



COUNCIL MEETING

MONDAY, FEBRUARY 24, 2014

7:00 P.M.

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

<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
1. GENERAL	
A) Call to Order	
B) Adoption of Agenda *	Adoption
C) Bank Summary to December 31, 2013 *	For Information
2. DELEGATION	
A) Economic Development Alliance of Southeast Alberta * Re: 3 Year Strategic Direction (Wendy Blackwell, Executive Director to be in attendance)	For Information
3. MINUTES	
A) Council meeting held February 10, 2014 *	For Adoption
B) Redcliff Planning Board meeting held February 18, 2014 *	For Information
i) Subdivision Application 2014 Sub 01 * Lot 29-30, Block 62, Plan 9412360 Lot 1-3, Block 63, Plan 1117V To create separate titles for existing residence and greenhouse	For Approval
C) Municipal Planning Commission meeting held February 19, 2014 *	For Information
D) Redcliff Public Library Board meeting held November 28, 2013 *	For Information
4. BYLAWS	
A) Bylaw 1766/2013, being the Emergency Management Bylaw *	1 st Reading
5. STAFF RECOMMENDATIONS	
A) Short Term Planning Consultant Contract Extension *	For Consideration
6. POLICIES	
A) Policy 124 (2014) Physician Recruitment and Retention Committee * Terms of Reference	For Approval

7. CORRESPONDENCE

- | | | |
|-----------|--|-----------------|
| A) | Communities in Bloom Invitation * | For Information |
| B) | Canadian Badlands 4 th Annual Tourism Development Conference *
Re: Sponsorship Opportunities | For Information |
| C) | Government of Alberta Transportation Strategy * | For Information |
| D) | Government of Alberta *
Re: Submission – Draft South Saskatchewan Regional Plan (SSRP) | For Information |
| E) | Alberta Municipal Affairs *
Re: Letter regarding progress on the Ministerial Directives | For Information |

8. OTHER

- | | | |
|-----------|---|-----------------|
| A) | Manager's Report to Council * | For Information |
| B) | Councillors' Committee Reports * | For Information |
| C) | Council Upcoming Meetings/Functions (March) * | For Information |

9. RECESS

10. IN CAMERA

- | | |
|-----------|------------|
| A) | Labour (1) |
|-----------|------------|

11. ADJOURN

BANK SUMMARY FOR DECEMBER 31, 2013

DESCRIPTION	GENERAL	PAYROLL	TOTAL
BALANCE FORWARD	976,031.54	15,076.78	1,106,189.52
DAILY DEPOSITS	765,448.28	128,503.09	893,951.37
CIBC DIRECT DEPOSITS/ TELEBANKING	290,698.89	0.00	290,698.89
INTEREST EARNED	7,651.71	0.00	7,651.71
T-BILL REDEMPTIONS	1,500,000.00	0.00	1,500,000.00
OTHER DIRECT DEPOSITS	8,968.67	0.00	8,968.67
SUBTOTAL	2,572,767.55	128,503.09	2,701,270.64
CHEQUES	(2,353,324.33)	(133,579.87)	(2,486,904.20)
ASFF QUARTERLY PAYMENTS	(452,741.34)	0.00	(452,741.34)
DEBENTURE PAYMENTS	(510,585.31)	0.00	(510,585.31)
T-BILL PURCHASES	0.00	0.00	0.00
NSF CHEQUES	0.00	0.00	0.00
OTHER DIRECT WITHDRAWALS	(17,715.16)	0.00	(17,715.16)
SUBTOTAL	(3,334,366.14)	(133,579.87)	(3,467,946.01)
TOTAL	214,432.95	10,000.00	224,432.95
BANK CLOSING BALANCE	1,025,295.34	10,000.00	1,035,295.34
ADD:O/S DEPOSITS	233,097.38	0.00	233,097.38
LESS:O/S CHEQUES	(1,043,959.77)	0.00	(1,043,959.77)
TOTAL	214,432.95	10,000.00	224,432.95

INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321	11,750,000.00
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126	1,501,857.53
TOTAL INVESTMENTS		13,251,857.53

TOWN OF REDCLIFF

FEB 15 2014

FINANCE DEPT.

Economic Development Alliance of South East Alberta

THREE YEAR STRATEGIC DIRECTION 2013-2015

EDA Vision, Mission and Values

Mission Statement: The Economic Development Alliance of Southeast Alberta is the hub for regional economic development through collaborative partnerships, stimulating growth and wealth for the region.

Core Values:

- Creating sustainable economic growth
- Maximizing value of resources
- Working Collaboratively
- Working with region's businesses that are willing to grow

1 Business Retention and Expansion

Promote and facilitate economic diversification and expansion through support of the operations and growth of local businesses and industry.

2 Investment Attraction

Increase the level of new entrants and business investments in the region.

3 Marketing and Communications

Through a comprehensive suite of marketing collateral and tools, provide up-to-date, pertinent and current information on regional activities as well as the opportunities, trends and advantages associated with business development in southeast Alberta

The EDA provides relevant industry knowledge and support to companies in four priority sectors;



Energy

The energy sector in southeast Alberta has two key components: conventional oil and gas operations and renewable/alternative energy, both seen as focus areas for the EDA.



Advanced Technology and Manufacturing

Advanced technology and manufacturing are significant to region, offering a variety of products such as: playground equipment; tires; processing catalysts and carbon black (for use in the manufacturing as well as the oil and gas sectors); kitchen cabinets; fertilizer; modular structures (for home and commercial use); and water diversion systems.



Agriculture and Greenhouses

With considerable amounts of access to sunlight, space, and ready access to energy, greenhouses have significant long-term economic development potential.



Tourism

The regional tourism sector has incredible untapped potential and is in the process of building leadership capacity to implement a holistic strategy for regional development. There exists the potential for packaging tourism products, building regional capacity, and accessing government funding to drive sector initiatives.

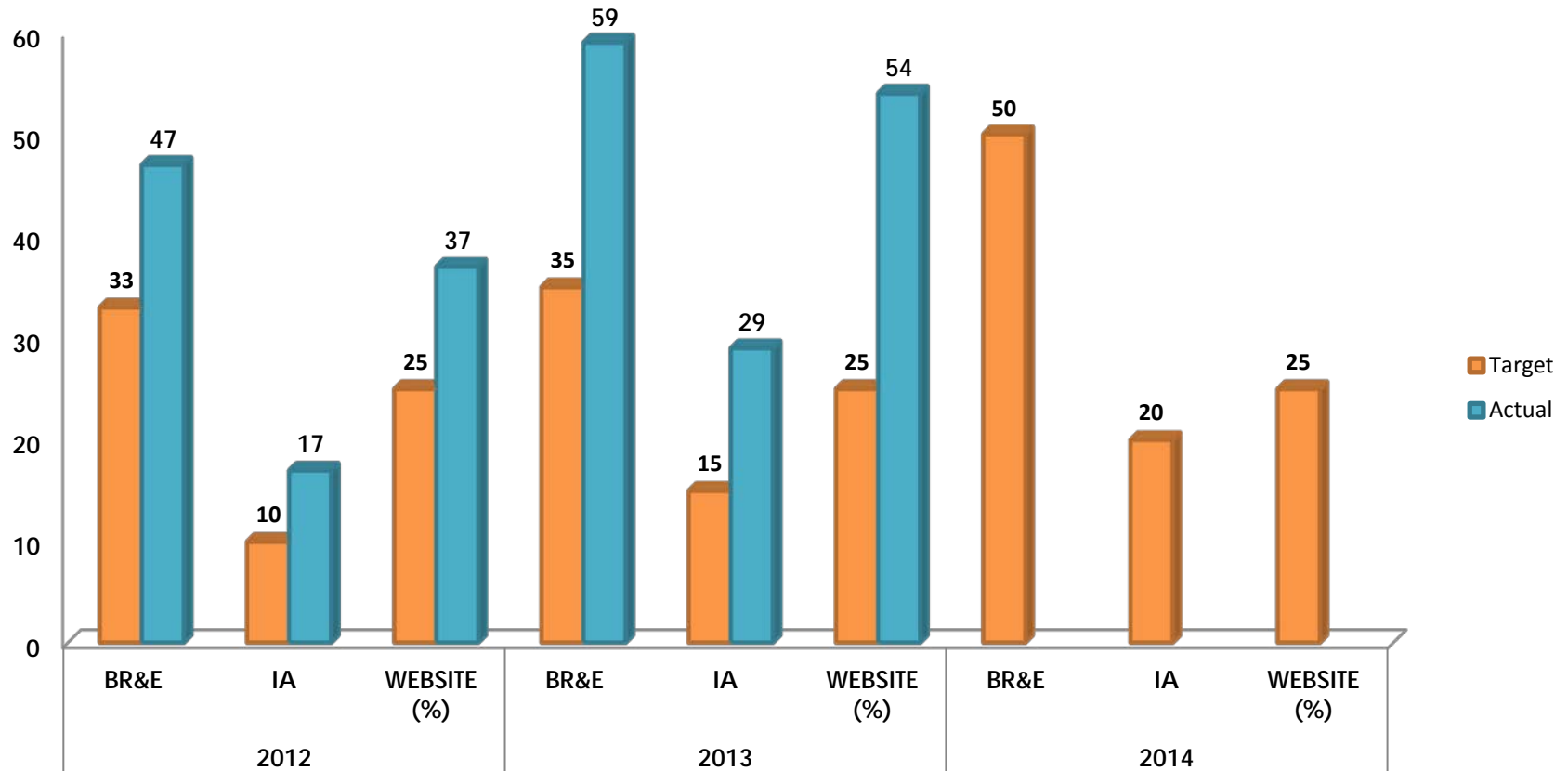


Key Performance Indicators 2013

- BR&E
 - Minimum number of 35 existing business the EDA has assisted during the year
 - 25 supportive testimonials or surveys form regional businesses where the EDA and their collaborative partners have made a difference.
- IA
 - 15 new investment attraction leads each year
- Marketing & Communications
 - Lead Generation – marketing activities will raise awareness of southeast Alberta and
 - increase the number of leads that are generated. 25 “Contact Us” forms submitted through the website
 - Increase web traffic by an additional 25%

Target Tracking

KPI Progression 2012-2015



Business Retention and Expansion

Promote and facilitate economic expansion
through support of the growth of local
businesses and industry

>> We committed to assisting 35 business during 2013 and acquiring 25 testimonials throughout the calendar year.

During 2013 we worked with 59 regional businesses and have received 41 supportive testimonials.

We have surpassed both of our KPI targets for the year!

>> BR & E completed:

- Savour Superstar Search, Savour Eat Local Week & Savour Connections evening
- Shaw Segments
- Highway 3 Update
- Economic Outlook Summit
- BR&E Program
- Montana Strategy

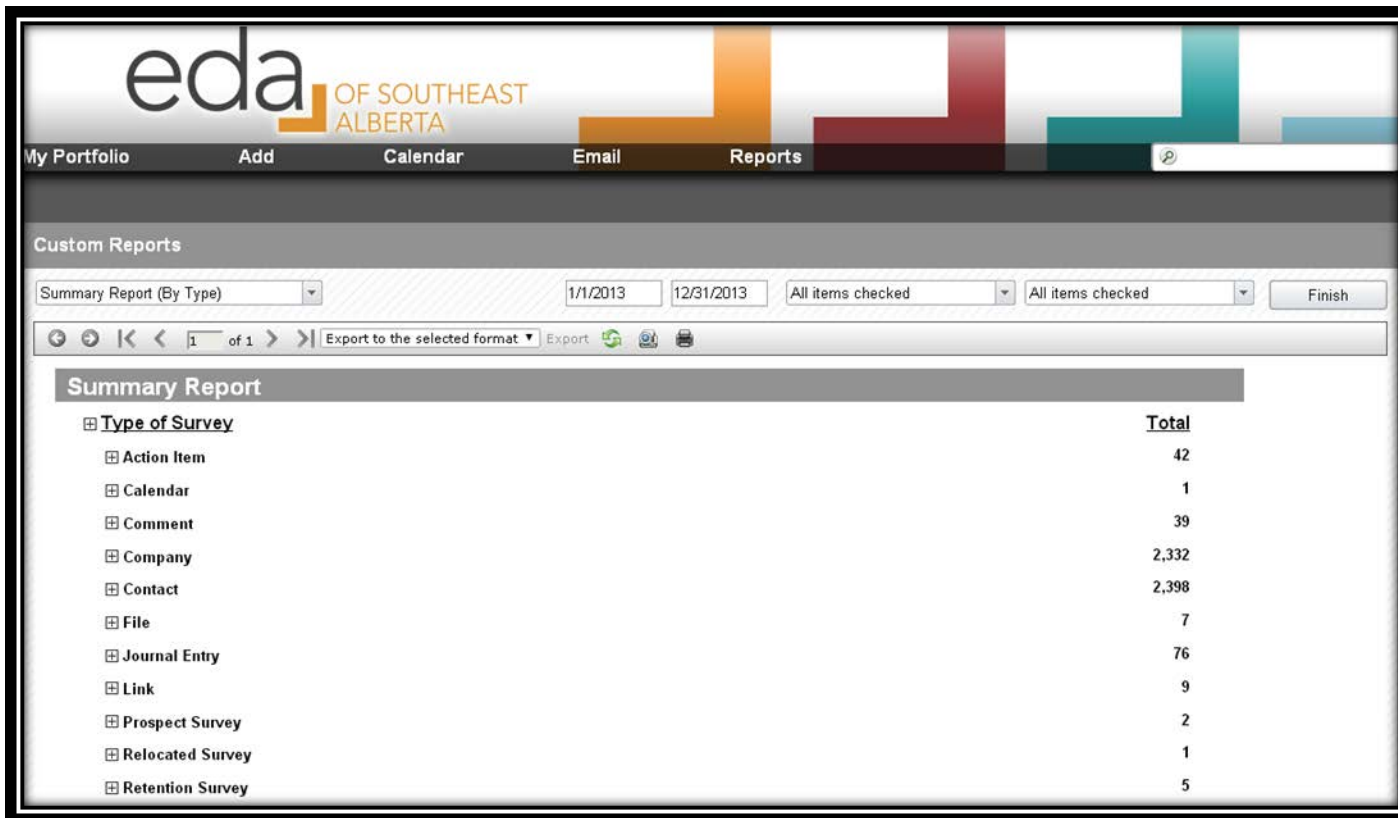


**Economic Outlook
Summit 2013**



>> BR&E Underway...

- APEX (ongoing)
- Monthly Economic Summary & CHAT News segments (ongoing)
- Funding Fridays (ongoing)



Investment and Attraction

Increase the level of new entrants and investments in the region

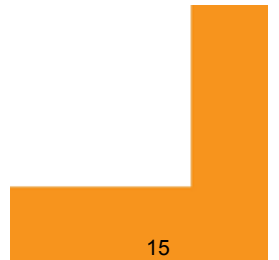


>> In 2013 we committed to 15 new investment attraction leads for the following year.

By the **end of 2013**, we had **29 new leads**, we met and exceeded our target.

>> In our Pipeline...

- ICCI Funding
 - Bio-energy Investment Attraction Strategy (update)
 - Pulse Processing Feasibility & Investment Attraction Strategy
- Brewery
- Fibre Optics
- Investment Attraction Tool Kit
- Webinars
- Solar
- Wind



Pulse Processing Feasibility Study

eda OF SOUTHEAST ALBERTA Pulse and Specialty Crops Fact Sheet: SOUTHEAST ALBERTA

Southeast Alberta (Census Division 1) has experienced over a decade of steady growth in pulse crop production.

Production of dry peas, the pulse crop with the highest level of total production in Canada, increased by 117% in southeast Alberta between 2005 and 2010. In 2010, southeast Alberta and immediate surrounding regions produced over 377,000 tonnes of dry peas (Table below).

The region also enjoys a low rate of crop failure. Southeast Alberta is Canada's sunniest region and its ideal weather and soil conditions mean that farmers can typically get crops in the ground earlier in the season, creating the opportunity for an earlier harvest. This allows the region to produce a better quality crop, due to reduced exposure to the elements later in the season.

Competition for crops grown in the region is comparatively low. The Medicine Hat/Bow Island region has the fourth highest level of production of field peas per pulse buyer in Western Canada - a level that is comparable to the Moose Jaw/Regina, Saskatchewan area, and that is higher than any other region in Alberta (Graph below).

