



COUNCIL MEETING
TUESDAY, MAY 24, 2016
7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
TUESDAY, MAY 24, 2016 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

| <u>AGENDA ITEM</u> | <u>RECOMMENDATION</u> |
|---|------------------------------|
| 1. GENERAL | |
| A) Call to Order | |
| B) Adoption of Agenda * | Adoption |
| C) Accounts Payable * | For Information |
| 2. DELEGATION | |
| A) Draft Recreation Master Plan * | |
| 3. MINUTES | |
| A) Council meeting held May 9, 2016 * | For Adoption |
| B) Municipal Planning Commission meeting held on May 18, 2016 * | For Information |
| C) Redcliff Senior Citizens Business meeting held on May 5, 2016 * | For Information |
| 4. REQUESTS FOR DECISION | |
| A) Town Hall Roof Repair * | For Consideration |
| B) Proposed Development Permit Grading Information Requirements * | For Consideration |
| 5. CORRESPONDENCE | |
| A) Shortgrass Library System * Re: Budget Requests for 2017 and 2018 | For Information |
| B) Alberta Municipal Affairs * Re: Municipal Government Act Review | For Information |
| 6. OTHER | |
| A) Financial Report to March 31, 2016 * | For Information |
| B) Municipal Manager Report to Council May 24, 2016 * | For Information |
| C) Mayor's Report to Council May 24, 2016 * | For Information |

D) Council's Report to Council May 24, 2016 *

For Information

E) Council Important Meetings & Events May 24, 2016 *

For Information

7. RECESS

8. IN CAMERA

A) Legal (2)

B) Labour (2)

9. ADJOURN

ACCOUNTS PAYABLE CHEQUE LIST

COUNCIL MEETING MAY 24, 2016

| CHEQUE # | VENDOR | DESCRIPTION | AMOUNT |
|-----------------|--------------------------------|--|---------------|
| 79873 | AMEC EARTH & ENVIRONMENTAL | WATER TREATMENT PLANT PROGRESS PAYMENT | \$1,234.80 |
| 79874 | BONNIE ANDRES | SUPPLIES | \$101.00 |
| 79875 | ATB FINANCIAL MASTERCARD | CREDIT CARD PURCHASES | \$11,353.89 |
| 79876 | BENCHMARK ASSESSMENT CONSULTAN | ASSESSMENT SERVICES | \$16,126.16 |
| 79877 | CITY OF MEDICINE HAT | CITY UTILITIES | \$6,193.53 |
| 79878 | CANADIAN PACIFIC RAILWAY | FLASHER CONTRACT | \$621.00 |
| 79879 | EPCOR ENERGY SERVICES INC. | LANDFILL UTILITIES | \$150.39 |
| 79880 | JONELLE GLADUE | MILEAGE | \$30.82 |
| 79881 | HARV'S JANITORIAL SERVICES | JANITORIAL SERVICES | \$3,948.00 |
| 79882 | LETHBRIDGE MOBILE SHREDDING | SHREDDING SERVICE | \$72.45 |
| 79883 | MEDICINE HAT LICENCE CENTRE | VEHICLE REGISTRATION | \$84.45 |
| 79884 | SUNCOR ENERGY PRODUCTS PARTNER | FUEL | \$11,987.04 |
| 79885 | PUROLATOR | PARTS FREIGHT | \$30.92 |
| 79886 | RECEIVER GENERAL | STAT DEDUCTIONS | \$33,767.79 |
| 79887 | TELUS COMMUNICATION INC. | PHONE SERVICE | \$1,755.59 |
| 79888 | TELUS MOBILITY | CELL PHONE SERVICE | \$269.64 |
| 79889 | ACTION PARTS | TECH PRO CLASS | \$131.25 |
| 79890 | AIR LIQUIDE CANADA INC | BULK CARBON DIOXIDE | \$7,468.08 |
| 79891 | AMSC INSURANCE SERVICES LTD. | INSURANCE PREMIUMS | \$21,125.34 |
| 79892 | AMEC GEOMATICS LTD | MAPPING FEE | \$125.00 |
| 79893 | THE BOLT SUPPLY HOUSE LTD. | CUTTING DISCS, WASHERS | \$51.86 |
| 79894 | CHERE BROWN | BADLANDS AGM TRAVEL | \$833.88 |
| 79895 | CANADIAN LINEN & UNIFORM SERVI | COVERALLS | \$21.42 |
| 79896 | C.E.M. HEAVY EQUIPMENT | SLIP JOINT | \$529.33 |
| 79897 | COCOA BEAN CAFE | MEALS ON WHEELS | \$434.70 |
| 79898 | CANADIAN PUBLIC WORKS ASSOCIAT | MEMBERSHIP FEE | \$267.75 |
| 79899 | CYPRESS COMMUNICATIONS LTD. | RADIOS | \$708.02 |
| 79900 | CYPRESS COUNTY | CURVED CARBIDE, GRADER BLADE | \$1,783.47 |
| 79901 | FARMLAND SUPPLY CENTER LTD | BALL VALE, HOSE CLAMPS, FITTINGS | \$100.06 |
| 79902 | FORAN EQUIPMENT INC | COULEE SLUMPING PROGRESS PAYMENT | \$51,392.41 |
| 79903 | FOX ENERGY SYSTEMS INC. | SIGNS, STRAPS | \$448.25 |
| 79904 | H2O HAULING LTD. (A DIVISION O | HAUL WATER TO LANDFILL | \$105.00 |
| 79905 | REDCLIFF HOME HARDWARE | COFFEE/CLEANING SUPPLIES, HARDWARE | \$256.76 |
| 79906 | INLAND CONCRETE, A DIVISION OF | WASHED DE-ICING SAND | \$3,111.41 |
| 79907 | KPMG | AUDIT SERVICES | \$16,695.00 |
| 79908 | LADY CARMEN TRUCKING LTD. | APPLY CALCIUM TO ROADS | \$3,150.00 |
| 79909 | MCL - WASTE SYSTEMS ENVIRONMEN | IGNITION SWUTCH | \$143.46 |
| 79910 | RODEO FORD SALES LIMITED | HALF TON PICKUP TRUCK | \$34,446.51 |
| 79911 | ROSENAU TRANSPORT LTD | PUCK BOARD SKID | \$103.94 |
| 79912 | SANATEC ENVIRONMENTAL | PUMP LANDFILL SEPTIC | \$152.25 |
| 79913 | SITEONE LANDSCAPE SUPPLY | IRRIGATION SUPPLIES | \$6,439.52 |
| 79914 | SUMMIT MOTORS LTD | BRKAE VALVES, FILTERS | \$1,381.32 |
| 79915 | DARLEY, KEELY | MARCH/APRIL TOWN PROGRAMMING | \$433.50 |
| 79916 | MEDICINE HAT MEN'S RECREATION | REFUND OVERPAYMENT | \$288.75 |

| | | | |
|-------------------|--------------------|--|--------------|
| 79917 | MARCHAND, KATIE | REFUND KEY DEPOSIT | \$125.00 |
| 79918 | GETZ, LAUREEN ROSE | REFUND KEY & FACILITY DEPOSIT | \$225.00 |
| 79919 | CLAIRMONT, GYSLAIN | REFUND DRIVER ABSTRACT, CRIMINAL CHECK | \$79.55 |
| 79920 | CRAATS, WALTER | REFUND SEWER SCOPE DEPOSIT | \$100.00 |
| 79921 | UNITED RENTALS | AIR FILTER | \$25.08 |
| 49 CHEQUES TOTAL: | | | \$240,410.34 |

Redcliff Parks and Recreation Master Plan

COUNCIL PROJECT UPDATE



Parks and Recreation Master Plan

- ▶ The Parks and Recreation Master Plan will follow the Council Approved Terms of Reference. The Master Plan document is structured in four parts:
 1. Background Information – Complete
 2. Analysis – In progress (Visioning, Facility and program Analysis and Consultation)
 3. Recommendation – In progress (June 6th external consultation)
 4. Implementation – In progress

Parks and Recreation Master Plan

Next Steps



- ▶ Open consultation workshop scheduled for June 6th 2016 at 7pm (during the regular Recreation Services Board meeting) for review and discussion and to provide recommendations.
- ▶ An invitation will be extended for this consultation workshop to community groups, recreation board members and members of Redcliff Town Council.
- ▶ A survey and questionnaire has been sent to local schools administration to provide input and feedback.
- ▶ A survey and questionnaire has been sent to Cypress County to provide input and feedback.
- ▶ Input from Community and Protective Services Department Planning Series (last session scheduled for May 26th)

Parks and Recreation Master Plan



► Questions?



**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, MAY 9, 2016 7:00 P.M.**

PRESENT:

| | | |
|------------------------------------|----------------------------|--|
| Mayor | E. Reimer | |
| Councillors | C. Crozier, D. Kilpatrick, | |
| | L. Leipert, E. Solberg, | |
| | C. Brown | |
| | J. Steinke | (left at 9:06 p.m., returned at 9:07 p.m.) |
| Municipal Manager | A. Crofts | |
| Manager of Legislative | S. Simon | |
| & Land Services | | |
| Director of Finance | J. Tu | (left at 7:38 p.m., rejoined 7:53 p.m.) |
| & Administration | | (left at 8:44 p.m.) |
| Director of Planning & Engineering | J. Johansen | (left at 9:16 p.m.) |

ABSENT:**1. GENERAL**

Call to Order

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

2016-0183 Adoption of Agenda

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

2016-0184 Accounts Payable

C) Councillor Crozier moved the following 50 general vouchers in the amount of \$184,872.60 be received for information. - Carried.

