likely be necessary. *Historical Resources Act* clearance takes approximately four weeks.

3.3 **AESRD - Fish and Wildlife**

A FWMIS search and review was undertaken by the AESRD on March 26, 2014 regarding the general project area (Dube, pers. comm.). FWMIS review results have been summarized in Section 3.1. General recommendations from AESRD include the following:

- Fish and Wildlife Division recommends that activity on native grassland not occur during the active wildlife period, April 1 to July 15, unless wildlife surveys have been completed during the appropriate time frame following AESRD protocols and no conflicts with the current timing and setback guidelines were identified.
- The Fish and Wildlife Division recommends hiring qualified and experienced personnel to conduct pre-construction wildlife surveys using appropriate AESRD protocols. The survey is valid until the following March 15.
- Fish and Wildlife Division recommends that activity on native grass prairie be postponed until fall or early winter in order to try to ensure successful nesting and rearing. The survey report, along with the FWMIS load form containing all wildlife observations made, should be submitted to AESRD for review.
- Should a conflict occur with the proposed development and the *Alberta Wildlife Act*, *Migratory Birds Convention Act* and *Species at Risk Act* or the AESRD guidelines, a mitigation proposal should also be included with the report.
- Fish and Wildlife recommends that no industrial activity should be conducted within 100 m of any riparian area, such as: wetlands; ephemeral wetlands; ponds; creeks; rivers; lakes (including dry lake beds); or within 100 m of the crest of any coulee adjacent to or associated with riparian areas.
- Native prairie grasslands, coulees, river breaks, wetlands, water bodies and riparian areas are all sensitive areas and it is recommended to complete a survey to determine species using the landscape (AESRD 2014; Dube, pers.comm.).
- Critical Ungulate winter range occurs in the project area associated South Saskatchewan River and Drainages. Southern Alberta is often characterized by mild, relatively snow free winters providing opportunity for industrial activity to occur within winter range between January 1 and April 30. Occasionally harsh winter conditions involving cold temperatures, crusted snow and ice and/or heavy snow conditions occur. Under these circumstances, protection of ungulates is important.
- Re-distribution of FWMIS search results is prohibited as it entails sensitive data (Dube, pers.comm.).

Regional Wildlife Biologist, Shane Petry, was further consulted on March 27 and April 4, 2014 with preliminary background information and aerial map provided regarding the project (Petry, pers. comm.). He had several comments and questions regarding the project including:

- There may be “critical habitat” designated (by Environment Canada) for the greater short-horned lizard in the general area; although it is thought to be across the South Saskatchewan River, this should confirmed:
 - Ghostpine has since confirmed with Environment Canada that the Recovery Plan for the greater short-horned lizard has not yet been finalized and therefore habitat in this area has not been designated. The recovery plan is due in the upcoming months (Barret, pers. comm.).
- Due to the high potential for rare plants in the area, rare plant surveys are strongly advised prior to any works.
- What is the zoning with respect to the Town of Redcliff and City of Medicine Hat and if these municipalities have placed any requirements on Club 670 or the land in respect to surveys and investigating the potential effects of the proposed project such as displacement of wildlife in the area.
- The AESRD has government recommended setbacks of proposed development from sensitive wildlife features (ASRD 2011). Will Club 670 be able to meet these setbacks should sensitive species of plants and animals occur in the area?
- Complex eroded areas are of concern in regards to current/potential erosion and/or trail failure, which may occur into tributaries of the South Saskatchewan River. Concerns are expressed regarding what impacts may occur including the creation of chronic sediment issues.
- What is the planned scope for land use for the trail (all season or seasonal) and if there are plans to hold formal or informal races; further consideration should also be given to the space requirements and number of people allowed for holding larger planned events, including support and any retail space etc.
- What is the proposed mitigation strategy of the bike group?

Ghostpine had provided a reply email response to Mr. Petry indicating that AESRD’s comments will be included within the desktop assessment. It was indicated that the proposed project was in preliminary desktop review phase with future field reconnaissance surveys proposed to identify wildlife, rare plant, drainage and erosion concerns recommended within the desktop assessment. Mitigation recommendations will result from the survey in consideration of potential effects of the project. If habitats with AESRD recommended setbacks are found, a mitigation plan will be prepared in consideration of timing and setback constraints, as well as, existing disturbances and other potential factors. Zoning requirements, planned scope of the trail use, critical short-horned lizard habitat, as well as, proposed mitigation plans of the bike group were all provided, as discussed in this desktop assessment.

4 RECOMMENDATIONS

Further consultation with the Town of Redcliff is recommended to determine if any further requirements, permitting or investigations are required with respect to trail development in the Town of Redcliff, in consideration of the desktop review.

Consultation with the City of Medicine Hat is recommended to determine requirements, permitting or if investigations are required with respect to trail development in the City of Medicine Hat. According to the Medicine Hat *Land Use Bylaw*, Environmental Site Assessment Reports may be required for development within their jurisdiction.

Due to the sensitive habitats and high potential for sensitive species in the project area, a field reconnaissance of wildlife, wildlife habitat and rare plant surveys of the proposed trail system is recommended according to AESRD protocols (AESRD 2013). The field reconnaissance will include the following:

- Identification of wildlife and sensitive wildlife areas (i.e., nest, den breeding areas).
- Identification of rare plants and sensitive areas with potential for rare plants.
- Recording weed and invasive species along the proposed route.
- Recording drainages, watercourses, wetlands and low areas along the proposed bike trail.
- During the initial survey, the potential eroded areas of concern for sloughing near the tributaries and the South Saskatchewan River will be assessed. Based on the initial findings a follow-up survey may be warranted in order to recommend appropriate erosion control measures.

The survey will identify potential issues of the proposed bike trail construction and use. The results of the survey in consideration of potential effects of the proposed project will be used to devise an appropriate mitigation plan.

In order to identify sensitive species which are apparent during different seasons of the year, an initial pre-construction wildlife and rare plant survey is recommended for late May to June and a second survey is recommended in late July/August (AESRD 2013).

Note that the time between March 15 to August 20 is a higher risk period with respect to issues migratory bird species protected under the federal *Migratory Birds Convention Act* (Government of Canada [GC] 1994) or species protected under the Alberta *Wildlife Act* (GOA 2005) or federal *Species at Risk Act* (GC 2002; Alberta Energy Regulator 2013; Gregoire, pers. comm.). Timing constraints, at least for planned events, may be recommended to occur outside of these dates. Other timing or setback constraints may be recommended based upon the findings of the survey.

With regards to larger planned events, consideration should be required on additional space which would be required (and possible where), associated support, retail space, what services would be provided on and off of the track, vehicles and access, safety etc. Any additional space that will be used for these events should be assessed/included in field reconnaissance surveys.

Ghostpine has confirmed with Environment Canada that the Recovery Plan for the greater short-horned lizard has not yet been finalized and therefore habitat in this area has not been designated. The recovery plan is due in the upcoming months (Barret, pers. comm.). It is recommended that this recovery plan be reviewed with respect to the bike trail area to determine if “designated critical habitat” is within or adjacent to the project area.

Potential mitigation for erosion and sloughing issues, silt fencing may include, rerouting to set back from drainages/watercourses, the use of bridges across tributaries, proper trail construction and setbacks from the river. Based on the results of the initial survey, recommendations for specific areas will be made; a supplemental soil survey to further develop mitigation may be recommended.

Application under the Alberta *Water Act* or the Department of Fisheries and Oceans Canada (DFO) may be required if there is impact to wetlands or drainages traversed by the proposed development GOA (Government of Alberta 2012). Further government consultation is recommended based upon the results of the survey. Code of Practice Notification (COP) will likely be required for the drainages traversed by the proposed trail system, if bridges are utilized (Alberta Environment 2001).

