



COUNCIL MEETING

MONDAY, OCTOBER 26, 2015

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, OCTOBER 26 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
D) Bank Summary to July 31, 2015 *	For Information
2. DELEGATION	
A) Catherine Richardson * Re: Redcliff Public Library 2016 Budget	
3. MINUTES	
A) Council meeting held October 13, 2015 *	For Adoption
B) Municipal Planning Commission meeting held on October 21, 2015 *	For Information
C) Mayors & Reeves meeting held October 2, 2015 *	For Information
4. BYLAWS	
A) Bylaw 1810/2015, Dog Control Bylaw *	3 rd Reading
5. REQUESTS FOR DECISION	
A) Encroachment Permit Application * Re: Lots 38-40, Block 123, Plan 1117V (203 - 5 Street NW)	For Consideration
B) Encroachment Permit Application * Re: Lot 10, Block A, Plan 1310077 (601 - 2nd Avenue NW)	For Consideration
C) Encroachment Permit Application * Re: Lot 28-20, Block 98, Plan 1117V (101 - 5th Street NW)	For Consideration
D) Encroachment Permit Application * Re: Lot 42, Block 97, Plan 1412259 (112 - 7th Street NW)	For Consideration
E) Redcliff Action Society for Youth * Re: Letter of Support	For Consideration

6. CORRESPONDENCE

- | | | |
|-----------|---|-----------------|
| A) | Royal Canadian Legion No. 6 *
Re: Remembrance Day Services | For Information |
| B) | Alberta Order of Excellence *
Re: New Chair and Council Member | For Information |

7. OTHER

- | | | |
|-----------|---|-----------------|
| A) | Memo - Community Infrastructure Project Priority List * | For Discussion |
| B) | Council Important Meetings & Events October 26, 2015 * | For Information |

8. RECESS

9. IN CAMERA

- | | |
|-----------|----------|
| A) | Land (2) |
|-----------|----------|

10. ADJOURN

<u>ACCOUNTS PAYABLE</u>			
<u>COUNCIL MEETING OCTOBER 26, 2015</u>			
<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
78410	ACTION PARTS	MASTER CYLINDER, SPARK PLUGS, IGNITION	\$588.12
78411	AMEC EARTH & ENVIRONMENTAL	RIVER VALLEY FLOOD PROTECTION	\$14,727.01
78412	ATRON REFRIGERATION & A/C	PUMP REPAIRS & SUPPLIES	\$1,160.26
78413	BADGER DAYLIGHTING INC.	3 ST NE LANEWAY HYDROVAC	\$656.25
78414	BLUE IMP (1594981 ALBERTA LTD)	BENCH & GARBAGE CAN	\$1,097.15
78415	BOSS LUBRICANTS	OILS, FLUIDS, GREASE	\$2,410.49
78416	BRANDT TRACTOR LTD.	FILTERS & HARDWARE	\$1,389.32
78417	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$21.42
78418	CITY OF MEDICINE HAT	CITY UTILITIES	\$10,879.60
78419	CLEARTECH INDUSTRIES INC.	CHLORINE CYLINDERS & DEPOSIT	\$3,606.62
78420	CORIX WATER PRODUCTS LIMITED	METERS & RADIO READS	\$5,180.55
78421	CORVUS BUSINESS ADVISORS	OFFSITE LEVY BYLAW PREP	\$6,300.00
78422	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$621.00
78423	EPCOR ENERGY SERVICES INC.	LANDFILL ELECTRIC	\$160.53
78424	FINNING (CANADA)	OIL, FILTERS	\$1,102.72
78425	FOX ENERGY SYSTEMS INC.	FIRST AID TRAINING	\$609.00
78426	HARV'S JANITORIAL SERVICES	JANITORIAL SERVICES	\$3,832.50
78427	REDCLIFF HOME HARDWARE	PVC & BRASS FITTINGS, GARBAGE BAGS	\$75.30
78428	IMAGINIT TECHNOLOGIES	AUTOCAD MAPS	\$2,421.69
78429	KIRK'S MIDWAY TIRE	RECAP TIRES	\$1,344.00
78430	KOST FIRE EQUIPMENT LTD	KITCHEN HOOD SYSTEM SERVICE, MAINTENANCE	\$419.69
78431	LMT ENTERPRISES LTD.	RIVER VALLEY FLOOD PROTECTION	\$83,876.73
78432	MEDICINE HAT SPCA	DOG ADMISSION	\$250.00
78433	MEDICINE HAT COLLEGE	LITERACY SUMMER SESSION	\$252.00
78434	NAPA PARTS & PIECES MEDICINE HAT	FILTERS, BRAKE PARTS	\$1,164.70
78435	DARREN OERLEMANS	REIMBURSEMENT	\$100.00
78436	PAYSTATION INC.	SIGNATURE UPDATE	\$417.90
78437	SUNCOR ENERGY PRODUCTS	LANDFILL FUEL	\$1,793.94
78438	PITNEY WORKS	FOLDER/STUFFER MAINTENANCE CONTRACT	\$159.08
78439	PROVINCIAL TREASURER - LAPP	LAPP CONTRIBUTIONS	\$18,710.45
78440	RECEIVER GENERAL	STAT DEDUCTIONS	\$27,987.54
78441	SCHEFFER ANDREW LTD.	PLANNING SERVICES	\$3,441.38
78443	COLIN SENFT	TRAVEL ADVANCE	\$150.00
78444	SUPERIOR TRUCK EQUIPMENT	SWITCHES, TIMERS, KNOBS	\$1,298.62
78445	TELUS COMMUNICATION INC.	TELEPHONE SERVICE	\$1,627.81
78446	TELUS MOBILITY	CELL PHONE SERVICE	\$206.19
78447	GREYLINE INSTRUMENTS INC.	SENSOR CABLE EXTENSION	\$288.75
78448	REDCLIFF VICTIM SERVICES ASSOC.	FACILITY & KEY DEPOSIT REFUND	\$225.00
78449	ROSE, SONYA MARIE	KEY DEPOSIT REFUND	\$125.00
78450	BOUNCE OF FUN	REDCLIFF DAYS ENTERTAINMENT	\$2,415.00
78451	GARTLY, MURRAY	REFUND INACTIVE UTILITY	\$27.50

78452	GREENLIGHT HOLDINGS LTD.	REFUND INACTIVE UTILITY	\$148.94
78453	HEIDE, ABRAM	TAXES	\$2,133.77
78454	TOWN OF REDCLIFF	REGULAR PAYROLL	\$69,295.61
78455	REDCLIFF FIREMEN SOCIAL CLUB	SOCIAL CLUB DUES	\$270.00
78456	WOOD, DALE	FIREARMS SAFETY COURSE INSTRUCTION	\$1,710.00
78457	XEROX CANADA LTD.	PHOTOCOPIER MAINTENANCE	\$29.41
78458	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$21.42
78459	CIBC	SUPPLEMENTAL PENSION PLAN	\$1,267.35
78460	TRAVIS CAMPBELL	REIMBURSE TOOL & INSPECTION CERTIFICATE	\$246.31
78461	CHERE BROWN	AUMA TRAVEL	\$1,588.90
78462	FELIPE BAJA	REIMBURSE MEMBERSHIP & TRAVEL	\$264.55
78463	AMSC INSURANCE SERVICES LTD.	EMPLOYEE BENEFITS	\$15,724.86
78464	AG-PLUS MECHANICAL	JOYSTICK HANDLE & SOFTWARE INSTALL	\$1,190.49
78465	ACTION PARTS	BELTS, BATTERY, BRAKE PARTS	\$408.73
78466	A & B STEEL LTD	SAFETY VEST & HOOKS	\$35.07
78467	CITY OF MEDICINE HAT	CITY UTILITIES	\$11,902.60
78468	CLEARTECH INDUSTRIES INC.	TREATMENT CHEMICALS	\$19,918.87
78469	COCOA BEAN CAFE	SEPTEMBER MEALS ON WHEELS	\$916.65
78470	C.U.P.E.	UNION DUES	\$2,064.22
78471	CYPRESS GROUP	PHOTOCOPIER MAINTENANCE	\$4,923.43
78472	DUNLOP STERLING WESTERN STAR	TEMPERATURE GAUGE	\$93.24
78473	FORM-TECH MACHINING	MANUFACTURE BUSHING	\$105.00
78474	FORTY MILE GAS CO-OP LTD.	LANDFILL GAS UTILITIES	\$98.88
78475	FOUNTAIN TIRE	TIRE REPAIR	\$61.23
78476	GOVERNMENT OF ALBERTA	ALBERTA GAZETTE AUCTION NOTICE	\$21.00
78477	H2O HAULING LTD.	HAUL WATER TO LANDFILL	\$105.00
78478	REDCLIFF HOME HARDWARE	COFFEE/CLEANING SUPPLIES	\$57.85
78479	ROGER HUBERDEAU	APWA TRAVEL	\$80.00
78480	HYDRODIG	CURB STOP REPAIR	\$483.00
78481	KAIZEN LAB INC.	WATER SAMPLE TEST	\$120.75
78482	KIRK'S MIDWAY TIRE	CHANGEOVER	\$120.75
78483	LETHBRIDGE MOBILE SHREDDING	SHREDDING SERVICES	\$46.20
78484	SHAW CABLE	INTERNET SERVICE	\$261.19
78485	PARK ENTERPRISES LTD.	IN TOWN PERMITS	\$2,380.22
78486	SUNCOR ENERGY PRODUCTS	LANDFILL FUEL	\$2,583.43
78487	REDCLIFF ACTION SOCIETY	COORDINATOR POSITION	\$3,000.00
78488	REDCLIFF PUBLIC LIBRARY	ALLOTMENT FUNDING	\$53,887.58
78489	ERNIE REIMER	AUMA TRAVEL	\$1,205.67
78490	ROSENAU TRANSPORT LTD	PARTS FREIGHT	\$3,108.02
78491	SANATEC ENVIRONMENTAL	PUMP LANDFILL SEPTIC TANK	\$141.75
78492	SECURTEK - A SASKTEL COMPANY	FIRE HALL ALARM SYSTEM	\$65.99
78493	SHORTGRASS LIBRARY SYSTEM	MEMBERSHIP LEVY	\$27,381.00
78494	JAMES STEINKE	AUMA TRAVEL	\$1,705.22
78495	TELUS COMMUNICATION INC.	TELEPHONE SERVICE	\$38.03

78496	TELUS MOBILITY	CELL PHONE SERVICE	\$106.83
78497	MBSI CANADA	HOSTED BACKUP	\$1,071.00
78498	UNITED FARMERS OF ALBERTA CO-OP	TAXES	\$1,290.68
78499	SCHULZE, MIKE	LAND SALE DEPOSIT	\$13,666.40
78500	565524 ALBERTA LTD	TAXES	\$75.16
78501	402246 ALBERTA LTD	TAXES	\$526.55
78502	EMERY, LORI	REFUND INACTIVE UTILITY	\$167.57
78503	STICKNEY, ALLAN	REFUND INACTIVE UTILITY	\$56.95
78504	TOWN OF REDCLIFF - LANDFILL	LANDFILL TONNAGE CHARGES	\$7,272.09
78505	TRANSIT PAVING INC	VARIOUS CONCRETE/ASPHALT REPAIRS	\$15,392.48
78506	SCOTT VANCLIEAF	W&W OP COURSE TRAVEL	\$120.00
78507	WESTERN CANADA WELDING PRODUCT	OXYGEN & ACETYLENE	\$240.29
78508	WILLIE'S 24 HOUR TOWING LTD.	TOWING SERVICES	\$315.00
78509	WOLSELEY MECHANICAL GROUP	MAIN REPLACEMENT	\$15,460.64
78510	XEROX CANADA LTD.	PHOTOCOPIER MAINTENANCE	\$338.50
78511	ZIRCO (1989) LTD	LANDFILL PUMPING SYSTEM	\$40,077.50
101 CHEQUES TOTAL:			\$530,510.63

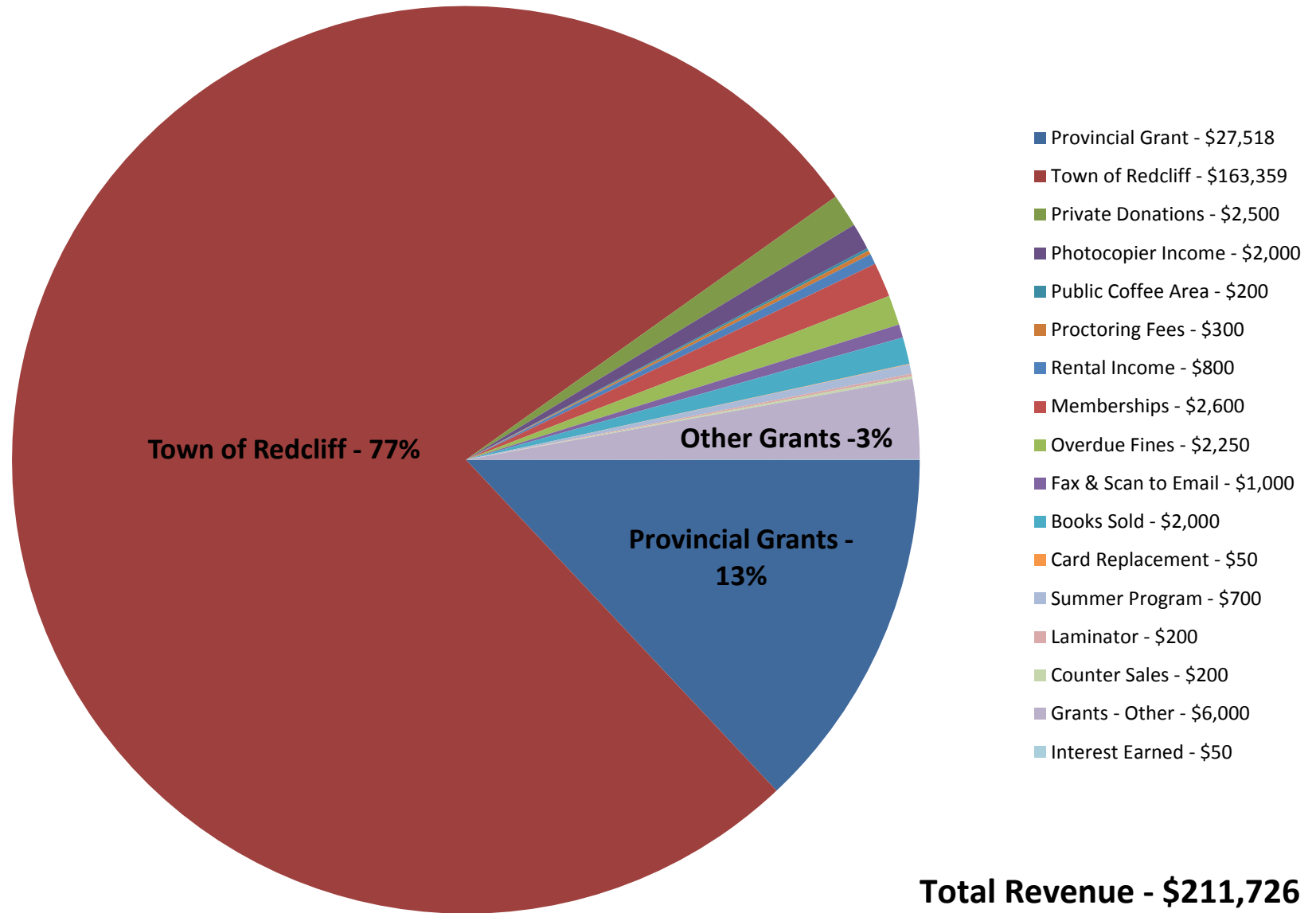
BANK SUMMARY FOR JULY 31, 2015

DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	7,835,856.05	9,969.94	7,845,825.99
DAILY DEPOSITS	1,309,164.04	265,800.39	1,574,964.43
DIRECT DEPOSITS	1,240,167.21	0.00	1,240,167.21
GOV'T GRANT	0.00	0.00	0.00
INTEREST EARNED	4,132.46	0.00	4,132.46
T-BILL REDEMPTIONS	0.00	0.00	0.00
OTHER DIRECT DEPOSITS	15,954.63	0.00	15,954.63
SUBTOTAL	2,569,418.34	265,800.39	2,835,218.73
CHEQUES	-3,309,398.18	-265,800.39	-3,575,198.57
ASFF QUARTERLY PAYMENTS	0.00	0.00	0.00
DEBENTURE PAYMENTS	-58,528.68	0.00	-58,528.68
T-BILL PURCHASES	0.00	0.00	0.00
NSF CHEQUES	-6,706.55	0.00	-6,706.55
OTHER DIRECT WITHDRAWALS	-6,671.15	0.00	-6,671.15
SUBTOTAL	-3,381,304.56	-265,800.39	-3,647,104.95
TOTAL	7,023,969.83	9,969.94	7,033,939.77
BANK CLOSING BALANCE	7,978,665.54	9,969.94	7,988,635.48
ADD:O/S DEPOSITS	0.00	0.00	0.00
LESS:O/S CHEQUES	-954,695.71	0.00	-954,695.71
TOTAL	7,023,969.83	9,969.94	7,033,939.77

