



COUNCIL MEETING

MONDAY, July 17, 2017

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JULY 17, 2017 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

	<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
	1. GENERAL	
	A) Call to Order	
Pg. 2	B) Adoption of Agenda *	Adoption
Pg. 4	C) Accounts Payable *	For Information
	2. DELEGATION	
Pg. 8	A) Staff Sgt. Sean Maxwell * Re: RCMP Quarterly Report January 1, 2017-March 31, 2017	
	B) Thrive Delegation: https://www.thrivemh.ca/	
Pg. 12	C) Tiny Tots Preschool Parent Board *	
	3. MINUTES	
Pg. 14	A) Council meeting held June 26, 2017 *	For Adoption
	4. REQUESTS FOR DECISION	
Pg. 18	A) Bylaw 1810/2015, Dog Control Bylaw	For Consideration
Pg. 33	B) Alberta Municipal Affairs Municipal Internship Grant	For Consideration
Pg. 37	C) PEP – Wildhorse Border Crossing motion of support	For Consideration
	5. POLICIES	
Pg. 40	A) Policy 060, Charitable Donations Tax Receipts *	For Consideration
	6. CORRESPONDENCE	
Pg. 44	A) Alberta Culture and Tourism – Stars of Alberta Volunteer Awards	For Information
Pg. 45	B) Alberta Recreation and Parks Association – Professional Development	For Information

7. OTHER

Pg. 46	A)	Memo * Re: Cypress County Application	For Information
Pg. 72	B)	Memo* Re: Notification of Broadway Ave Mitchell Street 4-way Stop Installation	For Information
Pg. 73	C)	Memo* Re: June 2017 Permits	For Information
Pg. 74	D)	Municipal Manager's Report to Council July 17, 2017 *	For information
Pg. 86	E)	Provincial Electoral Boundary Redraw: http://abebc.ca/	For information
Pg. 87	F)	Council Important Meetings & Events July 17, 2017 *	For Information

8. ADJOURN

COUNCIL MEETING JULY 17, 2017**ACCOUNTS PAYABLE LIST**

<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
81998	LOGOS EMBROIDARY	GOLF SHIRTS	\$325.50
81999	CANADIAN ENERGY	AUTO 27C 950 CA	\$119.67
82000	COFTS, ARLOS	TRAVEL REIMBURSEMENT	\$935.52
82001	DEE-DEE'S FACE PAINTING	FACE PAINTING - REDCLIFF DAYS	\$300.00
82002	FRANCOTYP-POSTALIA	POSTAGE MACHINE FEES	\$114.82
82003	JOE JOHNSON EQUIPMENT	FILTERS	\$204.55
82004	LADY CARMEN TRUCKING	APPLY AND SUPPLY CALCIUM ON ROADS	\$9,450.00
82005	LES' DRAIN CLEANING	SEWER MAINTENANCE	\$546.00
82006	MATTSON, SHELLEY	TATTOOS - CANADA DAY	\$300.00
82007	MODERN INDUSTRIAL RENTALS	GENERATOR	\$217.98
82008	INTERNET	SHAW	\$410.33
82009	OERLEMANS, DARREN	EMPLOYEE REIMBURSEMENT	\$100.00
82010	PUROLATOR	SHIPPING	\$31.87
82011	REIMER, ERNIE	TRAVEL REIMBURSEMENT	\$305.00
82012	SPAMPINATO, CARLA	TRAVEL REIMBURSEMENT	\$489.00
82013	NEUBAUER, NICOLE	FARM ANIMALS - REDCLIFF DAYS	\$525.00
82014	BODY VIVO HEALING & LEARNING	MEDITATION INSTRUCTOR FEES	\$150.00
82015	TRU APPRAISALS	LAND APPRAISAL REPORT	\$630.00
82016	KILBACK, NICOLE	REFUND CANCELLED WORK ORDER	\$31.50
82017	WILLIE'S TOWING	TOWING	\$131.25
82018	AG-PLUS MECHANICAL	LIGHT KIT	\$118.56
82019	DONALDSON, BOB	REDCLIFF DAYS ENTERTAINMENT	\$1,400.00
82020	RECEIVER GENERAL	POLICING COSTS	\$240,559.32
82050	PUROLATOR	SHIPPING	\$69.30
82051	FINNING CANADA	PULLEY/BELT/TIGHTNER	\$692.40
82052	TRANSIT PAVING	STREET/CURB AND GUTTER REPAIR	\$19,628.18
82053	COLVERDALE PAINT	PAINT/PAINT SUPPLIES	\$545.70
82054	DEWOLFE, DWAYNE	REFUND INACTIVE CREDIT ON ACCOUNT	\$64.03
82055	ALLEN, DONNI	REFUND KEY/FACILITY DEPOSIT	\$135.00
82056	JOHANSEN, JAMES	EMPLOYEE REIMBURSEMENT	\$39.05
82057	ARABSKY, REBECCA	TRAVEL REIMBURSEMENT	\$211.00
82058	LIFESAVING SOCIETY	MANUAL	\$739.60
82059	POHL, AMY	EMPLOYEE REIMBURSEMENT	\$65.53
82060	TAYLOR'S USED TIRES	TIRES	\$262.50
82061	BERT'S VACUUMS & EQUIPMENT	SOAP/GARBAGE BAGS/TOISSUE/KARCHER SCRUBBER	\$5,452.79
82062	LANDSCAPE DEPOT	ROCK	\$294.00
82063	SOUTHERN DOOR	REPAIR DOOR	\$94.50
82064	BARTLE & GIBSON	FLUSH VALVE	\$1,564.50
82065	SAWATZKY, JAMIE	ZUMBA STRONG INSTRUCTOR FEES	\$400.00
82066	CITY OF MEDICINE HAT	SPECIAL TRANSIT SERVICES	\$31,821.85
82067	BRUCE'S SEWER SEVICE	RCMP BUILDING SERVICE CALLS	\$346.50
82068	HAWKFIRE SOLUTIONS	MASKS/WHISTLES	\$60.60
82069	TU, JENNY	TRAVEL REIMBURSEMENT	\$191.00
82070	SPAMPINATO, CARLA	TRAVEL REIMBURSEMENT	\$511.62
82071	SHAW CABLE	INTERNET	\$86.68
82072	PITNEY WORKS	SERVICE ON FOLDER/STUFFER	\$159.08

82073	REDCLIFF ACTION SOCIETY	BOUNCY CASTLES	\$500.00
82074	ST.JOHN'S AMBULANCE	DONATION/LUNCH	\$225.00
82076	WILLIE'S TOWING	TOWING	\$131.25
82077	CAPITAL H2O SYSTEMS	INJECTION QUILL	\$362.25
82078	REDCLIFF FIREMEN SOCIAL CLUB	2ND QUARTER FIRE PAY	\$315.00
82079	ZUKOWSKI, JORDAN	TRAVEL REIMBURSEMENT	\$1,474.61
82080	RECEIVER GENERAL	STAT DEDUCTIONS	\$413.59
82081	SECURTEK	ALARM SYSTEM	\$72.29
82082	HARV'S JANITORIAL	JANITORIAL SERVICES	\$3,948.00
82083	STRIFEL, CONNIE	REFUND KEY DEPOSIT	\$125.00
82084	LOBB, SELENA	REFUND DAMAGE DEPOSIT	\$100.00
82085	LIVESEY, GRAEME	REFUND CREDIT ON ACCOUNT	\$31.09
82086	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$621.00
82087	VINCE, CHRISTY	FACE PAINTING	\$315.00
82088	SPAMPINATO, CARLA	EMPLOYEE REIMBURSEMENT	\$363.30
82089	ALBERTA HEALTH SERVICES	REFRESHMENTS - REDCLIFF SAFETY DAYS	\$120.90
82090	BENCHMARK GEOMATICS	FOOTING CHECK	\$157.50
82091	ALL-NET	SERVICE TRACKER	\$2,094.75
82092	DUNDAS, TAMARA	ENTERTAINMENT	\$800.00
82093	SPETZ, PATRICIA	TRAVEL REIMBURSEMENT	\$37.20
82094	OUR FLOWER SHOP	FLOWERS	\$75.00
82095	CFMY-FM	ADVERTISING	\$525.00
82096	RITE ENTERPRISES	LION'S PARK TRIMMER	\$5,250.00
82097	WESTERN TRACTOR COMPANY	TRIMMER	\$642.56
82098	LIFESAVING SOCIETY	MANUAL/EXAM FEE	\$739.60
82099	BARTLE & GIBSON	HANDSFREE TAP/PARTS FOR POOL SINK	\$731.81
82100	BART'S VACUUMS & EQUIPMENT	PAPER PRODUCTS	\$741.38
82101	SOUTH COUNTRY COOP	GOPHER DESTROYER	\$94.41
82102	THE BOLT GUYS	BOLTS/GLOVES	\$167.34
82103	EAGLE LAKE NURSERIES	TREES/SHRUBS	\$1,076.85
82104	BROVAC	CLEAN OUT SEPTIC TANK - RCMP BUILDING	\$787.50
82105	ULTIMATE SPA	POOL CHEMICAL	\$129.32
82106	BRUCE'S SEWER SEVICE	CHECK SEWER LIFT PUMPS	\$173.25
82107	SPIDER ELECTRIC	REPLACE ALUMINUM WIRE/REPLACE LIGHTING	\$37,227.75
82108	SOUTH COUNTRY GLASS	ADJUST FRONT DOORS	\$126.00
82109	TELUS COMMUNICATIONS	POOL INTERNET	\$207.59
82110	RAYMOND GRADWELL	REFUND FOR B.A.R.K. COURSE	\$183.75
82111	PAD-CAR MECHANICAL	REMOVE & REPLACE TOILETS/INVESTIGATE LIFT STATION	\$1,488.90
82112	GRAND RENTAL STATION	TENT RENTALS	\$995.93
82113	SANATEC ENVIRONMENTAL	RENT WASHSTAND	\$882.00
82114	REDCLIFF/CYPRESS REGIONAL LANDFILL	LANDFILL CHARGES	\$12,403.65
		CHEQUES - TOTAL	\$397,688.60

<u>ELECTRONIC FUNDS TRANSFERRED PAYABLES</u>			
<u>EFT#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
00194	ACTION PARTS	FUEL PUMP/FILTERS/LOCK CABLE	\$116.32
00195	AMSC INSURANCE	HEALTH SPENDING ACCOUNT	\$157.32
00196	THE BOLT SUPPLY HOUSE	GLOVES/WASHERS/NUTS/BOLTS	\$359.12
00197	CANADIAN LINEN AND UNIFORM	COVERALLS/TOWELS	\$28.06

00198	C.E.M. HEAVY EQUIPMENT	SEAL KITS/FILTER/FAN/MOTOR	\$892.58
00199	CUPE	UNION DUES	\$2,699.99
00200	DIAMOND SOFTWARE	VIRTUAL CITY HALL AND HRIS MY WAY SETUP	\$1,246.88
00201	FARMLAND SUPPLY	STRAINER WITH SCREEN/BALL VALVE/BUSHING	\$51.33
00202	FAST TIMES MACHINING	SKID PLATES	\$315.00
00203	REDCLIFF HOME HARDWARE	BUSHING/CONNECTOR	\$12.25
00204	MPE ENGINEERING	WTP SERVICE CONTRACT	\$1,575.00
00205	SUNCOR ENERGY	FUEL	\$8,977.47
00206	PRO COMM SOLUTIONS	DOOR ACCESS SERVICE	\$111.30
00207	SUMMIT MOTORS	HOSE HEATER	\$161.79
00208	TRIPLE R EXPRESS	SHIPPING	\$73.50
00209	ACTION PARTS	SWITCHES/STROBES	\$227.28
00210	AMSC INSURANCE	BENEFITS	\$18,616.66
00211	ATRON	REPAIR BOILERS AND FURNACES	\$19,703.33
00212	BRANDT TRACTOR	INSERTS	\$1,070.74
00213	CANADIAN LINEN AND UNIFORM	COVERALLS/TOWELS	\$28.06
00214	DIGITEX	PHOTOCOPIER FEES	\$288.40
00215	CLEARTECH	CHEMICAL	\$22,780.87
00216	FARMLAND SUPPLY	COPPER TUBING	\$21.42
00217	REDCLIFF HOME HARDWARE	HEAT GUN/RAKE/BIT/FILTERS/PAINT SUPPLIES/PADLOCK	\$428.95
00218	KOST FIRE EQUIPMENT	GASKET	\$11.18
00219	MPE ENGINEERING	WTP SERVICE CONTRACT/DESIGN ENGINEERING	\$25,039.36
00220	SUMMIT MOTORS	FILTERS/LUB FILT/CORE RETURN	\$284.70
00221	TRIPLE R EXPRESS	SHIPPING	\$36.75
00222	WESTERN WELDING CANADA	UNIBRAZE	\$43.21
00223	AIR LIQUIDE	CARBON DIOXIDE	\$2,190.50
00224	CANADIAN LINEN AND UNIFORM	COVERALLS/TOWELS	\$29.08
00225	CLEARTECH INDUSTRIES	ALGYSOLVE	\$159.60
00226	DIGITEX	PHOTOCOPIER FEES	\$5,272.21
00227	FARMLAND SUPPLY	T-BELT CLAMPS	\$123.48
00228	FAST TIMES MACHINING	WEAR PLATE REPAIR	\$498.75
00229	FOX ENERGY	GREASE MONKEYS	\$514.19
00230	REDCLIFF HOME HARDWARE	VALVE/PLUGS/TEE/SEALS/GLUE/ADAPTERS	\$58.09
00231	LETHBRIDGE MOBILE SHREDDING	SHREDDING	\$68.25
00232	MBSI CANADA	HOSTED BACK UP	\$1,071.00
00233	PARK ENTERPRISES	PERMITS	\$2,280.30
00234	TRIPLE R EXPRESS	SHIPPING	\$69.30
		EFT - TOTAL	\$117,693.57

<u>REDCLIFF/CYPRESS LANDFILL PAYABLES</u>			
<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
00082	BOSS LUBRICANTS	OIL	\$173.25
00083	CLAIRMONT, GYSLAIN	TRAVEL REIMBURSEMENT	\$70.00
00084	DIAMOND SOFTWARE	FIXED ASSETS COPY AND PASTE JOURNAL ENTRY	\$897.75
00085	JACOB'S WELDING	REPAIR WINDSCREENS	\$1,323.00
00086	REDCLIFF HOME HARDWARE	TISSUE/SMOKE DETECTOR/OIL/WATER/MISC HARDWARE	\$86.10
00087	SUNCOR	FUEL	\$997.54
00088	SHOCKWARE	INTERNET	\$52.45
00089	SUMMIT MOTORS	OIL/FILTER	\$148.84

00090	EPCOR	UTILITIES	\$167.23
00091	H2O HAULING	HAUL WATER	\$210.00
00092	SUNCOR ENERGY	FUEL	\$1,668.05
		CHEQUES - TOTAL	\$5,794.21

Reporting Period: January 1, 2017 – March 31, 2017**Summary of Detailed Crime Number Statistics**

Zone	Previous Quarter	Current Quarter	Yearly Total 2016-2017
Redcliff(municipal)	253	291	291

Detailed Crime Report

Crime Type	Previous Quarter	Current Quarter
Assault	9	8
Break and Enter	4	5
Motor Vehicle Theft	2	6
Theft Over \$5000	2	2
Theft Under \$5000	13	22
Mischief	20	27
Possess Stolen Property	1	3
Fraud	4	7
Drugs	1	1
Disturb/Breach Peace	8	3
Utter Threats	9	3
Criminal Harassment	2	1
Weapons Offences	0	1
Other Criminal Code	4	18
Obstruction	1	1
Other Federal Act	1	1

Total Persons Crime	20	12
Total Property Crime	46	72

Common Police Activities

	Previous Quarter	Current Quarter
False 911 Calls	11	8
Animal Calls	4	1
False Alarms	15	22
Missing Persons	2	1
Other Provincial Statutes	27	17
Municipal Bylaw	6	22
Assist General Public	11	6
Wellbeing Check	4	3

Summary of Detailed Traffic Monthly Report Statistics

Violation Type	Previous Quarter	Current Quarter
Speeding Violations	5	26
Non Moving	21	18
No Insurance	3	1
Distracted Driving	14	1
Roadside Suspension	4	0
Stop Sign	5	2
GLA	4	5
Seat Belt	29	8
Traffic Lights	2	0
Criminal Code Traffic	5	1
Impaired Driving	5	3
Other Moving	32	43
Intersection	2	5
Fail to Stop @ Accident	0	2
TOTAL	126	120

Collisions:

Collision Type	Previous Quarter	Current Quarter
Property Damage Non-Reportable	1	3
Property Damage	41	15
Non-Fatal Injury	2	2
Fatality	0	0
Total	43	20

Annual Performance Plan 2017/2018

- 24 meetings with external partners in both Redcliff and Cypress County
- 30 School visits
- 4 media releases regarding traffic safety
- 15 traffic operations in Redcliff
- 7 compliance checks done, 3 people identified in Redcliff on conditions right now
- 1 habitual offender identified, not in Redcliff
- 32 security checks on businesses

Other Inclusions

- Several Transfers: Cst. Bond has transferred, Cst. Sawatsky is incoming(new member from Ontario), others happening within the next few months – working with staffing to ensure smooth transition
- Canada Day weekend went well – no issues
- Redcliff Days were fairly busy in general with a few prisoners, extra patrols on that weekend, nothing specific
- “Push for Change” presentation in town at the Youth Shelter – members escorted walk through Redcliff
- Early April – worked with Arlos on IF Cox School street signage issues
- Parkside School – lunch with DREAMS, career presentations during career day
- Appreciate information that comes in from town employees on various issues throughout town
- Thefts in town seem up – property crime overall seems to be higher recently – looking for reasons

Redcliff Tiny Tot Preschool
19 Main Street N.
Redcliff, Ab
T0J 2P0

May 3, 2017

Dear Redcliff Town Council,

I am writing to you today on behalf of the Redcliff Tiny Tot Preschool Parent Board. Our school has been part of the Redcliff community for over 20 years providing early childhood learning opportunities in a safe and loving environment. This year we achieved accreditation and are proud of the strong service we offer. We hope to continue to provide this essential service in the coming years, but find ourselves in a place where we need help to make that a reality.

As with a number of non-profits in town, the past year has been financially difficult for us. Our enrollment was lower than usual this year which caused us to operate in a deficit situation. Unfortunately, Tiny Tots is now in a position where we need to reach out to the community for assistance in making it through the next few months. After much thought and consideration, we are asking for help to cover the cost of operation for the final three months before our next school year. We hope you will consider \$6300, though we would accept any help you can offer. This would help us pay rent over the summer, cover expenses, and ensure that next year's parent board can start without debt (See attached business plan).

We have attempted many things to cover our costs this year. We have applied for a provincial grant that was, unfortunately, declined. We have doubled our fundraising efforts. We are offering more hot lunches as this generates a small amount of income for us, but puts undue strain on our two teachers that are also responsible for all of the programming. We have been aggressive with our awareness and marketing within the constraints of our budget in an effort to increase enrolment. We have had to be creative with our programming this year to generate more income (e.g., running summer camps and expanding our age range). These efforts are beginning to pay off, but we need some extra help to get through the summer.