Southeast Alberta has a transportation infrastructure and cost advantage. Southeast Alberta's rail shipping tariffs to Vancouver are significantly lower than that of Saskatchewan. According to regulated rates published by CP Rail, the high cap tariff on a single covered hopper car from Bow Island to Vancouver is \$4,603. By comparison the cost is \$275 more from Saskatoon, \$537 more from Swift Current, \$653 more from Moose Jaw, and \$812 more from Regina. Costs are lower by \$184 in Lethbridge, where competition for crops is higher. In addition, there is just one current road restriction in the region that would have minimal impact on truckloads of commodities traveling from farms to processing sites.



Southeast Alberta's Comparative Advantage

A strategic location in one of Canada's highest producing and most diverse specialty crops production regions

Close proximity to other pulse production areas in Saskatchewan and southern Alberta

Comparatively low local competition for crops from other exporters

Rail tariffs to Vancouver that are significantly lower than Saskatchewan

Western Canada's lowest-cost location from which to operate an agri-food manufacturing facility

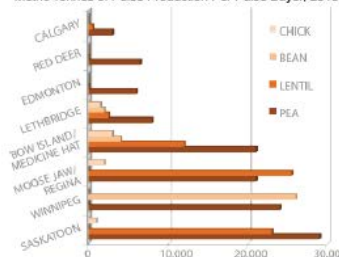
A skilled and available labour force of over 38,000 workers

Sites that are ready for investment

Seeded Acres of pulse and Special Crops Production in Southeast Alberta, 2010

Crop	SE AB (Census Division 1)	SE AB (CD1) Plus Adjacent Regions (AB Cds 2&4 and SK Crop Regions 4&5&6)	Provincial Total		SE AB & Adjacent Regions Share of AB & SK
			AB	SK	
Beans	19,524	40,517	43,000	10,000	76%
Mustard Seed	29,497	122,954	110,000	370,000	25%
Peas	119,140	396,279	925,000	2,610,000	11%
Lentils	55,104	253,250	135,000	3,340,000	7%
Chickpeas	n.a.	13,876	n.a.	205,000	7%
Canaryseed	n.a.	16,858	n.a.	365,000	5%

Metric Tonnes of Pulse Production Per Pulse Buyer, 2010



For more information contact:
Nichola Kondra, Associate Director
Economic Development Alliance of Southeast Alberta
877.767.7780 *nkondra@edalliance.ca * www.edalliance.ca

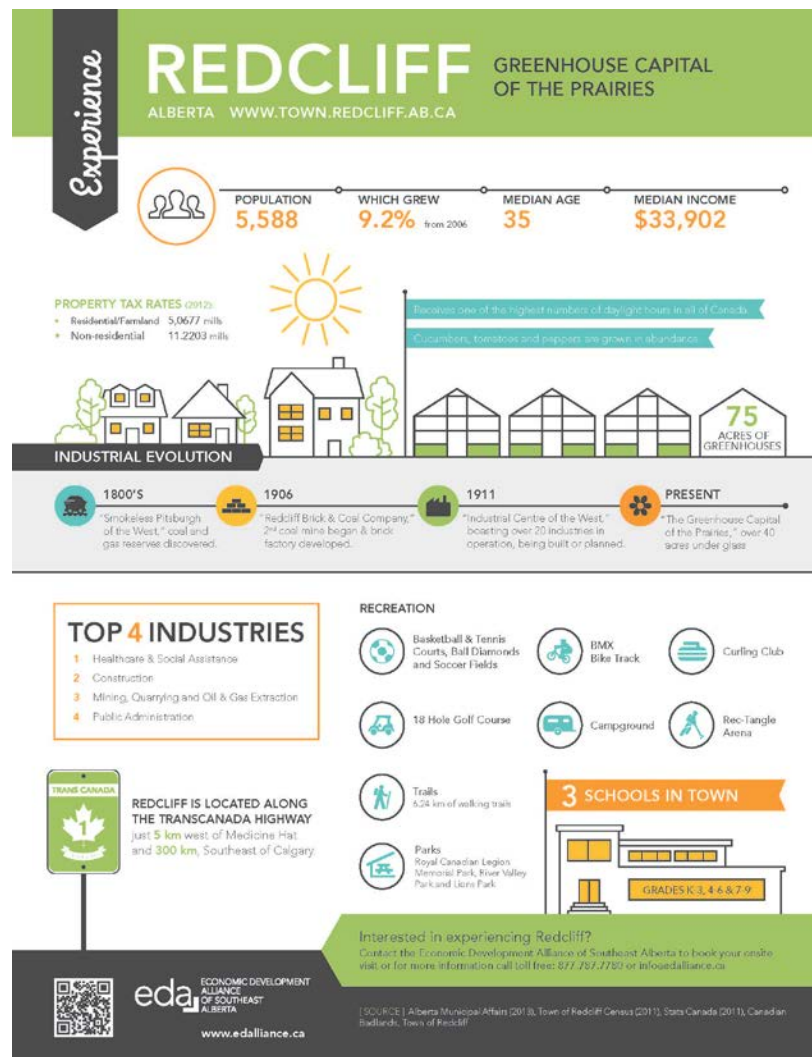
Based on KPMG analysis, Medicine Hat is the lowest-cost location in Canada's pulse-growing regions from which to operate an agri-food manufacturing plant.

The region's main operational cost advantages include low rates for gas, electricity, surface freight, and facility lease. In addition, operators in Southeast Alberta enjoy better access to labour. Medicine Hat College educated just under 8,900 individuals in the 2011-2012 school year, which included approximately 2,500 full-time students. The college prides itself on supporting local employers with agri-business and manufacturing technology programs.

Serviced, investment-ready sites located along the CP Main Line are located in Medicine Hat, Redcliff, Dunmore, Seven Persons, and Bow Island. A former ADM milling site also offers potential for production of pulse fractions or ingredients.

Sources: Alberta Specialty Crop Report. Notes: 2011 Seeded Acres of Other Crops in Southeast Alberta/Census Division 1 include Wheat: 582,500, Summer Fallow: 272,500, Tame Hay: 202,500, Canola: 145,300, Barley: 65,100 and Oats: 4,200 Acres. Medicine Hat College: Student Statistics

Redcliff Infographic



Marketing and Communications

Strengthen our partnerships and collaboration,
refresh our brand and website and update the
Marketing and Communications Plan to integrate a
Social Media Strategy

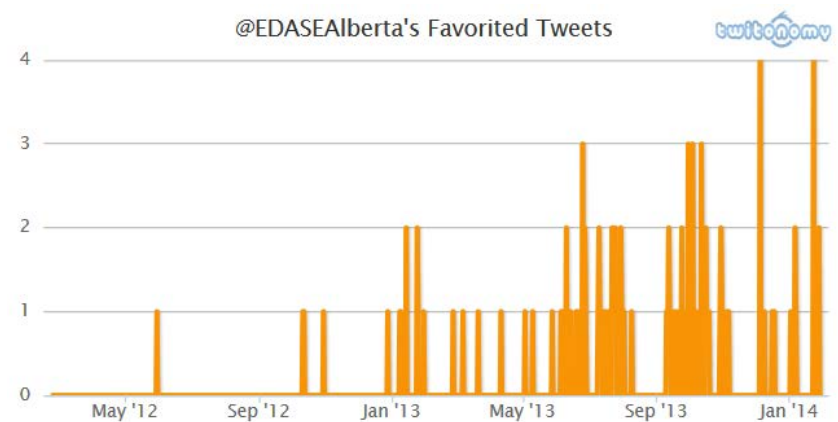
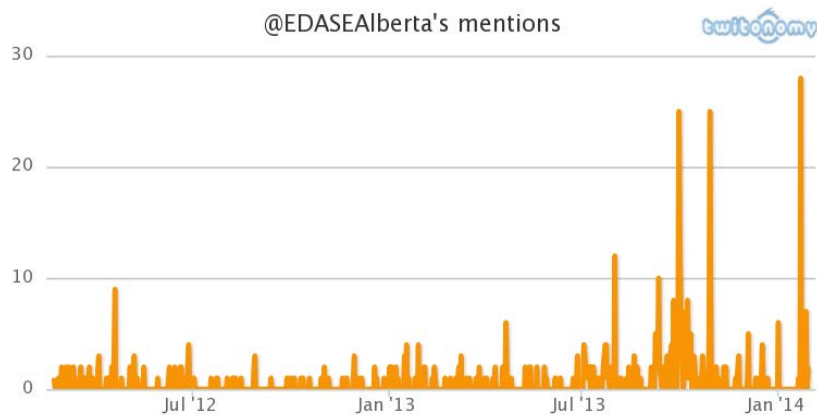
- >> We committed to increasing web traffic by 25%.
 - **This year** we **increased traffic** to our sites **by 54%**

We committed to obtaining 25 leads or enquiries through web generation and clients using the “contact us” facility

- **This year**, we obtained **14 new enquiries** forms. However, many of our new leads came through **social media engagement**

We have also formed **EDA Connect** a new advisory committee to the EDA board of directors

EDA social media presence



@EDASEAlberta

2,441
TWEETS

1,405
FOLLOWING

827
FOLLOWERS

@SavourtheSE

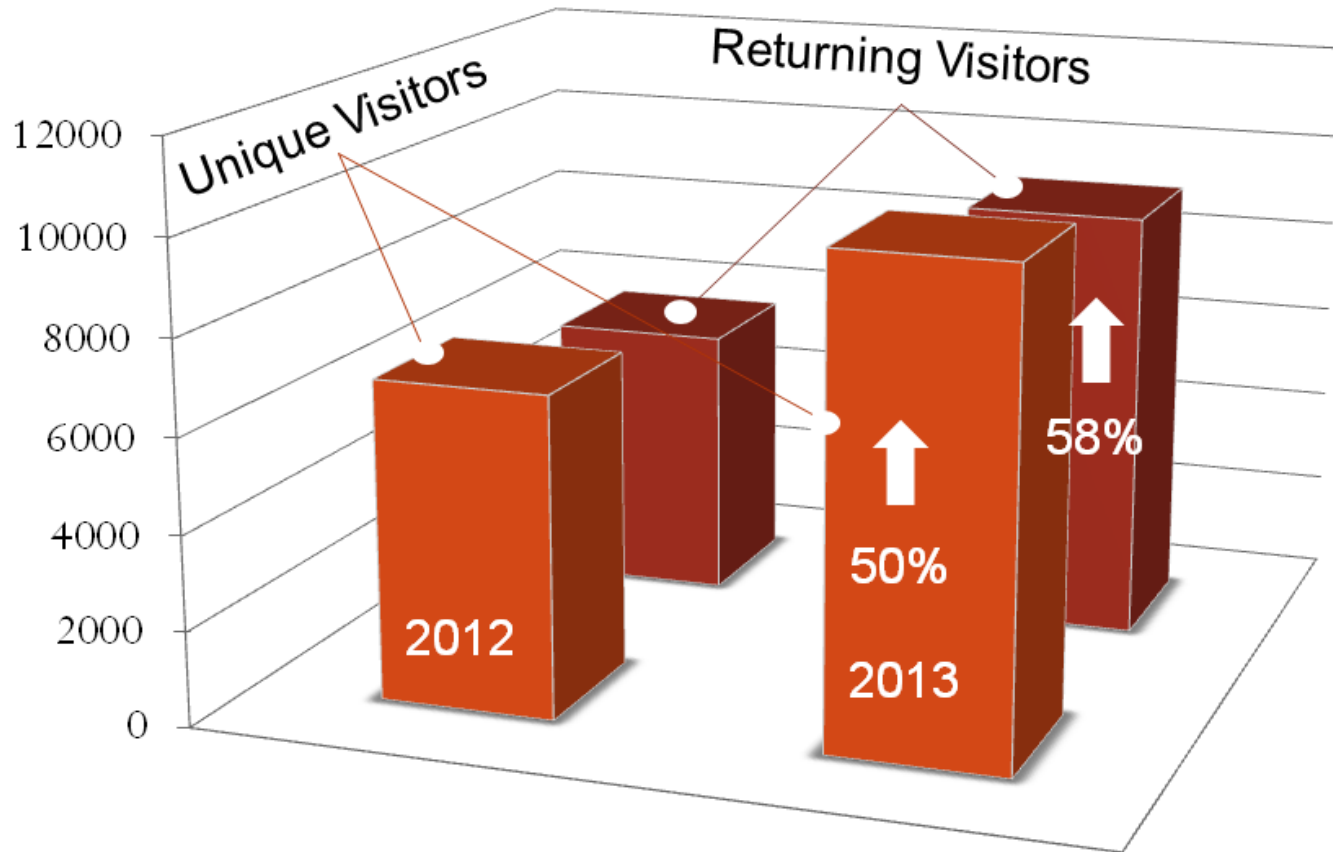
1,239
TWEETS

1,002
FOLLOWING

560
FOLLOWERS

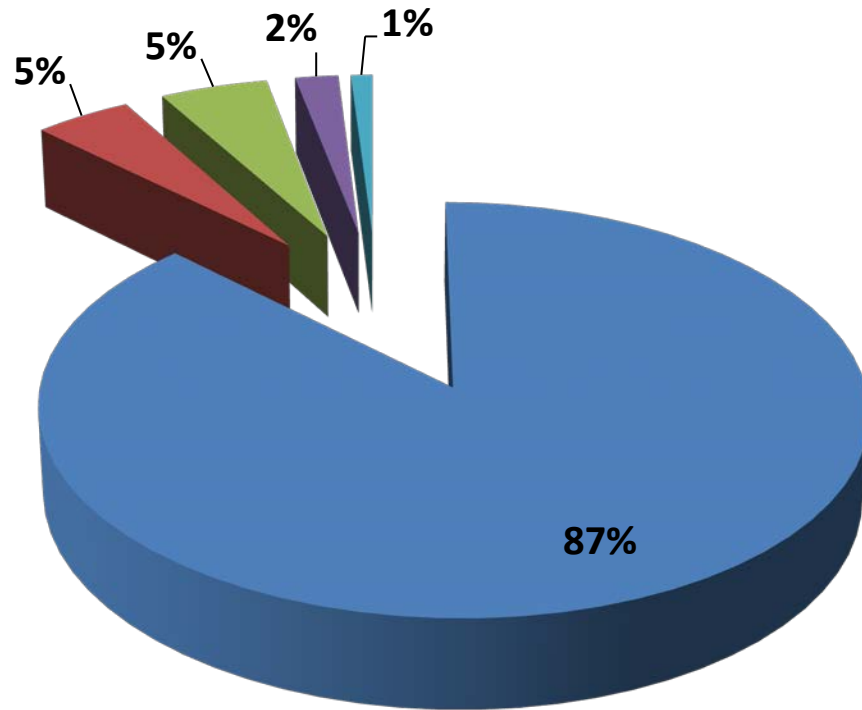


EDA Website Visits - Unique vs. Returning



>> We saw increased **national and international** reach for **Investment Attraction**

**Top 5 countries
who visited the
website being from:**



>> 2013 Award Recognition

- Top 40 under 40

- Medicine Hat News

- IEDC



- 5 EDAC awards for 2013 (including the overall EDAC marketing cup)
- Alberta Chamber of Commerce – Business Awards
2013 – Marketing Excellence Award



Key Performance Indicators 2014

- BR&E
 - Minimum number of 50 existing business the EDA has assisted during the year
 - 25 supportive testimonials or surveys form regional businesses where the EDA and their collaborative partners have made a difference.
- IA
 - 20 new investment attraction leads this year
 - Maintain a pipeline of 30 leads under development
- Marketing & Communications
 - Lead Generation – marketing activities will raise awareness of southeast Alberta and
 - Increase the number of leads that are generated. 10 new “leads” are to be generated through marketing and communication channels
 - Increase web traffic by an additional 25%

Analysis

The EDA will continue to actively monitor its progress and ensure its strategic directions remain relevant.

QUESTIONS?



**Economic Development Alliance (EDA)
of Southeast Alberta**

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

PRESENT: Mayor E. Reimer
Councillors C. Brown, C. Crozier, D. Kilpatrick,
L. Leipert, J. Steinke. E. Solberg
Municipal Manager A. Crofts
Manager of Legislative & Land Services S. Simon
Manager of Engineering K. Minhas (left at 9:11 p.m.)
Public Service Director D. Schaffer (left at 9:11 p.m.)
Bylaw Enforcement Officer B. McMillan (left at 9:01 p.m.)