There is potential for weed spread through the area both during construction and with the potential increase of public utilizing the trail system. Recommendations may include encouraging bikes/equipment is clean prior to entry into the area, spot treatments of *Prohibited Noxious* weeds.

The use of environmental monitors on site during construction to manage any potential issues in the project area, such as erosion is recommended. Consider mitigative measures such as silt fencing, flagging off sensitive areas and plant species, and signage to inform all trail users.

Based on the results of the field reconnaissance, a long-term monitoring program, with the use of volunteers would recommended to assess the long-term effects of sensitive area, potential erosion issues, wildlife and rare plant concerns.

5 COST ESTIMATE

A cost estimate of further surveys for the proposed trail system is included in Table 1.

Table 1 Estimated Costs

Cost Description	Cost
Historical Resources Assessment Clearance	\$ 500.00
Initial Field Reconnaissance (including wildlife, early-blooming rare plants, and sensitive habitats, including identifying areas with potential erosion issues; preparation of mitigation plans/report)	\$ 9,672.00
Second Field Reconnaissance (including late blooming rare plants, short-horned lizard surveys; preparation of mitigation plans/report)	\$ 9,072.50
Subtotal:	\$ 19,244.50
6% Administration Fee	\$ 1,154.67
Total:	\$ 20,399.17

Note that costs on the second survey may be reduced based on the results of the initial survey. Further cost savings may be realized during future monitoring by use of qualified volunteers under the direction of a Professional Biologist.

This cost estimate does not reflect additional costs that may be incurred due to delays associated with inclement weather, change of scope or amendments or unforeseen field issues requiring documentation outside of normal parameters. In the event of a change of scope or amendments in the project, Ghostpine will discuss further cost estimates with Club 670 before implementation.

The cost estimate does not include costs for further permitting.

6 CLOSURE

This report has been prepared for the exclusive use of 670 Collective and authorized users for specific application to the described project. The work was conducted by Ghostpine in accordance with the scope of work prepared for this project, including verbal or written requests from 670 Collective and Town of Redcliff.

We appreciate the opportunity to work with 670 Collective. Please contact the undersigned for additional information or with any questions or comments.

Yours truly,

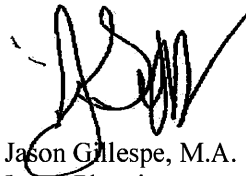
GHOSTPINE ENVIRONMENTAL SERVICES LTD.

Prepared by:



Sheryl Faminow, M.N.R.M., P. Biol. R.P. Bio.
Lead, Wildlife Biologist

Reviewed by:



Jason Gillespe, M.A.
Lead, Planning

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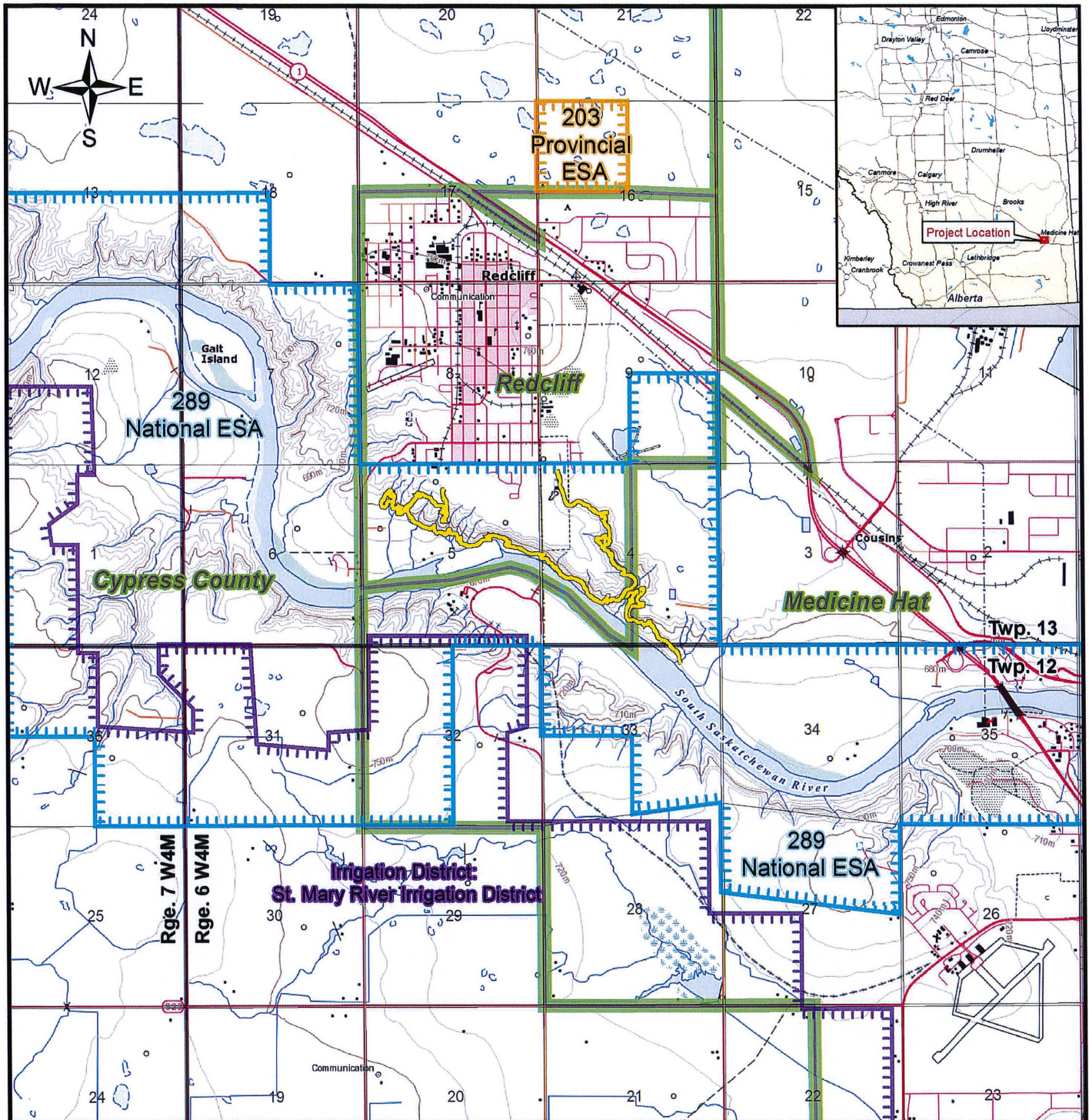
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SCALE: 1:50,000



Drafted By:	Approved By:	Date:	Revision No.
MDW	SF	2014-MAR-27	0

Data Sources:
 © Topographic map reproduced under license from
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 ATS Grid: AltaLIS 2007.
 Please contact Ghostpine Environmental Services Ltd. for all other sources.

Although we have no reason to doubt the accuracy and completeness of the data used to generate this product, users should be aware that errors in the data may be present.