Next year the enrollment projection looks good as we have more early registrations than normal for this time period. We expect that next year our enrollment fees will be able to cover our operating costs, as they have most other years. Your contribution would help our little school out tremendously, and allow us to provide our current and future students with the programming they deserve.

Our board recognizes that this is not just a small favor we are asking, but we are hopeful and look forward to your response in the coming days.

Thank you for your consideration,

Regards,

Tobi Ceh, President – Redcliff Tiny Tot Preschool Parent Board
Carly Aldred, Treasurer – Redcliff Tiny Tot Preschool Parent Board

Tiny Tots Playroom Parent Association Business Plan

Expenses	Amount per unit	Units	Total
CRA bill*	2800	1	2800
Rent **	500	5	2500
Utilities	200	5	1000
TOTAL			6300

*Canada Revenue Agency bill: We have received notification from our accountant that funds owing to the Canada Revenue Agency are overdue. Earlier we had requested a deferred payment plan as we knew our funding in late 2016 was insufficient. That bill has now become due and, though we are in a better position in terms of enrolment now than we were in the fall, we do not have enough to cover the total amount of the bill.

**Rent: we have reached out to the Redcliff Youth Action Society for any kind of rent relief or deferral that they can offer us. We have paid up until the end of March 2017. We have a meeting with them scheduled for June 7, 2017 in which we will find out their decision. We have created this business plan without any assumption that they will be able to offer us rent relief. If they do, we will let the town know and adjust our business plan accordingly. The figure above reflects rent costs from April until August, 2017.

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JUNE 26, 2017 @ 7:00 P.M.**

PRESENT:	Deputy Mayor	L. Leipert
	Councillors	D. Kilpatrick, C. Brown J. Steinke, C. Crozier
	Municipal Manager	Arlos Crofts
	Manager of Legislative & Land Services	S. Simon
	Director of Finance & Administration	J. Tu (left at 7:32 p.m.)
	Director of Planning & Engineering	J. Johansen (left at 7:32 p.m.)
	Director of Community & Protective Services	K. Dalton (left at 7:18 p.m.)
ABSENT:	Mayor	E. Reimer
	Councillor	E. Solberg

1. GENERAL

	Call to Order	A) Deputy Mayor Leipert called the regular meeting to order at 7:00 p.m.
2017-0257	Adoption of Agenda	B) Councillor Brown moved the agenda be adopted as presented. - Carried.
2017-0258	Accounts Payable	C) Councillor Kilpatrick moved the accounts payables for the Town of Redcliff and Redcliff Cypress Regional Waste Management Authority, be received for information. - Carried.
2017-0259	Bank Summary to May 31, 2017	D) Councillor Crozier moved the Bank Summary to May 31, 2017, be received for information. - Carried.

2. PUBLIC HEARING

Non Statutory Public Hearing Bylaw 1844/2017, Off-Site Levy Amending Bylaw	A) Deputy Mayor Leipert called the Public Hearing for Bylaw 1844/2017, Off-Site Levy Amending Bylaw, to order at 7:02 p.m.
	Municipal Manager referenced the review process Administration has undertaken with regard to the Off-site Levy Bylaw.
	The Director of Planning & Engineering provided a brief overview of the Off-Site Levies Amending Bylaw.

Manager of Legislative & Land Services confirmed no one had registered to speak at the public hearing. Further that one written submission had been received and was included in the package.

No one from the public was present to speak.

Deputy Mayor Leipert declared the Public Hearing closed at 7:07 p.m.

3. DELEGATION

James Allen
Re: Request to Amend Bylaw
1810/2015, Dog Control Bylaw

A) James Allen, resident of Redcliff was in attendance to provide a presentation to council regarding a request to amend Bylaw 1810/2105, Dog Control Bylaw.

2017-0260

Councillor Crozier moved the presentation by James Allen, resident of Redcliff, regarding a request to amend Bylaw 1810/2015, Dog Control Bylaw, be received for information. Further that Administration review the Dog Control Bylaw and bring back information / recommendations about maximum numbers of dogs allowed including information about an option of a fancier's license plus comparable information from other municipalities. - Carried.

4. MINUTES

2017-0261 Council meeting held June 12, 2017

A) Councillor Steinke moved the minutes of the Council meeting held June 12, 2017, be adopted as presented. - Carried.

5. BYLAWS

2017-0262 Bylaw 1844/2017, Off-Site
Levy Amending Bylaw

A) Councillor Steinke moved that Bylaw 1844/2017, Off-Site Levy Amending Bylaw, be given second reading. - Carried.

2017-0263

Councillor Kilpatrick moved that Bylaw 1844/2017, Off-Site Levy Amending Bylaw, be given third reading. - Carried.

Director of Community & Protective Services left the meeting at 7:18 p.m.

6. REQUESTS FOR DECISION

2017-0264 2017 Investments

A) Councillor Brown moved that Administration be authorized to invest \$6M with CIBC Wood Gundy in short-term to medium-term bonds (invested for a term of four years to ten years.) - Carried.

2017-0265 Westside Slope Failure Remediation

B) Councillor Brown moved that Council award the Westside Slope Failure Remediation project to MJB Enterprises Ltd. in the amount of \$346,654.00 with funding from the Project ID D43 - Westside Slope Failure, "Project ID D6 - Dirkson Industrial Storm Pond Expansion" and MSI grant for CAP-7440 Slope Stabilization. - Carried.

7. POLICIES

2017-0266 Policy 130, Off-Site Levies

A) Councillor Kilpatrick moved Policy 130, Off-Site Levies be approved as presented. - Carried.

8. CORRESPONDENCE

2017-0267 Alberta Culture & Tourism
Re: 2020 Alberta Summer Games

A) Councillor Crozier moved correspondence from Alberta Culture & Tourism dated June 14, 2017, regarding the 2020 Alberta Summer Games, be received for information. Further, that Administration forward the aforementioned correspondence to the Redcliff & District Recreation Services Board for their information. - Carried.

9. OTHER

2017-0268 Memo to Council
Re: Riverview Phase 1 Road Rehabilitation

A) Councillor Steinke moved the Memo to Council dated June 26, 2017 regarding Riverview Phase 1 Road Rehabilitation, be received for information. - Carried.

2017-0269 Municipal Manager's Report to Council June 26, 2017

B) Councillor Brown moved the Municipal Manager's Report to Council June 26, 2017, be received for information. - Carried.

2017-0270 Mayor's Report to Council June 26, 2017

C) Councillor Kilpatrick moved the Mayor's Report to Council June 26, 2017 be received for information. - Carried.

2017-0271 Council Important Meetings & Events June 26, 2017

D) Councillor Brown moved the Council Important Meetings & Events June 26, 2017, be received for information. - Carried.

10. RECESS

Deputy Mayor Leipert called for a recess at 7:32 p.m.

The Director of Finance & Administration and Director of Planning & Engineering left the meeting at 7:32 p.m.

Deputy Mayor Leipert reconvened the meeting at 7:41 p.m.

11. IN CAMERA

2017-0272

Councillor Brown moved to meet In Camera at 7:41 p.m.
- Carried.

2017-0273

Councillor Kilpatrick moved to return to regular session at 8:23 p.m. - Carried.

2017-0274

Councillor Crozier moved to deny the offer to purchase Lot 8, Block 106, Plan 1117V (116 2nd Street NE) for the price of payment of taxes. Further to counteroffer with an amount of \$29,530.00 as this is the current market value of the property and further that Policy 53, Land Sales Policy be updated to add Lot 8, Block 106, Plan 1117V as land available for sale.
- Carried.

12. ADJOURNMENT

2017-0275 Adjournment

Councillor Kilpatrick moved to adjourn the meeting at 8:26 p.m. - Carried.

Deputy Mayor Leipert

Manager of Legislative & Land Services

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 17th, 2017

PROPOSED BY: Director of Community and Protective Services

TOPIC: Bylaw 1810/2015 the Dog Control Bylaw

PROPOSAL: That the Town of Redcliff consider repealing and replacing the existing Bylaw 1810/2015 the Dog Control Bylaw, for the Licensing, Regulating, and Confinement of Dogs

BACKGROUND:

Council has directed (motion 2017-0260) administration to review Bylaw 1810/2015, Dog Control Bylaw for consideration of dog control provisions. The motion reads as follows

2017-0260 Councillor Crozier moved the presentation by James Allen, resident of Redcliff, regarding a request to amend Bylaw 1810/2015, Dog Control Bylaw, be received for information. Further that Administration review the Dog Control Bylaw and bring back information / recommendations about maximum numbers of dogs allowed including information about an option of a fancier's license plus comparable information from other municipalities. - Carried.

The Dog Control Bylaw was last reviewed in August of 2015, the review was specific to breed neutral legislation, and insurance requirements for registered dogs. After council deliberation Bylaw 1800 was repealed and replaced with Bylaw 1810 removing the breed specific legislation.

Upon review of other communities' dog or pet ownership bylaws it is inconsistent on the number of dogs that are allowed. The following spreadsheet of other communities outlines the number of allowed registered dogs.

Highlights:

- There is inconsistency regarding the amount of allowed registered dogs
- One municipality allows a **new** resident to register up to three dogs if they previously had three dogs at their previous municipality. This is reduced upon the death or loss of a dog.
- Fanciers License is a fairly new concept and most municipalities that have them in place have had very little experience with the enforcement of the bylaw
- Fanciers License will require increase to the legal representation budget due to possible court implications

Town/City	# of Dogs	Limit with Extra Licence	Licence Name	Notes
Chestermere	2			
Strathmore	3			
Airdrie	3			
Coaldale	3	5	Fanciers Licence	
Vermillion	3			
Calgary	No Limit			
Cochrane	No Limit			
Turner Valley*	4			
Black Diamond	3			
Sylvan Lake*	4			
Nipawin	No Limit			
Edmonton	3			
Rocky Mountain House	3			
Taber	2	4	Fanciers Licence	
Lethbridge	2	4	Fanciers Licence	
Medicine Hat	3			
Brooks	3	5	Fanciers Licence	
Slave Lake	3			
Devon*	4			
Drayton Valley	2			
Innisfail	3	No Limit	Hobby Licence (\$500)	
Drumheller	3			Discretion bylaw director
Stettler	3			Discretion of Council
Vegreville	2	3	Hobby Licence (\$50)	3 with Hobby License \$50.
St Paul	3			No current dogs With Kennel license
Didsbury	2			3 grandfather limit 2 after 1 dies no fancier
Barrhead	2			
Westlock	2			

POLICY/LEGISLATION:

Part 2 Section 7 (h) of the Municipal Government Act RSA 2000 Chapter M-26 provides the municipality with the general jurisdiction to pass bylaws in relation to domestic animals and activities related to them.

STRATEGIC PRIORITIES:

The project / initiative is relevant to and will contribute to realizing Legislative and Planning Priority No. 1 – Bylaw / Policy Review as per the Strategic Priorities Plan adopted by Council on February 9th, 2015.

ATTACHMENTS:

- Bylaw 1810/2015 Dog Control Bylaw.

OPTIONS:

1. Remain status quo.
2. Replace Bylaw 1810 The Dog Control Bylaw, with a new Dog Control Bylaw that reflects the allowable dog limit to 3.
3. Replace Bylaw 1810 The Dog Control Bylaw, with a new Dog Control Bylaw that reflects the implementation of a Fanciers Licence. This will increase cost reflected in the number of Bylaw man hours required to approve each Fanciers License plus additional enforcement legal related costs.
4. Replace Bylaw 1810 The Dog Control Bylaw, with a new Dog Control Bylaw that reflects the implementation of a new resident grandfather clause to allow up to three registered dogs. This would be reduced to 2, upon the death or loss of one of the dogs.

RECOMMENDATION:

Option 2

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Town of Redcliff make no changes to Bylaw No. 1810 / 2015 being the Dog Control Bylaw.
2. Councillor _____ moved that the Bylaw 1810/2015 for the Licensing, Regulating, and Confinement of Dogs be referred to administration for further review and incorporating proposed amendments reflecting raising the allowable licensed dog limit to 3.
3. Councillor _____ moved that the Bylaw 1810 / 2015 for the Licensing, Regulating, and Confinement of Dogs be referred to administration for further review and incorporating proposed amendments reflecting the addition of the provision of fanciers licence.
4. Councillor _____ moved that the Bylaw 1810 / 2015 for the Licensing, Regulating, and Confinement of Dogs be referred to administration for further review and incorporating proposed amendments reflecting the addition of a grandfather clause allowing individuals moving to Redcliff to register their previously registered dogs to a limit of three dogs.

SUBMITTED BY:


Department Head


Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____ AD. 2017.

**BYLAW NO. 1810/2015
TOWN OF REDCLIFF**

A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LICENSING, REGULATING AND CONFINEMENT OF DOGS.

This Bylaw shall be known and may be cited as the "Dog Control Bylaw" of the Town of Redcliff.

WHEREAS, by virtue of the power conferred on it by the Municipal Government Act, the Council of the Town of Redcliff, in the Province of Alberta, duly assembled, enacts as follows:

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

INTERPRETATION AND DEFINITIONS

1. In this Bylaw the following terms (unless the context specifically requires otherwise) shall have the following meanings:
 - a) **"Animal Control Officer"** shall mean a Bylaw Enforcement Officer/Community Peace Officer appointed by the Town to do any act or perform any duties under this Bylaw and includes a member of the Municipal Police Force, the Royal Canadian Mounted Police and, when authorized, , or anyone authorized by the animal control Officer to act on their behalf;
 - b) **"At Large"** shall mean where a Dog which is at any place other than the property of the Dog Owner or property of person having possession of the Dog and is not being carried by any person or is not otherwise restrained by a Permitted Leash held by a person and that leash is attached to a choke chain, collar or harness securely holding that Dog;
 - c) **"Controlled Confinement"** shall mean the confinement of a Dog in a pen, cage or building or securely tethered in a manner that will not allow the Dog to bite, harm or harass any person or animal;
 - d) **"Dog"** shall mean either the male or female of any domesticated canine species. For the purpose of this Bylaw, the terms Restricted **Dog** and Vicious **Dog** shall be used to broader define a **Dog** for licensing, penalty, and control provisions;
 - e) **"Dog Damaging Public or Private Property"** shall include a **dog** defecating or urinating on a Public Property Area or on Private Property other than the property of the **dog** owner;
 - f) **"Dog Show"** shall mean any event for the purpose of showing or exhibiting **Dogs** which is sanctioned or recognized by the Canadian Kennel Club;
 - g) **"Dog Training School"** shall mean any facility for which the primary purpose is the training of **Dogs**, and at which facility **Dog** training activities are under the direct control and supervision of a **Dog** trainer;
 - h) **"Kennel"** shall mean any property, wherein three (3) or more **Dogs** are harboured, boarded, permitted or sheltered within the municipal boundaries of the Town;

- i) **"Land Use Bylaw"** shall mean the Town's **Land Use Bylaw**, as amended from time to time or replaced by a land use Bylaw enacted pursuant to the Planning Act (R.S.A. 1980, c. p-9).
- j) **"License"** shall mean a **Dog License** issued by the Town in accordance to the provisions of this Bylaw;
- k) **"License Tag"** shall mean an identification tag issued by the Town showing the license number for a specific Dog;
- l) **"License Fee"** shall be that fee set out in Schedule "B" of this Bylaw;
- m) **"Off Leash Area"** shall mean the area identified on Schedule "D" and where an **Owner** may exercise their **dog** without a **permitted leash**.
- n) **"Owner"** shall mean:
1. a person who has the care, charge, custody, possession or control of a **Dog**;
 2. a person who owns or who claims any proprietary interest in a **Dog**;
 3. a person who harbours, suffers or permits a **Dog** to be present on any property owned or under his control;
 4. a person who claims and receives a **Dog** from the custody of the Town **Dog** Shelter or a **Dog** Control Officer or;
 5. a person to whom a Licence Tag was issued for a **Dog** in accordance with this Bylaw;
- o) **"Permitted Leash"** shall mean a leash adequate to control the **Dog** to which it is attached, and which leash shall not exceed two metres in length. **Permitted Leash** to control a **Vicious** shall not exceed one meter in length;
- p) **"Possession"** shall mean:
1. having physical or effective control of a **Dog**;
 2. having given physical or effective control of a **Dog** to another person for the purpose of controlling the **Dog** for a period of time;
 3. where one of two or more persons has physical or effective control of a **Dog**, it shall be deemed to be in the control of each and all of them.
- q) **"Property Owner"** shall mean any person having a legal or equitable interest in any land or building and includes any resident, tenant or occupier of such land or building;
- r) **"Public Property Area"** shall mean property owned by or under the control and management of the Town within the borders of the Town;
- s) **"Replacement License Tag"** shall mean a License Tag to replace a lost or damaged License Tag, pursuant to section 9, herein.
- u) **"Secure Enclosure"** shall mean a building, cage or fenced area of such construction that will not allow the confined **Dog** or **Dogs** to escape from that enclosure.
- v) **"Service Dog"** means a service dog as defined in the Service Dogs Act, R.S.A. 2000 c.S-7.5.



w) "**Spayed or Neutered**" shall mean a dog that has been issued a certificate by a licensed Veterinarian stating the animal has been spayed or neutered.

x) "**Vicious Dog**" shall mean:

1. any **Dog** with a known propensity, tendency or disposition to attack, without provocation, any person or animal;
2. any **Dog** which has been deemed to be dangerous by a Justice, under the provisions of the Dangerous Dogs Act of Alberta, as amended;
3. is a continuing threat of serious harm to humans or other animals or;
4. without provocation, chases any person in a threatening manner or;
5. has inflicted a wound upon a human or upon a domestic animal without provocation.

y) "**Town**" shall mean the **Town** of Redcliff;

z) "**Town Animal Shelter**" shall mean premises designated by the **Town** for the impoundment and care of **Dogs**;

aa) "**Violation Ticket**" shall mean a ticket as defined in Part 2 of the Provincial Offences Procedures Act.

LICENSING PROVISIONS

2. Every person who resides within the Municipal boundaries of the Town of Redcliff and being the Owner of a Dog, shall prior to the end of February of each calendar year (January 1 - December 31), pay the License Fee as set out in Schedule "B" of this Bylaw, and obtain a Licence Tag for each Dog for the current calendar year, (January 1 - December 31) by applying at the Town office.
3. Every person residing in the Town who becomes the Owner of a Dog, or a person who takes up residence within the Town and who is the Owner of a Dog which is not licensed in accordance with this Bylaw, shall pay the Licence Fee, as set out in "Schedule B" of this Bylaw, and obtain a License within fifteen (15) days after becoming the Owner of the Dog or being the Owner of the **Dog** and taking up residence within the **Town**. Registered **Service Dogs** must be licensed; however, they will be exempt from the annual fee.
4. A **Dog Owner** shall provide to the **Town** the following information with each application for a **Dog** Licence:
 - a) Name and street address of the Owner;
 - b) Name and description of the Dog to be licensed;
 - c) The breed or breeds of the Dog; and
 - d) Such other relevant and necessary information as may be required by the **Town** in respect to the **License** application.
5. A **License** issued under this Bylaw shall not be transferable from one **Dog** to another, nor from one **Owner** to another.
6. Upon payment of the required **License Fee** and providing to the **Town** that information set out at Section 4, herein, the **Owner** will be supplied by the **Town** with a Licence Tag having a number which will be registered to that **Dog**.



