

COUNCIL MEETING

**MONDAY, SEPTEMBER 23, 2013
7:00 P.M.**

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, SEPTEMBER 23, 2013 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
1. GENERAL	
A) Call to Order	
B) Adoption of Agenda *	Adoption
C) Accounts Payable *	For Information
D) Bank Summary to June 30, 2013 *	For Information
2. DELEGATION	
A) Hazards Risk Vulnerability Assessment Final Report * (D. Wolanski and R. Robinson to present)	For Information
3. MINUTES	
A) Council meeting held September 9, 2013 *	For Adoption
B) Special Council meeting held September 17, 2013 *	For Adoption
C) Redcliff and District Recreation Services Board meeting held September 3, 2013 *	For Information
D) Redcliff Family and Community Support Services Board notes for meeting held September 10, 2013 *	For Information
E) Redcliff Planning Board meeting held September 17, 2013 *	For Information
i) Condo Conversion Application 2013-Condo-01 * Lots 31, 32, and 33-34, Block 86, Plan 1117V (5 2 Street NE)	For Consideration
F) Municipal Planning Commission meeting held September 18, 2013 *	For Information
4. BYLAWS	
A) Bylaw 1756/2013, Procedural Bylaw *	2 nd / 3 rd Reading
B) Bylaw 1757/2013, Fire Services Bylaw *	1 st Reading
5. STAFF RECOMMENDATIONS	
A) Northbound Right Turn Lane Addition Broadway Ave and Mitchell * Street Intersection	For Consideration

6. POLICIES

- | | | |
|-----------|--|-------------------|
| A) | Policy 059, Sustainable Infrastructure Policy * | For Consideration |
| B) | Policy 086, Computer Policy * | For Consideration |
| C) | Policy 108, Firefighter Training Requirements Policy * | For Consideration |
| D) | Policy 109, Harassment / Workplace Violence Policy * | For Consideration |

7. CORRESPONDENCE

- | | | |
|-----------|---|-----------------|
| A) | Alberta Environment and Sustainable Resource Development *
Re: 20 million to protect erosion damages | For Information |
| B) | City of Medicine Hat *
Re: Extension of Principle Agreement – Regionalization of Disaster Services | For Information |
| C) | Palliser Economic Partnership – Media Release *
Re: Transportation Assessment of Southeast Alberta | For Information |
| D) | Travel Alberta *
Re: 2013-2016 Business Strategy | For information |

8. OTHER

- | | | |
|-------------|--|-------------------|
| A) | City of Medicine Hat | |
| i) | Subdivision Application 2013MH010 * | For Information |
| ii) | Subdivision Application 2013MH013 * | For Information |
| iii) | Subdivision Application 2013MH014 * | For Information |
| iv) | Subdivision Application 2013MH015 * | For Information |
| B) | Budget Process * | For Consideration |
| C) | 2 nd Quarter Financial Summary * | For Information |
| D) | Municipal Manager's Report to Council * | For Information |
| E) | Redcliff/Cypress Regional Landfill Graphs to August 31, 2013 * | For Information |
| F) | Letter to Minister on Directives * | For Information |
| G) | Council Orientation Agenda * | For Information |
| H) | Garbage Truck Repairs * | For Information |
| I) | Appointment of Acting Municipal Manager | For Information |

9. RECESS

10. IN CAMERA

A) Labour

11. ADJOURN



Date August 22, 2013

Mayor Robert Hazelaar

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

RECEIVED

AUG 26 2013

TOWN OF REDCLIFF

Dear Mr. Robert Hazelaar:

On August 9, 2013, the Honourable Diana McQueen, Minister of Environment and Sustainable Resource Development announced the Government of Alberta (GOA) had dedicated \$20 million in funding to restore or protect erosion damaged lands in flood affected communities. Eight priority projects were identified for immediate support; however, the GOA is also soliciting additional priorities from all municipalities or First Nations who declared a state of local emergency (SOLE).

Attached for your information is a brief description of the 2013 Flood Recovery Erosion Control Program (the program) as administered by Environment and Sustainable Resource Development (ESRD). You will note the following key features of the program:

1. The program is focussed at supporting municipalities or First Nations who declared a SOLE during the 2013 flood events.
2. Resulting projects including infrastructure are to be owned and maintained by the municipality or First Nation (the applicant).
3. The program's projects will be cost- shared between the GOA and the applicant, where the GOA covers 100% of costs for the first \$2 million and 75% of costs over and above that \$2 million.
4. Proposed projects must be assessed critical to protect existing municipal infrastructure or residential communities from ongoing or imminent erosion (as supported by both technical and cost benefit assessments) to receive the program's grant funding.
5. The program's grant funding can only be provided for projects not eligible for Disaster Recovery Program (DRP) funding.