Legend

- Proposed Mountain Bike Trail System
- Municipal Boundary
- National Environmentally Significant Area
- Provincial Environmentally Significant Area
- Alberta Irrigation District Boundary

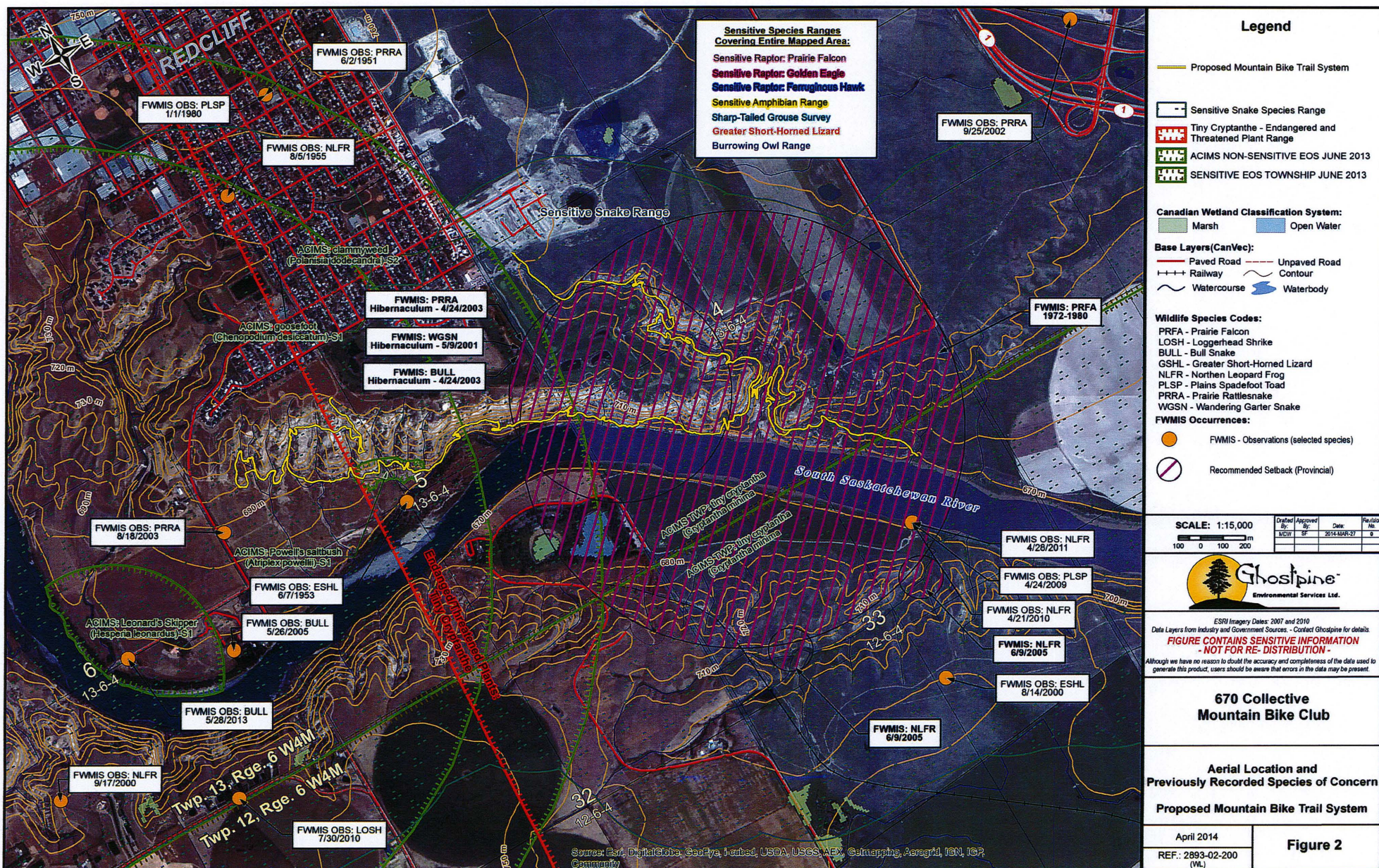
670 Collective Mountain Bike Club

Regional Location of the Proposed Mountain Bike Trail System

April 2014

REF.: 2893-02-200
(WL)

Figure 1



**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 14, 2014

PROPOSED BY: Director of Finance and Administration

TOPIC: Tax Recovery Property: 24 Industrial Dr. S.E. (Lot 7, Block 10, Plan 7711421)

PROPOSAL: To approve the payment of outstanding taxes and taxes levied over an extended period to avoid Tax Recovery Sale.

BACKGROUND:

The property at 24 Industrial Dr. S.E. (Lot 7, Block 10, Plan 7711421) is scheduled for Tax Sale this year due to unpaid taxes. The property owner(s) have proposed to pay \$1,500.00 per month starting November 1, 2014 for the next 7 months ending May 1, 2015, which includes payment of tax arrears and any taxes that will be levied during the term of the agreement.

Should the property owner(s) default on this Tax Arrears Agreement, the Town can proceed with the Tax Recovery Sale under section 418(4)(b) of the Municipal Government Act. Please see enclosed section 418 (4) (b).

OPTIONS:

1. To approve and accept the Tax Arrears Agreement from the property owner at 24 Industrial Dr. S.E. (Lot 7, Block 10, Plan 7711421) and authorize the Director of Finance and Administration to sign the Tax Arrears Agreement.
2. To reject the Tax Arrears Agreement from the property owner at 24 Industrial Dr. S.E. (Lot 7, Block 10, Plan 7711421) and proceed with the Tax Recovery Sale.

RECOMMENDATION:

That the Town accept the Tax Arrear Agreement from the property owner and authorize the Director of Finance and Administration to sign the Tax Arrears Agreement.

SUGGESTED MOTION:

1. Councillor _____ moves to authorize the Director of Finance and Administration to sign the Tax Arrear Agreement for payment of tax arrears in the amount of \$10,440.62 and any taxes that will be levied during the term of the agreement. Any default of payments by the property owner, Council hereby authorizes the Director of Finance and Administration to proceed with the tax recovery sale of 24 Industrial Dr. S.E. (Lot 7, Block 10, Plan 7711421) forthwith.

SUBMITTED BY:

Department Head

Municipal Manager

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

PAYMENT SCHEDULE

TAX ROLL: 0107900
CIVIC ADDRESS: 24 INDUSTRIAL DR. S.E.
LEGAL ADDRESS: LOT 7, BLOCK 10, PLAN 7711421

AREARRS	\$10,440.62
1-Nov-14	-\$1,500.00
1-Dec-14	-\$1,500.00
1-Jan-15	-\$1,500.00
1-Feb-15	-\$1,500.00
1-Mar-15	-\$1,500.00
1-Apr-15	-\$1,500.00
1-May-15	-\$1,440.62
	\$0.00

Warning of sale

417(1) Not later than the August 1 following receipt of a copy of the tax arrears list, the Registrar must, in respect of each parcel of land shown on the tax arrears list, send a notice to

- (a) the owner of the parcel of land,
- (b) any person who has an interest in the parcel that is evidenced by a caveat registered by the Registrar, and
- (c) each encumbrancee shown on the certificate of title for the parcel.

(2) The notice must state

- (a) that if the tax arrears in respect of the parcel of land are not paid before March 31 in the next year, the municipality will offer the parcel for sale at a public auction, and
- (b) that the municipality may become the owner of the parcel after the public auction if the parcel is not sold at the public auction.

(3) The notice must be sent to the address shown on the records of the Land Titles Office for each person referred to in subsection (1).

1994 cM-26,1 s417;1995 c24 s61

Offer of parcel for sale

418(1) Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.

(2) Unless subsection (4) applies, the public auction must be held in the period beginning on the date referred to in section 417(2)(a) and ending on March 31 of the year immediately following that date.

(3) Subsection (1) does not apply to a parcel in respect of which the municipality has started an action under section 411(2) to recover the tax arrears before the date of the public auction.

(4) The municipality may enter into an agreement with the owner of a parcel of land shown on its tax arrears list providing for the payment of the tax arrears over a period not exceeding 3 years, and in that event the parcel need not be offered for sale under subsection (1) until

- (a) the agreement has expired, or
- (b) the owner of the parcel breaches the agreement,

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 14, 2014

PROPOSED BY: Manager of Legislative & Land Services

TOPIC: Request for refund of business permits and licenses and payment of restitution

PROPOSAL: To consider request for refund and payment of restitution

BACKGROUND:

With reference to the attached letter, Darlene Gunn has requested a refund for all business permits and licenses in the amount of \$215.00. In addition she is requesting \$5,000 for lost income.

