



COUNCIL MEETING
MONDAY, MAY 25, 2015
7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, MAY 25, 2015 – 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. MINUTES	
A) Council meeting held May 11, 2015 *	For Adoption
3. BYLAWS	
A) Bylaw 1803/2015, Emergency Management Bylaw *	2 nd /3 rd Reading
4. REQUESTS FOR DECISION	
A) New Solid Waste Collection Truck Proposals *	For Consideration
B) Daffodil Project *	For Consideration
C) Reschedule Council Meeting of June 8, 2015 *	For Consideration
5. CORRESPONDENCE	
A) White Dragon Karate * Re: Request for rental of Redcliff Aquatic Centre	For Consideration
B) Ralston Rodeo Committee * Re: 36 th Annual Ralston Rodeo Sponsorship Opportunities	For Consideration
C) Redcliff Legion * Re: Use of Redcliff Rec-Tangle for 2015 Remembrance Day Service	For Consideration
6. OTHER	
A) Municipal Manager's Report May 25, 2015 *	For Information
B) Mayor's Report to Council May 25, 2015 *	For Information
C) Council Important Meetings & Events May 25, 2015 *	For Information

7. RECESS

8. IN CAMERA

A) Land (1)

9. ADJOURN

<u>ACCOUNTS PAYABLE</u>			
<u>COUNCIL MEETING MAY 25, 2015</u>			
<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
77412	ISL ENGINEERING & LAND SERVICES	I&I STUDY PROGRESS PAYMENT	\$10,101.11
77413	LMT ENTERPRISES LTD.	PUMPHOUSE PROTECTION PROGRESS PAYMENT	\$144,036.90
77415	PROVINCIAL TREASURER - LAPP	LAPP CONTRIBUTIONS	\$17,155.69
77416	RECEIVER GENERAL	STAT DEDUCTIONS	\$32,592.69
77417	TOWN OF REDCLIFF	REGULAR PAYROLL	\$67,547.93
77427	M.P. ECO MECHANICAL PROCESS INC	WTP CAPITAL PROGRESS PAYMENT	\$754,788.30
77429	M.P. ECO MECHANICAL PROCESS INC	WTP CAPITAL PROGRESS PAYMENT	\$754,788.30
77430	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$21.42
77431	CITY OF MEDICINE HAT	CITY UTILITIES	\$7,574.05
77432	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$616.00
77433	ECL FIBERGLASS MANUFACTURING	GRAVE LINERS & SHIPPING	\$3,979.50
77434	EPCOR ENERGY SERVICES INC.	LANDFILL ELECTRIC UTILITIES	\$132.89
77435	GREYHOUND COURIER EXPRESS	PARTS FREIGHT	\$118.08
77436	HARV'S JANITORIAL SERVICES	JANITORIAL SERVICES TOWN HALL	\$3,386.25
77437	KPMG	AUDIT SERVICES	\$11,235.00
77438	SHAW CABLE	PUBLIC SERVICES INTERNET	\$261.19
77439	PAINT IN GENERAL	WHITE TRAFFIC PAINT	\$336.89
77440	SUNCOR ENERGY PRODUCTS PARTNER	LANDFILL DIESEL	\$1,683.70
77441	SANATEC ENVIRONMENTAL	LANDFILL SEPTIC TANK	\$147.00
77442	TELUS COMMUNICATION INC.	CELL PHONE FEES	\$1,708.15
77443	TELUS MOBILITY	CELL PHONE FEES	\$222.68
77444	LEARMONT, NATHAN	REFUND SIGN-ON	\$181.50
77445	XEROX CANADA LTD.	PHOTOCOPIER MAINTENANCE	\$183.15
77446	ZEP SALES & SERVICE OF CANADA	PAPER TOWEL, DEGREASER, TRANSPORTATION	\$987.57
77447	CIBC VISA	MONTHLY VISA	\$6,852.65
77448	A & B STEEL LTD	CABLE TIES, BATTERY LOAD TESTER, FLAT IRON	\$107.49
77449	ACTION PARTS	TOGGLE SWITCH, SHRINK KIT, SOLDER	\$361.49
77450	AMEC EARTH & ENVIRONMENTAL	RIVER VALLEY EROSION PROGRESS PAYMENTS	\$24,021.44
77451	BEHREND'S	PLAQUES & SHIPPING	\$316.58
77452	THE BOLT GUYS	POP RIVETS	\$287.00
77453	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$28.12
77454	CANADIAN ENERGY	COMMERCIAL BATTERY MARINE CLAMP	\$255.61
77455	CITY OF MEDICINE HAT	UTILITIES & SEWAGE OUTFLOW	\$92,177.02
77456	FORTY MILE GAS CO-OP LTD.	LANDFILL GAS UTILITIES	\$104.16
77457	FOX ENERGY SYSTEMS INC.	HEAVY DUTY LOCKOUT TAGS	\$54.50
77458	HAT AGRI SERVICE	KUBOTA PARTS	\$706.51
77459	HYDRODIG	HYDROVAC SERVICE	\$845.25
77460	JACOB'S WELDNG LTD.	REPAIR ALUMINUM CRACK	\$141.75
77461	JOE JOHNSON EQUIPMENT	EAGLE CONVEYOR BELT	\$2,667.65
77462	KIRK'S MIDWAY TIRE	TIRE REPAIR	\$173.25
77463	SUNCOR ENERGY PRODUCTS PARTNER	LANDFILL DIESEL	\$1,774.87
77464	PRIME PRINTING	TAX NOTICES	\$287.70

77465	PUROLATOR	WATER SAMPLE TESTING	\$28.03
77466	RECEIVER GENERAL RCMP	POLICING CONTRACT	\$182,886.87
77467	ROSENAU TRANSPORT LTD	PARTS FREIGHT	\$380.51
77468	BRIAN STEHR	ALUP COURSE TRAVEL	\$1,011.96
77469	SUMMIT MOTORS LTD	INSPECTION AND REPAIRS	\$7,141.69
77470	SUPERIOR TRUCK EQUIPMENT	PROXIMITY SWITCH & CABLE	\$225.02
77471	APPLIED INDUSTRIAL TECHNOLOGIES	BEARINGS	\$51.28
77472	SYDNEY SIMMONS	REIMBURSEMENT FOR CRIMINAL RECORD CHECK	\$53.00
77473	BATUS IMPREST ACCOUNT	REFUND DEPOSIT	\$100.00
77474	TOWN OF REDCLIFF - LANDFILL	LANDFILL TONNAGE CHARGES	\$7,243.88
77475	TRANSIT PAVING INC	MAIN ST & 6 AVE SANITARY PROGRESS PAYMENT	\$708.76
77476	WOOD, DALE	HUNTERS ED COURSE	\$1,140.00
77477	TOWN OF REDCLIFF	AQUATIC CENTRE PETTY CASH/FLOAT	\$300.00
55 CHEQUES TOTAL:			\$2,146,219.98

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, May 11, 2015 7:00 P.M.**

PRESENT: Mayor E. Reimer
Councillors C. Brown, L. Leipert,
C. Crozier

Municipal Manager A. Crofts
Manager of Legislative & S. Simon
Land Services
Manager of Engineering K. Minhas (left at 7:37 p.m.)
Director of Community K. Dalton (left at 7:44 p.m.)
& Protective Services
Director of Finance J. Kwok (left at 7:56 p.m.)
& Administration

ABSENT: Councillors D. Kilpatrick, E. Solberg, J. Steinke

1. GENERAL

Call to Order

A) Mayor Reimer called the regular meeting to order at 7:02 p.m.

2015-0228 Adoption of Agenda

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

2015-0229 Accounts Payable

C) Councillor Crozier moved the following 61 general vouchers in the amount of \$287,385.67 be received for information. - Carried.