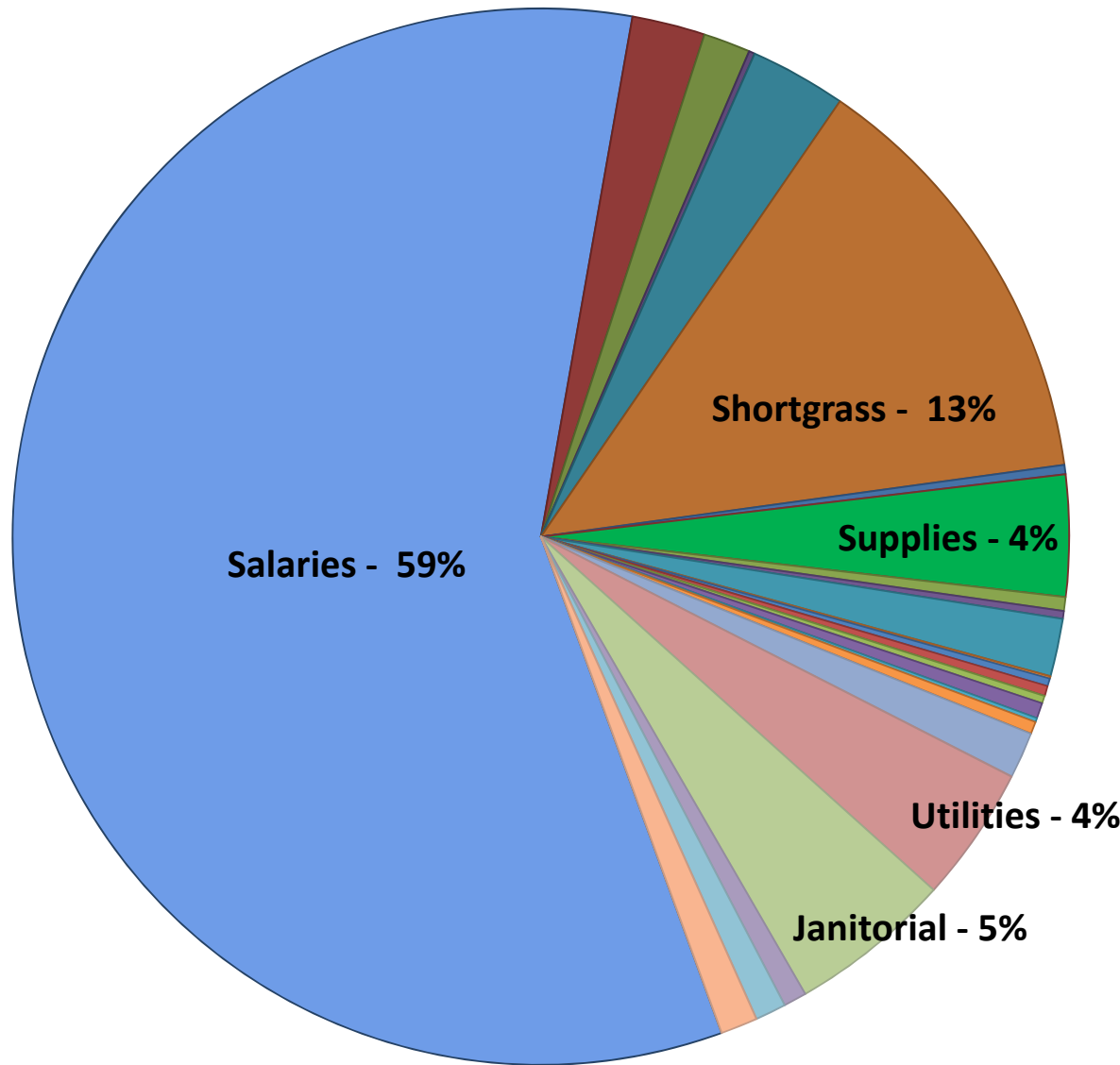
INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321	8,000,000.00
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126	1,516,532.15
TOTAL INVESTMENTS		9,516,532.15

2016 Revenue



2016 Expenses



Total Expenditures - \$211,726

- Salaries - \$123,500
- CPP - \$4,728
- El Premiums - \$3,050
- Workers Compensation - \$377
- Books/Mags/AV - \$6,250
- Shortgrass - \$28,052
- Telecommunications (SG) - \$600
- Supplies - \$7,870
- Postage & Shipping - \$900
- Telephone & Fax - \$500
- Workshops, Meetings - \$3,750
- Auditor - \$150
- Legal Fees - \$500
- Dues & Memberships - \$650
- Library Anniversary - \$500
- RISE - \$1,000
- Advertising - \$270
- Recognition - \$800
- Contingencies - \$3,000
- Utilities - \$8,800
- Janitorial - \$10,580
- Repair & Maintenance - \$1,500
- Insurance - \$2,000
- Capital - \$2,400

REDCLIFF PUBLIC LIBRARY BUDGET FOR 2016 - Approved 2015-09-29						
	2016 Budget	2016 % Breakdown	2015 YTD	2015 Budget	2014 Budget	2013 BUDGET
REVENUE						
Provincial Grant	27518	13.00%	23260	27,518.00	27,518.00	27,518.00
Town of Redcliff	163,358.72	77.16%	106434.42	160,321.64	152,379.75	143,230.40
Private Donations	2500.00	1.18%	7846.9	2500.00	2,500.00	3,000.00
Photocopier Income	2000.00	0.94%	1797	1600.00	1,500.00	1,600.00
Public Coffee Area	200.00	0.09%	108.13	200.00	200.00	
Proctoring Fees	300.00	0.14%	60	300.00	300.00	200.00
Rental Income	800.00	0.38%	285	400.00	400.00	500.00
Memberships	2600.00	1.23%	2065	2800.00	2,800.00	2,800.00
Overdue Fines	2250.00	1.06%	1534.55	2250.00	2,250.00	2,500.00
Fax & Scan to Email	1000.00	0.47%	848.35	1000.00	1,000.00	800.00
Books Sold	2000.00	0.94%	2205.45	2000.00	2,000.00	1,500.00
Card Replacement	50.00	0.02%	22	50.00	50.00	50.00
Summer Program	700.00	0.33%	690	1000.00	1,000.00	1,000.00
Laminator	200.00	0.09%	188.5	200.00	200.00	100.00
Counter Sales	200.00	0.09%	609.64	100.00	50.00	20.00
Grants - Other	6000.00	2.83%	2054.25	6000.00	7,300.00	7,300.00
Interest Earned	50.00	0.02%	34.19	70.00	70.00	70.00
Old Categories						
TOTAL REVENUE	211,726.72			208,309.64	201,517.75	192,190.44
EXPENDITURES						
Salaries	123500.00	58.33%	86242.81	121975.00	119,000.00	116,494.56
CPP	4727.81	2.23%	2985.71	4612.50	4,500.00	5,766.48
EI Premiums	3050.00	1.44%	2143.61	2562.50	2,500.00	2,912.36
Workers Compensation	376.90	0.18%	291.96	369.51	360.50	350.00
Books/Mags/AV	6250.00	2.95%	5358.45	5704.13	5,565.00	5,300.00
Shortgrass	28052.00	13.25%	12964	27381.00	25,000.00	24,450.00
Telecommunications (SG)	600.00	0.28%	101.55	400.00	441.00	420.00
Supplies - Office	775.00	0.37%	609.19	775.00	771.75	735.00
Supplies - Book R&M	1800.00	0.85%	1264.96	1100.00	1,102.50	1,050.00
Supplies - Circ Desk	675.00	0.32%	708.11	675.00	661.50	630.00
Supplies - Counter Sales	100.00	0.05%	50			
Supplies - Computer	1000.00	0.47%	382.54	900.00	1,000.00	1,230.00
Supplies - Photocopier	1500.00	0.71%	994.12	700.00	700.00	735.00
Supplies - Staff Room	550.00	0.26%	366.08	500.00	500.00	500.00
Supplies - Emergency	250.00	0.12%				
Public Coffee Area	200.00	0.09%	177.81	200.00	200.00	
Postage & Shipping	900.00	0.43%	683.31	900.00	900.00	1,000.00
Telephone & Fax	500.00	0.24%	394.74	500.00	661.50	630.00
Workshops, Meetings	3750.00	1.77%	3099.23	3500.00	3,202.50	3,050.00
Auditor	150.00	0.07%	250	150.00	100.00	100.00
Legal Fees	500.00	0.24%	7	1500.00	500.00	500.00
Supplies - LEGO at the Library	250.00	0.12%	282.66	1500.00	0.00	
Dues & Memberships	650.00	0.31%	580	600.00	703.50	670.00
Library Anniversary	500.00	0.24%		500.00		
Supplies - Summer Program	550.00	0.26%	510.62	525.00	525.00	525.00
Supplies - Storyhour	120.00	0.06%	6.63	100.00	100.00	100.00
Supplies - Decorations	100.00	0.05%		100.00	100.00	100.00
RISE	1000	0.47%				
Advertising	270.00	0.13%	110.02	270.00	63.00	60.00
Recognition	800.00	0.38%	611	600.00	800.00	900.00
Contingencies	3000.00	1.42%	2052.84	2000.00	2,000.00	2,000.00
Utilities	8800.00	4.16%	3931.43	8610.00	8,400.00	8,000.00
Janitorial	10580.00	5.00%	6971.68	12000.00	15,560.00	8,200.00
Repair & Maintenance	1500.00	0.71%	673.02	1200.00	1,000.00	1,000.00
Front Doors		0.00%				
Insurance	2000.00	0.94%	1917.92	2000.00	1,850.00	1,600.00
Capital	2400.00	1.13%	2031.88	2200.00	2,750.00	3,900.00
Future Expenses						
Old Categories						
TOTAL EXPENDITURES	211,726.72			208,309.64	201,517.75	192,908.40
NET INCOME	0.00			0.00	0.00	768.39
GIC	12,856.29			12,400.00		
Per Capita Town Contribution	\$ 29.23			\$ 28.69	\$ 25.91	
Census	5588			5588	5880	

Cell: C35

Comment: catharine:
2626.56 was
Based on a percent calculation of 2015 budget. But 2014 figure was much larger. I have increased to match 2014 actual.

Cell: C38

Comment: catharine:
Number as per March 2014 memo from Shortgrass

Cell: C41

Comment: catharine:
increase due to humidifier non-repair

Cell: A47

Comment: catharine:
Battle Box

Cell: C61

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

Cell: C64

Comment: catharine:
rounded up from the 2% cpi * last years budgeted figure

Cell: C65

Comment: catharine:
\$550/mo
\$1000 Carpet cleaning
\$1000 supplies (tp, paper towels etc)

Cell: C66

Comment: Catharine Richardson:
Light Bulbs now included!

Cell: C67

Comment: catharine:
Actual amount of Oct 15/2014 quote is 9,078

Cell: A74

Comment: Shortgrass:
Funding Discontinued 2013

Cell: C74

Comment: catharine:
Is Something happening here?

Cell: A75

Comment: catharine:
this is a historical category, left over from when shortgrass charged us for service calls.

Cell: C82

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

Cell: C85

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

REDCLIFF PUBLIC LIBRARY BUDGET FOR 2016 - Approved 2015-09-29 Including Replacement Doors						
	2016 Budget	2016 % Breakdown	2015 YTD	2015 Budget	2014 Budget	2013 BUDGET
REVENUE						
Provincial Grant	27518	13.00%	23260	27,518.00	27,518.00	27,518.00
% Increase over Previous Year	100%			100%	100.00%	100%
Town of Redcliff	173,358.72	77.16%	106434.42	160,321.64	152,379.75	143,230.40
%Increase over Previous Year	108.13%			105%	106%	104%
Private Donations	2500.00	1.18%	7846.9	2500.00	2,500.00	3,000.00
Photocopier Income	2000.00	0.94%	1797	1600.00	1,500.00	1,600.00
Public Coffee Area	200.00	0.09%	108.13	200.00	200.00	
Proctoring Fees	300.00	0.14%	60	300.00	300.00	200.00
Rental Income	800.00	0.38%	285	400.00	400.00	500.00
Memberships	2600.00	1.23%	2065	2800.00	2,800.00	2,800.00
Overdue Fines	2250.00	1.06%	1534.55	2250.00	2,250.00	2,500.00
Fax & Scan to Email	1000.00	0.47%	848.35	1000.00	1,000.00	800.00
Books Sold	2000.00	0.94%	2205.45	2000.00	2,000.00	1,500.00
Card Replacement	50.00	0.02%	22	50.00	50.00	50.00
Summer Program	700.00	0.33%	690	1000.00	1,000.00	1,000.00
Laminator	200.00	0.09%	188.5	200.00	200.00	100.00
Counter Sales	200.00	0.09%	609.64	100.00	50.00	20.00
Grants - Other	6000.00	2.83%	2054.25	6000.00	7,300.00	7,300.00
Interest Earned	50.00	0.02%	34.19	70.00	70.00	70.00
Old Categories						
TOTAL REVENUE	211,726.72			208,309.64	201,517.75	192,190.44
EXPENDITURES						
Salaries	123500.00	58.33%	86242.81	121975.00	119,000.00	116,494.56
CPP	4727.81	2.23%	2985.71	4612.50	4,500.00	5,766.48
EI Premiums	3050.00	1.44%	2143.61	2562.50	2,500.00	2,912.36
Workers Compensation	376.90	0.18%	291.96	369.51	360.50	350.00
Books/Mags/AV	6250.00	2.95%	5358.45	5704.13	5,565.00	5,300.00
Shortgrass	28052.00	13.25%	12964	27381.00	25,000.00	24,450.00
Telecommunications (SG)	600.00	0.28%	101.55	400.00	441.00	420.00
Supplies - Office	775.00	0.37%	609.19	775.00	771.75	735.00
Supplies - Book R&M	1800.00	0.85%	1264.96	1100.00	1,102.50	1,050.00
Supplies - Circ Desk	675.00	0.32%	708.11	675.00	661.50	630.00
Supplies - Counter Sales	100.00	0.05%	50			
Supplies - Computer	1000.00	0.47%	382.54	900.00	1,000.00	1,230.00
Supplies - Photocopier	1500.00	0.71%	994.12	700.00	700.00	735.00
Supplies - Staff Room	550.00	0.26%	366.08	500.00	500.00	500.00
Supplies - Emergency	250.00	0.12%				
Public Coffee Area	200.00	0.09%	177.81	200.00	200.00	
Postage & Shipping	900.00	0.43%	683.31	900.00	900.00	1,000.00
Telephone & Fax	500.00	0.24%	394.74	500.00	661.50	630.00
Workshops, Meetings	3750.00	1.77%	3099.23	3500.00	3,202.50	3,050.00
Auditor	150.00	0.07%	250	150.00	100.00	100.00
Legal Fees	500.00	0.24%	7	1500.00	500.00	500.00
Supplies - LEGO at the Library	250.00	0.12%	282.66	1500.00	0.00	
Dues & Memberships	650.00	0.31%	580	600.00	703.50	670.00
Library Anniversary	500.00	0.24%		500.00		
Supplies - Summer Program	550.00	0.26%	510.62	525.00	525.00	525.00
Supplies - Storyhour	120.00	0.06%	6.63	100.00	100.00	100.00
Supplies - Decorations	100.00	0.05%		100.00	100.00	100.00
RISE	1000	0.47%				
Advertising	270.00	0.13%	110.02	270.00	63.00	60.00
Recognition	800.00	0.38%	611	600.00	800.00	900.00
Contingencies	3000.00	1.42%	2052.84	2000.00	2,000.00	2,000.00
Utilities	8800.00	4.16%	3931.43	8610.00	8,400.00	8,000.00
Janitorial	10580.00	5.00%	6971.68	12000.00	15,560.00	8,200.00
Repair & Maintenance	1500.00	0.71%	673.02	1200.00	1,000.00	1,000.00
Front Doors	10000.00	0.00%				
Insurance	2000.00	0.94%	1917.92	2000.00	1,850.00	1,600.00
Capital	2400.00	1.13%	2031.88	2200.00	2,750.00	3,900.00
Future Expenses						
Old Categories						
TOTAL EXPENDITURES	211,726.72			208,309.64	201,517.75	192,908.40
NET INCOME	0.00			0.00	0.00	768.39
GIC	12,856.29			12,400.00		
Per Capita Town Contribution	\$ 29.23			\$ 28.69	\$ 25.91	
Census	5588			5588	5880	

Capital Expenditures 2016

Item	Amount
Computers - REDW7PA02 S/NC CMTY8P1	\$1,200.00
Computers - REDW7PA03 S/N CMTG9P1	\$1,200.00
Total	\$2,400.00

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
TUESDAY, OCTOBER 13, 2015 7:00 P.M.**

PRESENT: Deputy Mayor D. Kilpatrick
Councillors C. Brown, L. Leipert,
J. Steinke, C. Crozier,
E. Solberg

Municipal Manager A. Crofts
Manager of Legislative S. Simon (left at 8:07 p.m., returned at 8:09 p.m.)
& Land Services (left at 9:36 p.m., returned at 9:42 p.m.)