To provide background and additional context, the Development Officer had been working with Ms. Gunn since approximately late May to early June. Ms. Gunn proposed to operate a farmers market over the course of several weeks and the main business would be operated from her home while the markets would be held off site. Since she would be operating the business from her home, as per the Land Use Bylaw, she required a home occupation permit. She proposed that the farmers markets would be held at either the Curling Club or the Legion parking lot or potentially both. As per the Land Use Bylaw, for each of these locations, the use of "farmers market" was a discretionary use – Municipal Planning Commission.

On June 10, 2014 Ms. Gunn made application for a home occupation to operate a home based business for promotion of produce craft and trade shows. The Development Permit was issued on July 15, 2014.

When Ms. Gunn came in to pick up her Development Permit for her home occupation, she informed the Development Officer that that she was planning on holding a farmers market at 206 Broadway Ave. E. She was again advised of the process and advised that due to timing she had missed the July MPC meeting, and that her options were to ask for a special MPC meeting, and pay for those costs associated with that, or wait until the next regular MPC meeting. Ms. Gunn expressed concerns as to why she would require a development permit for her proposal when a craft show does not. It was explained that under the Land Use Bylaw a one-time event, which does not require a permit, is different than a regularly scheduled event where the organizer is a for profit business. (This advice was confirmed prior to with the Planning Consultant).

Ms. Gunn made application on August 1, 2014 to operate a farmers market in the Legion parking lot and was again informed of the timelines of when the Development Permit would be considered. Ms. Gunn expressed discontent with such timelines and left the office.

The Municipal Manager asked the Development Officer to assist in organizing/coordinating a special MPC meeting at no extra cost to Ms. Gunn in an effort to help expedite the Development Permit process. A special MPC meeting was called for August 11, 2014.

From August 1, to August 11 Ms. Gunn made multiple visits to the Town Office to discuss with the Development Officer how she felt her application was being treated unfairly. When difficult circumstances such as these arise, administration does their best to explain that if certain applications, as per the land-use bylaw, require approval by the MPC it has to be presented to the MPC at an MPC meeting for decision by the MPC – not administration.

At the Special MPC meeting on August 11, 2014 when asked by the Chairman if she had anything to

add to her application Ms. Gunn stated that she wished to withdraw her Development Permit Application. Further she requested a refund of her permits and compensation. The Chairman advised her that that the Commission did not have the authority to do this, and any requests of that sort would need to be directed to Council.

The Development Officer has estimated that approximately 14 hours have been dedicating in trying to assist with these applications.

The cost of the development permit for the home occupation was \$65.00; the cost for the development permit for the farmers market for 206 Broadway Ave. E. was \$65.00. The Business license cost was \$82.50.

Under Bylaw 1618/2009, being the Business License Bylaw it states "Where a Business License is revoked or surrendered, the Licensee is entitled to a refund of one dollar (\$1,00).

Administration works to implement council's bylaws. If council wishes to change bylaws they can direct such changes.

ATTACHMENTS: Correspondence - D. Gunn

OPTIONS:

1. To deny the request by D. Gunn for a refund of all business permits and licenses in the amount of \$215.00. Further to deny the request for restitution in the amount of \$5,000 for lost income due to unfair business practices.
2. To grant the request by D. Gunn for a refund of all business permits and licenses in the amount of \$215.00. Further to grant the request for restitution of lost income in the amount of \$5,000.

RECOMMENDATION:

Option 1. This recommendation is based upon the current Town of Redcliff bylaws.

SUGGESTED MOTION(S):

1. Councillor _____ moved to deny the request by D. Gunn for a refund of all business permits and licenses in the amount of \$215.00. Further to deny the request for restitution in the amount of \$5,000 for lost income due to unfair business practices.
2. Councillor _____ moved to grant the request by D. Gunn for a refund of all business permits and licenses in the amount of \$215.00. Further to grant the request for restitution in the amount of \$5,000 for lost income due to unfair business practices.

SUBMITTED BY:



Department Head



Municipal Manager

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

September 30, 2014

Town of Redcliff

Municipal Office

1-3 Street N.E.

Redcliff, AB

TOJ 2PO

RECEIVED

SEP 30 2014

TOWN OF REDCLIFF

Darlene Gunn

509 – 7 Avenue S.E.

Redcliff, AB

TOJ 2P2

To The Town Of Redcliff:

I have taken time to think about the Fresh Produce Market I attempted to establish in the Town Of Redcliff beginning in June of 2014.

During a period of about six weeks it became clear that The Town o

f Redcliff engages in unfair business practices to which I became a victim. During this time I suffered losses both financially and stress related while attempting to establish a business in Redcliff.

I am writing this letter to request a refund of \$215.00 for all business permits and licences and \$5000.00 in restitution for lost income due to the unfair business practice I incurred in my attempts to establish a business in Redcliff.

Your attention to this matter and a reply is requested at your earliest convenience.

Sincerely,

Darlene Gunn

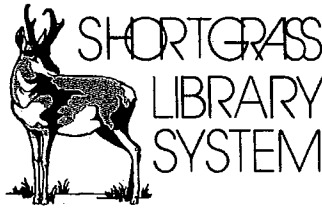
Darlene Gunn

Cc:

Mayor, Ernie Reimer

Development Officer, Brian Stehr

General Manager, Arlos Crofts



RECEIVED
SEP 22 2014
TOWN OF REDCLIFF

2375 – 10th Ave. S.W., Medicine Hat, AB., T1A 8G2
Phone: 403-529-0550 Fax: 403-528-2473

September 18, 2014

Town of Redcliff
Mayor Ernie Reimer & Town of Redcliff Council
P.O. Box 40
1 – 3rd Street NE
Redcliff, Alberta
T0J 2P0

Re: Shortgrass Library System Budget Requests for 2015 & 2016

Dear Mayor Reimer and Town of Redcliff Council:

The Shortgrass Library System Board recently switched to a two year budget cycle in which your Council has the choice to approve the municipal requisition for both years, 2015 and 2016, or decide its approval on a year-by-year basis.

The Shortgrass Library System (SLS) Board of Trustees, consisting of appointees from our 11 member municipalities, including Dwight Kilpatrick from your Town Council, is requesting increases to the municipal requisition for 2015 and 2016 as follows:

Year	Requested increase	Per capita amount	Population x per capita amount = municipal requisition
2015	Increase of \$0.10 per capita	\$4.90 per capita	\$27,381
2016	Increase of \$0.12 per capita	\$5.02 per capita	\$28,052

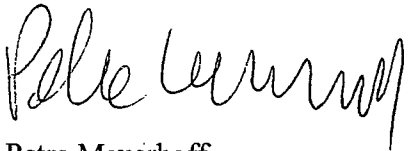
Please note, these amounts are subject to change as newly released official population census figures become available. The current calculations are based on a June 2011 Census population of 5,588.

The materials transfer that has been paid by the Redcliff Public Library Board in 2014 is \$4.55 per capita, for a total of \$25,425.

After your Council has reviewed the budget requests for 2015 and 2016, and, if they are approved, please provide us with a letter indicating the approval.

The Shortgrass Library System Board appreciates the positive relationship it holds with the Town of Redcliff and looks forward to continuing our successful partnership. Please feel free to contact me or representatives of our Board if you require further information.