ACCOUNTS PAYABLE

COUNCIL MEETING MAY 11, 2015

<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
77342	ACTION PARTS	FILTERS & GLOVES	\$43.42
77343	AG-PLUS MECHANICAL	OIL/AIR/HYDRAULIC FILTERS	\$347.60
77344	AMSC INSURANCE SERVICES LTD.	HEALTH SPENDING, COUNCIL/FIRE PREMIUMS	\$1,828.72
77345	ATRON REFRIGERATION & AIR COND	RECTANGLE COMPRESSOR MAINTENANCE	\$1,401.75
77346	BADGER DAYLIGHTING INC.	HYDROVAC SERVICES	\$1,638.00
77347	BOSS LUBRICANTS	ENGINE/HYDRAULIC OIL	\$2,879.10
77348	BOUNDARY EQUIPMENT CO. LTD.	REAR BROOMS	\$1,449.00
77349	BRANDT TRACTOR LTD.	BELTS, FILTERS, HUBS	\$618.80
77350	C.E.M. HEAVY EQUIPMENT	O-RINGS, HYDRAULIC PUMP	\$2,335.91
77351	CIBC	SUPPLEMENTAL PENSION PLAN	\$1,250.89
77352	CITY AUTO PARTS	INNER/OUTER AIR FILTERS	\$572.96
77353	CLOVERDALE PAINT INC.	FILTER CARTRIDGE, ACETONE, SPRAY NOZZLE	\$399.16
77354	FARMLAND SUPPLY CENTER LTD	HYDRAULIC HOSES	\$179.59
77355	KAIZEN LAB INC.	WATER ANALYSIS	\$120.75

77356	SHAW CABLE	INTERNET SERVICE	\$125.90
77357	SUNCOR ENERGY PRODUCTS PARTNER	LANDFILL FUEL	\$1,720.33
77358	PROVINCIAL TREASURER - LAP	LAPP CONTRIBUTIONS	\$16,906.02
77359	REDCLIFF BAKERY	MPC LUNCH	\$69.30
77360	RECEIVER GENERAL	STAT DEDUCTIONS	\$31,455.54
77361	ROSENAU TRANSPORT LTD	PARTS FREIGHT	\$54.29
77363	TELUS COMMUNICATION INC.	TWO-WAY RADIOS	\$19.68
77364	DAYLIGHT ELECTRIC	PERMIT OVERPAYMENT	\$9.43
77365	HILLIER, TAMMY	CLASS REGISTRATION REFUND	\$25.00
77366	MELNYCHUK, CRYSTAL	CLASS REGISTRATION REFUND	\$25.00
77367	BOUCHER, RACHAEL	CLASS REGISTRATION REFUND	\$50.00
77368	CROWDER, RACHAEL	WORKSHOP FEE	\$200.00
77369	TOWN OF REDCLIFF	REGULAR PAYROLL	\$68,755.50
77370	TROPHY AND ENGRAVING WORLD	VOLUNTEER NIGHT PLAQUES	\$654.94
77371	CITY OF MEDICINE HAT	MARCH SEWAGE OUTLAY	\$43,175.50
77372	RECEIVER GENERAL	STAT DEDUCTIONS	\$616.60
77373	TOWN OF REDCLIFF	COUNCIL PAYROLL	\$7,476.51
77374	LETHBRIDGE MOBILE SHREDDING	MONTHLY SHREDDING SERVICE	\$46.20
77375	ACTION PARTS	FILTER, RELAY, BATTERY, CHARGE	\$153.41
77376	AMSC INSURANCE SERVICES LTD.	EMPLOYEE BENEFITS	\$32,975.41
77377	AMEC EARTH & ENVIRONMENTAL	WTP PROGRESS PAYMENT	\$3,908.31
77378	BIG EAGLE SERVICES	REMOVE LEACHATE	\$3,255.00
77379	BROWNLEE LLP	PROFESSIONAL SERVICES	\$1,150.70
77380	CANADIAN LINEN & UNIFORM SERVI	COVERALLS	\$38.47
77381	CITY OF MEDICINE HAT	UTILITIES	\$1,675.32
77382	C.U.P.E.	UNION DUES	\$1,999.32
77383	REDCLIFF HOME HARDWARE	GARBAGE BAGS, CHAIN, STRAPS, FILTER	\$321.64
77384	JOE JOHNSON EQUIPMENT	DIRT DEFLECTOR & FLAP	\$821.03
77385	REDCLIFF LEGION BRANCH #6	VOLUNTEER NIGHT SUPPER	\$2,925.60
77386	PAD-CAR MECHANICAL LTD.	REPAIR CRACKED HEAT EXCHANGER	\$2,514.00
77387	PARK ENTERPRISES LTD.	IN TOWN PERMITS	\$2,780.75
77388	SUNCOR ENERGY PRODUCTS PARTNER	SHOP & LANDFILL FUEL	\$8,832.81
77389	PITNEY WORKS	FOLDER STUFFER CONTRACT	\$316.66
77390	PRITCHARD & COMPANY LLP	PROFESSIONAL SERVICES	\$1,021.39
77391	RITE ENTERPRISES	TREE TRIMMING & REMOVAL	\$12,390.00
77392	ROSENAU TRANSPORT LTD	PARTS FREIGHT	\$45.80
77393	SALBRO CONSULTING SERVICES	LANDFILL GAS & GROUNDWATER MONITORING	\$22,031.07
77394	SHOCKWARE WIRELESS INC.	LANDFILL INTERNET SERVICE	\$47.20
77395	ST. JOHN AMBULANCE	BABYSITTING COURSE	\$550.00
77396	SUMMIT MOTORS LTD	TRANSMISSION HOSES	\$192.28
77397	TELUS MOBILITY	ENGINEERING CELL SERVICE	\$42.75
77398	STENERSON, KATRINA	REFUND INACTIVE UT ACCOUNT	\$8.70
77399	WAGNER, TROY	REFUND INACTIVE UT ACCOUNT	\$8.11

77400	LAMBERT, NORMAN	REFUND INACTIVE UT ACCOUNT	\$74.09
77401	LOWRY, CORRIE	REFUND UTILITY DEPOSIT	\$100.00
77402	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAXES	\$700.00
77403	XEROX CANADA LTD.	PHOTOCOPIER MAINTENANCE	\$54.46
61 CHEQUES TOTAL:			\$287,385.67

2015-0230 Bank Summary to February 28, 2015 **D)** Councillor Brown moved the Bank Summary to February 28, 2015 be received for information. - Carried.

2015-0231 Bank Summary to March 31, 2015 **E)** Councillor Leipert moved the Bank Summary to March 31, 2015 be received for information. - Carried.

2. DELEGATION

2015-0232 Staff Sgt. Sean Maxwell
Re: RCMP Report to Council
January 1, 2015 to March 31, 2015
A) Staff Sgt. Sean Maxwell was in attendance to present the RCMP Report to Council for the period January 1, 2015 to March 31, 2015.
Councillor Leipert moved the RCMP Report to Council for the period January 1, 2015 to March 31, 2015 presented by Staff Sgt. Sean Maxwell be received for information.
- Carried.

3. MINUTES

2015-0233 Council meeting held April 27, 2015 **A)** Councillor Crozier moved the minutes of the Council meeting held April 27, 2015 be adopted as presented.
- Carried.

4. BYLAWS

2015-0234 Bylaw 1800/2015, Dog Control Bylaw **A)** Councillor Crozier moved Bylaw 1800/2015, Dog Control Bylaw be given third reading. - Carried.

2015-0235 Bylaw 1802/2015, Fees, Rates & Charges Bylaw
Re: Rectangle Ice Rental Rates **B)** Councillor Leipert moved Bylaw 1802/2015, Fees, Rates & Charges Bylaw be given third reading. - Carried.

2015-0236 Bylaw 1803/2015, Emergency Management Bylaw **C)** Councillor Brown moved Bylaw 1803/2015, Emergency Management Bylaw be given first reading. - Carried.

5. REQUESTS FOR DECISION

- 2015-0237 Alberta Community Resilience Program (ACRP) Grant Applications
A) Councillor Leipert moved that the Town of Redcliff does not resubmit the grant applications. - Defeated.
Manager of Engineering left at 7:37 p.m.
- 2015-0238 The Daffodil Project
B) Councillor Brown moved that Daffodil project be referred to Community and Protective Services for further review and recommendations. - Carried.
- 2015-0239 Subdivision Application 2014 SUB 02
Re: Request for Extension (Lots 1-20, Block 99, Plan 1117V)
C) Councillor Leipert moved approval of the time extension request submitted by Farwest Land and Properties Inc. in relation to Subdivision Approvals of Subdivision Application 2014 SUB 02 to September 16, 2016. - Carried.

6. POLICIES

- 2015-0240 Policy No. 062 (2015), Redcliff Aquatic Centre
A) Councillor Brown moved that Policy 062 (1997) Redcliff Aquatic Centre - Manual of Operations, be cancelled. - Carried.
Director of Community & Protective Services left at 7:44 p.m.