7. Every Owner shall ensure that the License Tag is securely fastened to a choke chain, collar or harness worn by the Dog, with the License Tag to be worn by the Dog at all times when the Dog is on property other than the property of the Dog Owner or property controlled by him.
8. An Owner of an unlicensed Dog, , or Vicious Dog over the age of six (6) months is guilty of an offence.
9. The Owner of a Dog which has been licensed under this Bylaw may obtain a replacement License Tag to replace one which has been lost or damaged, upon payment of the Replacement License Tag fee as set out in "Schedule B" of this Bylaw.
10. An **Owner** of a Licensed **Dog** is guilty of an offence if that **Dog** is not wearing a **License Tag** while on property other than the property of the **Dog Owner** or property controlled by him.
11. The provisions of Sections 2 to 9, herein, shall not apply to the following:
 - a) Persons temporarily visiting in the Town for a period not exceeding 15 days; and
 - b) Any person(s) holding a valid license to operate a retail pet sales, grooming or boarding business within the **Town**.

DOG CONTROL PROVISIONS

12. An Owner whose Dog is At Large is guilty of an offence;
13. An Owner whose Dog barks or howls so as to disturb the quiet or repose of any person is guilty of an offence;
14. An Owner of any Dog Damaging Public or Private Property within the municipal boundaries of the **Town** is guilty of an offence;
15. The **Town** may post signs indicating those **Public Property Areas** where **Dogs** are not permitted, and an **Owner** whose **Dog** is in an area where a sign prohibits the presence of **Dogs**, whether **At Large** or under the control of such **Owner**, is guilty of an offence;
16. Any person who harbours, boards, permits or shelters three or more **Dogs** over the age of six (6) months on any property within the municipal boundaries of the **Town** is guilty of an offence;
17. Section 16, herein, shall not apply to:
 - a) Premises lawfully used for the care and treatment of Dogs, operated by, or under the supervision of a licensed Veterinarian;
 - b) Any premises which has been approved for the purpose of a Dog Show by the Town;
 - c) Any person in possession of a valid **Town** development permit to operate a **Kennel** within the **Town**, as authorized by the **Town Land Use Bylaw**;
18. An **Owner** of a **Dog** is guilty of an offence if such **Dog**:
 - a) Threatens, attacks, bites, or harasses any person;
 - b) Chases any person while such person is walking, running, on bicycle or horseback.



- c) Bites, attacks, harasses, injures or kills any animal belonging to any person.
 - d) This section does not apply if the chase, attack, bite or damage is a direct result of a Dog being provoked.
19. An **Owner** whose **Dog** is unrestrained in the open box area of a truck or an open trailer while the truck or trailer is parked is guilty of an offence.
20. An Owner or any other person having care or control of a Dog, shall forthwith remove any defecation left by it on public property or private property other than that of the Owner.
21. The Owner or any other person having care or control of a Dog shall ensure that defecation apparently left by it on the property of the Owner does not accumulate to such an extent that it is reasonably likely to annoy or pose a health risk to others.
22. If an Owner of a dog is on any public place or property other than the property of its owner, the owner shall have in his possession a suitable means of facilitating the removal of the dog's feces.

Vicious Dog

23. An Owner of a Vicious Dog is guilty of an offence if such Dog is not at all times, while on property of which the Owner is the Property Owner, confined within a Secure Enclosure, unless such Dog is on a Permitted Leash held and controlled by the Owner.
24. An Owner of a Vicious Dog is guilty of an offence and liable to the penalty provisions of this Bylaw if such Dog is At Large.
25. At all times, when off the property of the Owner, a Vicious dog shall be securely:
- a) Muzzled; and
 - b) Harnessed or leashed on a lead which length shall not exceed one (1) meter in a manner that prevents it from chasing, injuring or biting other domestic animals or humans as well as preventing damage to public or private property; and
 - c) Under the control of a person over the age of eighteen (18) years.
26. The Owner of a **Vicious** dog shall:
- a) Obtain a vicious dog license on or before the fifth day on which the Town office is open for business after the dog has been declared as vicious by the Provincial Court;
 - b) Thereafter obtain the annual license for the vicious dog on such day specified in SCHEDULE "B";
 - c) Notify the Animal Control Officer should the dog be sold, gifted, or transferred or deceased;
 - d) Remain liable for the actions of the dog until formal notification of sale, gift or transfer is given to the Animal Control Officer; and
 - e) Notify the Animal Control Officer if the dog is running at large;
 - f) Have a licensed veterinarian tattoo or implant an electronic identification microchip in the Animal
 - g) Provide the information contained on the tattoo or in the microchip to the Director, Community and Protective Services
 - h) Attend dog behavior training performed by a Dog Trainer approved by the Director of Community and Protective Services within thirty (30) days of the Dog



being deemed vicious unless otherwise approved by the Town Manager

- i) The Owner of a Vicious Dog shall have liability insurance specifically covering any damages for personal injury caused by the Vicious Dog in an amount not less than Two Million (\$2,000,000) Dollars.

27. Any person interfering with, hindering or impeding an Animal Control Officer in the performance of any duty authorized by this Bylaw is guilty of an offence.

OFF LEASH AREA(S)

28. Notwithstanding Section 12 the Town has designated **Off Leash Areas** (Schedule C) where a dog may be exercised while not restrained by a **Permitted Leash**.
29. No Owner of a Dog may exercise a dog in an off-leash area while not restrained by a **Permitted Leash** unless:
- a) the dog is under the control of a person of at least 18 years of age; and
 - b) the dog is not a Vicious Dog.
30. Whether a dog is under control is a question of fact to be determined by a Court hearing a prosecution pursuant to this Section of the Bylaw, having taken into consideration any or all of the following:
31. Whether the dog is at such a distance from its Owner so as to be incapable of responding to voice, sound or sight commands;
- a) Whether the dog has responded to voice, sound or sight commands from the Owner;
 - b) Whether the dog has bitten, harassed, attacked, or done any act that injures a person or another animal.
 - c) Whether the dog chased or otherwise threatened a person;
 - d) Whether the dog caused damage to property.
32. An Owner who fails to immediately restrain and remove the dog upon it engaging in any of the activities outlined in Section 18, by restraining the dog on a leash not exceeding two (2) metres in length and removing the dog from the Off Leash Area, is guilty of an offence.
33. Nothing in this Section relieves a person from complying with any other provisions of this Bylaw.

POWERS OF AN ANIMAL CONTROL OFFICER

34. The Animal Control Officer is authorized to capture and impound in the Town Animal Shelter any Dog that:
- a) is at large;
 - b) bites any person;
 - c) is actually or apparently over the age of six (6) months and for which no current license has been issued pursuant to the provisions of this bylaw;
 - d) is required to be impounded pursuant to the provisions of any Statute of Canada, of the Province of Alberta or any regulation made hereunder.



35. The Animal Control Officer is further authorized to take such reasonable measures as necessary to subdue such dogs, including the use of tranquilizer equipment and materials. If any such Dog is injured, it may be taken to a Veterinarian for treatment to relieve pain or bleeding, then to the Town Animal Shelter.
36. The Animal Control Officer, or Peace Officer may enter onto any privately owned premises, provided, however, that in this Section the word "premises" does not include a building, as is required to enforce the provisions of this bylaw.
37. An impounded dog may be kept in the Town Animal Shelter for a period of seventy-two (72) hours. Saturdays, Sundays and Statutory holidays shall not be included in the computation of the seventy-two (72) hour period. During this period, any Dog may be redeemed by its Owner before 4:00 pm. On normal working days, upon payment to the Town:
- a) The appropriate impoundment fee as set out in Schedule "B" of this Bylaw;
 - b) The appropriate License Fee when the Dog is not licensed; and
 - c) The cost of any veterinary treatment of any Dog that is found to be injured when captured or injured in the process of capture.
38. Upon having been impounded in the Town Animal Shelter for a period of seventy-two (72) hours in accordance with the provisions of Section 29, herein, the Animal Control Officer is authorized to:
- a) Offer the Dog for adoption;
 - b) Destroy the Dog in a humane manner;
 - c) Allow the Dog to be redeemed by its Owner in accordance with the provisions of Section 29;
 - d) Continue to impound the Dog for an indefinite period of time.
39. The purchaser of a dog from the town animal shelter pursuant to the provisions of this bylaw will obtain full right and title to it and the right and title of the former owner to the domestic animal will cease thereupon.
40. Any person desiring to purchase an impounded dog from the Town of Redcliff must pay the license fee as set out in Schedule "B", for the dog. In addition to the license fee, the adoption fee, as set out in Schedule "B" must also be paid to the Town.

PENALTY PROVISIONS

41. Any person who contravenes any provision of this Bylaw is guilty of an offence and may be issued a Violation Ticket under Part Two (2) of the Provincial Offences Procedure Act with a Specified Penalty Option as set out in Schedule "A" of this Bylaw.
42. Under no circumstances shall any Person contravening any provision of this Bylaw be subject to the penalty of imprisonment.
43. Nothing in this Bylaw shall be construed as curtailing or abridging the right of the Town to obtain compensation or to maintain an action for loss of or damage to property from or against the Person or Persons responsible.
44. Notwithstanding Section 34(Section 34(a), 34(b), or 34(c)) of this Bylaw, any person who


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commits a subsequent offence under this Bylaw within one (1) year of committing the first offence may be issued a Violation Ticket with a Specified Penalty Option set out under the "subsequent offence" column in Schedule "A" of this Bylaw.

45. Where a contravention of this Bylaw is of a continuing nature, further Violation Tickets may be issued provided however, that no more than one **Violation Ticket** shall be issued for each day that the contravention continues.
46. Every person who fails to make voluntary payment of the Specified Penalty Option and is found guilty of an offence under Part Two (2) of the Provincial Offences Procedure Act may be liable to a fine of not more than \$2000.00.

SEVERABILITY

47. Should any provision of this Bylaw be invalid, then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

EFFECTIVE DATE

48. This Bylaw shall come into force on the January 1, 2016.

REPEAL OF BYLAWS

49. Bylaw No. 1800/2015 is repealed with the coming into force of this Bylaw.

Read a first time this 28th day of September, 2015.

Read a second time this October 13, 2015.

Read a third time this October 26, 2015.

Signed and passed this 2 day of Nov, 2015.



Mayor



Manager of Legislative & Land Services

SCHEDULE "A"
PENALTIES

Offence	Penalties	Subsequent Offence	Sect.
1. Failure to have a current Dog License for a:			
- Vicious Dog	\$275.00	\$550.00	8
- Dog	\$100.00	\$200.00	8
2. Licensed Dog not wearing License Tag	\$100.00	\$200.00	10
3. Dog At Large:			
- Vicious Dog	\$500.00	\$1,000.00	24
- Dog	\$100.00	\$200.00	12
4. Vicious Dog in Off Leash Area	\$275.00	\$550.00	29
5. Dogs not under control in Off Leash Area	\$100.00	\$200.00	29
6. Dogs Unrestrained in exterior of vehicle	\$100.00	\$200.00	19
7. Dog in an area where the presence of dogs is prohibited by a sign	\$100.00	\$200.00	15
8. Harboring 3 or more Dogs over the age of six (6) months	\$100.00	\$200.00	16
9. Dog Damaging Public Or Private Property	\$100.00	\$200.00	14
10. Interference with enforcement of this Bylaw	\$275.00	\$550.00	27
11. Dog barking or howling	\$100.00	\$200.00	13
12. Dog that is:			
- threatening, attacking, biting or harassing any person	\$500.00	\$1000.00	18(a)
- chasing persons	\$250.00	\$500.00	18(b)
- biting, attacking, harassing, injuring or killing any animal	\$250.00	\$500.00	18(c)
13. Failure to remove defecation left by dog	\$50.00	\$75.00	20, 21
14. Vicious Dog that is:			
- Not Muzzled	\$500.00	\$1000.00	25(a)
- Harnessed or leashed on a lead which length exceeds one (1) meter	\$100.00	\$200.00	25(b)

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	- Not under the control of a person over the age of eighteen (18) years.	\$100.00	\$200.00	25(c)
15.	Fail to notify Town that Vicious dog is running at large	\$500.00	\$1000.00	26(e)
16.	An offence under this Bylaw, for which a penalty is not otherwise provided	\$110.00	\$220.00	

HLR

SCHEDULE "B"

FEES

- | | |
|---|--------------------|
| 1. a) License for each Spayed or Neutered Dog over six(6) months and if such Dog is not a Vicious Dog as defined in this Bylaw – Proof in the form of a Veterinarians Certificate must be supplied. | \$15.00 |
| b) License for each Dog over six (6) months and if such Dog is not a Vicious Dog as defined in this Bylaw | \$30.00 |
| c) License for registered Service Dog | EXEMPT |
| 2. License for a:
- Vicious Dog | \$ 500.00 |
| 3. Replacement License Tag | \$ 3.00 |
| 4. Impoundment fees
- Vicious Dog | \$ 275.00 |
| - Other Dogs | \$ 55.00 |
| - After hours call out | \$150.00 |
| 5. Care and sustenance of each Dog per day | \$ 15.00 |
| 6. Adoption Fee | \$10.00 |
| 7. Veterinary Fees | \$ Amount Expended |
| 8. Euthanasia Fees | \$ Amount Expended |

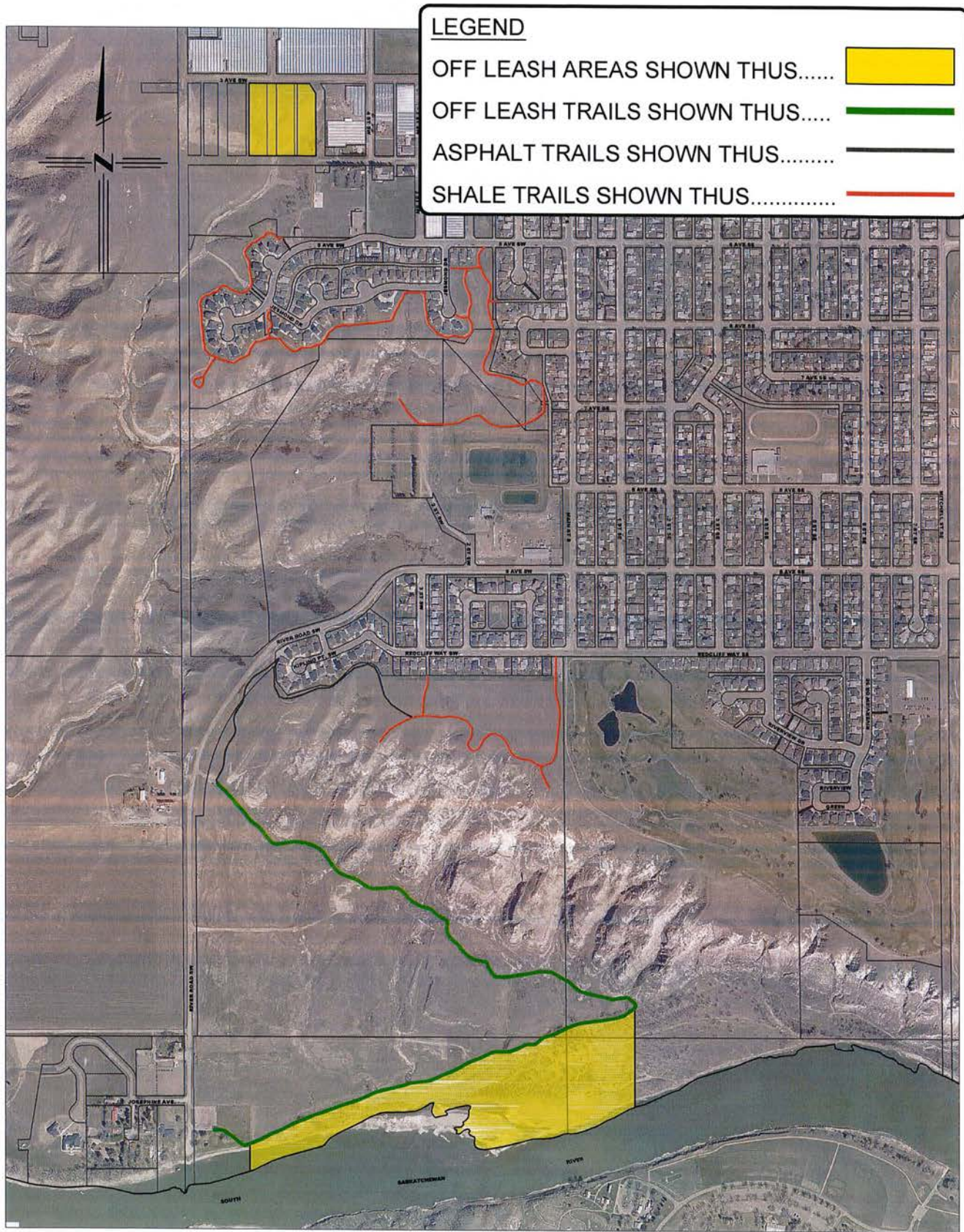
Guidelines

Applications made between:

- (a) January 1 and July 31 of the same year pay the full fee.
- (b) August 1st and November 30th pay fifty (50%) of fee.
- (c) December 1st and December 31st full fee to be applied to the subsequent year, and such **Dog** will be considered to be licensed from the date of the application.



SCHEDULE "C" OFF LEASH AREAS



**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 17, 2017

PROPOSED BY: Municipal Manager

TOPIC: Alberta Municipal Affairs Municipal Internship Grant

PROPOSAL: To submit grant application for the 2017-2018 Intake to be a Municipal Internship Host Municipality

BACKGROUND:

The Municipal Internship Program provides support to municipalities and planning service agencies to recruit, train, and retain competent municipal employees so that they may pursue careers in municipal administration, finance, or land use planning and help build the capacity of Alberta's municipal sector.

The Municipal Internship Program is accepting applications to be one of the 15 hosts for the May 2018 program. Host organizations receive grant funding to assist with costs and are supported in their efforts to train and mentor their interns by a team of ministry staff.

A municipal intern in your organization brings enthusiasm, excitement and energy. Candidates are highly educated recent post-secondary graduates who are interested in pursuing a career in municipal government. For municipalities and planning service agencies, this is a unique opportunity to help develop the future leaders of Alberta's municipal sector. To date, more than 260 interns have participated in or are currently part of this exciting program.

In addition to the above, and if successful in this grant opportunity, a Municipal Administration Intern could provide assistance with multiple regular and special projects throughout the organization which will require nonetheless require allocation of resources (for example, digitizing of municipal property files, policy research, compiling, and submitting additional grant applications for the betterment of the organization). The grant details are shown in the attachment to this request for decision.