Respectfully,

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

Petra Mauerhoff
CEO, Shortgrass Library System Board

CC: Arlos Croft, Municipal Manager
Brian Lowery, Redcliff Public Library Board Chair
Tracy Weinrauch, Redcliff Public Library Manager
Dwight Kilpatrick, SLS Trustee

Attachment: Condensed version of 2014, 2015 & 2016 SLS operating budgets

**Operating Budget Shortgrass Library System
2014 - 2016**

		2014	2015	2016
1	REVENUE			
2	Grants			
6	Total Community Dev (Prov) Grants	\$536,482	\$533,037	\$533,037
11	Total Special Grants	\$50,500	\$5,600	\$22,700
12	Total Grants	\$586,982	\$538,637	\$555,737
27	Total Municipal Requisitions	\$496,215	\$506,552	\$518,960
42	Total Lib Bd Transfers (Materials)	\$534,871	\$479,673	\$492,080
43	Surplus from Previous Budget Year	\$0	\$0	\$0
48	Total Non-resid Membership Fees	\$0	\$0	\$0
63	Total ILS Reimbursement	\$0	\$4,000	\$4,500
78	Total Datacom Reimbursement	\$4,500	\$5,000	\$5,500
85	Total Investment Income	\$7,700	\$8,000	\$8,000
93	Total Contract - Prairie Rose	\$56,400	\$57,276	\$57,276
100	Total Contract - MHSD#76	\$35,400	\$36,056	\$36,056
115	Total Donated Monies Reimburse.	\$7,500	\$7,500	\$7,500
131	Total Staff Orders Reimbursement	\$0	\$0	\$0
134	Miscellaneous Revenue			
135	Adopt A Library Donations	\$0	\$0	\$0
136	Contract Rev-MHPL/MHC/WC/BW/PHA	\$4,000	\$4,200	\$5,000
137	Miscellaneous Revenue	\$10,000	\$10,000	\$10,000
138	Total Miscellaneous Income	\$14,000	\$14,200	\$15,000
143	Total Misc Reimbursement Non SLS	\$55,000	\$55,000	\$55,000
146	TOTAL REVENUE	\$1,798,568	\$1,711,894	\$1,755,609
149	EXPENSE			

2014 - 2016

		2014	2015	2016
152	Board Expenses			
153	Board Conferences/Workshops/Travel	\$5,000	\$5,500	\$6,000
154	Board Meetings/Travel/Meal Expense	\$5,000	\$5,500	\$6,000
155	Total Board Expenses	\$10,000	\$11,000	\$12,000
158	Administration			
159	Insurance - Liability	\$2,600	\$2,800	\$3,000
160	Advertising (job) Interview Expense	\$5,000	\$2,000	\$2,000
161	Bank Charges-Oper/Cont/Visa	\$800	\$900	\$1,000
161.1	TD VISA Materials Payments (Temp Acct)	\$0	\$0	\$0
164	Total Misc./Stationery/Equipment	\$3,000	\$6,750	\$1,250
165	Computer Software Purch/Repairs	\$500	\$500	\$500
166	Computer Hardware Purchases	\$500	\$500	\$500
167	Admin Photocopying Charges	\$1,500	\$1,700	\$1,700
168	Memberships/Subscriptions	\$11,000	\$12,000	\$13,000
169	Fees Audit/Legal	\$23,000	\$25,000	\$27,000
170	Conf/Workshop, Travel, Meal Exp	\$14,000	\$10,000	\$10,000
171	Meeting - Travel & Meal Exp	\$8,000	\$7,500	\$7,500
172	Worker's Compensation	\$2,500	\$3,000	\$4,000
176	Total Salaries & Benefits	\$181,795	\$186,191	\$187,869
177	Total Administration	\$254,195	\$258,841	\$259,319
180	Promotions/Public Relations			
181	Advertising & Printing	\$18,000	\$14,000	\$14,000
182	Promotions/Cards & Gifts	\$18,000	\$14,000	\$14,000
183	Charter Bus - AB Lib Conference	\$6,500	\$6,000	\$6,000
184	Total Promotions/Public Relations	\$42,500	\$34,000	\$34,000
187	Mem Library Man Travel & Training			
188	Workshops	\$1,000	\$1,000	\$1,000
189	Member Lib. Travel/Education	\$5,500	\$5,500	\$4,500
190	Total Mem Library Managers Exp	\$6,500	\$6,500	\$5,500
193	Programs to Libraries			
194	Summer Reading Programs	\$4,500	\$5,000	\$5,000
195	Author Tours	\$500	\$500	\$0
195.1	Special Projects	\$3,500	\$4,000	\$0
196	Total Programs to Libraries	\$8,500	\$9,500	\$5,000
199	Building Costs			
200	Building Maint. (ordinary&contract)	\$30,000	\$32,000	\$34,000

2014 - 2016

		2014	2015	2016
201	Materials & Supplies	\$4,000	\$4,500	\$4,500
202	Insurance	\$4,000	\$4,500	\$5,000
203	Utilities	\$27,000	\$28,000	\$29,000
204	Total Building Costs	\$65,000	\$69,000	\$72,500
207	Technical/Public Services			
208	Acquisitions Software/Tools	\$0	\$0	\$0
209	Cataloguing Software/Tools	\$10,000	\$10,000	\$10,000
210	Processing Supplies	\$4,000	\$4,500	\$4,500
211	Tech Stationary Supplies	\$1,000	\$1,000	\$1,000
212	Tech Photocopying Charges	\$1,500	\$1,500	\$1,500
213	Computer Hardware Purchase	\$2,000	\$2,000	\$30,000
214	Computer Software/Support	\$1,000	\$1,000	\$1,000
215	Equipment Purchases/Maintenance	\$6,000	\$1,000	\$1,000
231	Total Sal/Ben-Tech/Public Services	\$591,669	\$584,299	\$599,640
234	Total Salaries/Benefits-Pro Cat	\$15,500	\$15,500	\$8,500
235	Total Tech/Public ServicesExp	\$632,669	\$620,799	\$657,140
238	Delivery & Communications			
239	Total SLS Postage & Shipping/Handling	\$1,750	\$2,000	\$2,150
240	Van Insurance	\$5,000	\$5,200	\$5,400
241	Van Operating Expenses	\$20,000	\$22,000	\$22,000
242	Total Van Expenses	\$25,000	\$27,200	\$27,400
245	Total Salary & Benefits	\$60,000	\$60,000	\$60,000
260	Total ILS Computer Maintenance	\$8,000	\$12,999	\$5,500
264	Total SLS Rental & DDD	\$4,000	\$4,000	\$4,000
265	Total Fax/Telus 528-2473 (SLS fax no.)	\$130	\$130	\$130
269	Total SLS Internet Exp AcctsDC	\$7,000	\$8,060	\$9,000
275	Total Data CommunicationsDC	\$16,052	\$32,000	\$19,500
276	Total Delivery & Communications	\$121,932	\$146,389	\$127,680
286	Total Library Materials	\$366,992	\$375,995	\$388,402
289	Additional Resources			
291	Electronic Data Bases	\$500	\$2,500	\$1,000
293	SLS Headquarters Reference	\$500	\$5,000	\$250
295	International Collection (Parkland)	\$0	\$0	\$0
296	Paperbacks-by-Mail (Marigold)	\$600	\$650	\$700
297	Resource Sharing Pay (To MHPL)	\$14,000	\$14,000	\$14,000
298	Rural Ser Pay BI/For/Gra/Red/Irv/MH	\$50,598	\$50,598	\$50,598
299	Alberta Library Membership (TAL)	\$0	\$0	\$0
300	Total Additional Resources	\$66,198	\$72,748	\$66,548

2014 - 2016

		2014	2015	2016
305	Total Contract Serv. MHSD	\$11,595	\$11,520	\$11,520
319	Total Donated Monies Purchases	\$7,500	\$7,500	\$7,500
336	Total Staff Orders	\$0	\$0	\$0
339	Special Grants Expenses			
341	CAP Grant (APLEN Admin)	\$0	\$0	\$0
345	Establishment Grant	\$9,376	\$0	\$0
346	APLEN Grant	\$0	\$0	\$0
347	Other Spec Grants/CIP/AMA	\$45,000	\$0	\$17,000
348	STEP/HRDC Grant Exp (Sal/Ben)	\$5,500	\$5,600	\$5,700
348.1	Other Special Grants/RISE	\$0	\$0	\$0
349	Total Special Grants	\$59,876	\$5,600	\$22,700
352	Capital Purchases Expense			
353	Equip (Replacement) Capital Exp	\$12,000	\$17,000	\$8,000
354	Van (Replacement) Capital Exp	\$45,000	\$0	\$17,000
355	Expenditures - Capital - other	\$10,000	\$8,161	\$4,500
356	Total Capital Expenses	\$67,000	\$25,161	\$29,500
362	Partial Contract Serv. Prairie Rose	\$12,320	\$12,240	\$12,240
367	Total Misc. Expenses Non SLS	\$28,000	\$20,000	\$20,000
368	Salaries & Benefits Adjustment	\$10,000	\$4,000	\$4,000
369	LAPP Expense	\$10,000	\$6,500	\$5,000
370	Vacation Payables Forecast	\$4,000	\$4,000	\$4,000
371	Contingency	\$13,791	\$10,601	\$11,060
374	TOTAL EXPENSE	\$1,798,568	\$1,711,894	\$1,755,609
377	NET INCOME/LOSS	\$0	\$0	\$0



Precision
Rentals

September 30, 2014

RECEIVED
OCT 02 2014
TOWN OF REDCLIFF

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

COPY

Thanks very much for your donation to our September 27th Golf Tournament.

