

**COUNCIL MEETING**

**MONDAY, MARCH 24, 2014**

**7:00 P.M.**

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, MARCH 24, 2014 – 7:00 P.M.  
REDCLIFF TOWN COUNCIL CHAMBERS**

| <b><u>AGENDA ITEM</u></b>                                                                                                                                                                                                                                        | <b><u>RECOMMENDATION</u></b>              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <b>1. GENERAL</b>                                                                                                                                                                                                                                                |                                           |
| A) Call to Order                                                                                                                                                                                                                                                 |                                           |
| B) Adoption of Agenda *                                                                                                                                                                                                                                          | Adoption                                  |
| <b>2. MINUTES</b>                                                                                                                                                                                                                                                |                                           |
| A) Council meeting held March 10, 2014 *                                                                                                                                                                                                                         | For Adoption                              |
| B) Subdivision and Development Appeal Board Hearing held March 5, 2014 *                                                                                                                                                                                         | For Information                           |
| C) Redcliff Family and Community Support Services Board meeting held March 11, 2014 *                                                                                                                                                                            | For Information                           |
| i) Big Brothers Big Sisters Mentoring Program<br>Re: Request for funding                                                                                                                                                                                         | For Consideration                         |
| D) Redcliff Planning Board meeting held March 18, 2014 *                                                                                                                                                                                                         | For Information                           |
| E) Municipal Planning Commission meeting held March 19, 2014 *                                                                                                                                                                                                   | For Information                           |
| <b>3. BYLAWS</b>                                                                                                                                                                                                                                                 |                                           |
| A) Bylaw 1767/2014 being a bylaw to amend Bylaw No. 1267/2000, being the Portion of 100 Block and 200 block of 3 <sup>rd</sup> Street NE Water System Main Line Bylaw *                                                                                          | 2 <sup>nd</sup> & 3 <sup>rd</sup> Reading |
| <b>Note:</b> Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected                                                                                           |                                           |
| B) Bylaw 1768/2014 to amend Bylaw No. 1269/2000, being the Portion of 100 Block and 200 block of 3 <sup>rd</sup> Street NE Sanitary Sewer System Main Line Bylaw *                                                                                               | 2 <sup>nd</sup> & 3 <sup>rd</sup> Reading |
| <b>Note:</b> Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected                                                                                           |                                           |
| C) Bylaw 1769/2014 being a bylaw to amend Bylaw No. 1480/2006, being the 3 <sup>rd</sup> Street NE (200 block) Road Widening, Curb, Gutter, Sidewalk, Streetlights and Related Appurtenances Bylaw and amend Bylaw 1665/2010, a bylaw to amend Bylaw 1480/2006 * | 2 <sup>nd</sup> & 3 <sup>rd</sup> Reading |
| <b>Note:</b> Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected                                                                                           |                                           |

- D)** Bylaw 1770/2014 being a bylaw to amend Bylaw No. 1421/2005, being Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw and to amend Bylaw 1517/2007 being a Bylaw to amend Bylaw No. 1421/2005, being the Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw \* 2<sup>nd</sup> & 3<sup>rd</sup> Reading  
**Note:** Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected
- E)** Bylaw 1771/2014 being a bylaw to amend Bylaw No. 1309/2002, being the South Railway Street NE Storm Sewer Project Bylaw and Bylaw 1355/2003 being a bylaw to amend Bylaw 1309/2002 \* 2<sup>nd</sup> & 3<sup>rd</sup> Reading  
**Note:** Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected
- F)** Land Use Bylaw Amendment Application
- i)** Application for Land Use Amendment to change the Land Use from Lot 1-2, Block 5, Plan 7911064 from H Horticultural To I-1 Light Industrial \* For Information
- ii)** Bylaw 1772/2014 to amend Bylaw 1698/2011 being the Land Use Bylaw to amend the land use for Lot 1-2, Block 5, Plan 7911064 from H Horticultural District to I-1 Light Industrial District \* 1<sup>st</sup> Reading
- G)** Bylaw 1773/2014 to amend Bylaw No. 1258/2000, being the 300 Block Main Street North and 300 Block 1<sup>st</sup> Street Northwest Paving Bylaw and Bylaw 1321/2002 being a Bylaw to amend Bylaw 1258/2000 \* 1<sup>st</sup>/ 2<sup>nd</sup>/ 3<sup>rd</sup> Reading  
**Note:** Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected
- H)** Bylaw 1774/2014 to amend Bylaw No. 1196/99, being the NW R4 Curb & Streetlight Bylaw and Bylaw 1234/2000 being a Bylaw to amend Bylaw 1196/99 and Bylaw 1320/2002 being a Bylaw to amend Bylaw 1196/99 \* 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Reading  
**Note:** Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected
- I)** Bylaw 1775/2014 to amend Bylaw No. 1160/98, being the Northwest Horticulture Storm Sewer Project Bylaw and Bylaw 1175/98 being a Bylaw to amend Bylaw 1160/98 \* 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Reading  
**Note:** Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected
- J)** Bylaw 1776/2014 to amend Bylaw No. 999/93, being 1<sup>st</sup> Street NW (300 Block) Sanitary Sewage System Bylaw and Bylaw 1033/94 being a bylaw to amend Bylaw No. 999/93 \* 1<sup>st</sup>/2<sup>nd</sup>3<sup>rd</sup> Reading  
**Note:** Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected

K) Bylaw 1777/2014 being the Supplementary Assessment Bylaw \* 1<sup>st</sup>/2<sup>nd</sup> 3rd Reading

**4. STAFF RECOMMENDATIONS**

A) Physician Recruitment \* For Consideration

B) Alberta Justice and Solicitor General \* For Consideration  
Re: New Police Officer Grant (NPOG) Program  
(April 1, 2014 – March 31, 2015)

C) Aquatic Centre Flooring Replacement \* For Consideration

D) Landfill Cell / Leachate Pond Construction & Engineering \* For Consideration

**5. POLICIES**

A) Policy 123, Code of Ethics and Conduct for the Council of the Town of Redcliff \* For Approval

B) Policy 125, Authorization to Sign Grant Agreements Policy \* For Approval

**6. CORRESPONDENCE**

A) Alberta Tourism, Parks and Recreation \* For Information  
Re: Invitation to host 2017 Alberta 55 Plus Winter Games

B) Letter from Merna Prevost \* For Information

**7. OTHER**

A) Municipal Manager's Report to Council \* For Information

**8. RECESS**

**9. IN CAMERA**

A) Labour (1)

**10. ADJOURN**



**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, MARCH 10, 2014 7:00 P.M.**

**PRESENT:**

|                                                    |                                                                |
|----------------------------------------------------|----------------------------------------------------------------|
| Mayor                                              | E. Reimer                                                      |
| Councillors                                        | C. Brown, D. Kilpatrick,<br>J. Steinke, L. Leipert, E. Solberg |
| Municipal Manager                                  | A. Crofts                                                      |
| Director of Finance &<br>Administration            | R. Osmond (arrived at 7:06 p.m.)                               |
| Manager of Legislative &<br>Land Services          | S. Simon                                                       |
| Manager of Engineering<br>Public Services Director | K. Minhas<br>D. Schaffer                                       |

**ABSENT:** Councillor C. Crozier

**1. GENERAL**

Call to Order

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

2014-0107 Adoption of Agenda

**B)** Councillor Steinke moved the Agenda be adopted as amended to change the order of delegations with Collective 670 Mountain Bike Club becoming 2.A) and Southern Alberta MedicAir Helicopter Air Lift Operations becoming 2.B). – Carried Unanimously.

2014-0108 Accounts Payable

**C)** Councillor Kilpatrick moved the following 106 general vouchers in the amount of \$434,904.79 be received for information. – Carried Unanimously.

| ACCOUNTS PAYABLE               |                                |                                            |             |
|--------------------------------|--------------------------------|--------------------------------------------|-------------|
| COUNCIL MEETING MARCH 10, 2014 |                                |                                            |             |
| CHEQUE #                       | VENDOR                         | DESCRIPTION                                | AMOUNT      |
| 74537                          | ACE LANDSCAPING                | SNOW REMOVAL - RCMP BUILDING               | \$1,260.00  |
| 74538                          | ACTION PARTS                   | CAULKING GUN, THREADLOCKER, WIRE TIES      | \$68.62     |
| 74539                          | ALBERTA DEVELOPMENT OFFICERS A | ADOA MEMBERSHIP - BS                       | \$100.00    |
| 74540                          | BENCHMARK ASSESSMENT           | ASSESSMENT FEES                            | \$14,812.09 |
| 74541                          | BOSS LUBRICANTS                | HYDRAULIC FLUID, TRACTOR FLUID, ANTIFREEZE | \$1,839.92  |
| 74542                          | C.E.M. HEAVY EQUIPMENT         | HYDRAULIC FILTER ELEMENTS & PARTS          | \$1,252.16  |
| 74543                          | CIBC VISA                      | TABLETS, CASES, CAMERAS, CLOCKS            | \$5,352.00  |
| 74544                          | CANADIAN PACIFIC RAILWAY       | FLASHER CONTRACT                           | \$666.74    |
| 74545                          | CROZIER, CATHY                 | TRAVEL REIMBURSEMENT                       | \$300.00    |
| 74546                          | DAN JANE VENTURES              | PROPANE                                    | \$420.31    |
| 74547                          | DUNLOP STERLING WESTERN STAR   | TAPERED BEARINGS                           | \$10.84     |
| 74548                          | EPCOR ENERGY SERVICES INC.     | LANDFILL ELECTRIC UTILITIES                | \$290.90    |
| 74549                          | FARMLAND SUPPLY CENTER LTD     | HYDRAULIC/FUEL/AIR HOSES & FITTINGS        | \$88.28     |

|       |                                |                                             |             |
|-------|--------------------------------|---------------------------------------------|-------------|
| 74550 | HARV'S JANITORIAL SERVICES     | JANITORIAL SERVICES                         | \$3,386.25  |
| 74551 | JOHN'S WATER HAULING ( A DIVIS | WATER DELIVERY TO LANDFILL                  | \$90.00     |
| 74552 | LETHBRIDGE MOBILE SHREDDING    | MONTHLY SHREDDING                           | \$69.30     |
| 74553 | LIFESAVING SOCIETY             | AFFILIATION FEES                            | \$100.00    |
| 74554 | MCMILLAN, BRIAN                | CLASS 1 LICENSE MEDICAL                     | \$100.00    |
| 74555 | MEDICINE HAT NEWS              | JANUARY ADVERTISING - VOLUNTEER FIREFIGHTER | \$368.55    |
| 74556 | MIKE'S ROADHOUSE               | MEALS ON WHEELS                             | \$1,256.85  |
| 74557 | OSMOND, ROBERT                 | COFFEE, CUTLERY, BATH TISSUE                | \$253.65    |
| 74558 | PC CORP INC.                   | BACKUP MANAGER                              | \$866.25    |
| 74559 | THE PRINTER                    | COMMISSIONER OF OATHS REPLACEMENT STAMP     | \$25.10     |
| 74560 | RECEIVER GENERAL               | STATUTORY DEDUCTIONS                        | \$597.52    |
| 74561 | SAFETY CODES                   | SAFETY CODES PERMITS                        | \$820.53    |
| 74562 | SANATEC ENVIRONMENTAL          | PUMP LANDFILL SEPTIC TANK                   | \$136.50    |
| 74563 | SUMMIT MOTORS LTD              | AIR SPRING                                  | \$154.50    |
| 74564 | TELUS COMMUNICATION INC.       | MONTHLY TELEPHONE SERVICE                   | \$1,730.39  |
| 74565 | TELUS MOBILITY                 | MONTHLY CELL PHONE SERVICE                  | \$433.05    |
| 74566 | BREWMASTER WHOLESALE FOODS &   | CUPS, CONTAINERS, LIDS                      | \$83.69     |
| 74567 | CENERA                         | FOIP TRAINING                               | \$1,837.50  |
| 74568 | TOWN OF REDCLIFF               | COUNCIL PAY                                 | \$6,997.28  |
| 74569 | VOLUNTEER ALBERTA              | VOLUNTEER ALBERTA MEMBERSHIP                | \$80.00     |
| 74570 | WOLSELEY MECHANICAL GROUP      | SERVICE BOX RODS & BOOTS                    | \$2,847.97  |
| 74571 | XEROX CANADA LTD.              | PHOTOCOPIER MAINTENANCE                     | \$79.17     |
| 74572 | CIBC                           | SUPPLEMENTAL PENSION PLAN                   | \$1,746.16  |
| 74573 | C.U.P.E.                       | UNION DUES                                  | \$2,010.72  |
| 74574 | PROVINCIAL TREASURER - LAP     | LAPP CONTRIBUTIONS                          | \$17,907.82 |
| 74575 | RECEIVER GENERAL               | STATUTORY DEDUCTIONS                        | \$27,893.67 |
| 74576 | TOWN OF REDCLIFF               | PROPERTY TAX DEDUCTIONS                     | \$500.00    |
| 74577 | TOWN OF REDCLIFF               | PAYROLL TRANSFER                            | \$56,612.31 |
| 74578 | ACTION PARTS                   | FLOORDRY, SAFETY RACK AND HARDWARE          | \$570.40    |
| 74579 | ATRON REFRIGERATION & AIR COND | REC-TANGLE FURNACE REPAIR, ZAMBONI HOT WTR  | \$333.90    |
| 74580 | ALBERTA URBAN MUNICIPALITIES A | AUMA ASSOCIATE MEMBERSHIP                   | \$52.50     |
| 74581 | BATTERY DIRECT                 | ALTERNATOR CORE                             | \$329.70    |
| 74582 | BOSS LUBRICANTS                | HYDRAULIC OIL, CONTAINER, ENVIRO FEE        | \$1,240.68  |
| 74583 | CANADIAN ASSOCIATION OF MUNICI | JOB POSTINGS ADVERTISEMENTS                 | \$577.50    |
| 74584 | CANADIAN BADLANDS LTD.         | ANNUAL LEVY                                 | \$2,794.00  |
| 74585 | C.E.M. HEAVY EQUIPMENT         | CHARGE AIR COOLER                           | \$4,657.68  |
| 74586 | CENTRAL SHARPENING             | SHARPEN ICE KNIFE                           | \$226.80    |
| 74587 | CITY OF MEDICINE HAT           | UTILITIES                                   | \$76,107.16 |
| 74588 | CLEARTECH INDUSTRIES INC.      | ALUMINUM SULPHATE LIQUID                    | \$7,314.50  |
| 74589 | CROFTS, ARLOS                  | RELOCATION EXPENSES                         | \$2,600.00  |
| 74590 | CROZIER, CATHY                 | ARB RECERTIFICATION TRAVEL                  | \$180.00    |
| 74591 | FARMLAND SUPPLY CENTER LTD     | HYDRAULIC HOSE FOR GARBAGE TRUCK            | \$284.31    |
| 74592 | FEDERATION OF CANADIAN MUNICI  | FCM MEMBERSHIP                              | \$1,089.44  |
| 74593 | FORM-TECH MACHINING            | BUFF PULLEY ON BOMAG                        | \$84.00     |
| 74594 | FORTY MILE GAS CO-OP LTD.      | LANDFILL UTILITIES                          | \$295.63    |

|       |                                |                                          |             |
|-------|--------------------------------|------------------------------------------|-------------|
| 74595 | FOX ENERGY SYSTEMS INC.        | FIRST AID TRAINING, CUSTOM SIGNS         | \$4,218.74  |
| 74596 | GARLAND, JAMIE                 | LANDFILL OPERATORS BASICS TRAVEL         | \$441.20    |
| 74597 | GAR-TECH ELECTRICAL            | REMOVE POLE CHRISTMAS DECORATIONS        | \$1,022.67  |
| 74598 | GRASSROOTS LANDSCAPING         | DEPOSIT REFUND PORTABLE HYDRANT METER    | \$2,000.00  |
| 74599 | REDCLIFF HOME HARDWARE         | GARBAGE BAGS, VARIOUS PAINTS             | \$593.69    |
| 74600 | JIM'S ELECTRIC (2006) LTD.     | FIRE ALARM SYSTEM                        | \$485.47    |
| 74601 | KEYWAY SECURITY LOCKSMITHS LTD | GREEN PADLOCK KEYS                       | \$51.19     |
| 74602 | KILPATRICK, DWIGHT             | ARB TRAINING TRAVEL                      | \$988.98    |
| 74603 | KIRK'S MIDWAY TIRE             | TIRE REPAIR, CHANGEOVER ON LIGHT TRUCK   | \$246.75    |
| 74604 | KOST FIRE EQUIPMENT LTD        | FIRE BOOT                                | \$193.99    |
| 74605 | MCL - WASTE SYSTEMS ENVIRONMEN | AL-JON COMPACTOR PARTS                   | \$769.61    |
| 74606 | MEDICINE HAT CO-OP LTD         | EXTENSION CORD & BULBS                   | \$59.83     |
| 74607 | SHAW CABLE                     | MONTHLY INTERNET                         | \$375.54    |
| 74608 | MOSKAL MECHANICAL              | FILTER REPAIR                            | \$4,173.13  |
| 74609 | NANA'S & PAPA'S COIN LAUNDRY   | BUNKER GEAR CLEANING                     | \$143.55    |
| 74610 | NELSON'S RADIATOR              | RECORE RADIATOR - FRONT END LOADER       | \$5,407.50  |
| 74611 | PARK ENTERPRISES LTD.          | IN TOWN PERMITS                          | \$1,710.47  |
| 74612 | PC CORP INC.                   | TECH SUPPORT & MAINTENANCE               | \$1,388.63  |
| 74613 | SUNCOR ENERGY PRODUCTS         | LANDFILL FUEL                            | \$11,693.11 |
| 74614 | PRITCHARD & COMPANY LLP        | PROFESSIONAL SERVICES - LEGAL FEES       | \$1,387.58  |
| 74615 | PRO COMM SOLUTIONS INC.        | REC-TANGLE TELEPHONE REPAIRS             | \$105.00    |
| 74616 | PUROLATOR                      | CEM HEAVY EQUIPMENT SHIPPING             | \$223.11    |
| 74617 | REDCLIFF BAKERY                | MPC LUNCH                                | \$68.25     |
| 74618 | CNH CAPITAL C3083              | BOOM BUMPER                              | \$763.68    |
| 74619 | ROCKY MOUNTAIN PHOENIX         | ALTERNATOR                               | \$664.65    |
| 74620 | ROSENAU TRANSPORT LTD          | CHLORINE CYLINDERS                       | \$175.67    |
| 74621 | REDCLIFF SKATING CLUB          | REC-TANGLE RENTAL DEPOSIT REFUND         | \$125.00    |
| 74622 | SENFT, COLIN                   | OPERATORS SEMINAR TRAVEL                 | \$200.00    |
| 74623 | SOCIETY OF LOCAL GOVT MANAGERS | MUNICIPAL LEADERSHIP WORKSHOP - AC       | \$499.00    |
| 74624 | SOUTH COUNTRY GLASS            | 4X4 BUTT HINGES                          | \$63.00     |
| 74625 | S.P.C.A.                       | 2014 OPERATING GRANT                     | \$8,548.00  |
| 74626 | SUMMIT MOTORS LTD              | FUEL CONDITIONER, FILTERS, SHOP SUPPLIES | \$594.83    |
| 74627 | TELUS COMMUNICATION INC.       | MONTHLY TELEPHONE SERVICE                | \$18.88     |
| 74628 | TELUS MOBILITY                 | MONTHLY CELL PHONE SERVICE               | \$104.43    |
| 74629 | BUECKERT, ABE                  | BUSINESS CARDS, DEPOSIT REFUNDS          | \$322.00    |
| 74630 | MONTEITH, PHIL                 | FAMILY DAY EVENT FOOD                    | \$96.40     |
| 74631 | CAMPBELL, MANDI                | REFUND AUGER LINE                        | \$257.25    |
| 74632 | MCBAIN, JOHN                   | MOTOROLA MINITOR & CHARGER               | \$68.54     |
| 74633 | MIKE SPENCER GEOMETRICS LTD    | LEACHATE POND TENDER DOCUMENTS           | \$6,927.90  |
| 74634 | TOWN OF REDCLIFF               | JANUARY LANDFILL CHARGES                 | \$3,586.91  |
| 74635 | TRICO LIGHTING PRODUCTS        | LENS COVER, POT LIGHTS, BULBS            | \$597.48    |
| 74636 | WALKER, TRISH (TISHA)          | SENIOR'S CENTRE RENATL DEPOSIT REFUND    | \$100.00    |
| 74637 | ZEP SALES & SERVICE OF CANADA  | HAND TOWELS & SOAP                       | \$279.27    |
| 74638 | RIVERVIEW GOLF CLUB            | EVER S&F                                 | \$2,363.29  |
| 74639 | LUCKETT WENMAN & ASSOCIATES    | GST REFUND FEE                           | \$3,549.32  |

|       |                            |                      |              |
|-------|----------------------------|----------------------|--------------|
| 74640 | PROVINCIAL TREASURER - LAP | LAPP CONTRIBUTIONS   | \$17,738.09  |
| 74641 | RECEIVER GENERAL           | STATUTORY DEDUCTIONS | \$28,576.19  |
| 74642 | TOWN OF REDCLIFF           | PAYROLL TRANSFER     | \$66,752.23  |
|       | 106 Cheques Total:         |                      | \$434,904.79 |

## 2. DELEGATION

2014-0109 Collective 670 Mountain Bike Club  
Re: Mountain Bike trail network

**A)** Blaine Fairbrother and Monica Burtha were in attendance to give a presentation in regard to Collective 670 Mountain Bike Club's proposal for a Mountain Bike trail network.

