



**COUNCIL MEETING**  
**MONDAY, SEPTEMBER 28, 2015**  
**7:00 P.M.**



**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, SEPTEMBER 28, 2015 – 7:00 P.M.  
REDCLIFF TOWN COUNCIL CHAMBERS**

<b><u>AGENDA ITEM</u></b>	<b><u>RECOMMENDATION</u></b>
<b>1. GENERAL</b>	
<b>A)</b> Call to Order	
<b>B)</b> Adoption of Agenda *	Adoption
<b>C)</b> Accounts Payable *	For Information
<b>2. DELEGATION</b>	
<b>A)</b> 2016 Alberta Winter Games	
<b>3. MINUTES</b>	
<b>A)</b> Council meeting held September 14, 2015 *	For Adoption
<b>B)</b> Redcliff/Cypress Regional Waste Management Authority meeting held September 17, 2015 *	For Information
<b>C)</b> Redcliff Physician Recruitment & Retention Committee meeting held September 17, 2015 *	For Information
<b>4. BYLAWS</b>	
<b>A)</b> Bylaw 1806/2015, Tax Instalment Payment Plan *	3 <sup>rd</sup> Reading
<b>B)</b> Bylaw 1809/2015, A Bylaw to Repeal Bylaw No. 1070/95 Assessment Review Board *	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> Reading
<b>C)</b> Bylaw 1810/2015, Dog Control Bylaw *	For Consideration
<b>5. REQUESTS FOR DECISION</b>	
<b>A)</b> Subdivision Application 2014 SUB 02 * Re: Request for Extension/Endorsement of Plan	For Consideration
<b>B)</b> 2015 Condo 01 * Re: 316 Mitchell Street SE (Lot 21, Block B, Plan 7410203)	For Consideration
<b>C)</b> Tax Recovery Auction *	For Consideration



**6. CORRESPONDENCE**

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| <b>A)</b> Girl Guides of Canada *<br>Re: Request for sponsorship or donation | For Information |
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**7. OTHER**

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| <b>A)</b> Town of Redcliff Quarterly Financial Summary *<br>Re: For the Period Ending June 30, 2015                         | For Information |
| <b>B)</b> Memo *<br>Re: Slope Remediation South of Kipling Subdivision and<br>Slope Regrading South of Westside Subdivision | For Information |
| <b>C)</b> Municipal Manager's Report September 28, 2015 *   | For Information |
| <b>D)</b> Mayor's Report to Council September 28, 2015 *  | For Information |
| <b>E)</b> Community Services Program & Events Guide *<br>Re: September - December, 2015                                     | For Information |
| <b>F)</b> Redcliff Community Newsletter Issue 9 *   | For Information |
| <b>G)</b> Council Important Meetings & Events September 28, 2015 *  | For Information |

**8. RECESS**

**9. IN CAMERA**

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| <b>A)</b> Land (1) / Labour (4) / Intermunicipal (1) |
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**10. ADJOURN**



<b><u>ACCOUNTS PAYABLE</u></b>			
<b><u>COUNCIL MEETING SEPTEMBER 28, 2015</u></b>			
<b><u>CHEQUE #</u></b>	<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
78221	CORVUS BUSINESS ADVISORS	OFF-SITE LEVY BYLAW PREP	\$8,400.00
78222	M.P. ECO MECHANICAL PROCESS INC	WATER TREATMENT PLANT PROGRESS PAYMENT	\$516,062.65
78223	PORTER TANNER ASSOCIATES INC	MAIN ST & 6 AVE SANITARY PROGRESS PAYMENT	\$332,357.85
78224	PROVINCIAL TREASURER - LAPP	LAPP DEDUCTIONS	\$17,261.93
78225	RECEIVER GENERAL	STAT DEDUCTIONS	\$29,223.69
78226	TOWN OF REDCLIFF	REGULAR PAYROLL	\$74,067.60
78227	ACTION PARTS	BRAKE CLEANER, MASTER CYLINDER	\$473.06
78228	THE BOLT GUYS	POP RIVETS	\$27.57
78229	THE BOLT SUPPLY HOUSE LTD	NUTS, BOLTS, WASHERS	\$34.86
78230	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS	\$43.42
78231	C.E.M. HEAVY EQUIPMENT	GEAR SHIFT VALVE ASSEMBLY	\$8,112.85
78232	CIBC	SUPPLEMENTAL PENSION	\$1,283.30
78233	CITY OF MEDICINE HAT	UTILITIES & SEWAGE OUTLAY	\$66,781.05
78234	COCOA BEAN CAFE	MEALS ON WHEELS	\$784.35
78235	ARLOS CROFTS	FACILITY & KEY DEPOSIT REFUND	\$225.00
78236	FARMLAND SUPPLY CENTER LTD	HYDRAULIC HOSE	\$326.78
78237	FINNING (CANADA)	OIL SAMPLE KIT	\$241.29
78238	FOUNTAIN TIRE	TIRE REPAIR	\$66.14
78239	FOX ENERGY SYSTEMS INC	CALIBRATE SNIFFER	\$76.60
78240	FRANCOTYP-POSTALIA CANADA INC	POSTAGE MACHINE LEASE	\$110.09
78241	H2O HAULING LTD	LANDFILL WATER DELIVERY	\$105.00
78242	REDCLIFF HOME HARDWARE	PIPE/TUBE CUTTER	\$43.03
78243	JACOB'S WELDNG LTD.	BUCKET WELDING	\$94.50
78244	LETHBRIDGE MOBILE SHREDDING	MONTHLY SHREDDING	\$46.20
78245	MEDICINE HAT NEWS	AUGUST ADVERTISING	\$2,737.35
78246	SHAW CABLE	INTERNET FEES	\$261.19
78247	SUNCOR ENERGY PRODUCTS	LANDFILL DYED DIESEL	\$2,916.15
78248	RECEIVER GENERAL	RADIO AUTHORIZATION	\$734.40
78249	SCHEFFER ANDREW LTD	PROFESSIONAL SERVICES	\$2,953.13
78250	BARRY STEIER	UNIFORM SUPPLIES	\$68.23
78251	SUMMIT MOTORS LTD	DIFFERENTIAL REPAIR PARTS/LABOUR	\$7,546.40
78252	TELUS COMMUNICATION INC	TELEPHONE SERVICE	\$38.03
78253	TELUS MOBILITY	CELL PHONE SERVICE	\$105.73
78254	TRIPLE R EXPRESS	PARTS FREIGHT	\$103.95
78255	STIGTER, MICHELLE	POOL RENTAL REFUND	\$75.00
78256	BREWMASTER WHOLESALE FOODS	MEALS ON WHEELS SUPPLIES	\$24.10
78257	APPLIED INDUSTRIAL TECHNOLOGIES	U JOINTS	\$38.60
78258	MBSI CANADA	HOSTED BACKUP	\$1,071.00
78259	MILLER, NICOLE	SWIMMING LESSON REFUND	\$32.00
78260	DARLEY, KEELY	SUMMER PROGRAMS	\$272.00
78261	PETERS, LEONA	FACILITY & KEY DEPOSIT REFUND	\$225.00



78262	SAWATZKY, ANNA MARIE	FACILITY & KEY DEPOSIT REFUND	\$225.00
78263	BERNHARDT, LINDA	FACILITY & KEY DEPOSIT REFUND	\$225.00
78264	PODESTA, BETHANY	POOL RENTAL REFUND	\$40.00
78265	SOSTAD, LAURA	SWIMMING LESSON REFUND	\$37.00
78266	TOWN OF REDCLIFF - LANDFILL	LANDFILL TONNAGE	\$6,919.57
78267	WOOD, DALE	FIREARMS COURSE FEE	\$2,185.00
78268	XEROX CANADA LTD	PHOTOCOPIER MAINTENANCE	\$225.13
78269	AMEC EARTH & ENVIRONMENTAL	PUMP STATION/RIVER BANK PROJECT	\$19,239.24
78270	ARLOS CROFTS	COURSE FEES	\$74.25
78271	C.U.P.E.	UNION DUES	\$2,474.30
78272	MIKE DAVIES	COURSE FEES	\$74.25
78273	DAVIS PONTIAC BUICK GMC LTD	SHOCK ABSORBERS, AXLE GASKETS	\$952.75
78274	FARMLAND SUPPLY CENTER LTD	CAMLOCK, PIPE DOPE	\$90.46
78275	FORTY MILE GAS CO-OP LTD	LANDFILL GAS UTILITIES	\$75.48
78276	FOX ENERGY SYSTEMS INC	PUBLIC SERVICES SIGN	\$1,107.20
78277	GAR-TECH ELECTRICAL	LANDFILL PUMPING SYSTEM PROJECT	\$13,125.00
78278	REDCLIFF HOME HARDWARE	CABLE TIES	\$14.97
78279	KOST FIRE EQUIPMENT LTD	ANNUAL FIRE EXTINGUISHERS TEST/SERVICE	\$1,427.96
78280	SHAW CABLE	INTERNET FEES	\$125.90
78281	MPE ENGINEERING LTD	WATER TREATMENT PLANT PROGRESS PAYMENT	\$19,789.06
78282	SUNCOR ENERGY PRODUCTS	LANDFILL DYED DIESEL	\$1,419.25
78283	PORTER TANNER ASSOCIATES INC	MAIN ST & 6 AVE SANITARY PROGRESS PAYMENT	\$54,240.64
78284	PUROLATOR	PARTS FREIGHT	\$89.18
78285	SANATEC ENVIRONMENTAL	LANDFILL SEPTIC PUMPING	\$141.75
78286	SUMMIT MOTORS LTD	AIR FILTERS/GAUGES	\$351.40
78287	TELUS COMMUNICATION INC	TELEPHONE SERVICE	\$20.60
78288	GREYLINE INSTRUMENTS INC	WARRANTY RETURN & REPLACEMENT BOARD	\$647.85
78289	WEATHERFORD	DUPLICATE PROPERTY TAX PAYMENT	\$27,007.69
78290	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAX PAYMENTS	\$700.00
78291	WORKERS COMPENSATION BOARD	WCB PREMIUMS	\$3,248.00
71 CHEQUES TOAL:			\$1,231,744.95



**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, SEPTEMBER 14, 2015 7:00 P.M.**

**PRESENT:** Mayor E. Reimer  
Councillors C. Brown  
L. Leipert  
J. Steinke  
C. Crozier  
D. Kilpatrick (left at 8:31 p.m., returned at 8:35 p.m.)

Municipal Manager A. Crofts  
Manager of Legislative S. Simon (left at 7:57 p.m., returned at 10:00 p.m.)  
& Land Services  
Manager of Engineering K. Minhas (left the meeting at 7:40 p.m.)  
Director of Finance J. Tu (left the meeting at 7:40 p.m.)  
& Administration

**ABSENT:** Councillor E. Solberg

**1. GENERAL**

Call to Order

**A)** Mayor Reimer called the regular meeting to order at 7:03 p.m.

2015-0388 Adoption of Agenda

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

2015-0389 Accounts Payable

**C)** Councillor Kilpatrick moved the following 207 general vouchers in the amount of \$921,482.02 be received for information. - Carried.

**ACCOUNTS PAYABLE**

**COUNCIL MEETING SEPTEMBER 14, 2015**

<b><u>CHEQUE #</u></b>	<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
78011	ACKLANDS - GRAINGER INC	VESTS, GLOVES, WRENCH	\$175.12
78012	AG-PLUS MECHANICAL	WIPER BLADE	\$30.37
78013	ATRON REFRIGERATION & A/C	POOL, LIBRARY, TOWN HALL HVAC SERVICES	\$958.03
78014	THE BOLT GUYS	NUTS & BOLTS	\$34.64
78015	THE BOLT SUPPLY HOUSE LTD	EAR PLUGS, WORK GLOVES, SUNSCREEN	\$453.54
78016	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$21.42
78017	CAPITAL GLASS LTD	WINDSHIELD	\$303.45
78018	CITY OF MEDICINE HAT	UTILITIES - ELECTRIC, GAS & SEWER	\$56,478.03
78019	CLEARTECH INDUSTRIES INC	HYDROCHLORIC ACID, SODIUM HYPOCHLORITE	\$2,803.02
78020	COCOA BEAN CAFE	JULY MEALS ON WHEELS	\$1,048.95
78021	DAVIS PONTIAC BUICK GMC LTD	WINDSHIELD WASHER PUMP	\$59.23



78022	DIAMOND SOFTWARE INC	GP UPGRADE	\$1,396.50
78023	FARMLAND SUPPLY CENTER LTD	TRANSMISSION BREATHER, SPLITTER BOX, FITTINGS	\$295.06
78024	FINNING (CANADA)	FILTERS, WATER FUEL SEPARATOR	\$505.28
78025	FORTY MILE GAS CO-OP LTD	LANDFILL GAS UTILITIES	\$73.36
78026	FOUNTAIN TIRE	RECAP TIRES, CASINGS	\$1,256.82
78027	FOX ENERGY SYSTEMS INC.	REFILL & TEST AIR CYLINDERS	\$262.13
78028	HARV'S JANITORIAL SERVICES	JANITORIAL SERVICES	\$3,832.50
78029	REDCLIFF HOME HARDWARE	GAS SHOCKS, BOLTS, CABLE TIES, GARBAGE BAGS	\$1,048.44
78030	INDUSTRIAL MACHINE INC	OIL SENDER UNIT	\$84.23
78031	JACK N' JILL PARTIES	PENNY CARNIVAL EVENT	\$225.00
78032	KIRK'S MIDWAY TIRE	LOADER/SERVICE TRUCK TIRE REPAIR	\$224.70
78033	MEDICINE HAT CO-OP LTD	CONCRETE MIX, EDGING KNIFE, POLY TARP	\$161.84
78034	SHAW CABLE	INTERNET - FIRE HALL, WTP, PUBLIC SERVICES	\$261.19
78035	NAPA PARTS & PIECES MEDICINE HAT	INNER & OUTER AIR FILTERS	\$596.09
78036	TOBY NEWTON	FACILITY & KEY DEPOSIT REFUND	\$225.00
78037	SUNCOR ENERGY PRODUCTS	LANDFILL FUEL	\$3,054.17
78038	PROVINCIAL TREASURER - LAPP	LAPP CONTRIBUTIONS	\$17,149.02
78039	PUROLATOR	SHIPPING CHARGES	\$78.14
78040	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$33,302.81
78041	CANADIAN RED CROSS	BADGES, BOOKLETS, PROGRESS CARDS	\$181.08
78042	ROSENAU TRANSPORT LTD	TRANSPORTATION CHARGES	\$1,065.86
78043	SOUTH COUNTRY GLASS	REPLACE BRONZE DOOR CLOSER	\$304.50
78044	BARRY STEIER	UNIFORM ALTERATIONS	\$27.20
78045	SUMMIT MOTORS LTD	HYDRAULIC FILTER, LABOUR, COOLANT, FAN	\$6,412.17
78046	TELUS COMMUNICATION INC	INTERNET - WESTSIDE LIFT STATION, POOL	\$107.28
78047	TELUS MOBILITY	CELL PHONE SERVICE	\$129.10
78048	ST. AMBROSE MEN'S CLUB	LION'S PARK FACILITY RENTAL	\$100.00
78049	DIAMOND LINK FENCING INC	REMOVE & INSTALL FENCING	\$22,885.01
78050	HACH SALES AND SERVICE CANADA	CHLORINE & FREIGHT	\$255.15
78051	WILSON, MIKE	MUSIC IN THE PARK, LIVE ENTERTAINMENT	\$300.00
78052	MBSI CANADA	HOSTED BACKUP	\$1,071.00
78053	ELEVATION LANDSCAPING	SPRINKLER HEADS	\$397.95
78054	BERT'S VACUUMS & EQUIPMENT	PAPER TOWEL & TOILET PAPER	\$129.05
78055	TORQUE-RIGHT MECHANICAL	TOOLS/SUPPLIES FOR A/C REPAIR	\$146.50
78056	MEDICINE HAT CANINE ASSOCIATION	KEY DEPOSIT REFUND	\$125.00
78057	KLASSEN, FRANZ	FACILITY & KEY DEPOSIT REFUND	\$225.00
78058	FORD, ALLISON	CHILD SWIM PASS REFUND X 2	\$110.00
78059	OHS, MICHELLE	SWIMMING LESSON REFUND	\$22.00
78060	KEELER, TANYA	SWIMMING LESSON REFUND	\$22.00
78061	WHITE FOX COIL TUBING LTD	3/4" ROAD CRUSH	\$6,212.14
78062	TOWN OF REDCLIFF	REGULAR PAYROLL	\$84,563.47
78063	TOWN OF REDCLIFF - LANDFILL	LANDFILL TONNAGE	\$7,793.66
78064	TRICO LIGHTING PRODUCTS	TUBE LIGHT	\$245.23



78065	XEROX CANADA LTD	PHOTOCOPIER MAINTENANCE	\$232.59
78066	ACKLANDS - GRAINGER INC	TORQUE WRENCH	\$649.95
78067	ADT SECURITY SERVICES CANADA	ALARM FOR PROTECTIVE SERVICES BUILDING	\$271.36
78068	AMSC INSURANCE SERVICES LTD	INSURANCE PREMIUMS	\$739.19
78069	ALBERTA PUBLIC WORKS ASSOCIATION	UTILITY OPERATOR JOB POSTING	\$52.50
78070	ALBERTA URBAN MUNICIPALITIES ASS.	COMMUNITY PEACE OFFICER JOB POSTING	\$315.00
78071	THE BOLT SUPPLY HOUSE LTD	METRIC BOLTS	\$9.21
78072	BOSS LUBRICANTS	ENGINE OIL, TRANSMISSION FLUID, TRACTOR FLUID	\$1,319.28
78073	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$21.42
78074	CARSWELL	PAYROLL SUBSCRIPTION	\$684.93
78075	C.E.M. HEAVY EQUIPMENT	TRANSMISSION GASKET, OUTER AIR FILTER	\$362.15
78076	CIBC	SUPPLEMENTAL PENSION PLAN	\$1,262.95
78077	CITY OF MEDICINE HAT	ELECTRIC & GAS	\$11,932.68
78078	C.U.P.E.	UNION DUES	\$2,617.73
78079	FARMLAND SUPPLY CENTER LTD	HOSE REPAIR, HYDRAULIC HOSE, HOSE WRAP	\$72.61
78080	H2O HAULING LTD	WATER HAULED TO LANDFILL	\$105.00
78081	REDCLIFF HOME HARDWARE	TRIMMER STRING, GLASS CLEANER, OIL	\$136.23
78082	JOE JOHNSON EQUIPMENT	VALVE, RECEIVER DRIER	\$202.75
78083	LETHBRIDGE HERALD	COMMUNITY SERVICES ADVERTISING	\$3,905.09
78085	LOGOS EMBROIDERY	REDCLIFF JACKET, BYLAW OFFICER EMBROIDERY	\$56.70
78086	MEDICINE HAT NEWS	DIRECTOR OF FINANCE & ENGINEERING TECH AD	\$2,620.80
78087	SHAW CABLE	TOWN HALL INTERNET CHARGES	\$125.90
78088	SUNCOR ENERGY PRODUCTS	LANDFILL FUEL	\$1,592.18
78089	RECEIVER GENERAL RCMP	POLICING COSTS	\$217,029.84
78090	REDCLIFF MUSEUM	2015 MUSEUM CONTRIBUTION CURATOR WAGES	\$10,000.00
78091	ROCKY MOUNTAIN EQUIPMENT	ROUGH CUT BLADES	\$432.43
78092	ROSENAU TRANSPORT LTD	TRANSPORTATION CHARGES	\$312.59
78093	SCHEFFER ANDREW LTD	PLANNING SERVICES	\$5,657.40
78094	SUMMIT MOTORS LTD	SEAT AIR VALVE, AIR DRYER, LABOUR	\$902.74
78095	TELUS COMMUNICATION INC	TWO WAY RADIOS	\$20.60
78096	TRIPLE R EXPRESS	SHIPPING CHARGES	\$183.75
78097	POHL, LANA	SWIMMING LESSON REFUND	\$260.00
78098	DARLEY, KEELY	SUMMER PROGRAMMING WAGES	\$340.00
78099	WAGNER, NATHAN	UTILITY DEPOSIT REFUND	\$150.00
78100	KNEEHILL COUNTY	ANNUAL TAX SEMINAR	\$136.50
78101	NUEFELD, MICHELLE	SWIMMING LESSON REFUND	\$110.00
78102	NEVIN, ANN	SWIMMING LESSON REFUND	\$110.00
78103	STODOLKA, JEANETTE	SWIMMING LESSON REFUND	\$44.00
78104	LANGILLE, EUNICE	CONSTRUCTION DAMAGE DEPOSIT REFUND	\$1,000.00
78105	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAXES DEDUCTION	\$700.00
78106	TROPHY AND ENGRAVING WORLD	NAME TAG - BYLAW ENFORCEMENT	\$10.45
78107	SCOTT VANCLIEAF	AIR BRAKES OPERATOR LICENSE & ROAD TEST	\$433.05
78108	ROBERT WALBURGER	CRIMINAL RECORD CHECK & DRIVER ABSTRACT	\$78.50



78109	ABSA	ANNUAL REGISTRATION - SAFETY CODES	\$103.00
78110	ACKLANDS - GRAINGER INC	TELESCOPING AUGER KIT	\$521.85
78111	ACTION PARTS	BRAKE CALIPERS, CORE CHARGE, LIGHT SWITCH	\$402.31
78112	ALL-NET.CA	SERVICE TRACKER LICENSE	\$4,987.50
78113	AMSC INSURANCE SERVICES LTD	EMPLOYEE BENEFITS	\$15,922.52
78114	AMEC EARTH & ENVIRONMENTAL	PUMP STATION AND RIVER BANK EROSION	\$26,905.60
78115	THE BOLT SUPPLY HOUSE LTD	STAINLESS BOLTS/NUTS FOR FIRE HYDRANTS	\$91.73
78116	CANADIAN PAYROLL ASSOCIATION	MEMBERSHIP FEE	\$231.00
78117	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$21.00
78118	CANADIAN ENERGY	12 VOLT BATTERY AND BATTERY CABLE	\$407.63
78119	C.E.M. HEAVY EQUIPMENT	COUNTER WEIGHTS FOR NEW LOADER & PARTS	\$7,304.31
78120	COCOA BEAN CAFE	JUNE MEALS ON WHEELS	\$1,011.15
78121	CORIX WATER PRODUCTS LIMITED	WATER METER	\$6,163.66
78122	DAVIS PONTIAC BUICK GMC LTD	AXLE SEAL & GASKET	\$664.56
78123	FARMLAND SUPPLY CENTER LTD	FUEL HOSE, FITTINGS AND CLAMPS	\$17.24
78124	GLENTEL WIRELESS CENTRE	MOBILE RADIO, ANTENNA MAINT, CRIMP CONNECTOR	\$813.91
78125	HYDRODIG	CURB STOP REPAIR - ARENA	\$483.00
78126	JACOB'S WELDNG LTD	WELDING REPAIRS	\$472.50
78127	KIRK'S MIDWAY TIRE	TIRE REPAIRS	\$280.35
78128	KLEARWATER EQUIPMENT AND TECH	ISOPAC	\$1,556.10
78129	LMT ENTERPRISES LTD	PUMP STATION AND RIVER BANK EROSION	\$79,940.39
78130	LIFESAVING SOCIETY	LIFESAVING STANDARD FIRST AID	\$1,019.68
78131	MODERN INDUSTRIAL RENTALS	DYNA PAC ROLLER RENTAL	\$288.75
78132	MPE ENGINEERING LTD	WATER TREATMENT PLANT UPGRADE	\$21,418.78
78133	SUNCOR ENERGY PRODUCTS	LANDFILL FUEL	\$1,494.89
78134	PITNEY WORKS	SERVICE ON FOLDER / STUFFER	\$159.08
78135	THE PRINTER	BUSINESS CARDS	\$191.10
78136	PROVINCIAL TREASURER - LAPP	LAPP CONTRIBUTIONS	\$17,316.34
78137	PUROLATOR	SHIPPING CHARGES	\$32.58
78138	REDCLIFF BAKERY	MPC LUNCH	\$69.30
78140	RED HAT COOPERATIVES	REFUND INACTIVE UTILITY	\$153.30
78141	REDCLIFF LADIES SOFTBALL ASS.	KEY DEPOSIT REFUND	\$125.00
78142	ROSENAU TRANSPORT LTD	TRANSPORTATION CHARGES	\$622.90
78143	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK AT LANDFILL	\$136.50
78144	SHOCKWARE WIRELESS INC	LANDFILL INTERNET	\$47.20
78145	BARRY STEIER	BATTERIES	\$12.27
78146	TELUS MOBILITY	CELL SERVICE	\$21.24
78147	WAITES, LISA	SWIMMING LESSON REFUND	\$220.00
78148	BUECKERT, ABE	KEY DEPOSIT REFUND	\$125.00
78149	WARD, JEN	SWIMMING LESSON REFUND	\$22.00
78150	SPISAK, KIRSTEN	SWIMMING LESSON REFUND	\$22.00
78151	CIVICINFO BC	IT JOB POSTING	\$157.50
78152	DENTY, KRISTA	SWIMMING LESSON REFUND	\$44.00



78153	DOCKEN, LORRAINE	REFUND INACTIVE UTILITY	\$65.19
78154	BOSCHMAN, JAMIE	POOL RENTAL REFUND	\$65.00
78155	GRACE, LOUISE	SWIMMING LESSON REFUND	\$32.00
78156	GALE, LAURA	SWIMMING LESSON REFUND	\$22.00
78157	BARG, KIM	SWIMMING LESSON REFUND	\$22.00
78158	ERESMAN, TRINA	SWIMMING LESSON REFUND	\$22.00
78159	MARDIAN, KARI	POOL RENTAL REFUND	\$75.00
78160	GREEN, JOSH	FACILITY & KEY DEPOSIT REFUND	\$225.00
78161	SMITH, LESLIE	FACILITY & KEY DEPOSIT REFUND	\$225.00
78162	ANDERSON, MARIE	FACILITY & KEY DEPOSIT REFUND	\$225.00
78163	WALL, CORNELIO	FACILITY & KEY DEPOSIT REFUND	\$225.00
78165	WOLSELEY MECHANICAL GROUP	SUPPLIES - 1502 DIRKSON DR	\$12,904.42
78166	ZEP SALES & SERVICE OF CANADA	TRUCK WASH SOAP, HAND WASH SOAP	\$1,327.64
78167	TOWN OF REDCLIFF	REGULAR PAYROLL	\$91,726.69
78168	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$32,111.82
78169	ALBERTA FIRE CHIEFS ASS.	FIRE PREVENTION MATERIAL	\$393.80
78170	ALBERTA MUNICIPAL CLERKS ASS.	PARLIAMENTARY PROCEDURE REGISTRATION	\$205.00
78171	ACKLANDS - GRAINGER INC	FILE SET	\$89.68
78172	ACTION PARTS	STOP LIGHT SWITCH	\$77.82
78173	AMSC INSURANCE SERVICES LTD	INSURANCE PREMIUMS	\$4,778.40
78174	BEAVER PLASTICS LTD	MEALS ON WHEELS SUPPLIES	\$341.84
78175	BENCHMARK GEOMATICS INC	SURVEY GRADES	\$309.75
78176	BIG HILL SERVICES	ARENA BOARD CLEANING SERVICE	\$1,763.59
78177	THE BOLT GUYS	BOLTS AND CLAMPS	\$40.53
78178	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS	\$21.42
78179	CAPITAL GLASS LTD	ROCK CHIP REPAIR	\$36.75
78180	C.E.M. HEAVY EQUIPMENT	BLOCK VALVE, SHIPPING & HANDLING	\$955.37
78181	WSP CANADA INC	SANITARY MAIN REALIGNMENT	\$2,142.00
78182	WILLIE'S 24 HOUR TOWING LTD	TOWING SERVICE	\$315.00
78183	IAN WILLIAMS	USB OUTLET, FALL BULBS, RATCHET STRAP	\$156.38
78184	TRICO LIGHTING PRODUCTS	BATTERIES & BATTERY PACK	\$248.69
78185	THE ROSERY FLORIST	BEREAVEMENT	\$78.75
78186	MEDICINE HAT FRIENDSHIP FORCE	FACILITY & KEY DEPOSIT REFUND	\$225.00
78187	MEDICINE HAT CO-OP LIMITED	FACILITY & KEY DEPOSIT REFUND	\$225.00
78188	AWAKEN PERSONAL ENLIGHTENMENT	TOWN SUMMER PROGRAMMING	\$160.00
78189	PRINS, CURTIS	CLEAN SEWER LINE	\$265.13
78190	BERT'S VACUUMS & EQUIPMENT	PAPER TOWEL & TOILET PAPER	\$161.60
78191	WELSHMAN, APRIL	SUMMER PROGRAMMING	\$47.25
78192	TELUS MOBILITY	DATA STICK & CELL PHONE SERVICE	\$223.43
78193	TELUS COMMUNICATION INC	TELEPHONE SERVICE	\$1,790.79
78194	SUMMIT MOTORS LTD	UPPER RAD HOSE	\$2,446.21
78195	SEWLINE ENTERPRISES	BLACK THREAD	\$25.20
78196	ROSENAU TRANSPORT LTD	SODIUM HYPOCHLORITE FREIGHT	\$626.06



78197	ROCKY MOUNTAIN EQUIPMENT	SCRAPER, SKID SHOES, CUTTING BLADES, BOLTS	\$159.58
78198	RED HAT COOPERATIVES	FACILITY & KEY DEPOSIT REFUND	\$225.00
78199	PROVINCIAL TREASURER - LAPP	LAPP CONTRIBUTIONS	\$393.09
78200	PRO COMM SOLUTIONS INC	SIERRA WIRELESS AND SIM CARDS	\$672.00
78201	PRITCHARD & COMPANY LLP	PROFESSIONAL SERVICES	\$640.50
78202	SUNCOR ENERGY PRODUCTS	SHOP FUEL	\$9,519.12
78203	MODERN INDUSTRIAL RENTALS	8" ELECTRIC FAN RENTAL	\$78.75
78204	MEDICINE HAT CO-OP LTD	PLASTIC TEE	\$15.91
78205	MACDESIGN SCREENWORKS INC	POOL STAFF CLOTHING	\$530.25
78206	LETHBRIDGE HERALD	COMMUNITY SERVICE & DEVELOPMENT AD	\$250.74
78207	KOST FIRE EQUIPMENT LTD	SRV - SPRINKLER	\$367.50
78208	REDCLIFF HOME HARDWARE	CEMENT, FERTILIZER, PIPE, INSECTICIDE	\$592.03
78209	HARV'S JANITORIAL SERVICES	JANITORIAL SERVICES	\$3,832.50
78210	GRAND RENTAL STATION	RENTAL ITEMS FOR PENNY CARNIVAL	\$442.58
78211	JONELLE GLADUE	VARIOUS MILEAGE	\$43.24
78212	FOX ENERGY SYSTEMS INC	PLAYGROUND SIGN, 30 KM/HR SIGN	\$178.29
78213	FARMLAND SUPPLY CENTER LTD	CAMLOCK, HOSE & CLAMPS	\$3,431.35
78214	EPCOR ENERGY SERVICES INC	LANDFILL ELECTRIC UTILITIES	\$149.78
78215	CIBC VISA	MONTHLY VISA	\$4,379.38
78216	CITY OF MEDICINE HAT	ELECTRIC & GAS UTILITIES	\$16,696.33
78217	CLEARTECH INDUSTRIES INC	CHLORINE CYLINDERS AND DEPOSIT	\$2,170.81
78218	CONSTRUCTION SUPPLY LTD	SIKAFLEX SELF LEVELLING MIX	\$208.96
78219	CANADIAN PACIFIC RAILWAY	FLASHER MAINTENANCE CONTRACT	\$621.00
78220	ED MORITZ MASONRY & TILE LTD	QUICKCRETE CONCRETE MIX	\$29.93
207 CHEQUE STOTAL:			\$921,482.02

## 2. MINUTES

- 2015-0390 Council meeting held August 17, 2015 **A)** Councillor Leipert moved the minutes of the Council meeting held August 17, 2015, be adopted as presented. - Carried.
- 2015-0391 Special Council meeting held August 17, 2015 **B)** Councillor Crozier moved the minutes of the Special Council meeting held August 17, 2015, be adopted as presented. - Carried.
- 2015-0392 Municipal Planning Commission meeting held August 27, 2015 **C)** Councillor Steinke moved the minutes of the Municipal Planning Commission meeting held August 27, 2015, be received for information. - Carried.
- 2015-0393 Shortgrass Library Systems meeting held June 17, 2015 **D)** Councillor Brown moved the minutes of the Shortgrass Library Systems meeting held June 17, 2015, be received for information. - Carried.
- 2015-0394 Redcliff Senior Citizens Business meeting held September, 2015 **E)** Councillor Leipert moved the minutes of the Redcliff Senior Citizens Business meeting held September, 2015, be received for information. - Carried.