Your contribution helped make the day a huge success.

Yours truly,

PRECISION RENTALS SOCIAL COMMITTEE

Justin Guy,
Shop Foreman

TOWN OF REDCLIFF QUARTERLY FINANCIAL SUMMARY



for the Period Ending June 30, 2014

	2014 YTD ACTUALS	2014 BUDGET	VARIANCE TO BUDGET	2013 YTD ACTUALS	VARIANCE PRIOR YTD
SUMMARY OF REVENUES TO June 30, 2014					
TAXES, REQUISITION AND SPECIAL ASSESSMENT REVENUE	(7,263,811.83)	(\$7,260,530.00)	0.05%	(\$7,171,186.50)	1.29%
GOODS & SERVICES REVENUES					
ADMINISTRATION	(2,465.94)	(13,100.00)	(81.18%)	(4,516.83)	(45.41%)
PROTECTIVE SERVICES	(1,400.00)	(4,100.00)	(65.85%)	(4,430.00)	(68.40%)
PUBLIC SERVICES	(8,607.00)	(36,500.00)	(76.42%)	(22,423.16)	(61.62%)
WATER UTILITY	(993,281.77)	(1,918,050.00)	(48.21%)	(881,934.62)	12.63%
SANITARY UTILITY	(423,993.11)	(888,800.00)	(52.30%)	(464,173.74)	(8.66%)
WASTE UTILITY	(159,070.20)	(415,600.00)	(61.73%)	(165,394.77)	(3.82%)
COMMUNITY SERVICES	(6,982.93)	(12,750.00)	(45.23%)	(9,633.90)	(27.52%)
DEVELOPMENT & LAND SERVICES	(179,744.16)	(465,350.00)	(61.37%)	(212,515.04)	(15.42%)
PARKS & RECREATION	(93,873.18)	(198,675.00)	(52.75%)	(102,681.75)	(8.58%)
	<u>(1,869,418.29)</u>	<u>(3,952,925.00)</u>	<u>(52.71%)</u>	<u>(1,867,703.81)</u>	<u>0.09%</u>
PENALTIES	(40,894.41)	(78,900.00)	(48.17%)	(35,154.58)	16.33%
OTHER GENERAL REVENUE	(167,602.80)	(303,450.00)	(44.77%)	(167,168.37)	0.26%
GRANTS & CONTRIBUTIONS	489,428.11	(5,270,550.00)	(109.29%)	(3,945,294.38)	(112.41%)
TRANSFERS - EQUITY, RESERVE & OTHER	(25,368.96)	(15,131,350.00)	(99.83%)	0.00	0.00%
REGIONAL LANDFILL REVENUE	(591,148.70)	(2,522,800.00)	(76.57%)	(608,233.84)	(2.81%)
	<u>(9,468,816.88)</u>	<u>(34,520,505.00)</u>	<u>(72.57%)</u>	<u>(13,794,741.48)</u>	<u>(31.36%)</u>

TOWN OF REDCLIFF QUARTERLY FINANCIAL SUMMARY



for the Period Ending June 30, 2014

SUMMARY OF EXPENSES TO JUNE 30, 2014

SALARIES, WAGES & BENEFITS

ADMINISTRATION	295,047.85	791,691.00	(62.73%)	333,450.14	(11.52%)
PROTECTIVE SERVICES	79,589.57	269,725.00	(70.49%)	80,944.74	(1.67%)
PUBLIC SERVICES	275,414.38	486,311.00	(43.37%)	366,298.06	(24.81%)
WATER UTILITY	195,908.19	340,049.00	(42.39%)	252,570.95	(22.43%)
SANITARY UTILITY	105,425.40	174,800.00	(39.69%)	104,280.14	1.10%
WASTE UTILITY	70,835.42	105,800.00	(33.05%)	68,650.45	3.18%
COMMUNITY SERVICES	26,277.28	71,762.00	(63.38%)	26,821.25	(2.03%)
DEVELOPMENT & LAND SERVICES	153,677.89	343,895.00	(55.31%)	159,038.48	(3.37%)
PARKS & RECREATION	185,448.95	621,426.00	(70.16%)	244,237.16	(24.07%)
	<u>1,387,624.93</u>	<u>3,205,459.00</u>	<u>(56.71%)</u>	<u>1,636,291.37</u>	<u>(15.20%)</u>

CONTRACTED & GENERAL SERVICES

ADMINISTRATION	244,770.44	492,030.00	(50.25%)	294,099.92	(16.77%)
PROTECTIVE SERVICES	280,926.14	990,175.00	(71.63%)	33,983.94	726.64%
PUBLIC SERVICES	71,068.86	321,575.00	(77.90%)	64,040.97	10.97%
WATER UTILITY	29,370.32	153,800.00	(80.90%)	6,905.14	325.34%
SANITARY UTILITY	249,824.76	618,300.00	(59.59%)	208,753.65	19.67%
WASTE UTILITY	18,734.33	159,800.00	(88.28%)	22,814.84	(17.89%)
COMMUNITY SERVICES	24,499.95	124,675.00	(80.35%)	31,272.38	(21.66%)
DEVELOPMENT & LAND SERVICES	64,976.78	205,370.00	(68.36%)	17,330.81	274.92%
PARKS & RECREATION	56,314.36	159,100.00	(64.60%)	61,010.22	(7.70%)
	<u>1,040,485.94</u>	<u>3,224,825.00</u>	<u>(67.74%)</u>	<u>740,211.87</u>	<u>40.57%</u>

MATERIALS, GOODS & UTILITIES

ADMINISTRATION	14,757.22	53,025.00	(72.17%)	14,476.82	1.94%
PROTECTIVE SERVICES	39,478.59	73,750.00	(46.47%)	15,130.64	160.92%
PUBLIC SERVICES	103,464.90	231,250.00	(55.26%)	77,511.95	33.48%
WATER UTILITY	102,660.43	291,150.00	(64.74%)	82,259.80	24.80%
SANITARY UTILITY	6,566.72	21,700.00	(69.74%)	3,249.56	102.08%
WASTE UTILITY	44,305.50	119,000.00	(62.77%)	33,384.05	32.71%
COMMUNITY SERVICES	1,310.78	2,550.00	(48.60%)	1,715.28	(23.58%)
DEVELOPMENT & LAND SERVICES	3,334.71	8,300.00	(59.82%)	1,990.90	67.50%
PARKS & RECREATION	70,689.25	190,400.00	(62.87%)	63,323.48	11.63%
	<u>386,568.10</u>	<u>991,125.00</u>	<u>(61.00%)</u>	<u>293,042.48</u>	<u>31.92%</u>