Councillor Solberg moved the presentation regarding Collective 670 Mountain Bike Club's proposal for a Mountain Bike trail network in the Town of Redcliff be received for information. – Carried Unanimously.

2014-0110 Southern Alberta MedicAir Helicopter Air Lift Operation (H.A.L.O.)

**B)** David Friesen was in attendance to give a presentation on Southern Alberta MedicAir Helicopter Air Lift Operation (H.A.L.O.).

Councillor Steinke moved the presentation on Southern Alberta MedicAir Helicopter Air Lift Operation (H.A.L.O.) be received for information. – Carried Unanimously.

## 3. MINUTES

2014-0111 Council meeting held February 24, 2014

**A)** Councillor Kilpatrick moved the minutes of the Council meeting held February 24, 2014 be adopted as presented. – Carried Unanimously.

2014-0112 Redcliff and District Recreation Services Board meeting held on March 3, 2014

**B)** Councillor Solberg moved the minutes of the Redcliff and District Recreation Services Board meeting held on March 3, 2014 be received for information. – Carried Unanimously.

2014-0113 Mountain Bike Trail Desktop Review

**i)** Councillor Brown moved to support 670 Collective Mountain Bike Club exploring the development of a mountain bike trail and skills park in the Town of Redcliff in principle beginning with a desktop review of the proposed trail, conditional to 670 Collective Mountain Bike Club being responsible for costs relating to the desktop review. – Carried Unanimously.

2014-0114 Shortgrass Library System Board Meeting held on December 4, 2013

**C)** Councillor Kilpatrick moved the minutes of the Shortgrass Library System Board meeting held on December 4, 2013 be received for information. – Carried Unanimously.

2014-0115 Economic Development Alliance of Southeast Alberta meeting held January 15, 2014

**D)** Councillor Steinke moved the minutes of the Economic Development Alliance of Southeast Alberta meeting held January 15, 2014 be received for information. – Carried Unanimously.

#### 4. BYLAWS

**A)** Councillor Leipert refrained from discussion and voting due to a pecuniary interest.

L. Leipert left the meeting at 8:02 p.m.

- |           |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2014-0117 | Bylaw 1767/2014 being a bylaw to amend Bylaw 1267/2000, being the Portion of 100 Block and 200 block of 3 <sup>rd</sup> Street NE Water System Main Line Bylaw                                                                                                     | Councillor Brown moved Bylaw 1767/2014 being a bylaw to amend Bylaw 1267/2000, being the Portion of 100 Block and 200 block of 3 <sup>rd</sup> Street NE Water System Main Line Bylaw be given first reading. – Carried Unanimously.                                                                                                                                                                      |
| 2014-0118 | Bylaw 1768/2014 to amend Bylaw 1269/2000, being the Portion of 100 block and 200 block of 3 <sup>rd</sup> Street NE Sanitary Sewer System Main Line Bylaw                                                                                                          | <b>B)</b> Councillor Steinke moved Bylaw 1768/2014 to amend Bylaw 1269/2000, being the Portion of 100 block and 200 block of 3 <sup>rd</sup> Street NE Sanitary Sewer System Main Line Bylaw be given first reading. – Carried Unanimously.                                                                                                                                                               |
| 2014-0119 | Bylaw 1769/2014 being a bylaw to amend Bylaw 1480/2006, being the 3 <sup>rd</sup> Street NE (200 block) Road Widening, Curb, Gutter, Sidewalk, Streetlights and Related Appurtenances Bylaw and amend Bylaw 1665/2010, a bylaw to amend Bylaw 1480/2006            | <p><b>C)</b> Councillor Kilpatrick moved Bylaw 1769/2014 being a bylaw to amend Bylaw 1480/2006, being the 3<sup>rd</sup> Street NE (200 block) Road Widening, Curb, Gutter, Sidewalk, Streetlights and Related Appurtenances Bylaw and amend Bylaw 1665/2010, a bylaw to amend Bylaw 1480/2006 be given first reading. - Carried Unanimously.</p> <p>L. Leipert returned to the meeting at 8:07 p.m.</p> |
| 2014-0120 | Bylaw 1770/2014 being a bylaw to amend Bylaw 1421/2005, being the Highway Avenue NE (800-1000 blocks) Paving Project Bylaw and to amend Bylaw 1517/2007 being a Bylaw to amend Bylaw 1421/2005, being the Highway Avenue NE (800-1000 blocks) Paving Project Bylaw | <b>D)</b> Councillor Solberg moved Bylaw 1770/2014 being a bylaw to amend Bylaw 1421/2005, being Highway Avenue NE (800-1000 blocks) Paving Project Bylaw and to amend Bylaw 1517/2007 being a Bylaw to amend Bylaw 1421/2005, being the Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw be given first reading. – Carried Unanimously.                                                          |
| 2014-0121 | Bylaw 1771/2014 being a bylaw to amend Bylaw 1309/2002, being the South Railway Street NE Storm Sewer Project Bylaw and Bylaw 1355/2003 being a bylaw to amend Bylaw 1309/2002                                                                                     | <b>E)</b> Councillor Kilpatrick moved Bylaw 1771/2014 being a bylaw to amend Bylaw 1309/2002, being the South Railway Street NE Storm Sewer Project Bylaw and Bylaw 1355/2003 being a bylaw to amend Bylaw 1309/2002 be given first reading. – Carried Unanimously.                                                                                                                                       |

**5. STAFF RECOMMENDATIONS**

- 2014-0122 Northwest Storm Management **A)** Councillor Steinke moved that Administration be authorized to proceed with the Northwest Storm Management plan as follows:
- a) for 2014, continue with maintenance as normal while working to complete the diagnostic issues; for example, lift station pump outputs, force main performance, monitoring of pond levels and lift station controls, etc...
  - b) Council consider the proposed capital projects and their corresponding priority in the MYCIP during the 2015 budget preparations.
  - c) Carry out enforcement of existing policies and bylaws and implement and enforce from this point on the proposed policy changes in this report. Further to limit the surface release rate to recommended practices in the other municipalities and alter the setbacks in the Land Use bylaw for greenhouses coverage. -
- 2014-0123 Councillor Leipert moved to amend motion 2014-0122 to add:
- d) Administration to initiate negotiations with the City of Medicine Hat for additional Sanitary Sewer trunk line capacity. – Carried Unanimously.
- 2014-0124 Councillor Kilpatrick moved to amend motion 2014-0122 to amend
- b) to include rehabilitation of sanitary sewer manhole covers to a maximum cost of \$7,000.00. – Carried Unanimously.
- 2014-0122 Councillor Steinke moved that Administration be authorized to proceed with the Northwest Storm Management plan as follows:
- a) for 2014, continue with maintenance as normal while working to complete the diagnostic issues; for example, lift station pump outputs, force main performance, monitoring of pond levels and lift station controls, etc...
  - b) Council consider the proposed capital projects and their corresponding priority in the MYCIP during the 2015 budget preparations and to include rehabilitation of sanitary sewer manhole covers to a maximum cost of \$7,000.00.
  - c) Carry out enforcement of existing policies and bylaws and implement and enforce from this point on the proposed policy changes in this report. Further to limit the surface release rate to recommended practices in the other municipalities and alter the setbacks in the Land Use bylaw for greenhouses coverage.

d) Town of Redcliff to initiate negotiations with the City of Medicine Hat for additional Sanitary Sewer trunk line capacity. – Carried Unanimously.

2014-0125 Additional Water and Sewer Services at 302/308/314/320 and 326 Broadway Avenue West

**B)** Councillor Kilpatrick moved that the Public Services Department be authorized to install two separate water and sewer services to each property described with municipal address of 302/308/314/320 and 326 Broadway Avenue West to accommodate the construction of a duplex on each lot as requested by the owner Mr. Greg Funk of Supernal Homes. -  
– Carried Unanimously.

## 6. CORRESPONDENCE

2014-0126 Alberta Municipal Affairs  
Re: Conditional operating funding component of 2013 Municipal Sustainability Initiative (MSI)

**A)** Councillor Leipert moved correspondence dated February 27, 2014 from Alberta Municipal Affairs regarding spending plan under the 2013 conditional operating funding component of the Municipal Sustainability Initiative (MSI) be received for information. – Carried Unanimously.

2014-0127 Danielle Smith, MLA  
Re: Wildrose 10/10 Community Infrastructure Transfer plan

**B)** Councillor Kilpatrick moved correspondence dated February 26, 2014 from Daniele Smith, MLA regarding Wildrose 10/10 Community Infrastructure Transfer plan be received for information. – Carried Unanimously.

2014-0128 Economic Development Alliance of Southeast Alberta  
Re: Monthly Economic Summary, January 2014

**C)** Councillor Steinke moved the Economic Development Alliance of Southeast Alberta Monthly Economic Summary for January 2014 be received for information. – Carried Unanimously.

2014-0129 Methanex  
Re: Clarification of Community Advisory Panel Process

**D)** Councillor Leipert moved correspondence dated March 5, 2014 from Methanex regarding clarification of the Methanex Community Advisory Panel Process be received for information. – Carried Unanimously.

2014-0130 Oldman River Regional Services Commission  
Re: Commentary and Observations on Draft South Saskatchewan Regional Plan

**E)** Councillor Solberg moved correspondence dated February 20, 2014 from the Oldman River Regional Services Commission (ORRSC) regarding Commentary and Observations on the Draft South Saskatchewan Regional Plan be received for information. – Carried Unanimously.

## 7. OTHER

2014-0131 Memo from Municipal Manager  
Re: Insurance Renewal for the Town of Redcliff and Redcliff/Cypress Regional Landfill Authority

**A)** Councillor Brown moved the memo dated March 10, 2014 from the Municipal Manager regarding 2014 General Insurance Renewal for the Town of Redcliff and Redcliff/Cypress Regional Landfill Authority be received for information. - Carried Unanimously.

2014-0132 Cypress County  
Re: Bylaw 2014/04 Proposed Land Use Bylaw Amendment

**B)** Councillor Leipert moved the Cypress County Bylaw 2014/04 proposed Land Use Bylaw amendment be received for information. – Carried Unanimously.

2014-0133      Reminder of Important Dates  
March 2014

**C)** Councillor Brown moved Reminder of Important Dates for March 2014 be received for information. – Carried Unanimously.

## **8. RECESS**

Mayor Reimer called for a recess at 8:58 p.m.

Mayor Reimer reconvened the meeting at 9:06 p.m.

D. Schaffer, K. Minhas and R. Osmond left the meeting at 9:06 p.m.

## **9. IN CAMERA**

2014-0135      Meet In Camera

Councillor Kilpatrick moved to meet In Camera to discuss two (2) Legal matters at 9:06 p.m. – Carried Unanimously.

2014-0136      Return to Open Session

Councillor Leipert moved to return to Open Session at 9:30 p.m. – Carried Unanimously.

## **10. ADJOURNMENT**

2014-0137      Adjournment

Councillor Kilpatrick moved to adjourn the meeting at 9:30 p.m. – Carried Unanimously.

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Mayor

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Manager of Legislative and Land Services



**MINUTES OF THE MEETING OF THE SUBDIVISION  
AND DEVELOPMENT APPEAL BOARD  
WEDNESDAY, MARCH 5, 2014 at 7:00 p.m.**

**PRESENT:**   Members:                   B. Hawrelak, D. Kilpatrick, V. Lutz,  
                                                  P. Monteith, G. Shipley, D. Kilpatrick, C. Crozier

                  Development Officer               B. Stehr  
                  Planning Consultant            K. Snyder  
                  Recording Secretary           S. Simon

                  Appellants                       R. Fai (owner)

**1.    CALL TO ORDER**

Recording Secretary called the appeal hearing to order at 7:00 p.m., confirmed there was a quorum present to hear this appeal; and opened nominations for Chairman.

**2.    ELECTION OF CHAIRMAN**

P. Monteith nominated D. Kilpatrick to be Chairman, seconded by V. Lutz. D. Kilpatrick accepted and assumed control of the appeal hearing.

**3.    Appeal of Development Application 14-DP-011  
**Lot 12, Block 9, Plan 7711421 (45 Industrial Drive SE)**  
**Variance to sideyard setback on west side of parcel****

Chairman D. Kilpatrick asked the appellants if they had any objection to any board members hearing the appeal. R. Fai advised he had no objection to any member of the Subdivision and Development Appeal Board.

**a)    Presentation of Appellant**

Recording Secretary distributed additional information to the Board members that was submitted relating to the application.

R. Fai explained they are proposing to build a 146 unit mini storage facility. They are seeking a relaxation to the west side yard setback to .9 m which would minimize mess and there would be less yard to maintain. They are also looking to vary the setback on the front to 3.2 m. R. Fai referenced the photos indicating the development would be similar to what is shown in the pictures. They would install the facility with lots of lighting and would have security cameras in place. He further advised that there would be a 24 hour kiosk.

**b)    Presentation of Development Officer**

The Development Officer referenced his report dated March 5, 2014 providing the background of the application. He noted that initially the units proposed encroached into the corner visibility triangle on the southwest corner. The applicants have submitted a revised drawing showing no encroachment of the units into the corner visibility triangle.

However they are still looking to vary the setback on the west side to .9 m and on the front to 3.2m.

The Development Officer commented that there is a 1.5 m utility right of way along the west property line. A water line runs north/south in Boundary Road and the utility right of way appears to be for the purpose of having sufficient space for repairs and maintenance on the water line. He advised he confirmed with the Manager of Engineering that there would be no need to expand the utility right of way.

The Development Officer further advised that in the event the appeal is upheld that the following conditions should be considered

1. An Engineered Site Drainage Plan to the satisfaction of the Town of Redcliff Engineering Department.
2. The approach onto Industrial Drive to be constructed to the Town of Redcliff construction standards.
3. The approach onto Industrial drive, and that area between the fences up to the gated entrance to be hard surfaced within 24 months of the start of development
4. The fence on the east property line is on the easterly edge of a Registered Utility Right of Way. Should access to the Utility Right of Way become necessary, the cost of upkeep or rebuilding of the fence will be at the Owners expense.
5. Accumulation of wrecked vehicles, vehicle parts or materials shall not be allowed.
6. Any screening done at the Developer shall comply with the Town of Redcliff's Land Use Bylaw section 75.
7. Signage may require a Development Permit

**c) Presentation of Municipal Planning Commission (MPC)**

No one was in attendance.

**d) Presentation of Planning Consultant**

The Planning Consultant referenced the proposed development and proposal to vary the east side yard setback and the front yard setback. He noted only one property owner on the west side is affected. Planning Consultant indicated he did not have any concerns with the reduced setback on the sideyard nor the front where one unit encroaches. The Planning Consultant expressed concern that the fence encroaches into the southeast corner visibility triangle which may obstructs sight lines and create a safety issue at the intersection. He further expressed some concern with the placement of the kiosk and the gate entrance which is approximately 10m from the edge of roadway. Dependent on the length of the vehicle, a vehicle could extend into the roadway. The Planning Consultant commented that Medicine Hat intends to develop Boundary Road into a 4 lane divided arterial.

The Planning Consultant recommended the development application be approved with the conditions identified by the Development Officer plus that no fencing, contrary to the Land Use Bylaw, be allowed in the corner visibility triangle.

**e) Presentation of anyone served notice of hearing**

No one was in attendance.

Correspondence from City of Medicine Hat Planning Services indicated they had no objections to the proposed storage yard.

**f) Presentation of anyone claiming to be affected**

No further comments.

**g) Rebuttal of Appellant/Applicant**

R. Fai indicated he had no concerns with no fencing being within the corner visibility triangle. He noted that if they are required to move the kiosk they could have problems with turning radius.

B. Hawrelak questioned if the fire hydrant along boundary road is inside or outside of the fenceline.

Discussion ensued with the location of the kiosk and gate access.

**h) Other**

Nothing further.

**i) Recess**

B. Hawrelak moved to meet in camera at 7:47 p.m. – Carried.

The Appellant, Development Officer, and Planning Consultant left the meeting at 7:47 p.m.

**j) Decision**

P. Monteith moved that the appeal against the decision of the Development Officer to refuse to issue a permit for Development Permit Application 14-DP-011, Lot 6, Block 1, Plan 0012975 (2250 South Highway Drive SE) for a mini storage unit be upheld and the decision of the Development Officer be revoked. Further that Development Permit Application 14-DP-011, Lot 6, Block 1, Plan 0012975 (2250 South Highway Drive SE) for a mini storage unit with reduced setbacks be approved with the following conditions:

1. An Engineered Site Drainage Plan to the satisfaction of the Town of Redcliff Engineering Department.

2. The approach onto Industrial Drive to be constructed to the Town of Redcliff construction standards.
3. The approach onto Industrial Drive, and that area between the fences up to the gated entrance to be hard surfaced within 24 months of the start of development
4. The fence on the east property line is on the easterly edge of a Registered Utility Right of Way. Should access to the Utility Right of Way become necessary, the cost of upkeep or rebuilding of the fence will be at the Owners expense.
5. Accumulation of wrecked vehicles, vehicle parts or materials shall not be allowed.
6. Any screening done by the Developer shall comply with the Town of Redcliff's Land Use Bylaw section 75.
7. Signage may require a Development Permit.
8. No fencing is allowed within the corner visibility triangle.
9. Front gate access shall be a minimum of 10 m from property line.
10. Fire hydrant located on boundary road to be located outside any fencing.

- Carried.

Reasons for Decision:

1. The proposed development does not negatively impact the neighbourhood and will still allow access to both properties.
2. All concerns were addressed through conditions and through submission of revised plan.

B. Hawrelak moved to return to regular session at 8:09 p.m.

The Appellant(s), Development Officer, and Planning Consultant returned to the meeting at 8:10 p.m.

Chairman D. Kilpatrick advised the appellants of the decision and that the written decision would be forthcoming.

4. **ADJOURNMENT**

P. Monteith moved the meeting be adjourned at 8:15 p.m.

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Chairman

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S. Simon, Recording Secretary

**REDCLIFF FAMILY AND COMMUNITY SUPPORT SERVICES BOARD**  
**Community Services Office**  
**March 11, 2014 at 7:00 pm**

|                 |                    |                            |
|-----------------|--------------------|----------------------------|
| <b>PRESENT:</b> | Chairman           | Diane MacNaughton (acting) |
|                 | Community Services | Cindy Murray               |
|                 | Members at Large   | Lisa Weekes                |

|                               |            |             |
|-------------------------------|------------|-------------|
| <b>ABSENT (with regrets):</b> | Councillor | Chere Brown |
|-------------------------------|------------|-------------|

**1. GENERAL**

|                |                                               |
|----------------|-----------------------------------------------|
| Call to Order: | <b>A)</b> Meeting called to order at 7:05 pm. |
|----------------|-----------------------------------------------|

|                        |                                                                         |
|------------------------|-------------------------------------------------------------------------|
| Adoption of the Agenda | <b>B)</b> L. Weekes moved adoption of the agenda as amended. – Carried. |
|------------------------|-------------------------------------------------------------------------|

**2. MINUTES**

|                                         |                                                                                                                                                                              |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Board meeting held<br>November 27, 2014 | <b>A)</b> D. MacNaughton moved that the minutes of the Redcliff Family and Community Support Services Board meeting held November 27, 2013 be adopted as amended. – Carried. |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**3. BOARD UPDATES**

|             |                                                                                                                                                           |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Resignation | <b>A)</b> A. Pudwell resigned from the Redcliff Family and Community Support Services Board. Received with regret. Many thanks for her years of services. |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|

|                  |                                                                                                                                   |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| New Board Member | <b>B)</b> L. Weekes was introduced and welcomed as the newest member of the Redcliff Family and Community Support Services Board. |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------|

**4. ELECTIONS**

|                      |                                                                                                                                       |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Election of Chairman | <b>A)</b> D. MacNaughton was elected as Chairman of the Redcliff Family and Community Support Services Board by acclamation. CARRIED. |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------|

|                           |                                                                                                                                       |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Election of Vice-Chairman | <b>B)</b> L. Weekes was elected as Vice-Chairman of the Redcliff Family and Community Support Services Board by acclamation. CARRIED. |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------|

**5. OLD BUSINESS**

|                            |                                                                                                                                                           |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bylaw No. 1443/2005 Review | <b>A)</b> Board members reviewed the Family and Community Support Services Bylaw No. 1443/2005. Recommendations for changes will be forwarded to Council. |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                   |                                                                                                                                                                                 |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Redcliff Action Society for Youth | <b>B)</b> Redcliff Action Society for Youth has not hired a tutor or tutors as a suitable candidate has not been found yet. The position is posted at the Medicine Hat College. |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

A lunch supervisor has been hired at the Youth Centre and this has been very helpful.