(Phase 1) In order to get a clear understanding of all the potential priority projects within municipalities or First Nations who declared a SOLE, we are asking them to supply ESRD with

an 'expression of interest' in the program as soon as possible (ideally by September 15, 2013). Please include the following information in your 'expression of interest':

1. A list of potential projects you'd like considered, ranked in order of local priority.
2. Any information you may have regarding individual project's eligibility for DRP funding.
3. A brief description of the project(s), location, area to be protected from erosion, waterway involved, and any other additional information that may help us form a basic understanding of your project(s).

ESRD will facilitate a quick review of these 'expressions of interest' and, on a first come first serve basis, provide you with approval to proceed with grant application development on candidate projects.

(Phase 2) My staff will guide you through the expedited grant application process. Note all technical and cost benefit assessments required for grant applications are eligible for funding regardless of whether final construction funding is approved or not. Also note because the program is targeting short term priority erosion control projects all grant applications must be received prior to January 31, 2014 to be considered.

If you require further information or clarification, please contact myself or the flood recovery coordinator for your area:

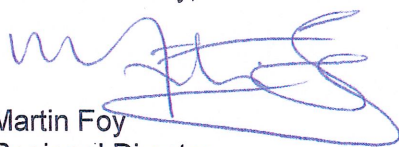
Bow Basin (minus the Highwood sub-basin)

Jay Litke, Flood Recovery Coordinator, South Saskatchewan Region
403-297-3837

Oldman Basin and Highwood Sub-basin

Dave McGee, Flood Recovery Coordinator, South Saskatchewan Region
403-381-5995

Yours Sincerely,



Martin Foy
Regional Director

Enclosure: 2013 Flood Recovery Erosion Control Program

2013 Flood Recovery Erosion Control Program

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Introduction and Background

As a result of the 2013 flood, significant erosion damage was sustained on many of the river and stream banks across Alberta. The magnitude of erosion damage is such that it has altered the landscape and is, in some cases, threatening provincial, municipal, residential or commercial infrastructure. While in most cases the challenge will be to stabilize the system in its new location, remediation or mitigation of the eroded areas may also be critical to protect this infrastructure. On August 9, 2013, the Government of Alberta (GOA) responded by dedicating funding to help restore these damaged and at risk lands in flood affected communities. The GOA committed \$20 million in immediate financial support to help fund some immediate critical erosion control priorities:

- Canmore (Cougar Creek);
- Exshaw (Exshaw Creek and Jura Creek);
- Lac Des Arc (Bow River);
- Calgary (Bow River);
- Crowsnest Pass (Lyons Creek);
- Highwood River (Upstream of High River);
- Sheep River (Black Diamond to Okotoks - including Threepoint Creek);
- Bragg Creek (Elbow River).

The 2013 Flood Recovery Erosion Control Program (the Erosion Control program) is designed to fund these projects and other erosion control priorities arising from the 2013 flood events only. It is acknowledged that further recommendations on flood mitigation may be forthcoming from the Premier's Advisory Panel on community flood mitigation. Further it is anticipated pre-existing erosion control infrastructure continues to be eligible for compensation under the existing Disaster Recovery Program (DRP). Therefore, this program will only consider proactive erosion control projects that are not covered by the DRP and are not within the scope of the anticipated community flood mitigation program.

Program Eligibility

The Erosion Control program is available to applicants in Alberta who meet all of the following criteria:

- Applicant is a Municipality or First Nation that declared a local state of emergency during the 2013 floods;
- Applicant sustained significant erosion damage during the 2013 Alberta flood events (for example the list of GOA identified priorities above);

- Applicant's proposed erosion control project is required to achieve GOA's objective of minimizing existing risk to public safety and/or critical infrastructure;
- Applicant's proposed erosion control project is an immediate priority because of ongoing erosion and/or imminent susceptibility to 2014 spring run-off; and
- Applicant's proposed erosion control project is not eligible for DRP funding.

Funding

Twenty million dollars has been allocated for immediate erosion control for municipal and First Nations' priorities to protect existing infrastructure and residential developments. The program will be cost-shared between the Government of Alberta and the Applicant, whereby the Government of Alberta covers 100% of costs on the first \$2 million and 75% of costs over and above that first \$2 million.

Proposed projects will be eligible for funding with respect to:

- engineering assessments,
- cost benefit studies, and
- construction costs.

Initial assessments (engineering and cost benefit) must be completed prior to the grant application. If the grant application is not accepted, the program will cover any costs for these initial assessments according to the funding structure stated above.

For an erosion control project to be considered for funding under this program, grant applications must be submitted no later than January 31, 2014. As stated above, funding is provided for proactive erosion control projects only. Projects to improve development opportunities in these high risk areas will be not considered.

Roles and Responsibilities

The program will be led and administered by Environment and Sustainable Resource Development (ESRD). The department of ESRD will provide advice and support to applicants, as required.

Applicant's key contact will be their ESRD Flood Recovery Coordinator.

Applicants will be responsible for the management of the projects including:

- project scoping,
- submission of an expression of interest,
- engineering and cost benefit assessments,
- submission of applications for grant funding,
- obtaining all appropriate authorizations required to conduct the work, and
- construction of required works.