7. CORRESPONDENCE

- 2015-0241 House of Commons, LaVar Payne Re: National Health and Fitness Day
A) Councillor Brown moved correspondence from the House of Commons, LaVar Payne dated April 2, 2015 be received for information. Further that:

WHEREAS

The parliament of Canada wishes to increase awareness among Canadians of the significant benefits of physical activity and to encourage Canadians to increase their level of physical activity and their participation in recreational sports and fitness activities;

It is in Canada's interest to improve the health of all Canadians and to reduce the burden of illness on Canadian families and on the Canadian health care system;

Many local governments in Canada have public facilities to promote the health and fitness of their citizens;

The Government of Canada wishes to encourage local governments to facilitate Canadian's participation in healthy physical activities;

The Government of Canada wishes to encourage the country's local governments, non-government organizations, the private sector and all Canadians to recognize the first Saturday in June as National Health and Fitness Day and to mark the day with local events and initiatives celebrating and promoting the importance and use of local health, recreational, sports and fitness facilities;

Canada's mountains, oceans, lakes, forest, parks and wilderness also offer recreational and fitness opportunities;

Canadian Environment Week is observed throughout the country in early June, and walking and cycling are great ways to reduce vehicle pollution and improve physical fitness;

Declaring the first Saturday in June to be National Health and Fitness Day will further encourage Canadians to participate in physical activities and contribute to their own health and well-being;

THEREFORE

We proclaim National Health & Fitness Day in Redcliff as the first Saturday in June;

As a step to increase participation and enhance the health of all Canadians, we commit to mark the day with local events and initiatives celebrating and promoting the importance and use of local health, recreational, sports, and fitness facilities on National Health and Fitness Day;

And further that consideration of ways to participate in National Health & Fitness Day be referred to the 2016 Budget discussions.

2015-0242 Dreams
Re: Donation to support Family
Pool Party June 12, 2015

B) Councillor Leipert moved correspondence from Dreams dated April 16, 2015 regarding a donation to support the Family Pool Party June 12, 2015, be lifted from the table.
- Carried.

2015-0243

Councillor Brown moved that correspondence from Dreams regarding a donation to support the Family Pool Party June 12, 2015, be received for information. Further to authorize Administration to donate a Family Season Swim Pass to the Dreams organization for their program. - Carried.

8. OTHER

2015-0244 1st Quarter Financial Reports

A) Councillor Crozier moved that the Town of Redcliff Quarterly Financial Summary for the period ending March 31, 2015 be received for information. - Carried.

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| 2015-0245 | Landfill Graphs to April 30, 2015 | B) Councillor Leipert moved the Landfill Graphs to April 30, 2015 be received for information. - Carried. |
| 2015-0246 | Council Important Meetings & Events May 11, 2015 | C) Councillor Crozier moved the Council Important Meetings & Events May 11, 2015 be received for information. - Carried. |
| 2015-0247 | Town of Redcliff Community Newsletter | D) Councillor Brown moved the Town of Redcliff Community Newsletter, edition number 8, be received for information. - Carried. |
| 2015-0248 | Town of Redcliff Community Programs & Events Brochure | E) Councillor Brown moved the Town of Redcliff Community Programs & Events Brochure, May to August 2015 edition, be received for information. - Carried. |
| 2015-0249 | Council Device Options | F) Councillor Crozier moved to receive for information the Council Device Options Functionality and Price Comparisons, and further to defer to Administration for additional research and review. - Carried. |

9. RECESS

Mayor Reimer called for a recess at 7:56 p.m.

Director of Finance & Administration left the meeting at 7:56 p.m.

Mayor Reimer reconvened the meeting at 8:02 p.m.

10. IN CAMERA

- | | |
|-----------|--|
| 2015-0250 | Councillor Leipert moved to meet In Camera at 8:02 p.m.
- Carried. |
| 2015-0251 | Councillor Leipert moved to return to regular session at 8:15 p.m. - Carried. |
| 2015-0252 | Councillor Brown moved to accept the resignation of Lana Kuystermans from the Redcliff Public Library dated May 6, 2015. - Carried. |
| 2015-0253 | Councillor Brown moved to authorize Administration to sell Lot 39, Block 10, Plan 0913590 at the established price of \$91,220.00 as per Motion 2014-0630 and Policy 53, Land Sales Policy. - Carried. |

11. ADJOURNMENT

2015-0254 Adjournment

Councillor Brown moved to adjourn the meeting at 8:17 p.m.
- Carried.

Mayor

Manager of Legislative and Land Services

**BYLAW NO. 1803/2015
TOWN OF REDCLIFF**

A BYLAW OF THE TOWN OF REDCLIFF respecting emergency management.

WHEREAS pursuant to the *Emergency Management Act*, R.S.A. 2000, c. E-6.8, the Council is responsible for the direction and control of the Town's emergency response, including the preparation of emergency plans and programs, and is required to appoint an Emergency Advisory Committee and maintain an Emergency Management Agency and a Director of the Emergency Management Agency.

AND WHEREAS the Town, the City of Medicine Hat, and Cypress County, recognizing the benefits of pooling and sharing their respective emergency response and emergency management personnel, equipment, and other resources, have entered into a Memorandum of Agreement dated February 7, 1995 and an amending agreement thereto dated July 2, 2010.

AND WHEREAS it is in the public interest that such plans and programs exist for the protection of people and property.

AND WHEREAS the Town wishes to enhance the degree of cooperation and collaboration among the Town, the City of Medicine Hat, and Cypress County in the delivery of regional emergency management services through the development and implementation of a new tri-partite regional emergency management program, including a new Regional Emergency Management Plan.

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

Short Title

1. This Bylaw may be referred to as the "Emergency Management Bylaw".

Definitions and Interpretation

2. In this Bylaw, unless the context otherwise requires:
 - (a) "Council" means the municipal council of the Town.
 - (b) "Director" means the person appointed under the authority of the *EM Act* and pursuant to Section 14 of this Bylaw to be the Director of the Emergency Management Agency.
 - (c) "Disaster" has the same meaning as set out in the *EM Act*.
 - (d) "Emergency Advisory Committee" means the Emergency Advisory Committee appointed under the authority of the *EM Act* and pursuant to Section 5 of this Bylaw.
 - (e) "*EM Act*" means the *Emergency Management Act*, R.S.A. 2000, c. E-6.8 and the regulations thereto, as amended or replaced from time to time.
 - (f) "Emergency" means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property, and includes a situation

in which there is imminent danger to public safety or of serious harm to property.

- (g) "Emergency Management Agency" means the Emergency Management Agency appointed under the authority of the *EM Act* and pursuant to Section 15 of this Bylaw.
- (h) "Municipal Emergency Management Plan" means a plan designed to provide guidance on emergency operations, organizational structure, roles and responsibilities, and the coordination of resources necessary to execute the effective management of an Emergency or Disaster within the Town.
- (i) "Minister" means the Minister charged with administration of the *EM Act*.
- (j) "Ministerial Order" means an order of the Minister made under the *EM Act*.
- (k) "*MGA*" means the *Municipal Government Act* R.S.A., c. M-26, and the regulations thereto, as amended or replaced from time to time.
- (l) "Qualified" means a person who possesses the qualifications determined by the Director.
- (m) "Regional Emergency Management Plan" means a plan designed to provide guidance on emergency operations, organizational structure, roles and responsibilities, and the coordination of resources necessary to execute the effective management of an Emergency or Disaster within two or more municipalities.
- (n) "Town" means the municipal corporation of the Town of Redcliff, and where the context so requires, means the land included in the boundaries of the Town.
- (o) any word or expression not defined in this Bylaw but defined in either the *EM Act* or the *MGA*, has the same meaning as set out in the *EM Act* or the *MGA*. If the *EM Act* and *MGA* contain different definitions of the same word then, to the extent there is no conflict between them, both definitions shall apply herein. If there is a conflict between them, then the definition that best fulfils the purposes of this Bylaw shall apply herein.

Department of Emergency Management

- 3. There is hereby established a department of the Town to be known as Emergency Management Services, which shall be responsible for the day-to-day administration, management, and coordination of the Town's emergency response, plans, and programs, including but not limited to the Municipal Emergency Management Plan.

Borrowing and Third Party Agreements

- 4. Council may:
 - (a) by by-law borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Emergency Management

Agency or the office of the Regional Director established under the Regional Emergency Management Plan; and

- (b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid agreements or regional plans or regional programs or all three.

Emergency Advisory Committee

- 5. There is hereby established a committee to be known as the Emergency Advisory Committee, which shall advise Council on the emergency plans and programs developed by the Emergency Management Agency and which has the further duties and responsibilities as set out in sections 6, 24, 25, 26, 28, and 29 of this Bylaw.
- 6. The Emergency Advisory Committee may appoint one or more qualified persons to assist the Director in the performance of the Director's duties and responsibilities outlined in this Bylaw. Such person(s) shall have the title "Assistant Director" unless the Emergency Advisory Committee directs that another title appropriate to the office be used.
- 7. The Emergency Advisory Committee shall consist of three (3) members of Council who were selected to serve on the Emergency Advisory Committee, all other members of Council will serve as alternate members of the EAC;
- 8. When the Mayor is absent or unable to act, the chair of the Emergency Advisory Committee shall devolve to members of Council present.
- 9. The Mayor is the chair of the Emergency Advisory Committee.
- 10. The Emergency Advisory Committee shall meet annually or more frequently as determined by the Chair.
- 11. Those members of the Emergency Advisory Committee who attend any meeting of the Emergency Advisory Committee by telephone, electronic means, or in person constitute a quorum for that meeting.
- 12. The members of the Emergency Advisory Committee, including the Chair, shall be reimbursed such reasonable expenses as Council may establish by resolution.