The Redcliff Action Society for Youth Board will be reviewing quotes for the new computers at the next meeting.

## **6. DIRECTOR'S REPORT**

### **Pink Shirt Day**

**A)** Community Services worked with DREAMS (Developing Redcliff's Education And Mental health Supports) to promote the anti-bullying Pink Shirt Day on February 26. Most of the staff at the Town Office wore pink shirts in support of the day; Community Services assisted at the Margaret Wooding School assembly and Mayor Reimer spoke at the assembly.

### **Family Nights**

**B)** The last Wednesday of each month from now until the end of June will be DREAMS Family Night which Community Services will promote and support. Some upcoming activities include a games night and a Hawaiian night at the Aquatic Centre in June.

### **Volunteer Income Tax Program**

**C)** Volunteers will be available to prepare Income Tax and Benefit forms at the Seniors Centre from 1 – 3 pm each Saturday from March 22 – April 12.

### **Enhancement Funding**

**D)** Volunteer Alberta provided \$495.00 to assist with National Volunteer Week Celebrations.

## **7. NEW BUSINESS**

### **Annual Calendar**

**A)** A calendar was provided to board members as a reminder of annual events and grant deadlines. This will be reviewed at each meeting.

### **Family School Liaison Worker Report**

**B)** The annual Family School Liaison Worker report was received for information.

### **Mentoring Program**

**C)** Big Brothers Big Sisters coordinates the mentoring program between Margaret Wooding School students and Eagle Butte High School students. Big Brother Big Sisters requested funding of \$500.00 to facilitate this program this spring.

### **Recommendation**

The Board recommends that Council approve funding in the amount of \$500.00 from the Community Development account (G.L. 2.51.09.770.000) for the Big Brothers Big Sisters mentoring program between Margaret Wooding School students and Eagle Butte High School students.

### **Roving Gyms**

**D)** C. Murray met with Jennifer Usher from the Medicine Hat Early Childhood Coalition regarding Roving Gyms. Our program would not need to "rove" but the basic idea can be adapted to suit our community. The program will provide opportunities for children and

youth to play and socialize. A location and limited equipment has been arranged but a supervisor and assistants are required yet.

#### Intergenerational Programming Workshop

**E)** The LINKages Society of Alberta is considering Redcliff as the venue for their regional workshop focused on inspiring organizations and community members to implement programs that promote connections between youth and seniors. More information will be available soon. Received for information.

#### Volunteer Nomination

**F)** Ann Pudwell was selected as the 2014 Volunteer of the Year for the Redcliff Family and Community Support Services Board.

#### FCSSAA Conference

**G)** D. MacNaughton indicated that she would like to attend the Provincial Family and Community Support Services Association of Alberta (F.C.S.S.A.A.) Conference, November 12 – 15, 2014 in Edmonton.

#### Agenda Review

**H)** The agenda format was reviewed. Board members were satisfied with the current format.

#### FCSS Grant Applications

**I)** A review of the FCSS Grant Applications is tabled until the next meeting.

### 8. MEETINGS/CONFERENCES/WORKSHOPS

|                                             |          |              |
|---------------------------------------------|----------|--------------|
| <b>A)</b> Community Information Night       | Redcliff | March 13     |
| <b>B)</b> Outcomes Training                 | Redcliff | end of March |
| <b>C)</b> Family Night                      | Redcliff | March 26     |
| <b>D)</b> Redcliff Improvement Organization | Redcliff | March 27     |
| <b>E)</b> Volunteer Night Celebration       | Redcliff | April 11     |
| <b>F)</b> Southern Alberta Kanadier Assoc   | Redcliff | April 28     |

### 9. DATE OF NEXT MEETING - April 8, 2014

#### Adjournment

### 10. ADJOURNMENT

**A)** L. Weekes moved to adjourn the meeting at 9:00 pm.



**REDCLIFF PLANNING BOARD MEETING  
TUESDAY, MARCH 18, 2014  
TOWN OF REDCLIFF COUNCIL CHAMBERS AT 9:00 AM  
MINUTES**

|                 |                                        |             |
|-----------------|----------------------------------------|-------------|
| <b>PRESENT:</b> | Councillor                             | L. Leipert  |
|                 | Municipal Manager                      | A. Crofts   |
|                 | Manager of Legislative & Land Services | S. Simon    |
|                 | Manager of Engineering                 | K. Minhas   |
|                 | Planning Consultant                    | K. Snyder   |
|                 | Executive Assistant                    | C. Cranston |

**1. CALL TO ORDER**

Municipal Manager called the meeting to order at 9:02 a.m.

**2. ADOPTION OF AGENDA**

L. Leipert moved that the agenda be adopted as presented. – Carried.

**3. PREVIOUS MINUTES**

K. Snyder moved the minutes of February 18, 2014 be accepted as presented. – Carried.

**4. NEW BUSINESS**

**A) Bylaw. 1772/2014**

**Proposed Land Use Bylaw Amendment**

**Lot 1-2, Block 3, Plan 7911064, 225 Saskatchewan Drive NE**

**To change land use district from H Horticultural to I-1 Light Industrial**

Manager of Legislative and Land Services provided the background information regarding the application for the Land Use Amendment noting that the new owner of the property wishes to park equipment and store supplies on the property. The site was formerly a greenhouse which was removed and the property sold.

The Redcliff Planning Board had no objection or concerns in regard Bylaw 1772/2014 to amend the Land Use Bylaw for Lot 1-2, Block 3, Plan 7911064 (225 Saskatchewan Drive NE) from H Horticultural District to I-1 Industrial District.

**B) Oldman River Regional Services Commission**

**Re: Summary of ORRSC's interpretation of the South Saskatchewan Regional Plan**

The Oldman River Regional Service Commission summary of interpretation of the South Saskatchewan Regional plan was provided to the Redcliff Planning Board for their information.

**5. FUTURE/ONGOING PROJECT LISTING**

- A)** Subdivision Plan Lot 1, Block 8, Plan 0412179 (Future Protective Services Site)
- B)** I-XL Development
- C)** Engineering and Development Plan Review
- D)** River Terrace Area Structure Plan
- E)** Joint Area Structure Plan (ASP) with Cypress County

**6. ADJOURNMENT**

The meeting was adjourned at 9:14 a.m. – Carried.

**MUNICIPAL PLANNING COMMISSION  
WEDNESDAY MARCH 19, 2014 – 12:30 pm  
TOWN OF REDCLIFF**

**Minutes**

|                          |                                 |
|--------------------------|---------------------------------|
| <b>PRESENT:</b> Members: | J. Beach, B. Duncan, B. Lowery, |
|                          | D. Prpick, B. Vine              |
| Public Services Director | D. Schaffer                     |
| Planning Consultant      | K. Snyder                       |
| Development Officer      | B. Stehr                        |
| Executive Assistant      | C. Cranston                     |

**1. CALL TO ORDER**

B. Duncan called the meeting to order at 12:35 p.m.

**2. ADOPTION OF AGENDA**

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

**3. PREVIOUS MINUTES**

B. Lowery moved that the minutes of the December 18, 2013 meeting be adopted as presented. – Carried.

B. Vine moved that the minutes of the February 19, 2013 meeting be adopted as presented. – Carried.

**4. LIST OF DEVELOPMENT PERMITS ADVERTISED**

The Commission reviewed the development permits advertised in the Cypress Courier/ 40 Mile Commentator on March 4, 2014, and were advised by the Development Officer that no Appeals had been received with the exception of those listed on the Agenda.

**5. DEVELOPMENT PERMIT APPLICATIONS APPROVED BY DEVELOPMENT OFFICER**

- A)** Development Permit Application 13-DP-066  
DJKS Services Ltd.  
Lot 11-24, Block 2, Plan 5094AV (14 Dutton Street SE)  
Approved: Trade & Contractor Service – Yard Maintenance
- B)** Development Permit Application 14-DP-012  
Courtyard Law Office  
Lot OT, Block 72, Plan 1117V (26 1 Street SE)  
Approved: Permit to Stay

- C)** Development Permit Application 14-DP-019  
Skky Industrial Inc.  
Lot 5, Block 1, Plan 0012975 (Bay #1 – 2200 South Highway Drive SE)  
Approved: Change of Use – Heavy Duty Mechanical
- D)** Development Permit Application 14-DP-020  
Harvey Berger  
Lot 33-34, Block 17, Plan 1117V (526 3 Street SE)  
Approved: Permit to Stay
- E)** Development Permit Application 14-DP-021  
Dave Lindeman  
Lot 9-10, Block 29, Plan 1117V (321 Main Street S)  
Approved: Permit to Stay
- F)** Development Permit Application 14-DP-023  
Matthew Lofgren  
Lot 17, Block 80, Plan 9310188 (46 6 Street NE)  
Approved: Permit to Stay

## **6. FOR COMMENT**

- A)** **Land Use Amendment Application Bylaw 1772/2014**  
**Lot 1-2, Block 3, Plan 7911064 (225 Saskatchewan Drive NE)**  
**From H-Horticultural to I-1 Light Industrial**

The Commission had no objections or concerns with proposed Bylaw 1772/2014.

B. Vine moved that the Commission advise Council of their concerns in regard to zoning changes from Horticultural to other enhanced land use districts without consideration for the difference in land values.

B. Vine withdrew his motion.

- B)** **SDAB Appeal**  
**Development Permit Application 14-DP-013**  
**Lot 43, Block 91, Plan 9411418 (326 Broadway Avenue W)**  
**Approved: Semi-Detached Dwelling**

**SDAB Appeal**  
**Development Permit Application 14-DP-014**  
**Lot 44, Block 91, Plan 9411418 (320 Broadway Avenue W)**  
**Approved: Semi-Detached Dwelling**

**SDAB Appeal**  
**Development Permit Application 14-DP-015**  
**Lot 45, Block 91, Plan 9411418 (314 Broadway Avenue W)**  
**Approved: Semi-Detached Dwelling**

**SDAB Appeal**  
**Development Permit Application 14-DP-016**  
**Lot 46, Block 91, Plan 9411418 (308 Broadway Avenue W)**  
**Approved: Semi-Detached Dwelling**

B. Duncan referenced the development permit applications and noted that all applications were approved with a 10 % variance to the sideyard setback. He advised that there has been an oversight of the regulations in the land use bylaw. The Land Use Bylaw states that on lots with no rear lane that there must be one unobstructed 3m sideyard setback. The three interior lots, Lot 44, Block 91, Plan 9411418 (320 Broadway Avenue W), Lot 45, Block 91, Plan 9411418 (314 Broadway Avenue W) and Lot 46, Block 91, Plan 9411418 (308 Broadway Avenue W) are affected by this regulation.

- C. D. Prpick moved that a check list of uniform development standards and conditions be provided to the Municipal Planning Commission which they could use for consistency for all development applications.

D. Prpick withdrew her motion.

**7. ADJOURNMENT**

D, Schaffer moved adjournment of the meeting at 1:12 p.m. – Carried.

**TOWN OF REDCLIFF  
BYLAW NO. 1767/2014**

**A Bylaw of the Town of Redcliff to amend Bylaw No. 1267/2000, being the Portion of 100 Block and 200 block of 3<sup>rd</sup> Street NE Water System Main Line Bylaw.**

**WHEREAS** the Council of the Town of Redcliff passed Bylaw No. 1267/2000 on October 12, 2000 in order to authorize a local improvement and the imposition of a local improvement tax.

**AND WHEREAS** the local improvement consisted of undertaking and completing the installation of water system main lines on 3<sup>rd</sup> Street NE between a point 107 feet north of the northerly most point of 1<sup>st</sup> Avenue NE and 3<sup>rd</sup> Avenue NE in the Town of Redcliff.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

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

1. That Bylaw No. 1267/2000, being the Portion of 100 Block and 200 block of 3<sup>rd</sup> Street NE Water System Main Line Bylaw be amended as follows:
  - ii) Delete Schedule A to Bylaw 1267/2000 and replace it with revised Schedule A as is hereto attached to this amending bylaw.
2. That Bylaw 1719/2012 is hereby repealed.
3. This Bylaw shall take effect on the day of the final passing thereof.

READ a first time this 10<sup>th</sup> day of March, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014..

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND  
LAND SERVICES

**REVISED SCHEDULE "A" TO BYLAW NO. 1267/2000  
SPECIAL AREA ASSESSMENT  
TOWN OF REDCLIFF**

***LOCAL IMPROVEMENT - SPECIAL LOCAL AREA ASSESSMENT***

**For the installation of Water system main lines on 3<sup>rd</sup> Street N.E. between a point 107 feet North of the Northerly most point of 1<sup>st</sup> Avenue N.E. and 3<sup>rd</sup> Avenue N.E in the Town of Redcliff.**

1. Properties to be assessed:

| <b>200 Block 3rd Street NE - West Side of Street</b>    |              |             |                  |
|---------------------------------------------------------|--------------|-------------|------------------|
| <b>Lot</b>                                              | <b>Block</b> | <b>Plan</b> | <b>Eff Feet</b>  |
| 43                                                      | 115          | 1313015     | 62.84            |
| 35-36                                                   | 115          | 1117V       | 50.00            |
| 41                                                      | 115          | 0413184     | 166              |
| <b>Subtotal</b>                                         |              |             | <b>278.84</b>    |
| <b>100 Block of 3rd Street NE - West Side of Street</b> |              |             |                  |
| <b>Lot</b>                                              | <b>Block</b> | <b>Plan</b> | <b>Eff. Feet</b> |
| 21-22                                                   | 106          | 1117V       | 50.00            |
| 23-24                                                   | 106          | 1117V       | 50.00            |
| 42                                                      | 106          | 0813441     | 68.00            |
| Unit 1                                                  |              | 0813840     | 20.25            |
| Unit 2                                                  |              | 0813840     | 18.00            |
| Unit 3                                                  |              | 0813840     | 18.00            |
| Unit 4                                                  |              | 0813840     | 18.00            |
| Unit 5                                                  |              | 0813840     | 18.55            |
| Unit 6                                                  |              | 0813840     | 18.55            |
| Unit 7                                                  |              | 0813840     | 18.58            |
| Unit 8                                                  |              | 0813840     | 18.58            |
| Unit 9                                                  |              | 0813840     | 19.89            |
| Unit 10                                                 |              | 0813840     | 19.125           |
| Unit 11                                                 |              | 0813840     | 19.125           |
| Unit 12                                                 |              | 0813840     | 18.36            |
| <b>Subtotal</b>                                         |              |             | <b>393.01</b>    |
| <b>200 Block 3rd Street NE - East Side of Street</b>    |              |             |                  |
| <b>Lot</b>                                              | <b>Block</b> | <b>Plan</b> | <b>Eff Feet</b>  |
| 43                                                      | 107          | 8210827     | 95.62            |
| 42                                                      | 107          | 8210827     | 106.98           |
| 41                                                      | 107          | 8210827     | 66.90            |
| <b>Subtotal</b>                                         |              |             | <b>269.50</b>    |

| <b>100 Block of 3rd Street NE - East Side of Street</b> |              |             |                  |
|---------------------------------------------------------|--------------|-------------|------------------|
| <b>Lot</b>                                              | <b>Block</b> | <b>Plan</b> | <b>Eff. Feet</b> |
| Unit 14                                                 |              | 0714919     | 21.65            |
| Unit 15                                                 |              | 0714919     | 20.03            |
| Unit 16                                                 |              | 0714919     | 20.07            |
| Unit 17                                                 |              | 0714919     | 19.93            |
| Unit 4                                                  |              | 0612896     | 21.57            |
| Unit 5                                                  |              | 0612896     | 20.12            |
| Unit 6                                                  |              | 0612896     | 20.16            |
| Unit 7                                                  |              | 0612896     | 19.83            |
| Unit 9                                                  |              | 0710118     | 15.33            |
| Unit 10                                                 |              | 0710118     | 15.49            |
| Unit 11                                                 |              | 0710118     | 15.49            |
| Unit 12                                                 |              | 0710118     | 15.33            |
| 8-11                                                    | 107          | 1117V       | 100.00           |
| 6-7                                                     | 107          | 1117V       | 50.00            |
| <b>Subtotal</b>                                         |              |             | <b>375.00</b>    |
| <b>Total</b>                                            |              |             | <b>1316.35</b>   |

- |    |                                                                                                      |              |
|----|------------------------------------------------------------------------------------------------------|--------------|
| 2. | Total effective frontage feet                                                                        | 1,316.35     |
| 3. | Total special assessment                                                                             | \$ 30,000.00 |
| 4. | Total special assessment per effective frontage foot.                                                | \$ 22.79     |
| 5. | Annual unit rate per effective frontage foot to be payable for a period of 20 years calculated at 6% | \$ 1.99      |
| 6. | Total yearly assessment against properties                                                           | \$ 2,615.54  |

Effective frontage feet have been calculated on the basis of 130 square feet per effective frontage foot. Thus an effective frontage foot is calculated by using the area of the assessed property and dividing it by 130.



**TOWN OF REDCLIFF  
BYLAW NO. 1768/2014**

**A Bylaw of the Town of Redcliff to amend Bylaw No. 1269/2000, being the Portion of 100 Block and 200 block of 3<sup>rd</sup> Street NE Sanitary Sewer System Main Line Bylaw.**

**WHEREAS** the Council of the Town of Redcliff passed Bylaw No. 1269/2000 on October 12, 2000 in order to authorize a local improvement and the imposition of a local improvement tax.

**AND WHEREAS** the local improvement consisted of undertaking and completing the installation of sanitary sewer main lines on 3<sup>rd</sup> Street NE between a point 107 feet north of the northerly most point of 1<sup>st</sup> Avenue NE and 3<sup>rd</sup> Avenue NE in the Town of Redcliff.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

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

1. That Bylaw No. 1269/2000, being the Portion of 100 Block and 200 block of 3<sup>rd</sup> Street NE Sanitary System Main Line Bylaw be amended as follows:
  - ii) Delete Schedule A to Bylaw 1269/2000 and replace it with revised Schedule A as is hereto attached to this amending bylaw.
2. That Bylaw No.1718/2012 is hereby repealed.
3. This Bylaw shall take effect on the day of the final passing thereof.