- 2015-0395 Mayors & Reeves meeting held April 24, 2015 **F)** Councillor Steinke moved the minutes of the Mayors & Reeves meeting held April 24, 2015, be received for information. - Carried.
- 3. BYLAWS**
- 2015-0396 Bylaw 1805/2015, Repeal Bylaw 1795, Fees, Rates & Charges Bylaw **A)** Councillor Crozier moved Bylaw 1805/2015, Repeal Bylaw 1795, Fees, Rates & Charges Bylaw be given first reading. - Carried.
- 2015-0397 Councillor Kilpatrick moved Bylaw 1805/2015, Repeal Bylaw 1795, Fees, Rates & Charges Bylaw be given second reading. - Carried.
- 2015-0398 Councillor Steinke moved Bylaw 1805/2015, Repeal Bylaw 1795, Fees, Rates & Charges Bylaw be presented for third reading. - Carried Unanimously.
- 2015-0399 Councillor Leipert moved Bylaw 1805/2015, Repeal Bylaw 1795, Fees, Rates & Charges Bylaw be given third reading. - Carried.
- 2015-0400 Bylaw 1806/2015, Tax Instalment Payment Plan **B)** Councillor Crozier moved Bylaw 1806/2015, Tax Instalment Payment Plan, be given second reading as amended. - Carried.
- 2015-0401 Bylaw 1807/2015, Eastside Area Structure Plan 2015 **C)** Councillor Leipert moved Bylaw 1807/2015, Eastside Area Structure Plan 2015, be given first reading. - Carried.
- 2015-0402 Bylaw 1808/2015, Tax Rate Bylaw - Amend Bylaw 1801/2015 **D)** Councillor Kilpatrick moved correspondence from Alberta Municipal Affairs dated July 22, 2015 regarding approval to amend the Town of Redcliff's Property Tax Rate Bylaw, be received for information. - Carried.
- 2015-0403 Councillor Kilpatrick moved Bylaw 1808/2015, a Bylaw to amend Bylaw 1801/2015, being the Tax Rate Bylaw, be given first reading. - Carried.
- 2015-0404 Councillor Leipert moved Bylaw 1808/2015, a Bylaw to amend Bylaw 1801/2015, being the Tax Rate Bylaw, be given second reading. - Carried.
- 2015-0405 Councillor Steinke moved Bylaw 1808/2015, a Bylaw to amend Bylaw 1801/2015, being the Tax Rate Bylaw, be presented for third reading. - Carried Unanimously.
- 2015-0406 Councillor Crozier moved Bylaw 1808/2015, a Bylaw to amend Bylaw 1801/2015, being the Tax Rate Bylaw, be given third reading. - Carried.



**4. REQUESTS FOR DECISION**

2015-0407 Subdivision Application 2014  
SUB 04 Condition No. 4

**A)** Councillor Brown moved to authorize Administration to enter into an Agreement with applicants/owner of Subdivision Application 2014 SUB 04 (Lot 41, Block A, Plan 0714576 / 1502 Dirksen Drive NE) whereby they agree to meet condition 4 which states “Demonstrating by the submission of asbuilt drawings that the grading and site drainage has been constructed for the first phase of development in accordance with the site drainage plan approved by the Town Engineer on November 4, 2014”. Further that security in the form of a letter of credit in the amount of \$7,000.00 is taken as security. And further that the applicant/owner be responsible for all legal costs relating to preparation of agreement. - Carried.

2015-0408 Establish Dates for Budget  
Review

**B)** Councillor Brown moved to establish the dates for the 2016 Budget Review as the 6th of November from 1:00 pm to 7:30 pm and the 7th of November from 8:30 am to 5:00 pm. Further that the 2016 Budget Review be scheduled as a Special Council meeting. - Carried.

**5. CORRESPONDENCE**

2015-0409 Alberta Municipal Affairs  
Re: Small Communities Fund  
(SCF)

**A)** Councillor Crozier moved correspondence from Alberta Municipal Affairs dated July 31, 2015 regarding the Small Communities Fund (SCF), be received for information. - Carried.

2015-0410 Alberta Municipal Affairs  
Re: 2015 Gas Tax Fund  
(GTF)

**B)** Councillor Leipert moved correspondence from Alberta Municipal Affairs dated August 12, 2015 regarding the 2015 Gas Tax Fund (GTF), be received for information. - Carried.

2015-0411 TransCanada  
Re: Proposed Project:  
Medicine Hat Compressor  
Station - Additional Information

**C)** Councillor Steinke moved correspondence from TransCanada dated August 17, 2015 regarding Proposed Project: Medicine Hat Compressor Station - Additional Information, be received for information. - Carried.

2015-0412 Alberta Justice and Solicitor  
General  
Re: Municipal Policing  
Assistance Grant (MPAG) and  
Police Officer Grant (POG)

**D)** Councillor Crozier moved correspondence from Alberta Justice and Solicitor General dated August 24, 2015 regarding Municipal Policing Assistance Grant (MPAG) and Police Officer Grant (POG), be received for information. - Carried.

2015-0413 Royal Canadian Legion Branch  
No. 6  
Re: Redcliff Legion's Annual  
Veteran's Supper

**E)** Councillor Brown moved correspondence from Royal Canadian Legion Branch No. 6 regarding the Redcliff Legion's Annual Veteran's Supper, be received for information. - Carried.



- |           |  |  |
|-----------|--|--|
| 2015-0414 | TransCanada<br>Re: Safety Information - Oil<br>Pipelines   | <b>F)</b> Councillor Kilpatrick moved correspondence from TransCanada received September 8, 2015 regarding Safety Information - Oil Pipelines, be received for information. - Carried.   |
| 2015-0415 | Alberta Culture and Tourism<br>Re: Invitation to submit bid to<br>host 2017 Alberta 55 Plus<br>Games | <b>G)</b> Councillor Steinke moved correspondence from Alberta Culture and Tourism received August 14, 2015 regarding an invitation to submit a bid to host the 2017 Alberta 55 Plus Games, be received for information. Further, that Administration refer this correspondence to the Recreation Services Board for their information. - Carried. |
- 6. OTHER**
- |           |  |  |
|-----------|--|--|
| 2015-0416 | Redcliff/Cypress Regional<br>Waste Management Authority<br>Graphs to August 31, 2015                 | <b>A)</b> Councillor Kilpatrick moved the Redcliff/Cypress Regional Waste Management Authority Graphs to August 31, 2015, be received for information. - Carried.  |
| 2015-0417 | Laneway Upgrade West of 3 <sup>rd</sup><br>Street NE between 1 Avenue<br>NE - South Railway Drive NE | <b>B)</b> Councillor Leipert moved the Memo dated September 14, 2015 regarding the Laneway Upgrade West of 3 <sup>rd</sup> Street NE between 1 Avenue NE - South Railway Drive NE, be received for information. - Carried. |
| 2015-0418 | Council Important Meetings &<br>Events September 14, 2015  | <b>C)</b> Councillor Brown moved the Council Important Meetings & Events September 14, 2015, be received for information. - Carried.   |

## 7. RECESS

Mayor Reimer called for a recess at 7:40 p.m.

Director of Finance & Administration and Manager of Engineering left the meeting at 7:40 p.m.

Mayor Reimer reconvened the meeting at 7:49 p.m.

## 8. IN CAMERA

- |           |   |
|-----------|---|
| 2015-0419 | Councillor Brown moved to meet In Camera at 7:49 p.m.<br>- Carried. |
|-----------|---|
- Manager of Legislative & Land Services left the meeting at 7:57 p.m.
- Councillor Kilpatrick left the meeting at 8:31 p.m. and returned at 8:35 p.m.
- Manager of Legislative & Land Services returned at 10:00 p.m.



2015-0420 Councillor Steinke moved to return to regular session at 10:00 p.m. - Carried.

2015-0421 Councillor Brown moved to appoint Brad Christian to the Family & Community Support Services Board (FCSS) with a term to expire December 31, 2016. Further for Administration to invite Brad Christian to apply for other Town of Redcliff Boards with openings. - Carried.

## **9. ADJOURNMENT**

2015-0422 Adjournment Councillor Leipert moved to adjourn the meeting at 10:04 p.m. - Carried.

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Mayor

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Manager of Legislative and Land Services



**REDCLIFF/CYPRESS REGIONAL  
WASTE MANAGEMENT AUTHORITY MEETING  
THURSDAY, SEPTEMBER 17, 2015 at 1:00 p.m.  
REDCLIFF TOWN COUNCIL CHAMBERS**

<b>PRESENT:</b>	Town of Redcliff:	Councillor	D. Kilpatrick
		Councillor	C. Crozier
		Landfill Treasurer	J. Tu
		Municipal Accountant	Mike Davies
		Landfill Manager	J. Garland
		Manager Legislative & Land Services	S. Simon
	Cypress County:	Councillor	L. Pahl
		Councillor	Alf Belyea
		Director of Public Works	Curtis Richter

## 1. CALLED TO ORDER

J. Garland called the meeting to order at 1:01 p.m.

## 2. ELECTION OF CHAIRPERSON

L. Pahl nominated D. Kilpatrick to be Chairperson. D. Kilpatrick accepted.

### 3. ADOPTION OF AGENDA

A. Belyea moved the agenda be adopted as presented. – Carried.

#### 4. MINUTES OF PREVIOUS MEETING

L. Pahl moved the minutes of the meeting held on June 11, 2015, be adopted as presented. – Carried.



5. **NEW BUSINESS**

**A) Rates**

C. Crozier moved the following proposed 2016 rates be approved:

**General Fees**

Up to 250 kg's (550 lbs.)	\$8.00
Over 250 kg's	\$52.00/ 1,000 kg's
Town of Redcliff & Cypress County *	\$26.00/ 1,000 kg's
Waste requiring Special Handling	\$60.00 / 1,000 kg's
Clean Concrete/Asphalt	\$21.00/ 1,000 kg's
Special Materials Disposal Fee **	At Cost
Clean Fill ***	No Charge

**Minimum Flat Rates (apply during Power Outages)**

Less than 1 (one) Ton vehicle	\$8.00(current minimum)
1 Ton vehicle	\$60.00
Over 1 Ton vehicle	\$70.00

**Contract Haulers**

Semi-Trailers	\$500.00
Front End Dumps	\$200.00
Roll off Containers	\$100.00

**Other Rates**

Surcharge for inadequately restrained loads	\$20.00
Refrigeration and Air Conditioning Equipment without confirmation of ozone depleting substances removed	\$50.00 per unit

- Carried.



REDCLIFF/CYPRESS REGIONAL  
WASTE MANAGEMENT AUTHORITY MEETING  
THURSDAY, SEPTEMBER 17, 2015

PAGE

3

**B) Draft 2016 Budget**

i) Capital Budget

C. Crozier moved the 2016 Capital Budget as presented be approved.  
– Defeated.

L. Pahl moved the 2016 Capital Budget be approved as amended to include a 50/50 cost sharing arrangement with the Town of Redcliff for the purchase of a new service truck. – Carried.

ii) Operating Budget

L. Pahl moved the proposed 2016 Operating Budget be approved as amended. – Carried.

**C) Landfill Graphs**

L. Pahl moved the Redcliff/Cypress Regional Landfill Graphs to August 31, 2015, be received for information. – Carried.

**6. ADJOURNMENT**

L. Pahl moved adjournment of the meeting at 2:05 p.m. – Carried.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary



**MINUTES OF THE PHYSICIAN RECRUITMENT AND RETENTION COMMITTEE  
SPECIAL MEETING  
THURSDAY, SEPTEMBER 17th, 2015 - 10:00 AM  
TOWN HALL COUNCIL CHAMBERS**

PRESENT: Members

E.Reimer  
C.Brown  
C.Reimer  
S.Burton  
B.Guersky  
None

ABSENT: Members

Community & Protective Services Director  
Economic Development Alliance

K.Dalton  
T. Hardiker

1. **CALL TO ORDER**  
C.Reimer called the meeting to order at 10:07 a.m.  
C. Brown adopted agenda
2. **MINUTES**  
Minutes from January 5<sup>th</sup>, 2015  
C. Brown moved to adopt the minutes as amended
3. **New Business**  
  
**A) Assessing Future Needs – Delegation**  
Dr. Helgaard van der Merwe briefed the committee on current operations and projected future growth of his clinic and the surrounding area  
  
**B) Southern Alberta Physician Recruitment Strategies**  
i.) Alberta High School Outreach  
C. Brown moved to accept as information  
ii.) Rural Alberta Community Physician Attraction and Retention Conference  
B. Gursky moved to accept as information  
  
**C) RPAP Community Attraction and Retention Grant**  
S. Burton moved that the board composition be increased to allow for additional subject matter experts to represent the Town of Redcliff
4. **NEXT MEETING**  
TBA
6. **ADJOURNMENT**  
E. Reimer moved to adjourn at 11:03 a.m.



**BYLAW NO. 1806/2015  
OF THE TOWN OF REDCLIFF  
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA TO  
PROVIDE FOR A PRE-AUTHORIZED TAX INSTALMENT PAYMENT PLAN.**

**WHEREAS** pursuant to section 340 of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, Council may by bylaw permit taxes to be paid by instalments, at the option of the taxpayer.

**AND WHEREAS** Council considers it to be advisable to establish a tax instalment payment plan in the Town of Redcliff;

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

**TITLE**

1. This Bylaw shall be known and cited as the “Tax Instalment Payment Plan Bylaw” of the Town of Redcliff.

**PURPOSE**

2. Taxes payable under a TIPP shall be deemed to be due and owing in accordance with this bylaw and the terms and conditions of the TIPP. The purpose of this bylaw is to establish the terms under which taxes may be paid by instalments.

**INTERPRETATION, PURPOSE AND DEFINITIONS**

3. In this bylaw the following terms (unless the context specifically requires otherwise) shall have the following meanings:
  - a) “Assessed Person” means the person recorded on the assessment and tax rolls in accordance with parts 9 and 10 of the Municipal Government Act;
  - b) “Town” means the Town of Redcliff;
  - c) “Collections Coordinator” means the person or persons in the Town’s Finance Department assigned the responsibility of administering this bylaw;
  - d) “Council” means the Municipal Council of the Town of Redcliff;
  - e) “Current taxes” means taxes imposed in the current year;
  - f) “EFT” means electronic funds transfer;
  - g) “Penalties” means penalties on unpaid taxes;
  - h) “Taxes” means all property taxes, local improvement taxes and all other taxes, charges, fees or amounts lawfully imposed against a property by the Town of Redcliff



pursuant to the Municipal Government Act or any other statute of the Province of Alberta;

- i) "Tax Instalment Payment Plan" also referred to as "TIPP" means the plan authorized by this bylaw permitting taxpayers to pay taxes by way of monthly instalments;
- j) "Taxpayer" means a person liable to pay taxes on a property being taxed pursuant to the Municipal Government Act;
- k) "Year" means calendar year.

## **APPLICATION**

- 4. A taxpayer who wishes to enroll in a TIPP must submit an application to the Director of Finance and Administration for approval.
- 5. An application shall include:
  - a. a completed application form signed by the taxpayer; and
  - b. a void cheque or other documentation that would allow the Town to use the EFT Process.

## **ENROLMENT**

- 6. The Director of Finance and Administration may enroll a taxpayer in a TIPP if, on the date of application, all taxes due, tax arrears and penalties owed to the Town by the taxpayer have been paid.
- 7. An application form for enrolment in a TIPP for the current year's taxes must be received by the Director of Finance and Administration on or before ~~June 15~~ January 31 with the only exception being that a property was purchased after January 31 but before June 30 of the year in which the taxes were imposed. In such a case the first payment will include all missing payments.
- ~~8. The Director of Finance and Administration may accept an application received after June 15 for enrolment in a TIPP for the next year.~~

## **AMOUNT OF PAYMENTS**

- ~~9-8.~~ 9-9. The Director of Finance and Administration shall calculate the amount of the payments for the TIPP at the time that the taxpayer is enrolled in TIPP. The payments shall be in instalments calculated so that the cumulative payments will pay, in full, the outstanding balance of the taxes by the end of the calendar year.
- ~~10-9.~~ At the time that the taxpayer is notified of their enrolment in TIPP, the taxpayer shall also be notified of the payment date and the amount of the instalments.

## **RECALCULATION OF PAYMENTS**



- | ~~41.~~10. The Director of Finance and Administration may recalculate the amount of the payments at any time and shall advise the taxpayer, in writing, of any changes in the amount of the Payments to be made.
- | ~~42.~~11. Changes in the amount of the payments shall be effective as of the payment date specified in the notice of change in payments sent to the taxpayer.

### **PENALTIES AND CHARGES**

- | ~~43.~~12. No penalties shall be imposed with respect to the outstanding balance of the taxes for the current year as long as the TIPP remains in good standing.
- | ~~44.~~13. A TIPP is no longer in good standing if:
  - a. the EFT process fails;
  - b. the taxpayer fails to pay a service charge imposed by this bylaw; or
  - c. the taxpayer fails to comply with the terms and conditions of the TIPP.

### **PENALTIES**

- | ~~45.~~14. When a TIPP is no longer in good standing, penalties may be applied to the outstanding balance of the taxes for the current year in accordance with the Tax Penalty Bylaw and the balance outstanding on the tax roll shall be immediately due and payable.

### **SERVICE CHARGES**

- | ~~46.~~15. The taxpayer shall pay a service charge to the Town, in an amount set out by bylaw, every time the EFT process fails. The service charge shall be due and payable immediately upon the taxpayer being notified by the Director of Finance and Administration that the EFT process has failed for the payment.

### **EFT FAILURE**

- | ~~47.~~16. For the purposes of this bylaw the payment will be deemed to have failed when the taxpayer's bank notifies the Town that a fund transfer will not be processed.

### **TERMINATION OF TAX INSTALMENT PLAN**

#### **CANCELLATION BY TOWN**

- | ~~48.~~17. The Director of Finance and Administration shall cancel a taxpayer's enrolment if the TIPP is no longer in good standing.

#### **CANCELLATION BY TAXPAYER**

- | ~~49.~~18. A taxpayer may cancel a TIPP at any time, provided that written notification of the cancellation using the termination form has been provided to the Director of Finance and Administration no less than ten business days in advance of the next payment date.



### **EFFECT OF CANCELLATION**

| ~~20.~~19. When a TIPP is cancelled, penalties may be applied to the outstanding balance of the taxes for the current year in accordance with the Tax Penalty Bylaw and the balance outstanding on the tax roll shall immediately be due and payable.

### **POWERS OF THE DIRECTOR OF FINANCE AND ADMINISTRATION**

| ~~21.~~20. Without restricting any other power, duty or function granted by this bylaw or otherwise, the Director of Finance and Administration may:

- a. establish the form and method of notification for the purposes of this bylaw;
- b. establish the application form for a TIPP;
- c. establish the terms and conditions of a TIPP, including but not limited to any terms and conditions that are necessary to reflect the requirements of the Canadian Payments Association for the EFT Process; and
- d. delegate any of his or her powers, duties or functions under this bylaw.

### **TRANSITION**

| ~~22.~~21. This bylaw comes into force on January 1, 2016.

**READ** a first time this 17<sup>th</sup> day of August, 2015.

**READ** a second time this 14 day of September, 2015.

**READ** a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**PASSED** and **SIGNED** this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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MAYOR

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MANAGER OF LEGISLATIVE AND LAND SERVICES



**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** September 28, 2015

**PROPOSED BY:** Manager of Legislative and Land Services

**TOPIC:** Assessment Review Board Bylaw

**PROPOSAL:** To consider repealing the Assessment Review Board Bylaw 1070/95

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**BACKGROUND:**

It has come to the attention of Administration that Bylaw 1659/2010 being the Assessment Review Board Bylaw which was passed June 30, 2010 omitted repealing Bylaw No 1070/95, the previous Assessment Review Board Bylaw.

**POLICY / LEGISLATION:**

The Bylaw proposes to Repeal Bylaw 1070/95 for the establishment of Assessment Review Board leaving only one Assessment Review Board Bylaw 1659/2010.

**STRATEGIC PRIORITIES:**

It is an important practice to ensure all bylaws are consistent and current to relevant federal and provincial government legislation and related regulations.

**ATTACHMENTS:**

Proposed Bylaw 1809/2015.

**OPTIONS:**

1. Town of Redcliff repeal Assessment Review Board Bylaw 1070/95 leaving the current Bylaw 1659/2010 as the current and only Assessment Review Board Bylaw for the Town of Redcliff.

**RECOMMENDATION:**

Option 1

**SUGGESTED MOTION(S):**

1.
  - i) Councillor \_\_\_\_\_ moved Bylaw 1809/2015, a Bylaw to repeal Bylaw 1070/95, Assessment Review Board Bylaw be given first reading.
  - ii) Councillor \_\_\_\_\_ moved Bylaw 1809/2015, a Bylaw to repeal Bylaw 1070/95, Assessment Review Board Bylaw be given second reading.



- iii) Councillor \_\_\_\_\_ moved Bylaw 1809/2015, a Bylaw to repeal Bylaw 1070/95, Assessment Review Board Bylaw be presented for third reading.  
(Note: Must be unanimous in order to proceed with third reading)
- iv) Councillor \_\_\_\_\_ moved Bylaw 1809/2015, a Bylaw to repeal Bylaw 1070/95, Assessment Review Board Bylaw be given third reading.

SUBMITTED BY:  \_\_\_\_\_  
Department Head Municipal Manager

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



**TOWN OF REDCLIFF  
BYLAW NO. 1809/2015**

**A Bylaw to authorize the Municipal Council of the Town of Redcliff to repeal Bylaw No. 1070/95 being the Assessment Review Board.**

**WHEREAS** the Town of Redcliff desires to repeal Bylaw No. 1070/95 being the Assessment Review Board Bylaw.

**WHEREAS** The Town of Redcliff adopted Bylaw 1659/2010 being the Assessment Review Board Bylaw which omitted repealing Bylaw No. 1070/95 being the Assessment Review Board Bylaw.

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

That Town of Redcliff Bylaw No. 1070/95 is hereby repealed upon third and final reading of this Bylaw.

**Read a First Time this \_\_\_\_\_ day of \_\_\_\_\_, 2015.**

**Read a Second Time this \_\_\_\_\_ day of \_\_\_\_\_, 2015.**

**Read a Third Time this \_\_\_\_\_ day of \_\_\_\_\_, 2015.**

**Signed and Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**MANAGER OF LEGISLATIVE  
& LAND SERVICES**



## **TOWN OF REDCLIFF REQUEST FOR DECISION**

**DATE:** September 28th, 2015

**PROPOSED BY:** Director of Community and Protective Services

**TOPIC:** Bylaw 1800/2015 the Dog Control Bylaw

**PROPOSAL:** That the Town of Redcliff consider repealing and replacing the existing Bylaw 1800/2015 the Dog Control Bylaw, for the Licensing, Regulating, and Confinement of Dogs

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### **BACKGROUND:**

Council has directed (motion 2015-0369) administration to review Bylaw 1800/2015, Dog Control Bylaw for consideration of breed neutral legislation.

August 17, 2015  
2015-0369

Councillor Crozier moved the Justice for Bullies presentation by Chantelle Mackney, be received for information. Further, to direct Administration to review Bylaw 1800/2015, Dog Control Bylaw for consideration of breed neutral legislation. - Carried.

Upon review of other communities' dog or pet ownership bylaws it is inconsistent on if the bylaw requires liability insurance. Some Bylaws do not require liability insurance while others require the insurance for animals that have been deemed Vicious.

At the August 17<sup>th</sup> Council meeting, the delegation was given the opinion that all dogs should have liability insurance. Administration is seeking guidance on required liability insurance for all dogs or just dogs that are deemed Vicious. Administration is also seeking guidance on whether the Town of Redcliff would like to have a lifetime dog license fee option.

The cities of Calgary and Edmonton have both successfully implemented responsible animal ownership bylaws where individual dogs are designated as dangerous (restricted) based upon proven behavior, instead of profiling specific breeds or mixes. This policy change was initiated by Calgary, and between 1985 and 2012 the City of Calgary experienced over 50% reduction in the dog aggression reporting rate. The "Calgary Model" is being adopted in other communities as a solution to enhancing education and overall management of prevention of biting and aggression by dogs. The Calgary model is an all-encompassing Responsible Pet Ownership Bylaw that regulates all animal ownership.

#### **Highlights:**

- Some Alberta municipalities have successfully implemented responsible animal ownership bylaws where individual dogs are designated as dangerous (restricted) based upon proven behavior, instead of profiling specific breeds or mixes. This would require some additional responsible pet owner education to Redcliff residents.
- Number of licensed Dogs currently allowed is two under current bylaw 1800 / 2015



- Dogs being licensed but the fees would be exempt
- Required that if a dog is deemed vicious it have a licensed veterinarian tattoo or implant an electronic identification microchip and have signage on the premises warning of the presence of the vicious dog
- Required dog training and liability insurance for deemed Vicious dog

Currently in the Town of Redcliff, there are five restricted breed dogs registered and no dog that has been deemed vicious.

Should this change be accepted by Town Council, Administration would create an information brochure for the Town of Redcliff Residents similar to that which the City of Edmonton recently implemented. (attached)

#### **POLICY/LEGISLATION:**

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

#### **STRATEGIC PRIORITIES:**

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

#### **ATTACHMENTS:**

- Proposed changes to Dog Control Bylaw – Bylaw 1800/2015 revised and including proposed changes in attached schedules.
- City of Edmonton information pamphlet “Dogs formerly known as Restricted Breed”
- City of Calgary Responsible Pet Ownership Bylaw 23M2006

#### **OPTIONS:**

1. Proposed Bylaw 1810/2015, Dog Control Bylaw be given first reading.
2. Administration undertake further review of other municipalities, and best practices pertaining to municipal Dog Control Bylaw and bring forward a responsible pet ownership bylaw for consideration.
3. Proposed Bylaw 1810 be amended to include 1 million dollars liability insurance for all registered dogs, Dog Control Bylaw be given first reading.

#### **RECOMMENDATION:**

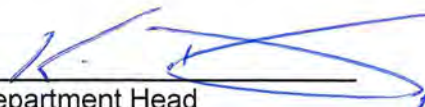
Option 2




**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved Bylaw No. 1810/2015 being the Dog Control Bylaw be given 1<sup>st</sup> Reading.
2. Councillor \_\_\_\_\_ moved that the Bylaw 1800/2015, Dog Control Bylaw for the Licensing, Regulating, and Confinement of Dogs be referred to Community and Protective Services for further review and amendments.
3. Councillor \_\_\_\_\_ moved that the Bylaw 1810/2015, Dog Control Bylaw be given 1<sup>st</sup> Reading with amendments to include 1 million dollars liability insurance for all registered dogs.

SUBMITTED BY:

  
\_\_\_\_\_  
Department Head

  
\_\_\_\_\_  
Municipal Manager

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



**BYLAW NO. ~~1800 / 2015~~ 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, ~~a Special Constable~~, 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 or Restricted Dog** 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 3.8, herein.
- ~~t) **"Restricted Dog"** shall mean any **Dog** included in "Schedule C" of this Bylaw;~~
- 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, ~~Restricted 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 10, 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 ~~or Restricted~~ Dog**

23. An Owner of a Vicious ~~or Restricted~~ 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 ~~or Restricted~~ 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) metre 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. ~~An Owner shall not be required to have a Restricted Dog on a Permitted Leash while that Restricted Dog is being shown or displayed at a Dog Show, or is in attendance at a Dog Training School.~~
27. 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 One Million (\$1,000,000) Dollars.

28. 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)**

29. Notwithstanding Section 12 the Town has designated **Off Leash Areas** (Schedule D) where a dog may be exercised while not restrained by a **Permitted Leash**.

30. 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 ~~Restricted Dog or a~~ Vicious Dog.

31. 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:

32. 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.

33. 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.

34. Nothing in this Section relieves a person from complying with any other provisions of this Bylaw.

#### **POWERS OF AN ANIMAL CONTROL OFFICER**

35. 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.
36. 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.
37. 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.
38. 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.
39. Upon having been impounded in the Town Animal Shelter for a period of seventy-two (72) hours in accordance with the provisions of Section 38, 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 38;
  - d) Continue to impound the Dog for an indefinite period of time.
40. 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.
41. 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**

42. 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.
43. Under no circumstances shall any Person contravening any provision of this Bylaw be subject to the penalty of imprisonment.
44. 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.

45. Notwithstanding Section 35(Section 35(a), 35(b), or 35(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.
46. 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.
47. 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**

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

### **EFFECTIVE DATE**

49. This Bylaw shall come into force on the date of its third and final reading.

### **REPEAL OF BYLAWS**

50. Bylaw No. ~~4627/2009~~-1800/2015 is repealed with the coming into force of this Bylaw.

Read a first time this \_\_\_\_\_, 2015.