Emergency Management Agency

- 13. There is hereby established an Emergency Management Agency with duties and responsibilities as set out in the *EM Act*, and in this Bylaw.
- 14. There is hereby established the position of Director of the Emergency Management Agency which has the status of designated officer under the *MGA*. The head of the Town's Emergency Management Department is hereby appointed to the position of Director.
- 15. The Emergency Management Agency shall be comprised of one or more of the following:

- (a) the Director of Emergency Management;
 - (b) the Deputy Director of Emergency Management;
 - (c) the Municipal Manager;
 - (d) the N.C.O. in Charge, R.C.M.P. or designate;
 - (e) the Fire Chief or designate;
 - (f) the Director of Public Services or designate;
 - (g) representative(s) from adjacent communities;
 - (h) representative(s) from local industry or industrial associations;
 - (i) representative(s) from Alberta Environmental Protection;
 - (j) representative(s) from Alberta Municipal Affairs; and
 - (k) any other person or party who at the discretion of the Director of Emergency Management might serve a useful purpose in the EMA
16. In addition to the members appointed to the Emergency Management Agency under section 16, the Director may from time to time appoint advisory members of the Emergency Management Agency drawn from:
- (a) other departments and agencies of the Town; and
 - (b) public or private organizations operating within or around the Town.
17. The Director shall be the chair of the Emergency Management Agency.
18. The Emergency Management Agency, as the agent of Council, is responsible to exercise all the powers, duties and responsibilities of a local authority as set out in the *EM Act*, except for:
- (a) the power to enact a bylaw;
 - (b) any power, duty, or responsibility specifically reserved to Council under section 4 of this Bylaw; or
 - (c) any power, duty or responsibility specifically assigned to the Emergency Advisory Committee under this Bylaw.
19. The Director shall:
- (a) prepare, co-ordinate, implement, periodically review, and amend emergency plans and programs for the Town, including but not limited to the Municipal Emergency Management Plan;
 - (b) act as the director of the Town's emergency operations centre on behalf of the Emergency Management Agency;
 - (c) co-ordinate all emergency services and other resources used in an emergency or disaster; and
 - (d) perform other duties as may from time to time be prescribed by resolution of Council.
20. Individual members of the Emergency Management Agency shall provide such support and assistance as the Director requires to full fill the Director's duties under this Bylaw and the *EM Act*.

Meetings of the Agency

21. The Emergency Management Agency shall meet a minimum of two (2) times per calendar year or more frequently as determined by the Director.
22. The Director may call a meeting of the Emergency Management Agency, on less than 24 hours' notice, at a time and location determined by the Director, whenever any person appointed to the Emergency Advisory Committee or to the Emergency Management Agency under this Bylaw considers that an Emergency exists or may exist within any one or more of the Town, the City of Medicine Hat, or Cypress County or that otherwise may require an emergency response from the Town.
23. Those members of the Emergency Management Agency who attend any meeting of the Emergency Management Agency by telephone, electronic means, or in person constitute a quorum for that meeting.

Declaration of State of Local Emergency

24. The powers to declare or renew or terminate a state of local emergency are hereby delegated to the Emergency Advisory Committee. The Emergency Advisory Committee may, at any time when it is satisfied that an Emergency exists or may exist within the Town, by resolution, make a declaration of a state of local emergency or renew such declaration.
25. When a state of local emergency is declared, the Emergency Advisory Committee shall:
 - (a) ensure that the declaration identifies the nature of the Emergency and the area(s) of the Town in which it exists;
 - (b) cause the details of the declaration to be published immediately by such means of communication considered most likely to make known to the majority of the population of the area affected the contents of the declaration; and
 - (c) forward a copy of the declaration to the Minister forthwith.
26. When in the opinion of the Emergency Advisory Committee an Emergency no longer exists in an area of the Town in relation to which a declaration of a state of local emergency was made, the Emergency Advisory Committee shall by resolution terminate the declaration of a state of local emergency in respect of that area or allow the state of emergency to lapse.
27. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
 - (a) a resolution is passed under section 26;
 - (b) a period of seven days has lapsed since it was declared, unless the declaration is renewed by resolution;
 - (c) the Lieutenant Governor in Council makes an order for a state of emergency under the *EM Act*, relating to the same area; or
 - (d) the Minister cancels the state of local emergency.
28. When a declaration of a state of local emergency has been terminated, the Emergency Advisory Committee shall cause the details of the termination to be

published immediately by such means of communication considered most likely to make known to the majority of the population of the area affected.

29. The authority to request Emergency and Disaster resources from other municipalities in accordance with the Memorandum of Agreement dated February 7, 1995, or any other plan, program, or agreement the Town enters into under section 30 of this Bylaw, is hereby delegated to the Director.

Regional Emergency Management Plan

30. The Town will participate in the establishment of a tri-partite regional emergency management plan, and periodic amendments thereto, pursuant to section 11(c) of the *EM Act*, among the Town, the City of Medicine Hat, and Cypress County, that provides for enhanced cooperation and collaboration among each of the foregoing municipalities in:
- (a) the development, implementation, and regular review of the regional emergency management plan and regional emergency management programs, operations, budgets, cost-sharing arrangements, and amendments thereto; and
 - (b) the coordination and provision of regional emergency management services during an emergency or disaster within or affecting one or more than one of those municipalities.
31. The Director is hereby authorized to act:
- (a) as the Regional Director of the Regional Disaster Services Planning Agency; and
 - (b) as the regional director (or similar office and capacity) of any other regional agency, committee, or board (or similar body) that the Town, City of Medicine Hat, and Cypress County, or any two of them, hereafter establish.

Protection from Liability

32. When a state of local emergency is declared:
- (a) the Emergency Advisory Committee, the Emergency Management Agency, and any person appointed to the Emergency Advisory Committee or to the Emergency Management Agency under this Bylaw; and
 - (b) any person appointed by the Emergency Management Agency to carry out measures relating to Emergencies or Disasters,

shall not be liable to any person for any loss or damage, including death, caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties, or powers under this Bylaw.

General

33. The headings in this Bylaw are for reference purposes only and shall in no way define, limit, or enlarge the scope or meaning of this Bylaw or any of the specific provisions hereof.

34. The Emergency Advisory Committee and the Emergency Management Agency shall follow the procedures governing Council committees prescribed ~~by Bylaw No. 2270~~, the Town of Redcliff Procedure Bylaw, as amended or replaced from time to time.
35. It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions and it is the further intention of Council that if any of the provisions of this Bylaw are declared invalid, all other provisions of this Bylaw shall remain valid and enforceable.
36. Bylaw No. 1418/2005 is repealed.
37. This Bylaw will come into force at the beginning of the day it is passed.

READ A FIRST TIME in open Council on May 11, 2015.

READ A SECOND TIME in open Council on _____

READ A THIRD TIME in open Council on _____

SIGNED AND PASSED on _____

MAYOR – Ernie Reimer

**MANAGER OF Legislative & Land
Services – SHANON SIMON**

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: May 25, 2015

PROPOSED BY: Public Services Director

TOPIC: New solid waste collection truck proposals

PROPOSAL: Provide authorization to purchase new solid waste collection truck

BACKGROUND:

During the regular Town council meeting held April 27, 2015 Council carried the following motion:

2015-0204	Alternative Service Delivery - Solid Waste Collection and Recycling	B) Councillor Leipert moved that the Town of Redcliff continue providing solid waste collection as it is currently being provided (through the Town of Redcliff). - Carried.
-----------	---	---

Following the motion Administration proceeded to post a competitive request for proposal with the intent to purchase a new solid waste collection truck from the approved 2015 capital budget. The request for proposals closed May 15, 2015 with a total of eight proposal submissions.

Administration reviewed all of the submissions to evaluate the best overall value based on required specifications, quality, service, warranty, performance history and price. Attached is a summary of the proposals received.

POLICY/LEGISLATION:

Policy 38 –Purchasing Policy states:

"In regards to tenders and competitive quotations, in the event authorized personnel feel the lowest bid received is not the best option to accept, the bids must be forwarded to Council for consideration."