READ a first time this 10th day of March, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND  
LAND SERVICES

**REVISED SCHEDULE "A" TO BYLAW NO. 1269/2000  
SPECIAL AREA ASSESSMENT  
TOWN OF REDCLIFF**

***LOCAL IMPROVEMENT - SPECIAL LOCAL AREA ASSESSMENT***

**For the installation of Sanitary Sewer main lines on 3<sup>rd</sup> Street N.E. between a point 107 feet North of the Northerly most point of 1<sup>st</sup> Avenue N.E. and 3<sup>rd</sup> Avenue N.E in the Town of Redcliff.**

1. Properties to be assessed:

| <b>200 Block 3rd Street NE - West Side of Street</b>    |              |             |                  |
|---------------------------------------------------------|--------------|-------------|------------------|
| <b>Lot</b>                                              | <b>Block</b> | <b>Plan</b> | <b>Eff. Feet</b> |
| 43                                                      | 115          | 1313015     | 62.84            |
| 35-36                                                   | 115          | 1117V       | 50.00            |
| 41                                                      | 115          | 0413184     | 166              |
| <b>Subtotal</b>                                         |              |             | <b>278.84</b>    |
| <b>100 Block of 3rd Street NE - West Side of Street</b> |              |             |                  |
| <b>Lot</b>                                              | <b>Block</b> | <b>Plan</b> | <b>Eff. Feet</b> |
| 21-22                                                   | 106          | 1117V       | 50.00            |
| 23-24                                                   | 106          | 1117V       | 50.00            |
| 42                                                      | 106          | 0813441     | 68               |
| Unit 1                                                  |              | 0813840     | 20.25            |
| Unit 2                                                  |              | 0813840     | 18.00            |
| Unit 3                                                  |              | 0813840     | 18.00            |
| Unit 4                                                  |              | 0813840     | 18.00            |
| Unit 5                                                  |              | 0813840     | 18.55            |
| Unit 6                                                  |              | 0813840     | 18.55            |
| Unit 7                                                  |              | 0813840     | 18.58            |
| Unit 8                                                  |              | 0813840     | 18.58            |
| Unit 9                                                  |              | 0813840     | 19.89            |
| Unit 10                                                 |              | 0813840     | 19.125           |
| Unit 11                                                 |              | 0813840     | 19.125           |
| Unit 12                                                 |              | 0813840     | 18.36            |
| <b>Subtotal</b>                                         |              |             | <b>393.01</b>    |
|                                                         |              |             |                  |
|                                                         | <b>Block</b> | <b>Plan</b> | <b>Eff Feet</b>  |
| 43                                                      | 107          | 8210827     | 95.62            |
| 42                                                      | 107          | 8210827     | 106.98           |
| 41                                                      | 107          | 8210827     | 66.90            |
| <b>Subtotal</b>                                         |              |             | <b>269.50</b>    |

| <b>100 Block of 3rd Street NE - East Side of Street</b> |              |             |                  |
|---------------------------------------------------------|--------------|-------------|------------------|
| <b>Lot</b>                                              | <b>Block</b> | <b>Plan</b> | <b>Eff. Feet</b> |
| Unit 14                                                 |              | 0714919     | 21.65            |
| Unit 15                                                 |              | 0714919     | 20.03            |
| Unit 16                                                 |              | 0714919     | 20.07            |
| Unit 17                                                 |              | 0714919     | 19.93            |
| Unit 4                                                  |              | 0612896     | 21.57            |
| Unit 5                                                  |              | 0612896     | 20.12            |
| Unit 6                                                  |              | 0612896     | 20.16            |
| Unit 7                                                  |              | 0612896     | 19.83            |
| Unit 9                                                  |              | 0710118     | 15.33            |
| Unit 10                                                 |              | 0710118     | 15.49            |
| Unit 11                                                 |              | 0710118     | 15.49            |
| Unit 12                                                 |              | 0710118     | 15.33            |
| 8-11                                                    | 107          | 1117V       | 100.00           |
| 6-7                                                     | 107          | 1117V       | 50.00            |
| <b>Subtotal</b>                                         |              |             | <b>375.00</b>    |
| <b>Total</b>                                            |              |             | <b>1316.35</b>   |

- |    |                                                                                                       |              |
|----|-------------------------------------------------------------------------------------------------------|--------------|
| 2. | Total effective frontage feet                                                                         | 1,316.35     |
| 3. | Total special assessment                                                                              | \$ 28,750.00 |
| 4. | Total special assessment per effective frontage foot.                                                 | \$ 21.84     |
| 5. | Annual unit rate per effective frontage foot to be payable for a period of 20 years calculated at 6.% | \$ 1.90      |
| 6. | Total yearly assessment against properties                                                            | \$ 2,506.56  |

Effective frontage feet have been calculated on the basis of 130 square feet per effective frontage foot. Thus an effective frontage foot is calculated by using the area of the assessed property and dividing it by 130.

**TOWN OF REDCLIFF  
BYLAW NO. 1769/2014**

**A Bylaw of The Town of Redcliff to amend Bylaw No. 1480/2006, being the 3<sup>rd</sup> Street NE (200 block) Road Widening, Curb, Gutter, Sidewalk, Streetlights and Related Appurtenances Bylaw and amend Bylaw 1665/2010, a bylaw to amend Bylaw 1480/2006.**

**WHEREAS** the Council of the Town of Redcliff desires to amend Bylaw No. 1480/2006 which was passed on August 23, 2006, and to amend Bylaw 1665/2010 to amend Bylaw 1480/2006, which was passed on September 14, 2010.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

**AND WHEREAS** THE Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local improvement Tax and the effective frontage feet.

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

1. That Bylaw No. 1480/2006, being the 3<sup>rd</sup> Street NE (200 block) Road Widening, Curb, Gutter, Sidewalk, Streetlights and Related Appurtenances Bylaw and Bylaw 1665/2010, to amend Bylaw 1480/2006 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

| Lot                                        | Block | Plan    | Street Address                | Owner                           | Eff Frontage Feet |
|--------------------------------------------|-------|---------|-------------------------------|---------------------------------|-------------------|
| 35-36                                      | 115   | 1117V   | 213 3 <sup>rd</sup> Street NE | Christopher George              | 50.00             |
| 41                                         | 115   | 0413184 | 201 3 <sup>rd</sup> Street NE | 568089 Alberta Inc.             | 165.96            |
| 43                                         | 115   | 1313015 | 217 3 <sup>rd</sup> Street NE | Mountain Stone Contracting Inc. | 62.80             |
|                                            |       |         |                               |                                 | 278.76            |
| <b>3 Street NE East Side of the Street</b> |       |         |                               |                                 |                   |
| Lot                                        | Block | Plan    | Street Address                | Owner                           | Eff Frontage Feet |
| 41                                         | 107   | 8210827 | 202 3 <sup>rd</sup> Street NE | David Butt                      | 68.89             |
| 42                                         | 107   | 8210827 | 208 3 <sup>rd</sup> Street NE | Troy Fandrick and Brent Early   | 106.98            |
| 43                                         | 107   | 8210827 | 218 3 <sup>rd</sup> Street NE | Curtis Ensminger Prof. Corp.    | 95.62             |
| <b>Subtotal</b>                            |       |         |                               |                                 | <b>271.49</b>     |
| <b>Total</b>                               |       |         |                               |                                 | <b>550.25</b>     |

2. This Bylaw shall take effect upon final passing thereof.

READ a first time this 10th day of March, 2014.

READ a second time \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND LAND SERVICES

**TOWN OF REDCLIFF  
BYLAW NO. 1770/2014**

**A Bylaw of The Town of Redcliff to amend Bylaw No. 1421/2005, being Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw and to amend Bylaw 1517/2007 being a Bylaw to amend Bylaw No. 1421/2005, being the Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw.**

**WHEREAS** the Council of the Town of Redcliff desires to amend Bylaw No. 1421/2005, which was passed on June 15, 2005 and to amend Bylaw No. 1517/2007 which was passed on May 15, 2007.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

**AND WHEREAS** the Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local improvement Tax and the effective frontage feet.

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

1. That Bylaw No. 1421/2005, being the Highway Avenue (800-1000 Blocks) Paving Project Bylaw and Bylaw 1517/2007 being a Bylaw to amend Bylaw No. 1421/2005, being the Highway Avenue NE (800-1000 Blocks) Paving Project Bylaw be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

| Highway Ave NE (800-1000 Blk) |       |         |                        |                                               |          |
|-------------------------------|-------|---------|------------------------|-----------------------------------------------|----------|
| Lot                           | Block | Plan    | Street Address         | Owner                                         | Eff Feet |
| 1-3                           | 7     | 6735GW  | 802 Highway Avenue NE  | Gordon & Gail Gee                             | 146      |
| 4-5                           | 7     | 6735GW  | 806 Highway Avenue NE  | Gordon & Gail Gee                             | 92       |
| 6-9                           | 7     | 6735GW  | 908 Highway Avenue NE  | R&R Fiberglass Fabricators                    | 185      |
| 10                            | 7     | 6735GW  | 910 Highway Avenue NE  | Bonnie Pover                                  | 46       |
| 11-12                         | 7     | 6735GW  | 912 Highway Avenue NE  | Bonnie Pover                                  | 101      |
| Unit 1                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 56       |
| Unit 2                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 53       |
| Unit 3                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 53       |
| Unit 4                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 107      |
| Unit 5                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 53       |
| Unit 6                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 53       |
| Unit 7                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 53       |
| Unit 8                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 53       |
| Unit 9                        | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 53       |
| Unit 10                       | 0     | 9511390 | 900 Highway Avenue NE  | Darren Skovmose / Curtis Ensminger Prof. Corp | 109      |
| 1                             | 5     | 6735GW  | 1000 Highway Avenue NE | Ross's Auto Repair                            | 55       |
| 2-6                           | 5     | 6735GW  | 1010 Highway Avenue NE | SFJ Inc                                       | 239      |
| 1                             | 4     | 6735GW  | 1200 Highway Avenue NE | Quality Service & Machine                     | 55       |

|              |   |        |                        |                               |              |
|--------------|---|--------|------------------------|-------------------------------|--------------|
| 2-5          | 4 | 6735GW | 1080 Highway Avenue NE | 1065247 Alberta Ltd.          | 184          |
| All          | A | 6735GW | 1081 Highway Avenue NE | 1257828 Alberta Ltd.          | 125          |
| 6            | 4 | 6735GW | 1088 Highway Avenue NE | Norman Noviski & Naida Warren | 77           |
| <b>Total</b> |   |        |                        |                               | <b>1,948</b> |

2. This bylaw shall take effect on the day of the final passing thereof.

READ a first time this the 10<sup>th</sup> day of March, 2014.

READ a second time this the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND LAND  
SERVICES

**TOWN OF REDCLIFF  
BYLAW NO. 1771/2014**

**A Bylaw of The Town of Redcliff to amend Bylaw No. 1309/2002, being the South Railway Street NE Storm Sewer Project Bylaw and Bylaw 1355/2003 being a bylaw to amend Bylaw 1309/2002.**

**WHEREAS** the Council of the Town of Redcliff desires to amend Bylaw No. 1309/2002, which was passed on March 28, 2002 and to amend Bylaw No. 1355/2003 which was passed on March 11, 2003.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

**AND WHEREAS** the Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local Improvement Tax and the .

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

1. That Bylaw No. 1309/2002, being the South Railway Street NE Storm Sewer Project Bylaw and Bylaw 1355/2003 being a bylaw to amend bylaw 1309/2002 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

| <b>On South Railway Street NE - North Side</b> |              |             |                  |
|------------------------------------------------|--------------|-------------|------------------|
| <b>Lot</b>                                     | <b>Block</b> | <b>Plan</b> | <b>Eff Feet</b>  |
| U-2                                            | 1            | 7510870     | 101              |
| Subtotal                                       |              |             | <b>101</b>       |
| <b>On South Railway Street NE - South Side</b> |              |             |                  |
| <b>Lot</b>                                     | <b>Block</b> | <b>Plan</b> | <b>Eff. Feet</b> |
| 6                                              | 80           | 9310188     | 101              |
| 7                                              | 80           | 9310188     | 101              |
| 28                                             | 80           | 0613199     | 392              |
| 30                                             | 80           | 1312206     | 844              |
| 11                                             | 80           | 9310188     | 107              |
| 12                                             | 80           | 9310188     | 84               |
| 13                                             | 80           | 9310188     | 94               |
| 14                                             | 80           | 9310188     | 121              |
| 1-5                                            | 80           | 755AD       | 75               |
| 1-3                                            | 81           | 755AD       | 75               |
| 4-6                                            | 81           | 755AD       | 75               |
| Subtotal                                       |              |             | <b>2069</b>      |



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| On South Railway Street NE - East Side |       |         |              |
|----------------------------------------|-------|---------|--------------|
| Lot                                    | Block | Plan    | Eff Feet     |
| 6                                      | 3     | 1310370 | 2248         |
| <b>Subtotal</b>                        |       |         | <b>2,248</b> |
| <b>Total</b>                           |       |         | <b>4,418</b> |

2. This Bylaw repeals Bylaw 1746/2013.
3. This bylaw shall take effect on the day of the final passing thereof.

READ a first time this 10th day of March, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE  
AND LAND SERVICES



## APPLICATION FOR LAND USE AMENDMENT

Owner of Site: Name: 1394367 AB LTD  
Address: H26 JESMOND CIRCLE S.W  
REDCLIFF AB.  
Postal Code: T0J 2P2.

Agent of Owner: Name: 1394367 AB LTD. C/O RODNEY BUICK  
Address: H26- JESMOND CIRCLE S.W.  
REDCLIFF, AB.  
Postal Code: T0J 2P2

Telephone Number 403-527-0433  
Existing Land Use Zoning: HORTICULTURE  
Proposed Land Use Zoning: L1 (LIGHT INDUSTRIAL)  
Municipal Address of Site: 225 SASKATCHEWAN DR. N.E  
Legal Land Description Lot 1 + 2 Block 3 Plan 9911064

### Enclosures and Attachments:

- ☒ a) Copy of Certificate of Title for Effected lands.
- ☐ b) Evidence that Agent is authorized by Owner.
- ☒ c) Statement of reasons in support of application.
- ☐ d) Vicinity map of an appropriate scale indicating the location of the parcel and its relationship to the existing land uses and developments within 60 m of the parcel boundaries.
- ☐ e) Where application is for a district change to DC – Direct control district a statement explaining why particular control is needed to be exercised over the parcel and why another district is not appropriate.
- ☐ f) Fee, as established by resolution of Town Council, which shall include a standard application fee plus the cost of advertising for the public hearing.

The Municipal Manager in consultation with the Redcliff Planning Board may:

- (a) Refuse to accept an application to amend this Bylaw if the information required by subsection (30) has not been supplied, or
- (b) Consider the application complete without all of the information required by subsection (30), if, in his opinion, a decision can be properly made with the information supplied.

  
OWNER'S AND/OR OWNER'S AGENT SIGNATURE

March 4/14  
DATE

March 4 2014

To Whom it May Concern,

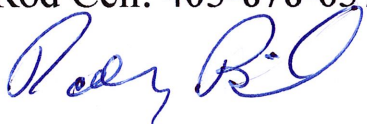
We are applying for a land use amendment change for the property at:

225 Saskatchewan Drive N.E.  
Redcliff Alberta  
T0J 2P0

We would like to change it from Horticultural to Light Industrial the reason being we purchased a lot with a shop at 212 Saskatchewan Drive N.E. Redcliff but need more room to park equipment and store supplies.

Thanks,  
1394367 AB Ltd.

C/O Rod & Connie Buick  
426 Jesmond Circle S.W.  
Redcliff Alberta  
T0J 2P2  
Home Phone: 403-504-8394  
Rod Cell: 403-878-6373

A handwritten signature in blue ink, appearing to read 'Rod Buick', is written below the printed contact information.

REDC \*\*\*\* 20140213

LAND TITLE CHANGES IN ALBERTA, AN INFORMATION SERVICE FOR  
MUNICIPALITIES

PROVIDED BY ALBERTA LAND TITLES OFFICE.  
LAND TITLES DAILY CHANGES REPORT - ALBERTA REMAINDER

PARCEL LINC: SHORT LEGAL:

0016970584 7911064;3;1

0016970592 7911064;3;2

MUNICIPALITY: TOWN OF REDCLIFF

LEGAL DESCRIPTION:

PLAN 7911064

BLOCK 3

LOTS 1 AND 2

EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;6;13;16;SE

ESTATE: FEE SIMPLE

REFERENCE TITLE: 121 168 464

| NEW REGISTERED OWNER(S) |           |                  |           |               |
|-------------------------|-----------|------------------|-----------|---------------|
| REGISTRATION            | DATE(YMD) | DOCUMENT TYPE    | VALUE     | CONSIDERATION |
| 141 040 580             | 14/02/13  | TRANSFER OF LAND | \$200,000 | \$200,000     |

OWNERS:

1394367 ALBERTA LTD.

OF 426 JESMOND CIRCLE SW

REDCLIFF

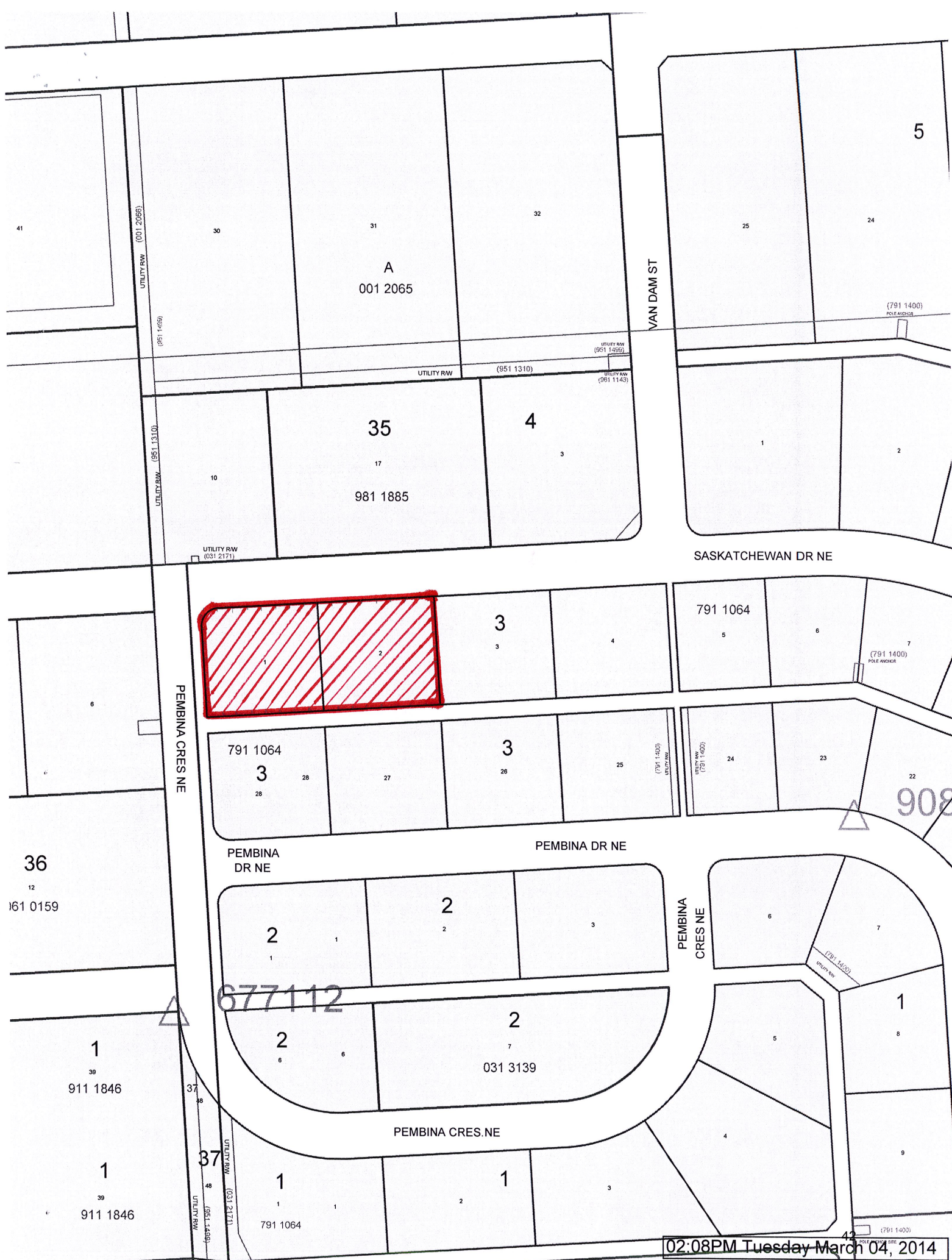
ALBERTA T0J 2P2

\* END OF SHEET \*











**REDCLIFF PLANNING BOARD MEETING  
TUESDAY, MARCH 18, 2014  
TOWN OF REDCLIFF COUNCIL CHAMBERS AT 9:00 AM  
MINUTES**

|                 |                                        |             |
|-----------------|----------------------------------------|-------------|
| <b>PRESENT:</b> | Councillor                             | L. Leipert  |
|                 | Municipal Manager                      | A. Crofts   |
|                 | Manager of Legislative & Land Services | S. Simon    |
|                 | Manager of Engineering                 | K. Minhas   |
|                 | Planning Consultant                    | K. Snyder   |
|                 | Executive Assistant                    | C. Cranston |

**1. CALL TO ORDER**

Municipal Manager called the meeting to order at 9:02 a.m.

**2. ADOPTION OF AGENDA**

L. Leipert moved that the agenda be adopted as presented. – Carried.

**3. PREVIOUS MINUTES**

K. Snyder moved the minutes of February 18, 2014 be accepted as presented. – Carried.

**4. NEW BUSINESS**

**A) Bylaw. 1772/2014**

**Proposed Land Use Bylaw Amendment**

**Lot 1-2, Block 3, Plan 7911064, 225 Saskatchewan Drive NE**

**To change land use district from H Horticultural to I-1 Light Industrial**

Manager of Legislative and Land Services provided the background information regarding the application for the Land Use Amendment noting that the new owner of the property wishes to park equipment and store supplies on the property. The site was formerly a greenhouse which was removed and the property sold.

The Redcliff Planning Board had no objection or concerns in regard Bylaw 1772/2014 to amend the Land Use Bylaw for Lot 1-2, Block 3, Plan 7911064 (225 Saskatchewan Drive NE) from H Horticultural District to I-1 Industrial District.

**B) Oldman River Regional Services Commission**

**Re: Summary of ORRSC's interpretation of the South Saskatchewan Regional Plan**

The Oldman River Regional Service Commission summary of interpretation of the South Saskatchewan Regional plan was provided to the Redcliff Planning Board for their information.