POLICY/LEGISLATION: n/a

STRATEGIC PRIORITIES: n/a

ATTACHMENTS: Grant Details and Breakdown document, Host Municipality Testimonial Document

OPTIONS:

1. To submit a grant application to be a host municipality for a municipal administration intern for the May 2018 intake through the Alberta Community Partnership Grant.
2. Do not submit a grant application for a municipal administration intern through the Alberta Community Partnership Grant.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved that administration submit a grant application to be a host municipality for the May 2018 intake for a municipal administration intern through the Alberta Community Partnership Grant.

SUBMITTED BY:

Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. **2017**.



Who Can Apply and How Does it Work?

Municipalities may collaborate to host an intern; at least one of the partners must meet the population requirement. Please see our website or contact our program team for further information on partnerships and commitments for becoming a host organization.

Municipal Internship Program for *Administrators* (5 positions)

Time period: May 2018 – April 2019

- ◇ Municipalities must have a population between 700 and 75,000.
- ◇ The Chief Administrative Officer/senior manager must agree to serve as the intern supervisor for the duration of the program.
- ◇ Hosts will provide experience in all major functional areas of the municipality.
- ◇ This program helps interns prepare for senior administrative positions in Alberta's municipal governments.
- ◇ Hosts receive a grant of \$43,000 (\$35,000 for salary, \$2,000 for benefits and \$6,000 for intern expenses) to assist with the costs of hosting an intern.

Municipal Internship Program for *Finance Officers* (5 positions)

Time period: May 2018 – April 2019

- ◇ Municipalities must have a population between 2,500 and 125,000.
- ◇ A senior-level financial officer must agree to serve as the intern supervisor for the duration of the program.
- ◇ Hosts will provide comprehensive experience in the financial services area of the municipality, in addition to opportunities to experience other departments.
- ◇ This program helps interns to be better prepared to take on financial services roles in Alberta's municipalities.
- ◇ Hosts receive a grant of \$43,000 (\$35,000 for salary, \$2,000 for benefits and \$6,000 for intern expenses) to assist with the costs of hosting an intern.

Municipal Internship Program for *Land Use Planners* (5 positions)

Time period: May 2018 – April 2020

- ◇ Municipalities must have a planning department that undertakes in-house the full range of planning services and must have a population between 5,000 and 125,000. Intermunicipal planning services agencies are eligible.
- ◇ Municipalities may collaborate to host an intern; at least one of the partners must meet the population requirement and collectively the partners must provide the full range of planning services.
- ◇ The senior planner must agree to serve as the intern supervisor for the duration of the program and support the intern in pursuing his/her Registered Professional Planning accreditation through completion and signoff of responsible, professional planning experience.
- ◇ This program helps interns to be better prepared to enter the municipal planning field in Alberta's municipalities.
- ◇ Hosts receive a grant of \$64,500 over two years to assist with the costs of hosting an intern [\$43,000 in the first year (\$35,000 for salary, \$2,000 for benefits and \$6,000 for intern expenses), \$21,500 (\$19,000 for salary, \$1,000 for benefits and \$1,500 for professional development) in the second year].



Host Testimonials

Since 2002, more than 100 municipalities and seven intermunicipal planning services agencies have participated in the Municipal Internship Program. Below past hosts have shared their thoughts and advice for organizations considering becoming part of the program.

City of Grande Prairie.....If you are looking for an employee to work on a specific task or group of tasks then this program may not be for you. It really is a partnership between Municipal Affairs, the intern and the municipality where the parties all benefit. The intern needs to experience a wide variety of municipal activities in combination with a few projects. The municipality benefits from having an intern and in turn helps to train the intern for a future career in municipal government.

TOWN OF VIKING

.....The Municipal Internship experience for me as the CAO was very positive and gave me a chance to assist in the promotion of Municipal Administration as a worthy and rewarding career.

Clearwater County

....Your intern can be challenged. As a group and as individuals the interns are highly eager and highly capable. They are able and willing to take on challenging and important projects and do very well. This is a win-win for the host and the intern, so be sure to give them the opportunity and guidance necessary for this to take place.

County of Wetaskiwin.....My advice to another municipality wanting to host an intern is simply—do it. The people applying for the program have a high energy level and strive to do their best. Before applying, however, make sure that your entire team is aware of the program and understands their roles. You need more than just a supervisor to make the program a success.

Sturgeon County.....
Apply, apply, apply! Having an Intern was one of the best decisions we have ever made!

City of Spruce Grove.....The intern brought to the organization a fresh outlook on municipal government as it relates to the needs of the younger generation coming into the field. Taking the time to teach the intern about the roles and responsibilities of administration and council allowed us to reflect on the scope of accountability and influence.

The Municipal Internship Program is vital to ensure the future development of sound municipal administration. Our investment today on tomorrow's leaders will serve the level of government closest to the people well. It is important to be able to share lessons learned, create a safe environment for learning and embrace a corporate approach to leadership development.

Lamont CountyHosts need to be prepared with a proper work plan that can be shared with the intern at their arrival. The work plan will keep both the host and intern focused on desired projects or deliverables. It is also easier to make adjustments and/or substitutions to projects when there is an unforeseen interruption.

Town of Didsbury.....Make sure you speak with all the Department Heads so they understand the program objectives and the role of the intern. They are not here to make photocopies and do filing. They come with education, and eagerness to learn as much as they can in one year.

Mackenzie County.....Excellent! Beyond our initial expectations!

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 17, 2017

PROPOSED BY: Municipal Manager

TOPIC: Port of Wild Horse Border Crossing

PROPOSAL: To provide resolution of support to extend the Port of Wild Horse Border Hours of operation to 13 hours per day, 365 days per year and for installation of the Electronic Data Interchange Equipment and System at the Port of Wild Horse and process commercial traffic 365 days per year.

BACKGROUND:

At the Palliser Economic Partnership (PEP) Board meeting on June 23, 2017 Chair Jay Slempp informed the Board that MP Glen Motz had advised him that he would pursue the Port of Wild Horse matter with Hon. Ralph Goodale Minister of Public Safety but that he also needed local and provincial support.

To provide MP Glen Motz this support the PEP Board of Directors agreed that PEP member municipalities should pass municipal resolutions in support of the changes recommended by the Port of Wild Horse - A Business Case for Service Improvements report. The major improvements being requested are:

1. Extend the Port of Wild Horse Border hours of operation to 13 hours per day, 36 days per year.
2. Install the Electronic Data Interchange Equipment and System at the Port of Wild Horse and process commercial traffic 365 days per year.

It is being requested that the municipal council pass a resolution so it can be provided to MP Glen Motz to demonstrate that he has the support of municipalities in the PEP region on this matter. A proposed draft resolution has been provided by PEP.

The proposed resolution also calls on the Government of Alberta to act on this issue by specifically tasking the Honourable Deron Bilous, Minister of Economic Development and Trade, Honourable Oneil Carlier, Minister of Agriculture and Forestry, and Honourable Brian Mason Minister of Transportation and Minister of Infrastructure, to advocate to Canada Border Services Agency, Public Safety and Emergency Preparedness Canada on these issues / objectives.

POLICY/LEGISLATION: n/a

STRATEGIC PRIORITIES: n/a

ATTACHMENTS: web link to the Port of Wild Horse – A Business Case for Service Improvements <http://www.palliser.alberta.com/wp-content/uploads/Port-of-Wild-Horse-%E2%80%93-A-Business-Case-for-Service-Improvements-030817.pdf>

OPTIONS:

1. Provide resolution as per PEP's request and proposed resolution.
2. Provide resolution as per PEP's request with amendments as per council's desire.
3. Do not provide resolution.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved that:

Whereas the "***The Port of Wild Horse - a Business Case for Service Improvements***" report, confirms the economic opportunities will be realized when the hours of operation are extended and electronic equipment installed at the Wild Horse Border crossing.

Whereas the Town of Redcliff is in full support of this initiative as this action will enable and increase the flow of commercial traffic, thus enhancing economic activity and growth of Southeast Alberta.

Whereas combined incremental costs for staff and equipment at the Port of Wild Horse would be approximately \$500,000, it is estimated that the benefit-cost ratio to the Government of Canada would be in excess of 2.0.

Whereas the **Canada Border Services Agency, Public Safety and Emergency Preparedness Canada** has committed \$2M to upgrade the border crossing.

Whereas the Town of Redcliff is an active partner with the Wild Horse Border Crossing Committee through its involvement with Palliser Economic Partnership, and likeminded organizations in the State of Montana.

Therefore be it resolved that the Government of Alberta designate the Honourable Deron Bilous, Minister of Economic Development and Trade as the key elected representative, supported by the Honourable Oneil Carlier, Minister of Agriculture and Forestry, and the Honourable Brian Mason Minister of Transportation and Minister of Infrastructure, to advocate the following efforts to Canada Border Services Agency, Public Safety and Emergency Preparedness Canada:

- Extend the Port of Wild Horse Border hours of operation to a minimum of 13 hours per day, 365 days per year.
- Install the Electronic Data Interchange Equipment and System to facilitate processing of commercial traffic and process commercial traffic at the Port of Wild Horse 365 days per year.

2. Councillor _____ moved that that the resolution be amended as follows:

- _____
- _____
- _____

SUBMITTED BY:

Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. **2017**.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: July 17, 2017

PROPOSED BY: Director of Finance and Administration

TOPIC: Review Policy 060, Charitable Donations Tax Receipts

PROPOSAL: Review and Update Policy 060, Charitable Donations Tax Receipts with the proposed form "Official Donation Receipt for Income Tax Purposes"

BACKGROUND:

This policy is being reviewed as part of the review process outlined in Policy No. 115, Policy and Bylaw Development and Review Policy. This allows for Administration and Council to review policies on a routine basis to ensure policies are kept current with applicable legislation as well as to stay in alignment with the directives of Council.

Policy 060, Charitable Donations Tax Receipts was put in place to allow the Administration to accept charitable donations for which receipts may be issued for income tax purpose to corporations and to individuals under Income Tax Act of Canada. The Town of Redcliff appreciates and recognizes them in a formal and consistent manner.

After reviewing this policy, the Administration recommends adding a form to formalize the receipts the Town is issuing to the corporations or individuals who make the donations, it is listed at the end of the policy as: **6. Official Donation Receipt for Income Tax Purposes.**

POLICY/LEGISLATION:

Policy 115, Policy and Bylaw Development and Review Policy

STRATEGIC PRIORITIES:

Policy review is not currently ranked in the Municipality's Strategic Priorities. However, it is an important practice to ensure all policy is consistent and current to relevant federal and provincial government legislation and related regulations, as well as other related Town policy.

ATTACHMENTS

Policy 060, Charitable Donations Tax Receipts

OPTIONS:

1. Approve Policy 060, Charitable Donations Tax Receipts as amended.
2. Suggest changes to Policy 060, Charitable Donations Tax Receipts and have administration draft an amended Policy 060, Charitable Donations Tax Receipts for review at a future Council meeting.

RECOMMENDATION:

Option #1

SUGGESTED MOTION(S):

1. Councillor _____ moved Policy 060, Charitable Donations Tax Receipts be approved as presented.
2. Councillor _____ moved that administration draft an amended Policy 060, Charitable Donations Tax Receipts for review at a future Council meeting.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2017.

Approved by Council: ~~June 13, 2011~~

CHARITABLE DONATIONS TAX RECEIPTS

BACKGROUND

The Town of Redcliff, being a Canadian municipality, may accept charitable donations for which receipts may be issued for income tax purpose to corporations (Section 110.1(1)(a)(iv)) and to individuals (Section 118.1(1) "Total Charitable Gifts" (d)) under the Income Tax Act of Canada.

The Town of Redcliff appreciates donations and will recognize them in a formal and consistent manner.

POLICY

1. When a Town employee is approached to receive a donation, that employee shall, in consultation with his/her Department Head and the Municipal Manager, determine the compatibility and need for the donation. The Town may exercise its right to refuse a donation if the donation is deemed inappropriate or undesirable.
2. Donations may be cash, new objects or used objects. All donated objects (whether new or used), shall:
 - Be of approved Canadian operational standards.
 - Be compatible with existing equipment, unless it can be demonstrated that compatibility is not necessary and that substantial benefit would be derived from the donated object;
 - Receive an independent appraisal from an appraiser knowledgeable in the appropriate field at the expense of the donor. Alternatively, if the donor has purchased the item for donation, a copy of the receipt of the purchase may be substituted for an appraisal. **
3. The receiving department shall issue a receipt acknowledging the donation and expressing the Town of Redcliff's gratitude, under the authority of the Department Head upon acceptance of an object or cash donation. For larger donations the Municipal Manager will be contacted to discuss an appropriate expression of thanks.
4. An official receipt for income tax purposes will be issued by the Finance Department if the donor has requested same and provided that the receiving department has forwarded the following documentation in a format satisfactory to the Finance Department:
 - Receiving Department's request to issue official receipt for income tax purposes;
 - Copy of acknowledgement receipt, issued to donor or copy of general receipt for cash purposes, indicating receipt number, date, and general ledger code;
 - Statement of valuation by independent appraiser or purchase receipt.**
5. Upon acceptance of a donation, it shall become the property Town of Redcliff. Maintenance, repairs and upkeep of all donated items are the responsibility of the receiving department.

***Objects donated without an appraisal or receipt to verify the value of the donation cannot be issued an official receipt for income tax purposes*

6. Official Donation Receipt for Income Tax Purposes

Receipt #: _____

Charity Name: _____ Charity
BN/Registration: _____Charity
Address: _____

Donated By: _____

Total Amount Received: _____

Total Non-Taxable
Amount: _____

Total Taxable Amount: _____

Date Donation
Received: _____

Date Receipt Issued: _____

Location Issued: _____

Authorized
Signature: _____**Canada Revenue Information Site:**www.cra-arc.gc.ca/charities



ALBERTA
CULTURE AND TOURISM

*Office of the Minister
MLA, Calgary-Cross*

RECEIVED
JUL 04 2017
TOWN OF REDCLIFF

June 28, 2017

Dear Mayor:

Each year, thousands of Alberta volunteers dedicate their time and talents to making this province a great place to live, visit, and raise a family. Thanks to their dedication, Albertans have access to the cultural, recreational, and social programs that are cornerstones for building strong communities and promising futures for all Albertans.

The Government of Alberta values the commitment of Alberta volunteers. The Stars of Alberta Volunteer Awards were established as a way to recognize the outstanding contributions of volunteers in helping to make life better for their family, friends, and neighbours.

You can help recognize the remarkable volunteers in your community by encouraging local organizations and individuals to submit nominations for the 2017 Stars of Alberta Volunteer Awards. I also ask that you and your council colleagues share your own stories of how volunteers have made a difference in your life and the life of your community.

Six awards, two in each category of youth, adult, and senior, are presented annually on International Volunteer Day, December 5, at Government House in Edmonton. Albertans whose volunteer efforts have contributed to the well-being of their community are eligible to be nominated.

Full information, including nominations forms and a downloadable promotional poster suitable for printing or placement on your community website, can be found on our website at www.culturetourism.alberta.ca/stars. Deadline for nominations is September 15, 2017.

Thank you for your support of Alberta volunteers and the Stars of Alberta Volunteer Awards!

Best Regards,

Ricardo Miranda
Minister

cc: Honourable Shaye Anderson, Minister of Municipal Affairs

July 4, 2017

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

RECEIVED
JUL 07 2017
TOWN OF REDCLIFF



Dear Mayor Reimer and Members of Council;

Subject: CPRA PDC – Professional Development and Education for Municipal staff

The Fall Semester of the Canadian Parks and Recreation Association's Professional Development Certificate (CPRA PDC) begins on Tuesday September 12th.

This Professional Development program was developed in Alberta by the Alberta Recreation and Parks Association (ARPA) and is now Canada's only Professional Development program for your recreation and parks staff.

The CPRA PDC is a priority in the **Framework for Recreation in Canada: Pathways to Well-being** that was endorsed by the Federation of Canadian Municipalities as well as the Provincial and Territorial Ministers of Sports and Recreation in 2015 and is also supported by the Government of Canada.

Alberta municipalities have registered more participants than any other province or territory in Canada in each of the last two years.

The certificate covers 19 competencies and provides a national overview of current issues and trends in Canada and beyond. The CPRA PDC is an at distance program that is designed for:

- ✓ New municipal staff by giving them an early exposure to the challenges they will face as well as knowledge and a network that will immediately strengthen their contribution to your municipality and community.
- ✓ Career staff by giving them a broad based exposure to a range of competencies that will give them the skills and knowledge to successfully pursue that next promotion in your organization.
- ✓ Councils to have confidence that their certified staff is able to provide a high quality of life for your residents, state of the art advice and administration for Council and that as a result your community will be in the forefront in Alberta and Canada.

For more information on the CPRA PDC please visit www.arpaonline.ca or contact Dr. Craig Cameron at 780-415-1747 or ccameron@arpaonline.ca.

Sincerely,

William Wells
Chief Executive Officer

Memo

To: Redcliff Town Council

From: Director of Planning & Engineering

Date: July 17, 2017

Re: Proposed Multi-Family Development in the Redcliff Urban Reserve Area (IDP).

Cypress County forwarded development application 17/122 to the Town of Redcliff for review and comment by email on June 27, 2017 as the application is located in the Redcliff Urban Reserve Area identified in the Inter-municipal Development Plan. Planning & Engineering Department reviewed the application as per Policy No. 119.

Policy No. 119 requires that this application be forwarded to Council as it:

- a. Is inside the Council referral area,
- b. Has broader IDP implications, and
- c. Will have an impact on the Town.

However this application was not forwarded to Council for comment as comments were requested to be received by July 4, 2017 and the County's MPC at which the proposed development was to be heard was on July 11, 2017. As laid out Policy No. 119, dealing with documents that are time sensitive, administration prepared a response and forwarded it to the County on July 4, 2017. The Town received confirmation from the County that they had received our response.

Development application 17/122 proposed placing a Multi-Family development in the Redcliff Urban Reserve area on lands zoned CR-2. The County in their communication had indicated that they were recommending approval. Administration feels that this is a major change in County Policy, is inconsistent with the IDP, and is inconsistent with the County's CR-2 zone.

Staff attended the July 11, 2017 MPC meeting as observers making no comments at the meeting. Cypress County MPC voted unanimously against the proposed development. The reason given by MPC was that it was not consistent with the Land Use Bylaw.

The Applicant has two weeks to appeal the decision of MPC. Administration will notify Council if an appeal is made.

Attachments:

- Development Application 17/122 received by the Town on June 27, 2017
- Town of Redcliff response of July 4, 2017 (contained in the County MPC Agenda)
- Excerpt of the relevant application from the July 11, 2017 County MPC Agenda.