Manager of Engineering K. Minhas (left at 8:07 p.m.)
Director of Finance J. Tu (left at 8:48 p.m.)
& Administration
Director of Community K. Dalton (arrived at 7:01 p.m., left at 8:48 p.m.)
& Protective Services

ABSENT: Mayor E. Reimer

1. GENERAL

Call to Order

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

2015-0455 Adoption of Agenda

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

2015-0456 Accounts Payable

C) Councillor Steinke moved the following 68 general vouchers in the amount of \$268,456.40 be received for information. - Carried.

ACCOUNTS PAYABLE

COUNCIL MEETING OCTOBER 13, 2015

<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
78292	ACKLANDS - GRAINGER INC	BOOTS	\$139.03
78293	ACTION PARTS	FILTERS, LOCKS, WIPER BLADES	\$147.95
78294	AMSC INSURANCE SERVICES LTD	EMPLOYEE BENEFITS	\$15,911.91
78295	BECHTOLD, ALLAN	FACILITY & KEY DEPOSIT REFUND	\$225.00
78296	BENCHMARK ASSESSMENT CONSULTANTS	TAX RECOVERY APPRAISALS	\$1,233.75
78298	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$21.42
78299	CLEARTECH INDUSTRIES INC	ALUMINUM SULPHATE, HYDROCHLORIC ACID	\$15,932.25
78300	D & M PLASTICS INC	GARBAGE BIN LIDS	\$10,147.47
78301	DAN JANE VENTURES	PROPANE	\$126.00
78302	FARMLAND SUPPLY CENTER LTD	LOCKS, CLAMPS, PIPE	\$28.49
78303	FAMILY & COMMUNITY SUPPORT	ASSOCIATION MEMBERSHIP	\$733.00

78304	GAR-TECH ELECTRICAL	PUBLIC SERVICES OFFICE LIGHT REPAIR	\$115.94
78305	GAS CITY HYDRO VAC	HYDROVAC SERVICES	\$3,150.01
78306	REDCLIFF HOME HARDWARE	COFFEE & CLEANING SUPPLIES, ANTIFREEZE	\$1,911.93
78307	KIRK'S MIDWAY TIRE	LOADER TIRE REPAIR	\$483.00
78308	KOST FIRE EQUIPMENT LTD	ANNUAL FIRE EXTINGUISHER TESTING	\$110.25
78309	JODI NAMETH	TAX SEMINAR TRAVEL	\$326.00
78310	PARK ENTERPRISES LTD	IN TOWN PERMITS	\$3,450.27
78311	SUNCOR ENERGY PRODUCTS	FUEL	\$1,446.17
78312	PRECON PRECAST PRODUCTS	MANHOLE & HATCH	\$3,540.34
78313	PRITCHARD & COMPANY LLP	PROFESSIONAL SERVICES	\$1,020.09
78314	PROVINCIAL TREASURER - LAPP	LAPP CONTRIBUTIONS	\$17,283.97
78315	RESOURCE ALLOCATION CONCEPTS	BUDGET SOFTWARE ROLLOVER ADD-IN	\$787.50
78316	BARRY STEIER	SECURITY CAMERA	\$73.47
78317	TELUS MOBILITY	CELL PHONE SERVICE	\$20.27
78318	BERT'S VACUUMS & EQUIPMENT RENTAL	CLEANING SUPPLIES	\$100.90
78320	TAYLOR'S USED TIRES	TIRES	\$105.00
78321	WOLSELEY MECHANICAL GROUP	BRASS CLOSET SPUD	\$16.91
78322	WESTERN CANADA WELDING PRODUCT	WELDING SUPPLIES RENTAL	\$335.37
78323	TRICO LIGHTING PRODUCTS	STREET LAMP REPAIR	\$440.37
78324	WALL, SUZANNA	FACILITY & KEY DEPOSIT REFUND	\$225.00
78325	WANT, TROY	REFUND CONSTRUCTION DEPOSIT	\$1,000.00
78326	LARSON, MICHELLE	FACILITY & KEY DEPOSIT REFUND	\$350.00
78327	VAN DER PLOEG, LAURA	FACILITY & KEY DEPOSIT REFUND	\$225.00
78328	MILLER, SHAUN	FACILITY & KEY DEPOSIT REFUND	\$225.00
78329	TOWN OF REDCLIFF	REGULAR & COUNCIL PAYROLL	\$79,093.76
78330	RECEIVER GENERAL	STAT DEDUCTIONS	\$28,170.39
78331	ALBERTA URBAN MUNICIPALITIES	JOB POSTINGS	\$945.00
78332	BERNIE BAKKER	APWA TRAVEL ADVANCE	\$175.00
78333	BROVAC (A DIVISION OF 654963 AB)	LIFT STATION CLEANING	\$546.00
78334	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$23.86
78335	CAPITAL GLASS LTD	WINDSHIELD	\$255.15
78336	CIBC VISA	MONTHLY VISA	\$15,255.24
78337	ARLOS CROFTS	COURSE FEE REIMBURSEMENT	\$26.75
78338	RICHARD DALTON	EMERGENCY MANAGEMENT TABLETS	\$12,002.86
78339	MIKE DAVIES	COURSE FEE REIMBURSEMENT	\$26.75
78340	ENVIRONMENTAL METAL WORKS LTD	GARBAGE BINS	\$24,953.25
78341	FOX ENERGY SYSTEMS INC	COVERALLS, SAFETY GLASSES, CARTRIDGES	\$245.28
78342	GAR-TECH ELECTRICAL	CHECK FLOOD LIGHTS	\$78.75
78343	MELISSA GUY	TAX SEMINAR TRAVEL	\$50.00
78344	REDCLIFF HOME HARDWARE	PIPE, HARDWARE, CLEANING SUPPLIES	\$189.08
78345	KEYWAY SECURITY LOCKSMITHS LTD	TOWN HALL DOOR REPAIR	\$102.90
78346	KOST FIRE EQUIPMENT LTD	ANNUAL FIRE EXTINGUISHER TESTING	\$120.75
78347	OVERHEAD DOOR	DOOR REPAIR	\$150.15

78348	PUROLATOR	PARTS FREIGHT	\$28.68
78349	RECEIVER GENERAL	STAT DEDUCTIONS	\$2,048.75
78350	ROSENAU TRANSPORT LTD	PARTS FREIGHT	\$377.42
78351	ERIC SOLBERG	AUMA TRAVEL	\$853.12
78352	WHITE FOX COIL TUBING LTD	SAND CHIPS, 3/4" CRUSH & CLEAN ROCK	\$4,644.26
78353	AWAKEN PERSONAL ENLIGHTENMENT	PROGRAM FEES	\$160.00
78354	ROYAL EXCELLENCE SERVICES LTD	CONCESSION CLEANING	\$472.50
78355	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAX PAYMENTS	\$691.00
78356	TOWN OF REDCLIFF	FIREFIGHTER PAY	\$8,031.25
78357	UNITED WAY OF SOUTH EASTERN AB	EMPLOYEE DONATIONS	\$60.00
78358	IAN WILLIAMS	REAGENT, PH INDICATORS, TABLETS	\$58.38
78359	WOLSELEY MECHANICAL GROUP	PIPE, ADAPTERS, BUSHINGS, BOXES	\$1,475.52
78360	WSP CANADA INC	PROJ#152 QA TESTING	\$5,239.50
78361	ZEP SALES & SERVICE OF CANADA	CLEANING SUPPLIES	\$516.07
68 CHEQUES TOTAL:			\$268,456.40

2015-0457 Bank Summary to June 30, 2015

D) Councillor Crozier moved the Bank Summary to June 30, 2015 be received for information. - Carried.

Director of Community & Protective Services arrived at 7:01 p.m.

2. PUBLIC HEARING

Public Hearing
Re: Bylaw 1807/2015,
Eastside Area Structure Plan
2015

A) Deputy Mayor Kilpatrick called the Public Hearing for Bylaw 1807/2015, Eastside Area Structure Plan 2015, to order at 7:01 p.m.

Brian Conger and Sue Paton, ISL Engineering and Land Services Ltd. were in attendance and provided a presentation regarding the proposed Eastside Area Structure Plan 2015.

Deputy Mayor Kilpatrick asked if there was anyone in the gallery that wished to speak to the matter.

Gerard Klotz, resident of 12 Riverview Drive SE inquired about the storm ponds and direction of flow to the pond at the golf course and if any ground water level monitors are installed. Further he inquired about the proposed historic park and the age of the water and sewer facilities and who would be replacing them in the future.

The matters were briefly discussed and Mr. Klotz was advised that infrastructure replacement requirements are to be considered in the future.

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

3. DELEGATION

Staff Sgt. Sean Maxwell
Re: RCMP Quarterly Report
(July to September, 2015)

A) Staff Sgt. Sean Maxwell was in attendance to present the RCMP Quarterly Report (July to September, 2015).

2015-0458

Councillor Solberg moved the RCMP Quarterly Report for the period July to September, 2015, presented by Staff Sgt. Sean Maxwell, be received for information. - Carried.

Drew Barnes, MLA

B) MLA Drew Barnes was in attendance to provide an update to the municipality on current government initiatives and some of the initiatives he has been involved in such as extension of the Wildhorse Border Crossing hours and Twinning Highway No. 3 project. MLA Drew Barnes invited Council to contact him with regards to any concerns they may have. And further he invited them to prepare a Community Infrastructure Project Priority List that he will take forward on behalf of the Town for funding support.

2015-0459

Councillor Steinke moved the presentation of MLA Drew Barnes, be received for information. - Carried.

4. MINUTES

2015-0460

Council meeting held
September 28, 2015

A) Councillor Leipert moved the minutes of the Council meeting held September 28, 2015, be adopted as presented. - Carried.

2015-0461

Redcliff and District Recreation
Services Board meeting held
October 5, 2015

B) Councillor Solberg moved the minutes of the Redcliff and District Recreation Services Board meeting held October 5, 2015, be received for information. - Carried.

i) Off Leash Dog Park Area

2015-0462

Councillor Solberg moved that the Town of Redcliff create an off leash dog park area along the existing leashed river valley trail (1000m) as indicated in the proposed off leash trail sketch, furthermore that Administration prepare amendments to the Town of Redcliff's Bylaw No. 1810/2015 for the licensing, regulating and confinement of dogs. - Carried.

2015-0463

Subdivision & Development
Appeal Board meeting held
September 21, 2015

C) Councillor Crozier moved the minutes of the Subdivision & Development Appeal Board meeting held September 21, 2015, be received for information. - Carried.

5. BYLAWS

- 2015-0464 Bylaw 1807/2015, Eastside Area Structure Plan 2015 **A)** Councillor Crozier moved Bylaw 1807/2015, Eastside Area Structure Plan Bylaw, be given second reading as amended. - Carried.
- 2015-0465 Councillor Steinke moved Bylaw 1807/2015, Eastside Area Structure Plan Bylaw, be given third reading. - Carried.
- 2015-0466 Bylaw 1810/2015, Dog Control Bylaw **B)** Councillor Leipert moved Bylaw 1810/2015, Dog Control Bylaw, be given second reading as amended. - Carried.
- Manager of Legislative & Land Services left the meeting at 8:07 p.m. and returned at 8:09 p.m.
- Manager of Engineering left the meeting at 8:07 p.m.

6. REQUESTS FOR DECISION

- 2015-0467 Budget Process
Re: Reschedule Dates for Budget Review **A)** Councillor Leipert moved to reschedule the dates for the 2016 Special Council meeting budget review as the 20th and 21st of November, 2015 from 8:30 a.m. to 5:00 p.m. each day. - Carried.
- 2015-0468 Tax Recovery Auction
Re: Reschedule the Date for the Tax Recovery Auction **B)** Councillor Solberg moved to reschedule the tax recovery auction date from December 3, 2015 at 10:30 a.m. to December 15, 2015 at 10:30 a.m. - Carried.
- 2015-0469 Building Accreditation / Permit Services
Re: Gas, Electric, Plumbing, Building **C)** Councillor Crozier moved to direct Administration to pursue a short term extension for permit services for the gas, electric, and plumbing disciplines with Park Enterprises Ltd. to allow for substantial closure of the outstanding building permit files. Further that Administration pursue accreditation in the building discipline and to issue a Request for Proposal for permit services in the gas, electric, plumbing and building disciplines. - Carried

7. CORRESPONDENCE

- 2015-0470 Alberta Municipal Affairs
Re: Municipal Sustainability Initiative - qualifying capital projects **A)** Councillor Crozier moved correspondence from Alberta Municipal Affairs dated September 17, 2015 regarding Municipal Sustainability Initiative - qualifying capital projects, be received for information. - Carried.
- 2015-0471 Alberta Municipal Affairs
Re: Municipal Sustainability Initiative - operating spending plan **B)** Councillor Leipert moved correspondence from Alberta Municipal Affairs dated September 17, 2015 regarding Municipal Sustainability Initiative - operating spending plan, be received for information. - Carried.

2015-0472	Community Foundation of Southeastern Alberta Re: 2015 Medicine Hat's Vital Signs	C) Councillor Solberg moved correspondence from Community Foundation of Southeastern Alberta dated October 5, 2015 regarding 2015 Medicine Hat's Vital Signs, be received for information. - Carried.
8. OTHER		
2015-0473	Tri-Area Intermunicipal Development Plan	A) Councillor Crozier moved the Memo dated October 13, 2015 regarding the Tri-Area Intermunicipal Development Plan, be received for information. - Carried.
2015-0474	Bylaw 1811/2015, Subdivision & Development Appeal Board Bylaw	B) Councillor Leipert moved Bylaw 1811/2015, Subdivision and Development Appeal Board be given first reading. - Carried.
2015-0475	Bylaw 1812/2015, Subdivision Approving Authority Bylaw	Councillor Crozier moved Bylaw 1812/2015, Subdivision Approving Authority Bylaw be given first reading. - Carried.
2015-0476	Bylaw 1813/2015, Municipal Planning Commission Bylaw	Councillor Leipert moved Bylaw 1813/2015, Municipal Planning Commission Bylaw be given first reading. - Carried.
2015-0477	Bylaw 1814/2015, Bylaw to amend Bylaw 1698/2011 being the Land Use Bylaw	Councillor Steinke moved Bylaw 1814/2015, a Bylaw to amend Bylaw 1698/2011 being the Land Use Bylaw be given first reading. - Carried.
2015-0478	Policy 112, Condominium Development Policy	Councillor Crozier moved Policy 112, Condominium Development Policy be approved as presented. - Carried.
2015-0479	Policy 24, Release of Information Policy	Councillor Solberg moved Policy 24, Release of Information Policy, be approved as presented. - Carried.
2015-0480	Public Transit Services for Redcliff	C) Councillor Leipert moved to direct Administration to contact the City of Medicine Hat and request a cost estimate for the Town of Redcliff to take part in a trial for provision of transit services to the Town of Redcliff to be considered in the 2016 Budget discussions. - Defeated.
2015-0481		Councillor Crozier moved to direct Administration to continue discussions and further explorations of the transit options for the Town of Redcliff. - Carried.
2015-0482	Redcliff/Cypress Regional Landfill Graphs to September 30, 2015	D) Councillor Steinke moved the Redcliff/Cypress Regional Landfill Graphs to September 30, 2015, be received for information. - Carried.
2015-0483	Council Important Meetings & Events October 13, 2015	E) Councillor Brown moved the Council Important Meetings & Events October 13, 2015, be received for information as amended. - Carried.