ABSENT: Director of Finance & Administration R. Osmond

1. GENERAL

Call to Order

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

2014-0066 Adoption of Agenda

B) Councillor Steinke moved the Agenda be adopted as presented. – Carried Unanimously.

2014-0067 Accounts Payable

D) Councillor Crozier moved the following 69 general vouchers in the amount of \$440,958.97 be received for information. – Carried Unanimously.

ACCOUNTS PAYABLE JANUARY 23 - JANUARY 29, 2014			
COUNCIL MEETING FEBRUARY 10, 2014			
74468	ALBERTA FIRE CHIEFS ASSOCIATION	2014 MEMBERSHIP FEES	\$157.50
74469	ACKLANDS - GRAINGER INC	NUTS OFF AEROSOL, DRILL BITS, AIR HOSE COUPLER KIT, ETC	\$462.60
74470	ACTION PARTS	SHRINK CONNECTORS, TUBING, SPLIT LOOM, GLOVES, ETC	\$307.30
74471	AFFINITY WELDING & MECHANICAL	REPAIR BROKEN MAST UNIT#128 GARBAGE TRUCK	\$637.21
74472	ALTA-WIDE BUILDERS SUPPLIES	LUMBER	\$65.12
74473	AMSC INSURANCE SERVICES LTD.	FEB EMPLOYEE BENEFITS, DEC 2013 HEALTH SPENDING	\$14,212.06
74474	ON MUNICIPAL TAX & REVENUE ASSOC	2014 MEMBERSHIP FEES	\$224.87
74475	ATRON REFRIGERATION	REPAIR FURNACE - LANDFILL	\$535.50
74476	ALBERTA URBAN MUNICIPALITIES ASSOC	2014 MEMBERSHIP FEES	\$5,646.50
74477	THE BOLT GUYS	LOCKNUTS, LOCKWASHERS, HEX NUTS, BOLTS	\$385.32
74478	BROWNLEE LLP	2014 EMERGING TRENDS SEMINAR A.CROFTS, R.OSMOND	\$250.00
74479	COMMUNITY FOOD CONNECTION	REIMBURSE 2013 WATER CHARGES	\$254.80
74480	COSTCO WHOLESALE	PAPER	\$272.93
74481	DUNLOP STERLING WESTERN STAR	BRAKE SHOES UNIT#141 FORD PUMPER TRUCK	\$413.81
74482	ECONOMIC DEVELOPMENT ALLIANCE	FIRST INSTALLMENT OF 2014 REQUISITION	\$16,764.00
74483	FINNING	FILTERS UNIT#142 COMPACTOR, ENGINE OIL - LANDFILL	\$740.93
74484	FOUNTAIN TIRE	REPAIR TIRES UNIT#93 3 TON, UNIT#125 PICK UP TRUCK	\$80.92
74485	GAR-TECH ELECTRICAL	PROJ#114 INSTALL SHUT OFF USED OIL STORAGE - LANDFILL	\$688.68
74486	JOE JOHNSON EQUIPMENT	TRACKLESS SWEEPER BROOM & WIRE UNIT# 145 TRACTOR	\$529.31
74487	MEMORY LANE COMPUTERS	2014 WEB HOSTING RENEWAL	\$287.70
74488	MEDICINE HAT CONSTRUCTION ASSOC	2014 MEMBERSHIP FEES	\$630.00
74489	MEDICINE HAT CO-OP LTD	WIRE BRUSH WHEELS, WD40	\$94.17
74490	SHAW CABLE	FEBRUARY INTERNET SERVICES	\$375.54
74491	MPE ENGINEERING LTD.	PROJ#21 WTP UPGRADE, PROJ#100 RAW WATER SUPPLY	\$12,263.48

74492	MURRAY, CINDY	HALOWEEN NIGHT & SKATE WITH SANTA SUPPLIES, ETC	\$308.31
74493	PALLISER AIRSHED SOCIETY	2014 MEMBERSHIP FEES	\$826.88
74494	PC CORP INC.	2014 DELL SONICWALL, 2014 ARCSERVE	\$948.57
74495	PRAIRIE ROSE SCHOOL DIV.NO.8	JANUARY TO JUNE 2014 FAMILY/SCHOOL LIAISON WORKER	\$14,400.00
74496	PROVINCIAL TREASURER - LAPP	REISSUE MAY LAPP CONTRIBUTIONS	\$17,059.46
74497	PETROLEUM TANK MANAGEMENT	PROJ#114 PLAN REVIEW & SAFETY CODES FEE - OIL STORAGE	\$212.00
74498	REIMER, ERNIE	TRAVEL EXPENSES MAYORS & REEVES CONFERENCE	\$96.60
74499	ROSENAU TRANSPORT LTD	FREIGHT OF PARTS UNIT# 145 TRACTOR	\$122.13
74500	SANATEC ENVIRONMENTAL	PUMP SEPTIC - LANDFILL	\$136.50
74501	SUMMIT MOTORS LTD	AIR VALVE KIT UNIT#128 GARBAGE TRUCK	\$66.49
74502	TELUS COMMUNICATION INC.	JANUARY TELEPHONE, CELL PHONE, RADIO & PAGER CHARGES	\$18.88
74503	TELUS MOBILITY	JANUARY TELEPHONE, CELL PHONE, RADIO & PAGER CHARGES	\$65.63
74504	TRIPLE R EXPRESS	FREIGHT OF PARTS UNIT#134 LOADER - LANDFILL	\$31.50
74505	BENOIT, KARLA	REFUND UTILITY CREDIT	\$21.58
74506	INSTABOX	BALLOT BOXES	\$77.87
74507	MEZEI, DELWYN	REFUND UTILITY CREDIT	\$17.35
74508	TRICO LIGHTING PRODUCTS	BULBS - STREETLIGHTS & TOWN HALL, STRIP LIGHTING -PS	\$497.81
74509	WOOD, DALE	FIREARMS SAFETY INSTRUCTOR FEES	\$855.00
74510	A & B STEEL LTD	TUBING, WELDING LENSES	\$92.98
74511	ACTION PARTS	HOSE CLAMPS	\$30.03
74512	AFFINITY WELDING & MECHANICAL	GARBAGE CAN TABS	\$630.00
74513	BEN'S OFFICE MACHINES LTD.	RIBBON FOR TICKET PRINTER - LANDFILL	\$62.69
74514	THE BOLT GUYS	FLAT WASHERS, RAGS, QUICK PIN	\$66.20
74515	CACTUS COMMUNICATIONS	PHONE WALL CHARGER	\$41.95
74516	CENTRAL SHARPENING	BLADE SHARPEN UNIT#101 ZAMBONI	\$128.10
74517	FOUNTAIN TIRE	REPAIRS UNIT#136 F150, #128 GARBAGE TRUCK & #144 LOADER	\$123.29
74518	GLENTEL WIRELESS CENTRE	REPLACE MIC AT PS RADIO	\$99.75
74519	KILPATRICK, DWIGHT	TRAVEL EXPENSES 2013 AUMA	\$296.00
74520	MED. HAT CHAMBER OF COMMERCE	STATE OF THE CITY LUNCHEON	\$189.00
74521	MEDICINE HAT MOTO-SPORTS LTD.	GASKETS, ORINGS, ETC	\$24.11
74522	PITNEY WORKS	FEBRUARY FOLDER/STUFFER CONTRACT SERVICE	\$145.77
74523	PROVINCIAL TREASURER - LAPP	LAPP CONTRIBUTIONS TO JANUARY 25, 2014	\$17,980.97
74524	PUROLATOR	FREIGHT OF WATER SAMPLES - WTP	\$27.81
74525	RECEIVER GENERAL	STATUTORY DEDUCTIONS REGULAR PAY TO JANUARY 25, 2014	\$26,755.09
74526	RECEIVER GENERAL RCMP	POLICING COSTS TO DECEMBER 31, 2013	\$240,440.96
74527	ROCKY MOUNTAIN EQUIPMENT	RADIATOR, ETC U#110 LOADER, CABLE, ETC U#88 LOADER	\$3,814.05
74528	SAFEGUARD BUSINESS SYSTEMS	PURCHASE ORDER FORMS	\$505.16
74529	SOUTHERN DOOR	DOOR PUSHER SPRING	\$42.00
74530	TELUS MOBILITY	JANUARY TELEPHONE, CELL PHONE, RADIO & PAGER CHARGES	\$36.70
74531	PALUMBO, TERRY	REFUND RENTAL DEPOSIT	\$50.00
74532	PAHL, COURTNEY	REFUND RENTAL DEPOSIT	\$150.00
74533	TOWN OF REDCLIFF	REGULAR PAY TO JANUARY 25, 2014	\$57,027.36
74534	TRICO LIGHTING PRODUCTS	LIGHTING FOR PS	\$15.75
74535	UPS CANADA	PROJ#109 LED CLOCK - ARENA RENOVATIONS	\$75.44
74536	WESTERN CANADA CEMETERY ASSOC.	2014 MEMBERSHIP FEES	\$65.00
	TOTAL CHEQUES: 69	AMOUNT OF CHEQUES:	\$440,958.97

2. DELEGATION

Merna Prevost
Re: Drainage Issue

A) Merna Prevost was in attendance to discuss a drainage issue along 3 Avenue NW from 8 Street to 5 Street and from 2 Avenue to 4 Avenue NW.

2014-0068

Councillor Brown moved the presentation regarding drainage issues presented by Merna Prevost be received for information. Further that Administration prepare a report and provide possible solutions to drainage issues along 3 Avenue NW from 8 Street to 5 Street and from 2 Avenue to 4 Avenue NW. – Carried Unanimously.

3. PUBLIC HEARING

Bylaw 1764/2014 to amend the Land Use Bylaw for Lot 41 & 42, Block 91, Plan 9411418 (15 3 Street NW) Change Land to change the Use from R-1 Residential to H Horticulture

A) Mayor Reimer called the Public Hearing for Bylaw 1764/2014 to amend the Land Use Bylaw for Lot 41 & 42, Block 91, Plan 9411418 (15 3 Street NW) Change Land to change the Use from R-1 Residential to H Horticulture to order at 7:25 p.m.

Jeff Stigter, the applicant, was in attendance to explain the reasons for the proposed rezoning of the property.

Simon Clewlow, Clayton Hurlbert, were in attendance to express their opposition to the proposed zoning change. The Manager of Legislative and Land Services read the written submission from Simon Clewlow who was in opposition to the proposed zoning changes.

Mayor Reimer declared the Public Hearing closed at 7:37 p.m.

Bylaw 1765/2014 to amend the Land Use Bylaw for Lot 11, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 12-13, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 14 -16, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 17, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 18-19, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 21-22, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 20, 23 & 24, Block 2, Plan 5094AV (32 Dutton St. NE) to Change Land Use from Commercial Highway to I-1 Light Industrial

B) Mayor Reimer called the Public Hearing for Bylaw 1765/2014 to amend the Land Use Bylaw for Lot 11, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 12-13, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 14 -16, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 17, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 18-19, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 21-22, Block 2, Plan 5094AV (14 Dutton St. NE) Lot 20, 23 & 24, Block 2, Plan 5094AV (32 Dutton St. NE) to Change Land Use from Commercial Highway to I-1 Light Industrial to order at 7:37 p.m.

Lyle Klug provided the reasons for the proposed rezoning.

The Manager of Legislative and Land Services advised Council of written concerns expressed by the Development Officer who felt the change in zoning could potentially create more intensive use of the property.

Mayor Reimer declared the Public Hearing closed at 7:44 p.m.

4. MINUTES

2014-0069 Council meeting held January 27, 2014

A) Councillor Steinke moved the minutes of the Council meeting held January 27, 2014 be adopted as presented. – Carried Unanimously.

2014-0070 Redcliff Planning Board Special meeting held February 4, 2014

B) Councillor Leipert moved the minutes of the Redcliff Planning Board Special meeting held February 4, 2014 be received for information. - Carried Unanimously.

2014-0071 Redcliff and District Recreation Services board meeting held February 6, 2014

C) Councillor Brown moved the minutes of the Redcliff and District Recreation Services board meeting held February 6, 2014 be received for information. – Carried Unanimously.

5. BYLAWS

2014-0072 Bylaw 1764/2014 to amend the Land Use Bylaw for Lot 41 & 42, Block 91, Plan 9411418 (15 3 Street NW) to change the Land Use from R-1 Residential to H Horticulture

A) Councillor Kilpatrick moved Bylaw 1764/2014 to amend the Land Use Bylaw for Lot 41 & 42, Block 91, Plan 9411418 (15 3 Street NW) to change the Land Use from R-1 Residential to H Horticulture be given second reading. – Defeated.

2014-0072 Bylaw 1765/2014 to amend the Land Use Bylaw for Lot 11, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 12-13, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 14 -16, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 17, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 18-19, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 21-22, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 20, 23 & 24, Block 2, Plan 5094AV (32 Dutton St. NE)
to change the Land Use from Commercial Highway to I-1 Light Industrial

B) Councillor Leipert moved Bylaw 1765/2014 to amend the Land Use Bylaw for Lot 11, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 12-13, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 14 -16, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 17, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 18-19, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 21-22, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 20, 23 & 24, Block 2, Plan 5094AV (32 Dutton St. NE)
to change the Land Use from Commercial Highway to I-1 Light Industrial be given second reading. – Carried.

2014-0074

Councillor Steinke moved Bylaw 1765/2014 to amend the Land Use Bylaw for Lot 11, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 12-13, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 14 -16, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 17, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 18-19, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 21-22, Block 2, Plan 5094AV (14 Dutton St. NE)
Lot 20, 23 & 24, Block 2, Plan 5094AV (32 Dutton St. NE)
to change the Land Use from Commercial Highway to I-1 Light Industrial be given third reading. – Carried.

6. STAFF RECOMMENDATIONS

- 2014-0075 Recreational Vehicles **A)** Councillor Crozier moved to accept the proposed amendments to the Land Use Bylaw and Traffic Bylaw to incorporate regulations relating to recreational vehicles as amended. Further that Administration schedule an open house to bring awareness to the community of the proposed amendments. And further, that following the open house that Land Use Bylaw amendments and Traffic Bylaw amendments be brought to Council for consideration of first reading. – Carried Unanimously.
- 2014-0076 Global Position System (GPS) Survey equipment Wireless Connectivity **B)** Councillor Leipert moved that the Town of Redcliff allow Administration to sign up for a month-to-month Mobile Internet Flex Plan with Telus Mobility for wireless data usage up to 2GB at a maximum rate of \$45.00/month, plus a \$10.00 one-time fee for the SIM card purchase. – Carried Unanimously.
- 2014-0077 Bylaw Enforcement Vehicle **C)** Councillor Kilpatrick moved to approve and authorize Administration to reallocate money currently budgeted for a vehicle to be used by Bylaw and Administration instead of Public Services and to add an additional \$5,000.00 to the budget, funded from the Equipment Replacement Reserve, and that the current fleet of vehicles be moved to accommodate the needs of the other departments. - Carried.
- B. McMillan left at 9:01 p.m.
- 2014-0078 TRAVIS-MJ (Transportation Routing and Vehicle Information System - Multi-Jurisdiction) Permitting system Councillor Crozier moved that the Mayor and Municipal Manager be authorized to sign the Memorandum of Agreement with the Ministry of Transportation (Alberta) for the purpose of utilizing the TRAVIS-MJ permitting system as well as for the sharing of permit fees. - Carried Unanimously.
- 2014-0079 Methanex Corporation Community Advisory Panel **D.** Councillor Brown moved that the appointment of Mayor Ernie Reimer and Councilor Dwight Kilpatrick to the Methanex Corporation Community Advisory Panel at the Organizational Meeting of October 28, 2013 be rescinded. - Carried Unanimously.

7. CORRESPONDENCE

- 2014-0080 Methanex
Re: Medicine Hat Quarterly Business Update – Q4 2013 **A)** Councillor Brown moved correspondence dated January 22, 2014 from Methanex Corporation regarding Medicine Hat Quarterly Business Update – Q4 2013 be received for information.. – Carried Unanimously.

8. OTHER

2014-0081 Community Information Night
(Town Hall Meeting)

A) Councillor Brown moved the memo from the Municipal Manager advising that the Community Information Night (Town Hall Meeting) has been scheduled for Thursday March 13, 2014 from 5:30 pm – 7:30 pm be received for information. - Carried Unanimously.

9. RECESS

Mayor Reimer called for a recess at 9:11 p.m.

D. Schaffer and K. Minhas left the meeting at 9:11 p.m.

Mayor Reimer reconvened the meeting at 9:18 p.m.