Completed projects will be owned by the applicant; all future operations and maintenance of the works will be the responsibility of the applicant.

Decisions on the eligibility and prioritization of projects will be made by a project review committee. Final project approval will be determined by the Minister, or her delegate.

Project Criteria

All proposed erosion control projects must meet all of the following criteria:

- Project provides erosion protection to existing infrastructure, including residential and business areas;
- Structural options only (Note: The Erosion Control program is intended to address immediate risk and provide short-term stabilization. Non-structural solutions are more likely consistent with the anticipated Community Flood Mitigation program);
- Project is supported by engineering and cost benefit assessments;
- Project represents the highest priorities of the applicant to meet immediate erosion issues; and
- Project is to repair erosion damage from the 2013 flood, prevent future erosion at the eroded site or complement existing erosion protection infrastructure (Note: it is expected that pre-existing structures are covered by DRP)

Process

Phase 1 (Participating in the Program)

Step 1 Expression of Interest

In order to get a clear understanding of all the potential priority projects within Municipalities or First Nations who declared a SOLE, we are asking them to supply ESRD with an expression of interest in the program as soon as possible. The following information is requested in an expression of interest:

1. A list of potential projects to be considered, ranked in order of local priority.
2. Any information regarding individual project's eligibility for DRP funding.
3. A brief description of the project(s), location, area to be protected from erosion, waterway involved, and any other additional information that may help form a basic understanding of candidate project(s).

ESRD will facilitate a quick review of these expressions of interest and, on a first come first serve basis, provide approval to proceed with grant application development on candidate projects.

Phase 2 (Facilitating Grant Approval)

Step 2 Initial project assessment

Environment and Sustainable Resource Development regional staff will contact Applicants that submitted an expression of interest to discuss project scope, assist with the prioritization of projects and eligibility for funding under this program. The Applicant will be advised whether to initiate the development of a grant application and to proceed with preliminary engineering and cost benefit assessments. It is important supported projects move through the grant application process quickly.

Step 3 Preliminary Engineering Report

A preliminary engineering report will be required by the department to formally identify a project, determine its technical and economic feasibility, determine its potential benefits and impacts, and assess its eligibility for cost-sharing under this program.

The Applicant will submit a grant application using the attached application form and including the preliminary engineering and cost benefit report to ESRD by January 31, 2014. The departmental grant review committee will review the report and determine if all relevant issues have been addressed and if sufficient information has been included. The committee will then

determine whether or not the project meets the program objectives, is eligible for cost-sharing under this program, and is a priority.

Step 4 Funding Approval

If a project is accepted for funding under the 2013 Flood Recovery Erosion Control Program, the Minister and the Applicant will enter into a grant agreement. The agreement will outline the terms and conditions applicable to the funding including cost-sharing as appropriate.

Grants to applicant for eligible projects may consist of up to 100% of the construction and engineering costs of the project up to a maximum of \$2 million per Applicant. Costs above \$2 million will be funded 75% by the provincial government and 25% by the Applicant. The cost of the preliminary engineering report is considered part of the cost of the project.

Phase 3 (Delivering the Project)

Step 5 Construction

The Applicant shall obtain the necessary regulatory approvals and agreements prior to commencing construction of the project. Regulatory approvals and agreements include (but are not limited to) those required by provincial and federal governments, utility and resource companies, and other landowners.

If appropriate, projects approved for funding under this program may obtain required authorizations from Environment and Sustainable Resource Development using the expedited authorization process.

The Applicant is responsible for the construction of an approved project within the framework of the approved preliminary engineering report. ESRD staff can provide advice to the Applicant regarding the development of a terms of reference for the selection of engineering consultants who would carry out the detailed design, develop contract documents and perform the construction management for the project.

The Applicant shall inform ESRD staff of the progress of construction of the project, as per the terms and conditions of the grant agreement.

Step 6 Completion

The Applicant shall inform Environment and Sustainable Resource Development Staff of a project's completion and provide a project completion certificate. The Applicant will also be required to provide:

- Information, as required, so the Department may determine whether the local authority has complied with the conditions of the grant and;
- A Financial report.

Appendix 1

**2013 Flood Recovery Erosion Control Program
Grant Application Form**

2013 Flood Recovery Erosion Control Program Grant Application Form

Purpose

The purpose of the 2013 FRECP Grant is to support projects that will provide immediate erosion protection for areas impacted by the 2013 flood event.

Reporting Requirements

If the grant is approved in whole or in part, the Applicant agrees:

- To enter into an agreement with Environment and Sustainable Resources Development to meet all requirements.
- To recognize the contribution of Environment and Sustainable Resources Development's funding.
- The grant shall be used only for the purposes for which the grant application was approved.
- If the original application has been varied by the Minister, the grant will be used only for those varied purposes.