- C) Development Permit Application 14-DP-019  
Skky Industrial Inc.  
Lot 5, Block 1, Plan 0012975 (Bay #1 – 2200 South Highway Drive SE)  
Approved: Change of Use – Heavy Duty Mechanical
- D) Development Permit Application 14-DP-020  
Harvey Berger  
Lot 33-34, Block 17, Plan 1117V (526 3 Street SE)  
Approved: Permit to Stay
- E) Development Permit Application 14-DP-021  
Dave Lindeman  
Lot 9-10, Block 29, Plan 1117V (321 Main Street S)  
Approved: Permit to Stay
- F) Development Permit Application 14-DP-023  
Matthew Lofgren  
Lot 17, Block 80, Plan 9310188 (46 6 Street NE)  
Approved: Permit to Stay

## 6. FOR COMMENT

- A) **Land Use Amendment Application Bylaw 1772/2014**  
**Lot 1-2, Block 3, Plan 7911064 (225 Saskatchewan Drive NE)**  
**From H-Horticultural to I-1 Light Industrial**

The Commission had no objections or concerns with proposed Bylaw 1772/2014.

B. Vine moved that the Commission advise Council of their concerns in regard to zoning changes from Horticultural to other enhanced land use districts without consideration for the difference in land values.

B. Vine withdrew his motion.

- B) **SDAB Appeal**  
**Development Permit Application 14-DP-013**  
**Lot 43, Block 91, Plan 9411418 (326 Broadway Avenue W)**  
**Approved: Semi-Detached Dwelling**

**SDAB Appeal**  
**Development Permit Application 14-DP-014**  
**Lot 44, Block 91, Plan 9411418 (320 Broadway Avenue W)**  
**Approved: Semi-Detached Dwelling**

**SDAB Appeal**  
**Development Permit Application 14-DP-015**  
**Lot 45, Block 91, Plan 9411418 (314 Broadway Avenue W)**





**AND WHEREAS** copies of this bylaw and related documents were made available for inspection by the Public at the Municipal Office as required by the Municipal Government Act R.S.A. 2000, Ch. M-26;

**AND WHEREAS** a public hearing with respect to this bylaw was held in the Council Chambers at the Town of Redcliff on the \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2014.

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

1. This bylaw may be cited as the Town of Redcliff Land Use Amending Bylaw 1772/2014.
2. The land described as

Legal Description

Lot 1-2, Block 3, Plan 7911064

Civic Address

225 Saskatchewan Drive NE

is hereby designated I-1 Light Industrial District.

3. This bylaw shall come into force on the date of final reading and signing thereof.

**READ** a first time the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**READ** a second time the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**READ** a third time this the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**PASSED** and **SIGNED** the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND LAND SERVICES



**TOWN OF REDCLIFF  
BYLAW NO. 1773/2014**

**A Bylaw of The Town of Redcliff to amend Bylaw No. 1258/2000, being the 300 Block Main Street North and 300 Block 1<sup>st</sup> Street Northwest Paving Bylaw and Bylaw 1321/2002 being a Bylaw to amend Bylaw 1258/2000.**

**WHEREAS** the Council of the Town of Redcliff desires to amend Bylaw No. 1258/2000, which was signed and passed on August 23, 2000 and to amend Bylaw No. 1321/2002 which was signed and passed on April 23, 2002.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26., specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

**AND WHEREAS** the Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local Improvement Tax and the effective frontage feet.

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

1. Bylaw No. 1258/2000, being the 300 Block Main Street North and 300 Block 1<sup>st</sup> Street Northwest Paving Bylaw and Bylaw 1321/2002 being a Bylaw to amend Bylaw 1258/2000 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

| <b>CIVIC ADDRESS</b> | <b>LEGAL DESCRIPTION</b>          | <b>EFFECTIVE FRNT.FOOT</b> |
|----------------------|-----------------------------------|----------------------------|
| 325 – 1 ST. N.W.     | PLAN 1117V, BLK 132, LOT(s) 28-29 | 50.00                      |
| 321 – 1 ST. N.W.     | PLAN 1117V, BLK 132, LOT(s) 30-32 | 75.00                      |
| 317 - 1 ST. N.W.     | PLAN 1117V, BLK 132, LOT(s) 33-34 | 50.00                      |
| 309 – 1 ST. N.W.     | PLAN 0813720, BLK 132, LOT(s) 57  | 37.50                      |
| 307 – 1 ST. N.W.     | PLAN 0813720, BLK 132, LOT(s) 58  | 37.50                      |
| 303 - 1 ST. N.W.     | PLAN 1117V, BLK 132, LOT(s) 38-40 | 75.00                      |
| 337 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT(s) 42  | 60.00                      |
| 333 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT(s) 43  | 60.00                      |
| 329 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT(s) 44  | 55.00                      |
| 302 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 1-2   | 50.00                      |
| 310 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 3-7   | 125.00                     |
| 314 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 8-9   | 50.00                      |
| 318 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 10-11 | 50.00                      |
| 322 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 12-13 | 50.00                      |
| 328 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 14-15 | 50.00                      |
| 332 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 16-17 | 50.00                      |
| 338 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 18-20 | 75.00                      |
| 337 - MAIN ST. N.    | PLAN 1117V, BLK 133, LOT(s) 21-23 | 75.00                      |
| 329 - MAIN ST. N.    | PLAN 1117V, BLK 133, LOT(s) 24-27 | 100.00                     |

| <b>CIVIC ADDRESS</b> | <b>LEGAL DESCRIPTION</b>         | <b>EFFECTIVE FRNT.FOOT</b> |
|----------------------|----------------------------------|----------------------------|
| 301 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 41 | 55.00                      |
| 307 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 42 | 55.00                      |
| 311 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 43 | 55.00                      |
| 315 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 44 | 55.00                      |
| 319 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 45 | 55.00                      |
| 323 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 46 | 50.00                      |
| 338 - MAIN ST. N.    | PLAN 9811474, BLK 138, LOT(s) 41 | 66.00                      |
| 302 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 60 | 37.50                      |
| 306 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 59 | 37.50                      |
| 310 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 58 | 37.50                      |
| 314 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 57 | 37.50                      |
| 316 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 56 | 50.00                      |
| 318 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 55 | 37.50                      |
| 322 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 54 | 37.50                      |
| 324 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 53 | 50.00                      |
| 326 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 52 | 37.50                      |
| 330 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 51 | 37.50                      |
| 334 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 50 | 50.00                      |
|                      |                                  | 2016.00                    |

2. This Bylaw repeals Bylaw 1608.2009.

3. This Bylaw shall take effect on the day of the final passing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND  
LAND SERVICES

**TOWN OF REDCLIFF  
BYLAW NO. 1774/2014**

**A Bylaw of the Town of Redcliff to amend Bylaw No. 1196/99, being the NW R4 Curb & Streetlight Bylaw and Bylaw 1234/2000 being a Bylaw to amend Bylaw 1196/99 and Bylaw 1320/2002 being a Bylaw to amend Bylaw 1196/99.**

**WHEREAS** the Council of the Town of Redcliff desires to amend Bylaw No. 1196/99, which was signed and passed on May 26, 1999 and to amend Bylaw No. 1234/2000 which was signed and passed on September 20, 2000 and amend Bylaw No. 1320/2002 which was signed and passed on April 23, 2002.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

**AND WHEREAS** the Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local Improvement Tax and the effective frontage feet.

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

1. Bylaw No. 1196/99, being the NW R4 Curb & Streetlight Bylaw and Bylaw 1234/2000 being a Bylaw to amend Bylaw 1196/99 and Bylaw 1320/2002 being a Bylaw to amend Bylaw 1196/99 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

| <b>CIVIC ADDRESS</b> | <b>LEGAL DESCRIPTION</b>          | <b>EFFECTIVE FRNT.FOOT</b> |
|----------------------|-----------------------------------|----------------------------|
| 325 – 1 ST. N.W.     | PLAN 1117V, BLK 132, LOT(s) 28-29 | 50.00                      |
| 321 – 1 ST. N.W.     | PLAN 1117V, BLK 132, LOT(s) 30-32 | 75.00                      |
| 317 - 1 ST. N.W.     | PLAN 1117V, BLK 132, LOT(s) 33-34 | 50.00                      |
| 309 – 1 ST. N.W.     | PLAN 0813720, BLK 132, LOT(s) 57  | 37.50                      |
| 307 – 1 ST. N.W.     | PLAN 0813720, BLK 132, LOT(s) 58  | 37.50                      |
| 303 - 1 ST. N.W.     | PLAN 1117V, BLK 132, LOT(s) 38-40 | 75.00                      |
| 337 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT(s) 42  | 60.00                      |
| 333 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT(s) 43  | 60.00                      |
| 329 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT(s) 44  | 55.00                      |
| 302 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 1-2   | 50.00                      |
| 310 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 3-7   | 125.00                     |
| 314 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 8-9   | 50.00                      |
| 318 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 10-11 | 50.00                      |
| 322 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 12-13 | 50.00                      |
| 328 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 14-15 | 50.00                      |
| 332 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 16-17 | 50.00                      |
| 338 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOT(s) 18-20 | 75.00                      |
| 337 - MAIN ST. N.    | PLAN 1117V, BLK 133, LOT(s) 21-23 | 75.00                      |
| 329 - MAIN ST. N.    | PLAN 1117V, BLK 133, LOT(s) 24-27 | 100.00                     |

| <b>CIVIC ADDRESS</b> | <b>LEGAL DESCRIPTION</b>         | <b>EFFECTIVE<br/>FRNT.FOOT</b> |
|----------------------|----------------------------------|--------------------------------|
| 301 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 41 | 55.00                          |
| 307 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 42 | 55.00                          |
| 311 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 43 | 55.00                          |
| 315 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 44 | 55.00                          |
| 319 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 45 | 55.00                          |
| 323 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT(s) 46 | 50.00                          |
| 338 - MAIN ST. N.    | PLAN 9811474, BLK 138, LOT(s) 41 | 65.70                          |
| 302 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 60 | 37.50                          |
| 306 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 59 | 37.50                          |
| 310 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 58 | 37.50                          |
| 314 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 57 | 37.50                          |
| 316 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 56 | 50.00                          |
| 318 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 55 | 37.50                          |
| 322 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 54 | 37.50                          |
| 324 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 53 | 50.00                          |
| 326 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 52 | 37.50                          |
| 330 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 51 | 37.50                          |
| 334 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT(s) 50 | 50.00                          |
|                      |                                  | 2015.70                        |

2. This Bylaw repeals Bylaw 1609/2009

3. This Bylaw shall take effect on the day of the final passing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND  
LAND SERVICES

**TOWN OF REDCLIFF  
BYLAW NO. 1775/2014**

**A Bylaw of The Town of Redcliff to amend Bylaw No. 1160/98, being the Northwest Horticulture Storm Sewer Project Bylaw and Bylaw 1175/98 being a Bylaw to amend Bylaw 1160/98.**

**WHEREAS** the Council of the Town of Redcliff desires to amend Bylaw No. 1160/98, which was passed on June 1, 1998 and to amend Bylaw No. 1175/98 which was passed on June 22, 1998.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

**AND WHEREAS** the Council of the Town of Redcliff considers it expedient to amend these Bylaws to include an updated schedule indicating the parcels affected by this Local Improvement Tax and the effective frontage feet.

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

1. Bylaw No. 1160/98, being the Northwest Horticulture Storm Sewer Project Bylaw and Bylaw 1175/98 being a Bylaw to amend Bylaw 1160/98 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

| <b>CIVIC ADDRESS</b> | <b>LEGAL DESCRIPTION</b>         | <b>EFFECTIVE FRNT.FOOT</b> |
|----------------------|----------------------------------|----------------------------|
| 202 - 8 ST. N.W.     | PLAN 0313142, BLK 125, LOT 41    | 33.23                      |
| 206 - 8 ST. N.W.     | PLAN 0313142, BLK 125, LOT 42    | 29.00                      |
| 210 - 8 ST. N.W.     | PLAN 0313142, BLK 125, LOT 43    | 29.00                      |
| 601 - 2 AVE. N.W.    | Plan 1310077, BLK A, LOT 10      | 3109.57                    |
| 339 - 5 ST. N.W.     | PLAN 9811474, BLK B, LOT 1       | 203.80                     |
| 501 - 3 AVE. N.W.    | PLAN 0411729, BLK B, LOT 32      | 1303.45                    |
| 601 - 3 AVE. N.W.    | PLAN 0111514, BLK B, LOTS 26 -27 | 1303.45                    |
| PUBLIC UTILITY LOT   | PLAN 9811474, BLK B, LOT 7PUL    | 233.76                     |
| 301 - 4 AVE. N.W.    | PLAN 0312944, BLK B, LOT 31      | 2608.37                    |
| 111 - 4 AVE. N.W.    | PLAN 0511088, BLK B, LOT 33      | 1285.22                    |
| 401 - 1 ST. N.W.     | PLAN 9811474, BLK B, LOT 13      | 55.77                      |
| 405 - 1 ST. N.W.     | PLAN 9811474, BLK B, LOT 14      | 55.77                      |
| 409 - 1 ST. N.W.     | PLAN 9811474, BLK B, LOT 15      | 55.77                      |
| 413 - 1 ST. N.W.     | PLAN 9811474, BLK B, LOT 16      | 55.77                      |
| 417 - 1 ST. N.W.     | PLAN 9811474, BLK B, LOT 17      | 55.77                      |
| 421 - 1 ST. N.W.     | PLAN 9811474, BLK B, LOT 18      | 59.70                      |
| 311 - 4 ST. N.W.     | PLAN 0311268, BLK 129, LOT 10    | 1191.50                    |
| 301 - 4 ST. N.W.     | PLAN 9811474, BLK C, LOT 3PUL    | 19.22                      |
| 210 - 5 ST. N.W.     | PLAN 9811474, BLK 122, LOT 41    | 75.00                      |
| 222 - 5 ST. N.W.     | PLAN 9811474, BLK 122, LOT 42    | 55.00                      |



| <b>CIVIC ADDRESS</b>   | <b>LEGAL DESCRIPTION</b>           | <b>EFFECTIVE FRNT.FOOT</b> |
|------------------------|------------------------------------|----------------------------|
| 226 & 228 - 5 ST. N.W. | PLAN 9811474, BLK 122, LOT 43      | 55.00                      |
| 230 - 5 ST. N.W.       | PLAN 9811474, BLK 122, LOT 44      | 55.00                      |
| 234 - 5 ST. N.W.       | PLAN 9811474, BLK 122, LOT 45      | 55.00                      |
| 238 - 5 ST. N.W.       | PLAN 9811474, BLK 122, LOT 46      | 55.00                      |
| 229 - 4 ST. N.W.       | PLAN 9811474, BLK 122, LOT 47      | 50.00                      |
| 225 - 4 ST. N.W.       | PLAN 9811474, BLK 122, LOT 48      | 50.00                      |
| 221 - 4 ST. N.W.       | PLAN 9811474, BLK 122, LOT 49      | 50.00                      |
| 217 - 4 ST. N.W.       | PLAN 9811474, BLK 122, LOT 50      | 50.00                      |
| 213 & 215 - 4 ST. N.W. | PLAN 9811474, BLK 122, LOT 51      | 50.00                      |
| 209 - 4 ST. N.W.       | PLAN 9811474, BLK 122, LOT 52      | 50.00                      |
| 302 - 4 ST. N.W.       | PLAN 1117V, BLK 130, LOTS 1-17     | 425.00                     |
| 311 - 3 ST. N.W.       | PLAN 1117V, BLK 130, LOTS 35-37    | 75.00                      |
| 309 - 3 ST. N.W.       | PLAN 1117V, BLK 130, LOT 38        | 25.00                      |
| 334 - 4 ST. N.W.       | PLAN 9811474, BLK 130, LOT 41      | 75.00                      |
| 313 - 3 ST. N.W.       | PLAN 0111821, BLK 130, LOT 44      | 15.00                      |
| 315 - 3 ST. N.W.       | PLAN 0111821, BLK 130, LOT 45      | 46.00                      |
| 319 - 3 ST. N.W.       | PLAN 0111821, BLK 130, LOT 46      | 46.00                      |
| 323 - 3 ST. N.W.       | PLAN 0111821, BLK 130, LOT 47      | 46.00                      |
| 327 - 3 ST. N.W.       | PLAN 0111821, BLK 130, LOT 48      | 46.00                      |
| 331 - 3 ST. N.W.       | PLAN 0111821, BLK 130, LOT 49      | 46.00                      |
| 335 - 3 ST. N.W.       | PLAN 0212567, BLK 130, LOT 51      | 50.00                      |
| 339 - 3 ST. N.W.       | PLAN 0212567, BLK 130, LOT 52      | 55.00                      |
| 301 - 3 ST. N.W.       | PLAN 9811474, BLK 130, LOT 43      | 50.00                      |
| 330 - 3 ST. N.W.       | PLAN 1117V, BLOCK 131, LOTS 11-13  | 75.00                      |
| 330 - 3 ST. N.W.       | PLAN 1117V, BLOCK 131, LOT 14      | 25.00                      |
| 330 - 3 ST. N.W.       | PLAN 1117V, BLOCK 131, LOTS 15-20  | 150.00                     |
| 343 - 2 ST. N.W.       | PLAN 1117V, BLOCK 131, LOTS 21-22  | 50.00                      |
| 339 - 2 ST. N.W.       | PLAN 1117V, BLOCK 131, LOTS 23-24  | 50.00                      |
| Unassigned             | PLAN 1117V, BLOCK 131, PTN OF LANE | 15.38                      |
| 301 - 2 ST. N.W.       | PLAN 1117V, BLK 131, LOTS 38-40:PT | 62.50                      |
| 305 - 2 ST. N.W.       | PLAN 1117V, BLK 131, LOTS 35-38:PT | 87.50                      |
| 315 - 2 ST. N.W.       | PLAN 0413967, BLOCK 131, LOT 50    | 100.00                     |
| 302 - 3 ST. N.W.       | PLAN 9811474, BLK 131, LOT 43      | 50.00                      |
| 306 - 3 ST. N.W.       | PLAN 9811474, BLK 131, LOT 44      | 50.00                      |
| 310 - 3 ST. N.W.       | PLAN 9811474, BLK 131, LOT 45      | 50.00                      |
| 314 - 3 ST. N.W.       | PLAN 9811474, BLK 131, LOT 46      | 40.00                      |
| 318 - 3 ST. N.W.       | PLAN 9811474, BLK 131, LOT 47      | 40.00                      |
| 323 - 2 ST. N.W.       | PLAN 0613922, BLOCK 131, LOT 51    | 43.00                      |
| 327 - 2 ST. N.W.       | PLAN 0613922, BLOCK 131, LOT 52    | 38.00                      |
| 331 - 2 ST. N.W.       | PLAN 0613922, BLOCK 131, LOT 53    | 38.00                      |
| 335 - 2 ST. N.W.       | PLAN 0613922, BLOCK 131, LOT 54    | 49.00                      |
| 346 - 2 ST. N.W.       | PLAN 0613922, BLOCK 132, LOT 45    | 46.60                      |
| 342 - 2 ST. N.W.       | PLAN 0613922, BLOCK 132, LOT 46    | 37.30                      |
| 338 - 2 ST. N.W.       | PLAN 0613922, BLOCK 132, LOT 47    | 37.30                      |
| 334 - 2 ST. N.W.       | PLAN 0613922, BLOCK 132, LOT 48    | 37.30                      |