9. RECESS

Deputy Mayor Kilpatrick called for a recess at 8:48 p.m.

Director of Community & Protective Services and the Director of Finance & Administration left the meeting at 8:48 p.m.

Deputy Mayor Kilpatrick reconvened the meeting at 8:56 p.m.

10. IN CAMERA

2015-0484

Councillor Crozier moved to meet In Camera at 8:56 p.m.
- Carried.

Manager of Legislative & Land Services left the meeting at 9:36 p.m. and returned at 9:42 p.m.

2015-0485

Councillor Brown moved to return to regular session at 9:42 p.m. - Carried.

2015-0486

Councillor Brown moved to appoint Nina Romeril to the Redcliff Public Library Board, with a term to expire December 31, 2016.
- Carried.

11. ADJOURNMENT

2015-0487 Adjournment

Councillor Brown moved to adjourn the meeting at 9:44 p.m.
- Carried.

Deputy Mayor

Manager of Legislative and Land Services

**MUNICIPAL PLANNING COMMISSION
THURSDAY OCTOBER 21, 2015 – 2:00 PM
TOWN OF REDCLIFF**

MINUTES

PRESENT: Members: B. Duncan, J. Beach, B. Lowery, B. Vine
 Development Officer: B. Stehr
 Absent Planning Consultant, G. Smith

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

J. Beach moved that the agenda be adopted as presented.
- Carried.

3. PREVIOUS MINUTES

B. Lowery moved that the previous minutes be accepted as presented.
- Carried.

4. FOR INFORMATION

A) Response to MPC's comments regarding the Eastside ASP

The Commission expressed concerns that their comments in regards to the Eastside Area Structure Plan were not received directly by Town Council.

B) Memo from Manager of Land & Legislative Services regarding proposed changes to authority / composition to the Municipal Planning Commission.

The Commission questioned the proposed make-up of the Municipal Planning Commission members, being three (3) Council members and four (4) members from the public. It was questioned why the composition was not consistent with that of the Subdivision and Development Appeal Board.

5. FOR DISCUSSION

A) Checklist for Change of Use – Draft Copy

MPC reviewed the checklist provided by the Development Officer and instructed the Development Officer to review the change of use requirements for the City of Edmonton, and City of Calgary and present them with alternative options at the next meeting.
Further the Commission members commented that they were looking for an amendment to the Land Use Bylaw to remove the requirements that a Development Permit be applied for in the case

of a Change of Use under the permitted use category in each district. Instead that persons / businesses would need only complete a change of tenant form for the municipality to have on file.

- J. Beach left the meeting at 1:36 pm

6. ADJOURNMENT

B. Lowery moved adjournment of the meeting at 1:48 pm.

- Carried.

Chairman

Secretary



PRESENT:

Mayor George Bohne	Town of Raymond	Mayor Eric Jensen	Village of Barnwell
Mayor Gordon Reynolds	Town of Bow Island	Mayor Ed Weistra	Village of Barons
Mayor Maggie Kronen	Town of Cardston	Mayor Tom Butler	Village of Coutts
Mayor Dennis Cassie	Town of Coalhurst	Mayor Cliff Ayrey	Village of Longview
Mayor Blair Painter	Crowsnest Pass Mun.	Dep. Mayor Ben Goetz	Village of Glenwood
Mayor Rene Gendre	Town of Fort Macleod	Mayor Rafael Zea	Village of Milo
Dep. Mayor Brenda Beck	Town of Magrath	Mayor Don McDowell	Village of Nobleford
Mayor David Hawco	Town of Milk River	Reeve Brian Hammond	MD of Pincher Creek
Mayor Wendy Jones	Town of Picture Butte	Dep. Reeve Dwight Tolton	MD of Taber
Mayor Don Anderberg	Town of Pincher Creek	Reeve Neil Wilson	MD of Willow Creek
Mayor Henk De Vlieger	Town of Taber	Dep. Reeve Phil Jensen	Warner County
Mayor Margaret Plumtree	Town of Vauxhall	Reeve Molly Douglass	M & R of SE AB
Mayor Thomas Grant	Town of Vulcan	Mayor Chris Spearman	City of Lethbridge
Bev Bellamy	Administrative Assistant		

Guests:

Minister Shannon Phillips, MLA	Lethbridge West	Maria Fitzpatrick, MLA	Lethbridge East
Pat Stier, MLA	Livingstone-Macleod	Bob Jones, Zone Rep	AAMD&C
Dave Schneider, MLA	Little Bow	Dennis Hatt, Chairman;	Community Foundation of
		George Hall, Exec. Dir.	Lethbridge & SW Alberta

1.0 WELCOME AND INTRODUCTIONS

Mayor George Bohne called the meeting to order at 1:00 pm.

2.0 ADOPTION OF THE AGENDA

Moved by Mayor Tom Butler to adopt the agenda with two additions:

New provincial park discussion – Reeve Brian Hammond

Update on fibre optics – Mayor Rene Gendre. **Carried.**

3.0 ADOPTION OF THE SEPTEMBER 4 MEETING MINUTES

Moved by Mayor David Hawco to adopt the September 4, 2015 minutes. **Carried.**

4.0 BUSINESS ITEMS ARISING FROM MINUTES - none

5.0 REPORTS

5.1 MP Reports - none

5.2 MLA Reports

Maria Fitzpatrick, MLA – Lethbridge East

- Brought greetings from Premier Notley and is happy to attend the meeting today.
- She is working with different groups moving forward to represent the people of her riding and the province of Alberta, and is doing that based on feedback received from constituents.
- Informed the M & R of misinformation publicly stated in the media with regard to the corporate tax rate and minimum wage being presented as if the two are together. The tax rate for small business continues to be 3%, it has not changed and is not expected to change.

- Wants to work with the M & R; open to hearing about your issues, proposals and concerns. To arrange a meeting with her, call Sherry Hunt at the Constituency Office (403-320-1011).

Shannon Phillips, MLA – Lethbridge West; Minister of Environment and Parks, Minister Responsible for the Status of Women, Deputy Government House Leader

- Attended roundtable for renewables regarding the climate change process. This is the voice of individual groups in southern Alberta to ensure we diversify the economy.
- Involved in ongoing public consultation on Castle Crown and off highway vehicle users.
- Announced funding for the City of Lethbridge Green Trip Initiative; other funding will be announced later.
- The message from Premier Notley and Minister Deron Bilous, Municipal Affairs, is a message of stability with government leadership to deliver services and safeguard jobs in the economic downturn. This will be reflected in the budget.
- David Dodge, former Bank of Canada Governor, is doing an assessment of capital investment and will take the politics out of the capital planning process. He is well respected and gave good advice on how to proceed.
- Reallocation in departments by moving dollars from lower priority to higher priority with a focus on investment in communities, health care and municipalities.
- Wants to hear from the M & R regarding infrastructure and other needs that have been identified as high need.

Castle Provincial Park Discussion - Reeve Brian Hammond

Reeve Hammond questioned Minister Phillips on the consultation period of one month - closing date of October 5 - for the Castle Park and if it is possible to have an extension of this time frame to give communities more time to provide input.

- Minister Phillips stated that the consultation period of one month is for the amendment to the SSRP. The parks management piece is moving forward and will have lots of opportunity for discussion on this. This is an opportunity to run parallel tracks to put all the pieces of economic development and multiple uses together to get the right outcomes for all the space.
- Door is more open than closed; the SSRP is one small piece and it will not have less input, but rather more. Cabinet is committed to having the right diversification tools in place.
- Minister Phillips plans to be in Lethbridge more often now that the transition period is over and it will be easier to meet with her to have these conversations.

Dave Schneider, MLA – Little Bow

- Construction of the roundabout is wrapping up and will solve many problems.
- Coalhurst intersection into the town will be completed after the CP puts up their new lights.
- Attended the Committee for Resource Stewardship meeting in Edmonton.
- Awaiting the budget – Legislative Assembly session resumes on October 26.

Pat Stier, MLA – Livingstone Macleod

- Has taken on the role of official opposition to Municipal Affairs.
- Attended the AUMA convention
- Government will go back to regional planning and pursuing regional planning boards; will cause an extra body for review in planning and process.

- Minister Bilous is sensitive to the discussions on the linear tax; MLA Stier will continue to monitor this.
- Funding returned for municipalities for FCSS and STEP program - good to see.
- Will continue to pursue rural ambulance issues.
- If you have any concerns, please contact MLA Stier, he wants to be effective as the opposition.

6.0 Presentation: Dennis Hatt, President and George Hall, Executive Director Community Foundation of Lethbridge and Southwestern Alberta

- George Hall gave an overview of the history of the Foundation. It was established in Lethbridge in 1966 and today the foundation giving comprises 130 funds, the estimated value is \$24 million in assets.
- There are three ways to give: community priorities, issues, and interest and direct charity support.
- Organizations can form endowments for their own use; people can give directly to those and smaller amounts can be contributed to grow the endowment.
- Municipalities under the CRA are qualified donees and can receive grants, accept donations and issue tax receipts.
- The Community Foundations of Canada and the Governor General will hold a Random Act of Kindness Day on Friday, November 6. Contact the Lethbridge office to receive a poster and kindness cards to pay it forward. The Foundation asks people to send in what kindness they have performed and there will be 10 random draws for \$500 in grants to be given to the charity of their choice. Contact the office to receive these kits.
- Inspiring Philanthropy Luncheon will be held on November 13.
- Copy of the PowerPoint presentation distributed with October minutes.

Contact information for the Foundation:

404 – 8 Street South, Lethbridge, AB T1J 2J7

Phone: 403-328-5297; Email: office@cflsa.ca Website: www.cflsa.ca

5.0 Reports Continued

5.3 Alberta Southwest Regional Alliance Report – Mayor Blair Painter – no report

5.4 SouthGrow – Mayor Margaret Plumtree

- Sent out newsletter to all members.
- Completed profile for business attraction and will soon start the site selection training.
- Looking for someone to help update the website.
- Welcomed new community members Arrowwood, Magrath and Vulcan County.
- Broadband is ongoing; SouthGrow will attend the Olds conference for more information and to report.

5.5 AUMA – Mayor Kim Craig

- AUMA Convention had a glitch in the computers in election process so will need to vote again. Was happy to see the MLA's in attendance with full participation.

5.6 AAMD&C – Councillor Bob Jones, Zone Rep

- Waiting for the budget to come down.
- Would like to have meetings with the new government and to spend time with them so they learn about rural Alberta. Will meet with each opposition leader this Friday and meet with them once a year.

- AAMD&C Convention is November 16-19.
- AAMD&C meets with the individual council of each municipality every three years.

5.7 Associate Dean's Advisory Council - Mayor David Hawco

- No meetings yet; will give report.

5.8 Oldman Watershed Council – Mayor Blair Painter

- Report distributed with agenda.
- Need volunteers to help with restoration in Hidden Creek and Dutch Creek.
- A Water Well Workshop will be held on November 19, sponsored by the MD of Willow Creek and OWC.

5.9 Highway #3 Association – Mayor Blair Painter

- Will continue to make headway with Ministers to keep project moving forward.
- Will ask for a letter of support from the M & R to request funding from the government to support an Executive Director position. This will help to organize information and to provide government access to it and to have a better understanding of the gross domestic contribution of this highway.

5.10 Fibre Optics Update – Mayor Rene Gendre

- Minister Brian Mason is interested; now the implementation needs to be pursued in the urban areas and ensure that MD's are included in the implementation.
- Digital Futures Symposium will be held on October 15 & 16 in Olds; presenter is Dr. Mark Wolfe. All are welcome to attend the symposium.

6.0 BUSINESS

6.1 Community Issues Discussion – Mayor George Bohne

- Received feedback from several people on the issues faced by municipalities.
- At the AUMA conference MLA's and Ministers showed interest in attending our meetings.
- Will extend an invitation via letter to Minister Deron Bilous, Municipal Affairs; Minister Sarah Hoffman, Health and Seniors; and Premier Rachel Notley.
- Additional ministers to extend an invitation to include Minister Brian Mason, Transportation; Minister David Eggen, Education and Culture/Tourism.
- Whenever you meet with Ministers, talk about the M & R and follow up with an email to Mayor Bohne to let him know of your discussion so that when he contacts them he can reference this discussion in his letter. When we invite Ministers, we give them several dates, do our best to accommodate their schedules and communicate the advantage for them to talk to a large number of municipalities at one time in one meeting.
- If Minister Hoffman agrees to attend a meeting, we need to be prepared to develop and discuss our positions re ambulance issues and regional health services and then prepare one document to address the issues as it applies to all of our municipalities.

Action Item for Mayors and Reeves:

- Identify the issues your community faces and provide a summary of them to Mayor Bohne (bohne@raymond.ca). You only need to identify your issues and possibly offer solutions, not prioritize them; the issues could come out of your strategic plan.
- Mayor Bohne will compile the issues, they will be discussed at a M & R meeting to decide the best ones to pursue as a group, and then brought forward to the Ministers/government.

- Some possible topics/issues: health, internet high speed access, education, transportation, water management, roads and bridges and infrastructure.

6.2 Appointment of Two Directors for a two-year term to the Oldman Watershed Council (OWC) board – Mayor George Bohne

Two Directors are appointed from the Mayors & Reeves to serve a two-year term on the OWC Board of Directors; 1 representing rural municipalities and 1 representing towns/villages.

Moved by Mayor Eric Jensen to appoint Mayor Blair Painter to represent towns/villages on the OWC board for a two-year term. **Carried.**

Moved by Tom Butler to appoint Reeve Brian Brewin to represent rural municipalities on the OWC board for a two-year term. **Carried.**

6.3 Castle Park Consultation – Reeve Brian Hammond

Further discussion on the Castle Park Consultation and if it is useful to send a follow-up letter to Minister Phillips regarding this.

Moved by Mayor Ed Weistra that the Mayors & Reeves write a letter to Minister Shannon Phillips expressing the concerns discussed regarding the consultation process recently announced for the new provincial park in the Castle area. **Carried.**

Reeve Hammond and Mayor Bohne will draft the letter to send out to M & R for their response before sending it to Minister Phillips.

7.0 Next Meeting Date

Friday, November 6, 1 pm - Culver City Room, Lethbridge City Hall

8.0 ADJOURNMENT: Moved by Mayor David Hawco to adjourn meeting. **Carried.**

ACTION ITEMS FROM OCTOBER 2, 2015 MEETING	PERSON RESPONSIBLE
<p>Identify the issues your community faces and provide a summary of them to Mayor Bohne (bohne@raymond.ca). You only need to identify your issues and possibly offer solutions, not prioritize them; the issues could come out of your strategic plan.</p> <p>Mayor Bohne will compile the issues, they will be discussed at a M & R meeting to decide the best ones to pursue as a group, and then brought forward to the Ministers/government.</p>	<p>Mayors & Reeves</p>

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

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

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

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

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

INTERPRETATION AND DEFINITIONS

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

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

- w) **"Spayed or Neutered"** shall mean a dog that has been issued a certificate by a licensed Veterinarian stating the animal has been spayed or neutered.
- x) **"Vicious Dog"** shall mean:
1. any **Dog** with a known propensity, tendency or disposition to attack, without provocation, any person or animal;
 2. any **Dog** which has been deemed to be dangerous by a Justice, under the provisions of the Dangerous Dogs Act of Alberta, as amended;
 3. is a continuing threat of serious harm to humans or other animals or;
 4. without provocation, chases any person in a threatening manner or;
 5. has inflicted a wound upon a human or upon a domestic animal without provocation.
- y) **"Town"** shall mean the **Town** of Redcliff;
- z) **"Town Animal Shelter"** shall mean premises designated by the **Town** for the impoundment and care of **Dogs**;
- aa) **"Violation Ticket"** shall mean a ticket as defined in Part 2 of the Provincial Offences Procedures Act.