STRATEGIC PRIORITIES:

This capital purchase is not identified as a strategic priority. However the purchase of this unit is considered an essential component to the Solid Waste Collection System for the Town of Redcliff.

ATTACHMENTS:

Summary of proposals received.

OPTIONS:

1. Accept the proposal from Superior Truck Equipment and authorize Administration to proceed with the purchase of a 2016 Labrie Pendpac solid waste collection truck mounted on a 2016 Freightliner chassis for a cost of \$239,747.00 plus G.S.T
2. Accept the proposal from Superior Truck Equipment and authorize Administration to purchase a 2016 Labrie Pendpac solid waste collection truck mounted on a 2016 International chassis for a cost of \$238,721.00 plus G.S.T

3. Accept the proposal from Superior Truck Equipment and authorize Administration to purchase a 2016 Labrie Pendpac solid waste collection truck mounted on a 2016 Freightliner chassis for a cost of \$239,747.00. Further to purchase the 5 year extended chassis warranty for \$ \$8767.00 for a total purchase cost of \$248,514.00 plus G.S.T
4. Accept the proposal from Superior Truck Equipment and authorize Administration to purchase a for a 2016 Labrie Pendpac solid waste collection truck mounted on a 2016 International chassis for a cost of \$238,721.00, Further to purchase 5 year extended chassis warranty for \$ \$10,405 for a total purchase cost of \$249,126.00 plus G.S.T


RECOMMENDATION:

Option 3

SUGGESTED MOTION(S):

1. Councillor _____ moved to accept the proposal from Superior Truck Equipment and authorize Administration to proceed with the purchase of a 2016 Labrie Pendpac solid waste collection truck mounted on a 2016 Freightliner chassis for a cost of \$239,747.00 plus G.S.T
2. Councillor _____ moved to accept the proposal from Superior Truck Equipment and authorize Administration to purchase a 2016 Labrie Pendpac solid waste collection truck mounted on a 2016 International chassis for a cost of \$238,721.00 plus G.S.T
3. Councillor _____ moved to accept the proposal from Superior Truck Equipment and authorize Administration to purchase a 2016 Labrie Pendpac solid waste collection truck mounted on a 2016 Freightliner chassis for a cost of \$239,747.00. Further to purchase the 5 year extended chassis warranty for \$ \$8767.00 for a total purchase cost of \$248,514.00 plus G.S.T
4. Councillor _____ moved to accept the proposal from Superior Truck Equipment and authorize Administration to purchase a for a 2016 Labrie Pendpac solid waste collection truck mounted on a 2016 International chassis for a cost of \$238,721.00, Further to purchase 5 year extended chassis warranty for \$ \$10,405 for a total purchase cost of \$249,126.00 plus G.S.T

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. 2015.

Summary of Proposals for New Solid Waste Collection Truck

Dealer	Haul-All Equipment	Haul-All Equipment	Haul-All Equipment	Summit Motors	Summit Motors	Raymax Equipment	Superior Truck Equipment	Superior Truck Equipment
Make/Model	Omnipak	Omnipak	Omnipak	Heil Durapack Python	Omnipak	Heil Durapack Python	Labrie Pendpac	Labrie Pendpac
Chassis	Freightliner	International	Peterbuilt	International	International	Freightliner	Freightliner	International
Offered price as per specs	\$ 273,665.75	\$ 274,845.75	\$ 286,216.75	\$ 270,385.58	\$ 282,998.95	\$ 272,127.00	\$ 239,747.00	\$ 238,721.00
Standard Warranty offered	12 Months	12 Months	12 Months	24 Month, 160,000 Km.	24 Month, 160,000 Km.	24 Month, 2000 Hr.	24 Months	24 Months

After reviewing all of the submissions, administration has determined the best overall value based on meeting the required specifications along with considering quality, service, warranty, performance history and price, is to purchase the proposal received from Superior Truck Equipment for a 2016 Labrie Pendpac mounted on a 2016 Freightliner chassis. As part of the Request for Proposal, the vendors were asked to submit optional extended warranty for up to 5 years. The comprehensive 5 year extended warranty offered for the 2016 Freightliner chassis is \$ 8,767.00.

- Purchase price \$ 239,747.00
- Optional 5 year extended chassis warranty (recommended) \$ 8,767.00

Total cost without G.S.T \$ 248,514.00

TOWN OF REDCLIFF REQUEST FOR DECISION

DATE: May 25th, 2015

PROPOSED BY: Director of Community and Protective Services

TOPIC: Daffodil Project

PROPOSAL: Daffodil Committee chair has made some recommendations and would like councils recommendations on additional area's that would be suitable for the project,

BACKGROUND:

On January 12, 2015 the Town Council made and carried the following motion:

2015-0007	Councillor Brown moved to support, in principle, the Daffodil Project. Further that a letter of support be issued to Gillian Slade, Chair of the Daffodil Project. - Carried.
-----------	---

On May 11, 2015 the Town Council made and carried the following motion:

2015-0238	Councillor Brown moved that Daffodil project be referred to Community and Protective Services for further review and recommendations. – Carried.
-----------	--

The Daffodil Project will likely, in part, be manifest in stretches along the Trans Canada Hi-way #1 from the Town of Redcliff to the City of Medicine Hat. The project will be the planting of one million bulbs that will increase beautification within the region.

The areas suggested by the Daffodil Committee to increase the scope of the Daffodils are high visibility and may enhance Town beautification along the Trans-Canada Highway and entering into the community. The area surrounding the avenue of trees monument has great significance to the community and the Redcliff Legion and may require additional consultation with such affected stakeholders (administration has not had sufficient time to pursue such consultation). Nonetheless, Council may wish to avoid planting of daffodils near the avenue of trees monument altogether (if this is the case additional consultation will not be required). This area also is adjacent to the pallet factory which has potential hazards of fire from the Railway. The Redcliff fire department has a summer maintenance program that conducts preventive burning along the railway adjacent to the pallet factory and would be highly recommended that we continue this program to reduce the chance of a potential fire.

Deer do not like Daffodils due to the fact that their bulbs are not desirable to them. Administration recommends extending planting additional Daffodils in high visible areas to kick off the project. And then evaluate further commitment after one season of how the plants performed under our local conditions. The areas that administration recommends are under the electronic sign on Broadway, Lions Park Sign, under the Town entrance sign along old highway, and the campground entrance area. These areas are in high visible areas and would benefit from additional beatification.

POLICY / LEGISLATION:

N/A

STRATEGIC PRIORITIES:

N/A

ATTACHMENTS: N/A

OPTIONS:

1. Town of Redcliff select the suggested areas for the Daffodil project implementation in Redcliff. These areas being under the electronic sign on Broadway Avenue, under the Lions Park sign, under the Town of Redcliff welcome sign along the old highway, and the campground entrance.
2. Town of Redcliff refer to Community and Protective Services for further investigation and information.

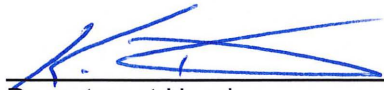
RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Town of Redcliff authorize the following sites for the planting of daffodils under the scope of the daffodil project: the area under the electronic sign on Broadway Avenue, under the Lions Park sign, under the Town of Redcliff welcome sign along old highway sign, and the campground entrance.
2. Councillor _____ moved that Daffodil project be referred to Community and Protective Services for further review and recommendations.

SUBMITTED BY:


Department Head


Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____ AD. **2015.**

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: May 25, 2015

PROPOSED BY: Manager of Legislative and Land Services

TOPIC: Reschedule Council Meeting of June 8, 2015

PROPOSAL: To consider rescheduling the Council meeting of June 8, 2015

BACKGROUND:

The 2015 Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show is being held June 5-8 in Edmonton and the Mayor and four Councillors are registered to attend this event. There is a regular Council meeting scheduled for June 8, 2015 and it will be difficult for the Mayor and Councillors to partake in the last sessions/events and be able to attend the Council meeting. It is suggested that the Council meeting date be rescheduled to the following day Tuesday June 9, 2015.

POLICY/LEGISLATION:

Motion passed October 28, 2013 Organizational meeting

Council Meeting Dates and Times

E) Councillor Kilpatrick moved to establish Council meetings for the next Council term as follows:

- Second and fourth Monday of the month with the following exceptions:
 - December – second Monday of the month
 - July – third Monday of the month
 - August - third Monday of the month

Should a Monday meeting fall on a holiday, the meeting will be held on the Tuesday following the holiday. Council meetings will be held at 7:00 p.m. in the Town Hall Council Chambers. – Carried Unanimously.

Municipal Government Act

Regular council meetings

- 193 (1) A council may decide at a council meeting at which all the councillors are present to hold regularly scheduled council meetings on specified dates, times and places.
- (2) Notice of regularly scheduled meetings need not be given.