Freedom of Information

The Applicant acknowledges that the Freedom of Information and Protection of Privacy Act applies to all information and records provided by the Applicant to the Minister and to any information and records which are in the custody or under the control of the Minister.

Applicant Information

Application is hereby made to the Minister of the Environment and Sustainable Resources Development (hereinafter called the "Minister") for Grant pursuant of the Environment Grant Regulation, A.R. 182/2000 [refer also to the Designation and Transfer of Responsibility Regulation, Section 21(6)].

Organization Name:		
Address: (Indicate Street No./P.O. Box, City/Town or Others and Postal Code)		
Name of Representative or Contact:		
Phone #:	Fax #:	E-mail:

Was project(s) reviewed for Disaster Relief Program eligibility? ☐ Yes ☐ No ☐ Other

Description of project(s), include location (map attached). If more space is required, please use attachment.

Summary of cost/benefit assessment for the project(s), include copy of assessment received.

Has Water Act Approval been applied for, or is application in preparation? ☐ Yes ☐ No

Estimated Start Date(s): _____ Estimated Completion Date(s): _____

Estimated Eligible Cost of Project(s): _____

If you are applying for multiple projects, please rank the priority of each project accordingly.

Priority #1: _____
Priority #2: _____
Priority #3: _____
Priority #4: _____
Priority #5: _____

Have you included your supporting documentation?

- ☐ Map of Project Area
☐ Engineering Assessments for Cost/Benefit Assessment
☐ Any other information that will benefit the decision-making process

Signature:	Name:	Date:
Position:		Organization:



Medicine Hat The Gas City

Office of the Mayor
The City of Medicine Hat
580 – 1st Street SE
Medicine Hat, AB
T1A 8E6
Tel: (403) 529-8181
Fax: (403) 529-8182
Email: mayor@medicinehat.ca

September 10, 2013

Town of Redcliff
P.O. Box 40
Redcliff, Alberta T0J 2P0
ATTENTION: DAVID WOLANSKI, MUNICIPAL MANAGER

Cypress County
816 - 2nd Avenue
Dunmore, Alberta T1B 0K3
ATTENTION: KEVIN MINER, COUNTY MANAGER

Dear Sirs:

RE: Extension of Principle Agreement – Regionalization of Disaster Services

The City of Medicine Hat's Director of Emergency Management, Ron Robinson, continues to collaboratively work on the implementation of recommendations related to a Municipal and Regional Emergency Management Plan. Recommendations related to the participation in a Regional Emergency Management Plan were approved by Medicine Hat's City Council September 4, 2012.

Per Section 6 of the July 23, 2010 Amending Agreement among the City of Medicine Hat, Cypress County, and the Town of Redcliff, this letter serves as notice that the City of Medicine Hat is extending the termination date of the Principle Agreement to the **earlier of** December 31, 2014, or the date on which the three Municipalities enter into a new Memorandum of Agreement to implement the new Regional Emergency Management Plan.

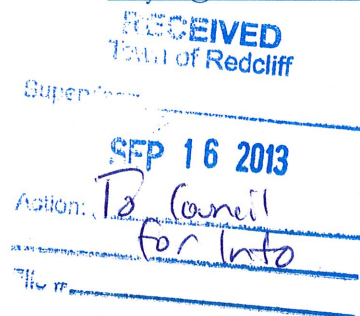
Please accept this letter as confirmation of the extension of the termination date of the Principle Agreement as specified herein, without the need for further documentation from the City of Medicine Hat.

I trust that you will find the extension to be of assistance in terms of your emergency preparedness planning for 2014.

Sincerely,


Normand Boucher, Mayor

c: *Members of City Council*
Ray Barnard, CAO of Municipal Services
Karen Charlton, Commissioner of Public Services
Ron Robinson, Director of Emergency Management
Bob Schmitt, City Solicitor



September 16, 2013

FOR IMMEDIATE RELEASE

Palliser Economic Partnership, City of Medicine Hat, Town of Redcliff and Cypress County to undertake Transportation Assessment of Southeast Alberta

Palliser Economic Partnership has retained RJ T&L Consulting Ltd to undertake a study on needs of the freight transportation system in Southeast Alberta focusing primarily on the City of Medicine Hat, Town of Redcliff and Cypress County. Chair Alan Hyland believes "it's important for Palliser Economic Partnership, the City of Medicine Hat, Town of Redcliff and Cypress County that we examine how our local inbound / outbound goods connect with national and global freight systems and markets. The bottom line is that transportation is of strategic significance to our local economies and manufacturers. We really need to have a better grasp on how the region stands on a comparative basis with others if we are going to be competitive in sustaining and attracting future growth".