Read a second time this \_\_\_\_\_, 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 <b>Dog License</b> for a:			
	- Vicious Dog	\$275.00	\$550.00	8
	<del>- Restricted Dog</del>	<del>\$165.00</del>	<del>\$330.00</del>	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
	<del>- Restricted Dog</del>	<del>\$300.00</del>	<del>\$600.00</del>	24
	- Dog	\$100.00	\$200.00	12
4.	Vicious Dog in Off Leash Area	\$275.00	\$550.00	30
5.	<del>Restricted Dog in Off Leash Area</del>	<del>\$165.00</del>	<del>\$330.00</del>	30
6.	Dogs not under control in Off Leash Area	\$100.00	\$200.00	30
7.	Dogs Unrestrained in exterior of vehicle	\$100.00	\$200.00	19
8.	Dog in an area where the presence of dogs is prohibited by a sign	\$100.00	\$200.00	15
9.	Harbouring 3 or more Dogs over the age of six (6) months	\$100.00	\$200.00	16
10.	Dog Damaging Public Or Private Property	\$100.00	\$200.00	14
11.	Interference with enforcement of this Bylaw	\$275.00	\$550.00	28
12.	Dog barking or howling	\$100.00	\$200.00	13
13.	Dog that is:			
	- threatening, attacking, biting or harassing any person	\$500.00	\$1000.00	18(1)
	- chasing persons	\$250.00	\$500.00	18(2)
	- biting, attacking, harassing, injuring or killing any animal	\$250.00	\$500.00	18(3)
14.	Failure to remove defecation left by dog	\$50.00	\$75.00	20, 21



15.	Vicious Dog that is:			
	- Not Muzzled	\$500.00	\$1000.00	25(1)
	- Harnessed or leashed on a lead which length exceeds one (1) metre	\$100.00	\$200.00	25(2)
	- Not under the control of a person over the age of eighteen (18) years.	\$100.00	\$200.00	25(3)
16.	Fail to notify Town that Vicious dog is running at large	\$500.00	\$1000.00	27(5)
17.	An offence under this Bylaw, for which a penalty is not otherwise provided	\$110.00	\$220.00	



## SCHEDULE "B"

### FEES

1. a) <b>License</b> for each Spayed or Neutered <b>Dog</b> over six(6) months and if such <b>Dog</b> is not a <b>Vicious Dog</b> <del>or a Restricted Dog</del> as defined in this Bylaw – Proof in the form of a Veterinarians Certificate must be supplied.	\$15.00
b) <b>License</b> for each <b>Dog</b> over six (6) months and if such <b>Dog</b> is not a <b>Vicious Dog</b> <del>or a Restricted Dog</del> as defined in this Bylaw	\$30.00
c) <b>License</b> for registered Service Dog	EXEMPT
2. <b>License</b> for a:	
- <b>Vicious Dog</b>	\$ 500.00
- <del>Restricted Dog</del>	<del>\$ 300.00</del>
3. Replacement <b>License Tag</b>	\$ 3.00
4. Impoundment fees	
- <b>Vicious Dog</b>	\$ 275.00
- <del>Restricted Dog</del>	<del>\$ 110.00</del>
- Other <b>Dogs</b>	\$ 55.00
- After hours call out	\$150.00
5. Care and sustenance of each <b>Dog</b> per day	\$ 15.00
6. Adoption Fee	<del>\$ 50.00</del> <u>\$10.00</u>
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"

### RESTRICTED DOGS

1. ~~Any **Dog** commonly known as a Pitbull,~~
  2. ~~Pitbull Terrier,~~
  3. ~~American Pitbull Terrier, or~~
  4. ~~Any **Dog** of mixed breeding which includes any of the following breeds;~~
    - ~~(a) Pitbull,~~
    - ~~(b) Pitbull Terrier,~~
    - ~~(c) American Pitbull Terrier,~~
    - ~~(d) Staffordshire Bull Terrier, or~~
    - ~~(e) American Staffordshire Terrier.~~
- 5.1. ~~"Restricted Dog" means any dog:~~
- ~~(1) that has chased, attacked or bitten any person or animal causing physical injury and resulting in a conviction under this bylaw;~~
  - ~~(2) that has chased, attacked or bitten any person or animal on more than one occasion, with or without causing physical injury, and resulting in separate convictions under this bylaw.~~



## SCHEDULE "D" OFF LEASH AREAS







## Dogs formerly known as “Restricted Breed”

Thank you for taking the time to learn about dogs formerly restricted by breed in the City of Edmonton. The Animal Care & Control Centre can provide pet owners with more information about the requirements of the *Animal Licensing and Control Bylaw* upon request.

### When will the breed restrictions be removed?

As of **October 22, 2012**, dogs crossbred with Staffordshire bull terriers or American Staffordshire terriers are no longer deemed restricted by the City of Edmonton. The City's Animal Care & Control Centre is encouraging owners of any dog formerly restricted by breed (commonly known as a “pitbull type” dog) to register for training opportunities to socialize and/or adapt their dog into the community.

### What kind of dog is commonly known as a “Pit bull type” dog?

Dogs that are considered the “Pit bull type” have common traits with purebred Staffordshire terriers. Although individual differences occur in personality, these terrier crosses are well known for their character and intelligence. They are generally well-muscled, athletic dogs with large bones and short muzzles. Some common examples of dogs with similar traits include:



### What are the City’s pet licence requirements?

All dog and cats in the City of Edmonton must be licensed. Although the City’s legislation no longer restricts dogs by their breed, a valid licence is still required from the City’s Animal Care & Control Centre. A licence for a spayed/neutered dog costs \$35 and for an unaltered dog it is \$70. Pet licences must be renewed yearly and on time.

### What kinds of training opportunities are available for dog owners?

The City of Edmonton is closely partnered with the Edmonton Humane Society (EHS) in a campus-style facility. The campus provides pet owners the opportunity to participate in responsible ownership classes. EHS specializes in working with companion animals and helping owners work on pet behaviour.



## How do I enroll a dog in an Edmonton Humane Society training class?

Training classes, as well as one-on-one behaviour consultations, are available through EHS to help owners to be responsible.

- Consider registering for a Dog Behaviour & Modification Group class. This general training course will help you teach your dog to be a good neighbour by working on canine manners or mild behaviour concerns. Contact the **Canine Enrichment Centre** at **780-491-3888**.
- If you have specific and more serious concerns, you are a good candidate for a behaviour consultation with a specialized trainer. Contact the **Animal Behaviour Hotline** at **780-491-3521**.

## What is now a “Restricted” dog?”

In the City of Edmonton, dogs are ONLY deemed “Restricted” when convicted under the *Animal Licensing and Control Bylaw* for:

- chasing, attacking or biting any person or animal causing physical injury, OR
- chasing, attacking or biting any person or animal on more than one occasion without causing physical injury.

Dogs that are “Restricted” have displayed dangerous behaviour and therefore the owner must meet the regulations in the *Animal Licensing and Control Bylaw*. Within city limits, the owner must prevent the dog from damaging property, chasing, attacking or biting, or causing physical injury to any person or animal. Regulations include:

- Annually obtaining a \$250 **Restricted Dog Licence** from the Animal Care & Control Centre,
- carrying liability insurance, of not less than one million dollars, that specifically covers damages for personal injury caused by a Restricted Dog,
- controlling the dog at all times when it is off of the owner’s property, including the dog wearing a muzzle and being held on a leash no longer than 2 metres (6 feet) in length,
- keeping the dog indoors at all times when the dog is on the owner’s property, OR
- ensuring the dog is secured in a fully enclosed pen, or muzzled and secured by a chain that prevents the dog from coming closer than 2 metres (6 feet) to the boundary of the property.

Please be advised that, in the interest of public safety, the City of Edmonton monitors dogs that have been restricted to ensure dog owners are abiding by these regulations.





**BYLAW NUMBER 23M2006**

**BEING A BYLAW OF THE CITY OF CALGARY  
RESPECTING THE REGULATION, LICENSING AND  
CONTROL OF ANIMALS IN THE CITY OF CALGARY**

\*\*\*\*\*

(Amended by 48M2008, 49M2008, 61M2011 66M2014)

**WHEREAS** the Municipal Government Act enables a Council to pass bylaws respecting Animals;

**AND WHEREAS** the purpose of municipality includes providing services that, in the opinion of Council are necessary and desirable;

**AND WHEREAS** it is desirable to pass a bylaw dealing with the licensing and regulation of Animals in the City;

**NOW THEREFORE THE COUNCIL OF THE CITY OF CALGARY ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as the "Responsible Pet Ownership Bylaw".

**INTERPRETATION**

2. (1) In this Bylaw unless the context otherwise requires:
  - (a) "*Animal*" means any bird, reptile, amphibian or mammal excluding humans and wildlife;  
(B/L 48M2008, 2008 NOVEMBER 3)
  - (b) "*Animal Services Centre*" means the City facility established for the holding of impounded Animals as set out in this Bylaw;
  - (c) "*Attack*" means an assault resulting in bleeding, bone breakage, sprains, serious bruising, or multiple injuries;
  - (d) "*Bite*" means wound to the skin causing it to bruise, puncture, or break;
  - (e) "*Bylaw Enforcement Officer*" means a person appointed pursuant to Bylaw Number 60M86 to enforce the provisions of this Bylaw;
  - (f) "*Cemetery*" means land within the City and managed and controlled by The City that is set apart or used as a place for the burial of dead human bodies or other human remains or in which dead human bodies or other human remains are buried;
  - (g) "*City*" means the municipal corporation of the City of Calgary or the area contained within the boundary thereof as the context requires;



- (h) “*City Manager*” means the person designated by Council as the chief administrative officer of the City or that person’s designate;
- (i) “*Director, Animal & Bylaw Services*” means the City Manager or that person’s designate;
- (j) “*Former Owner*” means the person who at the time of impoundment was the Owner of an Animal which has subsequently been sold or destroyed;
- (k) “*Golf Course*” means land which is set aside for the playing of the game of golf and upon which the game of golf is played;
- (l) “*Justice*” has the meaning as defined in the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34, as amended or replaced from time to time;
- (m) “*Leash*” means a chain or other material capable of restraining the Animal on which it is being used;
- (n) “*Livestock*” includes, but is not limited to:
  - (i) a horse, mule, ass, swine, emu, ostrich, camel, llama, alpaca, sheep or goat,
  - (ii) domestically reared or kept deer, reindeer, moose, elk, or bison,
  - (iii) farm bred fur bearing Animals including foxes or mink,
  - (iv) Animals of the bovine species,
  - (v) Animals of the avian species including chickens, turkeys, ducks, geese, or pheasants, and
  - (vi) all other Animals that are kept for agricultural purposes,but does not include cats, dogs, or other domesticated household pets;

(B/L 48M2008, 2008 NOVEMBER 3)

- (o) “*Muzzle*” means a device of sufficient strength placed over an Animal’s mouth to prevent it from biting;
- (o.1) “*Nuisance Animal*” means an Animal declared to be a Nuisance Animal by the Director, Animal & Bylaw Services in accordance with Section 36.1;

(B/L 48M2008, 2008 NOVEMBER 3)



- (p) “*Owner*” means any natural person or body corporate:
- (i) who is the licensed Owner of the Animal;
  - (ii) who has legal title to the Animal;
  - (iii) who has possession or custody of the Animal, either temporarily or permanently; or
  - (iv) who harbours the Animal, or allows the Animal to remain on his premises;
- (q) “*Park*” means a public space controlled by The City and set aside as a park to be used by the public for rest, recreation, exercise, pleasure, amusement, and enjoyment and includes:
- (i) Playgrounds,
  - (ii) Cemeteries,
  - (iii) Natural areas,
  - (iv) Sports Fields,
  - (v) Pathways,
  - (vi) Trails, and
  - (vii) Park roadways,
- but does not include Golf Courses.
- (r) “*Pathway*” means a multi-purpose thoroughfare controlled by The City and set aside for use by pedestrians, Cyclists and Persons using Wheeled Conveyances, which is improved by asphalt, concrete or brick, whether or not it is located in a Park, and includes any bridge or structure with which it is contiguous;
- (s) “*Playground*” means land within the City and controlled by The City upon which apparatus such as swings and slides are placed;
- (t) “*Provincial Court*” means The Provincial Court of Alberta;
- (u) “*Running at Large*” means:
- (i) an Animal or Animals which are not under the control of a person responsible by means of a Leash and is or are actually upon property other than the property in respect of



which the Owner of the Animal or Animals has the right of occupation, or upon any highway, thoroughfare, street, road, trail, avenue, parkway, lane, alley, square, bridge, causeway, trestleway, sidewalk (including the boulevard portion of the sidewalk), Park or other public place which has not been designated as an off Leash area by the Director, Parks, or

- (ii) an Animal or Animals which are under the control of a person responsible by means of a Leash and which cause damage to persons, property or other Animals;
- (v) "*School Ground*" means that area of land adjacent to a school and that is property owned or occupied by the Calgary Board of Education or the Calgary Catholic Board of Education and includes property owned or occupied with another party or the City of Calgary;  
(B/L 48M2008, 2008 NOVEMBER 3)
- (w) "*Severe Injury*" includes any injury resulting in broken bone or bones, disfiguring lacerations, sutures, cosmetic surgery and further includes any other injury as determined to be severe by a Court upon hearing the evidence;  
(B/L 48M2008, 2008 NOVEMBER 3)
- (x) "*Sports Field*" means land within the City and controlled by The City which is set apart and used for the playing of a sport including baseball diamonds, field hockey or cricket pitches, and rugby, soccer or football fields;
- (y) "*Vicious Animal*" means any Animal, whatever its age, whether on public or private property, which has
  - (i) chased, injured or bitten any other Animal or human,
  - (ii) damaged or destroyed any public or private property, or
  - (iii) threatened or created the reasonable apprehension of a threat to a human, andwhich, in the opinion of a Justice, presents a threat of serious harm to other Animals or humans, or
  - (iv) been previously determined to be a Vicious Animal under Bylaw 23M89 or this Bylaw.
- (z) "*Wading or Swimming Area*" means any area designated as an outdoor wading or swimming area. This shall include any decks surrounding such facility and shall include that area within twenty



(20) metres in all directions of the outside dimensions of such facility unless the Park boundary is a lesser distance.

- (2) Each provision of this Bylaw is independent of all other provisions and if any provision is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw remain valid and enforceable.
- (3) Nothing in this Bylaw relieves a person from complying with any provision of any federal or provincial law or regulation, other bylaw or any requirement of any lawful permit, order or licence.
- (4) Any heading, sub-headings, or tables of contents in this Bylaw are included for guidance purposes and convenience only, and shall not form part of this Bylaw.
- (5) Where this Bylaw refers to another Act, Bylaw, regulation or agency, it includes reference to any Act, bylaw, regulation or agency that may be substituted therefor.
- (6) All the schedules attached to this Bylaw shall form a part of this Bylaw.

## **LICENSING REQUIREMENTS**

### **DOG LICENSING**

- 3. (1) No person shall own or keep any dog within the City unless such dog is licensed as provided in this Bylaw.
  - (1.1) The holder of a dog license must be eighteen (18) years of age.  
(B/L 48M2008, 2008 NOVEMBER 3)
  - (2) The Owner of a dog shall ensure that his dog wears the current licence purchased for that dog, when the dog is off the property of the Owner.
  - (3) The Owner of a dog shall obtain an annual licence for such dog at such times and in the manner as specified in subsections 3(4) and 6(1).
  - (4) The Owner of a dog shall:
    - (a) **DELETED BY BYLAW 48M2008, 2008 NOVEMBER 3**
    - (b) subject to the provisions of subsection 3(4)(c) obtain a licence for such dog on the first day on which the Animal Services Centre is open for business after the dog becomes three months of age;
    - (c) obtain a licence on the first day on which the Animal Services Centre is open for business after he becomes Owner of the dog;



- (d) obtain a licence for a dog notwithstanding that it is under the age of three months, where the dog is found Running at Large;
- (e) obtain an annual licence for the dog on the day specified by the Animal Services Supervisor each year.

#### **CAT LICENSING**

- 4. (1) No person shall own or keep any cat within the City unless such cat is licensed as provided in this Bylaw.
  - (1.1) The holder of a cat license must be eighteen (18) years of age.  
(B/L 48M2008, 2008 NOVEMBER 3)
- (2) (a) The Owner of a cat shall ensure that his cat wears the current licence purchased for that cat, when the cat is off the property of the Owner.
- (b) Notwithstanding subsection 4(2)(a), every Owner shall ensure that a cat that is not wearing the current licence purchased for that cat bears a visible tattoo or identifiable microchip.
- (3) The Owner of a cat shall obtain an annual licence for such cat at such times and in the manner as specified in subsections 4(4) and 6(1).
- (4) The Owner of a cat shall:
  - (a) **DELETED BY BYLAW 48M2008, 2008 NOVEMBER 3**
  - (b) subject to the provisions of subsection 4(4)(c) obtain a licence for such cat on the first day on which the Animal Services Centre is open for business after the cat becomes three months of age;
  - (c) obtain a licence on the first day on which the Animal Services Centre is open for business after he becomes Owner of the cat;
  - (d) obtain a licence for a cat notwithstanding that it is under the age of three months, where the cat is found Running at Large;
  - (e) obtain an annual licence for the cat on the day specified by the Animal Services Supervisor each year.

#### **VICIOUS ANIMAL LICENSING**

- 5. (1) No person shall own or keep any Vicious Animal within the City unless such Animal is licensed as provided in this Bylaw.



- (1.1) The holder of a vicious dog license must be eighteen (18) years of age.  
(B/L 48M2008, 2008 NOVEMBER 3)
- (2) The Owner of a Vicious Animal shall ensure that his Animal wears the current licence purchased for that Animal, when the Animal is off the property of the Owner.
- (3) The Owner of a Vicious Animal shall obtain an annual licence for such Vicious Animal at such times and in the manner as specified in subsections 5(4) and 6(1) and shall pay an annual fee as set out in Schedule "A" of this Bylaw.
- (4) The Owner of a Vicious Animal shall:
- (a) **DELETED BY BYLAW 48M2008, 2008 NOVEMBER 3**
  - (b) subject to the provisions of subsection 5(4)(c) obtain a licence for such Vicious Animal on the first day on which the Animal Services Centre is open for business after the Animal has been declared as vicious;
  - (c) obtain a licence on the first day on which the Animal Services Centre is open for business after he becomes Owner of the Vicious Animal;
  - (d) obtain an annual licence for the Vicious Animal on the day specified by the Animal Services Supervisor each year.

**LICENSING INFORMATION**

6. (1) When applying for a licence under this Bylaw, the Owner shall provide the following:
- (a) a description of the cat, dog, or Vicious Animal including breed, name, gender and age;
  - (b) the name, address and telephone number of the Owner;
  - (c) where the Owner is a body corporate, the name, address and telephone number of the natural person responsible for the cat, dog, or Vicious Animal;
  - (d) information establishing that the cat, dog, or Vicious Animal, is neutered or spayed;
  - (e) any other information as a Bylaw Enforcement Officer may require; and



- (f) the annual licence fee for each cat, dog, Vicious Animal or Nuisance Animal, as set out in Schedule "A" of this Bylaw.  
(B/L 48M2008, 2008 NOVEMBER 3)

- (2) No person shall give false information when applying for a licence pursuant to this Bylaw.
- (3) An Owner shall forthwith notify the Animal Services Centre of any change with respect to any information provided in an application for a licence under this Bylaw.

#### **REPLACEMENT OF LOST LICENCE**

- 7. Upon losing a licence, an Owner of a licensed Animal shall present the receipt for payment of the current year's licence fee to a Bylaw Enforcement Officer, who will issue a new tag to the Owner for the fee set out in Schedule "A" of this Bylaw.

#### **NON-TRANSFERABLE**

- 8. A licence issued pursuant to this Bylaw is not transferable.

#### **NO REBATE**

- 9. No person shall be entitled to a licence rebate under this Bylaw.

#### **UNCERTIFIED CHEQUES**

- 10. Where a licence required pursuant to this Section has been paid for by the tender of an uncertified cheque the licence:
  - (a) is issued subject to the cheque being accepted and cashed by the bank without any mention of this condition being made on the licence; and
  - (b) is automatically revoked if the cheque is not accepted and cashed by the bank on which it is issued.

#### **HANDICAPPED OWNERS**

- 11. (1) Notwithstanding Section 3, where the Director, Animal & Bylaw Services is satisfied that a person who is handicapped is the Owner of a dog trained and used to assist such handicapped person, there shall be no fee payable by the Owner for a licence under subsections 6(1)(f).
- (2) DELETED BY BYLAW 48M2008, 2008 NOVEMBER 3



- (3) DELETED BY BYLAW 48M2008, 2008 NOVEMBER 3

## **RESPONSIBILITIES OF OWNERS**

### **RUNNING AT LARGE**

12. The Owner of an Animal shall ensure that such Animal is not Running at Large.

### **DOGS IN OFF LEASH AREAS**

13. (1) Notwithstanding Section 12, an Owner of a dog is not required to have the dog on a Leash in a Park or portion of a Park which has been designated as an "off Leash area" by the Director, Parks.
- (2) The Owner of a dog in an "off Leash area" shall ensure that such dog is under control at all times.
- (2.1) A Bylaw Enforcement Officer may:
- (a) order that a dog be put on a Leash; and
  - (b) order that a dog be removed from an off Leash area.  
(B/L 48M2008, 2008 NOVEMBER 3)
- (3) 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:
- (i) Whether the dog is at such a distance from its Owner so as to be incapable of responding to voice, sound or sight commands;
  - (ii) Whether the dog has responded to voice, sound or sight commands from the Owner;
  - (iii) Whether the dog has bitten, Attacked, or done any act that injures a person or another Animal;
  - (iv) Whether the dog chased or otherwise threatened a person;
  - (v) Whether the dog caused damage to property.
- (4) An Owner who fails to immediately restrain and remove the dog upon it engaging in any of the activities listed in Section 25, 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.



- (5) Nothing in this Section relieves a person from complying with any other provisions of this Bylaw.

**ANIMALS PROHIBITED IN OFF-LEASH AREAS**

14. (1) No Owner of a Vicious Animal shall permit the Animal to be in an off-Leash area at any time.
- (2) No person shall allow an Animal other than a dog to enter into or remain in an area that has been designated by the Director, Parks as an "off Leash area".

**DOGS IN PROHIBITED AREAS**

15. (1) The Owner of a dog shall ensure that such dog does not enter or remain in or on:
- (a) a School Ground, Playground, Sports Field, Golf Course, Cemetery, Wading or Swimming Area, or a Pathway; or
- (b) any other area where dogs are prohibited by posted signs.  
(B/L 48M2008, 2008 NOVEMBER 3)
- (2) The Owner of a dog shall ensure that such dog does not enter or remain in a Park, or any part thereof, where the dog is within five (5) meters of a Play Structure, a Wading Pool or Swimming Area, a Sports Field, a Golf Course or a Cemetery.
- (3) The Owner of a dog shall ensure that such dog does not enter or remain in a Park or any part of a Park or on a Pathway which has been designated by the Director, Parks as an area where dogs are prohibited.

**Dogs Permitted on Pathways**

- (4) Notwithstanding subsection 15(1) or 15(2), the Owner of a dog may allow such dog to pass along or across a Pathway, including a Pathway that runs through an area designated as an off-Leash area, only if such dog:
- (a) is secured by a Leash of no greater length than two (2) metres;
- (b) remains on the right hand side of the Pathway at all times unless moving around other Pathway users; and
- (c) remains under the Owner's control at all times ensuring that the dog does not interfere with or obstruct any other Pathway user.



**Dogs Shall Not Obstruct Pathway**

- (5) Notwithstanding subsection 15(4)(a), in an off-Leash area that has been designated by the Director, Parks pursuant to subsection 48(1)(i)(iii) of Bylaw 20M2003, the Parks and Pathways Bylaw, as an area where dogs are not required to be Leashed on Pathways, every Owner of a dog shall ensure that such dog does not sit or stand on a Pathway or otherwise obstruct or interfere with users of the Pathway.

**No Dogs in Park on Holidays**

- (6) The Owner of a dog or any other Animal shall ensure that such dog or other Animal does not enter or remain in the Park known as Prince's Island Park, or on the pedestrian bridges to the Park whether on or off Leash at any time on the following two (2) designated days of each year:
- (a) July 01 – Canada Day; and
  - (b) the first Monday of August – Heritage Day.

**SWIMMING IN PARKS PROHIBITED**

16. (1) The Owner of an Animal shall ensure that such Animal does not enter or swim in any body of water within a Park, unless specifically allowed by the Director, Parks.
- (2) Notwithstanding subsection 16(1), the Owner of an Animal may allow such Animal to swim in any river which runs through or adjacent to a Park, unless specifically prohibited by the Director, Parks.
- (3) Without limiting the generality of subsections 16(1) or (2), the Owner of any Animal shall ensure that such Animal does not enter or remain in the water or upon the ice of the Glenmore Reservoir at any time.

**UNATTENDED ANIMALS**

17. (1) The Owner of an Animal shall ensure that such Animal shall not be left unattended while tethered or tied on premises where the public has access, whether the access is express or implied.
- (2) The Owner of an Animal shall ensure that such Animal shall not be left unsupervised while tethered or tied on private property.  
(B/L 48M2008, 2008 NOVEMBER 3)
18. (1) The Owner of an Animal left unattended in a motor vehicle shall ensure:



- (a) the Animal is restrained in a manner that prevents contact between the Animal and any member of the public; and
  - (b) the Animal has suitable ventilation.
- (2) The Owner of an Animal shall not leave an Animal unattended in a motor vehicle if the weather conditions are not suitable for containment of an Animal.

(B/L 48M2008, 2008 NOVEMBER 3)

### **CYCLING WITH ANIMALS**

- 19. (1) When operating a bicycle or wheeled conveyance on a Pathway, no Person shall do so with any Animal on a Leash.
- (2) Subsection 19(1) shall not apply to persons operating a device designed for persons with disabilities.

(B/L 48M2008, 2008 NOVEMBER 3)

### **SECURING ANIMALS IN VEHICLES**

- 20. (1) No person shall allow an Animal to be outside of the passenger cab of a motor vehicle on a roadway, regardless of whether the motor vehicle is moving or Parked.
- (2) Notwithstanding subsection 20(1), a person may allow an Animal to be outside the passenger cab of a motor vehicle, including riding in the back of a pick up truck or flat bed truck if the Animal is:
  - (a) in a fully enclosed trailer;
  - (b) in a topper enclosing the bed area of a truck;
  - (c) contained in a ventilated kennel or similar device securely fastened to the bed of the truck; or
  - (d) securely tethered in such a manner that it is not standing on bare metal, cannot jump or be thrown from the vehicle, is not in danger of strangulation, and cannot reach beyond the outside edges of the vehicle.
- (3) For the purpose of this Section, "roadway" means any street or highway, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or Parking of vehicles.



- (4) The Owner of a vehicle involved in an offence referred to in this Section is guilty of the offence, unless that vehicle Owner satisfies the Court that the vehicle was:
- (a) not being driven or was not Parked by the Owner; and
  - (b) that the person driving or Parking the vehicle at the time of the offence did so without the vehicle Owner's express or implied consent.

**ANIMALS SUSPECTED OF HAVING COMMUNICABLE DISEASES**

21. (1) An Owner of an Animal suspected of having rabies shall immediately report the matter to The Canadian Food Inspection Agency or to the Director, Animal & Bylaw Services.  
(B/L 48M2008, 2008 NOVEMBER 3)
- (2) An Owner of an Animal suspected of having rabies shall confine or isolate the Animal, in such a manner as prescribed so as to prevent further spread of the disease.
- (3) An Owner of an Animal suspected of having rabies shall keep the Animal confined for not less than ten (10) days at the cost of the Owner.
- (4) An Owner of an Animal that does not comply with the provisions of Section 5 shall be subject to a penalty as provided for in Section 50 of this Bylaw for each consecutive demand made by the Bylaw Enforcement Officer.

**NUISANCES**

**REMOVING EXCREMENT**

22. (1) If an Animal defecates on any public or private property other than the property of its Owner, the Owner shall remove such feces immediately.
- (2) If an Animal is on any public or private property other than the property of its Owner, the Owner shall have in his possession a suitable means of facilitating the removal of the Animal's feces.  
(B/L 48M2008, 2008 NOVEMBER 3)

**NOISE**

23. (1) The Owner of an Animal shall ensure that such Animal shall not bark, howl, or otherwise makes or causes a noise or noises which disturbs any person.



- (2) Whether any sound annoys or disturbs a Person, or otherwise constitutes objectionable noise, is a question of fact to be determined by a Court hearing a prosecution pursuant to this Section of the Bylaw.

### **SCATTERING GARBAGE**

24. The Owner of an Animal shall ensure that such Animal shall not upset any waste receptacles or scatter the contents thereof either in or about a street, lane, or other public property or in or about premises not belonging to or in the possession of the Owner of the Animal.

### **THREATENING BEHAVIOURS**

25. The Owner of an Animal shall ensure that such Animal shall not:
- (1) Bite, bark at, or chase stock, Animals, bicycles, automobiles, or other vehicles;
  - (2) Chase or otherwise threaten a person or persons, whether on the property of the Owner or not, unless the person chased or threatened is a trespasser on the property of the Owner;
  - (3) Cause damage to property or other Animals, whether on the property of the Owner or not;
  - (4) Do any act that injures a person or persons whether on the property of the Owner or not;
  - (5) Bite a person or persons, whether on the property of the Owner or not;
  - (6) Attack a person or persons, whether on the property of the Owner or not;
  - (7) Attack a person or persons, whether on the property of the Owner or not, causing severe physical injury; or
  - (8) Cause death to another Animal.

- 25.1 No Owner shall use or direct an Animal to attack, chase, harass or threaten a person or Animal.

(B/L 48M2008, 2008 NOVEMBER 3)

### **OTHER ANIMALS**

#### **HORSES**

26. (1) Except in a Park or parts of a Park which have been designated for



horseback riding by the Director, Parks, no person shall allow a horse owned or controlled by him to be in a Park.

- (2) Subsection 26(1) shall not apply to horses owned and ridden by the Calgary Police Service.

## **LIVESTOCK**

27. No person shall keep Livestock in any area of the City except where the keeping of Livestock is allowed under The City of Calgary Land Use Bylaw.

27.1 Any person who keeps pigeons, is a member in good standing of either the Canadian Racing Pigeon Club or the Canadian Pigeon Fanciers Association, and whose birds are banded with a seamless Club or Association band on their leg is exempt from Section 27.

(B/L 48M2008, 2008 NOVEMBER 3)

## **VICIOUS ANIMALS**

### **HEARINGS AND ORDERS**

28. (1) The Owner of an Animal Alleged to be a Vicious Animal shall be provided Notice of a Hearing for determination by the Provincial Court ten (10) clear days before the date of the Hearing.

(2) The Owner of an Animal alleged to be a Vicious Animal shall surrender the Animal to Animal & Bylaw Services where the Animal shall be held pending the outcome of the Hearing and any Appeals.

(B/L 48M2008, 2008 NOVEMBER 3)

29. (1) Upon hearing the evidence, the Justice shall make an order in a summary way declaring the Animal as a Vicious Animal if in the opinion of the Justice:

(a) the Animal has caused severe physical injury to a person, whether on public or private property; or

(b) the Animal has, while off its Owner's property, caused the death of an Animal.

(B/L 48M2008, 2008 NOVEMBER 3)

(2) Upon hearing the evidence, the Justice may make an order declaring the Animal as a Vicious Animal or ordering the Animal destroyed, or both, if in the opinion of the Justice the Animal is likely to cause serious damage or injury, taking into account the following factors:

(a) whether the Animal has chased any person or Animal;



- (b) whether the Animal has attempted to Bite, or has bitten any person or Animal;
    - (c) whether the Animal has wounded, Attacked or injured any person or Animal;
    - (d) the circumstances surrounding any previous biting, Attacking, or wounding incidents; and
    - (e) whether the Animal, when unprovoked, has shown a tendency to pursue, chase or approach in a menacing fashion persons upon the street, sidewalk or any public or private property.  
(B/L 48M2008, 2008 NOVEMBER 3)
  - (3) The order of a Justice declaring an Animal vicious shall embody all of the requirements in Sections 5, 30, 31, 32, 33, 34, 35 and 36.
30. A Vicious Animal order pursuant to this Bylaw continues to apply if the Animal is sold, given or transferred to a new Owner.