10. IN CAMERA

2014-0082 Meet In Camera

Councillor Leipert moved to meet In Camera to discuss one (1) Labour matter at 9:19 p.m. – Carried Unanimously.

2014-0083 Return to Open Session

Councillor Crozier moved to return to Open Session at 9:26 p.m. – Carried Unanimously.

11. ADJOURNMENT

2014-0084 Adjournment

Councillor Steinke moved to adjourn the meeting at 9:26 p.m. – Carried Unanimously.

Mayor

Manager of Legislative and Land Services

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

PRESENT: Mayor E. Reimer
Councillor L. Leipert
Municipal Manager A. Crofts
Manager of Engineering K. Minhas
Planning Consultant K. Snyder
Executive Assistant C. Cranston

ABSENT: Manager of Legislative & Land Services S. Simon

1. CALL TO ORDER

Municipal Manager called the meeting to order at 9:04 a.m.

2. ADOPTION OF AGENDA

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

3. PREVIOUS MINUTES

K. Snyder moved the minutes of February 4, 2013 be accepted as presented. – Carried.

4. NEW BUSINESS

A) Subdivision Application 2013 SUB 01

Lots 29-30, Block 62, Plan 9412360

Lots 1-3, Block 63, Plan 1117V

To create separate titles for existing residence and greenhouse

The Board reviewed Subdivision Application 2014 SUB 01 and the following comments from the circulated agencies/affected parties were noted:

Manager of Legislative and Land Services

- Independent service connections
- Infrastructure Capacity Fee

Public Services Director

- Property owner to confirm separate water and sewer services for each proposed parcel.

Development Officer

- The home would be non-compliant under today's Land Use Bylaw. The setback on the front of 5.44m does not comply with the 6.0 m minimum front yard setbacks.

Manager of Engineering

- Disconnect the roof lead at NW corner of house hanged with the greenhouse from and shape gravel to proper drainage.
- Remove Shed from the 2nd Avenue SW right of Way.

Director of Finance and Administration

- No outstanding taxes at February 10, 2014

City of Medicine Hat Gas Dept.

- Has no concerns

City of Medicine Hat Electric

- The house already has a separate electrical service from the greenhouse business electrical services.
- The house electrical service is fed underground from a single phase transformer pole located across the street and to the south west.
- No changes to the existing electrical supply for this home are anticipated as a result of this subdivision application as presented.

Shaw Communications

- Has no concern with this subdivision.

Recommendation: It was the consensus of the Redcliff Planning Board to recommend to Council that Subdivision Application 2014 SUB 01, Lots 29-30, Block 62, Plan 9412360; Lots 1-3, Block 63, Plan 1117V, to create separate titles for existing residence and greenhouse be approved with the following conditions:

1. Verification of independent service connections with any applicable costs to be the responsibility of the owner.
2. Removal of interconnection service connections, including services for surface drainage with any applicable costs to be the responsibility of the owner.
3. Removal of existing shed which encroaches onto Town of Redcliff Right-of-Way.
4. Payment of any outstanding taxes.

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 10:02 a.m. – Carried.

APPLICATION FOR SUBDIVISION APPROVAL	For official use only	
Date of receipt of completed Form <u>January 28, 2014</u>	Fee submitted: <u>450.00</u>	File No. <u>2014 SUB01</u>

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNER'S BEHALF

1. NAME OF REGISTERED OWNER OF LAND TO BE SUBDIVIDED, ADDRESS, POSTAL CODE AND PHONE NO. -

TERRY FISHER AND JOANNA FISHER
135-8th ST SW REDCLIFF T0J 2P0 403 581-7146(c)

2. NAME OF AGENT (PERSON AUTHORIZED TO ACT ON BEHALF OF REGISTERED OWNER), IF ANY. ADDRESS, POSTAL CODE AND PHONE NO.

ADAM THOMPSON, A.L.S.
UNIT 105, 2201 BOX SPRINGS BLVD, NW MEDICINE HAT (403) 523-3970

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/part of the 1/4 sec. 62 twp. 63 range 94 west of 1117V meridian
 Being all/parts of Lot 29 & 30 Block 62 Reg. Plan No. 94/2360 C.O.T. No. 971 074 016
1-3 63 1117V 971 212 889
 Area of the above parcel of land to be subdivided 1117V hectares 931 056 608 acres
 Municipal address (if applicable) _____

4. LOCATION OF LAND TO BE SUBDIVIDED

- a. The land is situated in the municipality of REDCLIFF
- b. Is the land situated immediately adjacent to the municipal boundary? Yes ☐ No ☒
 If "yes", the adjoining municipality is NO
- c. Is the land situated within 0.8 kilometres of the centre line of a highway right of way? Yes ☐ No ☒
 If "yes", the highway is No. _____
- d. Does the proposed parcel contain or is it adjacent to a river, stream, lake or other body of water or by a drainage ditch or canal? Yes ☐ No ☒
 If "yes", state its name _____
- e. Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes ☐ No ☒

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

- a. Existing use of the land RESIDENTIAL
- b. Proposed use of the land SAME
- c. The designated use of the land as classified under a land use bylaw H

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)

- a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) FLAT / RESIDENTIAL
- b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc., - sloughs, creeks, etc.) _____
- c. Describe the kind of soil on the land (sandy, loam, clay, etc.) SANDY

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any buildings and any structures on the land and whether they are to be demolished or moved

EXISTING HOME AND EXISTING GREENHOUSE ALL TO
REMAIN. PROPERTY LINES TO CLEARLY DEFINE RESIDENCE
AND GREENHOUSE. EACH WILL RESIDE ON THEIR OWN LOT

8. WATER AND SEWER SERVICES

If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal.

SAME

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

I ADAM THOMPSON, A.L.S. hereby certify that
(Full Name)

☐ I am the registered owner, or ☒ I am the agent authorized to act on behalf of the registered owner
and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

Address SEE PREVIOUS

(Signed) *Adam Thompson*

Phone No. (403) 527-3970

Date JANUARY 7/2014

THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED

1. Number of Parcels being created FROM 3 → 2
2. Size of parcels being created _____
3. Reason for Subdivision TO PLACE RESIDENCE AND GREENHOUSE ON THEIR OWN LOT. To extend the residential backyard by adding additional land from the greenhouse plot.
4. Any other relevant information in support of application _____

RIGHT OF ENTRY: I hereby authorize the agent of the Redcliff Planning Board to enter my land for the purpose of conducting a site inspection in connection with the application for subdivision approval. This right is granted pursuant to Section 653 (2) of the Municipal Government Act.

Adam Lish

Property Owner's Signature

SUBDIVISION FEES:

The application fee is \$350.00 plus \$100.00 per proposed lot, excluding parcels proposed as reserve or public utility lots.

After approval has been granted a fee of \$100.00 must be paid to have the final plan of survey or other instrument checked and endorsed prior to registration at the Land Titles Office.

NOTE: There is no obligation for the Subdivision Approving authority to return to the applicant either a subdivision application or any documentation accompanying it. Fees are not refundable once a complete application has been accepted.

THIS SECTION FOR OFFICAL USE

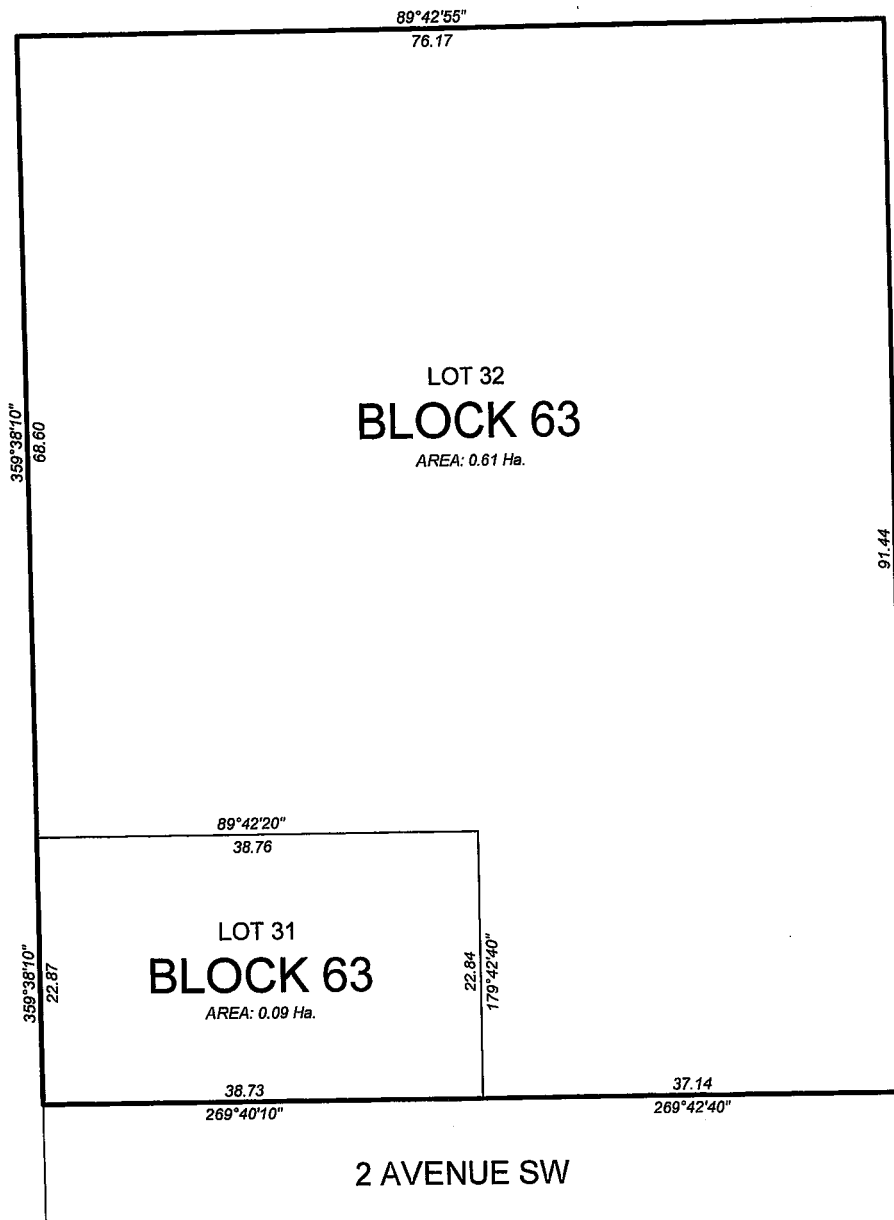
**TENTATIVE PLAN SHOWING
PROPOSED SUBDIVISION
OF
LOTS 29 AND 30, BLOCK 62, PLAN 941 2360
AND
LOTS 1 TO 3 INCLUSIVE,
BLOCK 63, PLAN 1117 V
ALL IN
NW 1/4 SEC.8 TWP.13 RGE.6 W4M.**

1 AVENUE SW



8 STREET SW

8 STREET SW



SCALE 1:500



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

FILE NO. 14010004

DRAWN BY: CLF



TOWN OF REDCLIFF BOUNDARY

8 ST NW

7 ST NW

6 ST NW

5 ST NW

BROADWAY AVE W

7 ST SW

1 AVE SW

8 ST SW

6 ST SW

5 ST SW

3 AVE SW

7360 JK

1117 V

29
62
941 2360

3 1117 V
63 2
1

20
19
18
17 34
16
15
14
1117 V 13
12
11
43
34
941 2360

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34
121 2279

61
39
131 0076

94

43
60
091 3359

(791 0097)
GAS PIPELINE R/W

1015 AV

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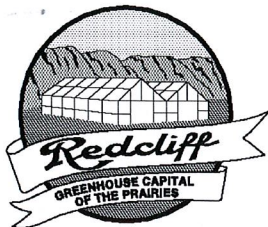
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TOWN OF REDCLIFF

P.O. Box 40
1 – 3rd Street S.E.
Redcliff, Alberta T0J 2P0

Phone 548-3618
Fax 548-6623
Email redcliff@redcliff.ca

SUBDIVISION CIRCULATION MEMORANDUM

APPLICATION FILE NO.: 2014 SUB 01

APPLICANT: Terry and Joanna Fisher
Benchmark Geomatics Inc. (agent)

CIRCULATION DATE: January 28, 2014

RESPONSE DUE DATE: FEBRUARY 10, 2014

TO: Shanon Simon
Manager of Legislative and Land Services
Town of Redcliff
Box 40
Redcliff, AB
T0J 2P0

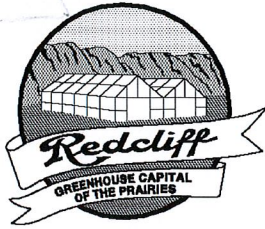
COMMENTS ON SUBDIVISION APPLICATION

The enclosed application for subdivision approval has been lodged with the Town of Redcliff. Pursuant to the Subdivision Regulation we are forwarding this application to you for your perusal and comments. Any comments on the application made by you will be considered by the Town of Redcliff provided these are received by the **response due date** as noted above. If a reply is not received by the stipulated date, it shall be deemed that you have no comment on the application.

Please give this matter your early attention and return the completed subdivision circulation memorandum to the Town Office. If you have any questions regarding the application, please feel free to contact Shanon Simon at the Town Office.

COMMENTS

- independent service connections
- Infrastructure Capacity Fee?



TOWN OF REDCLIFF

P.O. Box 40
1 – 3rd Street S.E.
Redcliff, Alberta T0J 2P0

Phone 548-3618
Fax 548-6623
Email redcliff@redcliff.ca

SUBDIVISION CIRCULATION MEMORANDUM

APPLICATION FILE NO.: 2014 SUB 01

APPLICANT: Terry and Joanna Fisher
Benchmark Geomatics Inc. (agent)

CIRCULATION DATE: January 28, 2014

RESPONSE DUE DATE: FEBRUARY 10, 2014

TO: Darrell Schaffer
Public Services Director
Town of Redcliff
Box 40
Redcliff, AB
T0J 2P0

COMMENTS ON SUBDIVISION APPLICATION

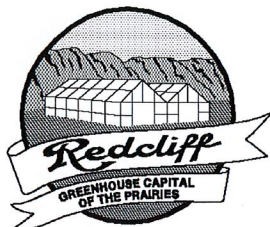
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Please give this matter your early attention and return the completed subdivision circulation memorandum to the Town Office. If you have any questions regarding the application, please feel free to contact Shanon Simon at the Town Office.

COMMENTS

*Property owner to confirm separate water and sewer services
for each proposed parcel.*

[Signature]



TOWN OF REDCLIFF

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Redcliff, Alberta T0J 2P0

Phone 548-3618
Fax 548-6623
Email redcliff@redcliff.ca

SUBDIVISION CIRCULATION MEMORANDUM

APPLICATION FILE NO.: 2014 SUB 01

APPLICANT: Terry and Joanna Fisher
Benchmark Geomatics Inc. (agent)

CIRCULATION DATE: January 28, 2014

RESPONSE DUE DATE: FEBRUARY 10, 2014

TO: Brian Stehr
Development Officer
Town of Redcliff
Box 40
Redcliff, Alberta
T0J 2P0

COMMENTS ON SUBDIVISION APPLICATION

The enclosed application for subdivision approval has been lodged with the Town of Redcliff. Pursuant to the Subdivision Regulation we are forwarding this application to you for your perusal and comments. Any comments on the application made by you will be considered by the Town of Redcliff provided these are received by the **response due date** as noted above. If a reply is not received by the stipulated date, it shall be deemed that you have no comment on the application.

Please give this matter your early attention and return the completed subdivision circulation memorandum to the Town Office. If you have any questions regarding the application, please feel free to contact Shanon Simon at the Town Office.