| ACCOUNTS PAYABLE CHEQUE LIST | | | |
|-------------------------------------|------------------------------|--|---------------|
| COUNCIL MEETING MAY 9, 2016 | | | |
| CHEQUE # | VENDOR | DESCRIPTION | AMOUNT |
| 79823 | A & B STEEL LTD | SPRINGS, CASTERS, DRIVER KIT | \$118.86 |
| 79824 | ACTION PARTS | SHOCK ABSORBER, SAFETY RACKS | \$1,573.35 |
| 79825 | AMSC INSURANCE SERVICES LTD. | INSURANCE PREMIUMS | \$324.22 |
| 79826 | AMEC EARTH & ENVIRONMENTAL | WATER TREATMENT PLANT PROGRESS PAYMENT | \$3,275.42 |
| 79827 | ATRON REFRIGERATION & A/C | REFRIGERATION PLANT SHUT DOWN | \$133.88 |
| 79828 | ALBERTA URBAN MUNICIPALITIES | JOB POSTINGS | \$315.00 |
| 79829 | BARTLE & GIBSON CO. LTD. | TOILET REPAIR SUPPLIES | \$376.37 |
| 79830 | BEKKERING, KATHY | INDIGENT BURIAL REFUND | \$1,054.00 |
| 79831 | BENCHMARK GEOMATICS INC. | FOOTING CHECK | \$157.50 |
| 79832 | THE BOLT GUYS | SELF-TAPPING SCREWS | \$27.36 |
| 79833 | THE BOLT SUPPLY HOUSE LTD. | STAINLESS SCREWS | \$105.10 |
| 79834 | BOUNDARY EQUIPMENT CO. LTD. | GUTTER BROOMS | \$1,072.05 |

| | | | |
|-------------------|-----------------------------------|--|--------------|
| 79835 | CHERE BROWN | TRAVEL EXPENSE REIMBURSEMENT | \$703.59 |
| 79836 | CANADIAN LINEN & UNIFORM SERVICE | COVERALLS | \$44.75 |
| 79837 | C.E.M. HEAVY EQUIPMENT | SERVICE MANUAL | \$195.22 |
| 79838 | CITY OF MEDICINE HAT | 911 DISPATCH CONTRACT, CITY UTILITIES | \$6,578.55 |
| 79839 | ARLOS CROFTS | TRAVEL EXPENSE REIMBURSEMENT | \$489.00 |
| 79840 | C.U.P.E. | UNION DUES | \$2,069.66 |
| 79841 | CYPRESS COMMUNICATIONS LTD. | MOBILE RADIO | \$745.50 |
| 79842 | DIAMOND SOFTWARE INC. | YEAREND UPDATE INSTALL | \$68.25 |
| 79843 | FARMLAND SUPPLY CENTER LTD | HOSES, FITTINGS | \$1,461.13 |
| 79844 | REDCLIFF HOME HARDWARE | CHAIN, JERRY CANS, SCREWS, WASHERS | \$1,348.70 |
| 79845 | JOE JOHNSON EQUIPMENT | RADIATOR, AIR COOLER | \$3,403.19 |
| 79846 | KENNEDY AGRIOS LLP | PROFESSIONAL SERVICES | \$3,780.00 |
| 79847 | KIRK'S MIDWAY TIRE | TIRE, CHANGEOVER | \$308.70 |
| 79848 | MELHAM, MICHAEL | DRIVER ABSTRACT REIMBURSEMENT | \$26.55 |
| 79849 | MEDICINE HAT FAMILY SERVICE | FCSS FUNDING | \$6,000.00 |
| 79850 | MEDICINE HAT LICENCE CENTRE | LICENSE PLATES | \$253.35 |
| 79851 | SHAW CABLE | INTERNET SERVICE | \$204.55 |
| 79852 | PARK ENTERPRISES LTD. | IN TOWN PERMITS | \$4,223.68 |
| 79853 | PARKLAND GEO TESTING LTD. | COULEE SLOPE FAILURE PROGRESS PAYMENTS | \$17,668.88 |
| 79854 | PITNEY WORKS | FOLDER/STUFFER CONTRACT | \$159.08 |
| 79855 | REDCLIFF BAKERY | MEETING REFRESHMENTS | \$18.00 |
| 79856 | RECEIVER GENERAL | STAT DEDUCTIONS | \$32,988.92 |
| 79857 | ROSENAU TRANSPORT LTD | JOE JOHNSON SHIPPING | \$73.75 |
| 79858 | SAFETY CODES | SAFETY CODES PERMITS | \$155.17 |
| 79859 | SALBRO CONSULTING SERVICES | 2015 ANNUAL LANDFILL REPORT | \$9,918.30 |
| 79860 | SHANON SIMON | BOARD MEMBER GIFT REIMBURSEMENT | \$50.00 |
| 79861 | JAMES STEINKE | TRAVEL EXPENSE REIMBURSEMENT | \$1,647.19 |
| 79862 | TELUS COMMUNICATION INC. | TELEPHONE SERVICE | \$165.88 |
| 79863 | TELUS MOBILITY | CELL PHONE SERVICE | \$16.15 |
| 79864 | PRAIRIE CONCRETE CONSTRUCTION | COLUMBARIUM BENCH PROJECT | \$5,250.00 |
| 79865 | MEDICINE HAT & DISTRICT FOOD BANK | VOLUNTEER RECRUITMENT | \$1,500.00 |
| 79866 | MBSI CANADA | DOMAIN CERTIFICATE | \$522.90 |
| 79867 | BERT'S VACUUMS & EQUIPMENT RENT | POWER RAKE RENTAL | \$150.00 |
| 79868 | TOWN OF REDCLIFF | EMPLOYEE PROPERTY TAXES | \$700.00 |
| 79869 | TROPHY AND ENGRAVING WORLD | VOLUNTEER RECOGNITION PLAQUES | \$574.35 |
| 79870 | UNITED RENTALS | GASKET, FREIGHT | \$62.53 |
| 79871 | WOOD, DALE | COURSE FEES | \$4,845.00 |
| 79872 | RODEO FORD SALES LIMITED | HALF TON TRUCKS | \$67,969.02 |
| 50 CHEQUES TOTAL: | | | \$184,872.60 |

2016-0185 Bank Summary to March 31, 2016

D) Councillor Leipert moved the Bank Summary to March 31, 2016, be received for information. – Carried.

2016-0186 Bank Summary to April 30, 2016

E) Councillor Solberg moved the Bank Summary to April 30, 2016, be received for information. - Carried.

2. PUBLIC HEARING

Non Statutory Public Hearing for Bylaw 1829/2016, Off-site Levy Bylaw

A) Mayor Reimer called the Non Statutory Public Hearing for Bylaw 1829/2016, Off-site Levy Bylaw, to order at 7:05 p.m.

Director of Planning & Engineering presented a brief overview of the proposed Bylaw 1829/2016, Off-site Levy Bylaw.

Malcolm Sissons, Landowner in the Eastside Area, attended the presentation. He referenced the Corvus model and indicated he is familiar with the model as he previously participated in the City of Medicine Hat discussions, and they have a similar model. He indicated he has questions on how the projects were allocated to determine the offsite levy rate, and expressed concern that there was limited consultation. Mr. Sissons commented that he feels there should be additional review with respect to the population projections, net development area, and cost allocations, and the projects included. He questioned the impact of the levy and has concerns as to what the levy impacts may have on future development. He commented that the City of Medicine Hat has a community assist factor and it is important to be competitive with other municipalities both service wise and cost wise. He felt that the proposal for further consultation with developers is a good idea.

J. Johansen indicated more consultation will be forthcoming.

Mayor Reimer declared the Public Hearing closed at 7:26 p.m.

3. DELEGATION

Presentation of Citizens on Patrol

A) El Robertson and George Dowson, Citizens on Patrol, were in attendance to present information on Citizens on Patrol (COP) and request financial assistance.

2016-0187

Councillor Steinke moved the presentation by El Robertson and George Dowson regarding Citizens on Patrol, be received for information.

2016-0188

Councillor Steinke moved to defer consideration to contribute to the Citizens on Patrol, to the 2017 Budget discussions. - Carried.

Director of Finance & Administration left the meeting at 7:38 p.m.

Economic Development
Alliance

2016-0189

B) Theresa Hardiker was in attendance to make a presentation regarding the Economic Development Alliance.

Councillor Leipert moved the presentation by Theresa Hardiker, regarding the Economic Development Alliance, be received for information. - Carried.

Director of Finance & Administration rejoined the meeting at 7:53 p.m.

4. MINUTES

2016-0190 Council meeting held April 25, 2016

A) Councillor Kilpatrick moved the minutes of the Council meeting held April 25, 2016, be adopted as presented. - Carried.

2016-0191 Redcliff Public Library Board meeting held on March 29, 2016

B) Councillor Steinke moved the minutes of the Redcliff Public Library Board meeting held March 29, 2016, be received for information. - Carried.

5. BYLAWS

2016-0192 Bylaw 1829/2016, Off-site Levy Bylaw

A) i) Councillor Leipert moved Bylaw 1829/2016, Off-site Levy Bylaw, be given second reading. - Carried.

- ii)** Councillor Crozier moved to direct Administration to:
 - a) draft the Off-site Levy Policy;
 - b) consult with the development industry on the Policy and the Bylaw;
 - c) when the Draft Policy is ready, present the Bylaw to Council for third reading with the Draft Policy.

- Carried.

2016-0193 Bylaw 1825/2016, Water Rates Bylaw

B) Councillor Crozier moved Bylaw 1825/2016, Water Rates Bylaw, be given second reading. - Defeated.

2016-0194 Bylaw 1830/2016, Annual Reserve Allocation Bylaw

C) Councillor Kilpatrick moved Bylaw 1830/2016, Annual Reserve Allocation Bylaw, be given second reading as amended. - Carried.

2016-0195

Councillor Crozier moved Bylaw 1830/2016, Annual Reserve Allocation Bylaw, be given third reading. - Carried.

2016-0196 Bylaw 1831/2016, Tax Rate Bylaw

D) Councillor Leipert moved Bylaw 1831/2016, Tax Rate Bylaw, be given first reading. - Carried.

2016-0197

Councillor Crozier moved Bylaw 1831/2016, Tax Rate Bylaw, be given second reading. - Carried.

- 2016-0198 Councillor Steinke moved Bylaw 1831/2016, Tax Rate Bylaw, be presented for third reading. - Carried Unanimously.
- 2016-0199 Councillor Solberg moved Bylaw 1831/2016, Tax Rate Bylaw, be given third reading. - Carried.