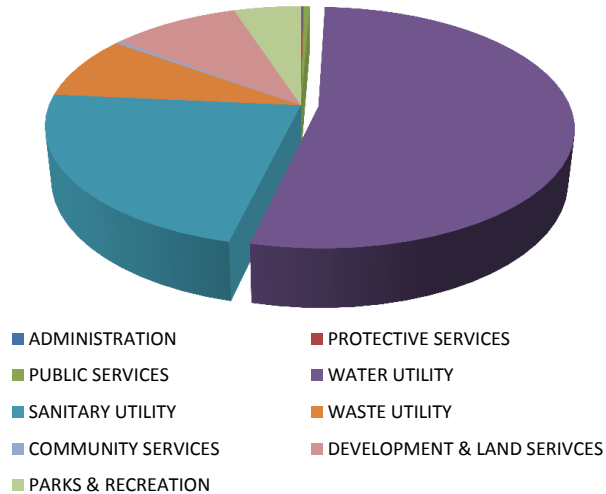
TOWN OF REDCLIFF QUARTERLY FINANCIAL SUMMARY



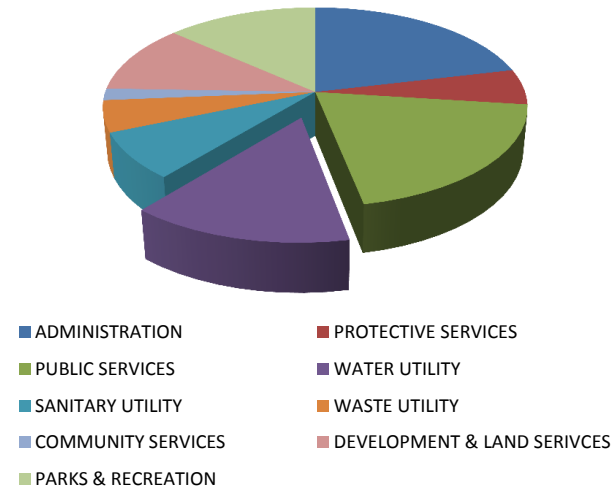
for the Period Ending June 30, 2014

AMORTIZATION EXPENSE	0.00	2,660,000.00	(100.00%)	0.00	0.00%
REQUISITIONS AND TOWN CONTRIBUTIONS	1,022,190.59	2,267,575.00	(54.92%)	1,190,646.97	(14.15%)
DEBT MAINTENANCE & BANK CHARGES	98,304.06	251,230.00	(60.87%)	115,047.64	(14.55%)
TRANSFERS - EQUITY, RESERVE & OTHER	123,426.96	21,653,240.00	(99.43%)	451,180.21	(72.64%)
REGIONAL LANDFILL EXPENSES	312,339.02	2,522,800.00	(87.62%)	338,736.18	(7.79%)
	<u>4,370,939.60</u>	<u>36,776,254.00</u>	<u>(88.11%)</u>	<u>4,765,156.72</u>	<u>(8.27%)</u>
	<u>(5,097,877.28)</u>	<u>2,255,749.00</u>	<u>(325.99%)</u>	<u>(9,029,584.76)</u>	<u>(43.54%)</u>

**Goods & Services Revenue by Department
(Year to End of Reporting Period)**



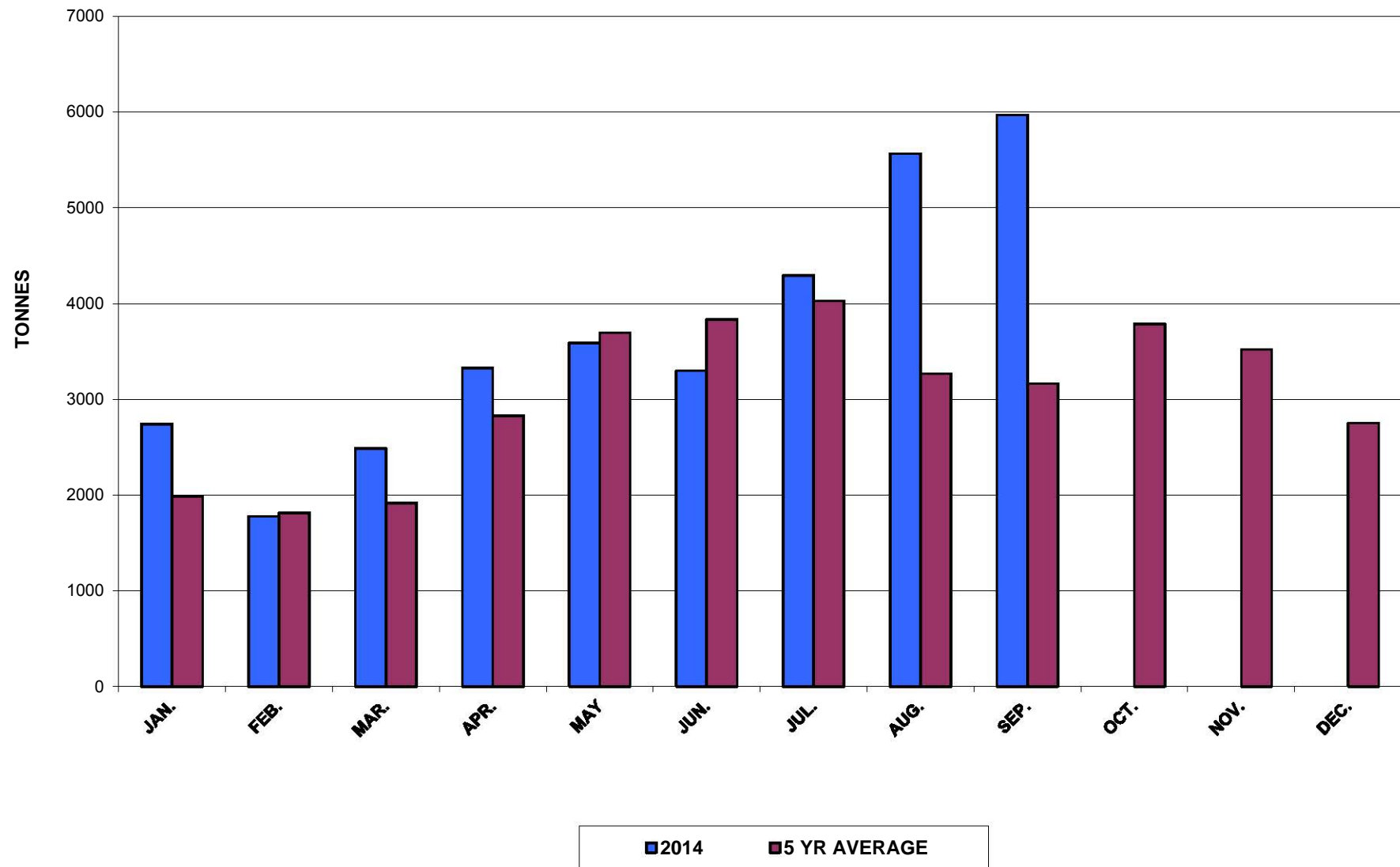
**Salaries, Wages & Benefits Expense by Department
(Year to End of Reporting Period)**