COMMENTS

*The home would be non-compliant under today's LUB.
The setback on the front of 5.44m does not comply with the 6.0m. min. front yard setbacks.*

B. Stehr
Development Officer



TOWN OF REDCLIFF

P.O. Box 40
1 - 3rd Street S.E.
Redcliff, Alberta T0J 2P0

Phone 548-3618
Fax 548-6623
Email redcliff@redcliff.ca

SUBDIVISION CIRCULATION MEMORANDUM

APPLICATION FILE NO.: 2014 SUB 01

APPLICANT: Terry and Joanna Fisher
Benchmark Geomatics Inc. (agent)

CIRCULATION DATE: January 28, 2014

RESPONSE DUE DATE: FEBRUARY 10, 2014

TO: Khalil Minhas
Manager of Engineering
Town of Redcliff
Box 40
Redcliff, AB
T0J 2P0

COMMENTS ON SUBDIVISION APPLICATION

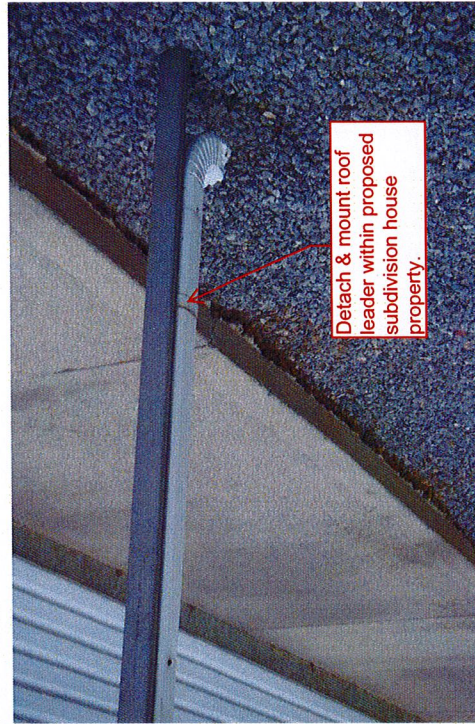
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Please give this matter your early attention and return the completed subdivision circulation memorandum to the Town Office. If you have any questions regarding the application, please feel free to contact Shanon Simon at the Town Office.

COMMENTS

- Disconnect the roof lead at NW corner of house
hanged with the greenhouse frame & shape gravel for proper drainage.
- Remove shed from the 2nd Ave SW right of way.

BM







January 28, 2014

TOWN OF REDCLIFF

P.O. Box 40, 1 - 3rd Street N.E.
Redcliff, Alberta, T0J 2P0
Phone 403-548-3618
Fax 403-548-6623
redcliff@redcliff.ca
www.redcliff.ca

Robert Osmond
Director of Finance and Administration
Town of Redcliff
Box 40
Redcliff, AB
T0J 2P0

RE: Subdivision Application 2014 SUB 01
Lots 29-30, Block 62, Plan 1117V (101 8 Street SW)
Lot 1-3, Block 63, Plan 1117V (135 8 Street SW)

Please find enclosed a copy of the subdivision application regarding the above. According to Section 654(1)(d) of the Municipal Government Act, a subdivision approving authority must not approve an application for subdivision unless all outstanding property taxes on the land proposed to be subdivided have been paid to the municipality where the land is located or arrangements satisfactory to the municipality have been made for their payment.

By way of copy of this letter the applicant has been advised to make arrangements to the satisfaction of the municipality for the payment of outstanding taxes.

Would you please advise by **February 10, 2014** whether the property has any outstanding taxes.

Thank you for your cooperation.

Regards,

Shanon Simon
Manager of Legislative and Land Services

Enc.

Roll # 0177310 + 0177311
No outstanding taxes
at Feb. 10, 2014.

Shanon Simon

From: Dave Panabaker <DAVPAN@medicinehat.ca>
Sent: Wednesday, January 29, 2014 11:17 AM
To: Shanon Simon
Cc: Pauline Siewert; Andy Moon; Jamie Baker
Subject: Gas comments 2014SUB01
Attachments: 2014SUB01.pdf

Shannon

Both Jamie Baker and Andy Moon are away from the office over the next few weeks, so I've had the Engineering department review the subject request and have the following information to provide.

"Shannon,

The Gas Department has reviewed the subdivision application, 2014 SUB 01, to create separate titles for the existing residence and green house at civic address 101 & 135 8th Street SW, Redcliff and has no concerns. Please note the following:

- There is a 75mm medium-pressure steel distribution gas main located in 8th Street SW.
- The existing residence is serviced by a 15mm medium-pressure poly service, and the existing greenhouse is serviced by a 50mm medium-pressure poly service. The subdivided lots will remain serviced as is.
- There is an abandoned steel gas main running approximately 1.0m east of the existing eastern property line.

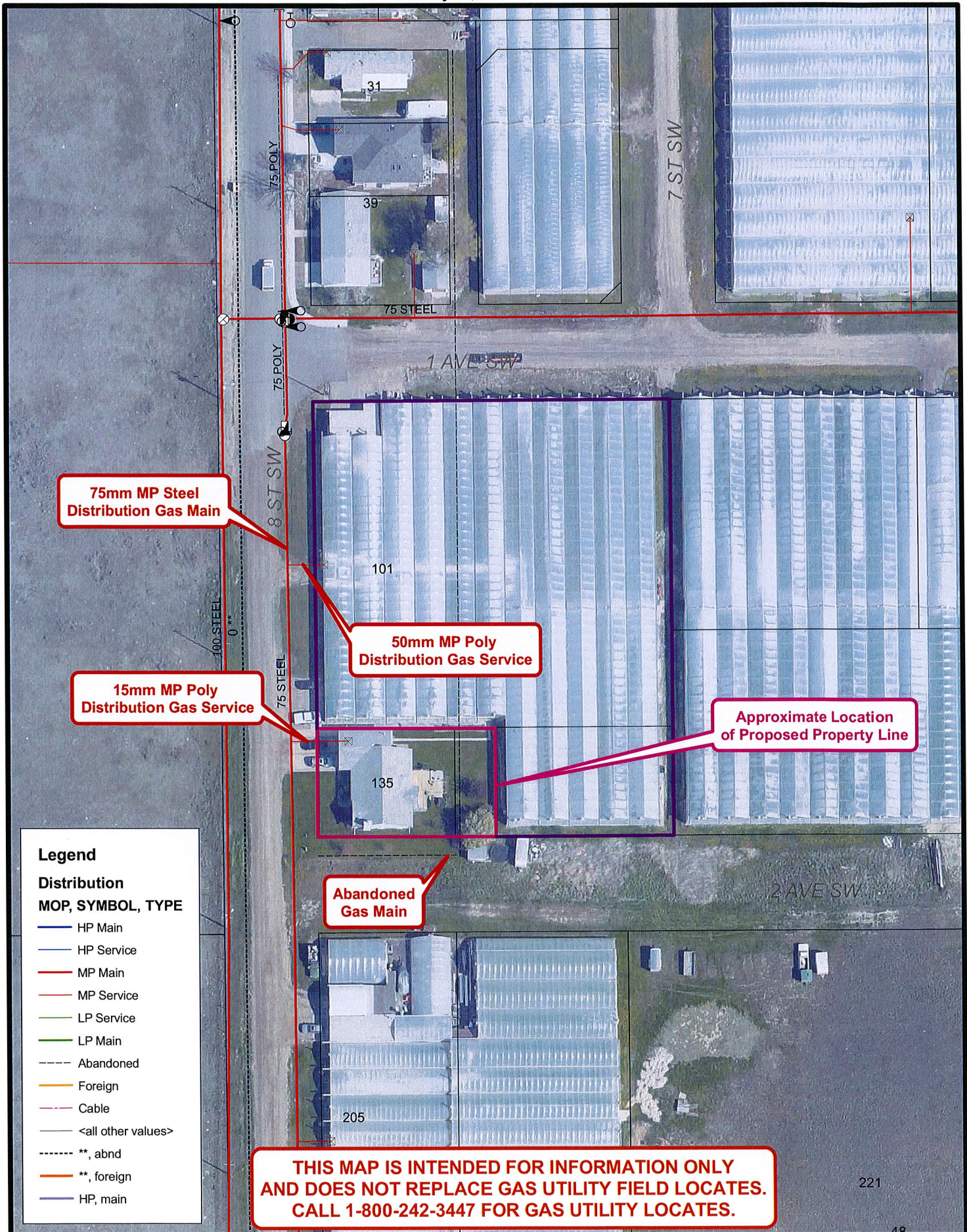
Thanks,"

David J Panabaker, P. Eng

CITY OF MEDICINE HAT – GENERAL MANAGER, GAS UTILITY

364 KIPLING ST SE, MEDICINE HAT, AB T1A 1Y4 | OFFICE 403.529.8288 | CELL 403.504.6765 | FAX 403.528.2591

1:1,000



Shanon Simon

From: John Stigter <JOHSTI@medicinehat.ca>
Sent: Wednesday, February 05, 2014 8:56 AM
To: Shanon Simon; Shanon Simon
Cc: Nigel Pimblett
Subject: Re: Subdivision Application File No.: 2014 SUB 01 - Benchmark Geomatics Inc. (Agent for Terry & Joanna Fisher)

Hi Shanon, the Electric Utility Department has reviewed the above mentioned subdivision application to enlarge the home dwelling property lot at 135 8th Street SW, formerly 107 8th Street SW, from the horticultural property at 101 8th Street SW, Redcliff and has the following comments:

1. The house already has a separate electrical service from the greenhouse business electrical service.
 - a. A new 100A 120/240V 1-Phase 3-Wire underground residential service was installed to the house in 1992. The home was already on a subdivided lot from the greenhouse property at that time. Our records show that the lot address was 107 8th Street SW at the time of installation.
2. The house electrical service is fed underground from a single phase transformer pole located across the street and to the South-West..
3. No changes to the existing electrical supply for this home are anticipated as a result of this subdivision application as presented.
4. If the proposed subdivision plan(s) were to change and require additional electrical service(s), the following shall apply;
 - a. All costs to install new plant for this subdivision and to alter existing plant to accommodate interconnections with the new subdivision will be the responsibility of the subdivider.
 - b. All UROWs required to accommodate electric infrastructure will be provided at no cost to the City of Medicine Hat.
 - c. All required transformers/enclosures will be installed entirely within one lot (i.e. no installation straddling lot lines).

If you have any questions and/or concerns about this correspondence please contact me at your earliest convenience. Thank you for your time and attention to this matter and best regards.

John Stigter, C.E.T.
Electrical Technologist
Electric Utility - Distribution
Medicine Hat, The Gas City
2172 Brier Park Place, NW
Medicine Hat, AB, T1C 1S6
E-mail: johsti@medicinehat.ca
Direct: 403-529-8253
Fax: 403-502-8061

Shanon Simon

From: Teri Dousselaere <Teri.Dousselaere@sjrb.ca>
Sent: Tuesday, February 04, 2014 5:06 PM
To: Shanon Simon
Subject: Application File # 2014 Sub 01
Attachments: Scanned from a Xerox multifunction device.pdf

Hello,

Shaw Communications has no concerns with this subdivision circular. Thank you for the notice.

Teri Dousselaere, Planner
Shaw Communications Inc., Medicine Hat

-----Original Message-----

From: DONOTREPLAY@SJRB.CA [<mailto:DONOTREPLAY@SJRB.CA>]
Sent: Tuesday, February 04, 2014 5:03 PM
To: Teri Dousselaere
Subject: Scanned from a Xerox multifunction device

Please open the attached document. It was scanned and sent to you using a Xerox multifunction device.

Attachment File Type: pdf, Multi-Page

multifunction device Location: 594 Factory St, Medicine Hat, Alberta
Device Name: MEDP-WC7556

For more information on Xerox products and solutions, please visit <http://www.xerox.com>



January 31, 2014

File number: 283-62 1.4

Shanon Simon
Manager of Legislative and Land Services
Town of Redcliff
1 – 3rd Street SE
Redcliff, AB T0J 2P0

Dear Shanon:

RE: Planning Comments for 2014 SUB 01

Scheffer Andrew Ltd. has reviewed subdivision application 2014 SUB 01 and offer the following comments. The purpose of the application is to enlarge an existing lot, which currently has an occupied residence.

Land Use Bylaw Considerations:

- The subject site is currently designated as Horticultural (H) District, which supports residential development intended to be an owner/operator or other similar unit for greenhouse operations.
- Single Detached Dwellings are Discretionary Uses – Development Officer in the Horticultural District.
- The proposed residential lot meets the minimum requirements for Lot Area, Lot Width, and Rear Yard Setback. The minimum requirement for Front Yard Setback and Side Yard Setback for the Single Detached Dwelling is not met.
- Maximum requirement for Lot Coverage is met.
- Screening measures may be considered appropriate between the proposed lots.
- The proposed subdivision is located outside of the 300.0 m setback boundary from the non-operating landfill.
- Subdivision within 800m of another municipality is required to be circulated to that municipality for comment prior to decision by the Development Authority.

Municipal Development Plan Considerations:

- The subject site is located in the Northend Transition Area of the Municipal Development Plan where the interspersal of residential with horticultural uses is a common development form within the Town and represents a unique aspect of Redcliff.
- The Municipal Development Plan allows for and continues on the tradition where land uses (horticultural, residential, and light industrial) are interspersed in this area.
- Recommend approval.



If you require any clarifications or would like to discuss these comments please contact me.

Yours truly,



Scheffer Andrew Ltd., Medicine Hat

Jim Genge, RPP, MCIP, LEED Green Assoc.
Planner





Cypress County

816 - 2nd Ave.

Dunmore, Alberta T1B 0K3

Ph. (403) 526-2888 Fax (403) 526-8958

www.cypress.ab.ca

61-01-08

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FEB - 5 2014

TOWN OF REDCLIFF

February 3, 2014

Shanon Simon
Manager of Legislative and Land Services
Town of Redcliff
Box 40
Redcliff AB T0J 2P0

RE: Comments For Subdivision Application 2014 SUB 01

Dear Ms Simon;

Cypress County has reviewed the information which was submitted concerning subdivision application 2014 SUB 01, located at Plan 1117V, Block 62, Lots 29-30, and Plan 1117V, Block 63, Lot 103 within the Town of Redcliff.

After reviewing the subdivision application, Cypress County has no comments, nor any objections at this time.

Yours truly,

Jeffrey R. Dowling
Municipal Planner

TOWN OF REDCLIFF

STATUTORY APPLICATION DATE: January 28, 2014

FILE NO. 2014 SUB 01

LEGAL: Lot 29-30, Block 62, Plan 9412360 (101 8 Street SW)
Lot 1-3, Block 63, Plan 1117V (135 8 Street SW)

PROPOSAL: To create separate titles for the residence and the greenhouse

OWNER(S): Terry and Joanna Fisher

APPLICANT: Benchmark Geomatics Inc. (agent)

TYPE OF SUBDIVISION: Horticultural

EXISTING LAND USE CLASSIFICATION: H Horticultural District

PREVIOUS APPLICATION: N/A

RESERVE STATUS: N/A

SUBDIVISION BY: (X) Plan () Instrument

BACKGROUND INFORMATION: (January 27, 2014)

There is currently a residence and greenhouse on the parcels. The Property owners wish to subdivide the parcels to create separate titles for the existing residence and their greenhouse.

INITIAL CONSIDERATIONS:

No land use bylaw change is required.

STAFF REVIEW (February 18, 2014)

It was the consensus of the Redcliff Planning Board to recommend to Council that Subdivision Application 2014 SUB 01, Lots 29-30, Block 62, Plan 9412360; Lots 1-3, Block 63, Plan 1117V, to create separate titles for existing residence and greenhouse be approved with the following conditions:

1. Verification of independent service connections with any applicable costs to be the responsibility of the owner.
2. Removal of interconnection service connections, including services for drainage with any applicable costs to be the responsibility of the owner.
3. Removal of existing shed which encroaches onto Town of Redcliff Right-of-Way.
4. Payment of any outstanding taxes.

COUNCIL'S DECISION (February 24, 2014)

MINUTES

PRESENT:	Members:	J. Beach, B. Duncan, B. Lowery, D. Prpick
	Public Services Director	D. Schaffer
	Planning Consultant	K. Snyder
	Development Officer:	B. Stehr
ABSENT:	Member	B. Vine

1. CALL TO ORDER

B. Duncan called the meeting to order at 12:32 p.m.

2. ELECTION OF CHARIMAN & VICE CHAIRMAN

J. Beach nominated B. Duncan to be Chairman of the Municipal Planning Commission for 2014.
B. Duncan accepted.

B. Lowery nominated J. Beach to be Vice Chairman of the Municipal Planning Commission for 2014. J. Beach accepted.

2. ADOPTION OF AGENDA

D. Schaffer moved that the agenda be adopted as presented. – Carried.

3. PREVIOUS MINUTES

Previous minutes were unavailable for meeting, will be reviewed at next MPC meeting.

4. LIST OF DEVELOPMENT PERMITS ADVERTISED

The Commission reviewed the development permits advertised in the Cypress Courier/40 Mile Commentator on January 7, 2014, January 14, 2014, January 21, 2014, and February 11, 2014 and were advised by the Development Officer that no appeals have been received.