6. CORRESPONDENCE

- 2016-0200 Town of Taber
Re: Request for Support for Funding Application
A) Councillor Solberg moved memo from correspondence from Town of Taber dated April 11, 2016, regarding Request for Support for Funding Application, be received for information. - Carried.
- 2016-0201 Councillor Brown moved that the Town of Redcliff supports the Town of Taber's application for funding from the Alberta Community Partnership, Intermunicipal Collaboration Grant (or other grants as applicable) to study the feasibility of a Materials Recovery Facility in Southern Alberta to be located in the Town of Taber, supports the Town of Taber as applicant and managing partner for this initiative, and may consider directing recyclable material from our municipality to this facility.
- Defeated.
- 2016-0202 House of Commons
Re: Constituency office contact information
B) Councillor Leipert moved correspondence from the House of Commons dated April 11, 2016, regarding Constituency office contact information, be received for information.
- Carried.

7. OTHER

- 2016-0203 Council Office Hours
A) Councillor Leipert moved hosting of the Council Office Hours be cancelled, due to lack of participation from citizens.
- Carried.
- 2016-0204 Redcliff/Cypress Regional Waste Management Authority
Re: Landfill Graphs to April 30, 2016
B) Councillor Solberg moved the Redcliff/Cypress Regional Waste Management Authority regarding Landfill Graphs to April 30, 2016, be received for information. - Carried.
- 2016-0205 Town of Redcliff Brochure
C) Councillor Crozier moved the Town of Redcliff Brochure be received for information. - Carried.
- 2016-0206 Council Important Meetings and Events
D) Councillor Brown moved the Council Important Meetings & Events May 9, 2016, be received for information. - Carried.

8. RECESS

Mayor Reimer called for a recess at 8:44 p.m.

Director of Finance & Administration left at 8:44 p.m.

Mayor Reimer reconvened the meeting at 8:52 p.m.

9. IN CAMERA

2016-0207

Councillor Leipert moved to meet In Camera at 8:52 p.m.
- Carried.

Councillor Steinke left the meeting at 9:06 p.m. and returned at 9:07 p.m.

Director of Planning & Engineering left at 9:16 p.m.

2016-0208

Councillor Leipert moved to return to regular session at 9:24 p.m. - Carried.

2016-0209 Moose Power
 Re: Potential Solar Power
 Development

Councillor Kilpatrick moved to have Administration continue discussions with Moose Power. - Carried.

2016-0210 Letters of Understanding

Councillor Crozier moved that the Grievance Steps Letter of Understanding and the Hours of Work Letter of Understanding be incorporated into the current collective agreement, as presented. - Carried.

10. ADJOURNMENT

2016-0211 Adjournment

Councillor Leipert moved to adjourn the meeting at 9:26 p.m. - Carried.

Mayor

Manager of Legislative and Land Services

MUNICIPAL PLANNING COMMISSION
WEDNESDAY May 18, 2016 – 12:30 PM
TOWN OF REDCLIFF

MINUTES

PRESENT: Members: B. Duncan, B. Vine, B. Lowery,
L. Leipert, J. Steinke, E. Solberg
Development Officer: B. Stehr
Director of Planning & Engineering J. Johansen

ABSENT: Members: J. Beach

1. CALL TO ORDER

B. Duncan called the meeting to order at 12:30 pm.

2. ADOPTION OF AGENDA

B. Lowery moved that the agenda be adopted as presented.
- Carried.

2. PREVIOUS MINUTES

J. Steinke moved that the previous minutes be adopted as presented.
- Carried

3. DEVELOPMENT PERMITS APPROVED BY DEVELOPMENT AUTHORITY

E. Solberg moved that Development Permits considered by the Development Authority be received for information.
- Carried

4. DEVELOPMENT PERMITS FOR MPC CONSIDERATION

A) Development Permit Application 16-DP-026

Auction Action

Lot 5, Block C, Plan 0414274 (#3 1401 Dirkson Drive NE

Change of Use – Auction Establishment

L. Leipert moved that Development Permit Application 16-DP-026 for a Change of Use – Auction Establishment be approved as submitted with the following condition(s):

1. All pertinent sections of the Land Use Bylaw apply
2. All outdoor storage be located to the rear of the main building;
3. Outdoor display of vehicles, recreation vehicles, farm or construction machinery or equipment or other machinery, goods, merchandise or equipment is permitted provided that they are displayed in a manner that is consistent with other developments in the vicinity and to the satisfaction of the Development Authority;
4. Any shipping containers &/or accessory buildings will require a separate Development Permit.

- Carried

5. ADJOURNMENT

B. Vince moved adjournment of the meeting at 12:39 pm.
- Carried.

Chairman

Secretary

REDCLIFF SENIOR CITIZENS BUSINESS MEETING May 5, 2016

_Mel__ opened the meeting with the Lord's Prayer at 2 p.m.
There were __19__ persons present.
Moment of silence for Phyllis Davy.

Minutes for _April, 2016__ read by Secretary.
Minutes adopted – Garry Moore
Seconded- Kasper Fitterer

Treasurer's report—

_Richard__ reported balance of __as of April 30, 2016
\$649.00 income \$651 expenses this month.
We have assets of \$29,825.
Casino fund paid for fitness instructor for the year \$1086.75

Correspondence— none

Committee reports

Health and Wellness—Marina Polumbo in hospital, sympathy card sent to Bob Davy

Kitchen—Strawberry tea is on May 23.
Shirley Vossler will distribute letters to businesses requesting donations for door prizes; raffle.

House—Mel advised that the hot water heater was not repaired as we were advised previously.
The town is keeping an eye on it for now.

Membership—Kasper updated membership number to 259 to date.

Crib and Crib Tournaments—Garry advised that crib is going well; 19 players last night.
Fewer members play cards when weather is nice.

Whist—good

Pool—N/A

Exercise—May 18 is the last exercise class.

Casino—no report.

Computer—classes ended April 30.

Bus Trips—Kasper advised the membership of ongoing choices for a bus trip. Summer is not good for bus trips. It was decided to leave this decision for September general meeting.

Unfinished business— Kasper has contacted St. Mary School singers and tapdancers regarding entertainment for the June windup.

New Business—None

Adjournment at _2:37_ p. m.
Moved—Sandy Tilleman
Seconded— Bea Gursky

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: May 24th, 2016

PROPOSED BY: Director of Community and Protective Services

TOPIC: Town Hall Roof Repair

PROPOSAL: To allocate additional funding for Town Hall roof repair

BACKGROUND:

The administration building has been having minor but manageable roof leaking for a couple years. Over the past winter and into the spring, the leaks have been getting progressively worse, resulting in minor interior damage. The infiltration of water has not caused any electronic damage but has caused a disruption of the work place. We anticipated some minor roof repairs but after further investigation it has been suggested that the roof be replaced. This roof system was installed in 1979 and has underwent minor roof repair over the past couple years. There is \$2000 allocated to the 2016 Town of Redcliff budget for Administration Building repairs. The roof of the administration building is approximately 6300 square feet.

With flat roof technology there is a couple options that are feasible for our application, and they have varying degrees of associated costs and life expectancy. There are three options that we are utilizing for estimating purposes that are prevalent in our local area. They are the Modified Bitumen roof, which is very similar to asphalt roofs, but they have polymers added into the system that provide added protection and extended lifespan. These roofs are often rolled on the roof surface and then heated with a blowtorch. These systems would run between \$9 and \$10 per square foot for a re-roof at a value of approximately \$60,000. This system is standard for Government of Alberta buildings for roof repair.

The second system is a Built up Roof (BUR). This system is a spray on roof system. All of the ballast is removed from the roof. This will reduce the load on the building. Next the original tar membrane is punctured and roof vents are installed to allow the moisture in the deck to gas off. The roof then gets 3lb density roofing foam sprayed over it, foaming the vents in place. This foam has a 50 PSI compressive strength so not only can it be walked on, but it also adds strength to the roof deck. Finally a plastic membrane is sprayed over the foam to protect it from the elements. This system can have larger costs for future roof repair due to the nature of the materials and their adhesive properties. These systems would run between \$5.50 and \$6.50 per square foot for a re-roof at a value of approximately \$40,000.

The third system is a EPDM (Ethylene Propylene Diene Monomer) roofing system which is one of the most popular commercial roofing options. EPDM roofing systems are lightweight and simple to install. It is a single-ply membrane like TPO and PVC made of synthetic rubber which has been improved over the years so that current EPDM roofing systems are incredibly durable, tear and highly puncture resistant while maintaining flexibility. EPDM roofs have superior resistance to extreme heat and fire, and ultraviolet radiation. They are not as durable and do not have longevity as other roofing systems but have a lower price point. These systems would run between \$7 and \$8 per square foot for a re-roof, at a value of approximately \$50,000. This system is not accepted in Protected Membrane Design by the Alberta Roofers Contractors Association.

POLICY/LEGISLATION:

Bylaw No. 1830/2016 Annual Reserve Allocation Bylaw

The purchasing Reserve allocates \$75,000 per year for repairs and maintenance of Town buildings and/or major mechanical failures, without a ceiling.

STRATEGIC PRIORITIES: N/A

ATTACHMENTS: None

OPTIONS:

1. Authorize Community and Protective Services Department to replace the original roof at the administration building located at 1 – 3rd Street NE Redcliff, at an estimated cost of \$60,000 plus an additional \$7000 allowance for other unanticipated repairs for a total cost of \$67,000. Funding to be provided from Purchasing Reserve.
2. Remain status quo, and direct Administration to provide information in 2017 budget discussion.

RECOMMENDATION:

Due to the longevity and warranty of the products and the ability to perform future roof repairs Option 1 is recommended.

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Community and Protective Services Department be authorized to proceed with replacing the roof at the administration building located at 1 – 3rd Street NE, Redcliff, to a maximum budget of \$67,000. Funding to be provided from purchasing reserve.
2. Councillor _____ moved that replacement of the Administration building roof be deferred to 2017 budget discussions.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. **2016.**

TOWN OF REDCLIFF
REQUEST FOR DECISION

DATE: May 24, 2016

PROPOSED BY: Director of Planning & Engineering

TOPIC: Proposed Development Applications Grading Information Requirements

PROPOSAL: Accept grading information requirements as presented

BACKGROUND:

Grading issues in developments have the effect of:

- Increased costs to fix the problems;
- Creating bad feelings between neighbors;
- Creating conflicts between developers, builders, home owners and the Town;
- Increasing the work load of Town staff;
- Increasing the liability and risk of the Town.