The study will suggest recommendations and actions for enhancing the current freight transportation system. It will identify key elements of freight movement and how these might be leveraged for the region's long term economic development and sustainability. In addition, the study will:

- ✓ Identify and describe freight and goods distribution, freight origins and destinations, relating to both volume and commodity type. An effective freight system must take into account the various demand elements of freight and goods movement.
- ✓ Consult with regional businesses in the agricultural, oil and gas, and manufacturing / processing sectors that use the local freight and surface transportation system to deliver their goods outside the region to North American and other international markets.
- ✓ Identify international and national trade which flows through the region via intermodal transportation systems.
- ✓ Assess gaps and develop a plan for growth in freight and goods movement. Identify where freight-dependent development is targeted to occur and identify transportation infrastructure investments and improvements.

The project which will commence this month is expected to be completed by the end of February 2014. Key to the success of this study will be the input gained from direct consultation with local industry, manufacturers, transportation companies and others. These discussions are planned to take place over the next several months.

For more information please contact:

Alan Hyland
Chair
Palliser Economic Partnership
Phone: 403.502.4026
Email: bigal45@shaw.ca

Walter Valentini
Executive Director
Palliser Economic Partnership
Phone: 587.253.5353
Email: walter@palliseraberta.com

Keith Crush
Business Development Officer
City of Medicine Hat
Phone: 403.529.8373
Email: keicru@medicinehat.ca

Doug Henderson
Assistant County Manager
Cypress County
Phone: 403.526.2888
Email: douhen@cypress.ab.ca

David A. Wolanski
Municipal Manager
Town of Redcliff
Phone: 403.548.9248
Email: DavidW@redcliff.ca

RECEIVED

SEP 16 2013

TOWN OF REDCLIFF

August 19, 2013

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

Dear Mayor Hazelaar,

I am pleased to enclose Travel Alberta's 2013-2016 Business Strategy that outlines our three-year strategic direction, marketing plan and corporate targets.

Details of strategic objectives along with Travel Alberta's corporate scorecard and an overview of the marketing approach for domestic and international markets are available within the document. These core elements will guide the organization to increase tourism revenues in Alberta \$10.3 billion by 2020.

Although the web version of this plan has been available on the Travel Alberta industry website (industry.travelalberta.com) since May, many of you have requested that we print and distribute copies as well.

Tourism is a key economic driver for this province. It's a \$7.8 billion industry that supports 15,000 tourism businesses and employs more than 139,000 Albertans. Working together as TEAM ALBERTA, we can harvest the opportunities the future has in store.

If you require further information of Travel Alberta, please contact me directly at 780.679.6770 or wynn.mclean@travelalberta.com

Thank you for your continued support of Travel Alberta and Alberta's tourism industry. We look forward to a successful year for tourism in 2014.

Sincerely,



Wynn McLean
Travel Alberta Team Member
Vice-President, Community Relations

Shanon Simon, Manager of Legislative and Land Services
Town of Redcliff
Email: shanons@redcliff.ca
Website: www.redcliff.ca

From: Kimberley Freeman [mailto:KIMFRE@medicinehat.ca]

Sent: Thursday, September 12, 2013 12:02 PM

To: Abdul Samad; Andy Moon; Brent Smith; Brian Stauth; Dale Arnold; Erin Onoferychuk; Gary Scahill; Ian Hakes; Imran Ahmed; Jeremy Petryshyn; Lyle Clarkson - Canada Post ; Maureen Mudry; Nigel Pimblett; Richard Sieppert; Rob Friesen - Telus; Robert Quitzon - Shaw Cable; Ronda Grant; Sandra Plank; Scott Hanelt; Stan Nowakowski; Tony Klauwers; Wendy Bauer - Canada Post; john.thomas@gov.ab.ca; jeffrey@cypress.ab.ca; Shanon Simon; Jerry.labossiere@sd76.ab.ca; Greg.macpherson@mhcb.ab.ca

Cc: Erin Onoferychuk

Subject: Subdivision Circulation 2013MH010

SUBDIVISION CIRCULATION MEMORANDUM

APPLICATION NO.: 2013MH010

REGISTERED OWNERS: 889479 Alberta Ltd.

MUNICIPALITY: City of Medicine Hat

CIRCULATION DATE: September 12, 2013

RESPONSE DUE DATE: **October 3, 2013**

The attached application for subdivision approval has been lodged with Planning, Building & Development Services of the City of Medicine Hat. Pursuant to the Subdivision and Development Regulation, this application is being forwarded to you for your perusal and comments. If no reply is received by the above response due date it will be assumed you have no comments to make.

Please give this matter your early attention and forward your comments to Ata Muhammad, Planning Officer (403-529-8132).

Kimberley Freeman

Administrative Support VI

Planning, Building & Development Services | **City of Medicine Hat**

580 – 1 Street SE, Medicine Hat, AB, Canada T1A 8E6

T: 403.529.8374 | D: 403.525.8860 | F: 403.502.8038

E: kimfre@medicinehat.ca | www.medicinehat.ca



Please consider the environment before printing this email

APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY

DATE of receipt of Form A as completed

September 12, 2013

File No.