Development Officer's Report Municipal Planning Commission – July 11, 2017

Development Application 17/122

Isaak Unger

Plan 1611009 Block 1 Lot 3

Total Size 5.09 Acres

Land Use District - Country Residential 2(CR-2)

Proposal - Construct 3490 sq. ft. four-plex

The applicant is proposing to construct a multi dwelling in a subdivision just west of the Town of Redcliff. The structure resembles more of a townhouse or a condo look and would not have any detriment to the surrounding area. Each dwelling will have an attached garage, patio and a yard. The placement of the 4-plex will be setback further to the back of the property and meets all setback requirements. The front of the structure would be facing towards to east and the back yards to the west. Also there is an existing water well that was tested through the Provincial Health Unit and verified the water quality is acceptable in 2015. The applicant will be utilizing the existing joint approach to gain access onto the property

In accordance with Section 9(3), Municipal Planning Commission may waive or vary development standards notwithstanding that the proposed development does not comply with this Bylaw if in the opinion of the MPC that the development would not

- i) unduly interfere with the amenities of the neighborhood, or
- ii) materially interfere with or affect the use, enjoyment or value of neighboring properties.

A "Dwelling multi-unit is defined under Section 6 (25) (c) as a grouping of three or more dwelling units within one structure and may be constructed as in an apartment style where entrance facilities are shared, or an attached style where each unity has a separate entrance at grade and is divided by a vertical party wall.

In a Country Residential-2 District (CR-2), a dwelling multi-unit is not defined in this district. In a Hamlet Residential District (HR), a multi-unit is defined under Class II Discretionary Use.

Recommendation

To approve Development Application 17/122, subject to the following conditions, and with the understanding it will be constructed as outlined in the submitted application. Any changes in setback, or changes in dimensions must be resubmitted for approval by the Development Officer and/or Municipal Planning Commission.

1. It is the responsibility of the Developer and/or Owner to ensure that any applicable Provincial and Federal statutes and regulations are complied with.
2. This Development shall comply with all regulations under the Land Use Bylaw except where a variance has been granted by the Municipal Planning Commission.
3. A new permit must be obtained for any future additions and/or changes in the use or the intensity of use of the land or buildings.
4. The approval of this application does not in any way obligate Cypress County to provide access to development.
5. Alberta Municipal Affairs requires permits pursuant to the Safety Codes Act to be obtained prior to commencement of construction. Alberta Municipal Affairs has Authorized Accredited Agencies to review construction drawings, related documents and issue permits on their behalf. A list of Authorized Accredited Agencies are available at Cypress County office.
6. Any work or improvements in the County ditched including approaches between the property line and county roadway must be approved by the Public Works Department.
7. The applicant must contact Alberta One Call to locate existing utility lines prior to commencement.



RESIDENTIAL AND FARM BUILDINGS/STRUCTURE DEVELOPMENT PERMIT APPLICATION

Cypress County
816 - 2nd Avenue Dunmore AB T1B 0K3
Phone 403.526.2888 Fax 403.526.8958
www.cypress.ab.ca

Application No.

17/122

NAME OF APPLICANT:

Isaac Unger

Address: 956 Maskell Place City: Redcliff Postal Code: T0J 2P0

Phone #: (res) (cell) 403 502 3616 Fax#:

Email: isaak.18@gmail.com

LANDOWNER(S) (if applicant not the landowner): Jerry and Lorraine Schwengler

Address: City: Postal Code:

Phone #: (res) (cell) Fax#:

Email:

Interest of Applicant if not owner of property:

SITE INFORMATION:

Legal: (Circle One) NE NW SE SW ¼ Section 19 Township 13 Range 6 W4M
Plan 1611009 Block 1 Lot 3 Area: 5.69 hectares/acres/lot size

Municipal Address: Roll#: 24711600

Land Use Classification: CR-2

Describe the existing developments on the land:

PROPOSED DEVELOPMENT DETAILS:

Type of Development: ☒ Dwelling ☐ Garage ☐ Other (i.e. shop) Four - Plex

Size of Development: 3490 sq/ft

Building Height (highest grade to peak of roof): 26'

If Dwelling: ☒ New Construction ☐ Mobile/Modular CSA # ☐ RTM (Pre-Built)

☐ Move-on (pre-existing) ☐ Addition

If Accessory Building: ☐ New Construction ☐ Move-On (pre existing)

Please list the intended use for the new accessory building:

For "Move-On" building (Please submit photographs of the building to be moved): Year Built

Please note that ALL pre-built structures being moved onto the site require a Special Haul Permit from RoadData Services Ltd. a prior to being moved on any County Roads, call 1.877.236.6445.

Indicate the proposed setback from the property line:

Front Yard: ~~15~~ Rear Yard: ~~20~~ 136 Side Yard (L): 21 Side Yard(R): 28.41

The land is adjacent to: ☐ A Primary Highway ☐ A Numbered Highway ☒ A County Road

Please note that a permit is required from Alberta Transportation for roadside development within 300m from a provincial right-of-way or within 800m of centerline of a highway and public road intersection.

Does this development require an approach to be constructed to a roadway? Yes _____ No ☒

If yes, a Road Approach Application must be attached.

Estimate the project:

Commencement Date: August 2018 Completion Date: July 2018 Construction Costs: \$ 600,000

ADDITIONAL INFORMATION:

- a) Are there any oil or gas wells on or within 100 metres of the subject property(s)? Yes _____ No ☒
b) Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes _____ No ☒
c) Is there an abandoned oil or gas well or pipeline on the property? Yes _____ No ☒
d) Is there a geographical feature on the property? (i.e. creek) Yes ☒ No _____

If yes, please explain Pond

DEMOLITION:

Type of building being demolished: _____

Area of size: _____

Type of demolition planned: _____

_____ PERMITTED USE _____ CLASS I DISCRETIONARY USE ☒ CLASS II DISCRETIONARY USE

RIGHT OF ENTRY & REQUIRED SIGNATURES – Applicant/Landowner:

Please note that all information provided by the Applicant to the County that is associated with the application, including technical studies, will be treated as public information in the course of the municipality's consideration of the development permit application, pursuant to the Municipal Government Act, R.S.A 2000 Chapter M-26, the Land Use Bylaw and relevant statutory plans. By providing this information, you (Owner/Applicant) are deemed to consent to its public release.

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

Applicant - Signature: [Signature] Applicant - Print Name: Isaac K Unger Date: June 23 - 17
Landowner - Signature: [Signature] Landowner - Print Name: TERESA SCHWENGLER Date: 16 June 17

FOR OFFICE USE ONLY:

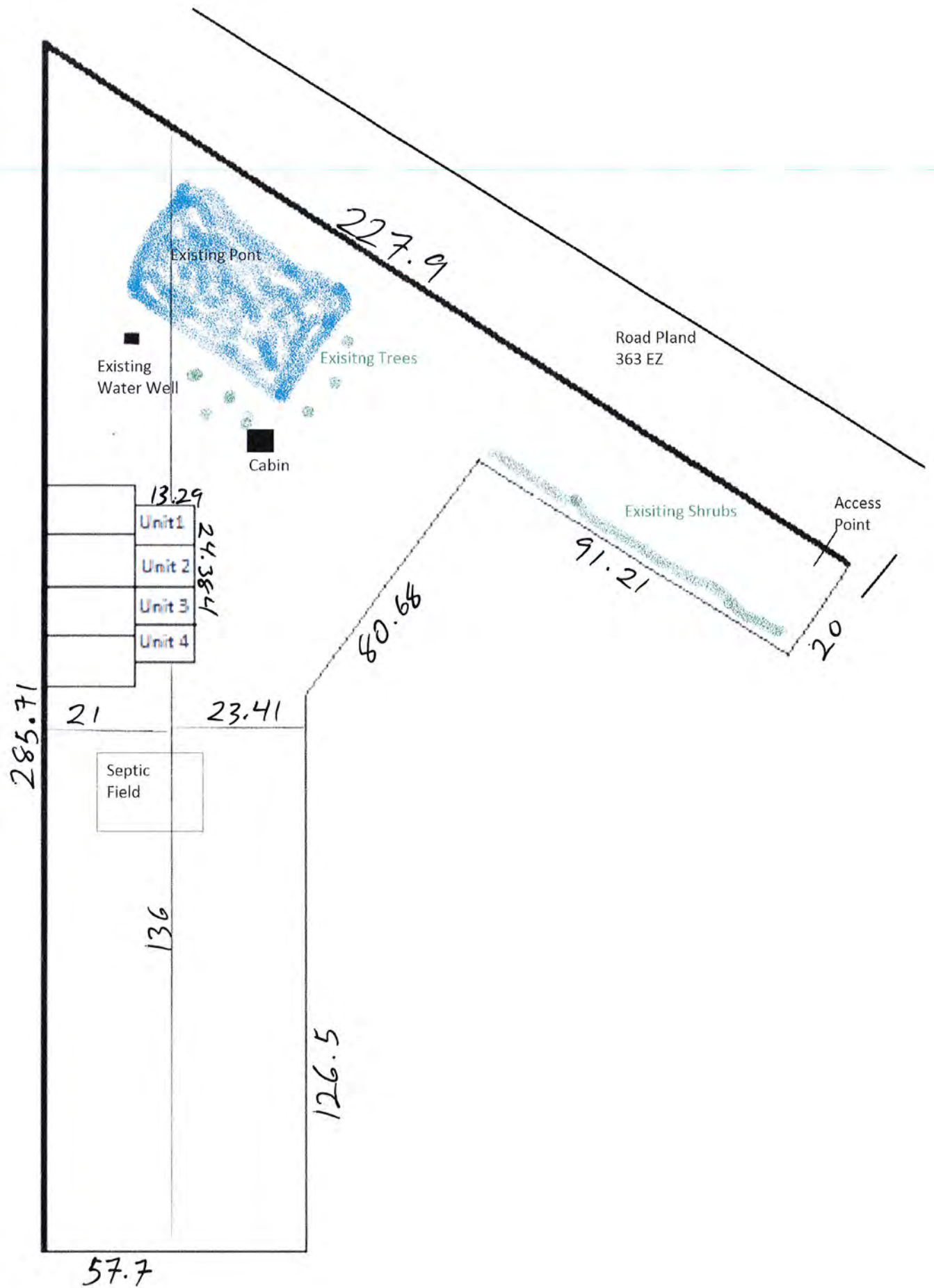
Date Inspected: _____ By: _____

☐ Approved ☐ Appealed ☐ Refused By: _____

Miscellaneous/Conditions of Approval: _____

Permit Paid \$ 200.00
Sign Paid \$ 40.00
Deposit(s) Paid \$ _____
Receipt # 31302

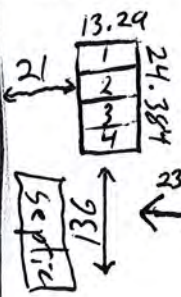
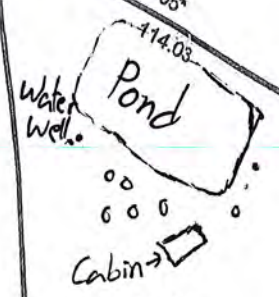
FOIP: Personal information is being collected by authority of the Land Use Bylaw and will be used for approval purposes. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the FOIP Co-ordinator,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



TRANS CANADA
Road Plan 8710

CANADIAN PACIFIC RAIL
Plan RY 22908

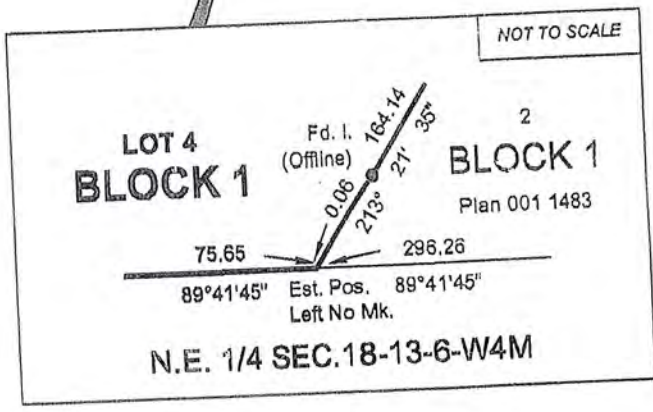
Septic to be
a min of 15 meters
from units.



LOT 4
BLOCK 1
Area = 2.06 ha.