Experience has shown that grading issues and challenges the Town deals with are generally a result of:

- Insufficient consideration of grading,
- Insufficient grading information submitted with development applications,
- Disagreement between the builders grade slip and overall development plans and/or existing conditions in the case of infill properties,
- Disagreement between the development applications grade slip and elevation plans,
- How the grading is completed around a building,

The disconnect that creates this situation is “grading is simple, grading does not matter, grading is someone else’s responsibility”. Often to resolve grading issues expensive retaining walls and drainage improvements are required.

What is really needed by the Town is:

- observation of site conditions;
- documenting site conditions;
- defining how the proposed development will affect the surroundings; and
- mitigation of potential issues.

The past practice appears to have been:

- Not all new building and/or additions have been asked to provide grading plans;

- Plans are submitted where what is shown on the grade slip is different from what is shown on the house plans. These plans have been approved even with the development application not being in agreement with itself;
- grade slips are provided to the Town that show the elevations at:
 - the corners of lot;
 - intermediate grades (especially along common property lines with other residential lots);
 - corners of the house.

In an attempt to minimize grading issues, administration is proposing, as per existing policy, to refine the requirements for what must be submitted with development applications for grading.

Proposed Requirements:

The intent of the proposed requirements for plans submitted for development permits is to ensure that the developer/applicant communicates with the Town how the developer intends to grade the property especially around a new building and/or addition.

The proposed requirements are as follows:

- All development applications must address grading;
- All grading must conform to the requirements of the Alberta Building Code;
- All development applications without a predevelopment grading plan on file must be prepared by an Alberta Land Surveyor;
- Elevations of grade slips must match either the planned property line grades in new developments or the existing grades in infill developments;
- grades are to be provided at:
 - the corners of lot;
 - intermediate grades (especially along common property lines with other residential lots);
 - corners of the building;
 - Top and bottom of retaining walls;
- Slopes are to be shown from the corners of the building to the property corners;
- Grading plans must demonstrate that runoff is not directed into neighbors' property. This may require the developer to show the location and direction of downspouts;
- Any retaining walls required to make the grading plan work are to be shown and are the responsibility of the applicant to install;
- The elevations from the grade slips be also shown on the elevation plans for a building including:
 - The grade line at the property line;
 - The grade line at the building;
 - The top and bottom of any retaining walls;
 - Any drainage works required (i.e. drainage swales).

It is envisioned that the change in rules will only result in one to two additional hours of drafting time per application, (which is the responsibility of the developer/applicant).

There are multiple drivers of these requirements:

- To facilitate the Town in their plan, checking to ensure that the building design works with the grading of the lot;
- To ensure that the grading design is in general conformance to the stormwater management plans;
- To reduce the number and size of retaining walls that may be required;
- To ensure that basement windows have appropriate window wells;
- To reduce the potential for conflicts between neighbors.

It is hoped that by having developers demonstrate how the grading is supposed to look on the elevations, that when the finish grading around the building is done it will be close to the plans that were submitted.

Also having the grading lines shown on the elevation plans will assist in development officer compliance inspections, because it will be very apparent where the grading at the building deviates from the approved plans, without having to resort to expensive surveys.

Administration is submitting these suggestions to Town Council for consideration, as it is recognized that it would potentially be change for some builders/developers. If council is okay proceeding with these new proposed requirements, administration can prepare an information bulletin for distribution to builders in the area, as well as potential development permit applicants.

POLICY/LEGISLATION:

Land Use Bylaw 1786/2014

16 DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

- (1) An application for a Development Permit required under this Bylaw shall be made to the Development Officer in writing in the form prescribed by the Development Officer, and be accompanied by the information required in subsection (2) below.
- (2) For the purposes of Section 16 of this Bylaw, applications for a Development Permit are not deemed received until the applicant has:
 - (a) submitted all information required pursuant to this Section of this Bylaw;
 - (b) submitted any information specifically required pursuant to the regulations of the applicable Land Use District or any other Section of this Bylaw; and
 - (c) paid the appropriate fee as determined by Council.
- (3) Every application for a Development Permit, shall require all submitted plans to be drawn to scale, fully dimensioned, accurately figured, explicit and complete and at the discretion of the Development Authority, may be accompanied by the

following:

- (a) Three (3) copies of the site plans showing the following information:
 - (viii) proposed grades, contours and on-site drainage;
 - (x) location and dimensions to property lines of any building or structure, utility poles, retaining walls, fences, and other physical features.

Policy 52 (2009) Land Development Policy

B. GRADE ESTABLISHMENT

It will be policy for the Administration of the Town of Redcliff to determine, at the time of a land sale, whether the particular land being sold has been pregraded to allow for proper drainage.

If the land to be sold has not been pregraded, any development will require the approval by the Town as to the finished grade before a development permit shall be issued.

It is the responsibility of the owner/developer to ensure that any development within the Town of Redcliff is in compliance with the established grades (elevations). Whenever possible the Town will pre-grade and establish all grade plans, at the time the subdivision and design of the property takes place on land the Town offers for sale. It is the developer's responsibility to comply with the grades established in the subdivision design.

1. If there are no established grades, then it is the responsibility of the owner/developer to provide the Town with, and build in compliance with, a grade certificate. This certificate is to be completed by an Alberta Land Surveyor.
2. The approval of any Development Application shall be conditional to being in compliance with the established grades, or if grades are not established, to being in compliance with the grade certificate to be provided by the developer. A grade certificate shall provide for the site drainage being contained within the property limits, and directed to either the established lane or roadway, as approved by the Manager of Engineering. The certificate should also show the effect that this development has on the adjacent property.

Prior to approval of the Development Application, the Development Officer must receive written confirmation from the Manager of Engineering that the grade certificate initially provided, or any subsequent amended grade certificate that might be required, meets with the Manager of Engineering approval.

3. When an application for development is taken, the applicant should be made aware that:
 - a) Established grades must be met;
 - b) When, or if there are no established grades, it is the responsibility of the owner/developer to provide a "grade certificate" (to be certified by a Alberta Lands Surveyor) for the Town of Redcliff.

4. On all non-residential development applications, regardless of whether or not grades are established, the developer shall be required to submit a site drainage plan prepared by a professional engineer with their development application.

C. SURFACE DRAINAGE

1. All rain water down spouts shall not be connected to the weeping tile system or to the sanitary service lines inside or exterior to the building. The intent of this section is to enforce the regulations of Alberta Environmental Protection as it pertains to the disposal and treatment of domestic sewage.
2. Rain water leaders shall be installed so as to direct the water to the nearest point of public land, either a street or lane, but not developed property such as a park.
3. Residential subdivision designs shall include storm sewers where it is possible to deal with the storm sewers within the immediate area of the subdivision. In locations where there is a substantial amount of offsite main required, the decision to include or exclude the sewers within the subdivision will be up to the Town Council.
4. Where storm sewers are included in the subdivision, the direct connection to the mains from the residence will be encouraged to pick up the roof drains and the weeping tile. Connections will be made by the Town of Redcliff similar to the standard sanitary connection policy.
5. Existing developments that are in violation of this proposed policy will be dealt with on a case by case basis. Any existing weeping tile connections will remain. Any rain water leaders that drain into the sanitary sewers will be disconnected. If disconnection is not accomplished within a reasonable time, the sanitary rate discount will be revoked by the Town of Redcliff.

STRATEGIC PRIORITIES:

N/A

ATTACHMENTS:

N/A

OPTIONS:

1. That Council accept the proposed process clarification as it relates to how development applications are received as per the Land Use Bylaw 1786/2014 and Policy 52 (2009) Land Development Policy. Further have administration prepare an information bulletin for distribution to builders and industry professionals in the area, as well as potential development permit applicants.
2. Remain status quo and not require grading information as proposed in this RFD.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved to accept the proposed process clarification as it relates to how development applications are received as per the Land Use Bylaw 1786/2014 and Policy 52 (2009) Land Development Policy. Further, have Administration prepare an information bulletin for distribution to builders and industry professionals in the area as well as potential development permit applicants.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2016.



RECEIVED
MAY 05 2016
TOWN OF REDCLIFF

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

April 22, 2016

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

Re: Shortgrass Library System Budget Requests for 2017 & 2018

Dear Mayor Reimer and Members of Town of Redcliff Council:

The Shortgrass Library System (SLS) Board of Trustees, which consists of appointees from our member municipalities, including Dwight Kilpatrick from your Town Council, carefully considered the resources needed to implement the SLS business plan and has approved the enclosed 2 year budget.

We recognize that many municipalities, in rural Alberta in particular, are feeling the effects of the economic downturn and to express how much we value our relationship with member municipalities, we have been able to respond by keeping the Municipal Requisition for 2017 at 0%. For the year 2018, we will levy an increase of 2% as outlined below.

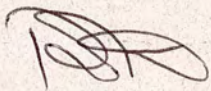
| Year | Requested increase | Per capita amount | Population x per capita amount = municipal requisition |
|------|---------------------------------|-------------------|---|
| 2016 | Current | \$5.02 per capita | \$28,052 |
| 2017 | 0% increase | \$5.02 per capita | \$28,052 |
| 2018 | 2% increase (\$0.10 per capita) | \$5.12 per capita | \$28,611 |

Please note that these amounts are subject to change, as newly released official population figures become available. The current calculations are based on 2015 population figures released by Alberta Municipal Affairs. The population for Redcliff is listed at 5,588.

After Council has had a chance to review these budget requests and, if it is approved, please provide a letter indicating the approval to our CEO, Petra Mauerhoff.

Please feel free to contact representatives of our Board or our CEO if you require further information.