5. DEVELOPMENT PERMIT APPLICATIONS APPROVED BY DEVELOPMENT OFFICER

A) Development Permit Application 13-DP-075
Allen MacDonald
Lot 17-18, Block 83, Plan 1117V (22 4 Street NE)
Approved: Home Occupation – TV & Radio Repair

- B)** Development Permit Application 13-DP-077
Brett Lonson
Lot 30, Block C, Plan 9611511 (339 6 Street SE)
Approved: Hot Tub
- C)** Development Permit Application 13-DP-078
Robert Craats
Lot 31, Block 67, Plan 0510179 (413 Broadway Avenue W)
Approved: Accessory Building – Portable Garage
- D)** Development Permit Application 13-CP-081
Halfway Pizza
Lot 17-18, Plan 73, Plan 755AD (116 Broadway Avenue E)
Approved: Eating Establishment
- E)** Development Permit Application 13-DP-082
Subway
Lot 3, Block 85, Plan 755AD (207 Broadway Avenue E)
Approved: Renovations to Eating Establishment
- F)** Development Permit Application 14-DP-001
Tara's Cozy Creations
Lot 10, Block A, Plan 0412564 (215 Jesmond Bay SW)
Approved: Home Occupation – Sewing
- G)** Development Permit Application 14-DP-002
Zion Commercial
Lot Unit 4 & 5, Plan 0912850 (1302 Dirkson Drive NE)
Approved: Utility & cargo trailer sales
- H)** Development Permit Application 14-DP-003
Becky Zeigler
Lot 33, Block A, Plan 0412564 (618 Jesmond Bay SW)
Approved: Hot Tub
- I)** Development Permit Application 14-DP-004
Tim Seitz
Lot 54, Block 131, Plan 0613922 (335 2 Street NW)
Approved: Manufactured Home
- J)** Development Permit Application 14-DP-005
John Long
Lot 3-6, Block 84, Plan 755AD (301 Broadway Avenue W.)
Approved: Portable Sign
- K)** Development Permit Application 14-DP-006
Epic Welding Services Inc.
Lot 3, Block 117, Plan 8210827 (323 South Railway Drive NE)
Approved: Addition to Commercial Building
- L)** Development Permit Application 14-DP-007
Prairie Girl Pictures
Lot 5, Block 1, Plan 7361JK (5 Birch Court SE)
Approved: Home Occupation – Photography

- M)** Development Permit Application 14-DP-009
Chris George
Lot 27, Block 73, Plan 0414359 (108 Broadway Avenue E)
Approved: Change of Use – Office Space
- N)** Development Permit Application 14-DP-011
Benchmark Geomatics
Lot 12, Block 9, Plan 7711421 (45 Industrial Drive NE)
Denied: Mini Storage Yard

6. DEVELOPMENT PERMITS FOR MPC CONSIDERATION

- A) Development Permit Application 14-DP-010
Renewed Energy
Lot 5, Block 1, Plan 0012975 (Bay #3 2200 South Highway Drive SE)
Change of Use – Pipeline Construction**

J. Beach moved that Development Permit Application 14-DP-010 for Change of Use – Pipeline Construction at Lot 5, Block 1, Plan 0012975 (Bay #3 2200 South Highway Drive SE) be approved as submitted with the following conditions:

1. Outdoor storage of raw materials, finished or partially finished products, salvage or waste materials shall be screened as per the Town or Redcliff's Land Use Bylaw Section 75.1-4.
2. Materials or Equipment shall not be stored in front or side yard of the bay.
 - Carried.

- B) Development Permit Application 14-DP-013
Supernal Homes Ltd.
Lot 43, Block 91, Plan 9411418 (326 Broadway Avenue W.)
Semi – Detached Dwelling**

J. Beach moved that Development Permit Application 14-D-013 for a Semi-Detached Dwelling at Lot 43, Block 91, Plan 9411418 (326 Broadway Avenue W.) be approved as submitted with the following conditions:

1. A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
 - Carried.

D) Development Permit Application 14-DP-014
Supernal Homes Ltd.
Lot 44, Block 91, Plan 9411418 (320 Broadway Avenue W.)
Semi – Detached Dwelling

D. Prpick moved that Development Permit Application 14-D-013 for a Semi-Detached Dwelling at Lot 44, Block 91, Plan 9411418 (320 Broadway Avenue W.) be approved as submitted with the following conditions:

1. A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
- Carried.

E) Development Permit Application 14-DP-015
Supernal Homes Ltd.
Lot 45, Block 91, Plan 9411418 (3314 Broadway Avenue W.)
Semi – Detached Dwelling

D. Schaffer moved that Development Permit Application 14-D-013 for a Semi-Detached Dwelling at Lot 45, Block 91, Plan 9411418 (326 Broadway Avenue W.) be approved as submitted with the following conditions:

1. A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
- Carried.

F) Development Permit Application 14-DP-016
Supernal Homes Ltd.
Lot 46, Block 91, Plan 9411418 (308 Broadway Avenue W.)
Semi – Detached Dwelling

B. Lowery moved that Development Permit Application 14-D-016 for a Semi-Detached Dwelling at Lot 46, Block 91, Plan 9411418 (308 Broadway Avenue W.) be approved as submitted with the following conditions:

1. A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
- Carried.

G) Development Permit Application 14-DP-017
Supernal Homes Ltd.
Lot 47, Block 91, Plan 9411418 (302 Broadway Avenue W.)
Semi – Detached Dwelling

J. Beach moved that Development Permit Application 14-D-017 for a Semi-Detached Dwelling at Lot 47, Block 91, Plan 9411418 (302 Broadway Avenue W.) be approved as submitted with the following conditions:

1. A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
- Carried.

H) Development Permit Application 14-DP-018
Bill & Ellen Ranger
Lot 11-13, Block 65, Plan 1117V (601 Broadway Avenue W.)
Shipping Container

B. Lowery moved that Development Permit Application 14-DP-018 be denied for the following reason:

1. The use as described by the Applicant is not an accessory use to a Greenhouse as per Section 92.9.a. of the Town of Redcliff's Land Use Bylaw
 - Carried.

7. COMMENTS

- Commission discussed if there is further information, and materials regarding the Municipal Planning Commission duties available to the MPC Members.
- Commission also discussed if there was any training available for the Commission. The Municipal Manager commented that MPC and SDAB orientation / training might be beneficial for these Boards, and that the Town would look into this.

8. ADJOURNMENT

- B. Lowery moved adjournment of the meeting at 1:25 p.m. – Carried.

Chairman

Secretary

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TOWN OF REDCLIFF

REDCLIFF PUBLIC LIBRARY BOARD

Minutes

November 28th, 2012 8:00 PM

Vision Statement

The Redcliff Public Library is your doorway to reading, dreaming, and inspiring family literacy.

Attending: Catharine Richardson, Brian Lowery, Jim Steinke, Val Westers, Brian Pattison, Dianne Smith, Mark Adcock, Lana Kuystermans

Also attending: Tracy Weinrauch, Recording Secretary

Not in attendance: Brian Pattison

Call to order: 7:30 pm

Additions/Deletions to Agenda: Add welcome to newest board member, 50/50 tickets to FRPL report, new front doors to Old & Unfinished business, elections act and elections reminder to New Business.

Approval of Agenda: Val approved the agenda as amended. All in favor. Carried.

Approval of Minutes for September meeting: Brian approved the minutes. All in favor. Carried.

Financial Statements for September: Brian moved for information. All in favor. Carried.

Accounts Payable: Brian moved for information. All in favor. Carried.

Librarian's Report: Tracy will look into the question regarding The Alberta Library One Card system, what happens if patron does not return item to owning library.
Dianne will be attending January meeting via Skype.

Financial Report: Town of Redcliff has approved \$4000.00 to replace Library's front doors.

Personnel Report: Nothing to report

Needs Assessment Review: Nothing to report

Friends of the Library (FRPL): International Games Day was a huge success with at least 75 people attending. We received \$700.00 for the purchase of new children's furniture. Redcliff Pharmasave has partnered up with the Friends group to donate .50 from each Pharmasave brand product sold in January with funds raised going towards new furniture in the Young Adult area. 50/50 tickets are also available to sell for the Friends' group.

IT Committee: Nothing to report


Old & Unfinished Business: Sewer drain in storage room will be replaced in December. As mentioned earlier, the Town of Redcliff has approved \$4000 for new Library doors.

New Business: The Board clarified that the staff do not get time off for voting since their shifts leave them plenty of time before or after to exercise their right to vote. A reminder that Board elections will be held at the January meeting and Jim was informed at a Municipal Elections meeting, by George Kuff, that he cannot be the Chairman of our Board. Val will find out more information about holding a session by video conference with Grant Tolley for Disaster Planning in the Library through Municipal Affairs.

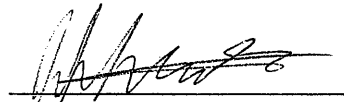
Next Regular meeting: January 28th, 2014 @ 7:30 pm.

Adjourned at 8:20 pm. Moved by Brian. All in favor.

Secretary


Tracy Weinrauch

Chair


Jim Steinke

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: February 24th, 2014

PROPOSED BY: Robert Osmond, Director of Finance & Administration

TOPIC: Emergency Management Bylaw

PROPOSAL: To give first reading to an updated Emergency Management Bylaw

BACKGROUND:

The Town of Redcliff is currently engaged in a regional collaboration to develop Municipal Emergency Management and Regional Emergency Management Plans (MEMP/REMP). These plans require further development before they can be present to Council for approval.

As part of the emergency management process a review of the current "Local Emergency" bylaw suggested that there are several improvements that could be made in advance of the final presentation of the plan. The major items changed in the presented version of the bylaw are the establishment of the Emergency Advisory Committee, the establishment of the Emergency Management Agency and the formation of a mechanism for Council to declare a State of Local Emergency in the event that a quorum of Council is not available.

SUGGESTED MOTION(S):

1. Councillor _____ moved Bylaw 1766/2013 being the Emergency Management Bylaw be given first reading.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____, 2014.

**BYLAW NO. 1766/2014
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA**

A BYLAW OF THE TOWN OF REDCLIFF TO PROVIDE THE SYSTEM FOR MANAGING EMERGENCIES AND DISASTERS.

This Bylaw shall be known as the "Town of Redcliff Emergency Management Bylaw."

WHEREAS, the Council of the Town of Redcliff is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000 (current as of May 13, 2011), to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency;

AND WHEREAS, it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act.

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

INTERPRETATION AND DEFINITIONS

1. In this bylaw:

- a) *"Act" means the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000;*
- b) *"Council" means the Council of the Town of Redcliff;*
- c) *"Director of Emergency Management" this role is filled by the Municipal Manager or their designate;*
- d) *"disaster" means an event that has resulted or may result in serious harm to the safety, health or welfare of people, or in widespread damage to property;*
- e) *"Emergency Advisory Committee (EAC)" means the committee established under this Bylaw; to advise on the development of emergency plans and programs that are managed and implemented by the County's Emergency Management Agency. The Director of Emergency Management participates in the EAC as an advisor;*
- f) *"Emergency Management Agency (EMA) is the agent that carries out the powers and obligations of the Council under the Emergency Management Act or Town of Redcliff. The EMA is led by the Director of Emergency Management as well as key supervisory staff. The EMA is responsible for the direction and control of the Town's response to emergencies including authorizing the taking of any action necessary to respond to an emergency event;*
- g) *"emergency" means a present or imminent event that requires prompt co-ordination of action or special regulation of persons or property to protect the health, safety or*

welfare of people or to limit damage to property;

- h) "Minister" means the Minister charged with administration of the Act;*
- i) "Municipal Emergency Management Agency" means the agency established under this Bylaw; and*
- j) "Municipal Emergency Plan" means the emergency plan prepared by the Director of Emergency Management to co-ordinate response to an emergency or disaster.*

APPLICATION

- 2. There is hereby established an Emergency Advisory Committee to advise Council on the development of emergency plans and programs.
- 3. There is hereby established a Municipal Emergency Management Agency to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in Section 11 of this Bylaw.
- 4. Council shall
 - (a) by resolution, appoint three (3) of its members to serve on the Emergency Advisory Committee, all other members of Council will serve as alternate members of the EAC;
 - (b) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Town of Redcliff;
 - (c) approve the Town of Redcliff 's emergency plans and programs; and
 - (d) review the status of the Municipal Emergency Management Program and related plans and programs at least once each year

5. Council may
 - (a) by Bylaw borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency;
 - (b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid agreements and/or regional plans and programs.
 - (c) on the recommendation of the Emergency Advisory Committee, appoint one or more Deputy Director(s) of Emergency Management who shall do those things required of the Director of Emergency Management in that person's absence;
6. The Emergency Advisory Committee shall
 - (a) review the Municipal Emergency Management Program and related plans on a regular basis; and
 - (b) advise Council, duly assembled, on the status of the Municipal Emergency Management Program and related plans and at least once each year.
7. The Emergency Management Agency shall be comprised of one or more of the following:
 - (a) the Director of Emergency Management;
 - (b) the Deputy Director of Emergency Management;
 - (c) the Municipal Manager;
 - (d) the N.C.O. in Charge, R.C.M.P. or designate;
 - (e) the Fire Chief or designate;

- (f) the Director of Public Services or designate;
 - (g) representative(s) from adjacent communities;
 - (h) representative(s) from local industry or industrial associations;
 - (i) representative(s) from Alberta Environmental Protection;
 - (j) representative(s) from Alberta Municipal Affairs; and
 - (k) Any other person or party who at the discretion of the Director of Emergency Management might serve a useful purpose in the EMA
8. The Director of the Emergency Management shall
- (a) prepare and co-ordinate the Municipal Emergency Management Program and related plans for the Town of Redcliff;
 - (b) act as director of emergency operations, or ensure that someone is designated under the Municipal Emergency Plan to so act, on behalf of the Municipal Emergency Management Agency; and
 - (c) authorize and co-ordinate all emergency services and other resources required during an emergency; or
 - (d) delegate duties and tasks as necessary to ensure conformance with paragraphs (a), (b), and (c).
9. The power to declare or renew a state of local emergency, the powers specified in Section 11 of this Bylaw, and the requirement specified in Section 14 of this Bylaw, are hereby delegated to Emergency Advisory Council. This committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.

10. When a state of local emergency is declared, the person[s] making the declaration shall
 - (a) ensure that the declaration identifies the nature of the emergency and the area of the Town in which it exists;
 - (b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
 - (c) forward a copy of the declaration to the Minister forthwith.
11. Subject to Section 14, when a state of local emergency is declared, the local authority making the declaration may do all acts and take all necessary proceedings including the following;
 - (a) cause the Municipal Emergency Plan or any related plans or programs to be put into operation;
 - (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - (c) authorize or require any qualified person to render aid of a type he or she is qualified to provide;
 - (d) control or prohibit travel to or from any area of the Town;
 - (e) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the Town;

- (f) cause the evacuation of persons and the removal of livestock and personal property from any area of the Town that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
 - (g) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
 - (h) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
 - (i) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within the Town for the duration of the state of emergency;
 - (j) authorize the conscription of persons needed to meet an emergency; and
 - (k) authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a state of local emergency.
12. When a state of local emergency is declared,
- (a) neither Council nor any member of Council, and
 - (b) no person appointed by Council to carry out measures relating to emergencies or disasters
- are liable for anything done or omitted to be done in good faith while carrying out a power or duty under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.

13. When, in the opinion of the local authority declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, the local authority shall, by resolution, terminate the declaration.
14. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when
 - (a) a resolution is passed under Section 13;
 - (b) a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
 - (c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
 - (d) the Minister cancels the state of local emergency.
15. When a declaration of a state of local emergency has been terminated, the local authority who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

EFFECTIVE DATE

16. This bylaw shall come into force on the date of its third and final reading.

REPEAL OF BYLAWS

17. Bylaw No. 1418/2005 is hereby repealed.

Read a first time this ____ day of _____ A.D, 2014.

Read a second time this ____ day of _____ A.D, 2014.

Read a third time this ____ day of _____ A.D, 2014.

SIGNED AND PASSED THIS _____ DAY OF _____, 2014.

Mayor

Manager of Legislative and Land Services

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: February 24, 2014

PROPOSED BY: Municipal Manager

TOPIC: Planning Consultant Contract with Scheffer Andrew Ltd.