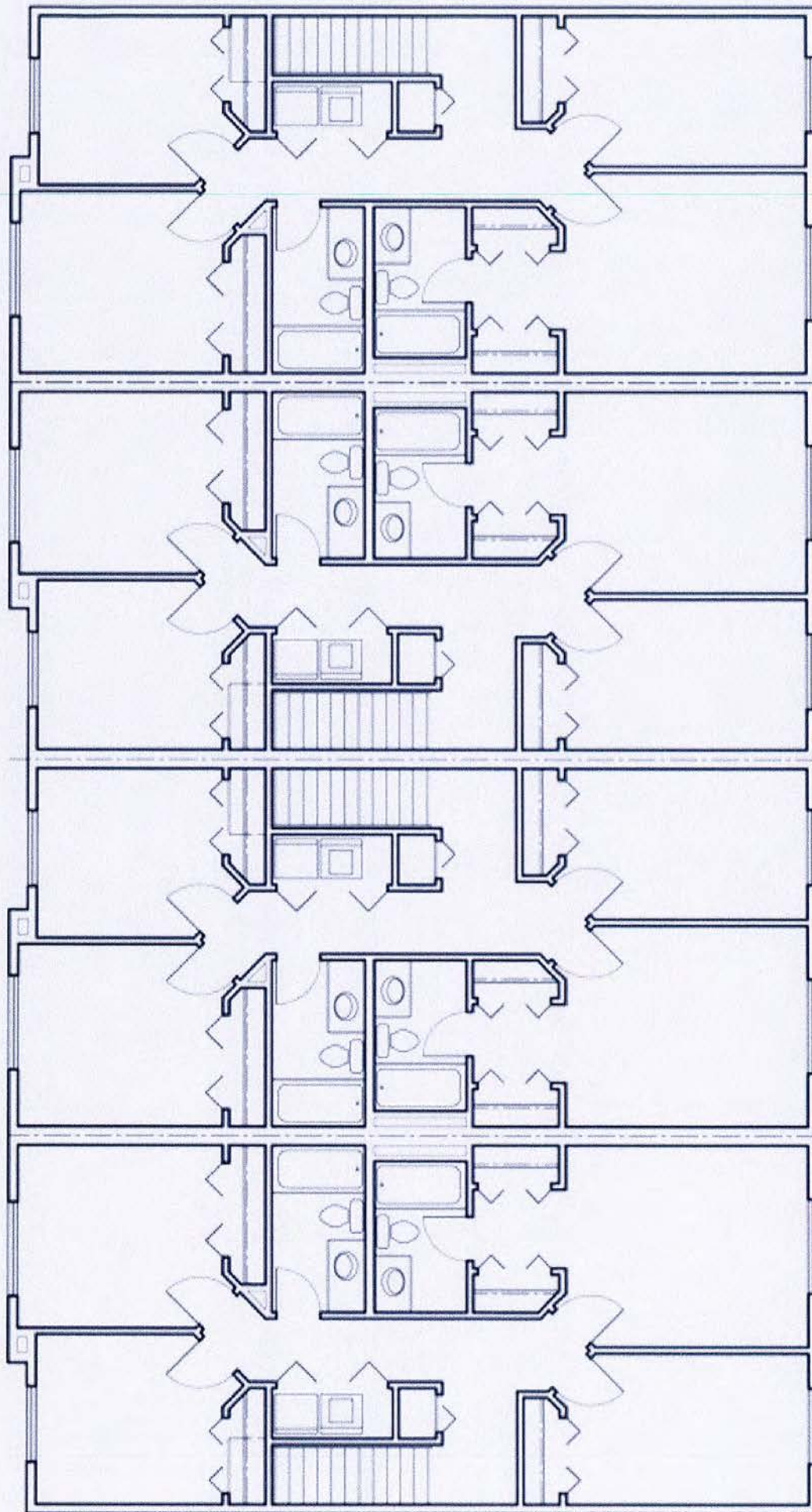
2
BLOCK 1
Plan 001 1483

N.E. 1/4 SEC.18-13-6-W4M

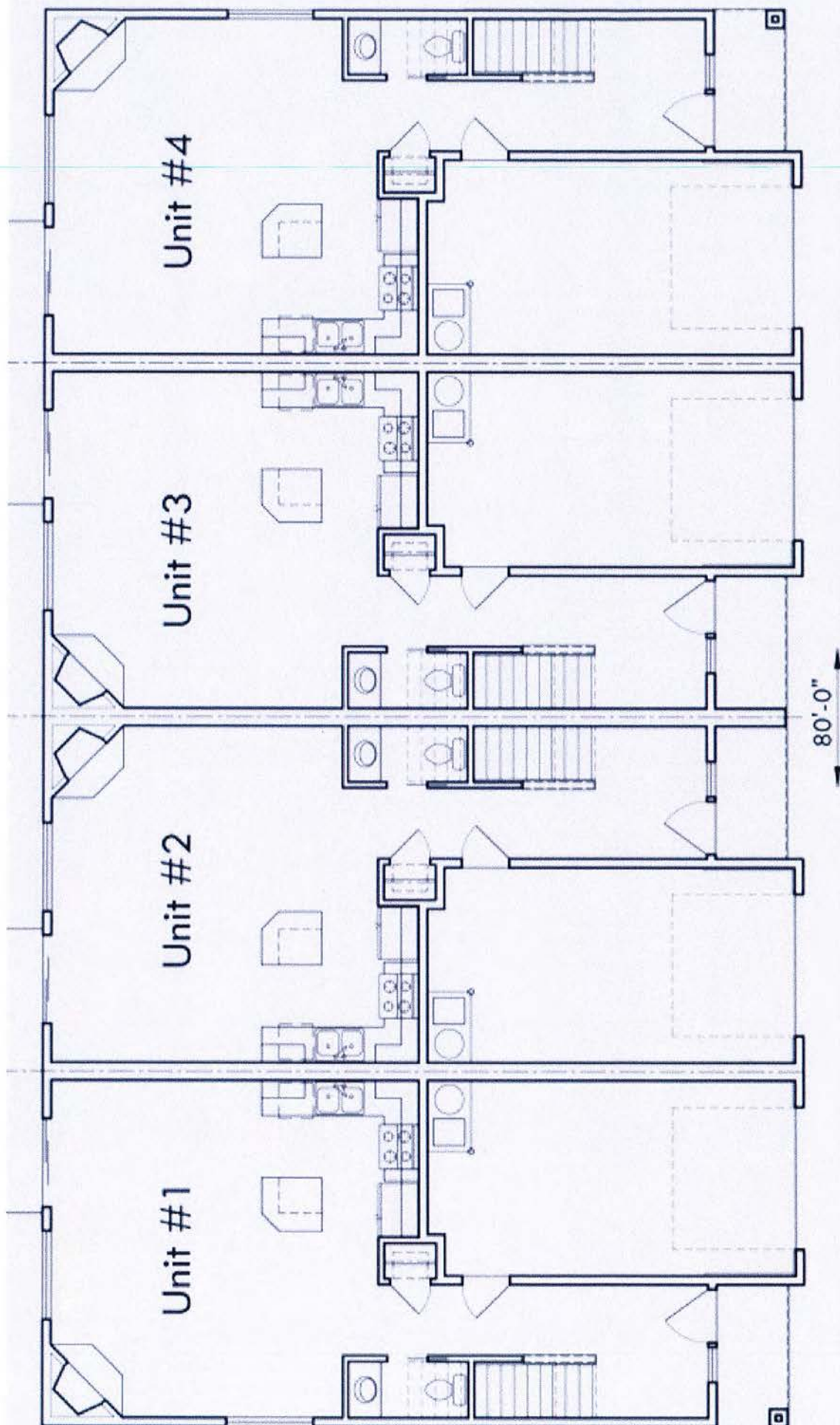


1999/2

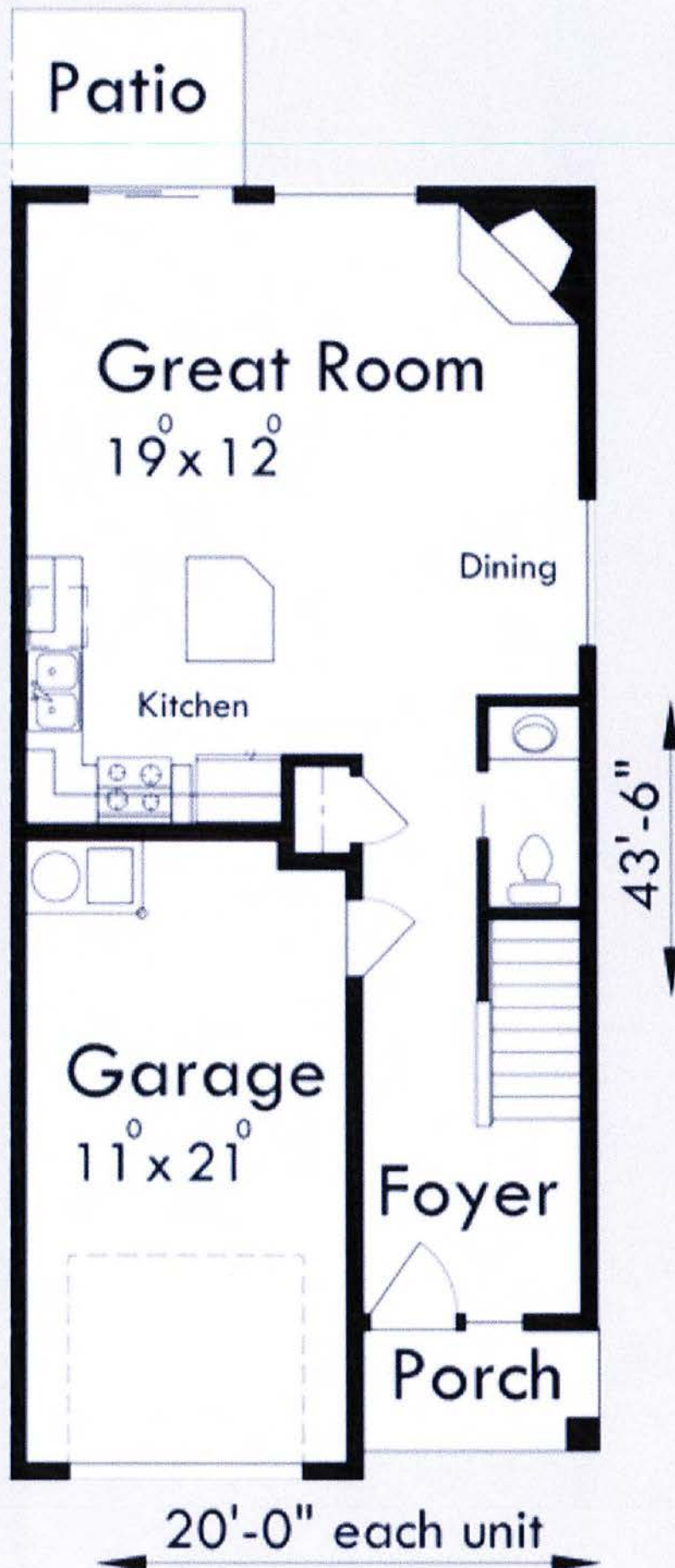
UPPER



Main



Main Floor Plan





**AGENDA OF CYPRESS COUNTY
MUNICIPAL PLANNING COMMISSION
Council Chambers
Administration Building, Dunmore AB
Tuesday, July 11, 2017
10:00 AM**

	Page
. Call to Order	
. Adopt Agenda	
. Adopt Minutes	3 - 9
. Development Applications - For Viewing	
17/109 Safety Buzz Etc.	10 - 12
17/112 Brost Developments Inc.	13 - 15
17/113 Brost Developments Inc.	16 - 19
17/114 Step Energy Services	20 - 22
17/115 Big Holding Systems Ltd.	23 - 25
17/116 Lorrall Weisgerber	26 - 28
17/117 2051023 Alberta Ltd.	29 - 30
17/118 Bosch Built Homes	31 - 33
17/119 Robin & Kirsty Kurpjuweit	34 - 36
17/120 Cypress County	37 - 38
17/124 LeVan Jensen	39 - 45
17/126 Cypress County	46 - 48
17/127 Ebel's Desert Farm Corp	49 - 51
17/128 Alexander Evans	52 - 56
. Development Applications - For Consideration	
17/110 Bill Curnew - 10:30 a.m.	57 - 66
17/121 Aamir Aamir - 10:45 a.m.	67 - 74
17/122 Isaak Unger - 11:00 a.m.	75 - 87

17/125	Shawn & Teresa Kleinknecht - 11:15 a.m.	88 - 98
.	Subdivision Applications	
17CY14	Bernard & Lisa Nickel - 10:00 a.m.	99 - 103
.	Miscellaneous	
	Planner's Report	104 - 105
13CY09	Subdivision Time Extension - 1184125 Alberta Ltd. - 10:15 a.m.	106 - 108
	SDAB Hearing Outcome - Development Application 17/59 Wiebe	
.	Land Use Amendments	
	Bylaw 2017/21 - Stehr	109
.	Next Meeting - August 8, 2017	

Development Officer's Report Municipal Planning Commission – July 11, 2017

Development Application 17/122

Isaak Unger

Plan 1611009 Block 1 Lot 3

Total Size 5.09 Acres

Land Use District - Country Residential 2(CR-2)

Proposal - Construct 3490 sq. ft. four-plex

The applicant is proposing to construct a multi dwelling in a subdivision just west of the Town of Redcliff. The structure resembles more of a townhouse or a condo look and would not have any detriment to the surrounding area. Each dwelling will have an attached garage, patio and a yard. The placement of the 4-plex will be setback further to the back of the property and meets all setback requirements. The front of the structure would be facing towards to east and the back yards to the west. Also, there is an existing water well that was tested through the Provincial Health Unit and verified the water quality is acceptable in 2015. The owner of the property stated that the well produces 5 gallons/min. The applicant will be utilizing the existing joint approach to gain access onto the property

In accordance with Section 9(3), Municipal Planning Commission may waive or vary development standards notwithstanding that the proposed development does not comply with this Bylaw if in the opinion of the MPC that the development would not

- i) unduly interfere with the amenities of the neighborhood, or
- ii) materially interfere with or affect the use, enjoyment or value of neighboring properties.

A "Dwelling multi-unit" is defined under Section 6 (25) (c) as a grouping of three or more dwelling units within one structure and may be constructed as in an apartment style where entrance facilities are shared, or an attached style where each unity has a separate entrance at grade and is divided by a vertical party wall.

In a Country Residential-2 District (CR-2), a dwelling multi-unit is not defined in this district. In a Hamlet Residential District (HR), a multi-unit is defined under Class II Discretionary Use.

There is a mini cabin on the property that is not hooked up to any utilities and the applicant would be willing to remove the structure off the property if required.

Since this area falls within the Tri-Area Inter-Municipal Development Plan, Urban Reserve (Redcliff), the application was submitted to the Town of Redcliff for their comments. While the Town of Redcliff is opposed to this development as it is not a

continuation of agricultural pursuits, there were no comments provided regarding the subdivision that was approved in 2016.

Recommendation

Option 1

To approve Development Application 17/122, subject to the following conditions, and with the understanding it will be constructed as outlined in the submitted application. Any changes in setback, or changes in dimensions must be resubmitted for approval by the Development Officer and/or Municipal Planning Commission.

1. It is the responsibility of the Developer and/or Owner to ensure that any applicable Provincial and Federal statutes and regulations are complied with.
2. This Development shall comply with all regulations under the Land Use Bylaw except where a variance has been granted by the Municipal Planning Commission.
3. A new permit must be obtained for any future additions and/or changes in the use or the intensity of use of the land or buildings.
4. The approval of this application does not in any way obligate Cypress County to provide access to development.
5. Alberta Municipal Affairs requires permits pursuant to the Safety Codes Act to be obtained prior to commencement of construction. Alberta Municipal Affairs has Authorized Accredited Agencies to review construction drawings, related documents and issue permits on their behalf. A list of Authorized Accredited Agencies are available at Cypress County office. Copies of all necessary permits must be submitted to the County.
6. Any work or improvements in the County ditched including approaches between the property line and county roadway must be approved by the Public Works Department.
7. The applicant must contact Alberta One Call to locate existing utility lines prior to commencement.
8. The cabin must be removed off the property prior to commencement.
9. Verification that the water quantity from the well has sufficient volume to supply for 4 dwelling units.

Option 2

To refuse Development Application 17/122 as the proposal is not consistent to the general purpose of a CR-2 District. The general purpose is to regulate the development of low density country residences and minor agricultural pursuits in Cypress County.



RESIDENTIAL AND FARM BUILDINGS/STRUCTURE DEVELOPMENT PERMIT APPLICATION

Cypress County
816 - 2nd Avenue Dunmore AB T1B 0K3
Phone 403.526.2888 Fax 403.526.8958
www.cypress.ab.ca

Application No.

11:00
17/122

NAME OF APPLICANT:

Isaac Unger

LANDOWNER(S) (if applicant not the landowner): Jerry and Lorraine Schwengler

Address: _____ City: _____ Postal Code: _____

Phone #: (res) _____ (cell) _____ Fax#: _____

Email: _____

Interest of Applicant if not owner of property: _____

SITE INFORMATION:

Legal: (Circle One) NE NW SE SW ¼ Section 19 Township 13 Range 6 W4M
Plan 1611009 Block 1 Lot 3 Area: 5.09 hectares/acres/lot size

Municipal Address: _____ Roll#: 24711600

Land Use Classification: CR-2

Describe the existing developments on the land: _____

PROPOSED DEVELOPMENT DETAILS:

Type of Development: ☒ Dwelling ☐ Garage ☐ Other (i.e. shop) Four-plex

Size of Development: 3490 sq/ft

Building Height (highest grade to peak of roof): 26'

If Dwelling: ☒ New Construction ☐ Mobile/Modular CSA # _____ ☐ RTM (Pre-Built)
☐ Move-on (pre-existing) ☐ Addition

If Accessory Building: ☐ New Construction ☐ Move-On (pre existing)

Please list the intended use for the new accessory building: _____

For "Move-On" building (Please submit photographs of the building to be moved): Year Built _____

Please note that ALL pre-built structures being moved onto the site require a Special Haul Permit from RoadData Services Ltd. a prior to being moved on any County Roads, call 1.877.236.6445.

Indicate the proposed setback from the property line:

Front Yard: ~~136~~ Rear Yard: 136 Side Yard (L): 21 Side Yard(R): 23.41

The land is adjacent to: ☐ A Primary Highway ☐ A Numbered Highway ☒ A County Road

Please note that a permit is required from Alberta Transportation for roadside development within 300m from a provincial right-of-way or within 800m of centerline of a highway and public road intersection.

Does this development require an approach to be constructed to a roadway? Yes _____ No ✓

If yes, a Road Approach Application must be attached.

Estimate the project:

Commencement Date: August 2018 Completion Date: July 2018 Construction Costs: \$ 600'000

ADDITIONAL INFORMATION:

- a) Are there any oil or gas wells on or within 100 metres of the subject property(s)? Yes _____ No ✓
- b) Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes _____ No ✓
- c) Is there an abandoned oil or gas well or pipeline on the property? Yes _____ No ✓
- d) Is there a geographical feature on the property? (i.e. creek) Yes ✓ No _____

If yes, please explain Pond

DEMOLITION:

Type of building being demolished: _____

Area of size: _____

Type of demolition planned: _____

☐ PERMITTED USE ☐ CLASS I DISCRETIONARY USE ☒ CLASS II DISCRETIONARY USE

RIGHT OF ENTRY & REQUIRED SIGNATURES – Applicant/Landowner:

Please note that all information provided by the Applicant to the County that is associated with the application, including technical studies, will be treated as public information in the course of the municipality's consideration of the development permit application, pursuant to the Municipal Government Act, R.S.A. 2000 Chapter M-26, the Land Use Bylaw and relevant statutory plans. By providing this information, you (Owner/Applicant) are deemed to consent to its public release.

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

June 23 - 17
Date

[Signature]
Date

FOR OFFICE USE ONLY:

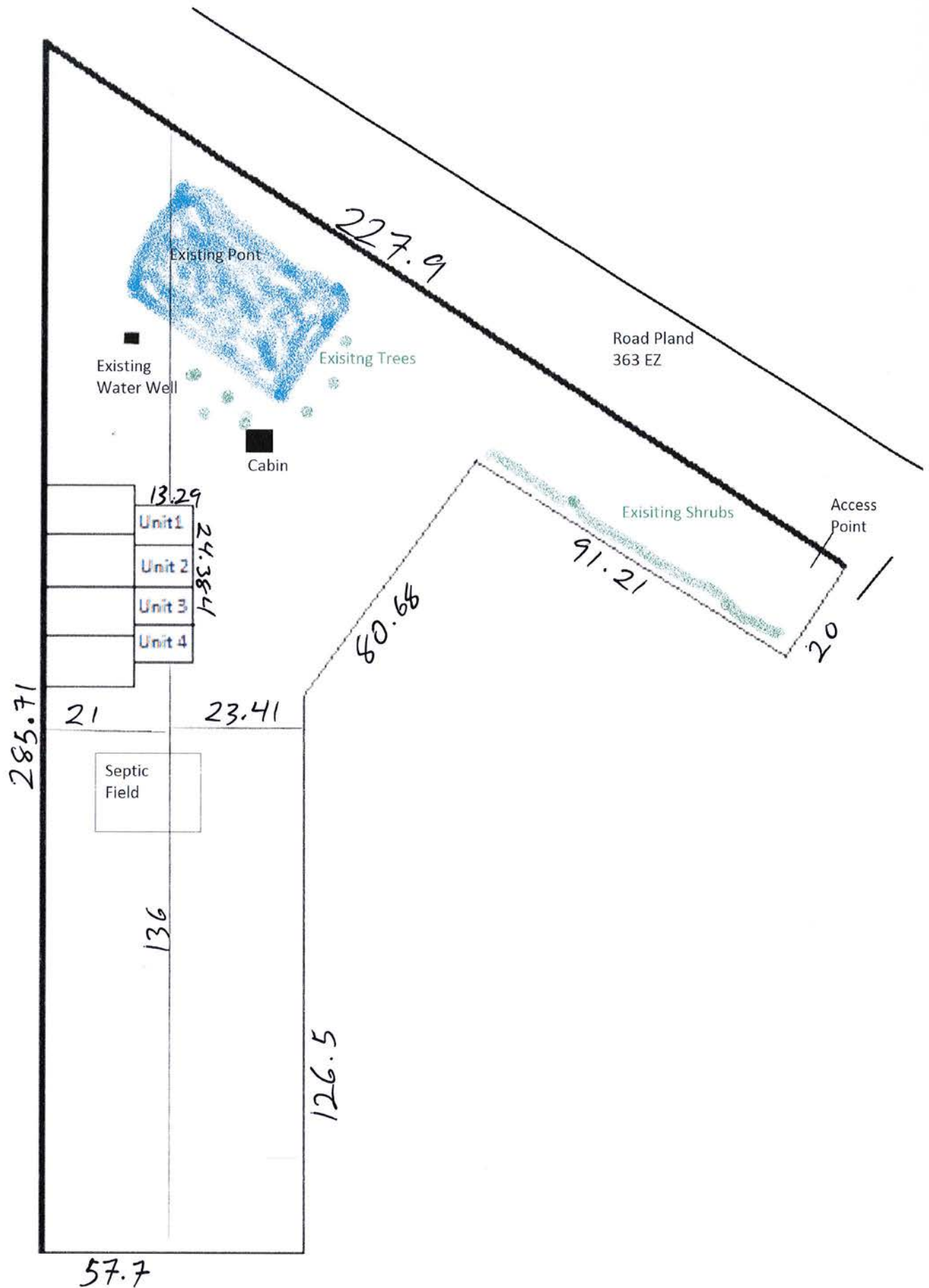
Date Inspected: _____ By: _____

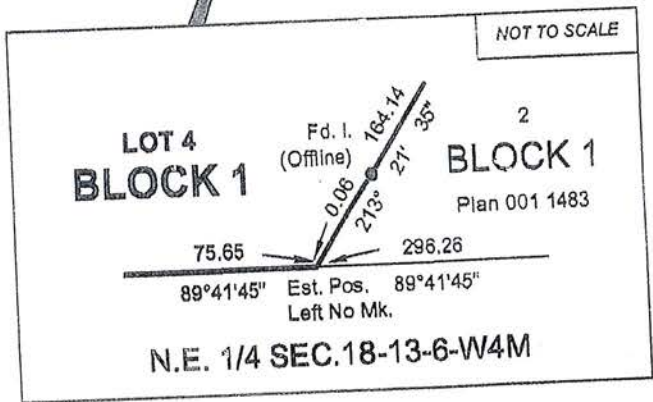
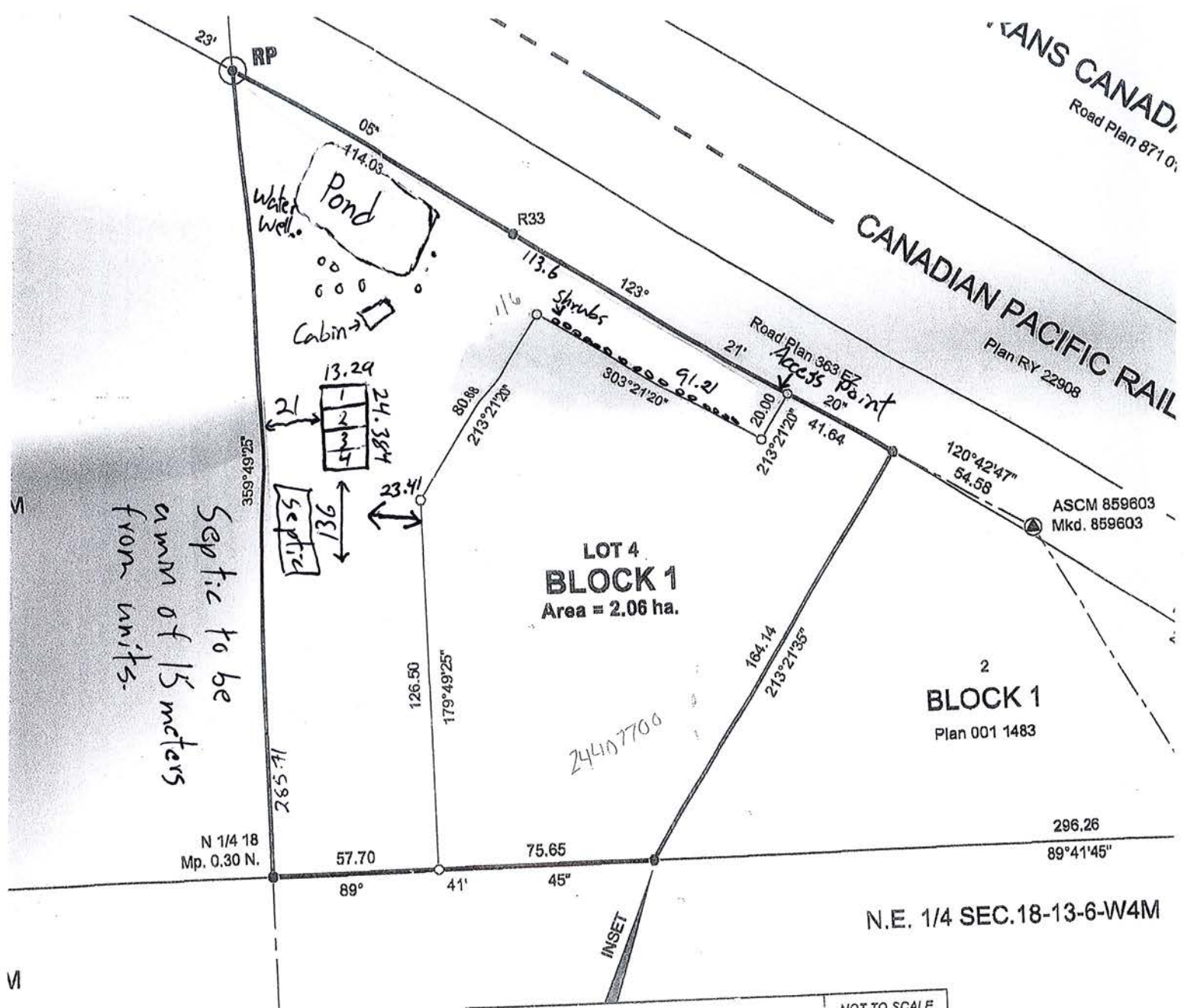
☐ Approved ☐ Appealed ☐ Refused By: _____