Respectfully,



Dwight Kilpatrick
Chair, Shortgrass Library System Board

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

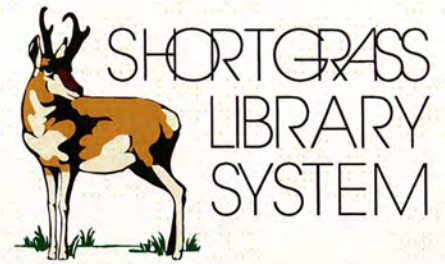
Attachment: Condensed version of 2017 & 2018 SLS operating budgets

Operating Budget Shortgrass Library System

| | | Year to Date 2016 | Amended 2016 | Amended 2017 | Amended 2018 |
|-----|---------------------------------------|----------------------|-----------------|-----------------|-----------------|
| 1 | REVENUE | | | | |
| 2 | Grants | | | | |
| 6 | Total Municipal Affairs (Prov) Grants | \$0 | \$544,130 | \$544,130 | \$544,130 |
| 9 | Total Special Grants | \$0 | \$40,700 | \$5,700 | \$5,700 |
| 10 | Total Grants | \$0 | \$584,830 | \$549,830 | \$549,830 |
| 24 | Total Municipal Requisitions | \$518,960 | \$530,741 | \$530,741 | \$541,313 |
| 40 | Total Lib Bd Transfers (Materials) | \$557,090 | \$503,252 | \$515,937 | \$526,510 |
| 41 | Surplus from Previous Budget Year | \$0 | \$0 | \$0 | \$0 |
| 44 | Total Non-resid Membership Fees | \$0 | \$0 | \$0 | \$0 |
| 60 | Total ILS Reimbursement | \$0 | \$0 | \$0 | \$0 |
| 76 | Total Datacom Reimbursement | \$0 | \$3,584 | \$4,400 | \$4,500 |
| 81 | Total Investment Income | \$137 | \$4,100 | \$5,600 | \$5,600 |
| 87 | Total Contract - Prairie Rose | \$0 | \$56,370 | \$57,165 | \$57,165 |
| 92 | Total Contract - MHSD#76 | \$1,563 | \$38,850 | \$39,410 | \$39,410 |
| 108 | Total Donations | \$735 | \$0 | \$0 | \$0 |
| 125 | Total Staff Orders Reimbursement | \$0 | \$0 | \$0 | \$0 |
| 126 | Miscellaneous Revenue | | | | |
| 131 | Total Miscellaneous Income | \$4,446 | \$27,000 | \$31,000 | \$31,000 |
| 134 | Total Misc Reimbursement | \$20,961 | \$30,000 | \$30,000 | \$30,000 |
| 135 | TOTAL REVENUE | \$1,103,892 | \$1,778,727 | \$1,764,083 | \$1,785,328 |
| | EXPENSE | | | | |
| 139 | Total Board Expenses | \$1,277 | \$10,000 | \$14,000 | \$14,000 |

| | | Year to Date 2016 | Amended 2016 | Amended 2017 | Amended 2018 |
|-----|---------------------------------------|----------------------|-----------------|-----------------|-----------------|
| 159 | Total Administration | \$85,985 | \$269,179 | \$288,583 | \$285,620 |
| | | | | | |
| 164 | Total Promotions/Public Relations | \$4,172 | \$27,500 | \$28,000 | \$28,000 |
| | | | | | |
| 168 | Total Mem Library Managers Exp | \$1,814 | \$5,000 | \$5,500 | \$5,500 |
| | | | | | |
| | | | | | |
| 206 | Total Tech/Public ServicesExp | \$112,875 | \$619,048 | \$659,380 | \$675,586 |
| | | | | | |
| 207 | Delivery & Communications | | | | |
| 208 | Total SLS Postage & Shipping/Handling | \$80 | \$1,800 | \$1,800 | \$1,800 |
| 211 | Total Van Expenses | \$4,218 | \$22,500 | \$22,500 | \$22,500 |
| 214 | Total Salary & Benefits Delivery | \$11,225 | \$62,000 | \$65,000 | \$67,500 |
| 231 | Total ILS Computer Maintenance | \$0 | \$8,200 | \$8,500 | \$8,500 |
| 235 | Total SLS Rental & DDD | \$203 | \$2,250 | \$2,100 | \$2,100 |
| 238 | Total SLS Internet Exp AcctsDC | \$2,402 | \$10,100 | \$13,120 | \$13,000 |
| 244 | Total Data CommunicationsDC | \$24,348 | \$28,000 | \$28,200 | \$28,400 |
| 245 | Total Delivery & Communications | \$42,476 | \$134,850 | \$141,220 | \$143,800 |
| | | | | | |
| 253 | Total Library Materials | \$109,880 | \$388,702 | \$401,107 | \$411,444 |
| | | | | | |
| | | | | | |
| 265 | Total Contract Serv. MHSD | \$0 | \$13,140 | \$13,410 | \$13,410 |
| | | | | | |
| 279 | Total Donations | \$0 | \$0 | \$0 | \$0 |
| | | | | | |
| 296 | Total Staff Orders | \$0 | \$0 | \$0 | \$0 |
| | | | | | |
| 301 | Total Special Grants | \$400 | \$40,700 | \$0 | \$0 |
| | | | | | |
| 306 | Total Capital Expenses | \$0 | \$53,000 | \$12,000 | \$8,500 |
| | | | | | |
| 310 | Partial Contract Serv. Prairie Rose | \$0 | \$12,410 | \$12,665 | \$12,665 |
| | | | | | |
| 313 | Total Misc. Expenses Non SLS | \$16,955 | \$22,000 | \$20,000 | \$20,000 |
| | | | | | |
| 318 | TOTAL EXPENSE | \$395,091 | \$1,755,774 | \$1,764,084 | \$1,785,328 |
| | | | | | |
| 319 | NET INCOME/LOSS | \$708,800 | \$22,953 | -\$1 | \$0 |

2015 ANNUAL REPORT



CHAIR'S MESSAGE

I am pleased to present the 2015 Annual Report for Shortgrass Library System. Throughout the year, the Shortgrass Library System Board and Staff continued working together to improve the library support services provided to member libraries and contracted partners.

Our goal of enhancing services to our clients and, in turn, the lives of all residents of southeastern Alberta, is something we have continued to strive for, by evolving the services we provide and ensuring the relevance of our operations. Through the introduction of new technologies, workflow improvements and more efficient use of resources, we have continued to support our library partners, empowering them to better serve their communities.

Dwight Kilpatrick, *Chair of Shortgrass Library System Board of Trustees*

Number of physical items
in the collection

433,922

Number of digital items
in the collection

55,114



KEY HAPPENINGS

Shortgrass management initiated a review of the Bibliographic Services Department utilizing a LEAN Thinking process, to streamline workflows. Several processes were automated as a result, with the goal being better overall service and better turnaround times for items ordered, catalogued and processed for member libraries.

With the assistance of a Community Initiatives Program (CIP) Grant from Alberta Tourism & Culture, we replaced the roof on the Shortgrass facility. The savings created through the grant funding allowed for the installation of a 50.5kw rooftop PV solar installation, which is currently the largest rooftop PV solar installation in southern Alberta.

Two long term staff members retired in 2015: Phyllis Worrall, Manager of Bibliographic Services and Jackie Hope-Hammel, Bibliographic Services Assistant. With over 50 years of service to Shortgrass combined, they will be missed.

Shared Librarian Intern Emma Stewart left for a permanent position at Peace Library System in late spring 2015. Emma's term was the third and last year of the shared librarian program between Medicine Hat College, Medicine Hat Public Library and Shortgrass. The Intern position allowed for sharing of expertise and resources among the three participating library organizations and provided a great opportunity for a new graduate of a Master of Library and Information Science program to gain insight into three library streams.

Number of
holds placed

84,706

9% increase over last year



Number of **items processed**

30,102

(incl. Irvine library recon)

18% increase over last year



**Hoopla
check-outs**

7,767

67% increase over last year



**Online magazine (Zinio)
check outs**

12,258

29% increase over last year

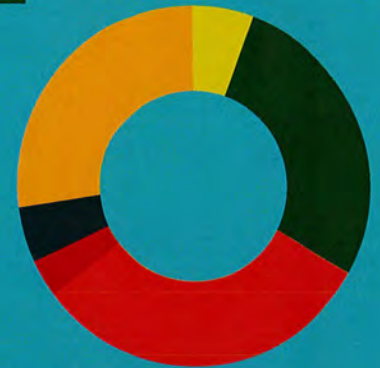


Total **Overdrive
titles circulated**

54,620

14% increase over last year

REVENUE



5% ● Contracts

28% ● Municipal funding

31% ● Provincial grants

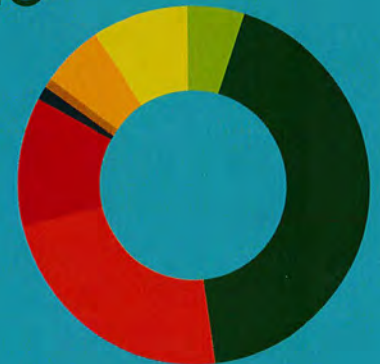
4% ● Other grants

5% ● Miscellaneous

27% ● Member library materials

Total \$1,781,095

EXPENSES



5% ● ILS/Tech

43% ● Staffing

23% ● Materials

12% ● Building/Capital

1% ● Marketing

1% ● Postage/Supplies

6% ● Grants

9% ● Other

Total \$1,819,066

**Shortgrass Library
System provides
library support
services to...**

Alcoma Community Library • Bassano Memorial Library • Bow
Island Municipal Library • Brooks Public Library • Duchess &
District Public Library • Foremost Municipal Library • Graham
Community Library • Irvine Community Library • Medicine Hat
Public Library • Redcliff Public Library • Rolling Hills Public Library
• Rosemary Community Library • Tilley & District Public Library





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

RECEIVED
MAY 06 2016
TOWN OF REDCLIFF

AR83784

MAY 02 2016

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

Dear Mayor Reimer,

As you are aware, the Government of Alberta is currently conducting a comprehensive review of the *Municipal Government Act (MGA)*. With the *MGA* defining how municipalities function, the types of services they provide, and how funds are raised it is critical that we hear from Albertans from all walks of life on how to strengthen this critical piece of legislation.

Over the last two years, my ministry has consulted and heard from many Albertans on how to improve and strengthen the *MGA*. We have received more than 1,200 written submissions and held 77 in-person sessions in 11 communities over 15 months of intensive policy discussions with municipal and industry associations. We have listened and are excited to introduce the Bill to the Legislature this spring. However, we want to hear more.

In June and July I will be touring the province to discuss with Albertans the impacts and implications of the proposed amendments. Once the tour has concluded, we will gather and analyze all the feedback and make any necessary adjustments prior to passing the Bill in fall 2016.

During my tour, I will be travelling to several communities across Alberta to host a series of public open houses. I am also scheduling some time prior to each open house to become more acquainted with elected officials from municipalities in the region and it would be my pleasure to personally greet you and your council members during this pre-session time. A listing of communities I will be visiting is attached for your reference.