- 2 (3) If council changes the date, time or place of a regularly scheduled meeting, the municipality must give at least 24 hours' notice of the change
- (a) to any councillors not present at the meeting at which the change was made, and
 - (b) to the public.

STRATEGIC PRIORITIES:

N/A

ATTACHMENTS: None

OPTIONS:

1. Reschedule the regularly scheduled Council meeting of June 8, 2015 to June 9, 2015 at 7:00 p.m.
2. Do not reschedule the regularly scheduled Council meeting of June 8, 2015.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

Councillor _____ moved that the regular Council meeting scheduled to be held on Monday, June 8, 2015 be rescheduled to Tuesday, June 9, 2015 at 7:00 p.m.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. **2015.**

RECEIVED
MAY 19 2015
TOWN OF REDCLIFF

May 19th 2015

To whom it may concern:

Hi we are writing letter to town council to ask for the following, we would like to rent the Redcliff pool for one of our functions this summer. We have priced out the cost of the pool and we are hoping you would consider to rent the pool for, 4 hours for the price of 2 hours. So we can take our club and their families to your /(our) pool.

Functions we do with town of Redcliff:

- Our club received the volunteer award plaque in 2014
- We do secret Santa. In the last 3 years we've helped 28 families in Redcliff alone.
- We play a large part in Redcliff Days/ Canada Day
- set up demos -hand out info to spectators
- keep our town clean -assist in any other ways
- we collect food and clothing all year round to help families when needed

Fund-raising we do in Redcliff:

In the last 4 year we have done all of our fundraising in Redcliff.
ie. bottle drives, local car washes, monopoly board game, and cupcake sales, B.B.Q..

This June we are doing a large highway clean up with all our students.
Also a large camping trip 60 plus people (summer camp) with students and families.

All our functions we do yearly, we would like to add an annual swimming at your /(our) pool.

In closing, our club sponsors families who cant afford full price to keep kids in our community active..

Thanks for your time White Dragon Karate.

P.S. Contact information

Shawn Harris

whitedragonkarate@yahoo.ca

1- (403) 878-6381



RECEIVED
APR 30 2015
TOWN OF REDCLIFF

36th Annual Ralston Rodeo

Sponsorship Opportunities

2015



Ralston Rodeo Committee, Sponsorship Program - CFB Suffield
PO Box 6000, Stn Main, Medicine Hat, AB T1A 8K8
Rodeo Chair: Captain Chris Whalley Email: Chris.whalley@forces.gc.ca

Entering its 36th year, the Ralston Rodeo Committee continues to strive to provide this event to the local community. The Ralston Rodeo will take place 15 August 2015. This event is a small way for the soldiers of Canadian Forces Base Suffield and the British Army Training Unit (BATUS) to connect with the local community. This Ralston Rodeo has provided an opportunity for the community to experience the rich history and traditions of the cowboy culture, which pairs well with the warrior spirit of the military.

The 2015 Ralston Rodeo's roster of events will include:

1. Opening Ceremonies to include the Medicine Hat Stampede's Queen and Princess and a performance by the Strathcona Mounted Troup (<http://www.strathconas.ca/about-the-mounted-troop>).
2. The main event for the Ralston Rodeo will be the bull riding competition brought to you by Bull Riders Canada Inc. They are a Canadian owned and operated bull riding company that have partnered with committees all across Canada to provide top notch bull riding events. (<http://www.bullriderscanada.ca>).
3. Daytime activities will be offered to families as well while the rodeo is in full swing. (jumping castles, trade fair, child orientated goodies to snack on).
4. The rodeo will conclude with the opportunity for the community to take part in wild cow milking and calf roping and an awards ceremony.
5. The rodeo will coincide with CFB Suffield's Armed Forces Day. CFB Suffield will partner with BATUS to provide an incredible military display of vehicles and weapons. The community will be offered the chance to enjoy our interactive displays including hands on operations of some major equipment.
6. The entertainment continues after the Rodeo in Fort Whoop Up with live entertainment, a BBQ supper, and dancing for the whole family.

Sponsors are the cornerstone to any great rodeo! We have been fortunate with sponsors that participate year of after year and wish to have that experience continue. The Ralston Rodeo Committee would like to offer all sponsors with an excellent opportunity to interact with the community and consumers while enhancing their exposure at an event such as this. Our desire to bring you the best rodeo for the dollar requires the support of valuable people like yourself and we ask you to look at this package and take advantage of the unique and valuable opportunities to promote your business.



Ralston Rodeo Committee, Sponsorship Program - CFB Suffield
PO Box 6000, Stn Main, Medicine Hat, AB T1A 8K8
Rodeo Chair: Captain Chris Whalley Email: Chris.whalley@forces.gc.ca

PLATINUM PACKAGE

SPONSORSHIP AMOUNT:
\$2501 and over (Cash or Product in Kind)

Package includes:

- 🤠 Advertisement (logo) in Rodeo program booklet
- 🤠 Company name on the Official Rodeo poster
- 🤠 Recognition on 104.1 FM, BFBS radio station
- 🤠 Company provided banners/signage to be displayed on the day of the rodeo
- 🤠 Opportunity to present an award at the awards ceremony
- 🤠 Recognition on the Highway 884 electronic Road sign 1 week prior to rodeo
- 🤠 Recognition the day of Rodeo via Rodeo Announcer
- 🤠 Advertisement (logo) and recognition in the CFB Suffield & BATUS Program and Activity Guide (issue following the rodeo)
- 🤠 8 x Complimentary commemorative Rodeo T-shirts
- 🤠 8 x Complimentary Passes to Rodeo (reserved seating and complimentary refreshments)
- 🤠 8 x Complimentary passes to dinner and Dance (reserved seating)



Ralston Rodeo Committee, Sponsorship Program - CFB Suffield
PO Box 6000, Stn Main, Medicine Hat, AB T1A 8K8
Rodeo Chair: Captain Chris Whalley Email: Chris.whalley@forces.gc.ca

SILVER PACKAGE

SPONSORSHIP AMOUNT:
\$251 - \$750 (Cash or Product in Kind)

Package includes:

- 🎩 Advertisement (logo) in Rodeo program booklet
- 🎩 Company name on the Official Rodeo poster
- 🎩 Recognition on 104.1 FM, BFBS radio station
- 🎩 Recognition the day of Rodeo via Rodeo Announcer
- 🎩 Advertisement (logo) and recognition in the CFB Suffield & BATUS Program and Activity Guide (issue following the rodeo)
- 🎩 4 x Complimentary Passes to Rodeo

BRONZE PACKAGE

SPONSORSHIP AMOUNT:
\$50 - \$250 (Cash or Product in Kind)

Package includes:

- 🎩 Advertisement (logo) in Rodeo program booklet
- 🎩 Company name on the Official Rodeo poster
- 🎩 Recognition the day of Rodeo via Rodeo Announcer
- 🎩 Company name and recognition in the CFB Suffield & BATUS Program and Activity Guide (issue following the rodeo)
- 🎩 2 x Complimentary Passes to Rodeo



Ralston Rodeo Committee, Sponsorship Program - CFB Suffield
PO Box 6000, Stn Main, Medicine Hat, AB T1A 8K8
Rodeo Chair: Captain Chris Whalley Email: Chris.whalley@forces.gc.ca

GOLD PACKAGE

SPONSORSHIP AMOUNT:
\$751 - \$2500 (Cash or Product in Kind)

Package includes:

- 🤠 Advertisement (logo) in Rodeo program booklet
- 🤠 Company name on the Official Rodeo poster
- 🤠 Recognition on 104.1 FM, BFBS radio station
- 🤠 Company provided banners/signage to be displayed on the day of the rodeo
- 🤠 Recognition on the Highway 884 electronic Road sign, 1 week prior to rodeo
- 🤠 Recognition the day of Rodeo via Rodeo Announcer
- 🤠 Advertisement (logo) and recognition in the CFB Suffield & BATUS Program and Activity Guide (issue following the rodeo)
- 🤠 6 x Complimentary Passes to Rodeo



Ralston Rodeo Committee, Sponsorship Program - CFB Suffield
PO Box 6000, Stn Main, Medicine Hat, AB T1A 8K8
Rodeo Chair: Captain Chris Whalley Email: Chris.whalley@forces.gc.ca



36th Annual Ralston Rodeo Sponsor Checklist



This sponsorship opportunity will expire on 1 July 2015. If this opportunity interests you, please ensure the check list below has been taken care of at your earliest convenience. Should you have any questions, please feel free to contact:

Sponsorship Coordinator: suffieldofficersmess@gmail.com

Rodeo Chairman: chris.whalley@forces.gc.ca

☐

RETURN SLIP:

Please find attached (last page) the Return Slip for Sponsorship. This form can be mailed to the same address as cheques or can be submitted electronically to: suffieldofficersmess@gmail.com.