### **REGULATIONS**

31. Prior to a license being issued, the Owner of a Vicious Animal shall within ten (10) days after the Animal has been declared vicious:
- (a) have a licensed veterinarian tattoo or implant an electronic identification microchip in the Animal;
  - (b) provide the information contained on the tattoo or in the microchip to the Director, Animal & Bylaw Services; and
  - (c) if the Animal is in an unaltered state, have the Animal neutered or spayed.  
(B/L 48M2008, 2008 NOVEMBER 3)
32. (1) The Owner of a Vicious Animal shall:
- (a) notify the Director, Animal & Bylaw Services should the Animal be sold, gifted, or transferred to another person or die; and
  - (b) remain liable for the actions of the Animal until formal notification of sale, gift or transfer is given to the Director, Animal & Bylaw Services.
33. (1) The Owner of a Vicious Animal shall ensure that such Animal does not:
- (a) chase a person or other Animals;



- (b) injure a person or other Animals;
  - (c) Bite a person or other Animals; or
  - (d) Attack a person or other Animals.
- (2) The Owner of a Vicious Animal shall ensure that such Animal does not damage or destroy public or private property.
- (3) The Owner of a Vicious Animal shall ensure that such Animal is not Running at Large.
- (4) The Owner of a Vicious Animal shall notify the Animal Services Centre if the Animal is Running at Large.
34. (1) The Owner of a Vicious Animal shall ensure that when such Animal is on the property of the Owner such Animal is:
- (a) confined indoors and under the control of a person over the age of eighteen (18) years;
  - (b) when such Animal is outdoors such Animal is:
    - (i) in a locked pen or other structure, constructed pursuant to Section 35 in order to prevent the escape of the Vicious Animal and capable of preventing the entry of any person not in control of the Animal; or
    - (ii) securely Muzzled, and under the control of a person over the age of eighteen (18) years by means of a Leash not exceeding one (1) metre in length in a manner that prevents it from chasing, injuring or biting other Animals or humans as well as preventing damage to public or private property.  
(B/L 48M2008, 2008 NOVEMBER 3)
- (2) The Owner of a Vicious Animal shall ensure that at all times, when off the property of the Owner, such Animal is securely:
- (a) Muzzled; and
  - (b) harnessed or Leashed on a lead which length shall not exceed one (1) metre in a manner that prevents it from chasing, injuring or biting other 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.
35. (1) The Owner of a Vicious Animal shall ensure that the locked pen or other structure:



- (a) shall have secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of thirty (30) centimeters;
  - (b) shall provide the Vicious Animal with shelter from the elements;
  - (c) shall be of the minimum dimensions of one and one-half (1.5) metres by three (3) metres and be a minimum one and one-half (1.5) metres in height; and
  - (d) shall not be within one (1) metre of the property line or within five (5) metres of a neighbouring dwelling unit.
36. (1) The Owner of a Vicious Animal shall, within 10 days of the date of the order declaring the Animal to be vicious, display a sign on his premises warning of the presence of the Animal in the form illustrated in Schedule "F".
- (2) A sign required by subsection 36(1) shall be placed at each entrance to the premises where the Animal is kept and on the pen or other structure in which the Animal is confined.
- (3) A sign required by subsection 36(1) shall be posted to be clearly visible and capable of being seen by any person accessing the premises.

### **NUISANCE ANIMALS**

- 36.1 (1) The Director, Animal & Bylaw Services may declare an Animal to be a Nuisance Animal.
- (2) The declaration of an Animal as a Nuisance Animal shall be reviewed annually by the Director, Animal & Bylaw Services.
- (B/L 48M2008, 2008 NOVEMBER 3)

## **ANIMAL CONTROL OPERATIONS**

### **SEIZURE**

37. (1) A Bylaw Enforcement Officer or a Peace Officer may capture and impound any Animal or Vicious Animal:
- (a) found Running at Large;
  - (b) which has bitten, or is alleged to have bitten a person or Animal, pending the outcome of an application to declare the Animal to be a Vicious Animal or to destroy the Animal; or
- (B/L 48M2008, 2008 NOVEMBER 3)



- (c) which is required to be impounded pursuant to the provisions of any Statute of Canada or of the Province of Alberta, or any Regulation made thereunder.
- (2) A Bylaw Enforcement Officer or a Peace Officer may capture and impound any cat Running at Large with respect to which a complaint under this Bylaw has been made.
- (3) Notwithstanding Section 37, Subsection 2, a warning will be issued every licensing period.

**NOTIFICATION**

- 38. (a) A person who takes control of any stray dog or cat, or Vicious Animal, shall forthwith notify the Director, Animal & Bylaw Services or a Bylaw Enforcement Officer and provide any required information.
- (b) A person who takes control of any stray dog or cat, or Vicious Animal shall forthwith surrender the Animal to the Director, Animal & Bylaw Services or a Bylaw Enforcement Officer.

(B/L 48M2008, 2008 NOVEMBER 3)

**OBSTRUCTION AND INTERFERENCE**

- 39. (1) No person, whether or not that person is the Owner of an Animal or Vicious Animal which is being or has been pursued or captured shall:
  - (a) interfere with or attempt to obstruct a Bylaw Enforcement Officer or a Peace Officer who is attempting to capture or who has captured an Animal which is subject to impoundment or seizure;
  - (b) open the vehicle in which Animals have been captured for impoundment or seizure; or
  - (c) remove, or attempt to remove any Animal from the possession of a Bylaw Enforcement Officer or a Peace Officer.

(B/L 48M2008, 2008 NOVEMBER 3)

- (2) No person shall:
  - (a) untie, loosen or otherwise free an Animal which has been tied or otherwise restrained;



- (b) negligently or willfully open a gate, door or other opening in a fence or enclosure in which an Animal has been confined and thereby allow an Animal to run at large in the City;
  - (c) entice an Animal to run at large;
  - (d) tease an Animal caught in an enclosed space;
  - (e) throw or poke any object into an enclosed space when an Animal is caught or confined therein.
40. Section 39 shall not apply to a Bylaw Enforcement Officer or a Peace Officer who is attempting to capture or who has captured an Animal which is subject to impoundment or seizure pursuant to this Bylaw.
- (B/L 48M2008, 2008 NOVEMBER 3)

### **NOTIFICATIONS**

41. (1) If a Bylaw Enforcement Officer knows or can ascertain the name of the Owner of any impounded Animal, he shall serve the Owner with a copy of the Notice in Schedule "C" of this Bylaw, either personally or by leaving it, or by mailing it to the last known address of the Owner.
- (2) An Owner of an Animal to whom a Notice is mailed pursuant to subsection 41(1) is deemed to have received a Notice within forty-eight (48) hours from the time it is mailed.

### **RECLAIMING**

42. (1) The Owner of any impounded Animal or Vicious Animal may reclaim the Animal or Vicious Animal by:
- (a) paying to a Bylaw Enforcement Officer the costs of impoundment as set out in Schedule "B" to this Bylaw; and
  - (b) where a licence is required under this Bylaw, obtaining the licence for such Animal or Vicious Animal.
- (2) Where an Animal or Vicious Animal is claimed, the Owner shall provide proof of Ownership of the Animal.
- (3) The Owner of an Animal or Vicious Animal who has been found not guilty of committing an offence under this Bylaw may request the return of any fees paid by him for reclaiming his Animal.



**INSPECTIONS**

43. Subject to the entry notice provisions of the *Municipal Government Act*, R.S.A. 2000 c.M-26, a designated officer of the City, bearing proper identification, may enter a premises to conduct an inspection in order to determine whether or not this Bylaw or an order issued pursuant to this Bylaw is being complied with.
- 43.1 No person shall interfere with or attempt to obstruct a Bylaw Enforcement Officer or a Peace Officer who is attempting to conduct an inspection pursuant to Section 43.

(B/L 48M2008, 2008 NOVEMBER 3)

**AUTHORITY OF DIRECTOR**

44. (1) The Director, Animal & Bylaw Services may:
- (a) receive Animals into protective care pursuant to fire, flood, or other reasons;
  - (b) retain the Animals temporarily;
  - (c) charge the Owner fees pursuant to Schedule "B" for costs of impoundment; and
  - (d) at the end of the protective care period, if no other arrangements are made between the Owner and the Director, Animal & Bylaw Services, treat such Animals as impounded Animals.
- (2) The Director, Animal & Bylaw Services may offer for sale, euthanize, or otherwise dispose of all unclaimed Animals which have been received at the Animal Services Centre.
- (3) The Director, Animal & Bylaw Services shall not sell, euthanize, or otherwise dispose of an impounded Animal or Vicious Animal until an Animal is retained in the Animal Services Centre for:
- (a) seven (7) days after the Owner has received notice or is deemed by Subsection 41(2) to have received notice that the Animal is in the Animal Services Centre; or
  - (b) seventy-two (72) hours, if the name and address of the Owner is not known.
- (4) The Director, Animal & Bylaw Services may retain an Animal for a longer period if in his opinion the circumstances warrant the expense or he has reasonable grounds to believe that the Animal is a continued danger to persons, Animals, or property.

(B/L 48M2008, 2008 NOVEMBER 3)



**REQUIRE SPAY/NEUTER**

45. The Director, Animal & Bylaw Services may, before selling an unclaimed Animal, require that the Animal be spayed or neutered.

**FEE FOR EUTHANIZING**

46. When the Director, Animal & Bylaw Services agrees to euthanize an Animal the Owner shall pay to the Animal Services Supervisor a fee as set out in Schedule "B" of this Bylaw.

**FULL RIGHT AND TITLE**

47. The purchaser of an Animal from the Animal Services Centre pursuant to the provisions of this Bylaw shall obtain full right and title to it and the right and title of the Former Owner of the Animal shall cease thereupon.

**OFFENCES AND PENALTIES**

**LICENSED OWNER**

48. If an Animal is involved in a contravention of this Bylaw, the Owner of that Animal is guilty of an offence.

**GENERAL PENALTY PROVISIONS**

49. (1) Every Owner of an Animal who contravenes any of the provisions of this Bylaw by:
- (a) doing any act or thing which the person is prohibited from doing, or
  - (b) failing to do any act or thing the person is required to do,
- is guilty of an offence.
- (B/L 48M2008, 2008 NOVEMBER 3)
- (2) Any person who is convicted of an offence pursuant to this Bylaw is liable on summary conviction to a fine not exceeding \$10,000.00, and in default of payment of any fine imposed, to imprisonment for not more than six (6) months.



**VIOLATION TICKETS AND PENALTIES**

50. (1) Where a Bylaw Enforcement Officer or a Peace Officer believes that a person has contravened any provision of this Bylaw, he may commence proceedings by issuing a summons by means of a violation ticket in accordance with Part 2 of the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34.
- (2) The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (3) The minimum penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (4) Notwithstanding subsection 50(2):
- (a) where any person has been convicted of a contravention of the same provision of this Bylaw twice within one twelve month period, the specified penalty payable in respect of the second conviction is double the amount shown in Schedule "D" of this Bylaw in respect of that provision, and
  - (b) where any person has been convicted of a contravention of the same provision of this Bylaw three or more times within one twelve month period, the specified penalty payable in respect of the third or subsequent conviction is triple the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (B/L 48M2008, 2008 NOVEMBER 3)
- (5) Notwithstanding subsection 50(3):
- (a) where any person has been convicted of a contravention of the same provision of this Bylaw twice within one twelve month period, the minimum penalty payable in respect of the second conviction is double the amount shown in Schedule "D" of this Bylaw in respect of that provision, and
  - (b) where any person has been convicted of a contravention of the same provision of this Bylaw three or more times within one twelve month period, the minimum penalty payable in respect of the third or subsequent conviction is triple the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (B/L 48M2008, 2008 NOVEMBER 3)



- (6) Notwithstanding Subsections 50(2) and 50(4), if an Animal has been declared to be a Nuisance Animal, and where, subsequent to the declaration, any person is convicted of a contravention of any provision of this Bylaw in respect of that Animal, the specified penalty payable in respect of the conviction is double the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (7) Notwithstanding Subsections 50(3) and 50(5), if an Animal has been declared to be a Nuisance Animal, and where, subsequent to the declaration, any person is convicted of a contravention of any provision of this Bylaw in respect of that Animal, the minimum penalty payable in respect of the conviction is double the amount shown in Schedule "D" of this Bylaw in respect of that provision.

(B/L 48M2008, 2008 NOVEMBER 3)

### **VICIOUS ANIMAL FINES**

- 51. (1) Subsections 50(2), (3), (4) and (5) do not apply to Vicious Animals.
- (2) The minimum fines on summary conviction in respect to a contravention of this Bylaw with respect to Vicious Animals shall be the same amounts as shown in Schedule "E" regarding Vicious Animals.

### **CONTINUING OFFENCES**

- 52. In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues and any person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.

### **MANDATORY COURT OR INFORMATION**

- 53. This Section shall not prevent any officer from issuing a violation ticket requiring the court appearance of the defendant, pursuant to the provisions of the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34, or from laying an information instead of issuing a violation ticket.

### **LIABILITY FOR FEES**

- 54. The levying and payment of any fine or the imprisonment for any period provided in this Bylaw shall not relieve a person from the necessity of paying any fees, charges or costs from which he is liable under the provisions of this Bylaw.



**ORDERS BY A JUSTICE**

55. A Justice, after convicting an Owner of an offence under this Bylaw may, if the Justice considers the offence sufficiently serious, direct, order, or declare one or more of the following:
- (a) that the Owner prevent the Animal from doing mischief or causing the disturbance or nuisance complained of;
  - (b) that the Animal is a Vicious Animal;
  - (c) that the Animal be destroyed; or
  - (d) that the Owner be prohibited from owning any Animal for a specified period of time.

(B/L 48M2008, 2008 NOVEMBER 3)

**PROOF OF LICENCE**

56. (1) The onus of proving a person has a valid and subsisting licence is on the person alleging the licence.
- (2) The onus of proving the age of an Animal is on the person alleging the age.

**CERTIFIED COPY OF RECORDS**

57. A copy of a record of the City, certified by the Director, Animal & Bylaw Services as a true copy of the original, shall be admitted in evidence as prima facie proof of the facts stated in the record without proof of the appointment or signature of the person signing it.

**TRANSITIONAL**

**VALIDITY OF EXISTING LICENCES**

58. An existing licence issued under Bylaw 23M89, the Animal Control Bylaw, remains valid until the term of such licence expires.

**CONSEQUENTIAL AMENDMENTS**

59. (1) Bylaw 20M2003, the Parks and Pathways Bylaw, as amended, is hereby further amended by deleting subsection 48(1)(i)(iii) and substituting the following therefor:



**BYLAW NUMBER 23M2006**

- (iii) Notwithstanding subsection 15(4) of Bylaw 23M2006, the Responsible Pet Ownership Bylaw, designate specific off Leash areas or areas within off Leash areas in which the Owner of a dog is not required to secure such dog on a Leash while the dog is on a Pathway;
- (2) Upon the coming into force of this Bylaw, Bylaw 23M89, the Animal Control Bylaw, and Bylaw 33M90, the Cat Control Bylaw are repealed.

**EFFECTIVE DATE**

60. Section 4 comes into force on January 1, 2007.

61. This Bylaw comes into force on the day it is passed.

READ A FIRST TIME THIS 13<sup>th</sup> DAY OF MARCH, 2006.

READ A SECOND TIME, AS AMENDED, THIS 13<sup>th</sup> DAY OF MARCH, 2006.

READ A THIRD TIME THIS 20<sup>th</sup> DAY OF MARCH, 2006.

(Sgd.) D. Bronconnier  
MAYOR

(Sgd.) B. Clifford  
ACTING CITY CLERK



**SCHEDULE "A"**

**LICENCE FEES**

(Amended by B/L 48M2008, B/L 61M2011, B/L 66M2014)

**"SCHEDULE "A"**

**LICENCE FEES**

	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
Male or Female Unaltered Dogs	\$ 60	\$ 62	\$ 64	\$ 66
Neutered Male or Spayed Female Dogs	\$ 37	\$ 38	\$ 39	\$ 41
All Unaltered Dogs Under the Age of 6 Months at the Time the Licence is Purchased	\$ 37	\$ 38	\$ 39	\$ 41
Vicious Animal Licence Fee	\$260	\$269	\$277	\$287
Nuisance Animal Licence Fee	\$103	\$106	\$110	\$114
Male or Female Unaltered Cats	\$ 35	\$ 36	\$ 37	\$ 39
Neutered Male or Spayed Female Cats	\$ 17	\$ 18	\$ 18	\$ 19
All Unaltered Cats Under the Age of 6 Months at the Time the Licence is Purchased	\$ 17	\$ 18	\$ 18	\$ 19
Replacement Tag	\$ 5	\$ 5	\$ 5	\$ 5

(B/L 48M2008, 2008 NOVEMBER 3)  
 (B/L 61M2011, 2011 NOVEMBER 29)  
 (B/L 66M2014, 2014 NOVEMBER 28)



**"SCHEDULE "B"**

**AMOUNT(S) TO BE PAID TO THE DIRECTOR, ANIMAL & BYLAW SERVICES BY OWNER OF ANIMAL IN ORDER TO RECLAIM OR DESTROY AN ANIMAL AT THE ANIMAL SERVICES CENTRE**

(Amended by B/L 66M2014)

	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
Dog Impoundment Fees	\$ 39 plus GST	\$ 40 plus GST	\$ 42 plus GST	\$ 43 plus GST
Cat Impoundment Fees	\$ 39 plus GST	\$ 40 plus GST	\$ 42 plus GST	\$ 43 plus GST
Vicious Animal Impoundment Fees	\$260 plus GST	\$269 plus GST	\$277 plus GST	\$287 plus GST
Dogs/Vicious Animals - Care and Sustenance (per day or portion thereof. To Commence at Midnight on the Day of Impoundment)	\$ 25 plus GST	\$ 26 plus GST	\$ 27 plus GST	\$ 28 plus GST
Cats / Animals - Care and Sustenance (per day or portion thereof. To Commence at Midnight on the Day of Impoundment)	\$ 20 plus GST	\$ 21 plus GST	\$ 21 plus GST	\$ 22 plus GST
Veterinary Fees	Amount Expended			
Destruction of Dog or Cat	\$ 50 plus GST	\$ 52 plus GST	\$ 53 plus GST	\$ 55 plus GST

(B/L 66M2014, 2014 NOVEMBER 28)



**SCHEDULE "C"**

**FORM OF NOTICE OF ANIMAL SEIZURE**

You are hereby notified that an Animal bearing License No. \_\_\_\_\_  
for 20\_\_\_\_ registered under the above name and address, was impounded on  
\_\_\_\_\_, A.D. 20\_\_\_\_ pursuant to the provisions of Bylaw No. \_\_\_\_\_ of  
the City of Calgary, and that, unless the said Animal is claimed and all impoundment  
charges are paid, on or before \_\_\_\_\_, 20\_\_\_\_, the said Animal will be  
sold, destroyed or otherwise disposed of pursuant to the said Bylaw.



**SCHEDULE "D"****OFFENCE PENALTIES**

(Amended by B/L 48M2008)

<b>SECTION</b>	<b>OFFENCE</b>	<b>MINIMUM PENALTY</b>	<b>SPECIFIED PENALTY</b>
3(1)	Unlicensed dog	\$ 100.00	\$250.00
3(2)	Dog not wearing licence	\$ 50.00	\$75.00
4(1)	Unlicensed cat	\$ 100.00	\$ 250.00
4(2)	Cat not wearing licence or identification	\$ 50.00	\$ 75.00
6(2)	Give false information when applying for licence	\$ 250.00	\$ 500.00
12	Animal Running at Large	\$ 50.00	\$ 100.00
13(2)	Dog not under control at off Leash area	\$ 50.00	\$ 100.00
13(4)	Fail to restrain/remove dog from off Leash area	\$ 50.00	\$ 100.00
14(2)	Animal other than dog in off Leash area	\$ 50.00	\$ 100.00
15 (1), (2), (3), or (6)	Dog in prohibited area	\$ 50.00	\$ 100.00
15 (4)(a)	Dog Leash inappropriate length	\$ 50.00	\$ 75.00
15(4)(b)	Dog not on right side of Pathway	\$ 50.00	\$ 75.00
15(4)(c)	Dog not under control on Pathway	\$ 50.00	\$ 75.00
15(5)	Dog obstruct or interfere with use of Pathway	\$ 50.00	\$ 75.00
16(1)	Animal in water where prohibited	\$ 50.00	\$ 100.00
16(3)	Animal in or on Glenmore Reservoir	\$ 200.00	\$ 350.00
17(1)	Leave Animal unattended while tethered in a public place	\$ 50.00	\$ 100.00
17(2)	Leave Animal unsupervised while tethered on private property	\$ 50.00	\$ 100.00



**BYLAW NUMBER 23M2006**

<b>SECTION</b>	<b>OFFENCE</b>	<b>MINIMUM PENALTY</b>	<b>SPECIFIED PENALTY</b>
18(1)	Animal left unattended in vehicle improperly	\$ 50.00	\$ 100.00
18(2)	Animal left unattended in vehicle when weather conditions not suitable	\$ 50.00	\$ 100.00
19	Dog on Leash while operating wheeled conveyance on Pathway	\$ 50.00	\$ 75.00
20(1)	Animal outside cab of vehicle	\$ 100.00	\$ 500.00
21(1)	Fail to report suspected case of rabies	\$ 250.00	\$ 500.00
21(2)	Fail to confine Animal suspected of having rabies	\$ 250.00	\$ 500.00
21(3)	Fail to confine Animal suspected of having rabies for 10 days	\$ 250.00	\$ 500.00
22(1)	Fail to remove Animal feces	\$ 150.00	\$ 250.00
22(2)	No suitable means to remove feces	\$ 150.00	\$ 250.00
23(1)	Animal disturbing the peace	\$ 50.00	\$ 100.00
24	Animal scatter garbage	\$ 50.00	\$ 100.00
25(1)	Bite, bark at, or chase stock, Animals, bicycles or vehicles	\$ 50.00	\$ 200.00
25(2)	Chase or threaten a person	\$ 100.00	\$ 200.00
25(3)	Cause damage to property or other Animal	\$ 100.00	\$ 250.00
25(4)	Animal injure a person	\$ 100.00	\$ 300.00
25(5)	Animal Bite a person	\$ 200.00	\$ 350.00
25(6)	Animal Attack a person	\$ 500.00	\$ 750.00
25(7)	Animal Attack a person causing Severe Injury	\$ 750.00	\$1,500.00
25(8)	Cause death to Animal	\$ 500.00	\$1,000.00
25.1	Direct Animal to attack, chase, harass or	\$ 250.00	\$ 500.00



**BYLAW NUMBER 23M2006**

<b>SECTION</b>	<b>OFFENCE</b>	<b>MINIMUM PENALTY</b>	<b>SPECIFIED PENALTY</b>
	threaten a person or Animal		
26(1)	Horse in prohibited area	\$ 50.00	\$ 100.00
27	Keep Livestock in prohibited area	\$ 100.00	\$ 200.00
39(1)(a)	Obstruct or interfere with officer	\$ 250.00	\$ 500.00
39(1)(b)	Open van or vehicle	\$ 100.00	\$ 500.00
39(1)(c)	Remove or attempt to remove impounded Animal	\$ 100.00	\$ 500.00
39(2)(a)	Untie, loosen, or free restrained Animal	\$ 100.00	\$ 500.00
39(2)(b)	Open gate, door or opening allowing Animal to run at large	\$ 100.00	\$ 500.00
39(2)(c)	Entice an Animal to run at large	\$ 100.00	\$ 500.00
39(2)(d)	Tease an Animal in an enclosure	\$ 100.00	\$ 500.00
39(2)(e)	Throw or poke at Animal in an enclosure	\$ 100.00	\$ 500.00
(B/L 48M2008, 2008 NOVEMBER 3)			



**SCHEDULE "E"**

**VICIOUS ANIMAL PENALTIES**

(Amended by B/L 48M2008)

SECTION	OFFENCE	MINIMUM PENALTY	SPECIFIED PENALTY
5(1)	Unlicensed Vicious Animal	\$ 251.00	\$ 500.00
5(2)	Vicious Animal not wearing licence	\$ 50.00	\$ 100.00
14(1)	Vicious Animal in off Leash area	\$ 1,000.00	\$1,500.00
31	Fail to tattoo or implant Vicious Animal with microchip	\$1,000.00	\$1,500.00
32(1)(a)	Fail to notify Animal Services Centre of sale, gift, transfer or death of Vicious Animal	\$ 250.00	\$ 500.00
33(1)	Vicious Animal – Chase, injure, Bite or Attack a person or Animal	\$1,500.00	\$2,000.00
33(2)	Vicious Animal – Damage or destroy property	\$1,000.00	\$1,500.00
33(3)	Vicious Animal – Running at Large	\$1,000.00	\$1,500.00
33(4)	Fail to notify Animal Services Centre of Vicious Animal Running at Large	\$ 250.00	\$ 500.00
34(1)(a)	Fail to keep Vicious Animal confined indoors and under control of an adult person	\$1,000.00	\$1,500.00
34(1)(b)(i)	Fail to keep a Vicious Animal confined	\$1,000.00	\$1,500.00
34(1)(b)(ii), or 34(2)	Fail to keep a Vicious Animal Muzzled, harnessed or Leashed properly	\$1,000.00	\$1,500.00
35	Improper pen or structure for Vicious Animal	\$1,000.00	\$1,500.00
36	Fail to post Vicious Animal sign	\$1,000.00	\$1,500.00
(B/L 48M2008, 2008 NOVEMBER 3)			



SCHEDULE "F"

**VICIOUS ANIMAL SIGN**

Form required for a Vicious Animal sign pursuant to the Bylaw.





**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** September 28, 2015

**PROPOSED BY:** Manager of Legislative and Land Services

**TOPIC:** Subdivision Application 2014 SUB 02  
Request for Extension

**PROPOSAL:** Consideration of authorizing endorsement of Subdivision Application 2014 SUB 02 as per Municipal Government Act Section 657 (3)

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**BACKGROUND:**

The Town of Redcliff received a request from Farwest Land & Properties Inc. on September 14, 2015 for an extension to their subdivision approval for Subdivision Application 2014 SUB 02 (Lots 1-20, Block 99, Plan 1117V) and requesting endorsement of their subdivision as per Municipal Government Act Section 657.3. An extension to September 16, 2016 was previously granted by Council on May 11, 2015. A letter has been sent to Farwest Land & Properties asking him to clarify if he was seeking something different.

With regard to the request for endorsement the Municipal Government Act Section 657.3 states the following:

*Municipal Government Act*

*657 (3) On being satisfied that a plan of subdivision or other instrument complies with a subdivision approval but conditions to which the approval is subject have not been met, a subdivision authority may endorse the plan or other instrument in accordance with the subdivision and development regulations if the subdivision authority is satisfied that the conditions will be met.*

Some history with regard to this application follows:

The Subdivision Approving Authority (Redcliff Town Council) approved Subdivision Application 2014 SUB 02 (Lots 1-20, Block 99, Plan 1117V) at the Council meeting of July 21, 2014 conditional to:

1. Environmental Site Assessment (ESA) be provided by an environmental consultant company stating that an ESA has been conducted and that the site is acceptable for residential development.
2. Provision of a grade plan to the satisfaction of the Town's Engineering Department.
3. Land Use Bylaw amendment to change the land use to an appropriate land use district.
4. Payment of any outstanding taxes.
5. Payment of Infrastructure Capacity Fee (1.49 acres x \$8,000.00) in the amount of \$11,920.00.
6. Applicant to satisfy Utility Company requirements and provide written confirmation.
7. Applicant entering into a Service Agreement with the Town of Redcliff for the provision of detailed plans and specifications :
  - Provision of a site drainage plan and resolution of drainage issues to the



- satisfaction of the Manager of Engineering.
  - Confirmation that site drainage is in existence or will be established.
  - Storm sewer.
  - Curb/gutter.
  - Sidewalk.
  - Street lighting.
  - Road base construction and pavement.
  - Lane construction.
  - Other service extension or improvements as required
  - Other items as required by the Town of Redcliff.
8. All legal costs associated with the servicing agreement to be borne by the applicant.

Farwest Land And Properties Inc. appealed the decision to the Subdivision and Development Appeal Board (SDAB). The hearing was held September 4, 2014. The SDAB rendered the following decision:

“to vary the decision of the Subdivision Approving Authority of July 21, 2014 by varying the conditions imposed in the following manner:

A. Condition #1 through #5 stand as issued.

[Repeated here for completeness.]

1. Environmental Site Assessment (ESA) to be provided by an environmental consultant company stating that an ESA has been conducted and that the site is acceptable for residential development.
  2. Provision of a grade plan to the satisfaction of the Town’s Engineering Department.
  3. Land Use Bylaw amendment to change the land use to an appropriate land use district.
  4. Payment of any outstanding taxes.
  5. Payment of Infrastructure Capacity Fee (1.49 acres x \$8,000.00) in the amount of \$11,920.00.
- B. Condition #6 is to be restated as: Applicant to satisfy Utility Company to the standard of the authority having jurisdiction for that utility and to provide written confirmation.
- C. Condition #7 is to be restated as: Applicant to negotiate with and enter into a Service Agreement with the Town of Redcliff for the provision of detailed plans, specifications, and construction as following:
- a. Provision of site drainage plan and resolution of drainage issues to the satisfaction of the Manager of Engineering.
  - b. Confirmation in writing that site drainage will be established.
  - c. ~~Storm-Sewer.~~ (struck out – see #i below)



- d. Installation of curb/gutter along 5<sup>th</sup> Street NW & 1<sup>st</sup> & 2<sup>nd</sup> Avenue NW abutting subject property to the standard of the Town of Redcliff with cost to be borne 100% by the Developer.
  - e. Installation of sidewalk along 5<sup>th</sup> Street NW abutting subject property to the standard of the Town of Redcliff with cost to be borne 100% by the Developer.
  - f. Installation of street lighting along 5<sup>th</sup> Street NW abutting subject property to the standard of the authority having jurisdiction (City of Medicine Hat Electric Department) with cost to be borne 100% by the Developer.
  - g. Road base and road construction (pavement) on 5<sup>th</sup> Street NW between the avenues of 1<sup>st</sup> and 2<sup>nd</sup> Northwest(including intersections) with cost to be shared between parties at negotiated proportion (Parties being the Developer, abutting property owners, the Town of Redcliff).
  - h. Lane construction between the avenues of 1<sup>st</sup> and 2<sup>nd</sup> Northwest (including curb crossings) abutting subject property with cost to be shared between parties at negotiated proportion (Parties being the Developer, abutting property owners, the Town of Redcliff).
  - i. Other service extension or improvements as required to service the development (sanitary sewer/storm sewer/main water piping) with cost to be shared between parties at negotiated proportion (Parties being the Developer, abutting property owners, the Town of Redcliff).
  - j. Individual service lines to the lots (sanitary sewer & water supply) with connection at the street main and interconnection at the property line with costs at established rate shall be borne 100% by the Developer.
- D. Condition #8 stands with the insertion of: All reasonable legal costs associated with servicing agreement to be borne by the Applicant.

Since that decision was issued Administration and Farwest Land & Properties have had several exchanges of correspondence/emails and a meeting to discuss the conditions of subdivision and details of the service agreement. However, we have not received confirmation from Farwest Land & Properties Inc. to proceed with preparation of the service agreement. Farwest Land & Properties has indicated they are seeking legal advice with regard to the service agreement conditions. However, as noted above they are seeking the SAA's endorsement of their application.

It has not been the practice of the Town of Redcliff to endorse subdivision applications where conditions remain outstanding unless a service agreement has been entered into with security taken.

#### **ATTACHMENTS:**

- Correspondence from Farwest Land & Properties Inc. dated September 14, 2015
- Municipal Government Act Division 7 Subdivision of Land Sections 653 – 660



**POLICY/LEGISLATION:**

- Municipal Government Act Division 7 Subdivision of Land Sections 653 – 660 (Attached)

**STRATEGIC PRIORITIES:**

N/A

**OPTIONS:**

1. Receive for information the Request for Decision prepared by the Manager of Legislative and Land Services regarding Subdivision Application 2014 SUB 02 regarding request to endorse subdivision as per Municipal Government Act Section 657 (3). The conditions of the subdivision would need to be met prior to the subdivision being endorsed.
2. Authorize endorsement of Subdivision Application 2014 SUB 02 as per per Municipal Government Act Section 657 (3).