PROPOSAL: To extend the existing planning contract with Scheffer Andrew Ltd.

BACKGROUND:

The Land Services Department has been doing some preliminary research and preparatory work in relation to a request for proposal (RFP) that will eventually be issued for the purpose of obtaining continued planning consultancy services for a multi-year period. Preparation of this RFP is somewhat complex and requires a significant amount of detail as, upon investigation of recent history, it has been quite some time since such a request for proposal has been prepared. Thus, it is important that the RFP includes every aspect of the level of service we are receiving now in an attempt to retain a comparable high quality of service that we currently receive. Additional time to prepare this RFP would be beneficial.

The current contract in place with Scheffer Andrew Ltd. expires at the end of March 2014. In order to provide for appropriate advertisement periods of the RFP, once it has been issued, there will be a period of no services rendered; as such this may cause some disruption with the finishing of some of the initiatives we are currently working on. For example, the upcoming changes to the Land-Use Bylaw and Traffic Safety Bylaw in relation to recreational vehicles (as we are now planning for an additional open house followed by actual amendments of the affected bylaws).

Extension of the planning services contract through to the end of this fiscal year (December 31, 2014) may prove beneficial for the following reasons:

1. It will provide for additional time for administration to prepare an appropriate RFP so as to ensure the current level of service we are receiving remains in place.
2. The 2014 budget for this item was created with the current rate structure that is in place; thus if we issue an RFP half-way through the year and the lowest tender received is higher than the budgeted amounts we will then have to face and consider budget reallocations; whereas, if an RFP was issued in the last quarter of the year we could effectively and more responsibly budget for that amount in the 2015 budget.
3. Temporary contract extension may prove beneficial from the point of view of providing additional continuity for the recently arrived municipal manager. The proposed contract extension and associated rates would be kept at the current rate.

ATTACHMENTS: Extension proposal from Scheffer Andrew Ltd.

OPTIONS:

1. To extend the current planning contract with Scheffer Andrew Ltd. for a period of three (3) additional months through to the end of June 2014.

2. To extend the current planning contract with Scheffer Andrew Ltd. through to the end of the current 2014 fiscal year (December 31, 2014).
3. To not extend the current planning contract with Scheffer Andrew Ltd. beyond March 31, 2014.

RECOMMENDATION:

That Council consider option 2.

SUGGESTED MOTION(S):

1. Councillor _____ moved to extend the current planning contract with Scheffer Andrew Ltd. for a period of three (3) additional months through to the end of June 2014.
2. Councillor _____ moved to extend the current planning contract with Scheffer Andrew Ltd. through to the end of the current fiscal year (December 31, 2014)

SUBMITTED BY:

Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. **2014.**

February 14, 2014

FILE NO: 01-228

Arlos Crofts
Municipal Manager
P.O. Box 40
1, 3rd Street NE
Redcliff, AB T0J 2P0

Dear Mr. Crofts:

RE: PLANNING SERVICES CONTRACT EXTENSION

We respectfully submit this proposed extension of our Planning Services contract to the Town for consideration. We understand that the Town is preparing a Request for Proposals for a multi-year planning contract, but requires a short extension of our current contract to allow time for a proper tender process and to finish off ongoing projects (i.e. RV Bylaw changes).

We offer this extension for a period of three months (April, May, and June) or until December 31, 2014.

Planner	Contract Rate 2012-2014	Proposed Rate April – December 2014
Senior Planner	\$130/hr	\$130/hr
Planner	\$72/hr	\$72/hr
Technical/CADD	\$68/hr	\$68/hr

If you find this proposal acceptable, we would appreciate a note acknowledging that the arrangement described above will be in effect.

We are excited about the opportunity to continue to work with the Town of Redcliff.

Yours truly,
Scheffer Andrew Ltd.



Kent Snyder, RPP, MCIP
Branch Manager

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: February 24, 2014

PROPOSED BY: Municipal Manager

TOPIC: Redcliff Physician Recruitment and Retention Committee

PROPOSAL: To consider the creation of a community based physician recruitment and retention committee

BACKGROUND:

Upon my arrival to Redcliff, one of the projects that had previously been put in motion was that of a physician recruitment initiative. Often, community based physician recruitment and retention committees are established in an effort to welcome physicians to practice medicine within the community.

Included in the Request for Decision is a draft/proposed "Terms of Reference" that establishes the purpose and scope of this type of committee. It is important to note that because this committee is not statutorily required, there is no need for a bylaw to establish it. Details of the role of committee members would need to be agreed to by the committee members once the committee has been established.

Council will also need to determine the level of resources that are to be attributed to such a committee (i.e. Administrative support, budgetary attribution etc...). As in many other communities, committees of this nature are community and volunteer based with minimal representation from the municipal organization (with exception of council representation).

Currently the Town of Redcliff has been sending representatives to the Medicine Hat and District Physician Attraction & Retention Network meetings which is spearheaded by the Medicine Hat and District Chamber of Commerce.

ATTACHMENT(S): Proposed Redcliff Physician Recruitment and Retention Committee Terms of Reference.

OPTIONS:

1. To approve the proposed terms of reference for a Redcliff Physician Recruitment and Retention Committee with the subsequent establishment of such a committee.
2. To approve the proposed terms of reference for a Redcliff Physician Recruitment and Retention Committee with amendments with the subsequent establishment of such a committee.
3. To not approve the terms of reference for a Redcliff Physician Recruitment and Retention Committee and thus not establish such a committee.

RECOMMENDATION:

That council direct administration as to what option to act upon.

SUGGESTED MOTION(S):

1. Councillor _____ moved to approve the proposed terms of reference for a Redcliff Physician Recruitment and Retention Committee with the subsequent establishment of such a committee.
2. Councillor _____ moved to approve the proposed terms of reference for a Redcliff Physician Recruitment and Retention Committee as amended with the subsequent establishment of such a committee.

SUBMITTED BY:

Department Head



Municipal Manager

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

Approved by Council: _____

**PHYSICIAN RECRUITMENT AND RETENTION COMMITTEE
TERMS OF REFERENCE POLICY****BACKGROUND**

The retirement of the only physician practicing in the Town of Redcliff, over three years ago, has left our residents without medical care within the Town. Many of our residents have not been able to find a new family physician due to the drastic shortage of doctors in the province. As a result our residents must travel to Medicine Hat to a walk-in clinic or attend the Medicine Hat Regional Hospital emergency department for medical care.

The Town has been consulting with the Medicine Hat Regional Hospital - Physician's Retention Network to develop a plan to recruit and retain physicians, especially in underserved communities such as Redcliff. In order to initiate any plans it is necessary to create a formal committee to focus on recruiting a physician for the Town of Redcliff.

POLICY**MISSION**

- The Redcliff Physician Recruitment and Retention Committee (RPRRC) is a partnership of community representatives with a mission to recruit and retain physician services within the community of Redcliff.

MEMBERSHIP AND MEETINGS

- Members of the RPRRC are working participants who share actively in strategic planning, the work of subcommittees and program implementation.
- Membership of the committee is comprised of individuals and organizations that have a significant interest in the recruitment and retention of physicians.
- Each member is accountable to the RPRRC for meeting the responsibilities assigned to the position held on the committee.
- Date, time and location set for monthly meetings are organized on an annual schedule agreed to by the committee members.
- A simple majority of the members represents a quorum. A majority vote determines the decision.

COMMITTEE COMPOSITION

The RPRRC is comprised of a minimum of five (5) of a maximum of seven (7) who represent obvious stakeholders, such as:

- The Town of Redcliff Council. Up to two representatives with one alternate.
- Health care recruiter or HR representatives.

- The medical and/or nursing professional community.
- Internationally educated health professionals.
- Other invited representatives (school, recreation, religious groups, real estate, etc...).

TERMS OF OFFICE

- Members are asked to commit to a two-year term.

DUTIES AND RESPONSIBILITIES

- To plan and facilitate welcoming initiatives for perspective physicians entering practice in the community.
- To generate creative ideas to support retention.
- To monitor the success of the committees work.

RECOMMENDED POSITIONS

- Chair
- Incentives advocate
- Site visit coordinator

TERMINATION OF APPOINTMENTS

- Council may by resolution terminate the appointment of any Member if:
 - The Member is absent from three (3) consecutive meetings of RPRRC;
 - The Member uses information gained through appointment to a pecuniary benefit in respect of any matter in which he has a pecuniary interest, or;
 - The Member otherwise conducts himself in a manner that Council considers to be improper.

REMUNERATION

- Members of the RPRRC shall hold office without remuneration.
- Committee members may make requests and subsequent submission to Council, in accordance with established policy for RPRRC related recruitment and/or retention expenses.



***An Invitation to participate in a program that will
showcase, involve and benefit your community***

Since 1995, communities have recognized numerous benefits from participating in the program:

Economic benefits

- Best practices and information exchange
- Valuable information and feedback from the judges
- Marketing and promotional opportunities
- Positive benefits for the tourism, hospitality and retail industries

Social benefits

- Increased civic pride and community involvement
- Mobilization of citizens, groups, businesses and municipality working together
- Participation from all ages and walks of life learning more about their community
- Information exchanges with provincial, national and international communities
- Improved quality of life

Environmental stewardship through the enhancement of green spaces

- Mitigation of heat islands
- Reducing soil erosion
- Improving air quality
- Responsible use of water

Please find enclosed registration information for the participation of your community

Communities in Bloom is made possible by the support of sponsors and partners

Alberta Provincial Presenting Partner

Encana

In partnership with

Alberta Recreation & Parks Association

National Sponsors

Scotts ♦ Home Hardware ♦ CN

National Capital Commission

Beauti-Tone ♦ Ball Horticultural Company ♦ Natura

Miracle-Gro ♦ Scotts EcoSense ♦ RoundUp ♦ Turf Builder

Municipal World ♦ Nutrients for Life ♦ Teck

Canadian Nursery Landscape Association ♦ VIA Rail Canada



2014 COMMUNITIES IN BLOOM ALBERTA REGISTRATION FORM

Communities in Bloom Alberta is now accepting registrations for the 2014 Provincial program. **Please submit the application form before March 31, 2014.**

Communities may participate in one of two categories:

Competitive:

- Communities are grouped according to population size and evaluated by trained volunteered judges using a standard evaluation form.
- The winning community in each population category is determined by the highest score.

Friends (Non-Competitive):

- The Friends category is a way for communities to participate without the pressure of competition. Communities are not grouped according to population size and no winner is declared in the Friends category.
- Communities can choose to participate with or without an evaluation.
- Communities who choose to participate without an evaluation are required to be evaluated at least once every three years.

Please visit our website at www.cib.arpaonline.ca for more information about participation categories.

The benefits of participating in the program are:

- Being part of a provincial and national program,
- Receiving information and evaluation feedback to improve your community,
- Opportunities to improve your community's quality of life,
- Increase in civic pride and community involvement, and
- Receiving an invitation to attend the provincial and national award ceremonies.

Communities should be prepared for evaluations to take place between mid-July and mid-August.

Communities being evaluated must provide lodging for one night for two judges (billeting is acceptable).

Communities in Bloom Alberta
c/o Alberta Recreation and Parks Association
11759 Groat Road
Edmonton, AB T5M 3K6

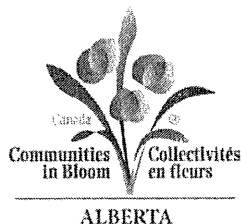
ph: 587-520-6287
fax: 780-451-7915
email: ksnethun@arpaonline.ca
www.cib.arpaonline.ca

Provincial Partner



Sponsored in Alberta by





2014 REGISTRATION FORM

Registration deadline is March 31, 2014.

Municipality:
(please print) _____

Total
Population: _____

Mayor: _____

Name of Primary CiB Contact: _____	Position/Title: _____
Address: _____	
Province: _____	
Postal Code: _____	
Phone Number: _____ - _____	Fax: _____ - _____
Email: _____	

Name of Alternate CiB Contact: _____	Position/Title: _____
Address: _____	
Province: _____	
Postal Code: _____	
Phone Number: _____ - _____	Fax: _____ - _____
Email: _____	

Please indicate how your community will participate:

☐ **Competitive** (by assigned population category)

☐ **Non-Competitive**

☐ Friends (evaluated)

☐ Friends (non-evaluated)

REGISTRATION FEE:

Registration fees are due with the registration form. Fees are based on population categories:

☐ pop. 1- 5,000 (\$200.00) ☐ pop. 5,001 – 20,000 (\$350.00) ☐ pop. 20,001 – 50,000 (\$400.00) ☐ pop. 50,000 + (\$450.00)

Please make cheques payable to "ARPA" and mail to:
ARPA, 11759 Groat Road, Edmonton, Alberta, T5M 3K6

Communities in Bloom Alberta
c/o Alberta Recreation and Parks Association
11759 Groat Road
Edmonton, AB T5M 3K6

ph: 587-520-6287
fax: 780-451-7915
email: ksnethun@arpaonline.ca
www.cib.arpaonline.ca

Provincial Partner



Sponsored in Alberta by





February 11, 2014

David Wolanski, Municipal Manager
Town of Redcliff
Box 40
Redcliff, AB T0J 2P0
redcliff@town.redcliff.ab.ca

Dear David Wolanski:

Re: Workshop Sponsorship Opportunities at the 4th Annual Canadian Badlands Tourism Development Conference

Thank you again for your commitment to our 3rd Annual Canadian Badlands Tourism Development Conference in Medicine Hat in the spring of 2013. Conference planning is well underway for 2014, with information available online at www.cblconference.com. As a previous sponsor and a current shareholder of Canadian Badlands Ltd, we invite you to be a Workshop Sponsor at this year's event in Lethbridge, March 25-27, 2014.

We would like to provide you with this low cost opportunity to be involved with this year's conference at a higher level. Six workshops are available for sponsorship at \$750 each. They are listed individually in the attached document.

This sponsorship includes:

- The opportunity to be introduced as the sponsor of the workshop and to then introduce and thank the workshop speaker
- The opportunity to briefly talk about your community to the attendees
- Your logo will be displayed in all conference materials and on video screens during the event
- Two complimentary tickets to the Opening Cocktail Reception at the Galt Museum and Archives on March 25th

Thank you for your consideration. Please contact our office if you would like to discuss this opportunity further.

Sincerely,

Diana Watson, Executive Assistant

Enclosures

in the CanadianBadlands

www.canadianbadlands.com

Box 1408
Drumheller, AB T0J 0Y0
Phone: 403.823.7741 Fax: 403.823.7753
Email: dwatson@canadianbadlands.com



Workshop Sponsor

4th Annual Canadian Badlands Tourism Development Conference
Coast Hotel, Lethbridge, Alberta
Wednesday, March 26 & Thursday, March 27, 2014

Recognition Opportunities for Workshop Sponsor

- The opportunity to be introduced as the sponsor of the workshop and to then introduce and thank the workshop speaker
- The opportunity to speak briefly about your community to the attendees
- Your logo will be displayed in all conference materials and on video screens during the event
- Two complimentary tickets to the Opening Cocktail Reception at the Galt Museum and Archives on the evening of March 25th

Wednesday's Workshops:

1. Tourism Leadership 101; Presented by Bev DeSantis and Teri McKinnon, Bow Valley College
2. Calgary Stampede Expansion and Western Events Centre; Calgary Stampede

Thursday's Workshops:

3. Marketing Workshop; Catherine Proulx, Twist Marketing
4. Social Media 101; Chris Lamb, Clickside Digital Communications
5. Guest Experience; Terri Kinsman, Rocking R Guest Ranch
6. Web Matters; Adile Abbadi-McIntosh, Background Technologies

Government of Alberta Transportation Strategy

The evening was geared around a discussion. The guiding topic was Alberta's 50 year plan for the direction of transportation in Alberta.

The facilitator started by telling the 45 attendees the following 6 goals:

1. Albertans and Alberta businesses will have a variety of ways to travel and transport products within Canada and around the world (e.g. Road, rail and air)
2. Alberta's transportation system will be active and include bike lanes and trails, as well as public transit that meets the needs of people with limited mobility.
3. Alberta will have fewer deaths and injuries with a transportation system that is both safe and secure.
4. Alberta will implement and use new technologies to move people and goods in and out of the province.
5. Alberta's transportation system respects the environment, including land, water and air quality.
6. Alberta will be able to pay for maintaining existing transportation assets while building new infrastructure.