Miscellaneous/Conditions of Approval: _____

Permit Paid \$ 200.00
Sign Paid \$ 40.00
Deposit(s) Paid \$ _____
Receipt # 31302

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







SE19 13-6-4

001
002
0716246

001
001
9912842

17/122
Plan 1611009 Block 1 Lot 3

Hwy 1

003
001
1611009

004
001
1611009

002
001
0011483

Old Transcanada Hwy

Hwy 1

Hwy 1

Rge Rd 65

Rge Rd 65



TOWN OF REDCLIFF
P.O. Box 40
1 – 3rd Street NE
Redcliff, Alberta T0J 2P0

Phone 403-548-3618
Fax 403-548-6623
Email redcliff@redcliff.ca
www.redcliff.ca

July 4, 2017

Cypress County
816 – 2nd Ave
Dunmore, Alberta
T0J 1A0

Attention: Kaylene Hallett, Assistant Planner

JRE: Cypress County Development Application 17/122.

With respect to the above noted development application and the County's request for comments the Town of Redcliff has reviewed the proposed development application and notes the following:

1. The proposed development is located in the Redcliff Urban Reserve identified in the Inter-Municipal Development Plan.
2. From the Inter-Municipal Development Plan:

Section 2.11.2 Urban Reserve (Redcliff) Policy a) – Overall Policy Intent:

"The intent of the Urban Reserve (Redcliff) designation in the IDP as shown on Map A is to protect land for long term urban expansion, allow for the continued use of agricultural pursuits and in some areas south of Highway 1, extensive recreation uses. The further intent is to retain large parcels for economical re-subdivision for future urban densities. Interim subdivision and development applications should plan for eventual annexation and urban densities."

Our opinion is that the proposed development is contrary to the intent of the Inter-municipal Development Plan. With reference to Section 2.11.2 and review of the proposed development:

- a. The development is not for the continuation of agricultural pursuits,
- b. Creates a possibility of subdivision as there is already a residential unit on the property. While the cabin is small it does fit within the small homes classification.



- c. There is no plan to deal with how this proposed development will fit into future plans when the land is annexed and urban densities will be proposed.
3. While the Inter-Municipal Development Plan does not prohibit multi-family development in the Redcliff Urban Reserve the Town understood that it was prohibited due to the permitted and discretionary uses allowed in County's Land Use Bylaw for the lands in the Redcliff Urban Reserve. The site in question is zoned CR-2. The County's Land Use Bylaw provides the following:

COUNTRY RESIDENTIAL DISTRICT 2 (CR-2)

THE GENERAL PURPOSE OF THIS DISTRICT IS TO REGULATE THE DEVELOPMENT OF LOW DENSITY COUNTRY RESIDENCES AND MINOR AGRICULTURAL PURSUITS IN CYPRESS COUNTY. HOWEVER, WITH THE EXCEPTION OF SITES DESIGNATED AS COUNTRY RESIDENTIAL DISTRICT 2 (CR-2) ON THE DATE OF ADOPTION OF THE TRI-AREA IDP, IT SHALL NOT BE APPLIED TO THE POTENTIAL GROWTH AREA AND THE URBAN RESERVE (REDCLIFF) AREA OF THE TRI-AREA IDP.

1. PERMITTED USES

- (1) Accessory buildings and uses (maximum of five)
- (2) Dwelling unit
- (3) Public parks & playgrounds
- (4) Swimming pools

2. CLASS I DISCRETIONARY USES

- (1) Bed and breakfast facility
- (2) Greenhouse, nursery garden
- (3) Home occupation (office use only)
- (4) Move-in buildings (residence/dwelling, and accessory buildings)
- (5) Mobile homes
- (6) Storage container (maximum of one)
- (7) Solar energy panels and associated equipment for personal use

3. CLASS I DISCRETIONARY USES

- (1) Additional accessory buildings and uses
- (2) Family care home
- (3) Home occupation
- (4) Public buildings or uses and public utility buildings or uses required to serve the district
- (5) Public and quasi-public buildings and uses
- (6) Other uses consistent with the Definition or General Purpose of the Land Use District as approved by the Municipal Planning Commission

The purpose of the CR-2 district is specifically noted as **Low Density Country Residences**. Multi-Family is not considered low density. Additionally nothing in the listed permitted or discretionary uses indicates multi-family and the permitted use Dwelling Unit is notable in its singularity.



The Town relied on the County's Land Use Bylaw when approving the Inter-Municipal Development Plan to regulate development in the Redcliff Urban Reserve.

Approval of this proposed development would represent a major shift in County policy and would require the Town to reevaluate the policies in the Inter-municipal Development Plan and other initiatives between the County and the Town.

4. We note that in the Development Officer's Report that the water well has adequate quality of water for domestic uses however this does not mean there is adequate quantity for the proposed development. The quantity of water required by 5 dwelling units will be substantially more than for a single dwelling unit.
5. We noted that the conditions proposed state that the Developer and/or Owner is to ensure compliance with Provincial and Federal statutes and regulations and that Safety Codes Permits are required. We question whether the applicant appreciates these requirements in light of the provincial regulations on private sewage systems.

The Town of Redcliff is strongly opposed to the proposed development in the Redcliff Urban Reserve area. We urge the County to change their recommendation to refusal as this application is not consistent with the Intent Inter-municipal Development Plan and is not supported by the County's Land Use Bylaw. If you have any questions please contact the undersigned.

Town of Redcliff

James Johansen P.Eng.

Director of Planning & Engineering

Direct: 403-548-9266 Fax: 403-548-6623

Email: jamesj@redcliff.ca

Redcliff Town Council as per Policy 119

Arlos Crofts, Municipal Manager, Town of Redcliff,

Jeffery Dowling, Planning Supervisor, Cypress County

Kent Snyder, General Manager of Planning & Development Services, City of Medicine Hat.

PLW, Schwengler, Jerry

Box 733

Redcliff AB
T0J2P0
(403)548-2777

Medicine Hat Environmental Public Health

River Heights Professional Centre
200 - 88 Valleyview Drive SW
Medicine Hat, AB T1A 8N6

Accession #: WC-15-0067379
AESRD Approval #:
EI/ProvLab Study #:

Environmental Microbiology

Collected Date 2015-10-14
Collected Time 13:15 MDT

Total Coliforms by Enzyme Substrate. * NIL @
E coli by Enzyme Substrate. NIL @

Sample Details:
Drinking Water Sample Category Private
Water Sample Source Well
Received Date and Time 2015-10-15 0915
Analyzed Date 2015-10-15
ID Number 51899
Sample Collected By J. Schwengler
Collected By Phone Number 403-548-2777
Sample Collection Site. Well Head

Units
per 100mL
per 100mL

*Water Well
Quality Test
Results*

2015-10-14 13:15 MDT Total Coliforms by Enzyme Substrate.:
Total Coliforms and E coli testing performed quantitatively by Enzyme Substrate Method.

RE-SAMPLE

Resample Reason: Information on the requisition form indicates that this sample was submitted as a "resample" due to previous coliform contamination.

2015-10-14 13:15 MDT Quantitative Drinking Water:
SW1/4 Sct: 19 Twp: 13 Rge: 6 W 4 M Lot: _ Block: _ Plan: _

SATISFACTORY

LEGEND: @=Faxed *=Footnotes #=Corrected H=High

Cc:

Information on this report relates only to this sample
For further information contact the Environmental Public Health Agency

Chart Request ID: 11950165/
Print Date/Time: 2015-10-16 14:40

Env: ER4 - Provider - Permanent
Page 15

Memo

To: Redcliff Town Council

From: Administration (Director of Public Services)

Date: July 17, 2017

Re: Notice and Installation of 4 way stop at Broadway and Mitchell

During the November 5th, 2016 council meeting, motion #2016-0429 was carried and directed administration to install a four way stop at the intersection of Broadway Ave E and Mitchell St. The motion is as follows:

2016-0429

Councillor Leipert moved to remove the Broadway Avenue East and Mitchell Street Signalization project from the proposed 2017 Capital Budget. Further, that installation of a four way stop and pedestrian signage be undertaken at the intersection of Broadway Avenue East and Mitchell Street. - Carried.

This memo has been prepared to notify Council that administration is moving forward with the installation of new signage and the painting of new cross walk lines. Two new additional stop signs, 2 “new stop sign ahead” signs, and 4 pedestrian crossing signs will be installed. Cross walk lines will also be painted across Broadway Ave East.

The installation of these signs will occur once the new signs arrive to Public Services.

It is noted that the majority of traffic (approximately 70-80%) travels straight through the intersection on Broadway avenue, so this will be the traffic that will be primarily affected (and could result in increased complaints and concerns from drivers).

Consultation has been done with the RCMP and they prefer signal traffic lights and are concerned about the traffic back up and delays a four way stop may cause. From a statistics perspective, they do not have any more collisions at this intersection than a normal 2 way stop intersection would typically have.

Public Services will monitor the following:

- Traffic build up and time delays including any change in collisions with RCMP consultation
- Any concerns and complaints about the new intersection signage
- Any increase in pedestrian traffic

Memo

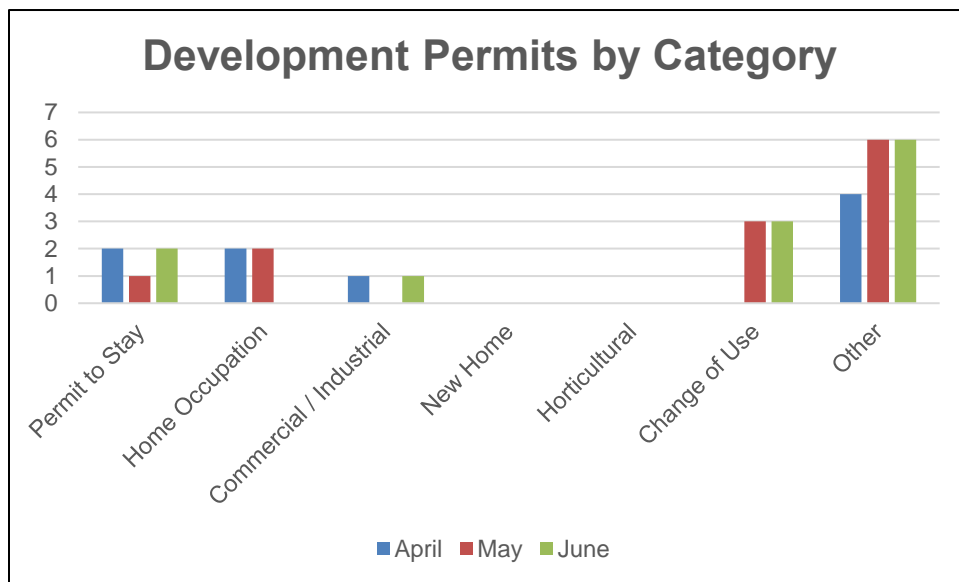
To: Council

From: Director of Planning & Engineering

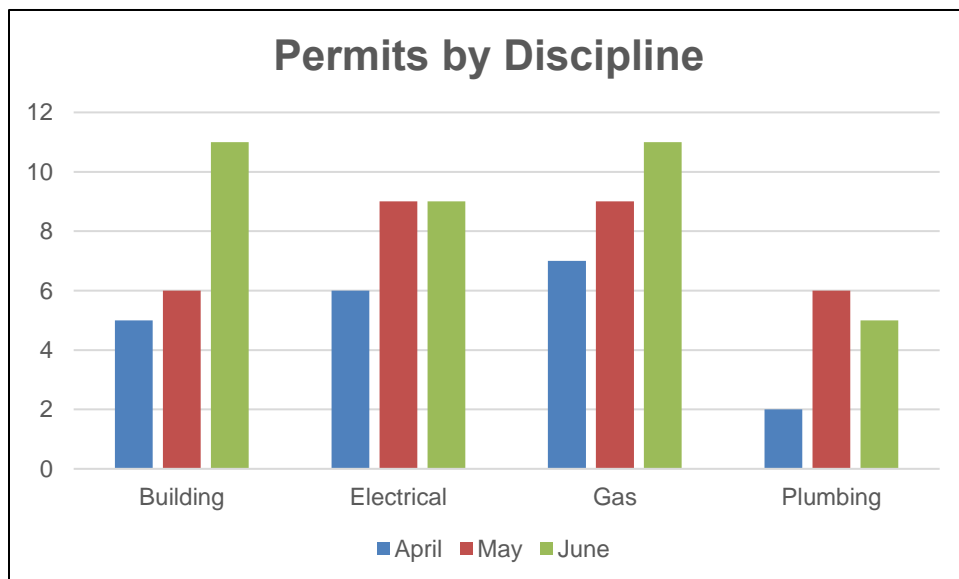
Date: July 5, 2017

Re: Permits issued in June 2017

In June the Town of Redcliff issued the following Development Permits as shown below:



Safety Codes Permits issued by the Town for the month of June.



Municipal Manager Report to Council – July 17, 2017

Ongoing Projects

- Comprehensive Job Description review and updating continues.
- Responding to, in coordination with Planning and Engineering, developer inquiries as they arise.
- Preparation of draft strategic planning document is in progress.
- Working on, in coordinated effort with the City of Medicine Hat and Cypress County, initiating a regional solid waste management feasibility study. Request for Proposal is complete with the non-mandatory site meeting already completed. Currently awaiting proposals.
- Followed up with Alberta Transportation (AT), at request of Mayor Reimer, with regard to the status of work/improvements that are to be completed on Broadway Avenue going West (right hand turning lane) on to Highway 1. The work has been awarded to a contractor with expected completion this year.
- Administration has been approached by Axia Fibrenet inquiring as to the potential/possibility of them introducing fibre into Redcliff. Axia is tentatively scheduled for a delegation with Council during their August 2017 meeting.
- Reviewing and working with Finance team to look at benefit providers information and costs etc.
- Working on a Regional Tourism Map initiative in partnership with EDA and Tourism Medicine Hat. This is nearly complete and should be available by the end of July.

Day to Day Responsibilities

- Legal files continue to require large amounts of human resource capacity. This has slowed down completion and initiation of other projects.
- Council meeting preparation and Request for Decision Review.
- Correspondence with CUPE regarding collective agreement and resolution of grievances as they arise.
- Holiday coverage as the management team utilizes their allocated vacation.
- Assist with, and or, respond to media inquiries as they arise.
- Researching and working through recycling options with Director of Public Services.
- Arranged for a GIS systems demo provided by MRF. This was coordinated with the attendance of both some town staff and Cypress County staff. Their product offers opportunities to greatly enhance digital record keeping (specifically property record keeping) and could potentially allow for an effective method of tracking such things as offsite levies history.
- Reviewing and signing off on procedures as they are updated.
- Was out of the office from the afternoon of June 30 through July 4.

COMMUNITY & PROTECTIVE SERVICES

Parks and Recreation

Town Hall:

- Phase 2 completed – the grass has taken hold and now looks complete.