2013MH010

Fees Submitted:

\$ 974.40

1. Name of registered owner (s) of the land to be subdivided

Address: #2, 1311 TransCanada Way SE

Medicine Hat, T1B 0H4

889479 Alberta Ltd.

Telephone: 403.548.1295

Fax:

2. Name of Agent (authorized person acting on behalf of registered owner)

Benchmark Geomatics Inc., #105, 2201 Box Springs Blvd, NW, Medicine Hat, AB T1C 0C8

Phone: (403) 878-9483 Fax No.: (403) 527-3908

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

A portion of the SE ¼ Sec.10-Twp.13-Rge.6-W4M

Area of the proposed subdivision 1.52 Ha

Municipal Address: N/A 2811 Box Springs Link NW

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of **Medicine Hat**.b. Is the land situated immediately adjacent to the municipal boundary? Yes ☐ No ☒

If "yes, the adjoining municipality is

c. Is the land situated within 0.8 km of the right-of-way of a Highway? Yes ☒ No ☐

If "yes, the Highway is the Trans Canada Highway

d. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water or by a drainage ditch or canal? Yes ☐ No ☒ Namee. Is the proposed parcel within 1.5 km of a sour gas facility? Yes ☐ No ☒

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

a. Existing use of the land: **Vacant**b. Proposed use of the land: **Commercial Development**c. The designated use of the land as classified under a land use bylaw: **M-1**

6. PHYSICAL CHARACTERISTICS OF THE LAND TO BE SUBDIVIDED

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

Flat

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

Grass

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

Sandy

7. EXISTING BUILDING(S) ON THE LAND PROPOSED TO BE SUBDIVIDED

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

NONE

8. WATER AND SEWER SERVICES

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

9. SITE INSPECTION

The Registered Owner or the person acting on behalf of the registered owner hereby grants consent to the approving authority or the referral agencies to carry out a site inspection, at a reasonable time, of the land that is the subject of the application.

10. REGISTERED OWNER OR PERSON ACTING ON BEHALF OF THE REGISTERED OWNER

I, **Adam Thompson, A.L.S.**, hereby certify that:

☐

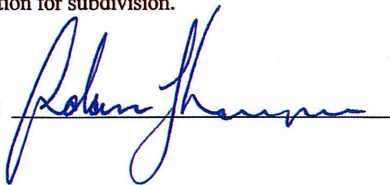
I am the registered owner, or

☒

I am the agent authorized to act on behalf of the registered owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

Signed:



Date:

AUGUST 23 / 2013

REASONS FOR SUBDIVISION, and any other relevant information in support of Application.

- To Prepare a Lot for a future business and building

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

The personal information on this form is being collected for the purpose of an Application for Subdivision Approval under the authority of the Freedom of Information and Protection of Privacy (FOIP) Act, and is protected by the Act. If you have any questions about the information being collected, contact the City of Medicine Hat FOIP Head at 529-8234.



FILE NUMBER 13040166



Planning, Building & Development Services City of Medicine Hat

SUBDIVISION REVIEW REPORT

STATUTORY APPLICATION DATE: September 12, 2013

2013MH010

LOCATION: 2811 Box Springs Link NW

PROPOSAL: To create one commercial lot from a ¼ section remnant.

OWNER: 889479 Alberta Ltd.

APPLICANT: Benchmark Geomatics (#13040166)

LEGAL: Portion of SE ¼ 10-13-6-W4M

TYPE OF SUBDIVISION: Commercial

EXISTING LAND USE DESIGNATIONS: CR – Regional Commercial

PREVIOUS APPLICATION: 2013MH001

RESERVE STATUS: owing

OFF-SITE LEVIES: owing

SUBDIVISION BY: (X) Plan () Instrument

Prepared by: Erin Onoferychuk

BACKGROUND



The applicant is proposing to create one 1.52ha commercial lot from a ¼ section remnant created by 2013MH001 (MHREC subdivision). The proposed lot is zoned CR – Regional Commercial and complies with all requirements of the Land Use Bylaw #4168.

The site is bounded to the south by Box Springs Link NW and to the west by Box Springs Way NW and to the east and north by the Medicine Hat Regional Event Centre site.

Off-site levies and money in lieu of municipal reserve will be conditions of approval for this subdivision.



September 13, 2013

File number: 283-62 1.4

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

Dear Shanon:

RE: Advisory Comments – City of Medicine Hat Subdivision Referral 2013MH010

In response to the proposed subdivision 2013MH010 referred by the City of Medicine Hat, Scheffer Andrew Ltd. advises the Town of the following.

The proposed subdivision lands are within the Urban Referral Area of the Tri-Area Intermunicipal Development Plan (IDP), and therefore, the City of Medicine Hat has referred the subject subdivision application to the Town. Additionally, the proposed subdivision is within the Box Springs Area Structure Plan policy area.

The proposed subdivision is consistent with the IDP. From an intermunicipal planning perspective, there are no foreseeable negative impacts to the Town of Redcliff, in the short or long-term, that will result from the approval of subdivision application 2013MH010.