☐

PAYMENT:

Payment for sponsorship may be made by Visa, MasterCard, American Express or cheque.

BY CHEQUE:

Cheques can be made payable to: **CFCF CFB SUFFIELD**

Please mail payment and the return slip to:

CFB Suffield

Ralston Rodeo 2015

Sponsorship Coordinator c/o NPF Accounts

PO Box 6000, Stn Main

Medicine Hat, AB T1A 8K8

BY CREDIT CARD:

Payment may be made by credit card by contacting the NPF Accounting Office directly at (403)544-4429. Please make arrangements for the Return Slip to be submitted electronically or by mail as soon as Credit Card payment has been made.

☐

PRODUCT IN KIND:

If you would like to sponsor with product in kind, please complete the return slip below and contact the Sponsorship Coordinator prior to 1 July 2015 to make arrangements for date of pick up of product. For policy/tracking purposes, we will require the estimated value of your Product in Kind sponsorship.

☐

LOGO:

Please email your business's Logo in .pdf or JPEG format to: suffieldofficersmess@gmail.com by 1 July 2015. If your logo is not received by this date, your business name will be used in all printed material.

☐

ADDITIONAL PAPERWORK:

We will require additional paperwork to be completed as a part of our Sponsorship process and policy. The forms that require completion will be emailed to the email address you provide in the return slip below. Please complete and return the additional paperwork via email by the 30th of August 2015



Ralston Rodeo Committee, Sponsorship Program - CFB Suffield

PO Box 6000, Stn Main, Medicine Hat, AB T1A 8K8

Rodeo Chair: Captain Chris Whalley Email: Chris.whalley@forces.gc.ca



36th Annual Ralston Rodeo Sponsor Checklist (PAGE 2)



PLATINUM SPONSORS:

If you are interested in presenting an award at the awards ceremony, please indicate on the return slip and the Sponsorship Coordinator will make the arrangements to put you in touch with the Rodeo Chair closer to the date of the rodeo.



PLATINUM AND GOLD SPONSORS:

Please make your banners/signage available to us on the 10th August 2015. If they are available to us prior to this date we will be happy to coordinate pick up at an earlier date. Please provide your physical address for pick up in the return slip below. Rodeo passes will be exchanged at this time.



SILVER AND GOLD SPONSORS:

Rodeo passes will be mailed prior to the 10th Aug 15 or dropped off on 10th Aug 2015. Please ensure you provide us with your current physical address in the return slip below.



Ralston Rodeo Committee, Sponsorship Program - CFB Suffield
PO Box 6000, Stn Main, Medicine Hat, AB T1A 8K8
Rodeo Chair: Captain Chris Whalley Email: Chris.whalley@forces.gc.ca



36th Annual Ralston Rodeo RETURN SLIP



Sponsor Name: _____
*(If logo is not received, this name will appear in our printed material)

Sponsor Package:

☐ Platinum Please indicate if you are interested in presenting an award: ☐ Yes ☐ No
☐ Gold ☐ Silver ☐ Bronze

Sponsorship Amount: \$ _____

Method of Payment: _____ Date of payment/cheque issued: _____

If sponsorship is Product in Kind, please use the following table to list your sponsorship items and value:

Item	Qty	Value per Item	Total Value

CONTACT INFORMATION

Contact Person: _____

Email address: _____

Mailing Address: _____

City, Province, Postal Code: _____

Phone number of contact person : _____

If your mailing address is different than your physical address, please provide us with the physical address below so that we are able to coordinate pick up and drop offs of tickets and banners/signage:

COMMENTS IF ANY:



Ralston Rodeo Committee, Sponsorship Program - CFB Suffield
PO Box 6000, Stn Main, Medicine Hat, AB T1A 8K8
Rodeo Chair: Captain Chris Whalley Email: Chris.whalley@forces.gc.ca



ROYAL CANADIAN LEGION No. 6 REDCLIFF LEGION



RECEIVED
MAY 21 2015
TOWN OF REDCLIFF

May 21, 2015

To Mayor Ernie Reimer & the Town of Redcliff Councilors:

On behalf of the Royal Canadian Legion Executive & Members of Branch #6 we would respectfully request the use of the Redcliff Rectangle for our November 11, 2015 Remembrance Day Service & Wreath Laying Ceremony.

The gym at Parkside School has gotten to small as attendance over the past few years has grown to the point where seating has become an issue.

With the age of some of our Veterans it has become a challenge to brave the outside condition during the Service & Wreath laying.

In regards to this matter I would be available at any time to answer any questions you might have.

I can be reached at the Legion (403-548-3217) or at home (403-548-6543)

Thank you for your consideration

President Al Massine
Redcliff Legion Branch #6

**Municipal Manager Report to Council
May 25, 2015**

On-going Projects and Day to Day Responsibilities

- Continued work on various legal files.
- Continual Updating and reviewing of position descriptions.
- Emphasis is being placed on completing the annual employee evaluations.
- Continued correspondence and work with ISL Engineering in relation to moving forward the East Side Area Structure Plan Amendment Project. The next open house is scheduled for the evening of May 28th at the Town Hall.
- May 1: Participated and presented in the annual career fairs day at Parkside Junior High School.
- Participated in Council's Economic Development Strategy Session on May 2, 2015.
- May 7: Offsite Levy Bylaw Project kickoff meeting.
- May 12-15: Attended the Society of Local Government Manager's annual Workshop.
- Carry out regularly scheduled management meetings.
- Respond to councillor inquiries as they arise.
- Assist in responding to media inquiries as they arise.
- Respond to human resource (including correspondence with union representatives) items as they arise.
- Respond to and coordinate operational issues and public inquiries (including information requests) as they arise (these items are beginning to occupy a significant amount of administration's time which is posing some challenges to staying in line with council's priorities outlined in the strategic priorities).
- The Town's GIS/Engineering Tech II (Jordon Duncan) is moving on to further his career opportunities. Jordon has been with the Town for a little over 5 years and has been a valuable asset and resource. Turnover in this position will likely delay some initiatives that involve and require mapping resources.

Parks and Recreation

- **Club 670:** Met with Tyrell Museum to discuss 2015 trail plans and conditions placed by Historic Resources Impact Assessment. The meeting was well received by the Tyrell Museum representatives and appreciated the extra effort the club is doing with low impact construction and minimal environment disturbance. Met with Club 670 fundraiser coordinator and introduced them to a grant available through the Co-op Federation. They are working on an \$86,000 trail extension grant through Co-op Federation.
- **Parks and Trails:** Garbage's maintained, and spring maintenance has been on-going, we have been experiencing some water breaks (irrigation sprinkler systems) with the initial water setup and repairs have set us back a little with anticipated projects.
- **Rec-Tangle:** Door quotes have been obtained in preparation for next year's accessibility grant application. Going through building in preparation for the upcoming season in an effort to avoid start up hiccups.

- **Aquatic Centre:** The pool took on some winter damage this year, with a significant crack in the bottom slope of the pool, and a large delamination of the sidewall. We received a quote for \$30,000 for the repairs. After examination, Town staff will do the necessary repairs in-house, which will enable us to stay on budget and on time for June 1st opening. The online booking system has been a success and has eased the lesson registration anxieties experienced in the past.

FCSS / Community Programming

- The 26th Annual Volunteer and Citizen of the Year Awards Celebration was held on April 17 at the Redcliff Legion. There were approximately 145 people in attendance and volunteers from 26 groups were honoured.
- The Summer Community Program and Event Guide was completed and mailed out.
- Registration for the Southern Alberta Summer Games is underway until June 1. The Games will be held in Claresholm from July 8 – 11, 2015.
- For the next few weeks, the focus will be on preparing for Redcliff Days and Canada Day and taking registration for summer programs.
- Attended the FCSSAA Spring Directors Network in Drumheller, May 7 & 8, 2015.
- FCSS Board member, Diane MacNaughton and FCSS Coordinator Cindy Murray attended the FCSSAA Regional Meeting in Taber on May 13, 2015. Attended the FCSSAA Spring Directors Network in Drumheller, May 7 & 8, 2015.

By-Law Enforcement

Reporting Period: 2015 April

Total files this reporting period: 68 (34 reported, 34 self-generated) *

TRAFFIC BYLAW: 30 files, 5 reported and 25 self-generated. Majority of files were in relation to illegal parking.

NOISE BYLAW: 1 file reported related to this Bylaw during working hours. After hour's complaints such as noisy parties, loud music etc., are routinely dealt with by the RCMP.