Rec-Tangle:

- Painting at Rec-tangle – the walls have been refreshed with a coat of white paint in the hallways
- Lighting system for ice surface completed
- Internal and external lighting completed
- Concession and washroom upgrades commenced

Irrigation:

- Irrigation repairs 9th ave north and south side started
- Automation of 9th ave started
- Park irrigation upgrades and repairs ongoing
- Setup irrigation at river for new tree watering at river access locations
- Complete check of irrigation systems in parks

Ball Diamonds:

- Ball diamond grooming
- Painted dugouts as necessary

Lions Park:

- Refreshed washroom walls with new paint
- Painted floors
- Prepared park for Canada Day celebrations, aided setup/teardown
- Tree trimming operations in the park

Pool:

- Bottle fill station installed at pool which includes water fountain

Other:

- Redcliff days preparations and teardown
- Spraying operations as time and equipment permitted
- Tree trimming operations at various sites
- Leak repairs at East Side park
- Trimming at Bike Skills park
- Cutting and trimming operations ongoing
- Replacement of flowers as necessary
- Continued plant watering

FCSS, Community Services and Special Events

- Continued planning of fall festival, including correspondence for parade participants.
- Organized and attended a planning session for the FCSS board on June 7 with the community development officer, Karen Blewett.
- Coordinated and executed Redcliff Days

- Helped coordinate Safety Days June 15/16
- Attended Outcome Measures Training June 22/23
- Began planning and coordinating Canada Day and Penny Carnival
- Submitted New horizons for seniors grant on behalf of the Seniors Center
- Coordinated resource bookings and management for town facilities
- Arranged Flu Clinic in November

Bylaw, and Protective Services

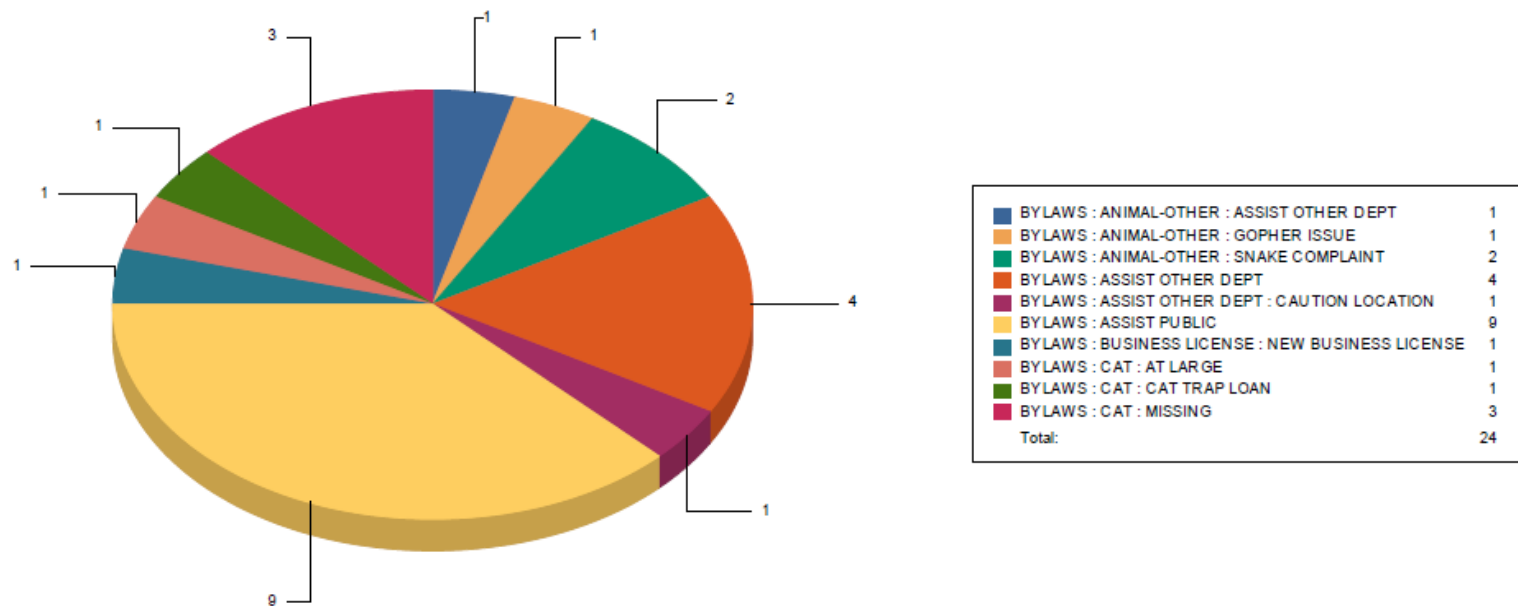
- Working in cooperation with Medicine Hat to ensure that the bike path system and natural areas, private lands are protected from motor vehicle access and damages. Signs have been erected by the Town of Redcliff. The city has erected a bollard and chain fence to limit motor vehicle cannot access the path system from Yuill properties.
- Facilitated a Snake Identification Course. Senior Biologist Joel Nicholson instructed Town of Redcliff Employees and Members of the Redcliff RCMP Detachment.
- Instructed Members of the Redcliff RCMP Detachment on the safe handling and release of venomous and non-venomous snakes.
- Monitored the playground areas for presence of snakes.
- Assisted in the planning and set up of Redcliff Days.
- Monitored the Jesmond area paths and River Valley Path systems.
- Patrolling and education for Off Leash areas.
- Assisted with the Gopher Reduction Program within the Town of Redcliff.
- Working on areas specific to Nuisance Properties.
- Working with I and I group.

Town of Redcliff

MONTHLY REPORT Statistics from Occurred Date: 6/1/2017 12:00:00AM to 6/30/2017 11:59:59PM

Case Report

Count of Incident Types



BYLAWS : ANIMAL-OTHER : ASSIST OTHER DEPT: 1 2%

Case Report

BYLAWS : ANIMAL-OTHER : GOPHER ISSUE: 1 2%

BYLAWS : ANIMAL-OTHER : SNAKE COMPLAINT: 2 3%

BYLAWS : ASSIST OTHER DEPT: 4 6%

BYLAWS : ASSIST OTHER DEPT : CAUTION LOCATION: 1 2%

BYLAWS : ASSIST PUBLIC: 9 15%

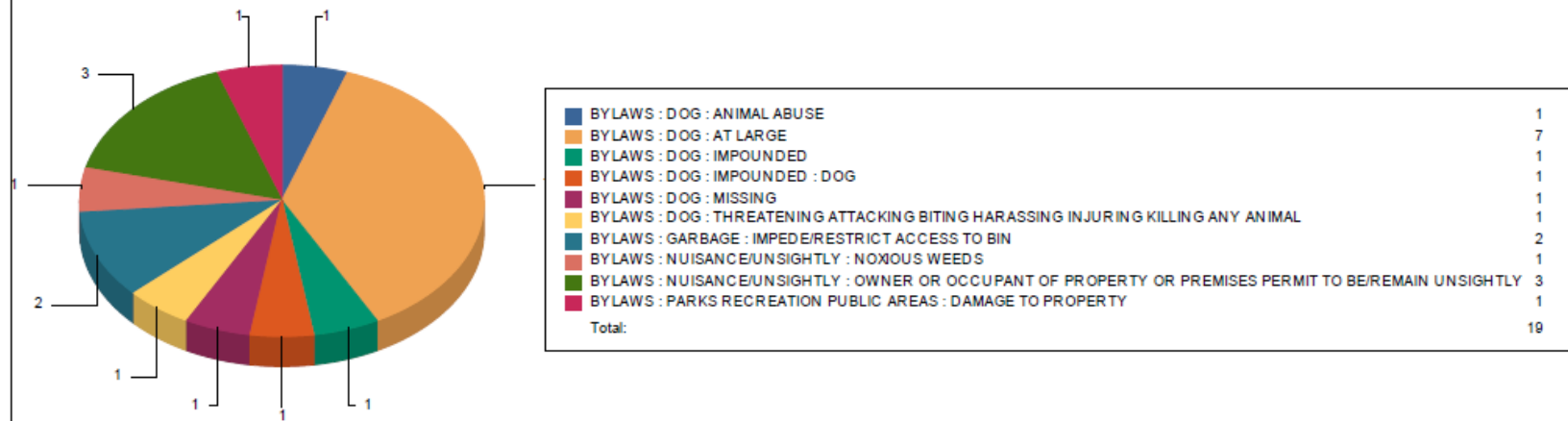
BYLAWS : BUSINESS LICENSE : NEW BUSINESS LICENSE: 1 2%

BYLAWS : CAT : AT LARGE: 1 2%

BYLAWS : CAT : CAT TRAP LOAN: 1 2%

BYLAWS : CAT : MISSING: 3 5%

Count of Incident Types



BYLAWS : DOG : ANIMAL ABUSE: 1 2%

BYLAWS : DOG : AT LARGE: 7 11%

BYLAWS : DOG : IMPOUNDED: 1 2%

BYLAWS : DOG : IMPOUNDED : DOG: 1 2%

Case Report

BYLAWS : DOG : MISSING: 1 2%

BYLAWS : DOG : THREATENING ATTACKING BITING HARASSING INJURING KILLING ANY ANIMAL: 1 2%

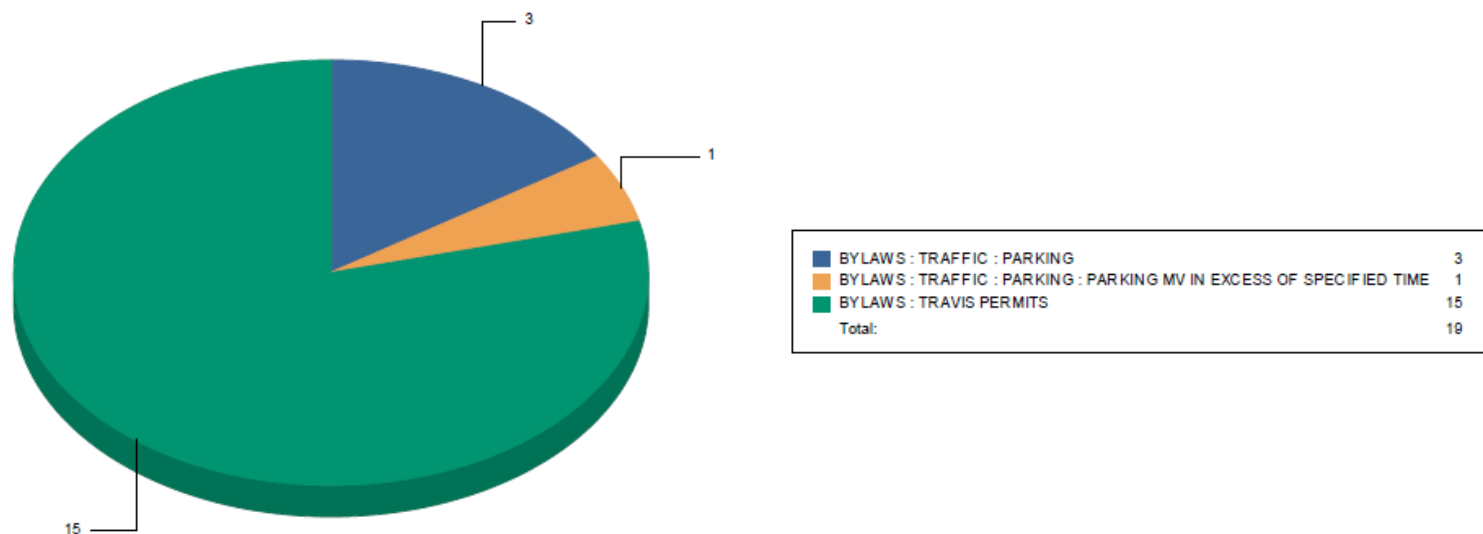
BYLAWS : GARBAGE : IMPEDE/RESTRICT ACCESS TO BIN: 2 3%

BYLAWS : NUISANCE/UNSIGHTLY : NOXIOUS WEEDS: 1 2%

BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT OF PROPERTY OR PREMISES PERMIT TO BE/REMAIN UNSIGHTLY: 3 5%

BYLAWS : PARKS RECREATION PUBLIC AREAS : DAMAGE TO PROPERTY: 1 2%

Count of Incident Types



BYLAWS : TRAFFIC : PARKING: 3 5%

BYLAWS : TRAFFIC : PARKING : PARKING MV IN EXCESS OF SPECIFIED TIME: 1 2%

BYLAWS : TRAVIS PERMITS: 15 24%

Case Report

Grand Total: 100.00% Total # of Incident Types Reported: 62

PUBLIC SERVICES

Water and Sewer Utilities

Utility Services have:

- Been installing several radio reads for use with new meter reading equipment
- Completed sewer camera jobs as requested
- Finish flushing Hydrants
- Completed several locate requests
- Completed several curb stop repairs
- Completed water treatment daily duties
- Main sewer line inspections
- Repaired a pump that went down
- Finished meter Reading
- Weed whipped around lift stations and down at river pump house

Municipal Works

Municipal Works have:

- Set up for Canada Day
- Conducting garbage bin repairs with lid repairs
- Conducted various Funeral interments
- Replaced or repaired multiple signs around town
- Blading gravel roads
- Gravelled streets as needed
- Street sweeping
- Hauled gravel to stock pile in yard
- Cut grass on municipal properties
- Repaired catch basins
- Filled pot holes around town
- Hauled garbage bins to landfill
- Cleaned off trails and worked on drainage
- Filled pot holes
- Bladed alleys
- Started sidewalk inspections
- Trimmed trees in alleys

Landfill

Landfill staff have:

- Reviewed new safety manual
- Picked garbage inside landfill and in neighboring field after a wind event (on going)

- Clean scales (on going)
- Hauled cover soil (on going)
- Ridgeline hauling in soil
- Put up string of flags across leachate pond to help with sea gulls
- Maintained roads inside landfill
- Equipment maintenance (on going)
- Started to build up ramp for new lift of garbage
- Cleaned up shop (on going)
- Washed units
- Mowing and weed whipping around scale
- Had scale maintenance done by Precision Scales
- Testing out a GPS system for compacting
- Had catch screens repaired
- Finished building ramp going into landfill cell

PLANNING & ENGINEERING:

Priorities:

- Slope failure repairs.
- Riverview Phase 1 Road Repairs.
- 5th Ave & 2nd Street Lift Station.
- 3rd and 3rd Lift Station attenuation.
- MDP, LUB & rebranding public outreach.
- Staff meetings are being held each week on Monday afternoon.

Planning:

- Updated the list of LUB issues that require addressing.
- Starting on the MDP update.
- Farwest requested a service agreement for 2014-sub 02 – This has been provided and nothing has been heard from the developer.

Engineering:

- Off-site Levy Bylaw and policy update approved by Council.
- Inflow and Infiltration Study: On-going flow monitoring data capture in the NW lift station catchment area with the assistance of Public Services staff.
- Working on developing a public education and awareness program for the Town's Inflow and Infiltration.
- Pavement Management System: a Capital Budget was not approved for this task so the department will attempt to do what we can in house.
- The Department has recently purchased the PCSWWM storm water model. We are pleased to report that the Town wide model that was prepared by Scheffer Andrew Ltd. is working

and that we are able to use and manipulate the model. This will assist greatly with the quantification of drainage issues and the design of storm water improvements. The same model can also be used for modeling the sanitary sewer system and doing 2d flow modeling.

Capital Projects:

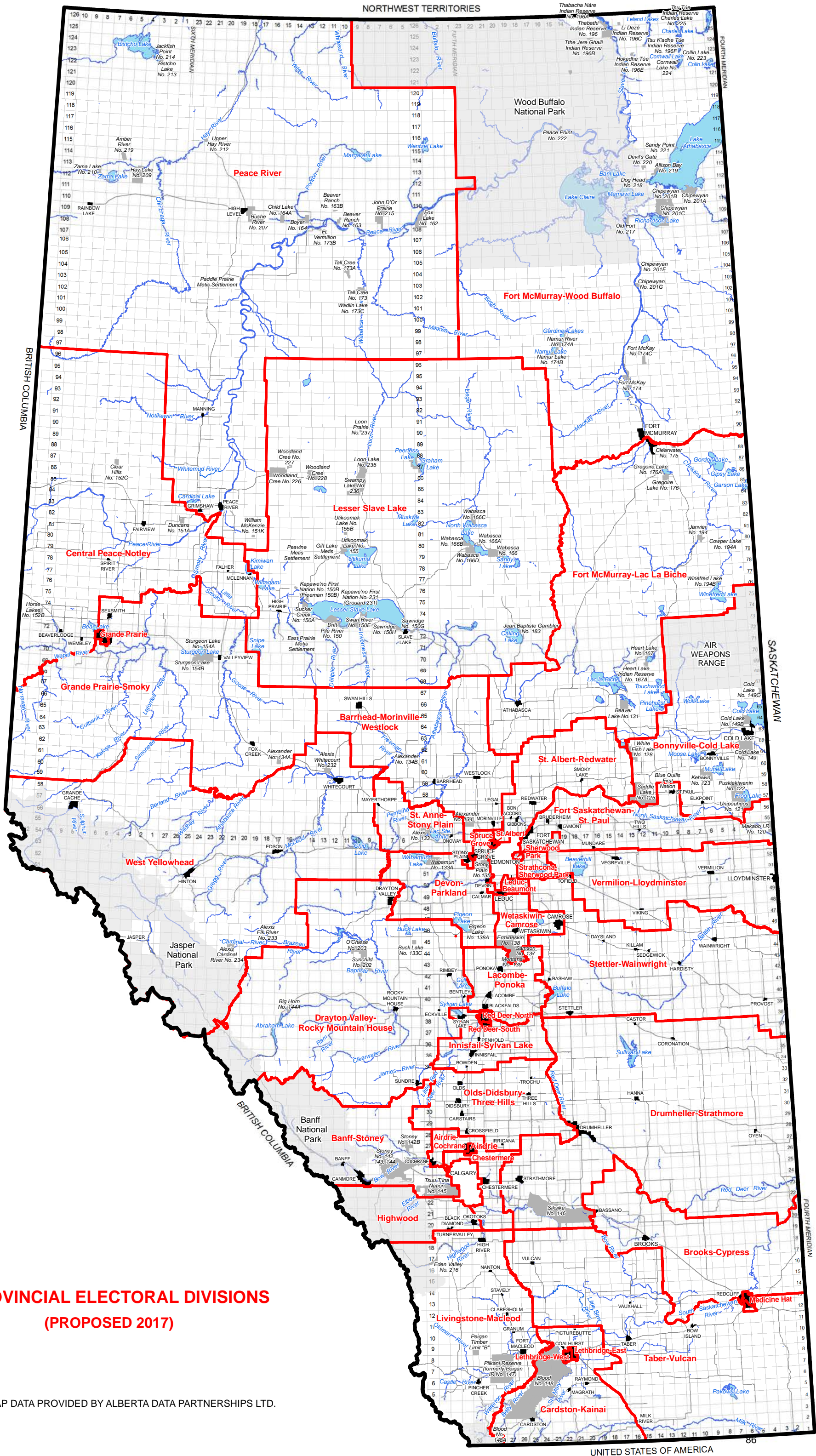
- Westside Slope failure mitigation: MJB has been awarded the contract. They are starting July 10, 2017.
- Riverview Road Rehab: LMT has been awarded the contract. They anticipate starting July 26, 2017.
- 3rd and 3rd Lift Station Upgrades: MPE is designing a storage attenuation tank for this lift station 90% design.
- Sanitary Sewer Improvements: Planning and Engineering have identified manholes to have lid pans installed in the next couple of months by the Public Services Department. We will also be purchasing some of the internal chimney seals to test them in manholes that are highly susceptible to water. The cost of the lid pans is approximately \$80.00 a piece and the internal chimney seals are about \$600.00 a piece.
- 2nd Street and 5th Avenue Lift Station: Preliminary design and siting completed. Awaiting information from Xyleme on costs and design. Civil design will be completed after the information is received from Xyleme.

FINANCE AND ADMINISTRATION

- Working on the implementation of Virtual City Hall, Electronic Payroll Timesheet, Questica Budget Software.
- The deadline for 2017 assessment complaints is July 17, 2017.
- About 90% of the 2017 Tax Levy has been received.
- Potential 2017 auction sale (July 31, 2017, 10am, Council Chamber), which was advertised on Alberta Gazette on May 15, 2017, and will be in the July 11 and 18 editions of Commentator.

LEGISLATIVE AND LAND SERVICES

- Ongoing inquires re: land sales – four sales in 2017 to date.
- Council agenda preparation & follow up. / Department Head meetings pre/post meeting.
- Park Enterprises continues to work on closing the remaining open permits from 2007-2011. Two files remain open.
- Ongoing Legal File Review. Compiling Information as requested.
- Reviewing & preparation with regard to 2017 municipal election
- Reviewing status of policies, procedures, bylaws and agreements.
- Ongoing conversion of minutes, bylaw and agreements, property files to digital format.



**PROVINCIAL ELECTORAL DIVISIONS
(PROPOSED 2017)**

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COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
August 21, 2017	Council Meeting	Town Hall Council Chambers 7:00 p.m.
September 16, 2017	Fall Festival & Parade	Various Locations