**RECOMMENDATION:**

Option 1 is recommended. Endorsing the subdivision prior to the conditions being met greatly enhances the Town's risk and there would be no recourse should the applicant fail to meet the conditions at a later date.

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved the Request for Decision prepared by the Manager of Legislative and Land Services regarding Subdivision Application 2014 SUB 02 regarding request to endorse subdivision as per Municipal Government Act Section 657 (3) be received for information. Further that the applicant be advised that the conditions of the Subdivision must be met prior to endorsement of the plan.
2. Councillor \_\_\_\_\_ moved to authorize endorsement of Subdivision Application 2014 SUB 02 as per per Municipal Government Act Section 657 (3).

SUBMITTED BY:

  
\_\_\_\_\_  
Department Head

  
\_\_\_\_\_  
Municipal Manager

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



RECEIVED  
SEP 14 2015  
TOWN OF REDCLIFF



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E-mail address: [farwestgroup@shaw.ca](mailto:farwestgroup@shaw.ca) Tel. (403) 548-3626

September 14<sup>th</sup>, 2015.  
Delivered by hand.

**Attn. Municipal Manager**  
**Town of Redcliff**  
**1, 3<sup>rd</sup> Street, N.E.**  
**Redcliff, Alberta. T0J 2P2.**

**Reference: Request Extension to Subdivision approval**  
**Granted July 23<sup>rd</sup>, 2014.**  
**Lots 1 - 20 inclusive, Block 99, Plan 1117V.**

---

**Dear Arlos,**

Please accept this letter as our formal request for an extension of the Plan approval for the above referenced plan and properties to July 15<sup>th</sup>, 2016.

We have attended Town of Redcliff council and formally requested counsels endorsement of the plan in accordance with our compliance with MGA S 657.1 and therefore request endorsement in accordance with Par. 3. and we have not had the courtesy of a response as of this date.

We continue to ask for counsels endorsement of the Instrument of subdivision in order to remove force and intimidation from the service agreement conditions in accordance with the law.

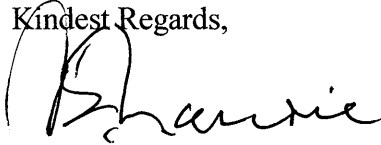
We have also complied with required submittals and construction plans and details for approval but now recognize some legal problems related to your proposed service agreement with respect to statutory and non statutory issues and therefore feel that we may need extra time to consult a lawyer in order to facilitate preparation of our response to your service agreement conditions which are Non - Statutory.



And finally, the SAA is a statutory body and therefore must comply with the requirements of the MGA. we do not know why counsel/SAA chooses the most difficult path for the approval process when the Governing Law i.e. the Municipal Government Act., provides for a more harmonious way for facilitating development when it is compliant in everyway with Municipal and Provincial planning requirements. It would appear to us that council/SAA obstructs rather than facilitates orderly and compliant development in the Community.

We look forward to receiving councils approval of our request for an extension of the plan and Councils endorsement of the Instrument as requested under MGA Section 657.3.

Kindest Regards,

A handwritten signature in black ink, appearing to read "J.S. Laurie", written over a horizontal line.

J.S. (Jim) Laurie  
Managing Director

JSL/

Att.



## Subdivision registration

657(1) An applicant for subdivision approval must submit to the subdivision authority the plan of subdivision or other instrument that effects the subdivision within one year from the latest of the following dates:

(a) the date on which the subdivision approval is given to the application;

RSA 2000

Section 658 Chapter M-26

MUNICIPAL GOVERNMENT ACT

360

**(b) if there is an appeal to the subdivision and development appeal board or the Municipal Government Board, the date of that board's decision or the date on which the appeal is discontinued;**

(c) if there is an appeal to the Court of Appeal under section 688, the date on which the judgment of the Court is entered or the date on which the appeal is discontinued.

(2) On being satisfied that a plan of subdivision or other instrument complies with a subdivision approval and that any conditions imposed have been met, the subdivision authority must endorse the plan or other instrument in accordance with the subdivision and development regulations.

**(3) On being satisfied that a plan of subdivision or other instrument complies with a subdivision approval but conditions to which the approval is subject have not been met, a subdivision authority may endorse the plan or other instrument in accordance with the subdivision and development regulations if the subdivision authority is satisfied that the conditions will be met.**

(4) If the plan of subdivision or other instrument is not submitted to the subdivision authority within the time prescribed by subsection (1) or any longer period authorized by the council, the subdivision approval is void.

(5) If the plan of subdivision or other instrument is not registered in a land titles office within one year after the date on which it is endorsed pursuant to this section or within the extended period prescribed under subsection (6), the subdivision approval of the plan or instrument and the endorsement are void and the plan or instrument may not be accepted by a Registrar for registration.

(6) The council may extend

(a) the one-year period referred to in subsection (1), or

(b) the one-year period referred to in subsection (5), whether or not the time period under those subsections has expired.

1995 c24 s95

Cancellation of plan of subdivision

658(1) On the application of one or more owners of a parcel of land in a plan of subdivision, a council may by bylaw order the plan cancelled, in whole or in part.

(2)



**Encroachment agreements**

**651.2(1)** In this section, “encroachment agreement” means an agreement under which a municipality permits the encroachment onto a road that is under the direction, control and management of the municipality of improvements made on land that is adjoining that road.

**(2)** Despite the *Land Titles Act* or any other enactment, a municipality may register a caveat under the *Land Titles Act* in respect of any encroachment agreement entered into by the municipality with the registered owner of a parcel of land that adjoins a road that is under the direction, control and management of the municipality.

**(3)** A caveat registered pursuant to subsection (2)

- (a) shall be registered against the certificate of title to the parcel of land
  - (i) that is adjoining the road, and
  - (ii) that was issued to the person who entered into the encroachment agreement with the municipality,
- (b) has the same force and effect as if it had been an encroachment agreement registered under section 72 of the *Land Titles Act*,
- (c) may be discharged only by the municipality or an order of a court, and
- (d) does not lapse pursuant to the provisions of the *Land Titles Act* governing the lapsing of caveats.

1999 c11 s43

## **Division 7**

### **Subdivision of Land**

**Subdivision approval required**

**652(1)** A Registrar may not accept for registration an instrument that has the effect or may have the effect of subdividing a parcel of land unless the subdivision has been approved by a subdivision authority.

**(2)** Despite subsection (1) and subject to subsection (4), a Registrar may accept for registration without subdivision approval an instrument that has the effect or may have the effect of subdividing a parcel of land described in a certificate of title if registration of the instrument results in the issuing of one or more certificates of title and the parcel of land described in each



certificate of title so issued would consist only of any or all of the following:

- (a) a quarter section;
- (b) a river lot shown on an official plan, as defined in the *Surveys Act*, that is filed or lodged in a land titles office;
- (c) a lake lot shown on an official plan, as defined in the *Surveys Act*, that is filed or lodged in a land titles office;
- (d) a settlement lot shown on an official plan, as defined in the *Surveys Act*, that is filed or lodged in a land titles office;
- (e) a part of the parcel of land described in the existing title if the boundaries of the part are shown and delineated on a plan of subdivision;
- (f) a parcel of land created pursuant to a bylaw passed by a municipality under section 665.

(3) For the purpose of subsection (2), a parcel of land is deemed to be a quarter section, river lot, lake lot or settlement lot if the parcel of land would consist of a quarter section, river lot, lake lot or settlement lot except that land has been removed from the parcel of land by a subdivision effected only for a purpose referred to in section 618(1) or by a plan of subdivision or any other instrument that effected a subdivision.

(4) Unless the subdivision of the parcel of land has been approved by a subdivision authority, the Registrar may not accept for registration an instrument that has the effect or may have the effect of subdividing a parcel of land

- (a) if the parcel of land is described in a plan of subdivision that was registered in a land titles office before July 1, 1950, and
- (b) if the parcel of land contains 2 or more lots one or more of which is less than 8.0 hectares in area.

(5) A Registrar may not accept a caveat for registration that relates to an instrument that has the effect or may have the effect of subdividing a parcel of land unless

- (a) subdivision approval is not required in respect of that subdivision pursuant to subsection (2), or
- (b) subdivision approval has been granted in respect of that subdivision.

1995 c24 s95



**Application for subdivision approval**

**653(1)** A person may apply to a subdivision authority for subdivision approval in accordance with the subdivision and development regulations by submitting to the subdivision authority a proposed plan of subdivision or other instrument that describes the subdivision.

**(2)** If a subdivision application includes a form on which the applicant for subdivision approval may or may not consent to the municipality or its delegate carrying out an inspection, at a reasonable time, of the land that is the subject of the application and if the applicant signs a consent to the inspection, a notice of inspection is not required to be given under section 542(1).

**(3)** On receipt of an application for subdivision approval, the subdivision authority must give a copy of the application to the Government departments, persons and local authorities required by the subdivision and development regulations.

**(4)** On receipt of an application for subdivision approval, the subdivision authority must give notice of the application to owners of the land that is adjacent to the land that is the subject of the application.

**(4.1)** Despite subsection (4), a subdivision authority is not required to give notice to owners of adjacent lands if the land that is the subject of the application is contained within an area structure plan or a conceptual scheme and a public hearing has been held with respect to that plan or scheme.

**(4.2)** A notice under subsection (4) must be given by one of the following methods and may be given by more than one of the following methods:

- (a) mailing the notice to each owner of land that is adjacent to the land that is the subject of the application;
- (b) posting the notice on the land that is the subject of the application;
- (c) publishing a notice in a newspaper that has general circulation in the municipality that contains the land that is the subject of the application.

**(4.3)** A notice under subsection (4) must include

- (a) the municipal address, if any, and the legal address of the parcel of land, and
- (b) a map showing the location of the parcel of land.



**(4.4)** For the purposes of this section,

- (a) “adjacent land” means land that is contiguous to the parcel of land that is being subdivided and includes
  - (i) land that would be contiguous if not for a highway, road, river or stream, and
  - (ii) any other land identified in the land use bylaw as adjacent land for the purpose of notification under this section;
- (b) “conceptual scheme” means a conceptual scheme adopted by the municipality that
  - (i) relates a subdivision application to the future subdivision and development of adjacent areas, and
  - (ii) has been referred to the persons to whom the subdivision authority must send a copy of the complete application for subdivision pursuant to the subdivision and development regulations;
- (c) “owner” means the person shown as the owner of land on the assessment roll prepared under Part 9.

**(5)** A notice under subsection (4) must describe the nature of the application, the method of obtaining further information about the application and the manner in which and time within which written submissions may be made to the subdivision authority.

**(6)** A subdivision authority, when considering an application under this section,

- (a) must consider the written submissions of those persons and local authorities to whom an application for subdivision approval or notice of application was given in accordance with this section but is not bound by the submissions unless required by the subdivision and development regulations, and
- (b) is not required to hold a hearing.

**(7)** Repealed 1996 c30 s60.

1995 c24 s95;1996 c30 s60

#### **Approval of application**

**654(1)** A subdivision authority must not approve an application for subdivision approval unless



- (a) the land that is proposed to be subdivided is, in the opinion of the subdivision authority, suitable for the purpose for which the subdivision is intended,
- (b) the proposed subdivision conforms to the provisions of any statutory plan and, subject to subsection (2), any land use bylaw that affects the land proposed to be subdivided,
- (c) the proposed subdivision complies with this Part and the regulations under this Part, and
- (d) all outstanding property taxes on the land proposed to be subdivided have been paid to the municipality where the land is located or arrangements satisfactory to the municipality have been made for their payment pursuant to Part 10.

(2) A subdivision authority may approve an application for subdivision approval even though the proposed subdivision does not comply with the land use bylaw if, in its opinion,

- (a) the proposed subdivision would not
    - (i) unduly interfere with the amenities of the neighbourhood, or
    - (ii) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land,
- and
- (b) the proposed subdivision conforms with the use prescribed for that land in the land use bylaw.

(3) A subdivision authority may approve or refuse an application for subdivision approval.

1995 c24 s95

#### **Conditions of subdivision approval**

**655(1)** A subdivision authority may impose the following conditions or any other conditions permitted to be imposed by the subdivision and development regulations on a subdivision approval issued by it:

- (a) any conditions to ensure that this Part and the statutory plans and land use bylaws and the regulations under this Part, and any applicable ALSA regional plan, affecting the land proposed to be subdivided are complied with;
- (b) a condition that the applicant enter into an agreement with the municipality to do any or all of the following:



- (i) to construct or pay for the construction of a road required to give access to the subdivision;
- (ii) to construct or pay for the construction of
  - (A) a pedestrian walkway system to serve the subdivision, or
  - (B) pedestrian walkways to connect the pedestrian walkway system serving the subdivision with a pedestrian walkway system that serves or is proposed to serve an adjacent subdivision,or both;
- (iii) to install or pay for the installation of a public utility described in section 616(v)(i) to (ix) that is necessary to serve the subdivision, whether or not the public utility is, or will be, located on the land that is the subject of the subdivision approval;
- (iv) to construct or pay for the construction of
  - (A) off-street or other parking facilities, and
  - (B) loading and unloading facilities;
- (v) to pay an off-site levy or redevelopment levy imposed by bylaw;
- (vi) to give security to ensure that the terms of the agreement under this section are carried out.

**(2)** A municipality may register a caveat under the *Land Titles Act* in respect of an agreement under subsection (1)(b) against the certificate of title for the parcel of land that is the subject of the subdivision.

**(3)** If a municipality registers a caveat under subsection (2), the municipality must discharge the caveat when the agreement has been complied with.

**(4)** Where a condition on a subdivision approval has, prior to the coming into force of this subsection, required the applicant to install a public utility or pay an amount for a public utility referred to in subsection (1)(b)(iii), that condition is deemed to have been validly imposed, whether or not the public utility was located on the land that was the subject of the subdivision approval.

RSA 2000 cM-26 s655;2009 cA-26.8 s83;2015 c8 s71



**Decision**

**656(1)** A decision of a subdivision authority must be given in writing to the applicant and to the Government departments, persons and local authorities to which the subdivision authority is required by the subdivision and development regulations to give a copy of the application.

**(2)** A decision of a subdivision authority must state

- (a) whether an appeal lies to a subdivision and development appeal board or to the Municipal Government Board, and
- (b) if an application for subdivision approval is refused, the reasons for the refusal.

**(3)** If an application for subdivision approval is refused, the subdivision authority may refuse to accept for consideration, with respect to the same land or part of the same land, a further application for subdivision approval submitted to it within the 6-month period after the date of the subdivision authority's decision to refuse the application.

1995 c24 s95

**Subdivision registration**

**657(1)** An applicant for subdivision approval must submit to the subdivision authority the plan of subdivision or other instrument that effects the subdivision within one year from the latest of the following dates:

- (a) the date on which the subdivision approval is given to the application;
- (b) if there is an appeal to the subdivision and development appeal board or the Municipal Government Board, the date of that board's decision or the date on which the appeal is discontinued;
- (c) if there is an appeal to the Court of Appeal under section 688, the date on which the judgment of the Court is entered or the date on which the appeal is discontinued.

**(2)** On being satisfied that a plan of subdivision or other instrument complies with a subdivision approval and that any conditions imposed have been met, the subdivision authority must endorse the plan or other instrument in accordance with the subdivision and development regulations.

**(3)** On being satisfied that a plan of subdivision or other instrument complies with a subdivision approval but conditions to which the approval is subject have not been met, a subdivision authority may endorse the plan or other instrument in accordance



with the subdivision and development regulations if the subdivision authority is satisfied that the conditions will be met.

(4) If the plan of subdivision or other instrument is not submitted to the subdivision authority within the time prescribed by subsection (1) or any longer period authorized by the council, the subdivision approval is void.

(5) If the plan of subdivision or other instrument is not registered in a land titles office within one year after the date on which it is endorsed pursuant to this section or within the extended period prescribed under subsection (6), the subdivision approval of the plan or instrument and the endorsement are void and the plan or instrument may not be accepted by a Registrar for registration.

(6) The council may extend

- (a) the one-year period referred to in subsection (1), or
- (b) the one-year period referred to in subsection (5),

whether or not the time period under those subsections has expired.

1995 c24 s95

#### **Cancellation of plan of subdivision**

**658(1)** On the application of one or more owners of a parcel of land in a plan of subdivision, a council may by bylaw order the plan cancelled, in whole or in part.

(2) A council may pass a bylaw under subsection (1) only with the consent of

- (a) the owners of the parcel of land in the plan of subdivision,
- (b) every person shown on the certificate of title of the land in the plan of subdivision as having an estate or interest in it, and
- (c) the Crown in right of Alberta, if the plan of subdivision shows a highway or road or other right of way vested in the Crown for which no certificate of title has been issued.

(3) A plan cancellation may not be effected only or primarily for the purpose of disposing of reserves.

(3.1) If all of a plan is cancelled, deferred reserve caveats and environmental reserve easements are also cancelled.

(4) If all reserve land has been cancelled from a plan of subdivision, the resulting parcel of land, if it is subsequently subdivided, may be subject to the provisions of this Part respecting reserves.



(5) If a plan is cancelled in part, a deferred reserve caveat may be placed against the consolidated certificate of title reflecting any reserve land that was cancelled and that will be owing if the parcel is subsequently subdivided.

1995 c24 s95;1996 c30 s61

#### **Collection of taxes**

**659** When a plan of subdivision or part of it has been cancelled, all taxes, assessments or rates in arrears or due on the separate lots or blocks within the area of which the plan has been cancelled become taxes, assessments or rates on or in respect of the area, and all the remedies for the enforcement and collection of taxes, assessments and rates formerly applicable for the recovery of the taxes, assessments or rates on the separate lots or blocks apply as if the taxes, assessments or rates had been levied against the whole area of the cancelled plan.

1995 c24 s95

#### **Cancellation registered**

**660** On receipt of a copy of a bylaw under section 658 and on payment of the applicable fees, the Registrar must

- (a) cancel the plan of subdivision in whole or in part in accordance with the bylaw,
- (b) cancel the certificate of title issued according to the original plan and issue any new certificates of title required by the bylaw, and
- (c) make any other cancellations and registrations and do all things necessary to give effect to the bylaw.

1995 c24 s95

### **Division 8 Reserve Land, Land for Roads and Utilities**

#### **Land dedication**

**661** The owner of a parcel of land that is the subject of a proposed subdivision must provide, without compensation,

- (a) to the Crown in right of Alberta or a municipality, land for roads, public utilities and environmental reserve, and
- (b) subject to section 663, to the Crown in right of Alberta, a municipality, one or more school boards or a municipality and one or more school boards, land for municipal reserve, school reserve, municipal and school reserve, money in place of any or all of those reserves or a combination of reserves and money,



**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** September 28, 2015

**PROPOSED BY:** Manager of Legislative and Land Services

**TOPIC:** 2015 Condo 01  
316 Mitchell Street SE (Lot 21, Block B, Plan 7410203)

**PROPOSAL:** To consider approval to convert existing fourplex into condominium units.

---

**BACKGROUND:**

The Town of Redcliff received an Application for Condominium Conversion to convert an existing fourplex at 316 Mitchell Street SE (Lot 21, Block B, Plan 7410203) into condominium units. (Note: on the application the address cited is 314 / 316 Mitchell Street SE – the address per our system is 316 Mitchell Street SE) The application was processed and reviewed as per Policy 112, Condominium Development Policy.

The Development Officer has indicated that the application meets with Bylaw 1698/2011, Land Use Bylaw as it relates to zoning, lot size and setbacks. Due to the age of the structure there is no development permit on file; the Development Officer was unable to compare the proposed condominium to a previous development permit for conformity. (Note Policy Reference below)

The Municipal Manager, Manager of Engineering, Planning Consultant and Manager of Legislative and Land Services met and reviewed the application and the comments from the Development Officer.

No concerns were identified; the recommendation is to approve the application as presented.

**ATTACHMENTS:**

- Application for Condominium Conversion
- Development Officer comments
- Policy 112, Condominium Development Policy

**POLICY/LEGISLATION:**

Excerpt from Policy 112, Condominium Development Policy

- b. The Development Officer for the Town of Redcliff will review the plan to ensure that the condominium conforms to the development permit and the Land Use Bylaw as per section 10 of the Condominium Property Act:
- "10(1) (b) (ii) a certificate of the local authority or of a person designated by the local authority stating that the proposed division of the building, as illustrated in the plan, has been approved by the local authority."*

*"10(2) If an application is made under subsection (1) (b) (ii), the local*



authority:

(a) may with respect to a building that was constructed prior to August 1, 1966 or for which the building permit was issued prior to August 1, 1966, prohibit the issue of the certificate if it considers it proper to do so, and

(b) shall with respect to a building for which a building permit was issued on or after August 1, 1966, direct the issue of the certificate if it is satisfied that the building conforms to:

- (i) the development scheme, development control bylaw, zoning bylaw or land use bylaw as the case may be, and
- (ii) any permit issued under that scheme or bylaw."

- c. If the plan meets the above criteria, a planning report is prepared and given to the Redcliff Planning Board for review. The Redcliff Planning Board shall make a recommendation to Council.
- d. The Town Council will review and make a decision regarding the application.

#### **STRATEGIC PRIORITIES:**

N/A

#### **OPTIONS:**

- 1. Approve Condo Conversion Application 2015 CONDO 01(316 Mitchell Street SE/Lot 21, Block B, Plan 7410203) to convert an existing fourplex into condominium units as presented.
- 2. Refuse Condo Conversion Application 2015 CONDO 01(316 Mitchell Street SE/Lot 21, Block B, Plan 7410203) to convert an existing fourplex into condominium units.

#### **RECOMMENDATION:**

Option 1.

#### **SUGGESTED MOTION(S):**

- 1. Councillor \_\_\_\_\_ moved Condo Conversion Application 2015 CONDO 01(316 Mitchell Street SE/Lot 21, Block B, Plan 7410203) to convert an existing fourplex into condominium units be approved as presented.
- 2. Councillor \_\_\_\_\_ moved Condo Conversion Application 2015 CONDO 01(316 Mitchell Street SE/Lot 21, Block B, Plan 7410203) to convert an existing fourplex into condominium units be refused.

SUBMITTED BY:

  
\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_ AD. 2015.





RECEIVED  
SEP 02 2015  
TOWN OF REDCLIFF

Town of Redcliff  
#1 – 3<sup>rd</sup> Street NE  
Redcliff, AB T0J 2P0

September 1, 2015  
Our File: 15MX0025

**Attn:** Shanon Simon, Manager of Legislative & Land Services

**RE: Application for Condominium Conversion**  
**Lot 21, Block B, Plan 7410203 (314/316 Mitchell Street SE)**

Please accept this package as an application for condominium conversion. The purpose of the application is to create four condominium units from the existing fourplex.

Included for your processing are the following:

1. Landowner authorization for Global Raymac to act as agent.
2. Completed Condominium Conversion form.
3. Cheque in the amount of \$160.00 for the application fee.
4. Condominium Plan.
5. Certificate of title for Lot 21, Block B, Plan 7410203.
6. Abandoned Wells confirmation form and location map.

Let me know if you have any questions or require anything further.

Regards,

Noah Nichols, ALS

Encl.

**CALGARY (HEAD OFFICE):**

Suite 312, 4000 - 4th St. S.E., Calgary, AB, T2G 2W3  
Phone: (403) 283-5455 | Fax: (403) 283-5418  
Toll Free: 1- (855) 283-5455

**GRANDE PRAIRIE:**

10550 - 117TH Avenue, Grande Prairie, AB, T8V 7N7  
Phone: (780) 532-2343 | Fax: (780) 532-2580  
Toll Free: 1- (888) 532-2343

**LLOYDMINSTER:**

202, 5912 - 50TH Avenue, Lloydminster, AB, T9V 0X6  
Phone: (780) 872-0655 | Fax: (780) 872-0645

**MEDICINE HAT:**

#124, 1310 Kingsway Avenue S.E., Medicine Hat, AB, T1A 2Y4  
Phone: (403) 526-6300 | Fax: (403) 526-1540  
Toll Free: 1- (855) 283-5455

[www.globalraymac.ca](http://www.globalraymac.ca)



August 27, 2015

Town of Redcliff  
#1 – 3 Street SE  
Redcliff, AB T0J 2P0

Attn: Shanon Simon, Manager of Legislative & Land Services

**Re: Condominium Conversion Application**

I hereby authorize Global Raymac Surveys Inc. to act as my agent for the condominium conversion application for Lot 21, Block B, Plan 7410203 (314/316 Mitchell Street SE).

Regards,

A handwritten signature in black ink, appearing to be 'K. Kinvig', written over a horizontal line.

Ken Kinvig



**Town of Redcliff**#1 -3rd Street N.E.  
Redcliff, AB T0J 2P0Phone: (403) 548-9247  
Fax: (403) 548-6623**Application For Condominium Conversion**

This Form Is To Be Completed In Full Wherever Applicable By The Registered Owner Of The Land That Is The Subject Of The Application or By A person Authorized To Act On The Registered Owner's Behalf

Name of registered owner of land KEN KINVIG.Address 4 ROSSDALE STREET SE, MEDICINE HAT, AB T1B 4T2Phone # (403) 581-1488 Fax # . Contact person .**Types of Condominium Conversion**

- ☒ Condominium conversion of existing building (\$40/unit)
- ☐ Conversion of surface parking stalls (\$350 + \$20/stall)
- ☐ Creation of bare land condominium units (same fees as subdivision application)

**Legal Description**All/part of the 1/4 sec 21 twp 3 range 151 west of 176 meridian 537Being all/ part of lot number 21 Block number BRegistered plan # 7410203 Certificate of title # 151 176 537Municipal address (if applicable): 314/316 MITCHELL STREET SE**Land use**Existing use of land FOURPLEX Proposed type of development SAMEProposed number of units 4 Number of parking stalls on-site .**Registered owner or person acting on the registered owner's behalf**I NOAH NICHOLS, GLOBAL RAYMAR SURVEYS hereby certify that

- ☐ I am the Registered Owner ☒ I am the Authorized Agent to Act on Behalf of the Registered Owner

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

Signature: [Signature]Date: SEPT. 1, 2015

This personal information is being collected under the authority of section 8 of the condominium property act and will be used to determine whether the building complies with the town of Redcliff zoning by law. The personal information may be included in reports that are available to the public. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collections, and use of this information, contact this office at # 1-3rd Street NE. (403) 548- 9247.





LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0013 274 790           7410203;B;21           151 176 537

LEGAL DESCRIPTION  
PLAN 7410203  
BLOCK B  
LOT 21  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 4;6;13;8;NE

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 921 070 051

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
151 176 537	14/07/2015	TRANSFER OF LAND	\$360,000	CASH & MORTGAGE

OWNERS

KEN KINVIG  
OF 4 ROSSDALE STREET SE  
MEDICINE HAT  
ALBERTA T1B 4T2

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION		
NUMBER	DATE (D/M/Y)	PARTICULARS
151 176 538	14/07/2015	MORTGAGE MORTGAGEE - HOME TRUST COMPANY. SUITE 2300, 145 KING STREET WEST TORONTO ONTARIO M5H1J8 ORIGINAL PRINCIPAL AMOUNT: \$234,000
151 176 539	14/07/2015	MORTGAGE MORTGAGEE - ALTA WEST MORTGAGE CAPITAL CORPORATION.

( CONTINUED )



-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

# 151 176 537

REGISTRATION

NUMBER          DATE (D/M/Y)          PARTICULARS

-----

600, 11012 MACLEOD TRAIL SE  
CALGARY  
ALBERTA T2J6A5  
ORIGINAL PRINCIPAL AMOUNT: \$36,000

151 176 540      14/07/2015 CAVEAT  
RE : ASSIGNMENT OF RENTS AND LEASES  
CAVEATOR - ALTA WEST MORTGAGE CAPITAL CORPORATION.  
600, 11012 MACLEOD TRAIL SE  
CALGARY  
ALBERTA T2J6A5  
AGENT - DIONNE LEVESQUE

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 27 DAY OF AUGUST,  
2015 AT 03:15 P.M.

ORDER NUMBER:    29160532

CUSTOMER FILE NUMBER:    15MX0025



\*END OF CERTIFICATE\*

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED  
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,  
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,  
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS  
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



## Abandoned Wells Confirmation Form – Proposed Subdivision

**\*\*Note\*\*** This form must be 1) signed by the applicant at the time of subdivision application, and  
2) submitted with a printout of the map(s) that was used to confirm the absence/presence of abandoned well(s)

If abandoned wells are **absent** within the proposed subdivision:

I, NOAH NICHOLS, have reviewed information provided by the Energy Resources Conservation Board ("ERCB") as set out in ERCB Directive 079, *Surface Development in Proximity to Abandoned Wells*, and can advise that the information shows the **absence** of any abandoned wells within the site of proposed development.