Yours truly,

Scheffer Andrew Ltd., Medicine Hat

Kent Snyder, RPP, MCIP
Branch Manager



Carol Cranston

From: Shanon Simon
Sent: Monday, September 16, 2013 4:39 PM
To: Carol Cranston
Subject: FW: Subdivision Circulation 2013MH013
Attachments: Site Plan.pdf; Application.pdf; Background Report.pdf

Please copy

Shanon Simon, Manager of Legislative and Land Services
Town of Redcliff
Email: shanons@redcliff.ca
Website: www.redcliff.ca

From: Kimberley Freeman [mailto:KIMFRE@medicinehat.ca]
Sent: Monday, September 16, 2013 11:55 AM
To: Abdul Samad; Andy Moon; Brent Smith; Brian Stauth; Dale Arnold; Erin Onoferychuk; Gary Scahill; Ian Hakes; Imran Ahmed; Lyle Clarkson - Canada Post ; Maureen Mudry; Nigel Pimblett; Richard Sieppert; Rob Friesen - Telus; Robert Quitzon - Shaw Cable; Ronda Grant; Sandra Plank; Scott Hanelt; Stan Nowakowski; Tony Klauwers; Wendy Bauer - Canada Post; Shanon Simon; Jerry.labossiere@sd76.ab.ca; Greg.macpherson@mhcbe.ab.ca
Cc: Erin Onoferychuk
Subject: Subdivision Circulation 2013MH013

SUBDIVISION CIRCULATION MEMORANDUM

APPLICATION NO.: 2013MH013

REGISTERED OWNERS: 889479 Alberta Ltd.

MUNICIPALITY: City of Medicine Hat

CIRCULATION DATE: September 16, 2013

RESPONSE DUE DATE: **October 7, 2013**

The attached application for subdivision approval has been lodged with Planning, Building & Development Services of the City of Medicine Hat. Pursuant to the Subdivision and Development Regulation, this application is being forwarded to you for your perusal and comments. If no reply is received by the above response due date it will be assumed you have no comments to make.

Please give this matter your early attention and forward your comments to Erin Onoferychuk, Acting Superintendent Planning Implementation (403-529-8378).

Kimberley Freeman
Administrative Support VI

Planning, Building & Development Services | **City of Medicine Hat**
580 – 1 Street SE, Medicine Hat, AB, Canada T1A 8E6
T: 403.529.8374 | **D:** 403.525.8860 | **F:** 403.502.8038

APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY

DATE of receipt of Form A as completed

File No.

September 16, 2013

2013MH013

Fees Submitted:

\$1577.10

1. Name of registered owner (s) of the land to be subdivided

Address: #2, 1311 TransCanada Way SE

889479 Alberta Ltd.

Medicine Hat, T1B 0H4

Telephone: 403.548.1295

Fax:

2. Name of Agent (authorized person acting on behalf of registered owner)

Benchmark Geomatics Inc., #105, 2201 Box Springs Blvd, NW, Medicine Hat, AB T1C 0C8

Phone: (403) 878-9483 Fax No.: (403) 527-3908

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

A portion of the SW ¼ Sec.10-Twp.13-Rge.6-W4M

Area of the proposed subdivision 1.32 Ha

Municipal Address: N/A 2550 Box Springs Blvd NW

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of **Medicine Hat**.b. Is the land situated immediately adjacent to the municipal boundary? Yes ☐ No ☒

If "yes, the adjoining municipality is

c. Is the land situated within 0.8 km of the right-of-way of a Highway? Yes ☒ No ☐

If "yes, the Highway is the Trans Canada Highway

d. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water or by a drainage ditch or canal? Yes ☐ No ☒ Namee. Is the proposed parcel within 1.5 km of a sour gas facility? Yes ☐ No ☒

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

a. Existing use of the land: **Vacant**b. Proposed use of the land: **Commercial Development**c. The designated use of the land as classified under a land use bylaw: **C3**

6. PHYSICAL CHARACTERISTICS OF THE LAND TO BE SUBDIVIDED

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

Flat

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

Grass

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

Sandy

7. EXISTING BUILDING(S) ON THE LAND PROPOSED TO BE SUBDIVIDED

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

NONE

8. WATER AND SEWER SERVICES

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

9. SITE INSPECTION

The Registered Owner or the person acting on behalf of the registered owner hereby grants consent to the approving authority or the referral agencies to carry out a site inspection, at a reasonable time, of the land that is the subject of the application.

10. REGISTERED OWNER OR PERSON ACTING ON BEHALF OF THE REGISTERED OWNER

I, **Adam Thompson, A.L.S.**, hereby certify that:

☐

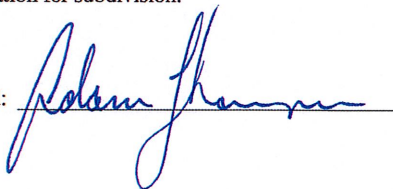
I am the registered owner, or

☒

I am the agent authorized to act on behalf of the registered owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

Signed:



Date:

AUGUST 23 / 2013

REASONS FOR SUBDIVISION, and any other relevant information in support of Application.