| <b>CIVIC ADDRESS</b> | <b>LEGAL DESCRIPTION</b>         | <b>EFFECTIVE<br/>FRNT.FOOT</b> |
|----------------------|----------------------------------|--------------------------------|
| 330 - 2 ST. N.W.     | PLAN 0613922, BLOCK 132, LOT 49  | 37.30                          |
| 326 - 2 ST. N.W.     | PLAN 0613922, BLOCK 132, LOT 50  | 37.30                          |
| 322 - 2 ST. N.W.     | PLAN 0613922, BLOCK 132, LOT 51  | 37.30                          |
| 318 - 2 ST. N.W.     | PLAN 0613922, BLOCK 132, LOT 52  | 37.30                          |
| 314 - 2 ST. N.W.     | PLAN 0613922, BLOCK 132, LOT 53  | 37.30                          |
| 310 - 2 ST. N.W.     | PLAN 0613922, BLOCK 132, LOT 54  | 37.30                          |
| 306 - 2 ST. N.W.     | PLAN 0613922, BLOCK 132, LOT 55  | 42.70                          |
| 111 - 3 AVE. N.W.    | PLAN 0613922, BLOCK 132, LOT 56  | 75.00                          |
| 325 - 1 ST. N.W.     | PLAN 1117V, BLK 132, LOTS 28-29  | 50.00                          |
| 321 - 1 ST. N.W.     | PLAN 1117V, BLK 132, LOTS 30-32  | 75.00                          |
| 317 - 1 ST. N.W.     | PLAN 1117V, BLK 132, LOTS 33-34  | 50.00                          |
| 307 - 1 ST. N.W.     | PLAN 0813720, BLK 132, LOT 58    | 37.5                           |
| 309 - 1 ST. N.W.     | PLAN 0813720, BLK 132, LOT 57    | 37.5                           |
| 303 - 1 ST. N.W.     | PLAN 1117V, BLK 132, LOTS 38-340 | 75.00                          |
| 337 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT 42    | 60.00                          |
| 333 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT 43    | 60.00                          |
| 329 - 1 ST. N.W.     | PLAN 9811474, BLK 132, LOT 44    | 55.00                          |
| 302 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOTS 1-2    | 50.00                          |
| 310 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOTS 3-7    | 125.00                         |
| 314 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOTS 8-9    | 50.00                          |
| 318 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOTS 10-11  | 50.00                          |
| 322 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOTS 12-13  | 50.00                          |
| 328 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOTS 14-15  | 50.00                          |
| 332 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOTS 16-17  | 50.00                          |
| 338 - 1 ST. N.W.     | PLAN 1117V, BLK 133, LOTS 18-20  | 75.00                          |
| 337 - MAIN ST. N.    | PLAN 1117V, BLK 133, LOTS 21-23  | 75.00                          |
| 329 - MAIN ST. N.    | PLAN 1117V, BLK 133, LOTS 24-27  | 100.00                         |
| 301 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT 41    | 55.00                          |
| 307 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT 42    | 55.00                          |
| 311 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT 43    | 55.00                          |
| 315 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT 44    | 55.00                          |
| 319 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT 45    | 55.00                          |
| 323 - MAIN ST. N.    | PLAN 9811474, BLK 133, LOT 46    | 50.00                          |
| 302 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 60    | 50.00                          |
| 306 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 59    | 37.50                          |
| 310 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 58    | 37.50                          |
| 314 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 57    | 50.00                          |
| 316 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 56    | 37.50                          |
| 318 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 55    | 37.50                          |
| 322 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 54    | 50.00                          |
| 324 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 53    | 37.50                          |
| 326 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 52    | 37.50                          |
| 330 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 51    | 37.50                          |
| 334 - MAIN ST. N.    | PLAN 9812329, BLK 138, LOT 50    | 37.50                          |
| 335 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 22-23  | 50.00                          |

| <b>CIVIC ADDRESS</b> | <b>LEGAL DESCRIPTION</b>          | <b>EFFECTIVE<br/>FRNT.FOOT</b> |
|----------------------|-----------------------------------|--------------------------------|
| 331 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 24-25   | 50.00                          |
| 327 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 26-27   | 50.00                          |
| 323 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 28-29   | 50.00                          |
| 319 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 30-31   | 50.00                          |
| 315 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 32-33   | 50.00                          |
| 311 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 34-35   | 50.00                          |
| 307 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 36-37   | 50.00                          |
| 301 - 1 ST. N.E.     | PLAN 1117V, BLK 134, LOTS 38-40   | 75.00                          |
| 302 - 1 ST. N.E.     | PLAN 0111821, BLK 135, LOT 1      | 500.00                         |
| 410 - MAIN ST. N.    | PLAN 1117V, BLK 138, LOTS 5-6     | 50.00                          |
| 418 - MAIN ST. N.    | PLAN 0813417, BLK 138, LOT 61     | 53.11                          |
| 414 - MAIN ST. N.    | PLAN 0813417, BLK 138, LOT 62     | 52.1                           |
| 338 - MAIN ST. N.    | PLAN 9811474, BLK 138, LOT 41     | 65.82                          |
| PUBLIC UTILITY LOT   | PLAN 9811474, BLK 138, LOT 42 PUL | 50.00                          |
| 402 - MAIN ST. N.    | PLAN 9811474, BLK 138, LOT 43     | 50.00                          |
| 406 - MAIN ST. N.    | PLAN 9811474, BLK 138, LOT 44     | 50.00                          |
| 409 - MAIN ST. N.    | PLAN 0813500, BKL 138, LOT 63     | 48.76                          |
| 405 - 1 ST. N.E.     | PLAN 0813500, BKL 138, LOT 64     | 48.17                          |
| 401 - 1 ST. N.E.     | PLAN 9811474, BLK 138, LOT 47     | 50.00                          |
| PUBLIC UTILITY LOT   | PLAN 9811474, BLK 138, LOT 48 PUL | 50.00                          |
| 339 - 1 ST. N.E.     | PLAN 9811474, BLK 138, LOT 49     | 40.19                          |
| 427 - MAIN ST. N.    | PLAN 1117V, BLK 139, LOT 14       | 39.06                          |
| 421 - MAIN ST. N.    | PLAN 1117V, BLK 139, LOTS 15-16   | 50.00                          |
| 402 - 1 ST. N.W.     | PLAN 9811474, BLK 139, LOT 27     | 55.77                          |
| 406 - 1 ST. N.W.     | PLAN 9811474, BLK 139, LOT 28     | 55.77                          |
| 410 - 1 ST. N.W.     | PLAN 9811474, BLK 139, LOT 29     | 55.77                          |
| 414 - 1 ST. N.W.     | PLAN 9811474, BLK 139, LOT 30     | 55.77                          |
| 418 - 1 ST. N.W.     | PLAN 0312766, BLK 139, LOT 38     | 28.02                          |
| 420 - 1 ST. N.W.     | PLAN 0312766, BLK 139, LOT 39     | 27.74                          |
| 422 - 1 ST. N.W.     | PLAN 9811474, BLK 139, LOT 32     | 59.89                          |
| 417 - MAIN ST. N.    | PLAN 9811474, BLK 139, LOT 33     | 50.69                          |
| 413 - MAIN ST. N.    | PLAN 9811474, BLK 139, LOT 34     | 49.87                          |
| 409 - MAIN ST. N.    | PLAN 9811474, BLK 139, LOT 35     | 49.87                          |
| 405 - MAIN ST. N.    | PLAN 9811474, BLK 139, LOT 36     | 49.87                          |
| 401 - MAIN ST. N.    | PLAN 9811474, BLK 139, LOT 37     | 49.87                          |
| <b>Total</b>         |                                   | <b>19062.61</b>                |

2. This Bylaw repeals Bylaw 1743/2013.
3. This by-law shall take effect on the day of the final passing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 201.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND  
LAND SERVICES

**TOWN OF REDCLIFF  
BYLAW NO. 1776/2014**

**A Bylaw of the Town of Redcliff to amend Bylaw No. 999/93, being 1<sup>st</sup> Street NW (300 Block) Sanitary Sewage System Bylaw and Bylaw 1033/94 being a Bylaw to amend Bylaw No. 999/93.**

**WHEREAS** the Council of the Town of Redcliff desires to amend Bylaw No. 999/93, which was signed and passed on November 22, 1993 and to amend Bylaw No. 1033/94 which was signed and passed on July 18, 1994.

**AND WHEREAS** the Municipal Government Act R.S.A. 2000, Chapter M26, specifies that if after a local improvement tax has been imposed there is a subdivision affecting a parcel of land, or a consolidation of two or more parcels of land, in respect of which a local improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.

**AND WHEREAS** the Council of the Town of Redcliff considers it expedient to amend this Bylaw to include an updated schedule indicating the parcels affected by this Local Improvement Tax and the effective frontage feet.

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

1. Bylaw No. 999/93, being 1<sup>st</sup> Street NW (300 Block) Sanitary Sewage System Bylaw and Bylaw 1033/94 being a Bylaw to amend Bylaw 999/93 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

| Legal Description                | Civic Address   | Effective Frontage Feet |
|----------------------------------|-----------------|-------------------------|
| Lot 42, Block 132, Plan 9811474  | 337 1 Street NW | 60                      |
| Lot 43, Block 132, Plan 9811474  | 333 1 Street NW | 60                      |
| Lot 44, Block 132, plan 9811474  | 329 1 Street NW | 55                      |
| Lot 28-29, Block 132, Plan 1117V | 325 1 Street NW | 50                      |
| Lot 30-32, Block 132, Plan 1117V | 321 1 Street NW | 75                      |
| Lot 33-34, Block 132, Plan 1117V | 317 1 Street NW | 50                      |
| Lot 57, Block 132, Plan 0813720  | 309 1 Street NW | 37.5                    |
| Lot 58, Block 132, Plan 0813720  | 307 1 Street NW | 37.5                    |
| Lot 38-40, Block 132, Plan 1117V | 303 1 Street NW | 75                      |
| Lot 1-2, Block 133, Plan 1117V   | 302 1 Street NW | 50                      |
| Lot 3-7, Block 133, Plan 1117V   | 310 1 Street NW | 125                     |
| Lot 8-9, Block 133, Plan 1117V   | 314 1 Street NW | 50                      |
| Lot 10-11, Block 133, Plan 1117V | 318 1 Street NW | 50                      |
| Lot 12-13, Block 133, Plan 1117V | 322 1 Street NW | 50                      |
| Lot 14-15, Block 133, Plan 1117V | 328 1 Street NW | 50                      |
| Lot 16-17, Block 133, Plan 1117V | 332 1 Street NW | 50                      |
| Lot 18-20, Block 133, Plan 1117V | 338 1 Street NW | 75                      |
| <b>TOTAL</b>                     |                 | <b>1000</b>             |

2. This Bylaw repeals Bylaw 1690/2011.

3. This Bylaw shall take effect on the day of the final passing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF LEGISLATIVE AND  
LAND SERVICES

**TOWN OF REDCLIFF  
BYLAW NO. 1777/2014**

**A BYLAW OF THE TOWN OF REDCLIFF TO AUTHORIZE THE IMPOSITION OF A  
SUPPLEMENTARY TAX FOR THE TAXATION YEAR 2014**

**WHEREAS** pursuant to the Municipal Government Act, a municipality may authorize the imposition of a supplementary tax;

**AND WHEREAS** the Municipal Government Act provides that a Council must pass a supplementary tax bylaw to impose a supplementary property tax in respect of property for which supplementary assessments have been prepared;

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

**TITLE**

1. This Bylaw shall be known as the "Supplementary Assessment Bylaw" of the Town of Redcliff.

**ASSESSOR DUTIES**

2. The Assessor for the Town of Redcliff is hereby authorized and empowered to make supplementary assessments of all improvements during 2014 in accordance with the provisions of the Municipal Government Act.

**MUNICIPALITY DUTIES**

3. The Municipal Manager or appointed designated officer shall prepare a supplementary tax roll in and on which shall be recorded the supplementary assessments made in accordance with the provisions of the Municipal Government Act.
4. The Municipal Manager or appointed designated officer shall prepare a supplementary assessment notice for every assessed improvement shown on the supplementary assessment roll in accordance with the provisions of the Municipal Government Act.

**PASSAGE**

5. This Bylaw shall take effect on the day of the final passing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

PASSED AND SIGNED this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Manager of Legislative and Land Services

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 24, 2014

**PROPOSED BY:** Arlos Crofts, Municipal Manager

**TOPIC:** Physician Recruitment

**PROPOSAL:** To consider proposed Physician Recruitment and Retention incentive.

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**BACKGROUND:**

Physician recruitment and retention is fast becoming a common issue that has worked its way into the local government forum. Many municipalities implement initiatives and allocate resources in attempt to attract and retain physicians to practice within their respective communities. An example of this would be the recent creation, by Town Council, of the Redcliff Physician Recruitment and Retention Committee (although it has yet to be assembled). To date, no additional initiatives have been pursued to attract and retain physicians for Redcliff. Other initiatives municipalities within the province have implemented in an effort to attract and retain physicians consist of various types of financial incentives (for example, cover the costs of clinic operations, provide bursaries during medical studies with return service commitment, signing bonuses etc...). Such incentives can quickly create an environment of unnecessary intermunicipal competition (creating a "highest bidder" type of atmosphere).

In relation to physician recruitment and retention, the provincial government plays a significant role as they help find, arrange, further recruit, obtain commitment from, and pay for perspective physician site visits. Part of this process includes associations with search firms that specialize in recruitment of medical professionals/physicians. Once these search firms have helped place a physician in a clinic, they collect their search fee (which private medical clinics willingly pay).

Administration has been made aware of an additional initiative/incentive the Town could possibly offer if and when the situation presented itself where a physician(s) desire(s) to practice in the Town of Redcliff. One of the current challenges the Town of Redcliff faces in relation to physician recruitment is that there is no operating clinic that can accept such recruitment related expenses. In an attempt to bring the community to a more level playing field in relation to recruitment, and if it is deemed (by council) enough of an important priority, council could consider paying the recruitment agency/search fees. Two physicians would be the ideal number of practicing physicians for a community like Redcliff. The search fee for two physicians would cost approximately \$30,000.00 (which is a relatively low cost compared to other incentives provided by municipalities within the province); however, such fees would not be due/necessary until the point in time when the physician(s) has accepted and committed to practice within the Town.

Typically, such issues/initiatives as presented in this RFD would circulate through a committee based group for recommendation to council; however, the physician recruitment committee is yet to be assembled and as such is being brought forward by administration. If council wishes to make such funds available for instances where the recruitment agency fees apply, they could do so by utilizing funds from either the Tax Rate Stabilization Reserve or Operational Contingency Reserve.



**OPTIONS:**

1. Allocate and designate \$30,000.00 from the Tax Rate Stabilization Reserve to be used for instances where prospective physicians want to practice in Redcliff and a medical recruitment search fee applies.
2. Allocate and designate \$30,000.00 from the Operational Contingency Reserve to be used for instances where prospective physicians want to practice in Redcliff and a medical recruitment search fee applies.
3. Defer the discussion to 2015 budget deliberations.
4. Continue status quo.

**RECOMMENDATION:**


Option 1 or 2.

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved that the Town of Redcliff allocate and designate \$30,000.00 from the Tax Rate Stabilization Reserve to be used for instances where prospective physicians want to practice in Redcliff and a medical recruitment search fee applies.
2. Councillor \_\_\_\_\_ moved that the Town of Redcliff allocate and designate \$30,000.00 from the Operational Contingency Reserve to be used for instances where prospective physicians want to practice in Redcliff and a medical recruitment search fee applies.
3. Councillor \_\_\_\_\_ moved to defer to the 2015 budget discussion consideration of inclusion in the budget \$30,000.00 for instances where prospective physicians want to practice in Redcliff and a medical recruitment search fee applies.
4. Councillor \_\_\_\_\_ moved the Request for Decision dated March 24, 2014 prepared by the Municipal Manager regarding proposed Physician Recruitment and Retention incentive be received for information. Further that no action be taken.

SUBMITTED BY:

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

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

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_ AD. 2014.

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 24<sup>th</sup>, 2014

**PROPOSED BY:** Robert Osmond, Director of Finance & Administration

**TOPIC:** Grant Agreement for Police Officer New Hire Grant

**PROPOSAL:** To authorize the Mayor to sign the Police Officer New Hire grant agreement

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**BACKGROUND:**

The Police Officer New Hire program has allowed our municipality to increase the size of the RCMP force without further impact to the Town. This program was renewed this year and the Town is required to sign a new grant agreement to continue participation in this program.

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved to authorize the Mayor to sign the Police Officer New Hire grant agreement.

SUBMITTED BY:

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

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

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.



ALBERTA  
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister  
MLA, Calgary-Acadia*

AR 6453

March 11, 2014

RECEIVED

MAR 14 2014

TOWN OF REDCLIFF

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

Dear Mayor Reimer:

Alberta Justice and Solicitor General would like to continue to provide funding under the New Police Officer Grant (NPOG) Program. The objective of the program is to financially support municipalities, which hired 300 police officers over the three-year period of April 1, 2008 to March 31, 2011.

The current NPOG funding agreement expires March 31, 2014. In order to continue to provide funding, we need to enter into a new grant agreement effective April 1, 2014. Please note that we need to sign the same agreement with all 49 municipalities eligible for the funding.

Attached are two copies of the agreement for your signature. We ask that you review the documents and return one copy of the signed agreement by March 31, 2014, to the Manager, Policing Oversight and Funding Programs at:

Manager, Policing Oversight and Funding Programs  
Public Security Division  
10<sup>th</sup> floor, John E. Brownlee Building  
10365 - 97 Street  
Edmonton, AB T5J 3W7  
Fax: 780-427-5916  
Email: [lesley.kelly@gov.ab.ca](mailto:lesley.kelly@gov.ab.ca)

The attached agreement has the same funding formula and conditions on use of the grant funds as the current agreement. The changes include the renaming of the grant funding program from the NPOG Program to the Police Officer Grant (POG) Program. The change is being made as this grant has been in place since 2008 and is no longer "new".

.../2

If your staff has any questions, they may contact Zoya Kingston, Director Financial Operations, Grants and Contracts, at 780-427-0495.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jonathan Denis", with a stylized flourish at the end.

Jonathan Denis, QC  
Minister

Attachment

cc: Arlos Crofts, Municipal Manager, Town of Redcliff

## **POLICE OFFICER GRANT FUNDING AGREEMENT 2014-15**

made effective April 1, 2014

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA  
AS REPRESENTED BY THE MINISTER OF JUSTICE AND SOLICITOR GENERAL  
(the "Minister")

AND:

Town of Redcliff  
(the "Recipient")

### **Background**

The Minister is empowered, pursuant to the *Justice and Solicitor General Grants Regulation* (the "Grants Regulation"), as amended from time to time, to make grants to a person or organization for any purpose related to any program, service or other matter under the administration of the Minister and to enter into agreements with respect to any matter relating to the payment of a grant.

The Minister is prepared to provide funding to the Recipient under the Police Officer Grant Program (the "POG Program"). The objective of the POG Program is to financially support 300 police officers throughout the Province hired over the three year period of April 1, 2008 to March 31, 2011. The POG Program provides grant funding in the amount of \$100,000 per police officer, per year.

Therefore, in consideration of the terms and conditions set out in this Agreement, the Minister and the Recipient agree as follows:

### **GRANT**

1. The term of this Agreement shall be for a period of one year commencing April 1, 2014 (the "Effective Date") and ending March 31, 2015 (the "Term") unless terminated earlier in accordance with this Agreement.
2. Subject to the terms and conditions of this Agreement, the Minister will pay a grant of \$100,000 (the "Grant") to the Recipient for the purposes of employing one police officer with the Redcliff Municipal Police Service.
3. The Grant shall be paid on or before June 30, 2014.

## **USE OF GRANT AND REPAYMENT**

4. The Recipient will apply the Grant including any accrued interest solely and entirely to offset the costs of employment of the one police officer (the "Approved Purpose"). The Recipient will use the Grant for no other purpose without the prior written consent of the Minister.
5. The Recipient agrees that any amount of the Grant not spent in accordance with this Agreement becomes immediately repayable by the Recipient to the Minister.
6. Any amount of the Grant that remains unspent at the expiry of this Agreement must, unless otherwise directed by the Minister, be repaid by the Recipient to the Minister by June 30, 2015.
7. If:
  - a) the Recipient does not comply with the terms and conditions of this Agreement, or
  - b) if any of the information provided by the Recipient to obtain the Grant is determined by the Minister to be false, misleading or materially inaccurate,then, without limiting in any way any right available to the Minister under any applicable law, the Minister may require the Recipient to repay all or part of the Grant, as determined by the Minister, within a time period determined by the Minister.
8. The Recipient acknowledges that the requirements of sections 5, 6, and 7 shall survive this Agreement.

## **GRANT REGULATION**

9. The Recipient acknowledges that the Grants Regulation governs the making of this Grant, and the Recipient shall comply, as required, with all of the provisions of that Grants Regulation.

## **ACCOUNTING RECORDS**

10. The Recipient acknowledges that the Minister may require that the Recipient permit a representative of the Minister or the Auditor General, or both, to examine any books or records that the Minister or Auditor General considers necessary to determine whether the Grant or any portion of it was or is being used properly and adequate records are maintained.

## **REPORTING**

11. The Recipient will provide a report that is satisfactory to the Minister, which is determined at the Minister's sole discretion, that will describe how the Grant was spent in accordance with the Approved Purpose on or before April 30, 2015 for the period from April 1, 2014 to March 31, 2015;

The report will be in the format prescribed by the Minister. The report will be submitted to the attention of:

Director, Financial Operations, Grants and Contracts  
Finance and Planning Division  
Justice and Solicitor General  
9th Floor, 10365 - 97 Street  
Edmonton AB T5J 3W7

## **HOLD HARMLESS**

12. The Recipient agrees to indemnify and hold harmless the Minister from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Recipient is legally responsible, including those arising out of negligence or willful acts by the Recipient or the Recipient's employees or agents. This hold harmless clause shall survive this Agreement.