NOAH NICHOLS  
Printed Name

  
Signature

GEORGE RAYMAR SURVEYS INC  
Company Name if signing for a company

SEPT. 1, 2015  
Date

If an abandoned well(s) is **present** within the proposed subdivision:

I, \_\_\_\_\_, have reviewed information provided by the Energy Resources Conservation Board ("ERCB") as set out in ERCB Directive 079, *Surface Development in Proximity to Abandoned Wells*, and can advise that the licensee(s) responsible for all abandoned wells within the proposed subdivision has been contacted in order to have the *Abandoned Well Locating and Testing Protocol* completed in accordance with ERCB Directive 079. To prevent damage to the well, a temporary identification marker will be placed on abandoned wells prior to construction, according to the confirmed well location(s) on site. The site of proposed subdivision contains the following abandoned well(s):

ERCB Well License #	Licensee name	Licensed Surface Location (e.g., 04-20-052-23 W4M)	Contact personnel name	Phone number

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name If signing for a company

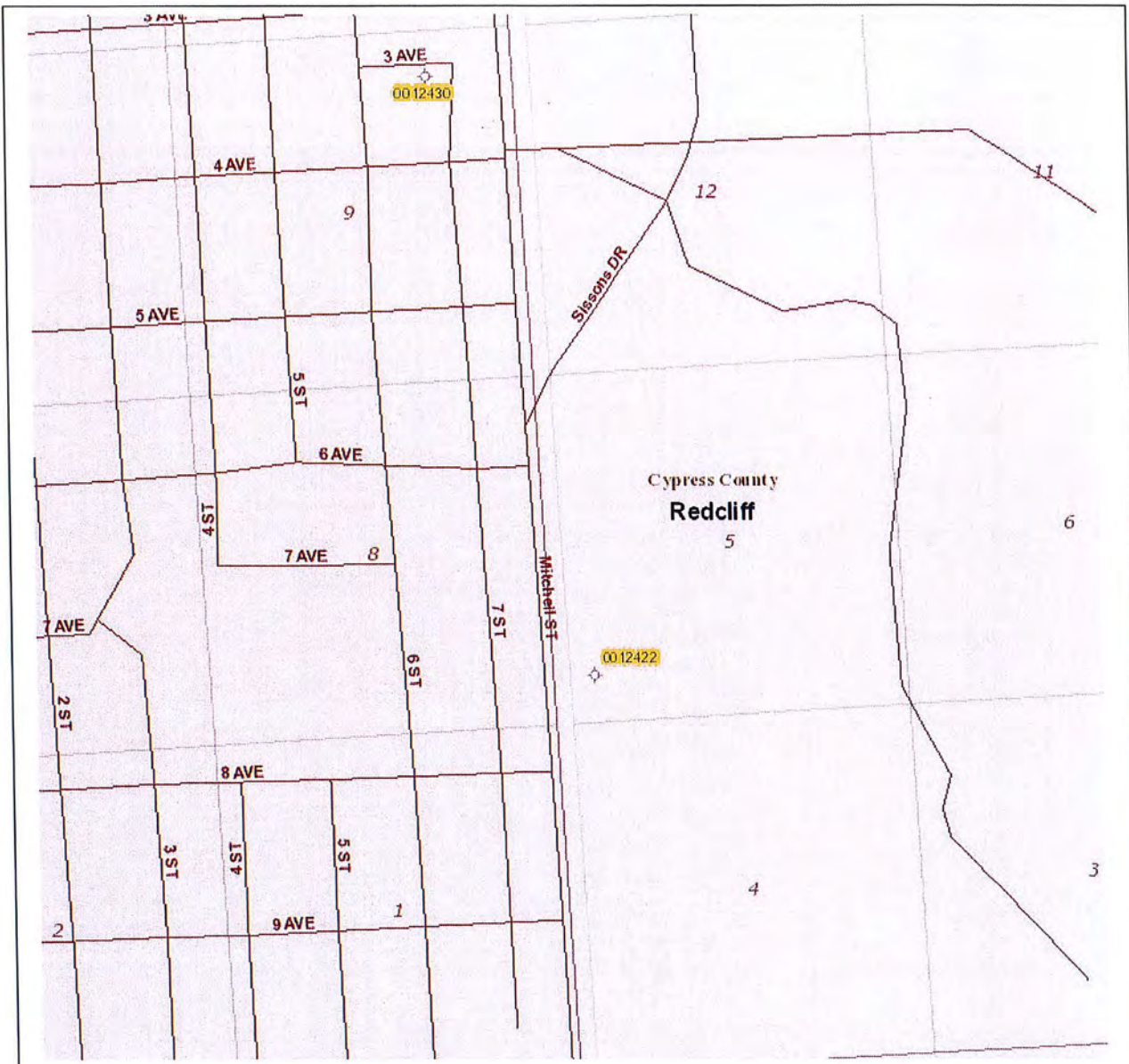
\_\_\_\_\_  
Date


Office Use Only:

POSSE #:		LDA:	
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Revised Jan 2014





<p align="center"><b>AER Abandoned Well Map</b></p>	Base Data provided by Spatial Data Warehouse Ltd	
	Author      XXX	Printing Date:    8/27/2015
<p><b>Legend</b></p> <p>◇ Abandoned Wells (large scale)</p> <p><b>Railways</b></p> <p>≡ Multiple Track Rail Line</p> <p>→ Double Track Rail Line</p> <p>→ Single Track Rail Line</p> <p>→ Rail Line Spur</p> <p>→ Abandoned Rail Line</p> <p>→ Former Rail Line</p> <p><b>Detailed Roads</b></p> <p>— &lt;all other values&gt;</p> <p>— Trans-Canada Highway</p>	Date (if applicable)	
		<p>Scale:      6,474.80</p> <p>0 10 Kilometers    0</p> <p>Projection and Datum:</p> <p>10TM AEP Forest, NAD83</p>
	<p>The AER does not warrant the accuracy or completeness of the information contained in this map and is not responsible for any errors or omissions in its content and accepts no liability for the use of this information</p>	







September 16, 2015

**Re: 316 Mitchell Street S. (Lot 21, Block B, Plan 7410203)**  
**Application for Condominium Conversion**

---

As the Development Officer, I have had an opportunity to review the Application for Condominium Conversion and the Property File. During the review I noted the following:

- No Building or Development Permit was noted in the Property File
- Our tax records indicate that the building was constructed in 1974
- The Property is currently zoned R-2 Medium Density Residential Zone
- A fourplex is a Discretionary Use – Commission in the R-2 Zone
- The setbacks as they appear on the submitted map appear to meet or exceed the minimum setbacks as per the Land Use Bylaw (1698/2011)

As the Development Officer I, Brian Stehr hereby certify that 2015 Condo 01 meets with the Town of Redcliff's Land Use Bylaw (1698/2011) and all amendments in relation to zoning, lot size, and setbacks.



Brian W. Stehr  
Development Officer  
Town of Redcliff



Approved by Council: July 21, 2008

## CONDOMINIUM DEVELOPMENT POLICY

### Background

This policy provides direction and guidelines in regards to the condominium development process. It addresses the Town of Redcliff's procedures for conversion of an existing building and parking into a condominium, creation of bare land condominium project and the registration of condominium plan.

This policy is consistent with the Municipal Government Act, the Condominium Property Act, the Condominium Property Regulation Alta. Reg. 168/2000 and the Land Titles Act.

### Condominium Development

There are three possible condominium developments that the Town may entertain. The procedures for the three types are listed below.

#### **1. Condo Conversion of Existing Building**

*Purpose:* To provide guidance when conversion of an existing building into condominium development is requested.

*Principle:* The Condominium Property Act, RSA 2000, provides an opportunity for landowners to convert existing buildings into condominiums. The Act requires the Town's approval prior to registration of such conversion.

*Procedure:*

- a. In order to comply with Section 10 (1) (b) (ii) of the Condominium Property Act, the following documents must be submitted to the Municipal Secretary:
  - i. The application form, for condominium conversion titles.
  - ii. Two hard copies of the condominium plan.
  - iii. A copy of the Certificate of Title of the property issued within the last thirty (30) days
  - iv. A signed authorization by the landowner if the application is submitted by an agent.
  - v. One digital copy of the proposed condominium plan.
  - vi. \$40.00 application fee per unit excluding common property, payable to the Town of Redcliff.
- b. The Development Officer for the Town of Redcliff will review the plan to ensure that the condominium conforms to the development permit and the Land Use Bylaw as per section 10 of the Condominium Property Act:



"10(1) (b) (ii) a certificate of the local authority or of a person designated by the local authority stating that the proposed division of the building, as illustrated in the plan, has been approved by the local authority."

"10(2) If an application is made under subsection (1) (b) (ii), the local authority:

(a) may with respect to a building that was constructed prior to August 1, 1966 or for which the building permit was issued prior to August 1, 1966, prohibit the issue of the certificate if it considers it proper to do so, and

(b) shall with respect to a building for which a building permit was issued on or after August 1, 1966, direct the issue of the certificate if it is satisfied that the building conforms to:

- (i) the development scheme, development control bylaw, zoning bylaw or land use bylaw as the case may be, and
- (ii) any permit issued under that scheme or bylaw."

- c. If the plan meets the above criteria, a planning report is prepared and given to the Redcliff Planning Board for review. The Redcliff Planning Board shall make a recommendation to Council.
- d. The Town Council will review and make a decision regarding the application.
- e. If approved the plan is returned to the Alberta land surveyor for registration.

#### Notes

- a. The Town must render a decision within 60 days.
- b. Parking on the plan must be shown as common property. If the plan shows the conversion of the common property into bareland parking units, the conversion procedures outlined below must be followed.

## 2. Conversion of Surface Parking Stalls

**Purpose:** to provide guidance when common parking is converted into bare land parking units.

**Principle:** converting common parking into bare land parking units are treated as a bare land condominium and is deemed to be an application for subdivision.

*Section 14 (1) of the Condominium Property Act:*

- (a) "Common Property" includes facilities and property that are intended for common use by the owners notwithstanding that the facilities or property may be located in or comprise a unit or any part of a unit.

#### Procedures:

Common parking is a parking space which is commonly owned, and used by all condominium owners. It is part of the common share of the building (like the hall way or the elevator).

Bare land parking units have separate titles for each stall. They are individually owned, and each parking unit has its own value which can be added to the actual value of the unit.



- a. To convert common parking into “bare land parking units”, the following documents must be submitted to the Municipal Secretary:
  - i. Subdivision application form;
  - ii. a copy of the parking plan;
  - iii. one digital copy of the proposed condominium plan;
  - iv. a copy of the Certificate of Title of the property issued within thirty (30) days of receipt of the application for condominium conversion;
  - v. a signed authorization by the landowner if the application is submitted by an agent;
  - vi. In the event that the building is older than ten (10) years or the approved parking plan is unavailable, the applicant is required to prepare and submit a parking plan identifying the number of parking stalls, the width and length of the parking stalls, and the width of the drive aisles in association with a list of the number of bedrooms per unit; and
  - vii. The visitor parking stalls shall be identified as common property.
  - viii. \$350.00 flat fee plus \$20 for each parking stall converted to condominium, paid to the Town of Redcliff;
- b. converting common parking into bare land parking units is deemed a subdivision. Regulations and procedures in accordance with subdivisions apply.

### 3. Creation of a Bare land Condo

**Purpose:** to provide guidance when land is proposed to be divided into a bare land condo. Typically the condo units (lots) are created from under developed, or vacant land, and will likely create private roads and open space along with the condo units (lots).

**Principle:** new bare land condos are deemed to be applications for subdivision.

**Procedures:**

- a. The standard subdivision application, review and approval procedures are followed.
- b. Application fee for a bare land condominium is based on the fees charged upon the submission of a subdivision application as per each bare land unit to be created and its intended use.

### Registration of Condominium Plan (applies to all 3 scenarios)

**Purpose:** to provide guidance that allows the condominium plan owner to complete the registration process in a timely manner.



**Principles:** in order to comply with the purpose of part 17 of the Municipal Government Act, the Condominium Property Act and the Land Titles Act, the condominium plan must be registered. This registration has the effect of constituting a condominium corporation.

**Policies:**

- a. The Development Officer for the Town of Redcliff will review the plan to ensure that the condominium conforms to the Land Use Bylaw as per section 8(1) of the Condominium Property Act:
  - 8(1) every plan presented for registration as a condominium plan shall:*
    - (a) be described in the heading of the plan as a condominium plan;*
    - (b) bear a statement containing those particulars as may be necessary to identify the title to the parcel;*
    - (c) include a drawing illustrating the units and distinguishing the units by numbers or other symbols;*
    - (d) define the boundaries of each unit;*
    - (e) where a building is to be divided into units, show the approximate floor area of each unit;*
    - (f) where land is to be divided into bare land units, show the approximate area of each unit;*
    - (g) be signed by the owner of the property; and*
    - (i) contain any other features prescribed by the regulations.*
- b. The Town of Redcliff charges service fees for the above mentioned services. The service fees are charged in accordance with the Condominium Property Act and the Condominium Property Regulation (168/2000).
- c. In compliance with the Alberta Land Titles Act and the Condominium Property Act, the Alberta Land Surveyor must submit the plan for registration.

## Appeal Process

The Condominium Property Act and the Condominium Property Regulation Alta. Reg. 168/2000 have not established any provision for the appeal process. Therefore, the Town assumes/holds the right not to issue the condo certificate to an application if it is considered as not to the satisfaction of the Town, and or approves an application tentative to the applicant fulfilling the conditions which may be raised or requested by Town Council.



**Town of Redcliff**#1 -3rd Street N.E  
Redcliff, AB T0J 2P0Phone: (403) 548-9247  
Fax: (403) 548-6623**Application For Condominium Conversion**

This Form Is To Be Completed In Full Wherever Applicable By The Registered Owner Of The Land That Is The Subject Of The Application or By A person Authorized To Act On The Registered Owner's Behalf

Name of registered owner of land \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Contact person \_\_\_\_\_

**Types of Condominium Conversion**

- ☐ Condominium conversion of existing building (\$40/unit)
- ☐ Conversion of surface parking stalls (\$350 + \$20/stall)
- ☐ Creation of bare land condominium units (same fees as subdivision application)

**Legal Description**

All/part of the \_\_\_\_\_ ¼ sec \_\_\_\_\_ twp \_\_\_\_\_ range \_\_\_\_\_ west of \_\_\_\_\_ meridian

Being all/ part of lot number \_\_\_\_\_ Block number \_\_\_\_\_

Registered plan # \_\_\_\_\_ Certificate of title # \_\_\_\_\_

Municipal address (if applicable):  
**Land use**

Existing use of land \_\_\_\_\_ Proposed type of development \_\_\_\_\_

Proposed number of units \_\_\_\_\_ Number of parking stalls on-site \_\_\_\_\_

**Registered owner or person acting on the registered owner's behalf**

I \_\_\_\_\_ hereby certify that

- ☐ I am the Registered Owner ☐ I am the Authorized Agent to Act on Behalf of the Registered Owner

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

Signature: \_\_\_\_\_

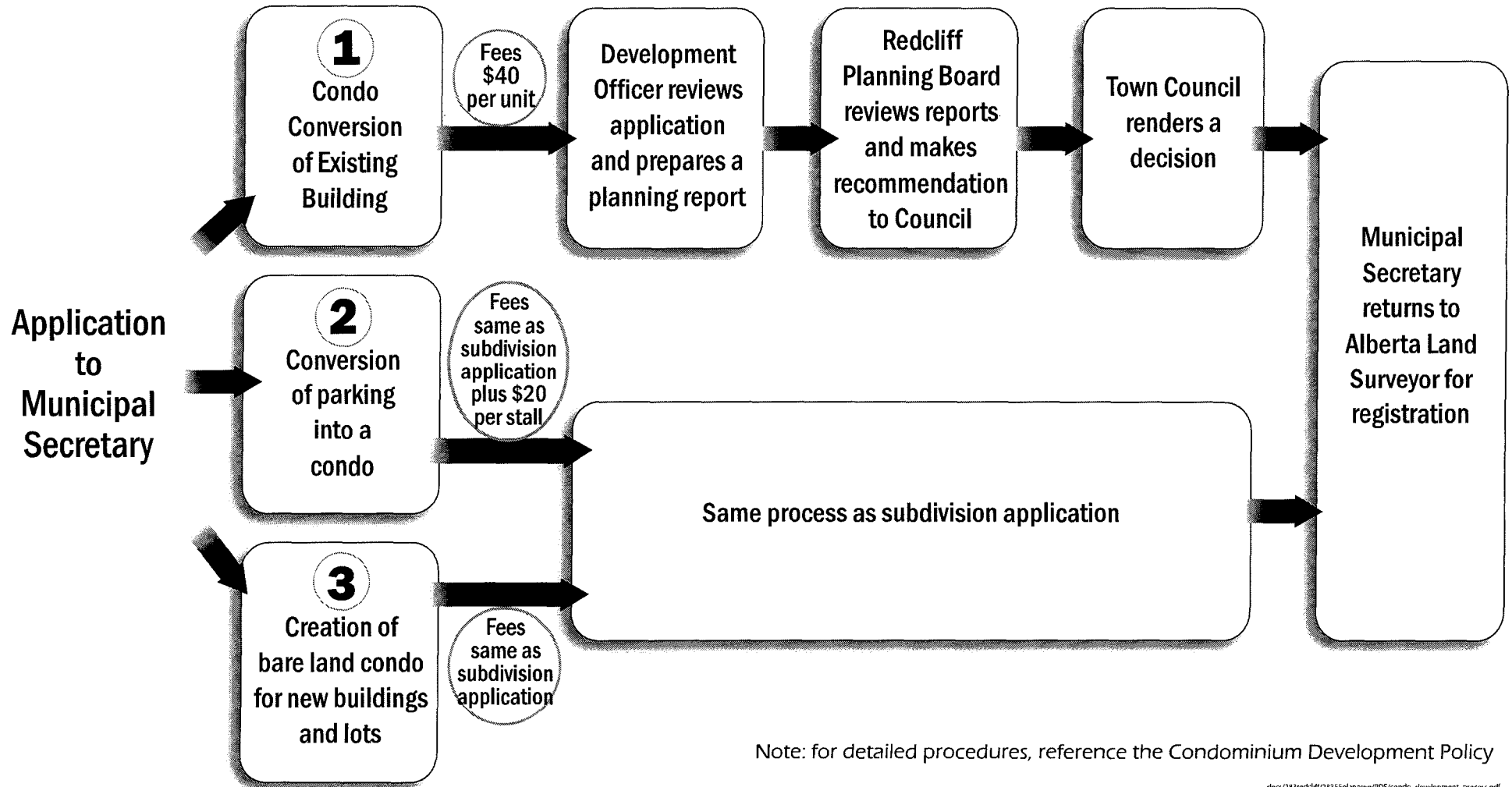
Date: \_\_\_\_\_

This personal information is being collected under the authority of section 8 of the condominium property act and will be used to determine whether the building complies with the town of Redcliff zoning by law. The personal information may be included in reports that are available to the public. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collections, and use of this information, contact this office at # 1-3<sup>rd</sup> Street NE. (403) 548- 9247.





# Condominium Development Process





**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** September 28, 2015

**PROPOSED BY:** Director of Finance and Administration

**TOPIC:** Tax Recovery Auction

**PROPOSAL:** To establish terms, conditions and reserve bid for the tax recovery auction

**BACKGROUND:**

MGA Section 418(1) directs that the municipality must offer for sale at a public auction any parcel of land shown in its tax arrears if the tax arrears are not paid unless the Town has entered an arrears payment agreement with the property owner. The reserve bids for those properties have to be established in order for the Town to advertise the public auction sale in Alberta Gazette.

The Town of Redcliff has six properties for sale this year. The following is proposed:

- a) Sale date:  
The established date of sale must meet the advertising guidelines in the Alberta Gazette and to accommodate the routines of this office. Administration proposes that the public sale date be set for **December 3, 2015 at 10:30 a.m.**
- b) Terms of sale as follows:  
Cash or certified cheque
- c) The conditions for sale:  
The property is offered for sale on an "as is, where is " basis and the Town of Redcliff makes no representations and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use district, buildings and development conditions, absence or presence of environment contamination, or the developability of the subject land for any intended use by the purchaser.
- d) Reserve Bids:  
The respective reserve bid has been set at estimated market value, as determined by our assessor, Logan Wehlage (Benchmark Assessment Consultant Inc.), following an inspection of the properties listed below.

Tax Roll	Location			Estimated Market Value
	Plan	Block	Lot	
0105600	7361JK	1	14-15	\$220,000
0107400	7711421	10	10	\$220,000
0122300	1117V	65	11-13	\$165,000



0205900	3042AV	10	13-14	\$135,000
0259700	0813441	106	42	\$90,000
0272800	0913590	12	11	\$320,000
<b>Total</b>				<b>\$1,150,000</b>

## **POLICY/LEGISLATION:**

### **Municipal Government Act (Division 8 – Recovery of Taxes Related to Land):**

#### **Offer of parcel for sale**

418(1) Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.

#### **Reserve bid and conditions of sale**

419(1) The council must set

- (a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (b) any conditions that apply to the sale.

#### **Transfer of parcel to municipality**

424(1) The municipality at whose request a tax recovery notification was endorsed on the certificate of title for a parcel of land may become the owner of the parcel after the public auction, if the parcel is not sold at the public auction.

## **STRATEGIC PRIORITIES**

n/a

## **ATTACHMENT: Tax Recovery Appraisal**

## **OPTIONS:**

1. To direct Administration to establish the sale date, terms, conditions, and the reserve bids to be established as above.
2. To direct Administration to establish the sale date, terms, conditions, and the reserve bids to be established as amended.

## **RECOMMENDATION:**

Option#1

## **SUGGESTED MOTIONS:**


1. Councillor \_\_\_\_\_ moved the Town of Redcliff include the identified following Properties currently on the tax arrears list for sale at a public auction to be held on December 3, 2015 at 10:30 am. Further that the terms of the sale be cash or certified cheque and conditions of the sale be "This property is offered for sale on an "as is, where is" basis and the Town of Redcliff makes no representations and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use district, buildings and development conditions, absence or presence of environmental




contamination, or the developability of the subject land for any intended use by the purchaser."

2. Councillor \_\_\_\_\_ moved the Town of Redcliff offer the following property for sale at a public auction to be held on \_\_\_\_\_, Time \_\_\_\_\_ a.m.

SUBMITTED BY:

  
\_\_\_\_\_  
Department Head

  
\_\_\_\_\_  
Municipal Manager

APPROVED/REJECTED BY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.



## Town of Redcliff - Tax Recovery Appraisal

Roll #: 0105600  
Address: 15 Birch Crt SE, Redcliff  
Legal Description: Plan 7361JK, Block 1, Lots 14-15  
Zoning: R1  
Parcel Size: 633.9 Sq. Meters

Purpose of Appraisal: To estimate market value for tax recovery.  
Neighbourhood Description: Main Residential

Site Description: Mature Residential Neighbourhood

Description of Improvement :

Exterior

Year Built: 1973  
Effective Age: 1973  
Floor Area: 1137 Sq. Feet  
Basement Area: 853 Sq. Feet  
Overall Condition: House in slightly better than average condition for similar properties.  
Windows: Check Rail  
Siding: Wood, Stucco, Brick  
Roofing: Asphalt Shingles  
Garage: Single Detached

Interior: No interior inspection was conducted.

See Attached.

I my opinion the current land assessment of \$220,000 is reflective of the current market value as of September 19, 2015.

Logan Wehlage, AMAA



## Town of Redcliff - Tax Recovery Appraisal

Roll #: 0107400  
Address: 12 Industrial Drive SE, Redcliff  
Legal Description: Plan 7711421, Block 10, Lots 10  
Zoning: M1  
Parcel Size: 2145.0 Sq. Meters

Purpose of Appraisal: To estimate market value for tax recovery.  
Neighbourhood Description: Light Industrial District

Site Description: Service Warehouse in light industrial neighbourhood

Description of Improvement :

Exterior

Year Built: 1979  
Effective Age: 1979  
Floor Area: 2400 Sq. Feet  
Basement Area: N/A  
Overall Condition: Fair quality service warehouse  
Siding: Concrete Block  
Roofing: Flat roof  
Misc: Includes 5 ton crane and bridge span

Interior: No interior inspection was conducted.

See Attached.

I my opinion the current land assessment of \$220,000 is reflective of the current market value as of September 21, 2015.

Logan Wehlage, AMAA



## Town of Redcliff - Tax Recovery Appraisal

Roll #: 0122300  
Address: 601 Broadway Ave SW, Redcliff  
Legal Description: Plan 1117V, Block 65, Lots 11-13  
Zoning: H  
Parcel Size: 1045.5 Sq. Meters

Purpose of Appraisal: To estimate market value for tax recovery.  
Neighbourhood Description: Horticultural District

Site Description: Residential lot in Horticultural District, backing onto Greenhouse

Description of Improvement :

Exterior

Year Built: 1956  
Effective Age: 1965  
Floor Area: 1186 Sq. Feet  
Basement Area: N/A  
Overall Condition: House in slightly better than average condition for similar properties.  
Siding: Vinyl, Stucco  
Roofing: Asphalt Shingles  
Garage: Double Attached

Interior: No interior inspection was conducted.

See Attached.

I my opinion the current land assessment of \$165,000 is reflective of the current market value as of September 19, 2015.

Logan Wehlage, AMAA



## Town of Redcliff - Tax Recovery Appraisal

Roll #: 0205900  
Address: 611 – 7<sup>th</sup> St NW, Redcliff  
Legal Description: Plan 3042AV, Block 10, Lots 13-14  
Zoning: R4  
Parcel Size: 578.3 Sq. Meters

Purpose of Appraisal: To estimate market value for tax recovery.  
Neighbourhood Description: Manufactured Home Residential District

Site Description: Manufactured home on residential MH lot.

### Description of Improvement :

#### Exterior

Year Built: 1994  
Effective Age: 1994  
Floor Area: 1080 Sq. Feet  
Basement Area: N/A  
Overall Condition: Manufactured home in average condition compared to similar aged properties  
Siding: Wood  
Roofing: Asphalt Shingles  
Garage: None

Interior: No interior inspection was conducted.

See Attached.

I my opinion the current land assessment of \$135,000 is reflective of the current market value as of September 19, 2015.

Logan Wehlage, AMAA



## Town of Redcliff - Tax Recovery Appraisal

Roll #: 0259700  
Address: 111 – 3<sup>rd</sup> St NE, Redcliff  
Legal Description: Plan 0813441, Block 106, Lots 42  
Zoning: RT  
Parcel Size: 461.7 Sq. Meters

Purpose of Appraisal: To estimate market value for tax recovery.  
Neighbourhood Description: Residential Transition District

Site Description: Detached Storage Garage in a mixed use neighbourhood containing residential, Multi-residential and industrial property

### Description of Improvement :

#### Exterior

Year Built: 1970  
Effective Age: 1970  
Bldg Area: 1300 Sq. Feet  
Overall Condition: Garage in average condition for its age and compared to similar properties  
Siding: Stucco, wood  
Roofing: Asphalt Shingles

Interior: No interior inspection was conducted.

See Attached.

I my opinion the current land assessment of \$90,000 is reflective of the current market value as of September 19, 2015.

Logan Wehlage, AMAA



## Town of Redcliff - Tax Recovery Appraisal

Roll #: 0272800  
Address: 1117 Memorial Way SE, Redcliff  
Legal Description: Plan 0913590, Block 12, Lots 11  
Zoning: R1  
Parcel Size: 461.7 Sq. Meters

Purpose of Appraisal: To estimate market value for tax recovery.  
Neighbourhood Description: Single Family Residential District

Site Description: Single Family Home in Residential Neighbourhood

Description of Improvement :

Exterior

Year Built: 2010  
Effective Age: 2010  
Floor Area: 1102 Sq. Feet  
Basement Area: 810 Sq. Feet  
Overall Condition: House in average condition compared to similar properties  
Siding: Vinyl, Brick  
Roofing: Asphalt Shingles  
Garage: Double Attached

Interior: No interior inspection was conducted.

See Attached.

I my opinion the current land assessment of \$320,000 is reflective of the current market value as of September 19, 2015.

Logan Wehlage, AMAA



RECEIVED  
SEP 24 2015  
TOWN OF REDCLIFF



Girl Guides of Canada

Guiding Mosaic Patrol #56

Sept 4, 2015

Every four years Girl Guides of Canada has an International Camp in our country. In July 2016, Guiding Mosaic will be held at Sylvan Lake.

Our patrol has been working very hard to earn the money to go to this camp. We are having a Spaghetti Supper and Silent Auction on October 3, 2015.

There will be 2 sittings for the spaghetti supper and lots of fun at the auction.. Your group can help us reach our goal by buying supper tickets and/or donating a silent auction item.

If you would like more information please call Sheila at 403-878-0709.

Thank you for considering our fundraiser.

Guiders

Sheila Donais

Joyce Braumberger

Susanne White 866-1580



# TOWN OF REDCLIFF QUARTERLY FINANCIAL SUMMARY

For the Period Ending June 30, 2015



	2015 YTD ACTUALS	2015 BUDGET	% OF BUDGET	2014 YTD ACTUALS	VARIANCE PRIOR YTD
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## SUMMARY OF REVENUES

<b>TAXES, REQUISITION AND SPECIAL ASSESSMENT REVENUE</b>	7,606,302	7,496,701	101.46%	7,263,812	4.72%
<b>GOODS &amp; SERVICES REVENUES</b>					
ADMINISTRATION	17,406	8,100	214.89%	2,466	605.85%
PROTECTIVE SERVICES	30	5,100	0.59%	1,400	(97.86%)
PUBLIC SERVICES	32,570	21,500	151.49%	8,607	278.41%
WATER UTILITY	1,244,098	2,084,185	59.69%	993,282	25.25%
SANITARY UTILITY	385,787	967,500	39.87%	423,993	(9.01%)
WASTE UTILITY	274,878	456,954	60.15%	159,070	72.80%
COMMUNITY SERVICES	5,499	13,630	40.34%	6,983	(21.25%)
DEVELOPMENT & LAND SERVICES	398,192	462,600	86.08%	179,744	121.53%
PARKS & RECREATION	117,295	203,935	57.52%	93,873	24.95%
	<b>2,475,755</b>	<b>4,223,504</b>	<b>58.62%</b>	<b>1,869,418</b>	<b>32.43%</b>
<b>PENALTIES</b>	<b>46,719</b>	<b>88,900</b>	<b>52.55%</b>	<b>40,894</b>	<b>14.24%</b>
<b>OTHER GENERAL REVENUE</b>	<b>169,567</b>	<b>324,600</b>	<b>52.24%</b>	<b>167,603</b>	<b>1.17%</b>
<b>GRANTS &amp; CONTRIBUTIONS</b>	<b>1,130,078</b>	<b>2,125,854</b>	<b>53.16%</b>	<b>572,364</b>	<b>97.44%</b>
<b>TRANSFERS - EQUITY, RESERVE &amp; OTHER</b>	<b>-</b>	<b>3,152,745</b>	<b>0.00%</b>	<b>25,369</b>	<b>(100.00%)</b>
	<b>11,428,422</b>	<b>17,412,304</b>	<b>65.63%</b>	<b>9,939,460</b>	<b>14.98%</b>



# TOWN OF REDCLIFF QUARTERLY FINANCIAL SUMMARY

For the Period Ending June 30, 2015



2015 YTD ACTUALS	2015 BUDGET	% OF BUDGET	2014 YTD ACTUALS	VARIANCE PRIOR YTD
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## SUMMARY OF EXPENSES

### SALARIES, WAGES & BENEFITS

ADMINISTRATION	343,639	808,489	42.50%	298,686	15.05%
PROTECTIVE SERVICES	87,416	262,253	33.33%	79,590	9.83%
PUBLIC SERVICES	324,593	653,913	49.64%	306,566	5.88%
WATER UTILITY	174,540	439,060	39.75%	254,258	(31.35%)
SANITARY UTILITY	86,849	211,500	41.06%	105,425	(17.62%)
WASTE UTILITY	69,230	148,654	46.57%	70,835	(2.27%)
COMMUNITY SERVICES	36,114	74,560	48.44%	26,277	37.44%
DEVELOPMENT & LAND SERVICES	164,770	334,365	49.28%	153,678	7.22%
PARKS & RECREATION	217,053	614,385	35.33%	228,549	(5.03%)
	<u>1,504,203</u>	<u>3,547,179</u>	<u>42.41%</u>	<u>1,523,865</u>	<u>(1.29%)</u>

### CONTRACTED & GENERAL SERVICES

ADMINISTRATION	360,024	669,942	53.74%	241,428	49.12%
PROTECTIVE SERVICES	210,524	1,123,152	18.74%	280,926	(25.06%)
PUBLIC SERVICES	73,316	344,775	21.26%	71,069	3.16%
WATER UTILITY	26,173	156,225	16.75%	249,825	(89.52%)
SANITARY UTILITY	204,534	598,300	34.19%	249,825	(18.13%)
WASTE UTILITY	32,590	84,800	38.43%	18,734	73.96%
COMMUNITY SERVICES	26,185	125,465	20.87%	24,500	6.88%
DEVELOPMENT & LAND SERVICES	100,549	317,535	31.67%	64,977	54.75%
PARKS & RECREATION	25,269	129,030	19.58%	56,314	(55.13%)
	<u>1,059,164</u>	<u>3,549,224</u>	<u>29.84%</u>	<u>1,257,598</u>	<u>(15.78%)</u>



# TOWN OF REDCLIFF QUARTERLY FINANCIAL SUMMARY

For the Period Ending June 30, 2015



	2015 YTD ACTUALS	2015 BUDGET	% OF BUDGET	2014 YTD ACTUALS	VARIANCE PRIOR YTD
<b>MATERIALS, GOODS &amp; UTILITIES</b>					
ADMINISTRATION	11,831	50,025	23.65%	14,757	(19.83%)
PROTECTIVE SERVICES	55,811	100,200	55.70%	39,479	41.37%
PUBLIC SERVICES	178,274	322,950	55.20%	103,465	72.30%
WATER UTILITY	91,569	307,400	29.79%	102,660	(10.80%)
SANITARY UTILITY	4,214	21,700	19.42%	6,567	(35.82%)
WASTE UTILITY	34,120	115,000	29.67%	44,306	(22.99%)
COMMUNITY SERVICES	651	2,550	25.53%	1,311	(50.32%)
DEVELOPMENT & LAND SERVICES	2,431	7,400	32.86%	3,335	(27.09%)
PARKS & RECREATION	80,544	231,050	34.86%	70,689	13.94%
	<u>459,446</u>	<u>1,158,275</u>	<u>39.67%</u>	<u>386,568</u>	<u>18.85%</u>
<b>AMORTIZATION EXPENSE</b>	-	2,660,000	0.00%	-	0.00%
<b>REQUISITIONS AND TOWN CONTRIBUTIONS</b>	636,491	2,297,443	27.70%	1,022,191	(37.73%)
<b>DEBT MAINTENANCE &amp; BANK CHARGES</b>	11,424	217,768	5.25%	98,304	(88.38%)
<b>TRANSFERS - EQUITY, RESERVE &amp; OTHER</b>	15,158	6,343,415	0.24%	123,427	(87.72%)
	<u>3,685,886</u>	<u>19,773,304</u>	<u>18.64%</u>	<u>4,411,952</u>	<u>(16.46%)</u>
<b>Excess of Revenue over Expense (Town of Redcliff)</b>	<u>7,742,535</u>	<u>(2,361,000)</u>	<u>(327.93%)</u>	<u>5,527,508</u>	<u>40.07%</u>
<b>REGIONAL LANDFILL REVENUE</b>	668,610	1,820,100	36.73%	591,149	13.10%
<b>REGIONAL LANDFILL EXPENSES</b>	<u>325,319</u>	<u>1,820,100</u>	<u>17.87%</u>	<u>329,939</u>	<u>(1.40%)</u>
<b>Excess of Revenue over Expense (REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY)</b>	<u>343,291</u>	<u>-</u>	<u>0.00%</u>	<u>261,210</u>	<u>31.42%</u>

## NOTES TO THE FINANCIAL SUMMARY

Please note that the Town of Redcliff prepares an annual budget without a monthly or quarterly forecasts of revenue or expense. It is important to remember that not all items in this summary progress at an even rate throughout the year and so comparisons to budget or prior years may vary significantly.