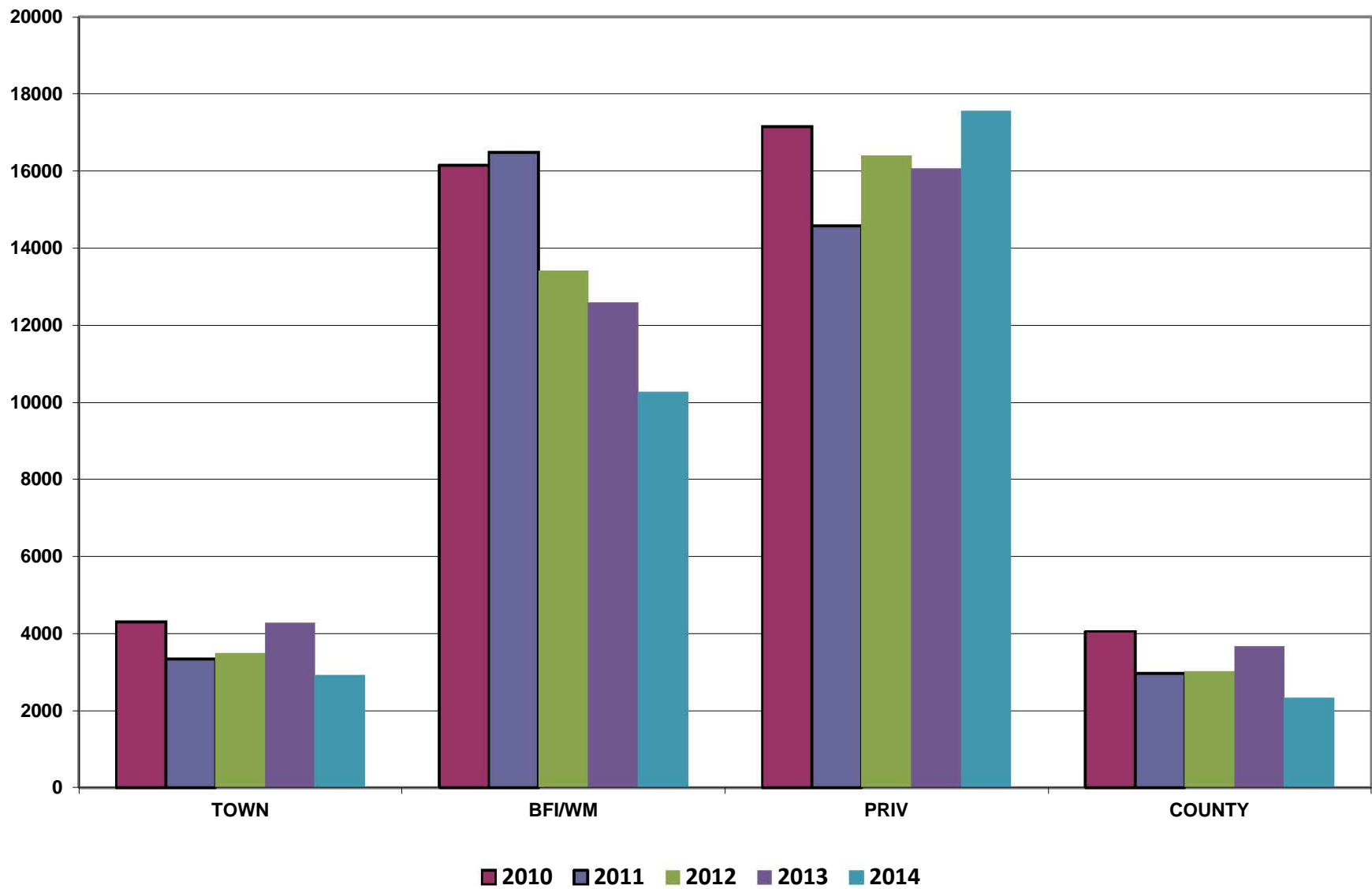
NOTES TO THE FINANCIAL SUMMARY

Please note that the Town of Redcliff prepares an annual budget without a monthly or quarterly forecasts of revenue or expense. It is important to remember that not all items in this summary progress at an even rate throughout the year and so comparisons to budget or prior years may vary significantly.

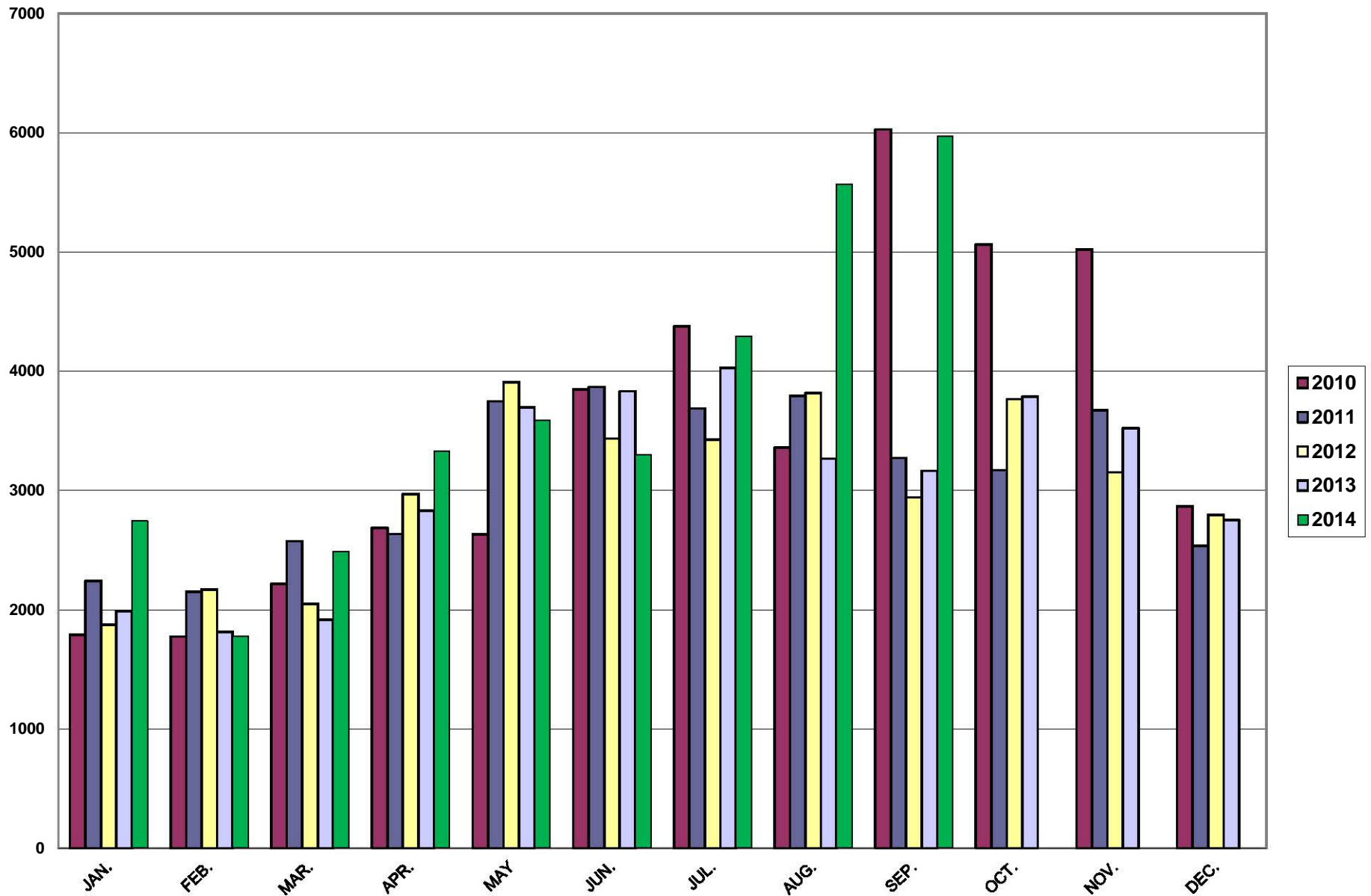
**REDCLIFF/CYPRESS REGIONAL LANDFILL
2014 VS 5 YEAR AVERAGE
TO SEPTEMBER 30, 2014**



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



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



COUNCIL IMPORTANT MEETINGS AND EVENTS

Date & Time	Meeting / Event	Where /Information
November 5, 2014 1:00pm to 8:00pm	2015 Budget Review	Council Chambers
November 8, 2014 8:30am to 5:00pm	2015 Budget Review	Council Chambers