PARKS BYLAW: 2 files, 1 file reported and 1 self-generated.

DOG CONTROL BYLAW: 17 files relating to this bylaw, 13 files were reported and 4 files were self-generated.

ANIMAL PROTECTION ACT: 0 files in relation to this act.

GARBAGE BYLAW: 5 files reported in relation to this bylaw, 3 files having to do with animal remains.

BUSINESS LICENSE BYLAW: 2 files generated specifically however several business licences were renewed subsequently after follow-up by the Bylaw Officer in relation to other matters. Business licenses are continuing to be renewed for the 2015 year. Numerous calls received and fielded in relation to new businesses, renewals, cancellations, and business name changes.

NUISANCE AND UNSIGHTLY PREMISES BYLAW: 2 files generated.

ASSIST GENERAL PUBLIC: 4 Files generated.

* Files reported do not include a number for business licence related inquiries.

Emergency Management

- Put finishing touches on Municipal Emergency Management Plan, working with regional committee to finish the Regional Emergency Management Plan. Working as a collaborated group as the Regional emergency management team.

PUBLIC SERVICES

Water and Sewer Utilities

- Work in the south portion of the reservoir has been completed. The reservoir has been disinfected, filled, and put back into service.
- Water disconnects occurred for delinquent utility accounts.
- Several garden service water meters have been re-installed for the season.
- Staff cleaned Raw Water Pump Well with a vac truck to remove silt buildup.
- Staff has been working with MPE engineering and suppliers on resolving malfunctioning screen and #2 pump at the raw water pump station.
- Staff have completed the preventative maintenance sewer flushing for the season.
- Several locate requests have been completed.

Municipal Works

- Staff have conducted several interments at the cemetery over the past month.
- Staff have completed painting of many of the crosswalks in Town. The remainder of line painting including a contractor to paint center lines is scheduled for early June.
- Street sweeping has been completed.
- Grading and maintenance of alleys and gravel roads has been ongoing with some dust control scheduled to be applied for late May.
- Garbage bin repairs are ongoing with lid repairs being a primary task as following winter months lids tend to break more often in cold weather.
- Several sign maintenance and installations have taken place.
- The primary garbage truck #128 is back in service.
- Staff have been hauling gravel and sand to replenish stock piles at Public Services.

Landfill

- Litter collection around fences and neighbouring fields is an ongoing task.
- Three new litter collection screens have been ordered and are beginning to arrive.
- Leachate testing has been completed and leachate removal has been conducted by Vacuum trucks.
- The new Hyundai loader has been ordered and expected to arrive soon.
- Installation of new fencing around the new cell site has been awarded to a contractor to be completed shortly.

- New leachate pumping system and electrical service installation projects have been awarded and should be completed by fall.
- Staff are working on acquiring environmental liability insurance for the landfill. An independent firm is scheduled to conduct an environmental inspection shortly.

ENGINEERING

4th Ave SW (1st St to 4th St and 400 Block) Road, storm and Sanitary replacement, Broadway Ave East concrete curb and culvert installation:

- Transit Paving is back at site on May 19, 2015 to resume the work.
- Base prep for asphalt aprons in the laneways.
- Remaining works will be completed within the next few days.

2015 Capital Project - Sanitary Main Realignment - Broadway Court Lift Station to Main St N and Sanitary Diversion on Main St S & Sangster Crescent:

- Detailed design and tender specifications completed in-house.
- Tender for construction bids are out and closed on May 19, 2015 at 02:00 pm.
- Three bids were received from local contractors with all exceeding the approved budgets.

Inflow and Infiltration study updates:

- Final report preparation is in progress.
- On-going flow monitoring data capture in the NW lift station catchment area with the assistance of Public Services staff.

Pump Station berm raising and river bank erosion protection:

- L.W. Dennis crew came to site to investigate the cause of sinkhole and excavated the suspected area up to the buried pipes but no cavity found. L.W. Dennis backfilled the area and packed with the packer.
- LMT resumed their work on May 04th and the work is in progress.

Coulee slumping geotechnical Investigation:

- Parkland Geotechnical Consulting (former Enviro Geotesting) completed and submitted the final reports for Kipling and Westside slope slumping projects.
- Parkland Geotechnical will carry out the detailed design and construction management as per the proposal submitted.
- Letters were sent out to residents for in- person meetings to discuss the report recommendations for slope care as it relates to the drainage from private property.

River Valley Residents water servicing:

- Few residents have been contacted and informed of the Council's directions of April 27, 2015 meeting and inquired if there is any interest in pursuing the Fire Hydrant installation project without Town's contribution. Town staff is waiting to hear back from the residents.

WATER TREATMENT PLANT, RAW WATER PUMP STATION AND PIPELINE UPGRADES:**Water Treatment Plant (WTP) Construction:**

- Bi weekly progress meeting happened on May 20, 2015. Below are the details of the works completed.
- Process Piping 60% complete.
- Civil/Underground work is 70% complete.
- Masonry work is 90% complete.
- Electrical work is 20% complete.
- Concrete work is 85% complete.
- Building is 75% complete.
- Process equipment is 55% complete.
- Road gravel structure completed and parking lot gravel work in progress.

Eastside Area Structure Plan Amendment:

- ISL submitted a draft of the report on May 08, 2015. Town's and IXL review in progress.
- A public open house is scheduled for May 28, 2015 from 05:00 pm to 07:30 pm in the Council chamber for final draft presentation and to receive comments from the public.

OTHER MISCELLANEOUS:

- Offsite Levy Bylaw and background report preparation project kick off meeting happened on May 07, 2015 with CORVUS and the information gathering in process.
- Review and comments on 5th St NW -100 Block drawings.
- On-going map updates for Public Services and Legislative & Land Services departments.
- Miscellaneous grade check requests and follow up for Town sold lots.
- Consultation with other departments frequently.

LEGISLATIVE AND LAND SERVICES

- Ongoing inquires re: land sales, development & subdivision. One land sale.
- Ongoing enforcement issues of non-permitted development and older files.
- Park Enterprises continues to work on closing the remaining open permits from 2007-2011.

- A Subdivision and Development Appeal Board (SDAB) meeting is scheduled for May 26, 2015 to hear two appeals:

Development Permit application 15-DP-015

Lot 12, Block 6, Plan 9811617 (1576 South Highway Drive SE)

Chain Link Fence

Development Permit application 15-DP-016

Lot 12, Block 6, Plan 9811617 (1576 South Highway Drive SE)

Free Standing Sign

- Assist in responding to a request for information.
- Attended the SLGM Workshop May 12-15.
- Continuing review of Insurance Schedules.
- Continuing policy review.
- Preparation of background information for Offsite Levy Bylaw project. Attended the initial start-up meeting May 7, 2015.
- The May – August Community Newsletter has been issued.
- A 2nd Eastside Area Structure Plan Open House is scheduled for May 28, 2015.
- The annual Council / Staff golf event is scheduled for Thursday, June 11, 2015.

**MAYOR'S REPORT TO COUNCIL
MAY 25, 2015**

April 23, 2015	Attended Open House Town Hall meeting in Redcliff
April 24, 2015	Attended Mayor & Reeves meeting in Redcliff Round table discussions on Municipal priorities and concerns
May 1, 2015	Attended Wild Horse Border Committee meeting at Medicine Hat City Hall. The Committee has drafted a Request for Proposal to do a comprehensive study on the benefits of having longer opening hours of operation and also Commercial enhanced usage.
May 2, 2015	Attended Economic Development Alliance session in Redcliff.
May 4, 2015	Accepted an invitation to attend I.F. Cox School for a reading session in a Grade 3 classroom
May 5, 2015	Attended a ceremony for awarding of prizes for those chosen, as the communities Leaders of Tomorrow awards. This was held at the Holy Family Parish in Medicine Hat.

COUNCIL IMPORTANT MEETINGS AND EVENTS

Date & Time	Meeting / Event	Where /Information
May 28, 2015	Open House - Eastside Area Structure Plan Amendment	Council Chambers 5:00 p.m. to 7:30 p.m.
June 5-8, 2015	FCM Annual Conference	Edmonton, Alberta
June 11, 2015	Staff Golf Tournament	Riverview Golf Club
June 12, 2015	Mayor & Reeves Meeting	Taber, Alberta
June 18, 2015	Mayor's Caucus	Strathmore, Alberta
June 19, 2015	Mayor's Walk	River Valley Park 6:30 p.m.
June 19 - 21, 2015	Redcliff Days	Various Events Redcliff, Alberta
July 1, 2015	Canada Day Celebrations	Various Events Redcliff, Alberta