# Memo

**To:** Redcliff Council  
**From:** Arlos Crofts, Municipal Manager  
**Date:** September 28, 2015  
**Re:** Slope Remediation South of Kipling Subdivision & Slope Regrading South of Westside Subdivision

Policy 38 – Purchasing Policy States:

The municipal Manager is authorized to sign purchase orders for any item where such payment has been approved by Council through resolution, Bylaw, or annual budget. When an item exceeds \$75,000 the Municipal Manager will report such expenditures to Council.

The Town has planned to carry out Slope Remediation South of Kipling Subdivision & Slope Regrading South of Westside Subdivision this year. Parkland Geotechnical Consulting Ltd prepared the design and tender specification for this project with Part A (Slope Remediation South of Kipling Subdivision) and Part B (Slope Regrading South of Westside Subdivision). The construction bids from seven contracting firms were received and opened in public on September 10, 2015 in the Town Hall. The bid submitting contractors were Foran Equipment, Industrial Backhoe, Iron Arm, MJB Enterprises, BYZ, LMT Enterprises and NEWALTA. Minor mathematical errors were found in one bid and the correct amounts are listed in the below table.

S. No	Contractor (Bidder)	Tender Amount Including 10% Contingency & excluding GST
1.	FORAN EQUIPMENT LTD	\$1,118,560.10
2.	INDUSTRIAL BACKHOE	\$1,206,370.00
3.	IRON ARM	\$1,219,228.13
4.	MJB ENTERPRISES LTD	\$1,230,886.80
5.	BYZ	\$1,282,490.00
6.	LMT ENTERPRISES LTD.	\$1,495,080.00
7.	NEWALTA	\$1,623,343.44

Text in **red** indicates the low bid amount submitted by FORAN Equipment. The Town of Redcliff and Parkland Geotechnical Consulting contacted the low bidder, FORAN Equipment and conducted further negotiations on their bid prices and provisional items. Following is the final cost agreed with Foran Equipment on September 17, 2015



Description	Original bid	New Negotiated Total
Part A – Kipling Remediation	\$955,617.82	\$766,437.82
Part B – Westside Re-grading	\$61,155.00	\$61,155.00
Sub- Total	\$1,016,872.82	\$827,592.82
Contingency (10%) – Kipling Slope	\$95,561.78	\$76,643.78
Contingency (10%) – Westside Slope	\$6,125.50	\$6,125.50
<b>TOTAL</b>	<b>\$1,118,560.10</b>	<b>\$910,462.10</b>

As the bid amount exceeded the Purchase Policy threshold for the Municipal Manager, I am reporting these expenditures to Council. The summary of the Project tender amount and the approved budget is as follows:

Project	Kipling Slope	Westside Slope
Construction - FORAN Equipment (including 10% contingency and provisional items)	\$843,081.60	\$67,380.50
Engineering from Parkland Geotesting	\$99,190.00	\$18,465.00
Total (exclude GST)	\$942,271.60	\$85,845.50
Budget	\$1,002,000.00	\$73,100.00
Difference ( <b>over</b> or under budget)	\$59,728.40	<b>\$12,745.50</b>

The project is under the combined budget by \$46,982.90 for both Kipling and Westside Slopes.



## **Municipal Manager Report to Council September 28, 2015**

### **On-going Projects**

- Reviewing and working with Scheffer Andrew Ltd. with regard to developing a standard service agreement template.
- Initiation, training, and implementation of Service Tracker pilot. Overall, town staff have responded well to this new initiative.
- Beginning preparation for the negotiation of the upcoming collective agreement (current one expires at the end of this year).
- Continued review of organization.
- Participated in offsite levy bylaw review.
- Have begun the 2016 budget preparations.

### **Day to Day Responsibilities**

- Correspondence as required with CUPE.
- Continued work on various legal files.
- Recruitment, interview, and selection for new Director of Finance and Administration and IT Technician.
- Responding to various daily resident and staff inquiries.
- Assisted in coordinating provincial ministry meetings/appointment for the annual AUMA convention.
- Filling in for department heads during the holiday and vacation season.
- Respond to human resource (including correspondence with union representatives) items.
- Respond to councillor inquiries as they arise.
- Responding to media inquiries as they arise.
- Carry out regularly scheduled management meetings.
- Annual employee evaluations for all staff have been completed.
- Respond to and coordinate operational issues and public inquiries (including information requests) as they arise (these items are beginning to occupy a significant amount of administration's time which is posing some challenges to staying in line with council's priorities outlined in the strategic priorities).
- Responded to Canadian Badlands request for information as they are updating their information database.
- Attended the 2015 AUMA annual convention.



## **COMMUNITY SERVICES DEPARTMENT**

### **Parks and Recreation**

**Parks and Trails:** We have received compliments on the walking trail memorial bench program, resulting in additional benches being requested.

The Campground is still operational and the dump station backed up again this month. It is suspected that an RV drainage hose has once again been lost into the dump station system. The system was flushed and has not been an issue since. Dependant on the weather we will aim to close the campground by mid-October.

**Rec-Tangle:** Brine topped up and pump started approximately 3 weeks prior to plant start-up on September 11<sup>th</sup>. The brine was holding during the whole of that time. When the freezer plant was started, brine was lost. The brine level has now stabilised.

The ice surface installation started on Monday September 14<sup>th</sup>. Minor hockey completed its logo on Wednesday evening of this week. Ice was built sufficiently for Minor Hockey to use for their referee clinic ice time. Unfortunately, due to the brittle nature of new ice and the training they were doing, the ice surface was badly scored up. The surface was not at a sufficient depth to condition correctly after the clinic. The Zamboni wasn't due to be scraping until the Monday. The clinic put us behind with our ice building schedule, and tempering the ice to take ice skating use.

Kost fire came and did the required safety inspection of the fire suppressant system in the rink concession. It is recommended that the hood and duct system be cleaned professionally once a year. This would be for the Rec-Tangle, Senior's Drop-in Centre, and the Ball Diamond Concession.

**Aquatic Centre:** The Pool is now closed and the wading pool and playset have been drained, blown out and the system protected with RV antifreeze. The main pool is drained, awaiting blow out and winterization.

### **FCSS / Community Programming**

#### **FCSS & Community Programming:**

#### **Summer Program Report from co-coordinator, April Welshman, DREAMS:**

Coordinators – April Welshman, Keely Darley

The summer programs that were most successful were the traditional (First Nations) games, Silly Day, Weird Science Day and the Penny Carnival.



Feedback from parents:

07/09/15: A parent dropped off her children and went to facilitator and said "I am so thankful that the people involved in funding this are giving parents the opportunity to have their children attend free summer programs. My husband has lost his job and we are unable to take our children on a vacation this summer. This is just so great."

07/14/15: A parent picked up their child after the activity was done, and seen that we had made pirate ships out of cardboard boxes. "Wow how unique, I am stealing this idea and will be doing this with the rest of my family."

08/8/15: A phone call came in at 3:15pm and a parent on the other end said "My child had so much fun today and hasn't stopped talking about it since they came home. Can we sign up for the rest of the summer programs?"

08/19/15: A grandmother had asked if she could attend laughter yoga with her grandchild. The facilitator said "of course." She responded by saying "Thank you so much, we are going through a tough time with our family right now and we just need to laugh together right now."

Some of the challenges:

- It was a challenge lifting all of the supplies to and from Margaret Wooding and Lions Park. There were times where I had to take two trips just to fit everything in my small vehicle.
- There were days where the weather did not co-operate with us. Although this is out of our control, there were some days it was way too hot to be jumping around outside. Example: plus 40 degrees on Sports Day.
- Many times we would have 12 children/youth registered but when the day came we would only have 4-8 kids show up.
- There were some children and youth with behavioral issues and at times could use more than 1 or 2 facilitators.

Some of the positives:

- Children/youth were excited to attend the different creative activities.
- There was always participation.
- Facilitators were excited and involved in the activities.
- Parents were happy to be able to drop their children off and have a small break.
- Some parents stayed and participated in the activities.
- The summer activities were visible to people driving past or doing things in the park.
- The Redcliff Youth Center and Twist and Play came and participated in some of the events.
- Keely was great to work with.
- Great partnership between Town of Redcliff/FCSS and DREAMS.



Traditional Games	Grade 1-7	6
Pirate Adventure	grade 1-7	5
Carnival Day	all ages	200
Weird Science Day	Grade 1-7	14
Western Day	Grade 1-7	3
Family Concert Night	all ages	32
Silly Day	Grade 1-7	3
Water Games	Grade 1-7	6
Traditional Games	Grade 1-7	9
Sports Day	Grade 1-7	8
Medieval Times	Grade 1-7	7
Silly Day	Grade 1-9- adults	30
Superhero Day	Grade 1-7	7

### **CPS Fall Programs**

New fall programs and events coordinated / initiated by the Town of Redcliff / FCSS programs are:

- Music Lessons for 2 – 4 year olds; 12-17 year olds and adults
- Learn to Play Crib for Youth & Families
- Basic Cake Decorating for 8 – 12 year olds; 13 – 17 year olds and adults
- Character Cake Decorating for teens / adults
- Job Search Basics
- Reflexology
- Retirement Planning
- Budgeting
- Family Laughter Yoga
- Assisting in organizing the Family Festival Event, as a member of the Redcliff Improvement Partnership

### **Redcliff Fire Department**

Administration has worked in collaboration with the Redcliff Fire Department to revise their application and job posting, and will be accepting three candidates to add to the existing 17 man volunteer roster. The advertisement will go in the Spectator Newspaper and the municipal website.

### **BYLAW ENFORCEMENT**

Please refer to the Monthly Report on following four pages.

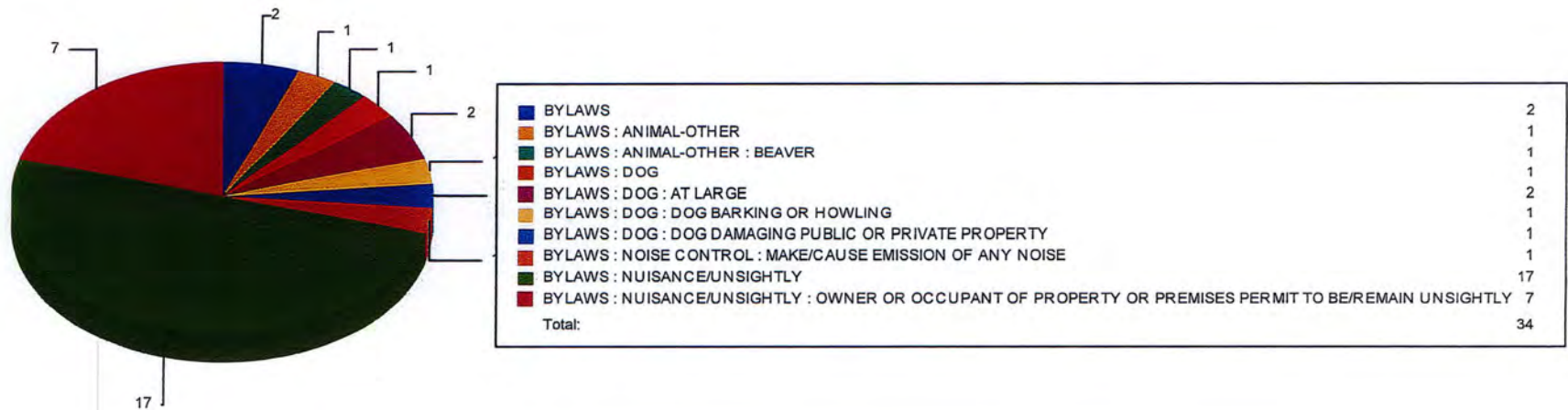


## Town of Redcliff

MONTHLY REPORT Statistics from Occurred Date: 8/1/2015 12:00:00AM to 8/31/2015 11:59:59PM

### Case Report

### Count of Incident Types



BYLAWS: 2 4%



Case Report

BYLAWS : ANIMAL-OTHER: 1 2%

BYLAWS : ANIMAL-OTHER : BEAVER: 1 2%

BYLAWS : DOG: 1 2%

BYLAWS : DOG : AT LARGE: 2 4%

BYLAWS : DOG : DOG BARKING OR HOWLING: 1 2%

BYLAWS : DOG : DOG DAMAGING PUBLIC OR PRIVATE PROPERTY: 1 2%

BYLAWS : NOISE CONTROL : MAKE/CAUSE EMISSION OF ANY NOISE: 1 2%

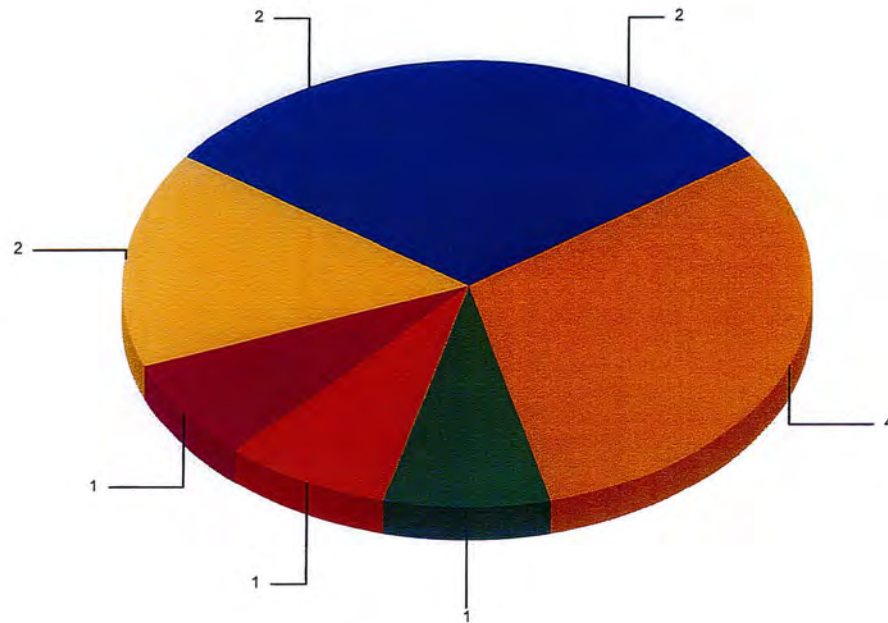
BYLAWS : NUISANCE/UNSIGHTLY: 17 36%

BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT OF PROPERTY OR PREMISES PERMIT TO BE/REMAIN UNSIGHTLY: 7 15%



## Case Report

## Count of Incident Types



BYLAWS : PARKS RECREATION PUBLIC AREAS	2
BYLAWS : STREET	4
BYLAWS : STREET : NON-PERMITTED USE OF STREET	1
BYLAWS : TRAFFIC	1
BYLAWS : TRAFFIC : BICYCLES / MOTORCYCLES : LOST/STOLEN BICYCLES	1
BYLAWS : TRAFFIC : MUNICIPAL PUBLIC PARKING	2
BYLAWS : TRAFFIC : PARKING AND STORAGE OF RECREATIONAL VEHICLE	2
Total:	13

BYLAWS : PARKS RECREATION PUBLIC AREAS: 2 4%

BYLAWS : STREET: 4 9%

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

BYLAWS : TRAFFIC: 1 2%



Case Report

BYLAWS : TRAFFIC : BICYCLES / MOTORCYCLES : LOST/STOLEN BICYCLES: 1 2%

BYLAWS : TRAFFIC : MUNICIPAL PUBLIC PARKING: 2 4%

BYLAWS : TRAFFIC : PARKING AND STORAGE OF RECREATIONAL VEHICLE: 2 4%

Grand Total: 100.00% Total # of Incident Types Reported: 47



## **PUBLIC SERVICES**

### **Water and Sewer Utilities**

- Fall Hydrant inspections are underway.
- Meter reading for July/August period has been completed.
- Staff have been working with MPE Engineering and the Contractor on coordination of new Water Treatment Plant project.
- Staff have been installing several radio reads for use with the new meter reading equipment.
- Staff have completed several sanitary sewer service camera inspections.
- Staff completed a few sanitary sewer service repairs.
- Staff completed the fall cleaning of the sanitary lift stations using a vac truck.
- Staff have conducted several utility locates.
- Several water curb stop shutoff valves have been excavated and repaired.
- Installation of water/sewer services to 1115 Dirkson Drive were completed.
- Staff have been busy preparing to complete an in-house water main replacement on Dutton Street N.E. Work is set to begin September 21, 2015.
- Assist Engineering Department in moving sanitary flow meters.

### **Municipal Works**

- Staff have conducted several interments at the cemetery over the past month.
- Grading and maintenance of alleys and gravel roads have been ongoing.
- Garbage bin repairs and painting are ongoing with lid repairs being a primary task.
- Several sign maintenance and installations have taken place.
- Mowing/trimming of municipal properties have been ongoing.
- Staff have been hauling gravel and sand to replenish stock piles at Public Services.
- Toboggan hill erosion repair was conducted with the addition of topsoil.
- Several trees around school/playground signs have been pruned.

### **Landfill**

- Litter collection around fences and neighbouring fields is ongoing.
- Mowing/trimming is ongoing.
- Leachate removal has been conducted by Vacuum trucks.
- Installation of new fencing around the new cell site is ongoing.
- New leachate pumping system and electrical service installation projects have been installed and commissioned. Majority of the installation was completed in house by the Operations Supervisor in an effort to keep costs down.
- Alberta Recycling has left a second bin for electronics recycling as the volume of electronics being received has been steadily increasing.
- Administration has secured environmental liability insurance for the landfill.



- Ridgeline has transferred a fair amount of treated soil to landfill operations to be used as daily cover.
- Public Services staff spent a few days improving the ramp and access road into cell area.

## **ENGINEERING**

### **2015 Capital Project - Sanitary Main Realignment - Broadway Court Lift Station to Main St North and Sanitary Diversion on Main St South & Sangster Crescent:**

- Construction work has been substantially completed and the system is in-use.
- Deficiency repairs have been completed.

### **West Laneway Upgrade 3<sup>rd</sup> St NE (1 Ave – South Railway Drive):**

- Tender documents were prepared in-house and posted out on August 25<sup>th</sup> to invite bids from the contractors with the tender closing on September 09, 2015.
- Two bidders, LMT and Transit Paving, submitted their prices.
- LMT submitted the lowest bid and a memo has been forwarded to council for information on the bid outcomes.

### **Pump Station berm raising and river bank erosion protection:**

- Pump Station Flood protection has been substantially completed on July 29, 2015.
- LMT mobilized equipment and manpower to the River Valley Park project in the first week of September.
- Erosion and Environmental control plans, preparation and installation of silt and safety fencing completed.
- Regulatory applications and approvals received.
- LMT carried out the removal of the concrete structure identified by the Alberta Environment and Parks Department (AEP), as the Town's Public Services Department did not have enough resources to do this job.
- Leopard frogs (a protected species from AEP) were observed on site during the removal of concrete and the work was stopped. AMEC contacted AEP after site visits from their biologist.
- AMEC's Biologist, after consultation with AEP, advised that additional silt fencing should be done to isolate the whole construction site including the upper parks area and to relocate the frogs from the construction site to a location downstream of the River.
- AMEC relocated the frogs from Sept 12 – Sept 16<sup>th</sup> excluding Sunday, Sept 13<sup>th</sup>. AMEC advised that a two day no activity period was required and LMT can start work after that.



### **Coulee Slumping Geotechnical Investigation:**

- Project was sent out for tender in the last week of August with the closing date on September 10, 2015 at 2:00pm. Pre-tender meeting happened on September 4, 2015.
- A few addendums were sent out for clarification on the Contractors' questions.
- Seven bidders submitted their bids with their names as LMT, MJB, BYZ, Industrial Backhoe, Newalta, Iron Arm and Foran Equipment.
- Foran equipment submitted the lowest bid.
- Further negotiations were held with Foran and a revised bid was received on Sept 17, 2015.
- A memo has been prepared for council for information on bid outcomes as the project is under overall approved Budget.
- A few residents from Kipling did not respond to the Town's letter for a meeting and have yet to meet.

### **Inflow and Infiltration study updates:**

- On-going flow monitoring data capture in the NW lift station catchment area with the assistance of Public Services staff.
- Obtaining Quotes from suppliers and attending field visits for additional flow monitors with remote data receiving capability is in progress.
- Flow monitoring and rainfall data analysis is in progress.
- Sanitary Bylaw review in progress.

### **2014 Project - 4<sup>th</sup> Ave SW (1<sup>st</sup> St to 4<sup>th</sup> St and 400 Blk) Road, storm and Sanitary replacement, Broadway Ave E concrete curb and culvert installation:**

Final deficiency reviews with surface restoration and landscape repairs in progress.

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

Bi weekly progress meeting happened on Sept 09, 2015. Below are the percent of the works completed till that date.

- Process Piping 85% complete.
- Civil/Underground work is 90% complete.
- Masonry work is 99% complete.
- Electrical work is 70% complete.
- Concrete work is 99% complete.
- Building is 95% complete.
- Process equipment is 85% complete.
- Finishing and painting work on going.
- Epoxy liner to clarifier 90%



- Mechanical inside clarifier is 95%

#### **Eastside Area Structure Plan Amendment:**

- ISL has prepared the final draft of the report after receiving comments from the Public Open House, City of Medicine Hat, Town staff, I-XL, and other stakeholders.

#### **Northside FSR**

- The Engineering Department reviewed the third draft of sanitary servicing and sent comments to Scheffer Andrew. Engineering staff is waiting to hear back.

#### **Offsite Levy Bylaw and Background Report**

- Maps and information forwarded to Corvus.
- Offsite Levy first draft reviewed and comments provided to Corvus.
- Final draft has been received by the Town and a review is in progress.

#### **OTHER MISCELLANEOUS:**

- Ongoing lot development questions and follow up site visits.
- Attend meetings and site visits for warranty inspections for previous capital projects.
- Private commercial and industrial development site drainage plans review, comments and follow up.
- Miscellaneous grade check and footing check requests and follow up for Town sold lots.
- GIS maps and title updates from AltaLIS and assistance to other departments, other in-house data procedures preparation.
- Traffic counters quotes and follow up for future budgeting.
- Budget preparation in progress.

#### **FINANCE AND ADMINISTRATION**

- Revised Municipal Tax Bylaw was passed on September 14, 2015, revised taxes will be calculated and the new tax notices will be distributed to affected property owners.
- Bylaw 1806/2015 for a pre-authorized Tax Installment Payment Plan was given second reading on September 14, 2015 with a slight amendment. A fillable application form will be published on the Town's website to be available for pre-authorized tax installments to be paid monthly starting January 2016.
- 2015 Tax Recovery Auction for properties which were on the 2014 Tax Arrear List is proposed to Council. The RFD will outline the exact date and time, along with reserve bid and other auction details.



- Bank transition from CIBC is moving along. Accounts have been set up, and once point-of-sale items are received, the Town can move its balances over to ATB. This should be complete in October.
- A new Director of Finance and Administration and a new IT clerk commenced employment in September. Both seem to be a very good fit with the department and bring a lot of expertise in their fields to the organization.

## **LEGISLATIVE AND LAND SERVICES**

- Ongoing inquiries re: land sales, development & subdivision. One land sale pending. (Six to date for 2015)
- Ongoing enforcement issues of non-permitted development and older files.
- Park Enterprises continues to work on closing the remaining open permits from 2007-2011.
- Following up on subdivision applications that are ongoing. Received/processed new application to convert existing building into condominiums.
- Bylaw & policy review for amendments regarding changes to subdivision and development approvals.
- Reviewing accreditation for gas, electrical, plumbing and building disciplines.
- Subdivision and Development Appeal Board (SDAB) meetings:
  - August 12, 2015 (Arnold)  
Appeal of Development Application 15-DP-060  
Lots 36-40, Block 47, Plan 1117V (232 - 6 Street SE)  
Construction of fence in front yard  
Allowed with Conditions
  - August 12, 2015 (McRoberts)  
Appeal of Development Application 15-DP-058  
Lot 24, Block 80, Plan 0310556 (14 - 6 Street NE)  
Accessory Building - Double Detached Garage  
Allowed with conditions
  - September 21, 2015 (Donais)  
Appeal of Development Application 15-DP-067  
Lot 21, 22 & N. 20' of 23, Block 2, Plan 3042AV (502 - 5 Street SE)  
Addition to Accessory Building - detached garage  
Allowed with conditions
- Two upcoming appeals – to be scheduled
- Assessment Review Board Hearing held September 15, 2015 - Decision Pending.
- Newsletter issued September 11, 2015



## **MAYOR'S REPORT TO COUNCIL SEPTEMBER 28, 2015**

### **Past Meetings and Events**

July 30, 2015	Attended a Change of Command Ceremony at CFB Suffield
July 31, 2015	Grant Announcement at the Rec-Tangle. MP Lavar Payne announced that the Town would receive a grant for \$168,700.00 in 2017 for Arena upgrades. Money to come from the Canada 150 Program.
August 18, 2015	Accepted an invitation for a Grand Tour & Ceremony at the Canalta Centre.
August 27, 2015 Chambers.	Signature of Proclamation for Prostate Cancer at Town Council
August 27, 2015	City of Medicine Hat Bus Tour of the St. Mary's River Irrigation District. This Tour was attended by the Minister of Agriculture, Oneil Carlier, Mayor Ted Clugston, Councillor Garry Lentz and members of the SMRID. Following the Tour I attended a pre-arranged meeting with the Minister of Agriculture, Mr. Wanner, and members of the Board for Red Hat Co-op. The topic was hiring through the Foreign Workers Program.
Sept. 11, 2015	Mayors & Reeves meeting in Cypress County
Sept. 17, 2015	Local Physician Attraction & Retention meeting. Dr. Van der Merve was in attendance. He spoke on how his practice has gone so far and what his future plans for his office are.
Sept. 18, 2015	My wife and I attended a Batus Beat Retreat ceremony at CFB Suffield. This was very well organized and entertaining.  Met with some members of the community at large to discuss their concerns.

### **Upcoming Meeting and Events**

Sept. 26, 2015	Daffodil planting along the TransCanada Highway
Sept. 30, 2015	Medicine Hat Airport grand opening - Time: 1:30 p.m.
October 2, 2015	Redcliff Legion Annual Veterans Dinner
Dec. 11, 2015	Physician Attraction & Retention meeting.
March 6-8, 2016	Rural Education Symposium in Banff Alberta.



# COMMUNITY PROGRAMS & EVENTS

TOWN OF REDCLIFF

September to December 2015

## CHILDREN, YOUTH & TEENS

### Shake, Rattle, & Read

Mondays, 10:30-11:30am

Sept 3—Nov 30, except holidays

Library

Parent/Caregiver Interactive Stories,

Rhymes, and Play for 0-4 year olds.

Free, but call 403 548 3335 to register.

### Rhyme Time for Mennonite Families

Mondays 1:00-2:30pm

September 21-November 30

Library

0- 4 year old toddler and parent

interactive story time. Free. Drop in.

Call Rhonda 403 548 5579.

### LEGO @ the Library (5–12 yrs)

Saturdays , 10am-noon

October 3–December 19

Families can have fun together making

Lego-riffic creations! Free. Drop in.

Parents/Caregivers must attend with

their child/children. Supported by

Redcliff FCSS.

### Sunrise Music Program (2-4 yrs)

Wed, Oct 7—Dec 17 (except Nov 11)

Session I: 10 -10:35 am OR

Session II: 11-11:35 am

Local Music Studio

\$110/10 week session, no GST

Supplies \$50

Sunrise brings you learning through

singing rhythm and games. The music

curriculum develops listening awareness,

fine motor skills, social interaction,

confidence and attention span. Play and

learn together. Join your child each week

as they sing play and learn. Taught by

certified instructor. To register, call 403

548 3232 by October 1.

### Dance Class 3 & 4 yrs

Fridays, 4-4:45 pm

Oct 16-Nov 27 (except Nov 13)

Rec-tangle Upstairs

\$20 No GST

Participants will learn Jazz and Hip Hop

based dance moves. Phone 403 548

3232 by October 9 to register.

### Dance Class 5–7 yrs

Fridays, 5 – 6 pm

Oct 16—Nov 27 (except Nov 13)

Rec-Tangle Upstairs

\$23 No GST

Kids will learn Jazz and Hip Hop based

dance moves. Phone 403 548 3232 by

October 9 to register.

### White Dragon Karate

Classes Tuesdays & Thursdays

5:00-6:00pm (4-6 year olds)

6:15-7:15 pm (7-11 year olds)

215 Broadway Ave

Sensei Shawn Harris holds a third

degree black belt. White Dragon

Karate provides structure and discipline

for all ages and abilities, including

special needs children. Some children

may be eligible for financial assistance

through KidsSport or Jumpstart. Register

anytime, call 403 878 6381.

### Twist and Flip Gymnastics

511 South Railway Drive NE

Twist and Flip Gymnastics is a positive

environment where we offer the best

coaching to our customers through FUN

and FITNESS while enjoying the sport of

gymnastics. Twist and Flip offers three

yearly sessions of recreational classes as

well as 8 weeks of summer camps.

Phone 403 487 5867.

### Music Your Best Choice (12-17 yrs)

Mondays, starting October 5

5:15-6:15 pm

Local music studio

\$75/month plus GST

Materials: \$70

This course is suitable for beginners as

well as those who need to "refresh".

Lessons are taught in small classes which

meet for one hour each week in a fun,

relaxing environment. Call 403 548

3232 by October 1 to register.

### Learn to Play Crib

Youth to Adults; Families

Time & Date TBA (depends on registrants)

Seniors Centre

Learn the basics of playing crib. It's a

great game to play with friends or at

family gatherings. Learn one on one, or

in a group. Instructors provided by the

Redcliff Seniors. To register, call Mel at

403 527 4300 by October 2.