## **TERMINATION AND REPAYMENT OF GRANT**

13. This Agreement may be terminated:
- a) by either party by giving 90 days prior written notice to the other party;
  - b) by the Minister immediately on written notice if, upon the expiry of 90 days after written notice has been received by the Recipient of its breach of any obligation under this Agreement, the Recipient has not rectified the breach, in which case termination shall occur upon receipt or deemed receipt by the Recipient of the notice.
14. If this Agreement is terminated, without limiting in any way the Minister's rights or obligations under any applicable law, the Recipient will repay all or part of the Grant, as determined by the Minister, to the Minister within 30 days of termination.

## **WAIVER**

15. A waiver of any breach of a provision by the Minister shall not be binding upon the Recipient unless the waiver is in writing and the waiver shall not affect the Minister's rights with respect to any other or future breach by the Recipient.

## **ASSIGNMENT**

16. This Agreement may not be assigned by the Recipient without the written consent of the Minister.

## **NO EMPLOYMENT RELATIONSHIP**

17. This Agreement is not intended to and does not:



- a) constitute either party as the agent of the other for any purpose, or otherwise create any relationship of agency;
- b) constitute or create any joint venture; or
- c) constitute or create any partnership,

and neither party shall allege or assert for any purpose that this Agreement constitutes or creates a relationship of agency, joint venture or partnership.

## **CHOICE OF LAW AND JURISDICTION**

18. This Agreement shall be governed and interpreted in accordance with the laws in force in the Province of Alberta and the parties hereby irrevocably attorn to the jurisdiction of the courts of that Province.

## **AMENDMENT**

19. This Agreement may not be modified or amended except by mutual consent of the parties, in writing.

## **TIME OF THE ESSENCE**

20. Time shall be of the essence in all respects of this Agreement.

## **NOTICES**

21. Any notice, consent, approval or other communication under any provision of this Agreement must be in writing to be effective, and is effective when delivered by any means, including fax transmission, to the following respective addresses:

To the Minister:

Assistant Deputy Minister, Public Security Division  
10<sup>th</sup> fl John E Brownlee Building  
10365 - 97 Street  
Edmonton, AB  
T5J 3W7  
Fax: 780-427-1194

To the Recipient:

Municipal Manager  
PO Box 40,  
Redcliff, AB  
T0J 2P0  
Fax: 403-548-6623



## FREEDOM OF INFORMATION AND PRIVACY ACT

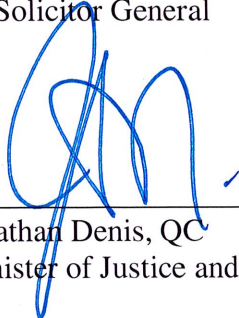
22. The parties acknowledge the *Freedom of Information and Protection of Privacy Act* (the "Act"), as amended from time to time, and shall abide by the requirements of the Act. Not limiting the generality of the foregoing, the parties specifically acknowledge that the terms of this Agreement, including the name of the Recipient, the consideration, term and details of the Approved Purpose, are subject to disclosure under the Act.
23. Any data or information concerning the Minister or any department, board, agency, or commission of the Government of Alberta, other than data or information available as a matter of public record, which is obtained by the Recipient in performing this Agreement shall be treated as confidential and not disclosed or made known to any other person without the written consent of the Minister. Notwithstanding completion or termination of this Agreement, this requirement shall continue in effect until waived by the Minister in writing.

## EXECUTION

24. This Agreement may be executed in counterparts, in which case:
- a) the counterparts together shall constitute one agreement; and
  - b) communication of execution by fax transmission or e-mailed in PDF shall constitute good delivery.

HER MAJESTY THE QUEEN IN RIGHT OF  
ALBERTA, as represented by the Minister of Justice  
and Solicitor General

Date: March 10, 2014

Per:   
Jonathan Denis, QC  
Minister of Justice and Solicitor General

## RECIPIENT

Date: \_\_\_\_\_, 2014

Per: \_\_\_\_\_  
Ernie Reimer  
Mayor, Town of Redcliff

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 19, 2014

**PROPOSED BY:** Darrell Schaffer

**TOPIC:** 2014 Budget Project – Aquatic Centre Flooring Replacement

**PROPOSAL:** Provide additional funding in the 2014 Budget to allow flooring replacement project to proceed at the Aquatic Centre.

---

**BACKGROUND:**

An amount of \$24,000 was approved in the 2014 budget to complete a flooring replacement project in the Aquatic Centre. The Public Services Department invited tenders from three local flooring contractors to replace the flooring in the public change rooms and washrooms of the facility. The lowest tendered amount was \$30,800.00 which was \$6,800.00 more than the approved budget. It is important that this project proceed prior to the upcoming season, therefore, the Public Services Department is requesting additional funds be approved for the 2014 budget to allow this project to be completed.

**OPTIONS:**

1. Provide an additional amount of \$6,800.00 in the 2014 budget to allow the Public Services Department to complete the flooring project at the Aquatic Centre for a total cost of \$30,800.00 plus GST with funding to be provided from the Purchasing Reserve.
2. Not provide the additional funding of \$6,800.00 in the 2014 budget to allow the Public Services Department to complete a flooring project at the Aquatic Centre.

**RECOMMENDATION:**

1. Provide an additional amount of \$6,800.00 in the 2014 budget to allow the Public Services Department to complete the flooring project at the Aquatic Centre for a total cost of \$30,800.00 plus GST with funding to be provided from the Purchasing Reserve.

**SUGGESTED MOTION(S)**

1. Councillor \_\_\_\_\_ moved that an additional amount of \$6,800.00 be approved for the 2014 budget to allow the Public Services Department to complete the flooring project at the Aquatic Centre at a cost of \$30,800.00 with funding to be provided from the Purchasing Reserve.
2. Councillor \_\_\_\_\_ moved that no additional funding be provided in the 2014 budget for the flooring project at the Aquatic Centre.

SUBMITTED BY:

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

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

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_ AD. 2014.

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 20, 2014

**PROPOSED BY:** Darrell Schaffer, Public Services Director

**TOPIC:** Landfill Cell and Leachate Storage Pond Project

**PROPOSAL:** Award sole source contract to Salbro Consulting Services to provide design, tendering and construction supervision services for the construction of a new landfill cell and leachate storage pond at the Landfill.

---

**BACKGROUND:**

The Redcliff/Cypress Regional Landfill was provided \$1.5 million dollars in the 2014 budget to construct a new landfill cell and leachate pond. We would like to initiate this project by recommending the award of a sole source contract to Salbro Consulting Services (Salbro) for the provision of engineering services for the design, tendering, and construction supervision of this project. This recommendation for a sole source contract is based on the anticipated benefits we will receive in terms of efficient and economical professional services that Salbro will be able to provide as they have been providing landfill consulting services for the Redcliff/Cypress Regional Landfill since 2003.

Their involvement began with our initial application and approvals with Alberta Environment to expand our landfill in 2003 and construct a new engineered cell in 2006. From 2006 to 2014 Salbro has continued to provide our Landfill with consulting services on a wide variety of operational issues, waste analysis requests, and annual reporting requirements that include groundwater monitoring and landfill gas monitoring. Salbro has also provided casual engineering advice on numerous occasions to our staff all without a retainer fee or compensation. As a result of the long term relationship, I am confident Salbro Consulting Services will provide professional engineering services that will be in the best interests of our landfill in both the immediate and long term future.

The proposed costs for engineering services for this project as proposed by Salbro Consulting Services are as follows;

|                                                          |                              |
|----------------------------------------------------------|------------------------------|
| • Design and Environmental Approvals                     | \$12,500.00                  |
| • Tendering                                              | \$14,500.00                  |
| • Resident Engineering, Surveying, QC/QA                 | \$85,000.00                  |
| • Project Management, As-builts, Environment Submissions | \$13,000.00                  |
| TOTAL                                                    | <u>\$125,000.00 Plus GST</u> |

**OPTIONS:**

1. Award sole source contract to Salbro Consulting Services to provide design, tendering and construction supervision services for the construction of a new landfill cell and leachate storage pond at the Landfill in the amount of \$125,000.00 plus GST
2. Do not award sole source contract to Salbro Consulting Services to provide design, tendering and construction supervision services for the construction of a new landfill cell and leachate storage pond at the Landfill and invite other qualified engineering firms to submit tenders for those services.

**RECOMMENDATION:**

My recommendation is Option 1.

**SUGGESTED MOTION(S):**

1. Councilor \_\_\_\_\_ moved to award sole source contract to Salbro Consulting Services to provide design, tendering and construction supervision services for the construction of a new landfill cell and leachate storage pond at the Landfill in the amount of \$125,000.00 plus GST.
3. Councilor \_\_\_\_\_ moved that the sole source contract not be awarded to Salbro Consulting Services to provide design, tendering and construction supervision services for the construction of a new landfill cell and leachate storage pond at the Landfill and that other qualified engineering firms be invited to submit tenders for those services.

SUBMITTED BY:

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

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

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_ AD. 2014.

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 24, 2014

**PROPOSED BY:** Municipal Manager

**TOPIC:** Code of Ethics and Conduct for the Council of the Town of Redcliff

**PROPOSAL:** To consider adopting Policy 123, Code of Ethics and Conduct for the Council of the Town of Redcliff

---

**BACKGROUND:**

Implementation of a Code of Ethics and Conduct for Council will assist council in supporting and carrying out its appropriate roles and responsibilities as outlined in the Municipal Government Act. In recent years, there has been an increased recognition that municipalities benefit from a more detailed and comprehensive code of conduct that governs Council and which compliments the Municipal Government Act. A code of conduct is one aspect of accountability and transparency both internally, within council and between council and administration, as well as externally, to the public at large. Such council codes of conduct typically provide clarity regarding expectations of council (including individual councillors) behaviour and standards to be adhered to, as well as contemplate procedures for addressing deviations from those standards and expectations.

The ideal/optimal time to consider adopting a Councillor Code of Conduct is when there are no apparent or ongoing issues or disputes. This is so because the matter can be looked at in a calm environment and in a reasonable, principle-driven way. Developing a code early in council's term ensures that expectations are agreed upon at an early stage, setting the groundwork for good governance.

**ATTACHMENTS**

Policy 123, Code of Ethics and Conduct for the Council of the Town of Redcliff

**OPTIONS:**

1. To approve Policy 123, Code of Ethics and Conduct for the Council of the Town of Redcliff.
2. To not approve Policy 123, Code of Ethics and Conduct for the Council of the Town of Redcliff.

**RECOMMENDATION:**

That Council considers option 1.

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved that Policy 123, Code of Ethics and Conduct for the Council of the Town of Redcliff be approved.

SUBMITTED BY:

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

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

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_ AD. **2014.**

Approved by Council: \_\_\_\_\_

## **CODE OF ETHICS AND CONDUCT FOR THE COUNCIL OF THE TOWN OF REDCLIFF**

### **BACKGROUND**

In 1992 Alberta Urban Municipalities Association circulated a resolution regarding Ethical Guidelines of Conduct for Members of Council. Redcliff Town council adopted the resolution on November 9, 1992. A great deal of time has passed since this resolution was adopted and it is considered timely to review current standards for Code of Ethics and establish a formal policy.

### **PURPOSE:**

The establishment of a Code of Ethics and Conduct for Redcliff Town Council will:

- Provide guidance to Council so as to ensure that each member is accorded reasonable and fair treatment.
- Assist Council Members in avoiding problems relating to role and responsibilities.
- Preserve the integrity of the Council and administration.
- Protect the individual rights of Council and administration as normal citizens.

These guidelines are additional to any requirements at law and do not excuse any member from complying with any common law or statute law.

### **POLICY:**

#### **Primary Focus**

1. Both Council and its Administration recognize that their allegiance and loyalties are to the community as a whole and not to any individual(s), group(s) or faction(s) of the general population. This includes overall stewardship with regard to respecting the public nature of our community's financial resources.

#### **Relationships between Members of Council and its Administration**

2. Each council member shall ensure that his/her behavior towards other members of Council and the Administration is based on the following principles:
  - Respect for the right of others to offer their opinion.
  - Tolerance for viewpoints, which may be at odds with those of others.
  - Respect for views and opinions, which may be in the minority.
  - Respect for the role of the Municipal Manager as the key employee of Council and its chief policy advisor.
  - Respect for the right of the administration to present reports and advice which may not be that which is politically acceptable to Council.



Fair Treatment for Those Presenting to Council

3. Each person presenting to Council will be afforded fair treatment by all members of Council who will seek to ensure that:
  - Presenters are treated fairly regardless of race, gender, religion, age, disability or occupation.
  - Presenters are dealt with in good faith.
  - Presenters are given an adequate time in which to present their views.
  - Presenters are treated without bias and are accorded respect for their time and views.

Chair of Meetings

4. The Mayor (or Chair of meeting) will not tolerate:
  - Discourtesy by one member to another member.
  - Rudeness to members of staff or to the public, or
  - Disruptive behaviour.
5. The Mayor (or Chair of meeting) should personally speak to any member guilty of such behavior requesting that he/she desist from such remarks or behavior. If necessary, the Chair shall call a brief recess and speak in private to the offending parties. Continued offences shall be dealt with according to the Procedural Bylaw.

Authority and Powers

6. Each member of Council will respect the legislation that accords to Council as a whole the authority to make decisions that guide the actions of the Administration. This authority is vested in Council when it is convened as a body at a duly constituted meeting. Council members will therefore refrain from attempting to guide or influence individual members of the administration.

Requests for Information

7. Council members will direct their requests for information or action to the office of the Chief Administrative Officer (unless otherwise delegated to a member of staff by the Chief Administrative Officer). If the matter is subject to a current Council policy, Administration will respond as quickly as possible in filling the request. If the request is not covered by a current policy, it will be forwarded to the Chief Administrative Officer who will place the matter before Council to receive its direction.

Conflict of Interest

8. Neither Council members nor members of the Administration will act in such a way as to constitute a conflict of interest. All residents will be treated equally. No special favours will be granted unless it is approved by a legal resolution of Council. Decisions on matters of pecuniary (either direct or indirect) which impact family members in a way not consistent with the population as a whole will be deferred pending the advice of the municipality's solicitor. In this, as in all matters, the legislation will prevail.

Council Spokesperson

9. The official decisions of Council will be conveyed to the public and all others by way of Council resolutions, bylaws, and policies. These decision will be conveyed by the Mayor (or his designate) to the media as directed by the official Council decision.

Any other comments on Council positions by any other member of Council which are not consistent with the official position should be prefaced as personal opinion only.

#### Public Statements

10. A Council member is not restricted in any public statement they choose to make, but as a member of the Council they are expected to:
  - Support the role of the council, and
  - Support the current policies, bylaws, and resolutions of the Town of Redcliff.
11. Any requests by the media to Administration for comment or information on matters pertaining to a matter within the jurisdiction of the council and not yet subject to an approved policy should be immediately referred to the Chief Administrative Officer and through him/her to the Mayor.
12. Elected officials, whether representing the Town of Redcliff via the Town's social media outlets, or engaging in discussion on the Town's social media outlets using their own personal social media accounts, are expected to conduct themselves appropriately and ethically. Ethical social media conduct includes:
  - a. Rate payers' protection and respect are paramount.
  - b. Representatives will use every effort to keep their interactions factual and accurate.
  - c. Representatives will strive for transparency and openness in interactions.
  - d. Representatives will provide links to credible sources of information to support their interactions when possible.
  - e. Representatives will publicly correct any information that has later been found to be in error.
  - f. Representatives will protect privacy and permissions.
  - g. Representatives will respect the comment/positing guidelines of the social media site.

#### Acceptance of Gifts

13. A Council member is expected to avoid any actual or reasonable apprehension of bias in the acceptance of gifts and shall:
  - Accept only those gifts of protocol or social obligation that occur in normal business relationships, and
  - Not accept a fee, gift, or other benefit that is connected directly or indirectly with the performance of the member's office.

#### Bribery

14. A Council member is to be alert to any attempt of bribery and shall:
  - Reject bribery in any form, and
  - Report any attempt or perceived attempt to bribe a member to the Chief Administrative Officer.

#### Treatment of Others

15. Each Council member shall exhibit the following:
  - Is courteous, professional, fair and unbiased;
  - Contributes to the preservation of orderly decorum;
  - Avoids sarcasm, derogatory comments, or questions or comments designed to embarrass;
  - Is respectful of the rulings and direction of the Chair; and

- Where a member is the Chair, they shall be responsible to immediately rule such behaviour out of order and require the offending member to offer an apology to all present at the hearing.
16. Each Council member has a responsibility to ensure that all persons appearing before or otherwise having dealings with Council are:
- Treated fairly regardless of race, gender, religion, age, disability, or occupation.
  - Dealt with in good faith.
  - Dealt with without bias and in a judicial temper, and
  - Given an adequate opportunity to state their case.

#### Confidentiality

17. In addition to the statutory duties set out in the Municipal Government Act, council members shall:
- Refrain from disclosing or releasing by any means to any member of the public or the media, any confidential information acquired by virtue of their office in either oral or written form, except when required by law or authorized by Council to do so;
  - Refrain from use of confidential information (such as knowledge respecting bidding on the sale of Town property or assets) for personal or private gain, or for the gain of relatives or any person or corporation; and
  - Refrain from accessing or attempting to gain access to confidential information in the custody of the Town unless it is necessary for the performance of their duties and not prohibited by council policy.

Particular care should be exercised in ensuring confidentiality of the following:

- Information relating to the security of the property of the organization;
- Personal matters about an identifiable individual, including municipal employees;
- A proposed or pending acquisition or disposition of land by the municipality;
- Labour relations or employee negotiations including collective bargaining;
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality;
- Advice that is subject to solicitor-client privilege, including communication necessary for that purpose;
- Sources of complaints where the identity of the complainant is given in confidence;
- Information about suppliers provided for evaluation which is of a proprietary nature or might be useful to other suppliers;
- Any information in relation to a tender that has or will be issued but that has not been awarded;
- Schedules of prices in contract tenders.

#### Partisan Politics

18. Council members are entitled to serve as members of provincial or federal parties.
19. Council members will not allow their party affiliation or responsibilities to interfere with the requirements and responsibilities of serving this Town as a member of Council.
20. Council members will not engage in political activities in the Town Office or at any event sponsored by the town or by one of its commissions or committees.

Adherence to Code, Charter, Act, and Procedures

21. Each Council member shall:
- Adhere to all aspects of this code of ethics;
  - Adhere to the requirements of the Municipal Government Act;
  - Adhere to the procedural guidelines provided for by the Council's approved Procedural Bylaw, and
  - Adhere to the requirements of council policies and procedures.

Complaints

22. The Town of Redcliff takes breaches of the Code of Ethics and Conduct seriously and expect any member of Council who perceives a breach to immediately take action.

In the event that a member of Council believes that one (or more) of the standards has been breached by another member of Council, the following step shall be taken:

- A) any Council member, who perceives that a violation has occurred, shall advise the offending member. This advice should be in writing and copied to the Mayor. If the complaint is about the actions of the Mayor, then the complaint should be lodged with the Deputy Mayor.
- B) The Mayor (or Deputy Mayor) shall place the issue on the next Council Agenda In Camera session or call a special Council meeting for the considering the complaint in camera.
- C) If two-thirds majority vote of the members of council, who are present, at the Council meeting where the complaint is considered, determines that the complaint is a valid complaint against the member then any or all of the following sanctions may be imposed by the Council at a public Council meeting:
  - a) Verbal reprimand provided by the Mayor or Deputy Mayor.
  - b) Written censure.
  - c) Initiate legal action to remove the Councillor from Council as per section 175 of the Municipal Government Act if the breach relates to a conflict of interest pursuant to sections 169-173 of the Municipal Government Act if the Councillor refuses to resign immediately.
  - d) Termination of the Councillors appointment to Committees.
  - e) Council may request an inquiry be conducted under Section 572 of the Municipal Government Act into the conduct of a Councillor.

It is essential that strict confidentiality be maintained in the handling of any potential violations of the Code of Ethics and Conduct for the Town of Redcliff.

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 24<sup>th</sup>, 2014

**PROPOSED BY:** Robert Osmond, Director of Finance & Administration

**TOPIC:** Authorization to Sign Grant Agreements Policy

**PROPOSAL:** To approve a policy to streamline the authorization of grant agreements

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**BACKGROUND:**

From time to time the Town is asked to enter into agreements to receive grant funding from various levels of government. Much of the time these grants are for items or projects which Council has previously approved in the budget process or by resolution. The attached policy seeks to authorize the Mayor or their designate to sign grant agreements where the program or projects has previously been authorized by Council.

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved to adopt policy #125 - Authorization to Sign Grant Agreements Policy as presented.