LICENSING PROVISIONS

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

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

DOG CONTROL PROVISIONS

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

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

Vicious Dog

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

being deemed vicious unless otherwise approved by the Town Manager

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

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

OFF LEASH AREA(S)

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

POWERS OF AN ANIMAL CONTROL OFFICER

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

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

PENALTY PROVISIONS

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

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

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

SEVERABILITY

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

EFFECTIVE DATE

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

REPEAL OF BYLAWS

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

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

Read a second time this October 13, 2015.

Read a third time this _____, 2015.

Signed and passed this _____ day of _____, 2015.

Mayor

Town Manager

SCHEDULE "A"
PENALTIES

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

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

SCHEDULE "B"

FEES

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

Guidelines

Applications made between:

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

SCHEDULE "C" OFF LEASH AREAS

LEGEND

OFF LEASH AREAS SHOWN THUS.....



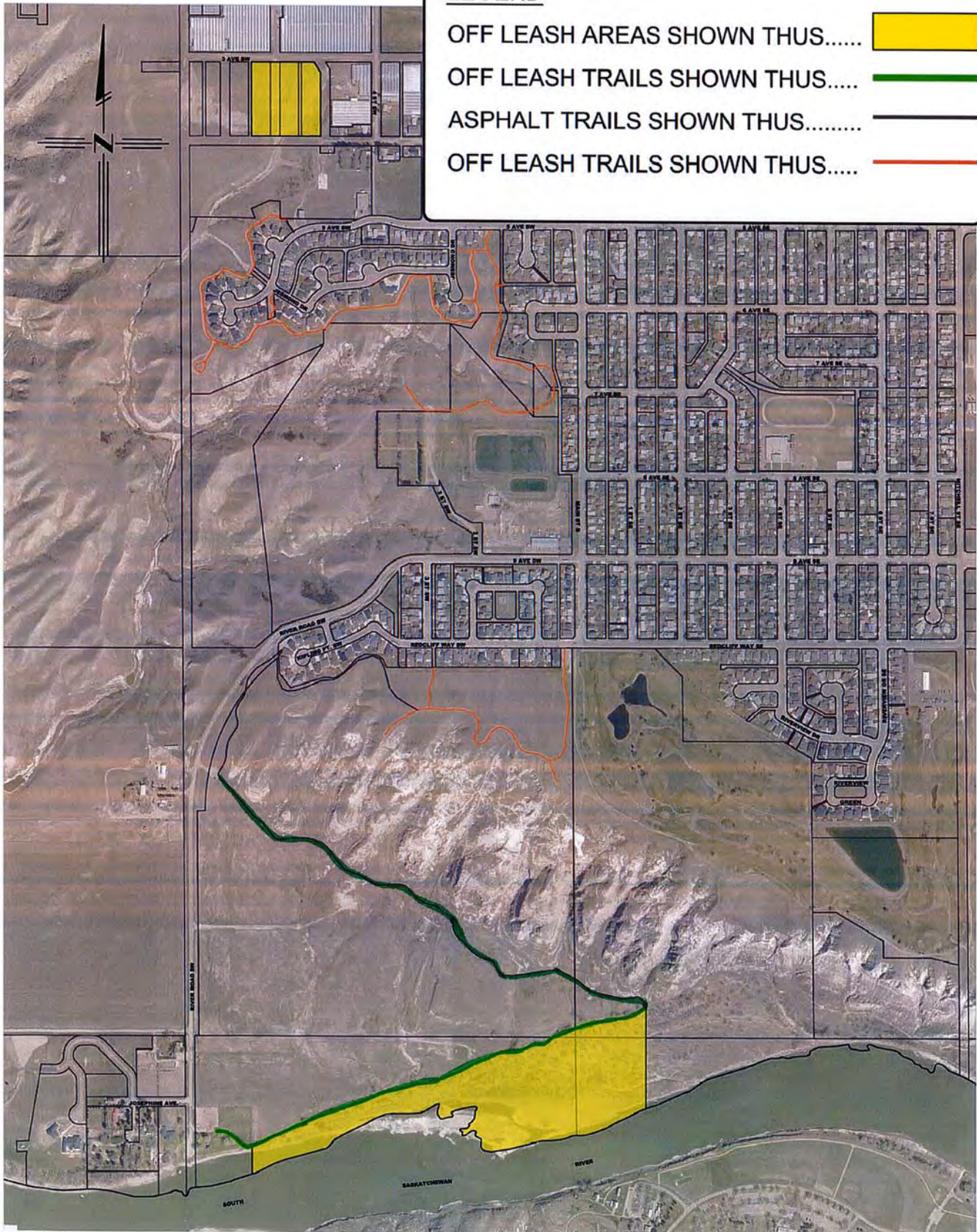
OFF LEASH TRAILS SHOWN THUS.....



ASPHALT TRAILS SHOWN THUS.....



OFF LEASH TRAILS SHOWN THUS.....



**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 26, 2015

PROPOSED BY: Manager of Legislative and Land Services

TOPIC: Encroachment Permit Application - Lots 38-40, Block 123, Plan 1117V.

PROPOSAL: To enter into an Encroachment Agreement with Sunshine Greenhouses Ltd.

BACKGROUND:

An Encroachment Permit Application has been received from Sunshine Greenhouses Ltd. who owns 203 - 5 Street NW (Lots 38-40, Block 123, Plan 1117V). The Real Property Report provided indicates that two brick fences encroach into 5th Street by up to 0.54 meters, as shown on the attached Real Property Report.

The Encroachment Permit Bylaw (Bylaw 1751/2013) states that where the encroaching structure encroaches more than .31 meters onto Town of Redcliff property the request for an encroachment permit shall be forwarded to Council for consideration.

The Public Services Department, Engineering Department and Development Officer have been asked to provide their comments as follows:

Public Services Department:	no concerns;
Development Officer:	no concerns;
Engineering Department:	no concerns; comments were "just for information, there is an existing 525mm concrete stormwater main running in front of the encroachment brick pillar. See attached photos for information."

ATTACHMENTS:

- Encroachment Permit Application
- Bylaw 1751/2013

OPTIONS:

1. To enter into an encroachment agreement with Sunshine Greenhouses Ltd. of 203 - 5th Street NW (Lots 38-40, Block 123, Plan 1117V).
2. To not enter into an encroachment agreement with Sunshine Greenhouses Ltd. of 203 - 5th Street NW (Lots 38-40, Block 123, Plan 1117V).

RECOMMENDATION:

That Council considers Option 1.

MOTION:

1. Councillor _____ moved that the Municipal Manager be authorized to sign an encroachment agreement with Sunshine Greenhouses Ltd. of 203 - 5th Street NW (Lots 38-40, Block 123, Plan 1117V).

SUBMITTED BY: Simon
Department Head

Municipal Manager

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



203 5th St NW



SCHEDULE "A"

TOWN OF REDCLIFF ENCROACHMENT PERMIT

I Sunshine Greenhouses Ltd. owner of the property legally described as Lot(s) 38-40, Block 123, Plan 1117V, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at 203-5 Street NW, Redcliff, AB legally described as: Lot(s) 38-40, Block 123, Plan 1117V, do, in fact, encroach upon a portion of: The Town of Redcliff property on 5 Street NW as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become

dilapidated or damaged;

- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation, be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.
- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

Sunshine Greenhouses Ltd.

Per:


APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____,

MUNICIPAL MANAGER

Alberta Land Surveyor's Real Property Report

Date of Survey: September 2, 2015

To: Sunshine Greenhouses Ltd.

Re: Lots 38 to 40 inclusive, Block 123, Plan 1117 V
 #203 - 5 Street NW, Redcliff
 (Sunshine Greenhouses Ltd.)

TITLE INFORMATION:	
TITLE NUMBER: 131 312 838	DATE OF TITLE SEARCH: AUGUST 25/15
PROPERTY IS SUBJECT TO:	
NO SPATIAL REGISTRATIONS	

CERTIFICATION:

I hereby certify that this Report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly within those standards and as of the date of this report, I am of the opinion that:

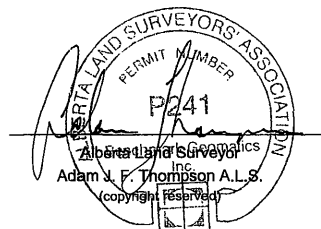
1. The plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice (MSP), and the registered easements and rights-of-way affecting the extent of the title to the property.
2. The improvements are entirely within the boundaries of the property **with the exception** of the encroachments noted on Page 2.
3. No visible encroachments exist on the property from any improvements situated on any adjoining property.
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of property.

PURPOSE:

This report and related plan have been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for compliance certificate, etc. Copying is permitted only for the benefit of these parties and only if the plan remains attached. Where applicable, registered easements and utility rights-of-way affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information shown on the Real Property Report reflects the status of this property as of the date of the survey only. Users are encouraged to have the Real Property Report updated for future requirements.

This document is not valid unless it bears an original signature (in blue ink) and is stamped in red with permit stamp P241.

Dated at Medicine Hat, Alberta,
 this 14th day of September, 2015.



Benchmark Geomatics Inc.
 Unit 105, Westside Common
 #2201 Box Springs Boulevard NW
 Medicine Hat, AB T1C 0C8
 Phone (403)527-3970 Fax
 (403)527-3908

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FILE NO. 15090421

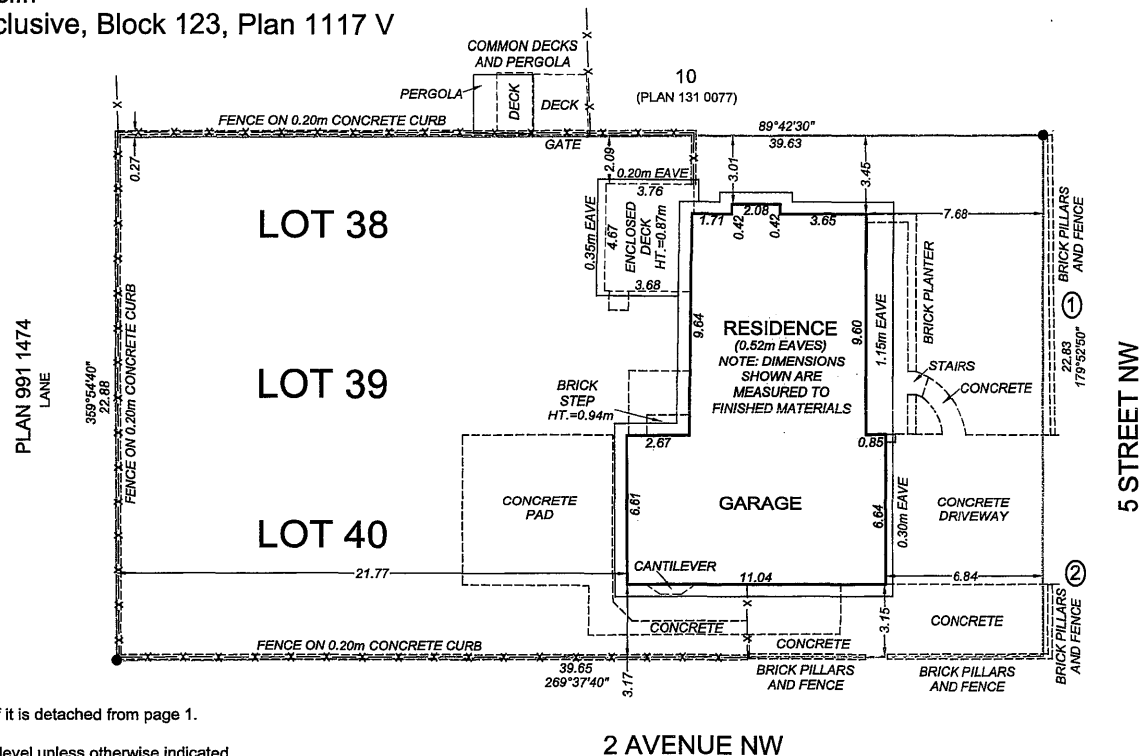
DRAWN BY: CLF

Address: #203 - 5 Street NW, Redcliff

Legal Description: Lots 38 to 40 inclusive, Block 123, Plan 1117 V

Date: September 14, 2015

Scale 1:250



LEGEND AND NOTES:

This is page 2 of the Real Property Report and is ineffective if it is detached from page 1.

All distances are in meters and decimals thereof.

Statutory iron posts found shown thus: ● and are at ground level unless otherwise indicated.

Star drill found shown thus:

A/C - Air Conditioner LS - Light Standard R/W - Right of Way

Bearings are derived from GPS measurements using assumed coordinates.

Eaves are measured to line of fascia, unless otherwise specified.

Decorative brick, if present, is not shown.

Unless otherwise specified, sideyard dimensions are measured from finished materials perpendicular to property boundaries.

Some concrete features may not be shown if they do not encroach.

As per Part D Section 8.5.5, (M.S.P.) only permanent sheds larger than 10m² will be shown on this report.

Fences shown thus —x—x—x— and are within 0.20m of property line unless otherwise noted.

Subject property boundary shown thus:

This Report does not infer fence ownership.

① BRICK FENCE ENCROACHES INTO STREET BY AS MUCH AS 0.54m
② BRICK FENCE ENCROACHES INTO STREET BY AS MUCH AS 0.54m



Benchmark Geomatics Inc.

Denmark Cushman Inc.
Unit 105, Westside Common
#2201 Box Springs Boulevard NW
Medicine Hat, AB T1C 0C8
Phone (403)527-3970 Fax (403)527-3908

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FILE NO. 15090421

DRAWN BY: CLF

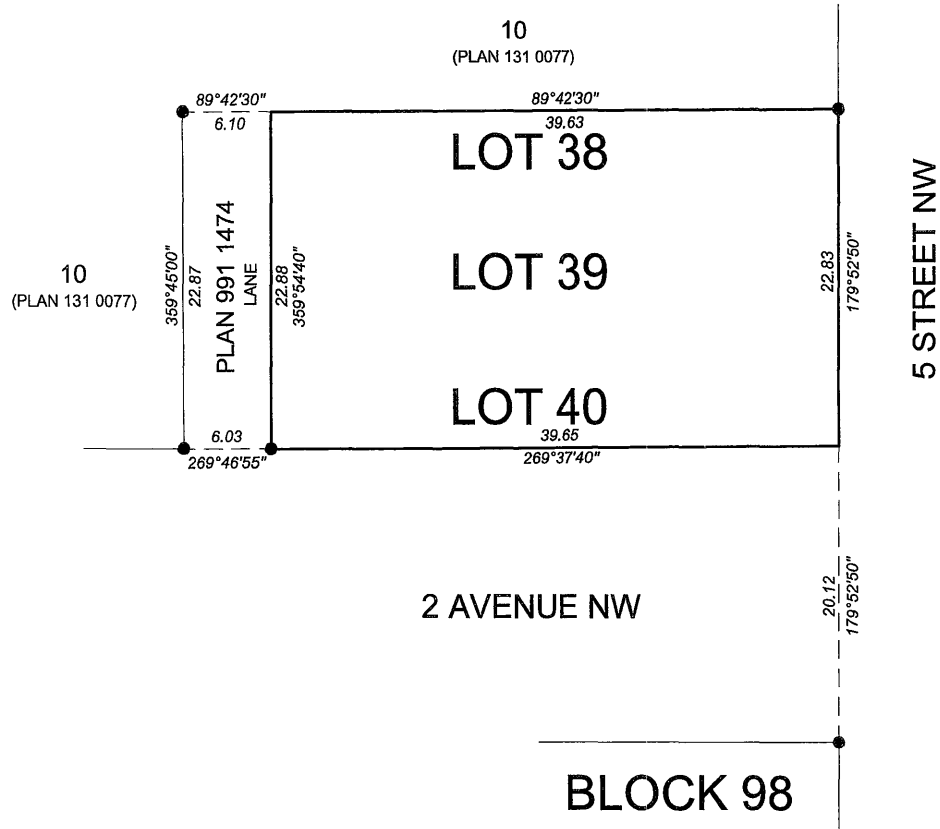
Address: #203 - 5 Street NW, Redcliff

Legal Description: Lots 38 to 40 inclusive, Block 123, Plan 1117 V

Date: September 14, 2015

Scale 1:400

Page 3 of 3



LEGEND AND NOTES:

This is page 3 of the Real Property Report and is ineffective if it is detached from page 2.