- To Prepare a Lot for a future business and building

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

The personal information on this form is being collected for the purpose of an Application for Subdivision Approval under the authority of the Freedom of Information and Protection of Privacy (FOIP) Act, and is protected by the Act. If you have any questions about the information being collected, contact the City of Medicine Hat FOIP Head at 529-8234.



FILE NUMBER 13040164



Planning, Building & Development Services City of Medicine Hat

SUBDIVISION REVIEW REPORT

STATUTORY APPLICATION DATE: September 16, 2013

2013MH013

LOCATION: 2550 Box Springs Blvd NW
PROPOSAL: To create one commercial lot.

OWNER: 889479 Alberta Ltd.

APPLICANT: Benchmark Geomatics (#13040164)

LEGAL: Portion of SW ¼ 10-13-6-W4M

TYPE OF SUBDIVISION: Commercial

EXISTING LAND USE DESIGNATIONS: CH – Highway Commercial

PREVIOUS APPLICATION: 2007MH028; 2013MH004

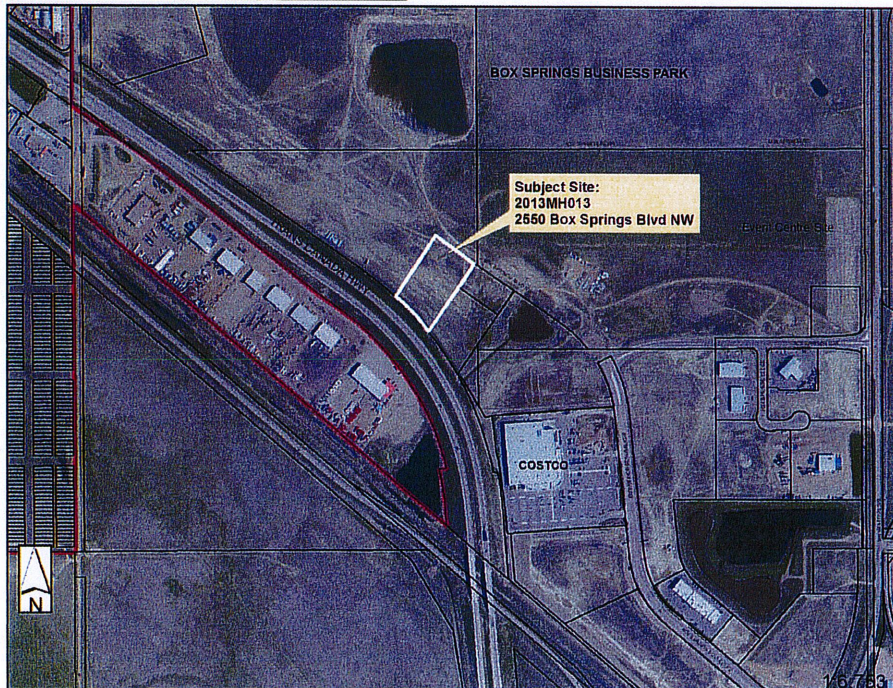
RESERVE STATUS: owing

OFF-SITE LEVIES: owing

SUBDIVISION BY: (X) Plan () Instrument

Prepared by: Erin Onoferychuk

BACKGROUND



The proposal is to subdivide a parcel in order to create a separate title for a new 1.32ha commercial lot. The subject site is located in the Box Springs Business Park in the S 1/4-10-13-6-W4M. The subdivision is requested in order to facilitate the expansion of the Box Springs Business Park development.

The site is designated as CH – Highway Commercial District in the Land Use Bylaw. The proposal complies with the requirements of the Land Use Bylaw #4168. The site is within the Box Springs Business Park ASP (Bylaw 4164). Off-site levies and cash in-lieu of municipal reserve are required.



September 20, 2013

File number: 283-62 1.4

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

Dear Shanon:

RE: Advisory Comments – City of Medicine Hat Subdivision Referral 2013MH013

In response to the proposed subdivision 2013MH013 referred by the City of Medicine Hat, Scheffer Andrew Ltd. advises the Town of the following.

The proposed subdivision lands are within the Urban Referral Area of the Tri-Area Intermunicipal Development Plan (IDP), and therefore, the City of Medicine Hat has referred the subject subdivision application to the Town. Additionally, the proposed subdivision is within the Box Springs Area Structure Plan policy area.

The proposed subdivision is consistent with the IDP. From an intermunicipal planning perspective, there are no foreseeable negative impacts to the Town of Redcliff, in the short or long-term, that will result from the approval of subdivision application 2013MH013.

Yours truly,

Scheffer Andrew Ltd., Medicine Hat

Kent Snyder, RPP, MCIP
Branch Manager