### Cake Decorating (8-12 yr olds & adult)

Saturday, October 17

10:30am-12:30pm

Seniors Centre

\$17 / pair (includes supplies)

Learn the basic steps for decorating

cookies, cakes, cupcakes, etc. It's a

hands-on experience for the kids with an

adult available to provide guidance. You

will be provided with 6 cupcakes to

decorate and take home. Certified

Instructor: Alexandra Porter. Register by

October 9. Call 403 548 3232.

### Cake Decorating (13-17 yr olds)

Saturday, October 17

1:30pm-3:30pm

Seniors Centre

\$17 plus GST (includes supplies)

This is a hands-on experience as you

learn the basic steps for decorating

cookies, cakes, cupcakes, etc. It's a

hands-on experience You will be

provided with 6 cupcakes to decorate

and take home. Certified Instructor:

Alexandra Porter Call 403 548 3232 to

register by October 9.

### Babysitting Course

Sat, November 28

9:00am-4:00pm

Town Office, Downstairs

Until November 20 \$57 plus GST

After November 20 \$67 plus GST

St. Johns Ambulance

Gain skills need to care for infants and

young children as well as prepare for

emergency situations, Minimum age 11

years. Bring lunch. Call 403 548 3232.



### Teen Activity Nights (13-17yrs)

2 Fridays/month from Oct-Dec

6:30 – 8:30 pm

Parkside Gym

All teens are invited to drop in and participate in a variety of fun activities. No Charge. Sponsored by Redcliff FCSS.

### Redcliff Youth Centre

19 Main Street S

Monday to Thursday: 3– 8 pm

Fridays: 3–10 pm

Join us anytime. You can socialize; enjoy healthy snacks, lunch and supper programs or take part in other activities and special events. Parents and youth are invited to drop in anytime to see the Centre and meet the staff. A monthly calendar of events available! No registration fees. Call 403 548 2811 for info. Supported by Redcliff FCSS.

### Upcoming Events:

Bottle Drive—Sept 8

Back to School Bash—Sept 11

Also: Bowling, Leisure Centre, Halloween Bash, "Y" Teen Night, Christmas Party, All Nighter.

## ADULTS

### Quilting Group

The Redcliff Ripper's are a quilting group that meets the 1st and 3rd Thursdays of the month at the Redcliff Public Library. We start at 10am and stitch into the evening. Everyone is welcome, and there is plenty of laughter and friendship. No experience is needed as someone is always willing to show you how or offer advice. Bring your sewing machine and project and have some fun. There is a \$2/day charge.

### Beginner Piano for Adults

Tuesdays, starting October 6

30 minute private lessons

12:30-3 pm

Seniors Centre

\$60/month plus GST Materials: \$70

These beginner lessons are taught by a certified teacher and use quality music materials. Call 403 548 3232 by October 1 to register.

### Learn to Play Crib

Youth to Adults; Families

Time & Location: depends on registrants  
Learn the basics of playing crib. It's a great game to play with friends or family—bring your kids and learn together. No experience necessary.

Learn one on one, or in a group.

Instructors provided by the Redcliff

Seniors. To register, call Mel at 403-527-4300 by October 2.

### Zumba

Mondays 6:15- 7:15 pm

IF Cox

\$10 plus GST

Oct 5 —Dec 14 (except Oct 12)

FREE TRIAL SESSIONS ON SEPT 21 & 28

Party Yourself Into Shape! Zumba Fitness fuses fitness, entertainment and culture into an exhilarating dance-fitness sensation! Zumba® exercise classes are "fitness-parties" that blend upbeat world rhythms with easy-to-follow choreography, for a total-body workout that feels like a celebration. Call 403 548 3232 to register.

### Latin Dance

Wednesdays 6:15- 7:15 pm

IF Cox

\$10 plus GST

Oct 7 —Dec 16 (except Nov 11)

FREE TRIAL SESSIONS ON SEPT 23 & 30

Classes are "fitness-parties" that blend upbeat world rhythms with easy-to-follow choreography, for a total-body workout that feels like a celebration. Call 403 548 3232 to register.

### Adult Volleyball

Tuesdays, starting Oct 13

7:30 pm

Parkside School Gym

For adults, all skill levels, non-competitive. Free. Drop in. Phone 403 548 6790 for information.

### White Dragon Karate

#### Adult Classes

Beginner to Black belt classes

#### Woman's Self Defense Cardio Class

Sundays

12:30-1:30pm

Mondays

7:30-8:30 pm

233 Broadway Ave E (rear door)

Sensei Shawn Harris holds a third degree black belt and teaches **Goju Ryu** karate. Register anytime. Call Sensei Shawn at 403 878 6381.

### Hunter Education

Date Oct 3, 4 10 am – 2 pm

Exam Oct 6 6:30 pm

Town Hall Downstairs Meeting Room

Until Sept 25- \$107 plus GST

After Sept 25- \$117 plus GST

Learn the role of regulated hunting in wildlife management and conservation. Equally important is the safe and wise use through proper handling of firearms and respect for the property of others. Minimum age is 12 years. Call 403 548 3232 to register.

### Firearms Safety Course

#### Non-Restricted

October 17, 18 10:00am-2:00pm

Exam October 20 at 6 pm

Town Hall Downstairs

\$107 plus GST until October 9

\$117 plus GST after October 9

This course is required to apply for, or renewing a Possession Acquisition License (PAL). The course stresses safe handling as well as storage and transport of firearms and is instructed by provincially certified firearms trainers. Minimum age 12 years. Call 403 548 3232 to register.

### Firearms Safety Course

#### Restricted

October 24 & 25 10:00am-2:00pm

Town Hall Downstairs

\$107 plus GST until October 9

\$117 plus GST after October 9

This course is required to apply for, or renewing a Possession Acquisition License (PAL). The course stresses safe handling as well as storage and transport of firearms and is instructed by provincially certified firearms trainers. Minimum age 12 years. Call 403 548 3232 to register.

### Job Search Basics 101

Whether you're unemployed, underemployed or just looking for a change, this 2 hour presentation will touch on the basics of job searching and overcoming obstacles. Presentation to be provided by BEING HUMAN SERVICES. Watch for details.

### Reflexology

\$30 plus GST /2

6:30-8:30 pm

Date and Location: TBA (Oct or Nov)

Lisa-Marie Franks, RMT

Reflexology is application of on off pressure therapy to areas of the feet, hands, and ears and has been used to alleviate symptoms of conditions such as anxiety, asthma, cancer treatment, cardiovascular issues, diabetes, headaches, kidney function, PMS, and sinusitis. You will be working in groups of 2 so bring a partner as you will work on each



other. Each person must bring a pillow, a medium sized towel and 2 hand towels. Massage lotion and essential oils will be provided. (*This is not a certification course.*) Instructor Lisa-Marie Franks RMT, Cottonwood Coulee Massage and Spa.

### **Cake Decorating (Adults)**

Tuesday, November 3

6:30-8:30pm

Seniors Centre

\$17 plus GST (includes supplies)

This is a hands-on experience as you learn the basic steps for decorating cookies, cakes, cupcakes, etc. You will be provided with 6 cupcakes to decorate and take home. Certified Instructor: Alexandra Porter Register by October 27. Call 403 548 3232.

### **Retirement Planning**

It's never too early to start planning for retirement—in fact, the earlier the better. Watch for details on upcoming information sessions. October/November.

### **Budgeting for Beginners**

Wednesday, November 4

6:30—8:30 pm

Library

Facilitator – Amy Stewart

You will learn what a budget is; how to set priorities, such as secure housing; how to create a budget; helpful hints to save money and much more. This program is FREE but you MUST call 403 548 3232 by October 30 to register.

### **Character Cake Decorating (Teens/Adults)**

Tuesday, November 17

6:30-8:30pm

Seniors Centre

\$24 plus GST (includes most supplies)

Learn to use basic techniques and tricks to decorate a cake, then take it home to enjoy. Choose from Scooby-Doo, Smurfette, a dinosaur or butterfly cake, which is included in the cost. BRING an apron and turntable. Certified Instructor: Alexandra Porter. Register by November 10 and provide your choice of cake at that time. Call 403 548 3232. No late registrations.

### **Adult Basic Literacy Education (A.B.L.E)**

Do you need assistance with reading, writing, math or English skills? Or volunteer as a TUTOR for one or two hours per week. Resources, training and ongoing support provided. Call 403 529 3828 for information on instructor or tutoring.

## **SENIORS**

If you are 65+ and want to share some fun time with new friends, come out to the Redcliff Seniors Centre. Our Seniors Society is dynamic and social. We currently enjoy the following activities: Exercises, Wood Carving, Computer Classes, Pool, Crib, Trump Whist, bus trips and other activities as listed below. Membership is only \$10 per year and we would love for you to join us! To enroll or for further information call Mel at 403 527 4300. Upcoming Events:

- Soup & Sandwich - Sept 10
- Pot Luck Supper and Bingo  
Sept 17, Oct 15,  
Nov 19, & Dec 17
- Appreciation Day - Oct 8
- Crib Tournament - Oct 24
- Election of Officers - Nov 5
- Christmas Dinner - Dec 17

### **Legion Bus**

Every Tuesday at 1:00 p.m. the bus takes seniors to the Medicine Hat Mall. It leaves from the Legion but will drive passengers home after the trip. The bus will run twice a week during the Christmas shopping season. You do not have to be a Legion member to use this service. For information please call Ruth at 403-526-7885.

### **Meals on Wheels**

Monday to Friday

Delivery at approx. 11:30 am

Hot and nutritious lunches are delivered to homes by our amazing volunteer drivers (except on holidays). Redcliff residents of any age may be eligible for this service if you have difficulty preparing meals due to health problems or illness, chronic memory impairment, emotional instability, recent bereavement, or while recovering. This service is available on a short term or long term basis, from 1– 5 times per week. Call 403 548 3232 for further information.

## **FAMILY & COMMUNITY**

### **Redcliff Family Festival**

Saturday, October 3

I. F. Cox School

No charge

This is an all day family event for infants to adult with a choice of activities and classes such as Cake Decorating; Self Care; Sensory Play; Healthy Relationships; Budgeting, Art and more. Supported by Redcliff FCSS.

Registration deadline is September 23. Watch for forms. Organized by the Redcliff Improvement Partnership (RIP).

### **Halloween at Town Hall**

October 19- November 6

Come and visit the 'Haunted' Town Hall and help us to ward off spooky ghosts and ghouls by making a donation to the CHAT FOOD BANK.

### **Fall Supper**

Saturday, October 24

5 pm (one sitting)

Gordon Memorial United Church

### **Family Violence Prevention Month—November**

Families and community members play a key role in preventing family violence. Family violence and bullying are wrong—let's

promote attitudes and behaviors that foster healthy and respectful relationships in our homes, workplaces and Community. For more information, please call the 24hr Family Violence Info Line toll-free at **310-1818** or visit [humanservices.alberta.ca/abuse-bullying](http://humanservices.alberta.ca/abuse-bullying)

### **Family Laughter Yoga**

Sat, November 7

1-2 pm

Seniors Centre

Families are invited to come and find their giggle! Did you know that laughing can OXYGENATE YOUR BRAIN; MAKE YOU CHEERFUL ALL DAY & HELP YOU KEEP A POSITIVE ATTITUDE EVEN IN THE MOST STRESSFUL TIMES. Who doesn't want that? Led by Laughter Specialist, Angelique. No charge but you must call 403 548 3232 to register. Sponsored by Redcliff FCSS.

### **International Game Day**

Saturday, November 21

1- 4 pm

Redcliff Public Library

You provide the family, we provide the games. Play Monopoly, Scrabble, Clue and other games. Suitable for all ages. Coffee, water and juice will be provided. As many as 75 people have previously participated in this great family fun event at our Library! Call 403 548 3335 for information.

### **Cookie Walk & Xmas Bazaar**

Saturday, November 28th

10 am - 4 pm

Gordon Memorial United Church



### **Gingerbread Houses**

Friday, November 27

6:30 to 8:30 pm

Location TBA

Gingerbread houses are a special part of the holiday season and a great family activity. So parents/adults can bring the kids and we will provide each of them with a house and decorations that you can work on together. No charge but you **MUST** call Community Services at 403 548 3232 by November 20 to register. No late registrations or drop ins will be accepted due to limited space and supplies. Sponsored by Redcliff FCSS.

### **Sunday School Pageant**

Sunday, December 13

9:45 am (during regular church service)

Gordon Memorial United Church

### **Skate with Santa**

Date TBA

Public Skating

Join the BIG GUY himself, and his wife, when he pops into the Rec-Tangle to skate with our good little girls and boys! Date and time to be determined, please watch for more details!

### **Random Act of Kindness Day November 6**

Random Acts of Kindness Day (RAK Day) is on a mission to prove that Kindness is Cool, encouraging the "pay it forward" philosophy. Give some thought to how you can promote this day by performing a simple act of kindness. For more information, check out [rakdaymh.com](http://rakdaymh.com) and watch the Town of Redcliff Facebook page.

### **Remembrance Day Services**

Wednesday, November 11

Watch for details in the Redcliff Report section of the Commentator.

### **Trade Shows**

November 14 & 15

December 5 & 6

Parkside Junior High School

10 am - 4 pm

Everyone welcome.

### **Curling Club Events**

Sept 14 7 pm

Registration & AGM

Oct 16-18

Ice Breaker Spiel

Nov 6

Glow Spiel

Nov 20-23

Mixed Spiel

Stirling Spiels

TBA

To enter teams in spiels please call Linda @ 866 2604. For other info call 403 866 2604 or 043 526 4455.

### **REC-TANGLE ARENA**

The Rec-Tangle will be open for the season on September 21. FREE Public skating hours (courtesy of Medicine Hat Kinsmen):

Mon - Fri Noon-1 pm

Tues & Thurs 6:30-7:30 pm

Saturdays 5:45-6:45 pm

Sundays 5:30-6:30 pm

To book ice, call 403 548 3232.

### **Redcliff Minor Hockey Tournaments**

Come out & cheer for our local teams!

Atom: November 13-15

Midget: December 4-6

Bantam: December 11-13

For more information, see

[redcliffminorhockey.ca](http://redcliffminorhockey.ca)

### **Redcliff Skating Club**

We offer PreCanskate, CanSkate, Pre/CanPower, StarSkate, and AdultSkate. Register will be at the Rec-Tangle on:

Monday, September 21 4—6 pm

Tuesday, September 22 4—6 pm

Financially challenged families may be eligible for support KidSport or Jumpstart. For more information contact Corrine 403 548 2589.

### **GENERAL INFO**

#### **Meals on Wheels Volunteer Drivers**

Deliveries Monday to Friday at Approximately 11:30 am

This service is an important part of our community, providing not only home delivered meals, but friendly social contact to our lovely clients. Call 403 548 3232 if you would like to assist. Rotations are 4—8 weeks depending on volunteers available.

### **Good Food Boxes**

The Good Food Club is an easy way to purchase healthy, top quality foods at discount prices. For a nominal yearly membership, club members can purchase boxes of assorted fruits and vegetables. Boxes are picked up at the Redcliff Library monthly. For information, call 403 502 6096 or see the website:

[www.foodconnections.ca](http://www.foodconnections.ca)

### **Well Child Immunization Clinic**

Thursdays

9am—3pm

Seniors Centre

Growth and development assessment; nutritional, sleep and post-partum assessment/referrals; access to home visitation, Building Blocks and Healthy Starts programs; appointments for dental screening/varnishing; vision; influenza clinics; car seat assessments. Call 403-502-8214 for appointments or for personal questions call 403 502 8200.

### **FINANCIAL ASSISTANCE**

All kids should get a chance to play sports, regardless of any possible financial barriers. For information on how to apply for assistance, contact:

#### **KidSport Medicine Hat & Redcliff**

Phone 403-526-2606

Email [kidsportmedhat@hotmail.com](mailto:kidsportmedhat@hotmail.com)

#### **Canadian Tire Jumpstart**

Phone 1-877-616-6600

Email [jumpstart@cantire.com](mailto:jumpstart@cantire.com)

## **TOWN OF REDCLIFF**

MONDAY TO FRIDAY

8 AM—4:30 PM

1 - 3 STREET NE

Phone: 403 548 3618

[www.redcliff.ca](http://www.redcliff.ca)

<https://twitter.com/TownOfRedcliff>

[www.facebook.com/TheTownOfRedcliff](http://www.facebook.com/TheTownOfRedcliff)



**POINTS OF INTEREST**

Council Meetings are held the second and fourth Monday each month starting at 7:00 pm.

**PUBLIC SERVICES FALL HOURS**

September 8 to end of April 2016:

Mon-Fri: 8:00 am—4:00 pm

Phone: 403-548-9253

**TOWN HALL HOURS:**

Mon-Fri: 8:00am—4:30pm

Phone: 403-548-3618

Fax: 403-548-6623

Email: [redcliff@redcliff.ca](mailto:redcliff@redcliff.ca)

Website: [www.redcliff.ca](http://www.redcliff.ca)

**LANDFILL HOURS:**

Mon-Fri: 8:00 am—5:30 pm

Sat: 8:00 am—4:00 pm

Sun: CLOSED

The Landfill is sometimes forced to close due to high winds.

Call ahead at 403-548-9250 to verify

Town Hall and Public Services will be closed:

October 12 for Thanksgiving Day,  
November 11 for Remembrance Day,  
and December 24, 25 and 28 for  
Christmas

*Greetings from Mayor Reimer*

Greetings fellow citizens.

I hope all of you have had an exciting and memorable summer. We certainly can't complain about the lack of sunshine or the extreme temperature that we endured. Unfortunately this area of the Province suffered through one of the driest seasons on record.

The Summer season in Redcliff started off on the weekend of June 19, 2015. Redcliff days was a huge success this year, what with all the warm weather and very little rain, and a big turnout for all the wonderful events put on by the Town, service clubs, and businesses.

During the summer months I attended the following events and meetings:

- June 18, 2015 Mayor's Caucus in Strathmore;
- June 19, 2015 Mayor's walk down at our River Valley Park;
- July 1, 2015 Opening Ceremonial speech at Lions Park. Canada Day. Attended a Ceremony and gave a speech at Golden Sheaf Park;
- July 23, 2015 Took part in the Medicine Hat Stampede Parade;
- July 24, 2015 Opening remarks and Welcoming speech at the second annual Gospel Jamboree at Lions Park;
- July 27, 2015 Meeting with members of the Red Hat Co-op Board of Directors, MP Jim Hillyer, Mr. Bob Wanner NDP Party, MLA for Wild Rose Party Drew Barnes. Arlos Crofts and I represented the Town. The topic of discussion was the high percentage of turnover for workers at Red Hat. How can this problem be rectified? Need to look into the Foreign Worker's Program;
- July 30, 2015 Attended CFB Suffield change of command for Base Commander;
- August 18, 2015 My wife and I attended a Tour of the Canalta Centre and were very impressed;
- August 27, 2015 Went on a tour of the St. Mary's River Irrigation District. In attendance on the tour were NDP Agricultural Minister Oneil Carlier, Medicine Hat Mayor Ted Clugston, Bob Wanner, other local members of Councils and SMRID. Topic of discussions centered around irrigation & dryland farming. What are the results.

I was also in attendance at the special meeting with the Minister of Agriculture and Members of Red Hat Co-op regarding Foreign Workers.

It was a busy Summer overall. Our son, Bart, and his family were here from Akron Ohio for a couple of weeks in June and July. My wife and I took in a Passion Play in Drumheller, Alberta. I highly recommend this to anyone of you if you get a chance to go.

I wish all of our Redcliff citizens a joyful rest of the Summer and hope you all have a great Fall season as well. Take care and God bless.

Mayor Ernie Reimer

FIND US ON TWITTER, FACEBOOK AND OUR WEBSITE  
([www.redcliff.ca](http://www.redcliff.ca))

We accept online registrations for upcoming programs and courses brought to you by our Community Services Department.

To access online registrations go to our website: [www.redcliff.ca/Online Services/Online Bookings](http://www.redcliff.ca/Online%20Services/Online%20Bookings)

Going paperless?

Invoice lost in the Mail?

Get your Redcliff Utility bills by EMAIL.

Register for e-billing by sending a request to  
[e-billing@redcliff.ca](mailto:e-billing@redcliff.ca) <sup>145</sup>



# COUNCIL OFFICE HOURS



Ernie  
Reimer



Dwight  
Kilpatrick



Cheré  
Brown



Eric  
Solberg



Jim  
Steinke



Cathy  
Crozier



Larry  
Leipert

Mayor Reimer and Council wish to invite Residents of Redcliff to join them at Town Hall to discuss any concerns, issues or ideas you may have for the betterment of our Community. Council will be available the 2nd Wednesday of every month from 4:30 p.m. to 6:30 p.m. beginning September 9, 2015. Your constructive input is valued and we hope to see you soon!

## REQUEST FOR SUBMISSIONS 2016 BUDGET PLANNING PROCESS

### SHARING YOUR IDEAS WILL IMPACT THE FUTURE OF OUR COMMUNITY

Your project, program or service idea could be the start of a new positive program or other needed improvement in our community and the Town of Redcliff would like you to share your ideas with us. The Town's Budget Committee will review your ideas as part of the 2016 Budget Planning Process.

We invite you to fill out the submission form on the back of this letter, or obtain a copy of the form at the Town Office or at [www.redcliff.ca](http://www.redcliff.ca). Submissions can be operating or capital in nature and can include services, facilities, infrastructure or programs. Please complete the entire form and provide enough detail that the intent of your suggestion is well understood.

Please submit your suggestions by  
October 15, 2015 to:

Town of Redcliff  
Attention: Director of Finance & Admin  
Box 40, 1 - 3 Street NE, Redcliff, AB T0J 2P0  
Fax: 403-548-6623  
Email: [finance@redcliff.ca](mailto:finance@redcliff.ca)

Consideration of proposed ideas will be based on a number of factors including: ongoing programs and projects, public interest, legislative and legal restrictions, the link to focus areas identified in the Redcliff strategic and municipal plans and a number of other factors. For more information, please visit [www.redcliff.ca](http://www.redcliff.ca) or call 403-548-3618.



## REMINDER FROM THE REDCLIFF FIRE CHIEF

### SMOKE ALARM TIPS

- ★ Install smoke alarms in every bedroom, outside each separate sleeping area, and on every storey of your home, including the basement. Larger homes may need additional alarms.
- ★ For the best protection, install interconnected smoke alarms in your home. When one sounds, they all sound. It is especially important to have interconnected smoke alarms if you sleep with the doors closed.
- ★ Smoke alarms should be installed at least 3 metres (10 feet) from a cooking appliance. Use a photoelectric alarm or an alarm with a "hush" button if the alarm is between 3 and 6 metres (10 and 20 feet) from a cooking appliance.
- ★ If cooking furnaces set off alarms, either replace the alarm with one that has a "hush" button, which will silence the alarm for a short period of time, or install a photoelectric type of alarm.
- ★ When installing a smoke alarm, follow the instructions that come with the alarm.



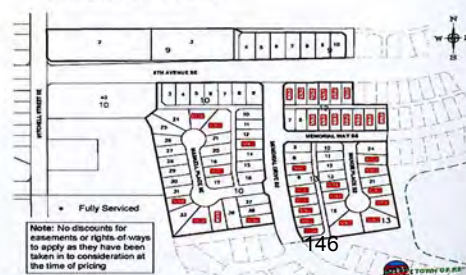
## LAND FOR SALE



© Can Stock Photo

The Town of Redcliff still has several lots available for sale in our Eastside development. Inquire at Town Hall for further details on dimensions, prices, and future plans for the rest of the area.

### Eastside Subdivision Residential and Commercial Lots For Sale





# 2015 CAPITAL PROJECTS UPDATE



The Town's Engineering Department is currently working on multiple capital projects around Town.

Below are the details of work currently in progress.

**Water Treatment Plant:** Construction of the new Water Treatment Plant is in progress and expected to be completed by the fall of 2015.

**Sanitary Inflow and Infiltration Investigation:** The Town received a final copy of the Sanitary Inflow and Infiltration (I & I) Investigation Study from ISL Engineering Calgary, and the review of the report is in progress. An electronic copy of the draft report has been posted on the Town's website and can be accessed at the following link. <http://www.redcliff.ca/town-council/> and accessing the Council Agenda April 27, 2015 (attachment).

As per the Study recommendation, additional flow monitoring should be carried out in the NW part of the Town due to flow spikes during wet weather. Accordingly, three flow monitors have been installed inside sanitary manholes on various locations in the Northwest part of the Town and one in the Southeast trunk. They are gathering sanitary flow data which is retrieved, stored and analyzed. An education program will be developed to encourage residents to help out the Town in reducing I & I issues identified in the study and Administration will update the existing Sanitary Sewer Bylaw to present to Council for approval.

## **Sanitary Main Realignment upstream of Broadway Court Lift Station**

The project entailed the realignment of a sanitary sewer main which had reached the end of its useful life. Deficiencies were noted in this main when the Town completed inspections. This project was substantially completed in early September 2015.

## **Sanitary Diversion Project Main St and 6<sup>th</sup> Ave South**

In an effort to follow one of the recommendations of the recently completed Sanitary Inflow and Infiltration Investigation the Town has recently completed this Sanitary Diversion Project located on Main St. and 6th Ave South. The intent of this project is to redistribute flows to a parallel larger sized sanitary main. This project was substantially completed in early September 2015.

## **Road Reconstruction, Storm installation and Sanitary replacement (4<sup>th</sup> Ave SW (1<sup>st</sup> St to 4<sup>th</sup> St. including 400 block of 4<sup>th</sup> St SW):**

Transit Paving has completed the top lift of paving and surface works. Completion of this project will result in renewed Storm Sewer, Sanitary Sewer and weeping tile installation (with complete road reconstruction).

**Coulee Slumping Evaluation:** Parkland Geotechnical Consulting (former EnviroGeo Testing) completed the detailed design of the Kipling Slope rehabilitation and Westside Slope regrading. Construction is expected to start in the last week of September or start of October.

**Raw Water Pump Station Flood and River Valley Park River Bank Erosion Protection Projects:** LMT Enterprises Ltd. will start the River Valley Bank Erosion Protection project in the last week of September or start of October. The staff from AMEC Foster Wheeler Environment and Infrastructure is managing the field construction work on behalf of the Town.

**Eastside Area Structure Plan (ASP) amendment:** ISL Engineering and Land Services Calgary completed the final draft report with appropriate revisions considering the feedback from all stakeholders, agencies and neighboring municipalities. Town administration will bring forward the ASP Bylaw to Town Council in September for first reading. A public hearing will be scheduled in the coming weeks.

**Offsite Levy Bylaw and Background Report Preparation:** Similar to many other municipalities across Alberta and under the authority of the Municipal Government Act, the Town is working on the preparation of an Offsite Levy Bylaw and supporting background report. The project has been commissioned to CORVUS Business Advisors and the work is in progress.

If there are any questions about the above, please contact the Town's Engineering Department at (403) 548-9263.

## BYLAW ENFORCEMENT INFORMATION

Introducing our new Bylaw Officer:

*Hi, my name is Barry Steier, I am your new Bylaw Officer.*

*I have gone full circle in my careers. I started Policing in Medicine Hat in 1979. For the first six months on the Force (as it was called back in the day) I was attached to the Bylaw section. So the alleys and bylaws are not new to me. For 31 years I served in the MHPS Traffic, Alcohol and Patrol sections. I have been fortunate enough to have been given this opportunity now to serve you as a community. I may be new to this job but in some ways I have never left it.*

*If you have any questions about Redcliff Bylaws, please stop by and say hello. Thank you and have a safe day.*

Bylaws are created so that the Town remains clean, safe and enjoyable for everyone. Frequently requested bylaws can be found at the town website [www.redcliff.ca](http://www.redcliff.ca).

If you have any bylaw questions, please contact the Bylaw Officer at 403-548-9246 or via email at [BylawEnf@redcliff.ca](mailto:BylawEnf@redcliff.ca).

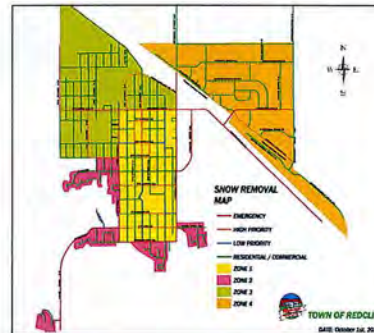


# PUBLIC SERVICES DEPARTMENT

Public Services Department is now working towards moving from summer operations to fall/winter operations. The campground will close mid-October, weather permitting. Arena staff will be preparing the Rectangle for opening for another busy season of hockey and skating. We will also be checking all of our equipment to make sure we are ready for winter maintenance of sidewalks, removal of snow, and sanding of the roads. Living in Alberta can mean the first dump of snow may come at anytime.

- Residents are responsible to clear snow from sidewalks within 24 hours of snowfall. Snow or other materials originating from private property CANNOT be put onto the Street!
- When driving near snow clearing operations, residents are asked to stay 10 meters away from snow clearing, sanding, and hauling equipment at all times. Keeping a safe distance away from equipment will assist Town staff in performing their jobs efficiently and safely.

## GARBAGE COLLECTION AND SNOW REMOVAL ROUTES



## WHEN DO I NEED A DEVELOPMENT PERMIT?

Development Permits are required BEFORE you start work.

Contact our Development Officer for questions on whether you need a Permit at 403.548.9231.

### What is Development?

Typically, development involves construction or modification of a building or structure, but it can also include demolition, excavation or a change in use; be it a new use or change in intensity of the existing use. In most cases a Development Permit is required prior to the start of development; however there are some exceptions where a permit may not be required. If you have any questions whether the scope of work you are going to do is considered development and whether it requires a permit, please stop by the office or contact the Planning and Development Department at 403-548-3618.

You may apply for a Development Permit at the Town Office. With each application for development, a completed Development Permit Application form is required along with the supporting information and fee. A number of common development forms and applications are available on our website.

### What about building permits?

The Town of Redcliff does not issue Building Permits; however development within the Town is required to meet all provincial and federal standards. A Building Permit can be obtained through contacting an accredited agency who has been authorized by Alberta Municipal Affairs to issue such permits. A list of accredited agencies can be found on our website.

### How do I apply for a Plumbing, Gas or Electrical Permit?

The Town of Redcliff has contracted the inspection part of these services to Park Enterprises Ltd. Permit applications are available at the Town office or found on the Park Enterprises website. **Please note:** Applications must be processed at the Town office and not directly with Park Enterprises.

## FEATURED BUSINESS



We would like to add a new feature to our town newsletter to showcase our local businesses. If you would like your business to appear in the newsletter, simply print and fill out an application from our Website: [www.redcliff.ca](http://www.redcliff.ca) (online services/forms/community services/featured business form), then return the form to the Town Office. Depending on available space we will feature at least one business in each Newsletter.

## BOARDS AND COMMISSIONS

Another great way to become involved in your community is to volunteer for one of our Boards and Commissions.

We still have openings on various Boards and Commissions. Pick up an information package at Town Hall and become involved in Your community. Apply today!



## COUNCIL IMPORTANT MEETINGS AND EVENTS

Date & Time	Meeting / Event	Where /Information
October 13, 2015	Public Hearing Re: Eastside Area Structure Plan 2015	Town Hall Council Chambers 7:00 pm
October 14, 2015	Council Office Hours	Council/Mayor Office Town Hall 4:30 p.m. - 6:30 p.m. Second Wednesday of month
November 6, & 7, 2015	Special Council Meeting Re: 2016 Budget Review	Town Hall Council Chambers  November 6: 1:00pm- 7:30pm  November 7: 8:30am-5:00pm