Bearings are derived from GPS measurements using assumed coordinates.

All distances are in meters and decimals thereof.

Statutory iron posts found shown thus: ● and are at ground level unless otherwise indicated.

Star drill found shown thus: ★

NOTE:
UNABLE TO LOCATE SURVEY EVIDENCE AT
LOT CORNERS UNLESS NOTED OTHERWISE.



Benchmark Geomatics Inc.

Unit 105, Westside Common

#2201 Box Springs Boulevard NW

Medicine Hat, AB T1C 0C8

Phone (403)527-3970 Fax (403)527-3908

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FILE NO. 15090421

DRAWN BY: CLF

**TOWN OF REDCLIFF
BYLAW NO. 1751/2013**

A BYLAW OF THE TOWN OF REDCLIFF for the purposes of authorizing the issuance of Encroachment Permits.

WHEREAS, it is deemed expedient and proper for a Council to authorize the issuance of an Encroachment Permit.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF, IN THE PROVINCE OF ALBERTA DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw shall be known as the **Encroachment Permit Bylaw**.

ENCROACHMENT PERMITS

2. Encroachment permits:
 - a) where the encroaching structure does not encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit may be approved by the Municipal Manager and such approval shall be copied to Council for information only;
 - b) where the encroaching structure does encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit shall be forwarded to Council for consideration.
3. The fee for an encroachment permit shall be in the amount of \$100.00 plus GST for each encroachment permit issued.
4. Prior to the issuance of an encroachment permit the Town of Redcliff will require the owner of an encroaching structure to make application for an encroachment permit on the standard form as shown on Schedule "A" attached to this Bylaw and provide a copy of a Real Property Report (RPR) prepared by an Alberta Land Surveyor, or other acceptable survey identifying the encroachment.
5. The information that will be required prior to processing an encroaching permit shall include:
 - a) indemnification of Town of Redcliff from any damage or liability associated with the encroaching structure;
 - b) indemnification of Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
 - c) removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated;
 - d) removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction or road development.



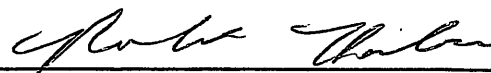
- e) acknowledgement that the encroachment permit is terminable by Town of Redcliff upon issuance of 30 days notice in writing to the property owner at the last address as shown on the taxation records of the Town of Redcliff.
6. Encroachment permits may only be issued to the present owner of said encroaching structure;
7. Upon sale of the land the encroachment permit issued by the Town of Redcliff is terminated unless:
- a) If the encroaching structure is sold to a different party the acquiring owner may apply for an encroachment permit to be issued providing the following conditions are met:
 - i) the terms and conditions on the encroachment permit to be issued are identical to the encroachment permit issued to the vendor;
 - ii) the request is made in writing and received by the Town of Redcliff within 60 days of the date of the original encroachment permit;
 - iii) the written request, includes a declaration confirming there have been no adjustments to any building on the site since the date of the issuance of the original encroachment permit.
 - iv) there will be no additional fee charged for issuance of this encroachment permit.
8. That effective upon passage of this Bylaw, The Council of the Town of Redcliff hereby authorizes the Municipal Manager, or his designate, to sign, on behalf of the Town of Redcliff, encroachment permits as shown on Appendix "A" attached.
9. Bylaw 1177/98 is hereby repealed

Read a first time this 27th day of May, 2013.


Read a second time this 10th day of June, 2013.

Read a third time this 10th day of June, 2013.

Signed and Passed the this 17 day of June, 2013.



Mayor



Manager of Legislative and Land Services

SCHEDULE "A"

TOWN OF REDCLIFF
ENCROACHMENT PERMIT

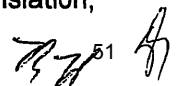
I _____ owner of the property legally described as Lot(s) _____, Block _____, Plan _____, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at _____ legally described as: Lot(s) _____, Block _____, Plan _____, do, in fact, encroach upon a portion of: _____ as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated or damaged;
- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation,



be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.

- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____, _____.

MUNICIPAL MANAGER


32

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 26, 2015

PROPOSED BY: Manager of Legislative and Land Services

TOPIC: Encroachment Permit Application - Lot 10, Block A, Plan 1310077.

PROPOSAL: To enter into an Encroachment Agreement with Sunshine Greenhouses Ltd.

BACKGROUND:

An Encroachment Permit Application has been received from Sunshine Greenhouses Ltd. who own 601 - 2nd Avenue NW (Lot 10, Block A, Plan 1310077). The Real Property Report provided indicates that concrete encroaches into 7th Street NW by as much as 2.29 meters, as shown on the attached Real Property Report.

The Encroachment Permit Bylaw (Bylaw 1751/2013) states that where the encroaching structure encroaches more than .31 meters onto Town of Redcliff property the request for an encroachment permit shall be forwarded to Council for consideration.

The Public Services Department, Engineering Department and Development Officer have been asked to provide their comments as follows:

Public Services Department: no concerns;

Development Officer: no concerns;

Engineering Department: no concerns; comments were "The drainage of the existing catch basins grate should not be blocked. See photo for information."



ATTACHMENTS:

- Encroachment Permit Application
- Bylaw 1751/2013

OPTIONS:

1. To enter into an encroachment agreement with Sunshine Greenhouses Ltd. of 601 - 2nd Avenue NW (Lot 10, Block A, Plan 1310077).
2. To not enter into an encroachment agreement with Sunshine Greenhouses Ltd. of 601 - 2nd Avenue NW (Lot 10, Block A, Plan 1310077).

RECOMMENDATION:

That Council considers Option 1.

MOTION:

1. Councillor _____ moved that the Municipal Manager be authorized to sign an encroachment agreement with Sunshine Greenhouses Ltd. of 601 - 2nd Avenue NW (Lot 10, Block A, Plan 1310077).

SUBMITTED BY:  _____
Department Head

Municipal Manager

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

SCHEDULE "A"

TOWN OF REDCLIFF ENCROACHMENT PERMIT

I Sunshine Greenhouses Ltd. owner of the property legally described as Lot(s) 10, Block A, Plan 1310077, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at 601-2 Ave NW, Redcliff, AB legally described as: Lot(s) 10, Block A, Plan 1310077, do, in fact, encroach upon a portion of: The Town of Redcliff property on 7th Street NW as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become

dilapidated or damaged;

- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation, be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.
- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

Sunshine Greenhouses Ltd.

Per:



APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____,

_____.

MUNICIPAL MANAGER

Alberta Land Surveyor's Real Property Report

Date of Survey: September 8, 2015

To: Sunshine Greenhouses Ltd.

Re: Lot 10, Block A, Plan 131 0077
601 - 2 Avenue NW, Redcliff
(Sunshine Greenhouses Ltd.)

TITLE INFORMATION:	
TITLE NUMBER: 131 010 118	DATE OF TITLE SEARCH: AUGUST 25/15
PROPERTY IS SUBJECT TO:	
NO SPATIAL REGISTRATIONS	

CERTIFICATION:

I hereby certify that this Report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly within those standards and as of the date of this report, I am of the opinion that:

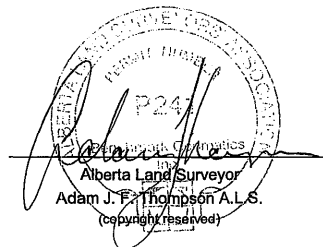
1. The plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice (MSP), and the registered easements and rights-of-way affecting the extent of the title to the property.
2. The improvements are entirely within the boundaries of the property **with the exception** of the encroachment noted on Page 2.
3. No visible encroachments exist on the property from any improvements situated on any adjoining property.
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of property.

PURPOSE:

This report and related plan have been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for compliance certificate, etc. Copying is permitted only for the benefit of these parties and only if the plan remains attached. Where applicable, registered easements and utility rights-of-way affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information shown on the Real Property Report reflects the status of this property as of the date of the survey only. Users are encouraged to have the Real Property Report updated for future requirements.

This document is not valid unless it bears an original signature (in blue ink) and is stamped in red with permit stamp P241.

Dated at Medicine Hat, Alberta,
this 14th day of September, 2015.



Alberta Land Surveyor
Adam J. F. Thompson A.L.S.
(copyright reserved)



Benchmark Geomatics Inc.
Unit 105, Westside Common
#2201 Box Springs Boulevard NW
Medicine Hat, AB T1C 0C8
Phone (403)527-3970 Fax (403)527-3908

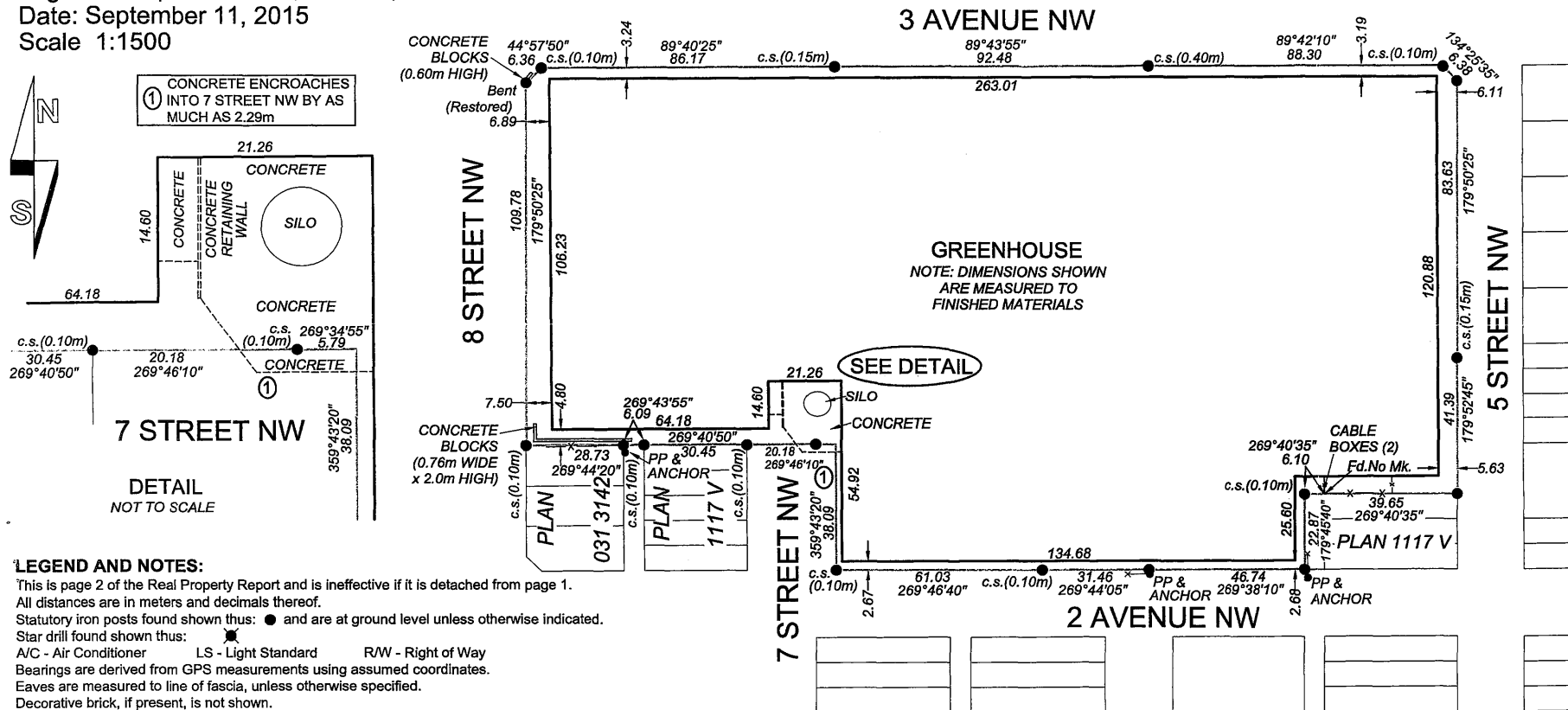
© Copyright 2015 Adam J. F. Thompson A.L.S.

FILE NO. 15090422

DRAWN BY: CLF

Address: #601 - 2 Avenue NW, Redcliff
 Legal Description: Lot 10, Block A, Plan 131 0077
 Date: September 11, 2015
 Scale 1:1500

Page 2 of 2



Benchmark Geomatics Inc.
 Unit 105, Westside Common
 #2201 Box Springs Boulevard NW
 Medicine Hat, AB T1C 0C8
 Phone (403)527-3970 Fax (403)527-3908

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FILE NO. 15090422

DRAWN BY: CLF

**TOWN OF REDCLIFF
BYLAW NO. 1751/2013**

A BYLAW OF THE TOWN OF REDCLIFF for the purposes of authorizing the issuance of Encroachment Permits.

WHEREAS, it is deemed expedient and proper for a Council to authorize the issuance of an Encroachment Permit.

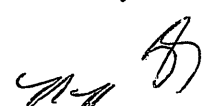
NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF, IN THE PROVINCE OF ALBERTA DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw shall be known as the **Encroachment Permit Bylaw**.

ENCROACHMENT PERMITS

2. Encroachment permits:
 - a) where the encroaching structure does not encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit may be approved by the Municipal Manager and such approval shall be copied to Council for information only;
 - b) where the encroaching structure does encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit shall be forwarded to Council for consideration.
3. The fee for an encroachment permit shall be in the amount of \$100.00 plus GST for each encroachment permit issued.
4. Prior to the issuance of an encroachment permit the Town of Redcliff will require the owner of an encroaching structure to make application for an encroachment permit on the standard form as shown on Schedule "A" attached to this Bylaw and provide a copy of a Real Property Report (RPR) prepared by an Alberta Land Surveyor, or other acceptable survey identifying the encroachment.
5. The information that will be required prior to processing an encroaching permit shall include:
 - a) indemnification of Town of Redcliff from any damage or liability associated with the encroaching structure;
 - b) indemnification of Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
 - c) removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated;
 - d) removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction or road development.




- e) acknowledgement that the encroachment permit is terminable by Town of Redcliff upon issuance of 30 days notice in writing to the property owner at the last address as shown on the taxation records of the Town of Redcliff.
6. Encroachment permits may only be issued to the present owner of said encroaching structure;
7. Upon sale of the land the encroachment permit issued by the Town of Redcliff is terminated unless:
- a) If the encroaching structure is sold to a different party the acquiring owner may apply for an encroachment permit to be issued providing the following conditions are met:
 - i) the terms and conditions on the encroachment permit to be issued are identical to the encroachment permit issued to the vendor;
 - ii) the request is made in writing and received by the Town of Redcliff within 60 days of the date of the original encroachment permit;
 - iii) the written request, includes a declaration confirming there have been no adjustments to any building on the site since the date of the issuance of the original encroachment permit.
 - iv) there will be no additional fee charged for issuance of this encroachment permit.
8. That effective upon passage of this Bylaw, The Council of the Town of Redcliff hereby authorizes the Municipal Manager, or his designate, to sign, on behalf of the Town of Redcliff, encroachment permits as shown on Appendix "A" attached.
9. Bylaw 1177/98 is hereby repealed

Read a first time this 27th day of May, 2013.


Read a second time this 10th day of June, 2013.

Read a third time this 10th day of June, 2013.

Signed and Passed the this 17 day of June, 2013.



Mayor



Manager of Legislative and Land Services

SCHEDULE "A"

TOWN OF REDCLIFF
ENCROACHMENT PERMIT

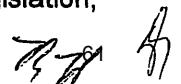
I _____ owner of the property legally described as Lot(s) _____, Block _____, Plan _____, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at _____ legally described as: Lot(s) _____, Block _____, Plan _____, do, in fact, encroach upon a portion of: _____ as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated or damaged;
- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation,



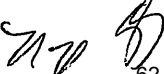
be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.

- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
- a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____, _____.

MUNICIPAL MANAGER


62

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 26, 2015

PROPOSED BY: Manager of Legislative and Land Services

TOPIC: Encroachment Permit Application - Lots 28-40, Block 98, Plan 1117V.

PROPOSAL: To enter into an Encroachment Agreement with 963358 Alberta Ltd.

BACKGROUND:

An Encroachment Permit Application has been received from 963358 Alberta Ltd. who own 101 - 5th Street NW (Lots 28-40, Block 98, Plan 1117V). The Real Property Report provided indicates that a ground level concrete curb encroaches into 5 Street NW by up to 1.30 meters, as shown on the attached Real Property Report.

The Encroachment Permit Bylaw (Bylaw 1751/2013) states that where the encroaching structure encroaches more than .31 meters onto Town of Redcliff property the request for an encroachment permit shall be forwarded to Council for consideration.

The Public Services Department, Engineering Department and Development Officer have been asked to provide their comments. No concerns were identified.

ATTACHMENTS:

- Encroachment Permit Application
- Bylaw 1751/2013

OPTIONS:

1. To enter into an encroachment agreement with 963358 Alberta Ltd. of 101 - 5 Street NW (Lots 28-40, Block 98, Plan 1117V).
2. To not enter into an encroachment agreement with 963358 Alberta Ltd. of 101 - 5 Street NW (Lots 28-40, Block 98, Plan 1117V).

RECOMMENDATION:

That Council considers Option 1.

MOTION:

1. Councillor _____ moved that the Municipal Manager be authorized to sign an encroachment agreement with 963358 Alberta Ltd. of 101 - 5 Street NW (Lots 28-40, Block 98, Plan 1117V).

SUBMITTED BY:



Department Head

Municipal Manager

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

SCHEDULE "A"

TOWN OF REDCLIFF ENCROACHMENT PERMIT

I 963358 Alberta Ltd. owner of the property legally described as Lot(s) 28-40, Block 98, Plan 1117V, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at 101-5th Street NW, Redcliff, AB legally described as: Lot(s) 28-40, Block 98, Plan 1117V, do, in fact, encroach upon a portion of: The Town of Redcliff property on 5th Street NW as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:


- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become

dilapidated or damaged;

- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation, be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.
- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

963358 Alberta Ltd.

Per:



APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____,

_____.

MUNICIPAL MANAGER

Alberta Land Surveyor's Real Property Report

Date of Survey: September 16, 2015

To: Sunshine Greenhouses Ltd.

Re: Lots 28 to 40 inclusive, Block 98, Plan 1117 V
 #101 - 5 Street NW, Redcliff
 (963358 Alberta Ltd.)

TITLE INFORMATION:
 TITLE NUMBER: 121 031 455 DATE OF TITLE SEARCH: AUGUST 25/15
 PROPERTY IS SUBJECT TO:
 NO SPATIAL REGISTRATIONS

CERTIFICATION:

I hereby certify that this Report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly within those standards and as of the date of this report, I am of the opinion that:

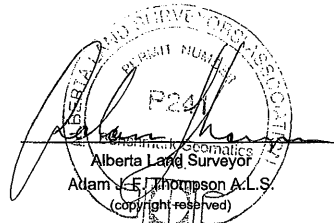
1. The plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice (MSP), and the registered easements and rights-of-way affecting the extent of the title to the property.
2. The improvements are entirely within the boundaries of the property **with the exception of** the concrete curb noted on Page 2.
3. No visible encroachments exist on the property from any improvements situated on any adjoining property.
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of property.

PURPOSE:

This report and related plan have been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for compliance certificate, etc. Copying is permitted only for the benefit of these parties and only if the plan remains attached. Where applicable, registered easements and utility rights-of-way affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information shown on the Real Property Report reflects the status of this property as of the date of the survey only. Users are encouraged to have the Real Property Report updated for future requirements.

This document is not valid unless it bears an original signature (in blue ink) and is stamped in red with permit stamp P241.

Dated at Medicine Hat, Alberta,
 this 17th day of September, 2015.


 Benchmark Geomatics
 Alberta Land Surveyor
 Adam J. F. Thompson A.L.S.
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Benchmark Geomatics Inc.
 Unit 105, Westside Common
 #2201 Box Springs Boulevard NW
 Medicine Hat, AB T1C 0C8
 Phone (403)527-3970 Fax (403)527-3908

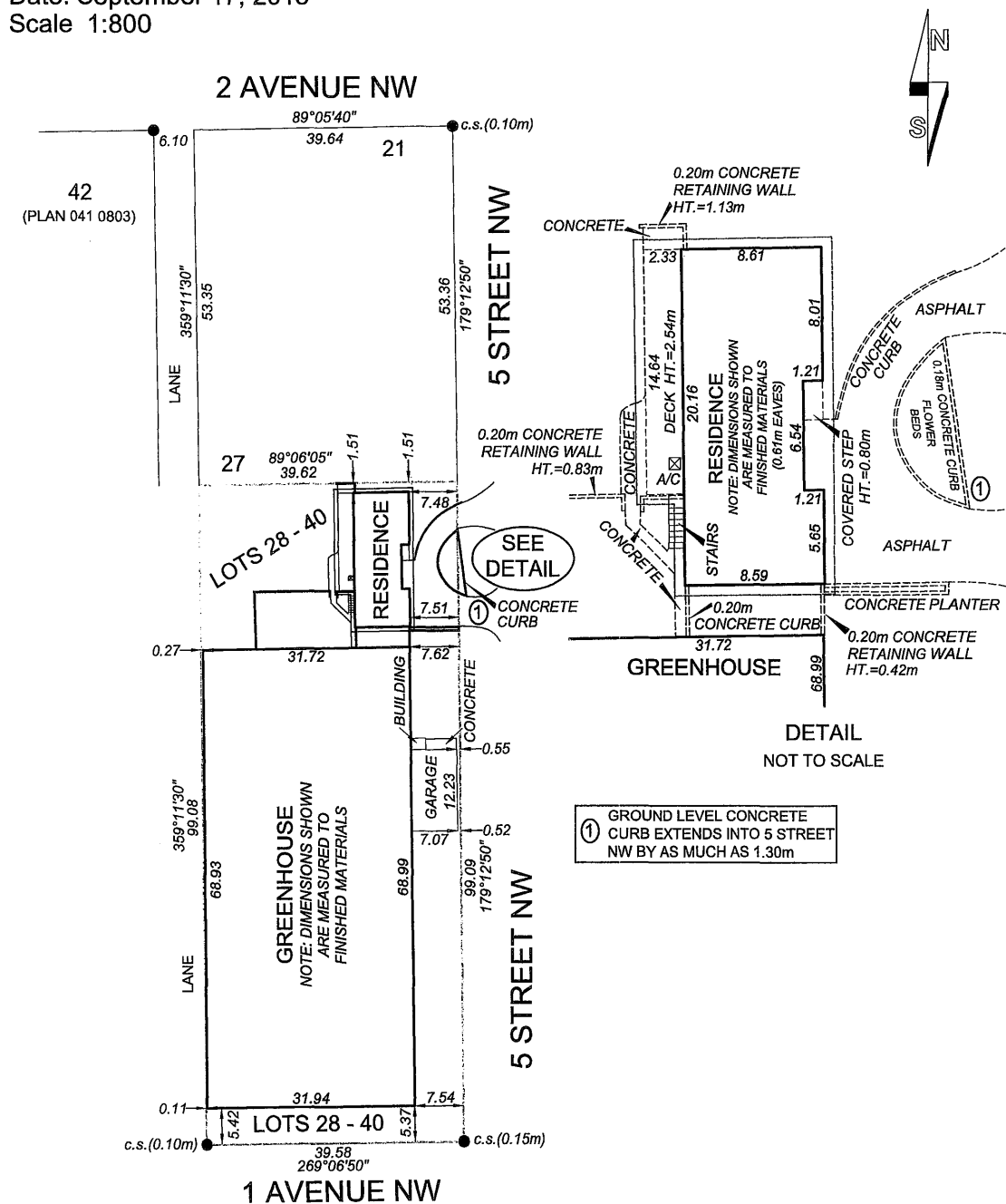
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FILE NO. 15090418

DRAWN BY: CLF

Address: #101 - 5 Street NW, Redcliff
 Legal Description: Lots 28 to 40 Inclusive, Block 98, Plan 1117 V
 Date: September 17, 2015
 Scale 1:800

Page 2 of 2



LEGEND AND NOTES:

This is page 2 of the Real Property Report and is ineffective if it is detached from page 1.
 All distances are in meters and decimals thereof.
 Statutory iron posts found shown thus: ● and are at ground level unless otherwise indicated.
 Star drill found shown thus: ★
 A/C - Air Conditioner LS - Light Standard R/W - Right of Way
 Bearings are derived from GPS measurements using assumed coordinates.
 Eaves are measured to line of fascia, unless otherwise specified.
 Decorative brick, if present, is not shown.
 Unless otherwise specified, sideyard dimensions are measured from finished materials perpendicular to property boundaries.
 Some concrete features may not be shown if they do not encroach.
 As per Part D Section 8.5.5. (M.S.P.) only permanent sheds larger than 10m² will be shown on this report.
 Fences shown thus: —x—x— and are within 0.20m of property line unless otherwise noted.
 Subject property boundary shown thus: ————
 This Report does not infer fence ownership.



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FILE NO. 15090418

DRAWN BY: CLF

**TOWN OF REDCLIFF
BYLAW NO. 1751/2013**

A BYLAW OF THE TOWN OF REDCLIFF for the purposes of authorizing the issuance of Encroachment Permits.

WHEREAS, it is deemed expedient and proper for a Council to authorize the issuance of an Encroachment Permit.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF, IN THE PROVINCE OF ALBERTA DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw shall be known as the **Encroachment Permit Bylaw**.

ENCROACHMENT PERMITS

2. Encroachment permits:
 - a) where the encroaching structure does not encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit may be approved by the Municipal Manager and such approval shall be copied to Council for information only;
 - b) where the encroaching structure does encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit shall be forwarded to Council for consideration.
3. The fee for an encroachment permit shall be in the amount of \$100.00 plus GST for each encroachment permit issued.
4. Prior to the issuance of an encroachment permit the Town of Redcliff will require the owner of an encroaching structure to make application for an encroachment permit on the standard form as shown on Schedule "A" attached to this Bylaw and provide a copy of a Real Property Report (RPR) prepared by an Alberta Land Surveyor, or other acceptable survey identifying the encroachment.
5. The information that will be required prior to processing an encroaching permit shall include:
 - a) indemnification of Town of Redcliff from any damage or liability associated with the encroaching structure;
 - b) indemnification of Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
 - c) removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated;
 - d) removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction or road development.




- e) acknowledgement that the encroachment permit is terminable by Town of Redcliff upon issuance of 30 days notice in writing to the property owner at the last address as shown on the taxation records of the Town of Redcliff.
6. Encroachment permits may only be issued to the present owner of said encroaching structure;
7. Upon sale of the land the encroachment permit issued by the Town of Redcliff is terminated unless:
- a) If the encroaching structure is sold to a different party the acquiring owner may apply for an encroachment permit to be issued providing the following conditions are met:
 - i) the terms and conditions on the encroachment permit to be issued are identical to the encroachment permit issued to the vendor;
 - ii) the request is made in writing and received by the Town of Redcliff within 60 days of the date of the original encroachment permit;
 - iii) the written request, includes a declaration confirming there have been no adjustments to any building on the site since the date of the issuance of the original encroachment permit.
 - iv) there will be no additional fee charged for issuance of this encroachment permit.
8. That effective upon passage of this Bylaw, The Council of the Town of Redcliff hereby authorizes the Municipal Manager, or his designate, to sign, on behalf of the Town of Redcliff, encroachment permits as shown on Appendix "A" attached.
9. Bylaw 1177/98 is hereby repealed

Read a first time this 27th day of May, 2013.


Read a second time this 10th day of June, 2013.

Read a third time this 10th day of June, 2013.

Signed and Passed the this 17 day of June, 2013.



Mayor



Manager of Legislative and Land Services

SCHEDULE "A"

TOWN OF REDCLIFF
ENCROACHMENT PERMIT

I _____ owner of the property legally described as Lot(s) _____, Block _____, Plan _____, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at _____ legally described as: Lot(s) _____, Block _____, Plan _____, do, in fact, encroach upon a portion of: _____ as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated or damaged;
- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation,

7-710 A

be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.

- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____, _____.

MUNICIPAL MANAGER

Handwritten signature

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 26, 2015

PROPOSED BY: Manager of Legislative and Land Services

TOPIC: Encroachment Permit Application - Lot 42, Block 97, Plan 1412259.

PROPOSAL: To enter into an Encroachment Agreement with 963358 Alberta Ltd.

BACKGROUND:

An Encroachment Permit Application has been received from 963358 Alberta Ltd. who owns 112 - 7th Street NW (Lot 42, Block 97, Plan 1412259). The Real Property Report provided indicates the following encroachments as shown on the attached Real Property Report:

1. Fan encroaches into lane by as much as 0.47 meters;
2. Fan encroaches into lane by as much as 0.56 meters;
3. Concrete encroaches into lane by as much as 0.42 meters;
4. Concrete encroaches into lane by as much as 0.15 meters;
5. Fan encroaches into lane by as much as 0.42 meters.

The Encroachment Permit Bylaw (Bylaw 1751/2013) states that where the encroaching structure encroaches more than .31 meters onto Town of Redcliff property the request for an encroachment permit shall be forwarded to Council for consideration.

The Public Services Department, Engineering Department and Development Officer have been asked to provide their comments as follows:

1. **Public Services Department:** comments "Currently the laneway is not being used for Solid Waste Collection and Public Services has no immediate concerns with the encroachments; however, if there would be future development of neighbouring property which may require Solid Waste Collection in the laneway, the encroaching fans would then pose a major Hazard to collection vehicles;
2. **Development Officer:** no concerns;
3. **Engineering Department:** comments "no concerns at this time. It appears that there is no gravel structure in the laneway but if the laneway upgrade is required in future then this encroachment will be obstructing with the construction machinery. If the Town's garbage truck is currently using this laneway then Public Services may have some concerns. See photo for information."



ATTACHMENTS:

- Encroachment Permit Application
- Bylaw 1751/2013

OPTIONS:

1. To enter into an encroachment agreement with 963358 Alberta Ltd. of 112 - 7 Street NW (Lot 42, Block 97, Plan 1412259).
2. To not enter into an encroachment agreement with 963358 Alberta Ltd. of 112 - 7 Street NW (Lot 42, Block 97, Plan 1412259).

RECOMMENDATION:

That Council considers Option 1.

MOTION:

1. Councillor _____ moved that the Municipal Manager be authorized to sign an encroachment agreement with 963358 Alberta Ltd. of 112 - 7 Street NW (Lot 42, Block 97, Plan 1412259).

SUBMITTED BY:

Rimon

Department Head

Municipal Manager

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

SCHEDULE "A"

TOWN OF REDCLIFF
ENCROACHMENT PERMIT

I 963358 Alberta Ltd. owner of the property legally described as Lot(s) 42, Block 97, Plan 1412259, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at 112-7 Street NW, Redcliff, AB legally described as: Lot(s) 42, Block 97, Plan 1412259, do, in fact, encroach upon a portion of: The Town of Redcliff lane on the East side of the property as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become

dilapidated or damaged;

- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation, be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.
- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

963358 Alberta Ltd.

Per:



APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____,

_____.

MUNICIPAL MANAGER

Alberta Land Surveyor's Real Property Report

Date of Survey: September 9, 2015

To: Sunshine Greenhouses Ltd.