.../2

Each session will be three hours in length (including the “meet and greet” time) and will be structured along the following lines:

- Meet and Greet Pre-Session for Elected Officials (30 minutes)
- Opening Remarks and Presentation on MGA Review (30 minutes)
- Question and Answer Period (30 minutes)
- Open House (90 minutes)


Should you and your council wish to join me for the elected officials’ pre-session and/or for the public open house, please register by visiting mgareview.alberta.ca/get-involved and sign up for the session closest to you. As the pre-sessions are limited to elected officials, you and any of your municipality’s council members who wish to attend the pre-session will need to enter the access code “**MunicipalAffairs2016**” into the promotional code box to view and register for a pre-session. To do so, please select the location closest to you from the options provided on the website, then click on the “Register to Join this Conversation” link. This will take you to our registration page where you will find the promotion code link, simply click on this link and enter in the aforementioned promo code and all pre-sessions will appear. Please note that online registration will close two weeks prior to each pre-session for logistical planning purposes.

If you are unable to attend in person, please visit our website at mgareview.alberta.ca to learn of other ways in which to share your thoughts. You can also stay in touch with us by signing up for email notifications at the site.

Please feel free to spread the word so others can attend the public sessions and share their ideas for the improved MGA. Everyone is welcome to attend the public sessions, so no password is needed to register.

Thank you for your involvement and support as we bring forward a modern and responsive piece of legislation to help build better, more sustainable communities in our province. I hope to see you in the summer.

Sincerely,



Hon. Danielle Larivee
Minister of Municipal Affairs

Attachment: Listing of Tour Communities

Listing of Tour Communities**Two Hills:** June 1, 2016

Elected Officials Pre-session (7:00 – 7:30 p.m.)

Open House Session (7:30 – 10 p.m.)

Lac La Biche: June 2, 2016

Elected Officials Pre-session (7:00 – 7:30 p.m.)

Open House Session (7:30 – 10 p.m.)

Athabasca: June 3, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Rocky Mountain House: June 6, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Chestermere: June 7, 2016

Elected Officials Pre-session (1:30 – 2:00 p.m.)

Open House Session (2:00 – 4:30 p.m.)

Cochrane: June 9, 2016

Elected Officials Pre-session (1:30 – 2:00 p.m.)

Open House Session (2:00 – 4:30 p.m.)

Canmore: June 10, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Edmonton: June 13, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Hardisty: June 14, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Hanna: June 15, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

.../2

Red Deer: June 16, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

High Prairie: June 21, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Peace River: June 22, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Grande Prairie: June 23, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Hinton: June 27, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Whitecourt: June 28, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Brooks: July 13, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Medicine Hat: July 14, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Lethbridge: July 15, 2016

Elected Officials Pre-session (8:00 – 8:30 a.m.)

Open House Session (8:30 – 11:00 a.m.)

TOWN OF REDCLIFF

For the Three Months Ending Thursday, March 31, 2016

| | 2016 Actual | 2016 Budget | % of Budget | 2015 Actual | Variance Prior Period |
|---|---------------------|----------------------|---------------|---------------------|-----------------------|
| REVENUES | | | | | |
| TAXES, REQUISITION AND SPECIAL ASSESSMENT REVENUE | | \$7,667,799.00 | 0.00% | | 0.00% |
| GOODS & SERVICES REVENUES | | | | | |
| ADMINISTRATION | 5,111.77 | 15,762.00 | 32.43% | 3,548.34 | (44.06%) |
| PROTECTIVE SERVICES | | 5,100.00 | 0.00% | | 0.00% |
| PUBLIC WORKS | | 44,500.00 | 0.00% | 5,943.00 | 100.00% |
| WATER UTILITY | 328,688.16 | 2,357,147.00 | 13.94% | 326,801.23 | (0.58%) |
| SANITARY UTILITY | 172,855.13 | 1,000,836.00 | 17.27% | 126,404.36 | (36.75%) |
| WASTE UTILITY | 87,229.18 | 493,726.00 | 17.67% | 109,898.16 | 20.63% |
| COMMUNITY SERVICES | 1,986.95 | 9,650.00 | 20.59% | 3,036.45 | 34.56% |
| DEVELOPMENT & LAND SERVICES | 23,786.00 | 457,750.00 | 5.20% | 199,808.36 | 88.10% |
| PARKS & RECREATION | 59,279.34 | 210,685.00 | 28.14% | 57,423.35 | (3.23%) |
| | 678,936.53 | 4,595,156.00 | 14.78% | 832,863.25 | 18.48% |
| PENALTIES | 37,762.92 | 89,600.00 | 42.15% | 39,631.59 | 4.72% |
| OTHER GENERAL REVENUE | 118,650.14 | 574,243.00 | 20.66% | 126,908.06 | 6.51% |
| GRANTS & CONTRIBUTION | 62,290.00 | 556,984.00 | 11.18% | 1,044,341.79 | 94.04% |
| TRANSFERS - RESERVE & OTHER | | 562,398.00 | 0.00% | | 0.00% |
| TOTAL REVENUES | 897,639.59 | 14,046,180.00 | 6.39% | 2,043,744.69 | 56.08% |
| EXPENSES | | | | | |
| SALARIES, WAGES & BENEFITS | | | | | |
| ADMINISTRATION | 162,920.72 | 797,030.00 | 20.44% | 164,014.00 | (0.67%) |
| PROTECTIVE SERVICES | 32,737.52 | 297,557.00 | 11.00% | 42,454.14 | (22.89%) |
| PUBLIC WORKS | 151,000.91 | 542,227.00 | 27.85% | 160,299.95 | (5.80%) |
| WATER UTILITY | 106,355.48 | 480,128.00 | 22.15% | 84,683.21 | 25.59% |
| SANITARY UTILITY | 43,669.85 | 231,336.00 | 18.88% | 38,607.72 | 13.11% |
| WASTE UTILITY | 31,635.86 | 135,026.00 | 23.43% | 33,332.51 | (5.09%) |
| COMMUNITY SERVICES | 21,670.01 | 100,251.00 | 21.62% | 17,439.92 | 24.26% |
| DEVELOPMENT & LAND SERVICES | 78,709.00 | 389,704.00 | 20.20% | 81,992.67 | (4.00%) |
| PARKS & RECREATION | 78,382.59 | 718,024.00 | 10.92% | 83,226.20 | (5.82%) |
| | 707,081.94 | 3,691,283.00 | 19.16% | 706,050.32 | 0.15% |
| CONTRACTED & GENERAL SERVICES | | | | | |
| ADMINISTRATION | 217,259.64 | 604,245.00 | 35.96% | 260,072.71 | (16.46%) |
| PROTECTIVE SERVICES | 10,344.54 | 1,120,802.00 | 0.92% | 11,425.51 | (9.46%) |
| PUBLIC WORKS | 24,158.31 | 326,260.00 | 7.40% | 28,806.93 | (16.14%) |
| WATER UTILITY | 6,765.31 | 274,725.00 | 2.46% | 9,191.94 | (26.40%) |
| SANITARY UTILITY | 68,700.57 | 643,300.00 | 10.68% | 70,365.57 | (2.37%) |
| WASTE UTILITY | 17,264.62 | 84,800.00 | 20.36% | 8,806.29 | 96.05% |
| COMMUNITY SERVICES | 2,475.63 | 115,195.00 | 2.15% | 18,638.69 | (86.72%) |
| DEVELOPMENT & LAND SERVICES | 8,042.80 | 353,632.00 | 2.27% | 51,270.78 | (84.31%) |
| PARKS & RECREATION | 15,805.74 | 97,950.00 | 16.14% | 6,219.39 | 154.14% |
| | 370,817.16 | 3,620,909.00 | 10.24% | 464,797.81 | (20.22%) |
| MATERIALS, GOODS & UTILITIES | | | | | |
| ADMINISTRATION | 5,827.08 | 42,277.00 | 13.78% | 7,222.16 | (19.32%) |
| PROTECTIVE SERVICES | 7,236.67 | 84,350.00 | 8.58% | 7,734.07 | (6.43%) |
| PUBLIC WORKS | 80,060.52 | 305,550.00 | 26.20% | 108,793.04 | (26.41%) |
| WATER UTILITY | 27,123.46 | 426,300.00 | 6.36% | 42,170.57 | (35.68%) |
| SANITARY UTILITY | 4,364.76 | 34,700.00 | 12.58% | 1,739.72 | 150.89% |
| WASTE UTILITY | 7,425.57 | 131,000.00 | 5.67% | 1,005.21 | 638.71% |
| COMMUNITY SERVICES | 215.24 | 2,550.00 | 8.44% | 317.31 | (32.17%) |
| DEVELOPMENT & LAND SERVICES | 4,639.29 | 13,695.00 | 33.88% | 1,808.28 | 156.56% |
| PARKS & RECREATION | 24,304.89 | 202,450.00 | 12.01% | 50,318.03 | (51.70%) |
| | 161,197.48 | 1,242,872.00 | 12.97% | 221,108.39 | (27.10%) |
| AMORTIZATION | | | | | |
| REQUISITION AND TOWN CONTRIBUTION | | 3,077,355.00 | 0.00% | | 0.00% |
| DEBT MAINTENANCE & BANK CHARGES | 565,635.79 | 2,321,811.00 | 24.36% | 567,748.08 | (0.37%) |
| TRANSFERS - EQUITY, RESERVE & OTHER | 64,360.33 | 2,813,087.00 | 2.29% | 14,030.77 | 358.71% |
| TOTAL EXPENSES | 1,927,978.61 | 17,123,535.00 | 11.26% | 1,984,894.05 | (2.87%) |
| EXCESS OF REVENUE OVER EXPENSE | 1,030,339.02 | 3,077,355.00 | 33.48% | (58,850.64) | 1850.77% |

REDCLIFF CYPRESS LANDFILL

| | | | | | |
|--------------------------------|------------|--------------|--------|------------|---------|
| REGIONAL LANDFILL REVENUE | 280,423.21 | 2,145,322.00 | 13.07% | 269,992.65 | (3.86%) |
| REGIONAL LANDFILL EXPENSES | 183,593.59 | 2,145,322.00 | 8.56% | 146,929.30 | 24.95% |
| EXCESS OF REVENUE OVER EXPENSE | 96,829.62 | | 0.00% | 123,063.35 | 21.32% |

Municipal Manager Report to Council May 24, 2016

On-going Projects

- Completed/Executed two letters of understanding for collective agreement.
- Comprehensive personnel policy work continues.
- Completed background work on Service Tracker to make it possible for residents to submit e-service requests through the Town website. Remaining task to be completed is to install the widget/form on website.
- Continued job description updates and digitization.
- Working with Planning and Engineering and Legislative and Land Services to more fully implement organizational changes.