SUBMITTED BY:

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

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

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

Approved: \_\_\_\_\_

**AUTHORIZATION TO SIGN GRANT AGREEMENTS POLICY**

**BACKGROUND**

From time to time the Town is asked to enter into agreements to receive grant funding from various levels of government. Much of the time these grants are for items or projects which Council has previously approved in the budget process or by resolution.

**PURPOSE**

This policy seeks to streamline the grant process by authorizing the Mayor or Deputy Mayor to sign grant agreements where the program or project has previously been authorized by Council.

**POLICY**

The Mayor, on behalf of Council, is authorized to sign a grant agreement without any additional resolution from Council when:

1. The project or item to be funded by the grant was:
  - a. Approved in a Capital or Operating budget by Council **OR**;
  - b. Approved by resolution of Council
2. **AND** the funding provided by the grant does not cause an increase in the Town's financial obligation to the project or item

If both of the above conditions are not met the agreement must be presented to Council with a request for decision for authorization to sign the agreement.



ALBERTA  
TOURISM, PARKS AND RECREATION

*Office of the Minister  
MLA, Vermilion-Lloydminster*

RECEIVED  
MAR 6 2014  
TOWN OF REDCLIFF

AR 25737

March 1, 2014

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

Dear Mayor Reimer

As Minister of Tourism, Parks and Recreation, responsible for sport and recreation in Alberta, I am pleased to invite you to consider submitting a bid for the right to host the 2017 Alberta 55 Plus Winter Games in your community. Attached, for your information, is a brochure with details on how to apply.

I encourage you and your community to consider this invitation and the benefits that can result from hosting this event. The legacy of experienced volunteers and upgraded facilities associated with hosting Alberta 55 Plus Games, along with the economic benefits, has proven to be tremendous. The successful host will have the opportunity to showcase its community to approximately 1,100 participants from all regions of the province and to attract numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The community awarded the 2017 Alberta 55 Plus Winter Games will receive base financial support to cover operational, cultural and legacy aspects of the Games.

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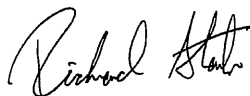
Mayor Ernie Reimer

Page 2

The *Guidelines for Communities Bidding to Host the 2017 Alberta 55 Plus Winter Games* are available from Alberta Sport Connection upon request to assist you in preparing your bid. In addition, Alberta Sport Connection staff are available to provide consultative assistance if required. For additional information, please do not hesitate to contact Mr. Dennis Allen, at (403) 297-2729; toll free by first dialing 310-0000; or e-mail [dennis.allen@albertasport.ca](mailto:dennis.allen@albertasport.ca).

I look forward to receiving your application.

Best regards,

A handwritten signature in black ink, appearing to read "Richard Starke". The signature is fluid and cursive, with the first name "Richard" and last name "Starke" clearly distinguishable.

Dr. Richard Starke  
Minister

Enclosure

cc: John Short  
Chair, Alberta Sport Connection

Dennis Allen  
Alberta Sport Connection



# 2017



# ALBERTA 55 PLUS GAMES

## FOR MORE INFORMATION

To request a copy of the "Guidelines for Communities Bidding to Host the 2017 Alberta 55 Plus Winter Games", or assistance in preparing your bid, please contact:

Alberta Sport Connection  
620 – 615 Macleod Trail SE  
Calgary, AB T2G 4T8  
T 403.297.2729 F 403.297.6669  
E [dennis.allen@albertasport.ca](mailto:dennis.allen@albertasport.ca)

**Note:** Office can be reached toll free by first dialing the Service Alberta line at 310-0000.

[www.albertasport.ca](http://www.albertasport.ca)  
[www.albertagames.com](http://www.albertagames.com)



*Alberta* Government

Alberta Sport Connection supports the delivery of sport programs and services on behalf of the Government of Alberta



# 2017 ALBERTA 55 PLUS GAMES

*The Honourable*  
**DR. RICHARD STARKE**  
*Minister of Tourism,  
Parks & Recreation*

*extends an invitation to all  
municipalities in Alberta  
to bid to host the*

**2017 ALBERTA  
55 PLUS  
WINTER GAMES  
FEBRUARY, 2017**

## Grant Funding

|                     |                  |
|---------------------|------------------|
| Operating Grant     | \$160,00         |
| Accommodation Grant | \$90,000         |
| Cultural Grant      | \$25,000         |
| Legacy Grant        | \$25,000         |
|                     | <hr/>            |
|                     | <b>\$300,000</b> |

## Important Deadlines

A letter outlining your community's interest in bidding to host the 2017 Alberta 55 Plus Winter Games, together with a resolution of support from your Municipal Council, must be received by May 15<sup>th</sup>, 2014.

Completed bids must be received by the Alberta Sport Connection no later than August 15<sup>th</sup>, 2014.

The aim of the Alberta 55 Plus Games is to provide all Albertans aged 55 and over with the opportunity to pursue greater levels of physical, social, intellectual, and creative achievement through friendly competition and participation, and to enhance a sense of community spirit by bringing Alberta's seniors together.

The Alberta 55 Plus Games are coordinated by the Alberta Sport Connection in partnership with a community selected to host the games and the Alberta 55 plus Association. Interested communities must be capable of feeding and accommodating approximately 1,100 participants.

Municipalities with populations less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The 2015 Alberta 55 Plus Winter Games are planned for Lethbridge February 19-22, 2015.





March 18, 2014

Dear Councilors,

RECEIVED  
MAR 18 2014  
TOWN OF REDCLIFF

At the recent Redcliff Community Information Evening a number of items were touched upon, including:

- That limited money is available for addressing the sewer issue thus prioritizing is necessary;
- many families were affected by sewer backup but it is unknown how many;
- money has been allocated for the Redcliff water treatment plant & construction will begin soon;
- the East Side Development generates revenue toward the Town, and;
- some interest was shown in financially supporting the Medicine Hat Events Centre.

Citizens would like to present an alternative to Council which meets the needs of Redcliff rate payers, the Community as a whole, as well as addresses all of the above points.

The current plan is:

1. to do testing to see what is causing the excessive water in the sanitary sewer system which may have contributed to the sewer back-up, and;
2. to build a water treatment plant for Redcliff.

Alternative plan is:

1. to stop all development in Redcliff until the sewer system can be upgraded to meet provincial standards, and;
2. to negotiate with Medicine Hat for Redcliff to become a partner in the regional water system at the same rate as the other non-resident consumers (ie. Seven Persons, Viernerville, Desert Blume and Dunmore).

If financial resources are exhausted on construction of the water treatment plant, sewer upgrades will not be possible in the immediate future and contributing to the Events Centre will be financially difficult.

The alternate plan would allow monies allocated for the water treatment plant to be reallocated for sewer upgrades. This would prevent further sewer backups; allow Redcliff rate-payers to receive the same water rates as other non-resident consumers, (as per Medicine Hat City Bylaw #4202); create an opportunity to contribute to the Events Centre; and it would enable significantly more development in the Town of Redcliff so that the economy could continue to thrive.

Since both issues affect every rate-payer in Redcliff, it is believed the rate-payers should have a right to weigh in on the matter. Thus, commencing today, two separate petitions will be circulating.

As such, we request that the Council suspend all dealings having to do with the water treatment plant until the petitions have been submitted to the Council/Administration. The petitioning rules restrict the petitioning period to eight weeks.

We thank you for your support and consideration on these very important matters. We are optimistic that the new mayors and councilors in Medicine Hat and Redcliff will be able to work together to achieve the vision as outlined in the Tri-Area Intermunicipal Development Plan's long term goals.

On behalf of the Petition Coordinators  
Merna Prevost

**Municipal Manager's Report  
Monday, March 24, 2014**

**PEP Initiative – Freight Transportation Study**

Participated in a conference call meeting led by PEP with regard to the “Freight Transportation System of Southeast Alberta – Assessment and Plans for Growth” project. Draft copies of this report and action plan continue to be finalized with completion tentatively scheduled for Mid-April.

**On-going projects:**

- Building Permit Closure (for period 2007-2011): Please refer to the Legislative and Land Services section of this report.
- Currently doing preliminary work and review on following bylaws and policies:
  - Council Code of Conduct Policy – this is coming forward for council review and consideration at the March 24, 2014 council meeting.
  - Procedural Bylaw – work on this continues with intent to bring it forward for review and consideration in the near future.
- Continue to familiarize myself with the recommendations that are yet to be fully implemented as outlined in the municipal inspection report.
- Finalizing the position/job description for the vacant Director of Community and Protective Services position with advertisement and recruitment to follow shortly thereafter.
- Community Information Night (March 13, 2014) – Preparations for the community information night were completed with implementation following. I would like to recognize the significant time and efforts that Town Staff dedicated (over and above their regular day to day job duties) to help realize this event. It was a large undertaking well worth the effort.
- Met with potential developer (I-XL) with Mayor Reimer.

**Professional Development**

On March 6, 2014 I attended the Local Government Administrators of Alberta (of which I am a member) annual general meeting and workshop. Some of the notable information obtained was that of the new administration of grants structure whereby Municipal Affairs will now be administering grant programs that Alberta Transportation previously administered (for example, Basic Municipal Transportation Grant and Federal Gas Tax Fund). After this event I returned to the office on March 7, 2014.

**Finance & Administration**

***Yearend Process***

The principal focus of the department continued to be the 2013 yearend in the early weeks of March. All department functions have been working on final documentation and assisting the auditors. The field work for the 2013 financial audit is now complete and the auditors are now working towards the presentation of the financial statements in April. With this busy time for the department complete the team will be returning to regular operations in the near future.

### ***Staffing Change***

John Westers, our part-time Information Technology Clerk, is leaving the organization to pursue his chosen career as a teacher. The recruitment process to fill the full-time IT & Social Media position on a full-time basis will begin shortly with the intent to fill the position as quickly as possible to bring our team back to a full compliment.

#### Scheduled Items:

March 15<sup>th</sup> – Utility invoicing for water, sewer, and garbage service for January & February 2014

March 20<sup>th</sup> – Utility Disconnects Service disconnections for accounts unpaid for November & December 2013

### **Municipal Enforcement**

Total files this reporting period (February 2014) is 33 (6 reported, 27 self-generated)

**TRAFFIC BYLAW:** 6 self-generated files.

**STREET BYLAW:** 17 self-generated files

**DOG CONTROL BYLAW:** 5 complaint driven files, 4 dealt with by way of Bylaw Notice, the 5<sup>th</sup> by Violation Ticket.

**NOISE BYLAW:** 2 complaint driven files, 1 relating to what the complainant felt was an overly lengthy warm-up period for a neighbors diesel truck, and the second relating to diesel school buses warming up for 30 plus minutes. This issue was discussed with the CAO and the Manager of Legislative and Land Services, and it was felt that in view of the Traffic Bylaw exemption for School Buses (Sec. 14.5 (c)), that the best course of action at this time would be for me to meet with the 3 Bus companies serving Redcliff and try to reach a workable compromise. Due to the time of year the number of mornings this will be an issue will be fewer, however we must plan for next year as well. On Feb 27 bylaw enforcement had a meeting with Ron of Ron's Bussing, and the driver/safety supervisors for TRAXX and Southland where the foregoing issues were discussed, and all present agreed that they would encourage the drivers to participate in a max 15 minute warm-up and hopefully this will not become an ongoing problem. All present were made aware that although there is currently an exemption in the Traffic Bylaw allowing bus parking in Redcliff, that sometimes there is a necessity for legislative change to address the problem.

**BUSINESS LICENSE BYLAW:** The 2014 business licenses have been mailed, a total of 632 as compared to 633 in 2013. Enforcement under the provisions of this Bylaw is continuous with all new businesses being checked for compliance.

**NUISANCE AND UNSIGHTLY PREMISES BYLAW:** There were no complaints filed or generated under the provisions of this Bylaw.

**HIGH WIDE LOAD PERMITS:** 3 issued for month of February.

MISC: Since the weather has warmed up and a somewhat accelerated thaw taking place I have received several calls relating to water run-off between private properties, however all parties are advised that this is not an issue that can be remedied by bylaw enforcement.

### **Community Services**

- The desktop review for the 670 Collective Mountain Bike Club has begun.
- Youth Recreation, Social and Leisure Surveys have been prepared; these were available at the Community Information Night and will be distributed to the schools, Youth Centre, Library and online.
- A survey regarding the Off Leash area has been prepared; this was available at Community Information Night and will be distributed to the community.
- Community Services is partnering with Be Fit for Life to promote fitness and recreation, especially among youth; some funding for instructors and equipment may be available

### **Public Services**

#### ***Water, Sanitary Sewer, and Storm Utilities***

Jamie Garland and Colin Senft recently attended the Alberta Water and Wastewater Operators Association Annual Seminar where they were able to obtain education units required for them to maintain their operator certifications.

Pending satisfactory results from the recent storm water analysis from the Dirkson N.E. storm pond, we anticipate that we will be permitted to pump water from the pond through our storm network that eventually outfalls to the City of Medicine Hat. The capacity of this storm pond has proven to be inadequate as we have been required to pump water numerous times to maintain levels that do not threaten our infrastructure. The pond is once again at levels where the water backs up into our collection system and is unable to drain until we can lower the levels in the storm pond. Pumping water to the outfall in the City of Medicine Hat continues to be a contentious issue with city staff as it is very challenging to remain within discharge limits expected by the city.

#### ***Municipal Works***

Street and road maintenance continued to take up a considerable amount of time this past month. Everything from snow and ice removal, flooding, and recent street sweeping has been on their agenda during the past month.

The recent warm weather and quick run-off has challenged our staff to be available at a moment's notice to deal with overland flooding in a number of areas throughout town. Frozen culverts and storm sewer catch basins contributed to many of the issues that staff were dealing with during the week of March 8-14.

Staff attended to and repaired three water leaks during the past several weeks. All leaks were a result of deterioration of service saddles.

Two interments were conducted at the cemetery during the month of February for a year to date total of 4.

Our main garbage truck will be out of commission for approximately one month due to recent damages sustained to the truck's lifting mast.

### ***Parks and Recreation***

Staff have completed several additional maintenance projects at the Seniors Centre, Library, and the Public Services Shop that included floor repairs and painting projects.

Staff are preparing to close the Rec-Tangle for the season. The last day of operation is scheduled for March 23.

Devon Price who was a recent hire as a Facility Operator has transferred to a vacant Landfill Operator position. Devon has a wide variety of experience previously working with the City of Brooks so we are confident in his abilities no matter what role he is in. Recruitment for the vacant Facility Operator position is underway.

A number of seasonal staff will be returning this spring, however, we will begin recruitment to fill several vacancies in the very near future.

### ***Landfill***

The Landfill continues to accept normal quantities of waste during this time of year.

Permits for our new waste oil tank are now in place and we are able to once again accept used motor oils from the public.

### **Engineering**

#### ***WATER TREATMENT PLANT, RAW WATER PUMP STATION AND PIPELINE UPGRADES:***

##### **Pump Station Upgrade:**

- Carver is working on the completion of deficiencies.
- Project is under one year warranty since Oct 31, 2013

##### **Rawwater Supply pipeline project:**

- Contractor will complete the remaining deficiencies in the spring.
- Project is under 2 years warranty since Nov 16, 2013

##### **Water Treatment Plant (WTP) Design:**

- Next WTP design review meeting scheduled for March 25, 2014 from 01:00pm to 04:00pm

- MPE is carrying out geotechnical investigation using EBA engineering near the proposed WTP.
- Hydrovac work has taken place to locate the existing underground services accurately around the existing and proposed Water Treatment Plant. This has been completed and the information will be incorporated on detailed designs.

## **2014 CAPITAL PROJECT**

- 4<sup>th</sup> Ave SW (1<sup>st</sup> St – 4<sup>th</sup> St) road, storm and sanitary preliminary design in progress.
- External Geotechnical through WSP (previous Genivar) in progress.
- Preparation of Request for Proposal for Inflow and Infiltration Investigation complete and sent out for procuring the consulting services on Mar 11 and will close on Mar 28 at 02:00pm
- NW Storm overland issue review in progress.
- Northside Industrial Area FSR (1<sup>st</sup> Draft) received on Dec 20, 2013 from Scheffer Andrew. Town's review in progress.

## **OTHER MISCELLANEOUS:**

- **Dirkson Industrial Pond backup issue:**

Dirkson industrial Pond was originally designed as an evaporation pond without any outlet to capture the flows from the Dirkson Industrial Subdivision in 2005. The Pond has overtopped frequently during spring melts and heavy rainfall events with stormwater backed up in the storm system. This has been recurring for the past few years. The City of Medicine Hat has given permission to the Town on a few occasions to pump out the water from Dirkson Pond at a controlled rate after some quality testing during a dry period. Nonetheless, such permission is not always guaranteed. Currently the pond is full and will need some pumping. Town is approaching City again to obtain permission for the pumping of stormwater. If City agrees, the Town will start pumping. This will relieve the pressure on storm system temporarily. However the pond back up issue will require a permanent solution in the future. Northside FSR (draft) study identified a need to build a pond north of the Dirkson Pond with interim pumping system to accommodate the drainage of the Northside as well the existing Dirkson Pond.

The remaining storm sewer system north of the highway #1 from Saskatchewan Drive, Elbow Drive and Broadway Ave is collected and discharged to the north ditch of Highway #1 through a major trunk line east of Boundary Road. Historically the City has expressed concerns about the flows from the Highway #1 ditch which ultimately drains to their storm system and triggered some major upgrades. The City conducted a NW Storm drainage study in this regard and provided Town a copy of the report with a letter requesting the control of stormwater. At a later date, the City has agreed to accept the partial (3000l/sec) flow from the ditch honouring the Town's permission from Alberta Transportation for ditch drainage and requested the Town to control the quantity above this limit. Town has done an evaluation of the issue in 2011 as part of Town-wide Storm System Evaluation and determined the need for building a pond at the NE



corner of the intersection of Highway #1 and Boundary Road. This Pond construction has been included in MYCIP but there is not sufficient land available in that corner.

- **2013 Road Rehab Program:** Transit Paving will complete the deficiencies in spring 2014. Project is under 2 years warranty.
- **FAC inspection of 2011 road and underground projects** completed with Transit Paving and LMT Enterprises. Deficiencies will be fixed in sept of 2014.
- Misc Site Drainage Plans review, comments and meeting with the consultants as part of Development applications.
- On-going map updates for Public Services and Land sales & Legislative departments.
- Open house Town Hall meeting maps preparation.
- Digital file storage in GIS mapping.
- Dutton St and 11<sup>th</sup> St NE Water main drawings preparation for Public Services in-house projects.
- Town's Engineering design guidelines and construction standards update in progress.

#### **Land and Legislative Services**

- Ongoing inquires re: land sales, development & subdivision.
- Ongoing enforcement issues of non-permitted development and older files.
- Alberta Municipal Affairs Safety Services Division was at the Town Office on March 11 & 12 to review older outstanding building permit files. The file review was unable to be completed due to the number of files to be reviewed and an additional meeting will be scheduled in the future to complete the review.
- We have received five appeals of Development Permits. The permits were approved with conditions by the Municipal Planning Commission. The Subdivision and Development Appeal Hearing is scheduled for April 2, 2014.
- Board Vacancies:           Municipal Planning Commission (1)  
                                          Subdivision and Development Appeal Board (1)  
                                          Family & Community Services Board (2)  
                                          Redcliff & District Recreation Services Board (1)
- The Recreational Vehicle Open House to share the survey results and Councils proposed changes to the Land Use Bylaw and Traffic Bylaw is scheduled for March 27, 2014.
- Preparing several Bylaw Amendments Re: Changes due to Subdivision / Consolidations
- Met with the City Clerk from the City of Medicine Hat to discuss options for a joint regional assessment review board. We had a conference call with the City of Red Deer to discuss how their joint assessment review board was established and how it operates. Further review is required on other options available.

#### **Fire Suppression and Prevention**

- The Redcliff Fire Department responded to 21 incidents in the first Quarter of 2014.
- Seven Members attended Training with HALO at the MH Regional Airport.
- The Safety Codes Council audited the Redcliff Fire Department with some deficiencies corrected and are currently awaiting report to action remainder.
- Personal accountability and SCBA control system updated to improve and include new members.

- Engine Two was returned to service after brake repairs and CVIC inspection, operated and put back in service.
- A new 4 head gas monitor was purchased and put in service when as previous unit broke.
- During this period we started six new members beginning March first.
- Purchase of necessary firefighting equipment as outlined in the budget.
- Tendering process for a new Squad truck. The Department attended the Town Community awareness night.
- Fire Chief attended Alberta Emergency Alert Training.
- There was a major event which included a fatality on February 18<sup>th</sup>. This was a suspicious fire and was investigated by the RCMP Major Crimes and FCO.