Re: Lot 42, Block 97, Plan 141 2259
 #112 - 7 Street NW, Redcliff
 (Andy Vis and Alice Vis)

TITLE INFORMATION:
 TITLE NUMBER: 141 221 017 +1 DATE OF TITLE SEARCH: AUG. 25/15
 PROPERTY IS SUBJECT TO:
 NO SPATIAL REGISTRATIONS

CERTIFICATION:

I hereby certify that this Report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly within those standards and as of the date of this report, I am of the opinion that:

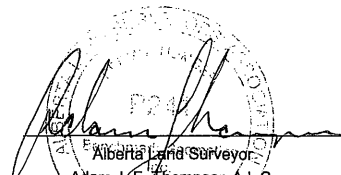
1. The plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice (MSP), and the registered easements and rights-of-way affecting the extent of the title to the property.
2. The improvements are entirely within the boundaries of the property **with the exception of** the encroachments noted on Page 2.
3. No visible encroachments exist on the property from any improvements situated on any adjoining property.
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of property.

PURPOSE:

This report and related plan have been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for compliance certificate, etc. Copying is permitted only for the benefit of these parties and only if the plan remains attached. Where applicable, registered easements and utility rights-of-way affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information shown on the Real Property Report reflects the status of this property as of the date of the survey only. Users are encouraged to have the Real Property Report updated for future requirements.

This document is not valid unless it bears an original signature (in blue ink) and is stamped in red with permit stamp P241.

Dated at Medicine Hat, Alberta,
 this 16th day of September, 2015.


 Alberta Land Surveyor
 Adam J. F. Thompson A.L.S.
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Benchmark Geomatics Inc.
 Unit 105, Westside Common
 #2201 Box Springs Boulevard NW
 Medicine Hat, AB T1C 0C8
 Phone (403)527-3970 Fax (403)527-3908

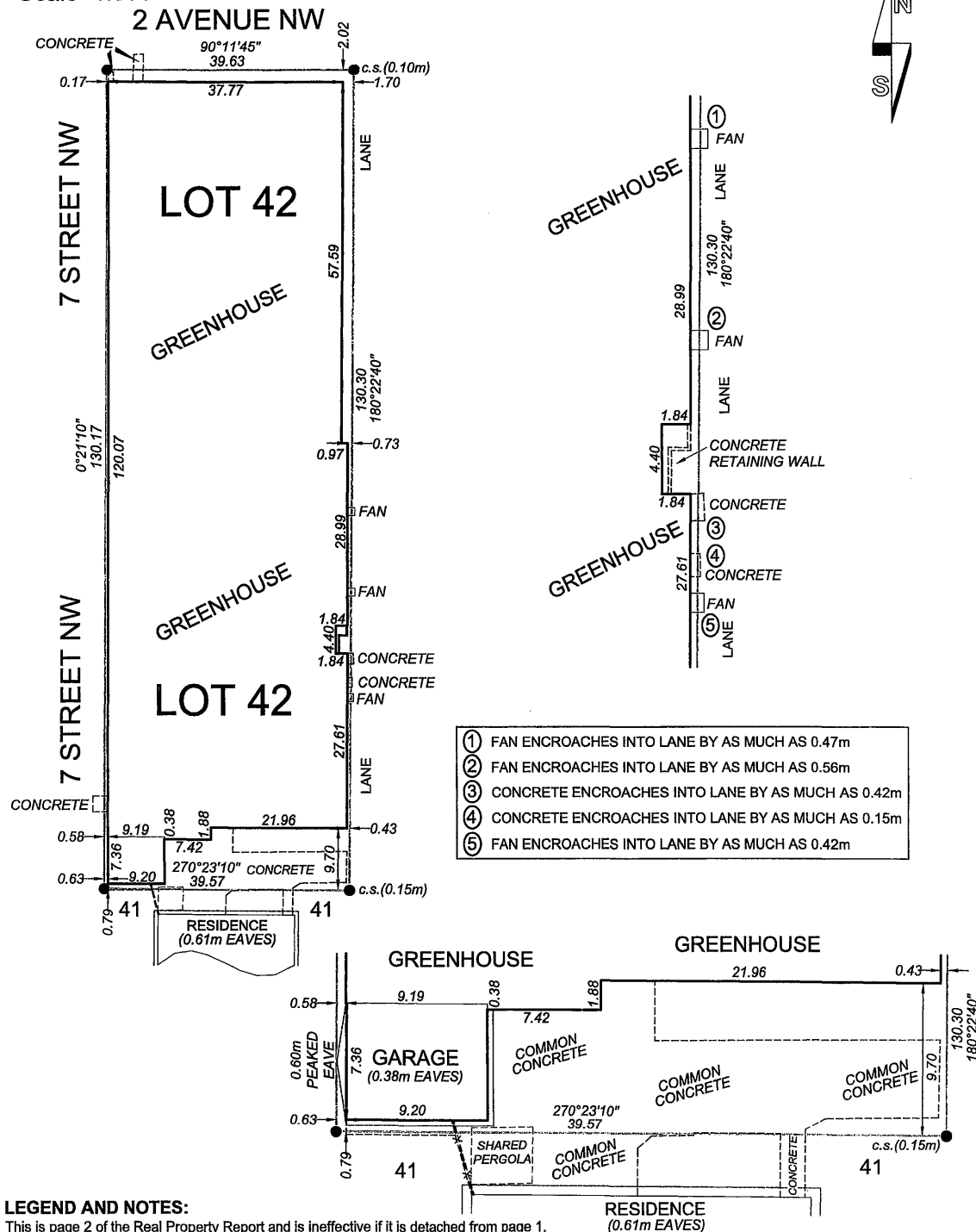
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FILE NO. 15090419

DRAWN BY: CLF

Address: #112 - 7 Street NW, Redcliff
Legal Description: Lot 42, Block 97, Plan 141 2259
Date: September 16, 2015
Scale 1:800

Page 2 of 2



LEGEND AND NOTES:

This is page 2 of the Real Property Report and is ineffective if it is detached from page 1.
All distances are in meters and decimals thereof.
Statutory iron posts found shown thus: ● and are at ground level unless otherwise indicated.
Star drill found shown thus: ★
A/C - Air Conditioner LS - Light Standard R/W - Right of Way
Bearings are derived from GPS measurements using assumed coordinates.
Eaves are measured to line of fascia, unless otherwise specified.
Decorative brick, if present, is not shown.
Unless otherwise specified, sideyard dimensions are measured from finished materials perpendicular to property boundaries.
Some concrete features may not be shown if they do not encroach.
As per Part D Section 8.5.5. (M.S.P.) only permanent sheds larger than 10m² will be shown on this report.
Fences shown thus: —x—x— and are within 0.20m of property line unless otherwise noted.
Subject property boundary shown thus: —
This Report does not infer fence ownership.



Benchmark Geomatics Inc.

Unit 105, Westside Common
#2201 Box Springs Boulevard NW
Medicine Hat, AB T1C 0C8
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FILE NO. 15090419

DRAWN BY: CLF

**TOWN OF REDCLIFF
BYLAW NO. 1751/2013**

A BYLAW OF THE TOWN OF REDCLIFF for the purposes of authorizing the issuance of Encroachment Permits.

WHEREAS, it is deemed expedient and proper for a Council to authorize the issuance of an Encroachment Permit.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF, IN THE PROVINCE OF ALBERTA DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw shall be known as the **Encroachment Permit Bylaw**.

ENCROACHMENT PERMITS

2. Encroachment permits:
 - a) where the encroaching structure does not encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit may be approved by the Municipal Manager and such approval shall be copied to Council for information only;
 - b) where the encroaching structure does encroach more than .31 metres onto Town of Redcliff Property the request for an encroachment permit shall be forwarded to Council for consideration.
3. The fee for an encroachment permit shall be in the amount of \$100.00 plus GST for each encroachment permit issued.
4. Prior to the issuance of an encroachment permit the Town of Redcliff will require the owner of an encroaching structure to make application for an encroachment permit on the standard form as shown on Schedule "A" attached to this Bylaw and provide a copy of a Real Property Report (RPR) prepared by an Alberta Land Surveyor, or other acceptable survey identifying the encroachment.
5. The information that will be required prior to processing an encroaching permit shall include:
 - a) indemnification of Town of Redcliff from any damage or liability associated with the encroaching structure;
 - b) indemnification of Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
 - c) removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated;
 - d) removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction or road development.



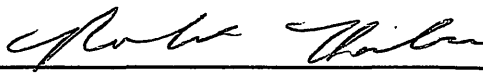
- e) acknowledgement that the encroachment permit is terminable by Town of Redcliff upon issuance of 30 days notice in writing to the property owner at the last address as shown on the taxation records of the Town of Redcliff.
6. Encroachment permits may only be issued to the present owner of said encroaching structure;
7. Upon sale of the land the encroachment permit issued by the Town of Redcliff is terminated unless:
- a) If the encroaching structure is sold to a different party the acquiring owner may apply for an encroachment permit to be issued providing the following conditions are met:
 - i) the terms and conditions on the encroachment permit to be issued are identical to the encroachment permit issued to the vendor;
 - ii) the request is made in writing and received by the Town of Redcliff within 60 days of the date of the original encroachment permit;
 - iii) the written request, includes a declaration confirming there have been no adjustments to any building on the site since the date of the issuance of the original encroachment permit.
 - iv) there will be no additional fee charged for issuance of this encroachment permit.
8. That effective upon passage of this Bylaw, The Council of the Town of Redcliff hereby authorizes the Municipal Manager, or his designate, to sign, on behalf of the Town of Redcliff, encroachment permits as shown on Appendix "A" attached.
9. Bylaw 1177/98 is hereby repealed

Read a first time this 27th day of May, 2013.

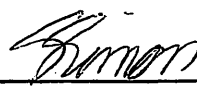
Read a second time this 10th day of June, 2013.

Read a third time this 10th day of June, 2013.

Signed and Passed the this 17 day of June, 2013.



Mayor



Manager of Legislative and Land Services

SCHEDULE "A"

TOWN OF REDCLIFF
ENCROACHMENT PERMIT

I _____ owner of the property legally described as Lot(s) _____, Block _____, Plan _____, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at _____ legally described as: Lot(s) _____, Block _____, Plan _____, do, in fact, encroach upon a portion of: _____ as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become dilapidated or damaged;
- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation,

7-7-00 47


be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.

- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
 - a. as may be necessary to remove the encroachment; or
 - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.

APPLICANT

Approved on behalf of Town of Redcliff this the _____ day of _____, _____.

MUNICIPAL MANAGER


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**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: October 24, 2015

PROPOSED BY: Director of Community and Protective Services

TOPIC: Letter of Support

PROPOSAL: To provide a letter of support for the Redcliff Action Society for Youth grant application to the Community Foundation of Southeastern Alberta "CFSEA"

BACKGROUND:

On October 21st, 2015 administration received a request for a letter of support for the Redcliff Action Society for Youth grant application. The Community Foundation of Southeastern Alberta "CFSEA" accepts applications from local organizations involved in animal welfare, arts & culture, children & youth, education & learning, environment, health, heritage, seniors services, social & human services, recreation and leisure. These grants are funded through the Smart & Caring Community Grants Program with assistance from Field of Interest funds and others.

The grant application is for implementing an evening youth supper program, the grant application is for \$10,000 and would fully support the program.

POLICY / LEGISLATION:

N/A

STRATEGIC PRIORITIES:

N/A

ATTACHMENTS: N/A

OPTIONS:

1. To support the Town of Redcliff's Action Society for Youth's supper program grant application
2. To respectfully decline the application for a letter of support.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Town of Redcliff support the Redcliff Action Society for Youth's supper program grant application, to the Community Foundation of Southeastern Alberta.
2. Councillor _____ moved that the Town of Redcliff respectfully decline the request for a letter of support for the proposed youth supper program initiated by the Redcliff Action Society for Youth.

SUBMITTED BY:



Department Head



Municipal Manager

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



ROYAL CANADIAN LEGION No. 6

RECEIVED REDCLIFF LEGION



OCT 19 2015
TOWN OF REDCLIFF

302 Broadway Avenue
Redcliff, AB T0J 2P0
Phone: (403) 548-3217
Fax: (403) 526-4355

October 15, 2015

Attn: Ernie Reimer
Town of Redcliff
Redcliff, AB

Dear Sir/Madam:

Re: Remembrance Day Services

The Royal Canadian Legion, Redcliff Branch No. 6 would like to take this opportunity to invite you to our Remembrance Day Ceremonies on Wednesday, November 11, 2015. We would be pleased if you or a representative would lay a wreath at the Cenotaph in Legion Memorial Park located on the corner of 3rd ST and 1st Ave S.E.

Participants will be gathering at the Legion at 9:00am, forming a parade to Parkside School for the Church Service, then to the Cenotaph for the 11:00am service. Following the service, we will be forming a parade back to the Legion where everyone is invited for lunch and refreshments.

Please note: In the event of bad weather the program in its entirety will be held at Parkside School.

Please advise our office no later than November 05, 2015 if you will be able to attend by contacting the Legion at (403) 548-3217.

We look forward to hearing from you.

Yours truly,

Al Massine
President



THE ALBERTA ORDER OF EXCELLENCE

RECEIVED
OCT 09 2015
TOWN OF REDCLIFF

October 1, 2015

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

Dear Ernie Reimer,

Re: New Chair and Council Member for the Alberta Order of Excellence

The Alberta Order of Excellence is the highest honour the Province of Alberta can bestow on a citizen. The 141 members encourage excellence through their outstanding contributions and achievements and bring honour and prestige not only to the Order, but to all Albertans.

The Alberta Order of Excellence Council is made up of volunteers representing the province geographically, with members from northern Alberta, southern Alberta, Edmonton, Calgary, and rural Alberta. AOE Council members consider nominations and make the decision on selection of individuals for induction to the Alberta Order of Excellence. Members are required to prepare for and participate in at least two meetings each year to consider nominations and select the annual recipients, and to promote and support the culture of the Alberta Order of Excellence throughout their term.


At the end of 2015 we will be losing two AOE Council members, Audrey Luft, Council member from Edmonton and myself, as Chair of the Council. To maintain regional representation on the Council, we are looking for one representative from Edmonton and the Chair position, which can be from anywhere in Alberta.

The closing date for application to be a member of Council is October 19, 2015. Both opportunities are posted on the Government of Alberta website (job.slaberta.ca). The competition number of the Chair is Job ID 1032081 and for the Council member in Edmonton the competition number is Job ID 1032078.

If you feel that you would be an asset to the Alberta Order of Excellence Council or know someone who would be interested, please visit jobs.alberta.ca for more information and to apply directly on-line. You may also fax a resume to Executive Search, Alberta Corporate Human Resources, 780-422-0468. Contact number is 780-408-8460.

Thank you for your interest in the Alberta Order of Excellence. If you have any questions about the process please call me at 780-412-6644.

Sincerely,


J. Angus Watt
Chair

Memo

To: Town of Redcliff Council
From: Municipal Manager
Date: October 26, 2015
Re: MLA Request for Community Infrastructure Priority Projects List

At the October 13, 2015 Regular Council Meeting the following motion was carried:

2015-0459 *Councillor Steinke moved the presentation of Drew Barnes, MLA, be received for information. - Carried.*

During the MLA's presentation an invitation was extended to Town Council to compile Redcliff's Community Infrastructure Priority Projects List and then submit it to him for him to take and submit to the provincial government for funding consideration.

Administration has compiled a proposed project priority list for Council's deliberation and consideration. This list is as follows:

Main Outfall line increase/Twinning contribution to Medicine Hat- ISL Study, 2015 (Sanitary Capacity Expansion)
South Sanitary Trunk Upgrade 1st St SE to Sanitary Gate
Dirkson Industrial Storm Pond Expansion
NW Storm Pond expansion
Northside Treated Water Storage Cell & Pump Station
Emergency Backup Power (3rd & 3rd St NW sewer lift station & SCADA (Jesmond, Factory, NW)
Broadfoot place to Main St Twinning and Main St SE (Sanitary)
NW 3rd St and 3rd Ave Lift Station and downstream force main and gravity mains upgrade
NE TransCanada Highway Drainage
Shop/Scalehouse for Regional Landfill
Transfer Station for Regional Landfill
Next Landfill Cell Construction at for Regional Landfill

COUNCIL IMPORTANT MEETINGS AND EVENTS

Date & Time	Meeting / Event	Where /Information
November 20, & 21, 2015	Special Council Meeting Re: 2016 Budget Review	Town Hall Council Chambers 8:30 a.m. to 5:00 p.m. each day