Day to Day Responsibilities

- Legal file work continues.
- Council meeting preparation and RFD review.
- Daily resident, council, and staff inquiries.
- Human Resource work/labour management committee meetings with CUPE.
- Initiation of development related enforcement files with the Planning and Engineering department.
- April 26, 2016 – prepared for, led, and participated in post-council department head meeting to review and assign council related action items.
- April 29, 2016 – Met with Cypress Courier representative regarding proposed off-site levy bylaw (James Johansen was also in attendance).
- May 3, 2016 - attended a meeting hosted by Mayor Reimer and EDA in relation to potential alternative energy developments.
- May 5, 2016 – attended a municipal budgeting software demo with the senior management team. The current software has become rather dated with little to no technical support available. New budgeting software will likely be presented for consideration during next year's budget.
- May 10, 2016 - prepared for, led, and participated in post-council department head meeting to review and assign council related action items.
- May 11, 2016 – participated in an interview engagement process with Medicine Hat College.
- May 18-20 – Attended the Society of Local Government Managers annual seminar. Topics covered were such things as effective employee evaluation processes, council meeting procedures, and MGA review.

Parks and Recreation

- **Rec-Tangle:** On rainy days staff working on repairing damaged sections of the hockey boards.
- **RCMP:** Monthly maintenance check with repairs completed as required.
- **Library:** Monthly building checks completed. Front door installed in coordination with Alarm Company.

- **Parks and Trails:** Garbage's maintained and trails were groomed from winter use. New irrigation controller and Solar panel system installed at the cemetery. New irrigation controller system installed at Truckers. These upgrades will reduce maintenance work hours and reduce over watering.
- **Town Hall:** Leaves and debris removed from around the back of the Town Hall. The area was sprayed and dethatched.
- **Lions Park:** Working on repairing damaged section of Water Park, tree trimming, and new access point for show and shine, bathrooms are operational.
- **Pool:** The minor surface damage in the shallow end has been repaired and water grates have been updated to be compliant for new regulations.
- **Senior's Centre:** Irrigation has been turned on and area has been sprayed. Have been working on a building maintenance schedule to strip and wax the floor with senior and building scheduled programming.

FCSS and Community Programming

- Summer Community Programming Guide has been printed and distributed throughout Redcliff. All programming is available this year on the Town's website.
- Volunteer Celebration and Awards Night held on April 15, 2016 at the Redcliff Legion, was successful and this year's volunteers were well represented.
- Redcliff Days and Canada Day planning are being finalized.

Bylaw Enforcement

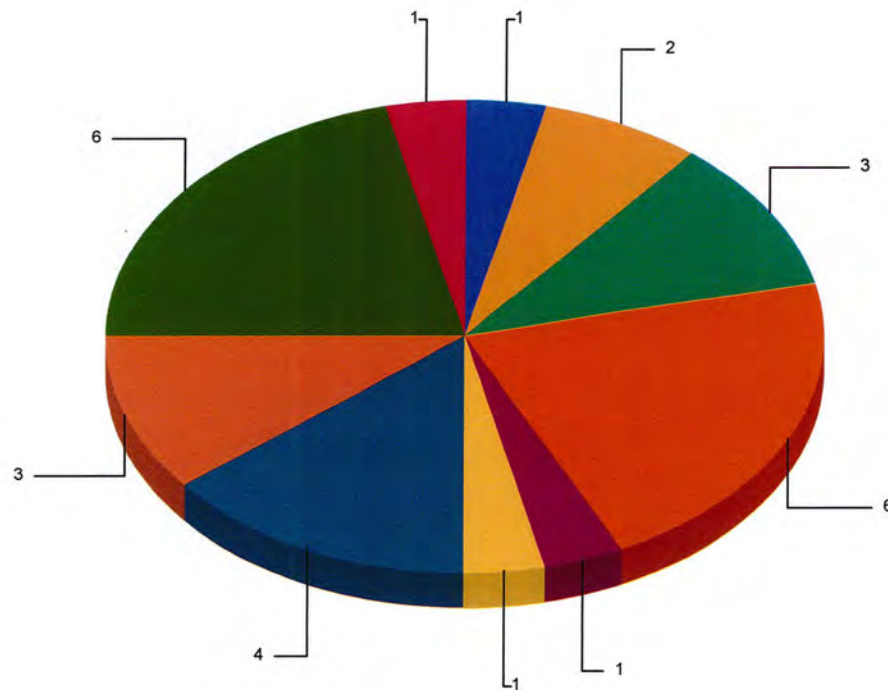
Reporting Period: 2016 April
Attached Report

Town of Redcliff

MONTHLY REPORT Statistics from Occurred Date: 4/1/2016 12:00:00AM to 4/30/2016 11:59:59PM

Case Report

Count of Incident Types



| | |
|--|----|
| BYLAWS | 1 |
| BYLAWS : ANIMAL-OTHER | 2 |
| BYLAWS : ASSIST OTHER DEPT | 3 |
| BYLAWS : ASSIST PUBLIC | 6 |
| BYLAWS : BURNING : BURNING UNCLEAN FUEL | 1 |
| BYLAWS : BUSINESS LICENSE | 1 |
| BYLAWS : BUSINESS LICENSE : OP. WITHOUT BUSINESS LICENSE | 4 |
| BYLAWS : CAT : CAT TRAP LOAN | 3 |
| BYLAWS : DOG : AT LARGE | 6 |
| BYLAWS : DOG : DOG NOT UNDER CONTROL IN OFF LEASH AREA | 1 |
| Total: | 28 |

Case Report

BYLAWS : ANIMAL-OTHER: 2 3%

BYLAWS : ASSIST OTHER DEPT: 3 5%

BYLAWS : ASSIST PUBLIC: 6 10%

BYLAWS : BURNING : BURNING UNCLEAN FUEL: 1 2%

BYLAWS : BUSINESS LICENSE: 1 2%

BYLAWS : BUSINESS LICENSE : OP. WITHOUT BUSINESS LICENSE: 4 7%

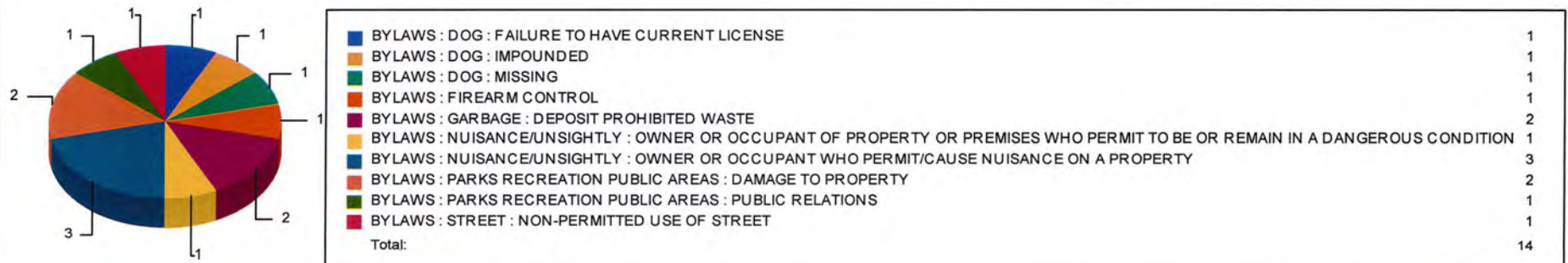
BYLAWS : CAT : CAT TRAP LOAN: 3 5%

BYLAWS : DOG : AT LARGE: 6 10%

BYLAWS : DOG : DOG NOT UNDER CONTROL IN OFF LEASH AREA: 1 2%

Case Report

Count of Incident Types



BYLAWS : DOG : FAILURE TO HAVE CURRENT LICENSE: 1 2%

BYLAWS : DOG : IMPOUNDED: 1 2%

BYLAWS : DOG : MISSING: 1 2%

43 BYLAWS : FIREARM CONTROL: 1 2%

Case Report

BYLAWS : GARBAGE : DEPOSIT PROHIBITED WASTE: 2 3%

BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT OF PROPERTY OR PREMISES WHO PERMIT TO BE OR REMAIN IN A DANGEROUS CONDITION: 1 2%

BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT WHO PERMIT/CAUSE NUISANCE ON A PROPERTY: 3 5%

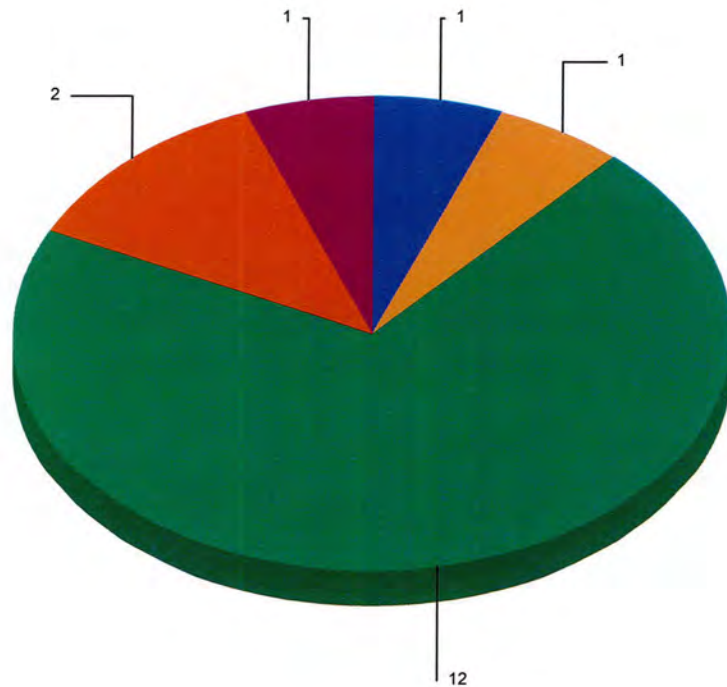
BYLAWS : PARKS RECREATION PUBLIC AREAS : DAMAGE TO PROPERTY: 2 3%

BYLAWS : PARKS RECREATION PUBLIC AREAS : PUBLIC RELATIONS: 1 2%

BYLAWS : STREET : NON-PERMITTED USE OF STREET: 1 2%

Case Report

Count of Incident Types



| | |
|--|----|
| BYLAWS : STREET : PROTECTION/ MAINTENANCE OF SIDEWALKS | 1 |
| BYLAWS : SUSPICIOUS VEHICLE /PERSON | 1 |
| BYLAWS : TRAFFIC : PARKING | 12 |
| BYLAWS : TRAFFIC : PARKING AND STORAGE OF RECREATIONAL VEHICLE | 2 |
| BYLAWS : TRAFFIC : SIGNAGE ISSUE | 1 |
| Total: | 17 |

BYLAWS : STREET : PROTECTION/ MAINTENANCE OF SIDEWALKS: 1 2%

BYLAWS : SUSPICIOUS VEHICLE /PERSON: 1 2%

BYLAWS : TRAFFIC : PARKING: 12 20%

45 BYLAWS : TRAFFIC : PARKING AND STORAGE OF RECREATIONAL VEHICLE: 2 3%

Case Report

BYLAWS : TRAFFIC : SIGNAGE ISSUE: 1 2%

Grand Total: 100.00% Total # of Incident Types Reported: 59

Public Services

Water and Sewer Utilities

- Utility Services staff have been training at the new Water Treatment Plant. Infilco Degremont representative spent four days with operators on optimization and techniques for training of the clarifiers.
- Utility Services staff have been working on the following:
 - Installing several radio reads for use with new meter reading equipment.
 - Placement of the sewer flow meter with Engineering.
 - Completing camera jobs as requested.
 - Completed meter reading.
 - Completing sewer inspections.

Municipal Works

- Garbage bin repairs are ongoing with lid repairs and painting.
- Public Services staff have been working on the following:
 - Conducted alley clean ups.
 - Replaced or repaired multiple signs around town.
 - Completed street sweeping.
 - Filling pot holes around town.
 - Removed sidewalks for replacing.
 - Repaired a sewer line at 208 Redcliff Way.
 - Replaced a curb stop at 618 - 7th Street.
 - Hauling gravel for stock pile in the yard.
 - Bladed gravel roads and alleys in town.
 - Mitchell Street North has had calcium applied for dust control.
 - Completed sidewalk inspections.
 - Build up the ramp at the landfill.
 - Completed landscaping around trash containers in the alleys.
 - Conducted several interments at the cemetery.

Landfill

- Litter pick up along the fence line is an ongoing task. Staff utilized the Parks & Recreation leaf vac to collect loose litter with successful results.
- Two new wind screens have been built.
- Pitch in Week was held April 18-23, 2016.
- Received paint recycling bins and setup on site.

PLANNING & ENGINEERING

Priorities for May

- Relocation of the Development officer to the department.
- Reorganize the layout of the department to facilitate better customer service. (Move staff out of hiding).
- RFP for back-up power and SCADA systems at two lift stations.
- RFP for safety code services.

Planning

- Updated the list of LUB issues that require addressing.
- Participated in several pre-application meetings.

Engineering

- Sewer System Bylaw review in progress.
- Offsite Levy Bylaw and Background Report. A non-statutory hearing was held on May 9, 2016. Council gave second reading to the bylaw and directed that a policy be drafted and further public consultation occur prior to third reading.

Enforcement Initiatives

- A letter dispatched to three property owners for disconnection of a downspout into Town's sanitary sewer system. Two have complied with the sanitary sewer bylaw. The non-compliant property information has been passed on to by law officer.
- Initiated multiple development compliance and enforcement files.

Studies

- Inflow and Infiltration study:
On-going flow monitoring data capture in the NW lift station catchment area with the assistance of Public Service staff.
Civiltec Consulting is working on the investigation study for the 3rd Ave sewer lift station. Draw down tests of lift station # 3 conducted with the help of public works and test results submitted to the consultant. Report is expected to be delivered by May 20, 2016.
Three flow monitors were sent back to the supplier as they were not working.
Flow monitoring and rainfall data for 2014 /2015 has been assembled and analysed. A draft report has been prepared and forms an integral part of the Town's Infiltration and Inflow management controls strategy.
- Working on developing a public education and awareness program for the Town's Inflow and infiltration. ISL has declined to create an I & I educational program for the Town due to the small budget. Following up on using materials created by other municipalities.
- Riverview Groundwater: WSP was retained to install monitoring wells and preform some geotechnical testing. This should be completed in May 2016. Engineering staff investigated if there were signs of groundwater flow in the storm manholes in the subdivision and there was no indication of groundwater flow.

Capital Projects

- Pump Station berm raising and river bank erosion protection: The work has been completed with the substantial completion certificate issued on December 2015 and the certificate of completion issued on January 2016.
- Slope Remediation Kipling & Westside Subdivisions: Slope Remediation South of Kipling Subdivision-Phase 3: The contractor worked until December 22, 2015 and resumed work in March 2016. The project is approximately 95% completed. Excess grading is completed and the replacement of topsoil should be completed by May 20, 2016. Hydro seeding and demobilization should be completed by May 25, 2016.
- Re-grading of slope south of Westside Subdivision completed including hydro seeding .
- Water Treatment Plant Construction: Water treatment plant is complete and fully operational and has been providing water to the Town as of the week of February 10th. There are a number of deficiencies and minor works still left to be completed prior to officially issuing a completion certificate. MP-ECO has been given Substantial Performance as of March 1. Underground work is completed as of May 13, 2016. Surface works will be completed at the earliest available time (weather permitting).

FINANCE AND ADMINISTRATION

- Prepare and mail out 2016 Tax Notices.
- Submit Municipal Sustainability Initiative (MSI) application for .
- 2015 Year End closing.

LEGISLATIVE AND LAND SERVICES

- Ongoing inquiries re: land sales, development & subdivision. Two agreements entered into for Eastside area - four sales to date.
- Council agenda preparation & follow up.
- Park Enterprises continues to work on closing the remaining open permits from 2007 - 2011. Six files remain open.
- Transitioning of development/subdivision administrative duties to the Director of Planning & Engineering.
- Ongoing Legal file review.
- Non-Statutory Public Hearing for the Off-site Levy Bylaw was held April 25, 2016.
- The second edition for the 2016 Newsletters is finalized and distributed.
- Reviewing status of policies, procedures, bylaws and agreements.

**MAYOR'S REPORT TO COUNCIL
MAY 24, 2016**

Past Meetings and Events

- | | |
|--------------|---|
| May 2, 2016 | Participated in the selection and celebration awards of “Leaders of Tomorrow” at the Holy Family Parish in Medicine Hat. |
| May 3, 2016 | Took part in a preliminary discussion of the possibility of partnering with a solar power company from Ontario. The company representative was Ian Rice from the Moose Power Company. |
| May 5, 2016 | Attended a grade one classroom at IF Cox School for a career day interaction session. |
| May 11, 2016 | Attended an interview invitation at the Medicine Hat College, hosted by the McMann Institute. The interview was centered around the impact of the economy, in relation to the energy sector, as far as renewable energy going green is concerned. |
| May 16, 2016 | Took part in a call from Mr. Rick Pollard from the office of the Premier. Mr. Pollard is the Stakeholder Relations Manager. Mr. Crofts and Councillor Steinke were in attendance for this conversation. Mr. Pollard inquired about the challenges and needs of our Town. In turn, we responded with our main concerns ie: Sewer System; Regional Collaboration; Linear Tax Sharing; Municipal Government Act related changes. |

Upcoming Events

- | | |
|---------------|--|
| June 21, 2016 | A Broadband Consultant will be offering information on the procedures of possible income generated for the use of these services. Council members, Administration and Engineering department representatives are encouraged to attend. |
| July 14, 2016 | Municipal Government Act review in Medicine Hat. Municipal Affairs Minister, Danielle Larivee in attendance. Venue: Southside Event Centre 9:00 a.m. to 11:30 a.m. |

**COUNCIL'S REPORT TO COUNCIL
MAY 24, 2016**

REPORT FROM COUNCILLOR:

Chéré Brown

- | | |
|--------------------|--|
| April 11, 12, 2016 | Assessment Review Board recertify training. Two day classroom learning online. Test at completion - Passed. |
| April 13, 2016 | Attend at Council Office to receive residents for discussions. One resident attended. We need to spread the word about this. |
| April 20, 21, 2016 | <p>Attend Badlands AGM in Drumheller, Alberta</p> <ul style="list-style-type: none">- Tom Jackson promoting Badlands and will be in Medicine Hat May 14, 2016 to do ads.- Can use Badlands content to use on social media - eg: Facebook, Twitter.- We need to put our events, destinations, successes on Badlands Website.- Have organizations, etc. put activities on #Mybadlands.- Have Financials to view.- Main Street revitalization has been discontinued. |

COUNCIL IMPORTANT MEETINGS AND EVENTS

| Date | Meeting / Event | Where /Information |
|---------------|---|---|
| May 26, 2016 | Seniors Strawberry Tea | <p>Senior's Centre 1pm-2pm E. Solberg, C. Brown</p> <p>2pm-3pm E. Reimer, D. Kilpatrick</p> |
| June 2, 2016 | Staff Golf Tournament | Riverview Golf Club |
| June 6, 2016 | Rec Master Plan Consultation Workshop | Council Chambers Town Hall 7:00 p.m. |
| June 7, 2016 | Fire Master Plan Workshop | Council Chambers Town Hall 7:00 p.m. |
| June 21, 2016 | Broadband Consultant | Medicine Hat College 4:00 p.m. |
| June 22, 2016 | Economic Development Alliance Partners Dinner Meeting | Erna's Rolling Pin Bow Island 6:00 p.m. |
| July 14, 2016 | Minister's Tour Municipal Government Act | Southside Event Centre 9:00 a.m. - 11:30 a.m. |