It seemed to be a general consensus in the room that most of these goals weren't measureable and there was a deep rift between urban and rural centers in terms of transportation. It was suggested by City of Medicine Hat Councilor, Jamie McIntosh that we have free public transportation which was not well received by the room.

Interestingly enough everyone seemed to agree that there should be more focus on expanding old technologies while integrating necessary new technologies. The big one was railways. A gentleman by the name of Angelo Mangatal who according to his LinkedIn profile works with Government/Industrial Relations, suggested we will never be able to expand on a east-west rail system because it is owned by private shareholders.

Palliser Economic Partnership which was represented by Jim Turner and Alan Hyland, submitted a 4 page document to the facilitators of the discussion and commented that the discussion "wasn't geared how they had expected it to be". I have attached it behind these notes for everyone's reference.

Fibre Optics was brought up a couple times. Olds was mentioned for their fibre optic network. Later on in the evening City of Medicine Hat Councilor, Brian Varga mentioned it again briefly.

Attendees broke off into smaller working groups to discuss assigned goals from the list of 6, and various actions we would suggest to complete this goal or change it to make it more appropriate. Our group included Councilor Varga, a Cypress County resident, former City of Medicine Hat Councilor Cathy Smith and former MLA Len Mitzel from Forty Mile. We were assigned goal one and discussed that a pipeline should be included as a mode of transportation for goods. This idea for the group didn't just mean oil or gas but the idea of encapsulated grain.

The evening concluded at 9 P.M with the facilitator outlining that the governments next step would be to evaluate suggestions and continue to develop this 50 year strategy.



Submission to Alberta's Transportation Strategy Consultations

Alberta's transportation strategy must support economic growth and economic development in all regions of the province. Rural areas, which are essentially all of Alberta less the Edmonton and Calgary metropolitan areas, need to participate fully in Alberta's economic growth. Alberta's transportation system must serve rural areas and not be weighted predominantly in favour of metro economies.

The growth of these metro areas continues to place pressure on provincial funds to meet transportation needs of these heavily populated regions to the disadvantage of rural areas.

There is no doubt that Edmonton and Calgary are key to Alberta's economy and growth but the transportation system in Alberta needs to address rural needs as well. Rural economies are dependent on transportation systems and must not be neglected because there are fewer voices.

There is really no debate - transportation infrastructure, highways, rail lines and airports are fundamental to economic growth. In short these are enablers of economic development. Transportation infrastructure needs to be developed to the same standard or capacities to avoid creating disincentives for economic growth in rural regions of the province. As such economic development of rural Alberta needs to be a top priority consideration when determining which highway improvements, highway realignments; bridge improvements to ensure communities and regions in rural areas are better connected and able to participate in the Alberta economy and Alberta's economic growth.

Access to International Markets

The province, through the Ministry of International and Intergovernmental Affairs recently consulted with Albertans regarding the need for international market access to garner support for development of pipelines to move Alberta oil and gas to new overseas markets. There was strong local and regional support for the province to take action on this matter.

Access to international markets for Alberta goods however is not just about pipelines – it should also consider how Alberta companies not located on the Highway 2 corridor can reach potential markets in the United States and Mexico from other Alberta ports. Wholesale trade in SE Alberta accounts for \$11.3 billion of business revenue, nearly 19% of all business revenue in the region. The transportation

and warehousing industry for these goods adds an additional \$2.3 billion in business revenues to the area. Alberta is the only province in Canada that has only one designated commercial port of entry which is at Coutts, Alberta to access markets in the United States and Mexico. Saskatchewan has two 24 hour Ports of Entry and Manitoba has three 24 hour Ports of Entry.

There is an ongoing initiative involving the Mayors of Havre, Montana and Medicine Hat, the Chambers of Commerce on both sides, Palliser Economic Partnership, Eastern Alberta Trade Corridor, Ports to Plains Alliance and others to encourage the Government of Alberta and the federal government to enhance the Wild Horse Port of Entry to commercial port status and extend hours of daily operation to a minimum of 16 hours.

In 2012, 132,341 commercial trucks entered the United States via Sweetgrass, Montana for an average of 367 trucks / day. During an 18 hour timeline from 6 am to 12 midnight that amounts to a truck every 3 minutes. Approximately 307,398 passenger vehicles also crossed the border from the United States into Canada through Sweetgrass for an average of 854 passenger vehicles / day. During an 18 hour timeline from 6 am to 12 midnight that amounts to a passenger vehicle every minute.

We submit to you that having only one commercial point of entry makes Alberta's economy vulnerable. It means the economic engine that is Alberta is balanced on only one leg. It means that new growth clusters along this one leg adding to the pressures already on that system, while the eastern side of Alberta struggles to attract investment. A second point of entry on the eastern side of Alberta would reduce costs for companies and make location and investment on that side more attractive. It would help Alberta build the balanced growth it wants. A second vulnerability is security. If the one and only Commercial Port of Entry is closed due to a threat, as has already happened, then there is no alternative entry.

Rail

As private companies Canadian National and Canadian Pacific Railways have concentrated their efforts to move commodities and other goods based on a model that is profitable. Operating branch lines in rural Alberta has been challenging and both CP and CN have abandoned lines and are planning to abandon additional lines. While this saves the rail companies money it costs municipalities. County roads were never designed to accommodate the larger scale trucks needed to move product to more distant elevators. .

Other provinces have responded to rail line abandonment with policies to encourage short line rail operations. The Government of Alberta does not have any policy of this type and it needs to re-examine this very seriously. In southeast Alberta CN has commenced actions to abandon the branch line from Oyen to Hanna and Hanna to Calgary. CP has commenced action to abandon the branch line from Foremost to Sterling. In both areas local groups are actively investigating short line rail

options. By ignoring short line rail policy the province has abandoned these communities and regions. Once rail lines are gone – one of the options to grow that rural area economically has vanished – especially when rural Alberta is essentially a commodity based economy. Crops that could be processed in the future and shipped by rail to international markets will need to incur additional transportation costs. These additional costs impact the economic viability of such projects.

The model for short line rail operations is profitable as evidenced by existing companies that operate in Saskatchewan and Alberta. They are now moving grain, oil tankers and petrochemicals.

Rail and the Intermodal Inequality

The province of Alberta has invested heavily in the Port of Prince Rupert and in the 1980s created intermodal capacity in the province. After creating the inter-modal capacity/infrastructure the province then handed over the system to CN and CP. This system once again adds advantages for metro areas, Edmonton and Calgary and disadvantages for rural areas. Any company located outside of Edmonton and Calgary must pay shipping to get their raw materials from the intermodal site and their finished goods to this site. The added cost disadvantages all locations outside of the central hub.

The province should be investigating alternatives, such as mixed-use trans- load facilities in conjunction with the private sector and municipalities – where common rail infrastructure could be utilized by a variety of companies for inbound and outbound movements including containers.

Statistics Canada reports in 2013 non-intermodal traffic in the Western Division is up 5% from that in 2012, with fuel oils and crude petroleum traffic up 74%. There is a need for handling these goods in low population areas due to safety concerns. Continued expectations of increased agricultural production will also require adequate rail time for transport now and in the future.

Primary and Secondary Highways

There needs to be more certainty regarding timelines for the improvement, completion and expansion of existing provincial highways in rural areas, for passenger vehicles, commercial / industrial truck traffic and movement of oversized loads. Of key concern are:

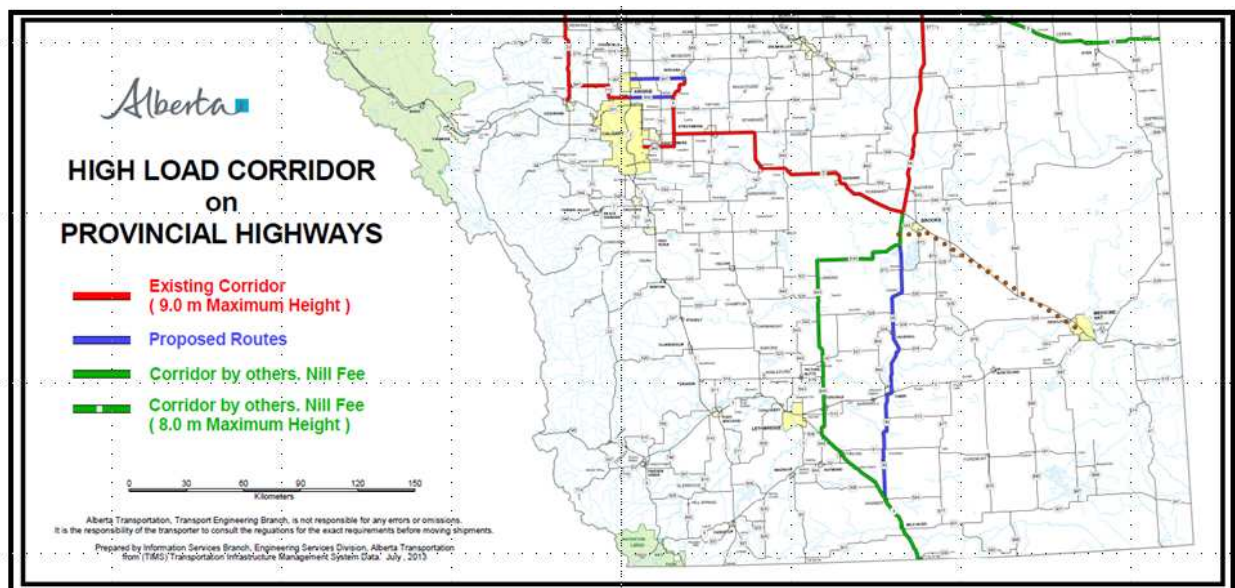
- Completion of twinning of Highway 3 between Medicine Hat and Lethbridge,
- Improvements and upgrades to Highway 36 and Highway 41 including bridge approaches, pull outs and passing lanes, and rest areas,
- Improvements to Highway 41 from the Port of Wild Horse to the Trans-Canada Highway.
- Completion of Highway 61 base work and paving from Foremost to Manyberries,

- Secondary highways need to remain at current paved engineered standards or better. Rural roads not only move grain and cattle, they are utilized by commercial truck traffic to serve oil and gas development and school buses.

High Load Corridor

The province has identified new “to be approved” high load corridor routes in the Edmonton, Calgary and Red Deer areas. The lack of an approved high load corridor in south eastern Alberta serves to discourage firms from considering the region as a location for the manufacture, assembly and fabrication of goods required by oil sands developments. SE Alberta has lower land costs, necessary space for oversized products and an existing skilled labour force in metal fabrication. Manufacturing is a key economic sector in SE Alberta it accounts for \$6.5 billion in business revenues, employs over 10,000 people.

To encourage the manufacture, assembly and fabrication of goods in southeast Alberta for the oil sands the province should designate Highway 1 from Medicine Hat area to Highway 36 via a Brooks bypass such as the proposed Silver Sage Road industrial truck route to alleviate unnecessary truck movements via city roads that need to access zoned industrial areas in the City of Brooks and County of Newell. Highway 36 should continue to be designated as a High Load Corridor with additional high load access from the east. The Province should identify this as a priority and support funding the development of the Silver Sage Industrial Road connector from Highway 1 and Highway 36.



Presented by:

Alan Hyland, Chair, Palliser Economic Partnership, Councillor Town of Bow Island

Jim Turner, Palliser Economic Partnership, Executive Committee, Councillor, City of Medicine Hat,



Land Use Secretariat
9th Fl, 10035 - 108 Street
Centre West Building
Edmonton, AB T5J 3E1
Telephone: 780-644-7972
Fax: 780-644-1034

<http://www.landuse.gov.ab.ca/>
E:mail: LUF@gov.ab.ca

February 4, 2014

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

RECEIVED
FEB - 7 2014
TOWN OF REDCLIFF

Subject: Submission - Draft South Saskatchewan Regional Plan (SSRP)

Dear Mayor Ernie Reimer:

On behalf of the Alberta Government, thank you for sharing your views and ideas and your ongoing contributions to the regional planning in Alberta.

Your feedback will be considered as the Government finalizes the South Saskatchewan Regional Plan. It is still our intent to release the South Saskatchewan Regional Plan in the spring of 2014.

Sincerely,

Bev Yee
Stewardship Commissioner



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-West*

AR70629

JAN 31 2014

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

Dear Mayor Reimer,

Thank you for the recent letter from Robert Osmond, Acting Municipal Manager, to my predecessor, the Honourable Doug Griffiths, regarding your progress on the Ministerial Directives issued as a result of the recent Municipal Inspection. As the newly appointed Minister of Municipal Affairs, I am pleased to respond.

I appreciate your continued commitment and ongoing work in satisfying the requirements as set out in Ministerial Order No. L:112/13.

Thank you again for writing.

Sincerely,

Ken Hughes
Minister of Municipal Affairs

cc: Robert Osmond
Acting Municipal Manager, Town of Redcliff

RECEIVED
FEB - 5 2014
TOWN OF REDCLIFF

Municipal Manager's Report
Monday, February 24, 2014

Emergency Management

The Emergency Management Bylaw is being brought forward to the February 24th council meeting for consideration (1st reading). This bylaw establishes the Emergency Advisory Committee, and Emergency Management Agency. The Bylaw puts in place the process for establishing a state of local emergency (when needed), as well as outlines and confirms the authorities and powers of the local authority during an emergency situation. The legislative authority for such a bylaw would be the Emergency Management Act.

On January 28th, I met with the Alberta Emergency Management Agency Field Officer, Mark Murphy for introductions and he provided us with a list of free training courses and dates that will help municipal staff as well as the overall municipal emergency management program. Mr. Murphy indicated that he would like to arrange for an elected officials course roles and responsibilities for emergency management within the next year.

Physician Recruitment and Retention

On February 7th I, accompanied by the Mayor, attended a Medicine Hat and District Physician Attraction and Recruitment Network meeting at the Medicine Hat Regional Hospital. This initiative appears to be spearheaded by the Medicine Hat and District Chamber of Commerce. Challenges and potential solutions in relation to physician recruitment and retention within the region were discussed. Proposed terms of reference for the establishment of a physician recruitment and retention committee will be presented for consideration at the February 24th council meeting. These committees are primarily a function of the volunteer base within the community.

Palliser Economic Partnership (PEP) Initiative – Freight Transportation Study

I have been in contact with PEP in relation to the "Freight Transportation System of Southeast Alberta – Assessment and Plans for Growth" project, which is nearing completion. Draft copies of the report and action plan have been completed with final project completion tentatively scheduled for mid-April. On February 11th I attended a meeting with PEP executive director and Cypress County and Medicine Hat representatives to review the results of the assessment and potential action items.

In progress projects:

- Building Permit Closure (for period 2007-2011): I have been in contact with a representative from municipal affairs who will be coming to Redcliff in mid-March to help work through the permits that currently remain open. We will be approaching it from a risk management approach at which time we can devise an appropriate plan, based on risk management priority, to deal with each open permit.
- Currently undertaking preliminary work and review on following bylaws and policies:
 - Council Code of Conduct Policy
 - Procedural Bylaw.
- I am also becoming incrementally more familiar with the recommendations outlined in the municipal inspection report.

Professional Development

On February 14th, I attended a one day seminar “Emerging Trends in Municipal Law” in Calgary. Much of the focus was centred on Council Governance and its associated Roles and Responsibilities. The seminar provided extensive insight with regards to municipal legal issues and I recommend that in future years, perhaps council budget to send a representative.

In relation to professional development, I am a member of two provincial associations: 1. Local Government Administrators of Alberta (LGAA); and 2. Society of Local Government Managers (SLGM). Each of these associations hold annual workshop events (always in Alberta) which I have participated in the past. These are typical professional associations of which the majority of Alberta Municipal Managers hold membership. My intention is to continue participating therein as it will greatly assist in maintaining a solid understanding of municipal best practices as well as a positive municipal network which I can utilize. These are typically held in early March and mid-May each year. One is a 2 ½ day workshop, and the other is a 3 day workshop.

Finance & Administration

The Finance and Administration department is currently working very diligently toward completing the 2013 yearend process. The individual functions have been closed and final documentation is now being prepared. I estimate that the general ledger will close on February 26th. Once that is complete, the department will focus on preparations for the formal audit to be conducted by Ensminger Beck & Thompson (EBT). Fieldwork for the audit is scheduled to take place in the last week of February.

Staffing Change

- Tammy Price, the Taxation and Accounting Clerk, has left the organization to pursue a great opportunity with the City of Red Deer. The recruitment process is underway with the goal of filling the position as efficiently as possible to bring our team back to a full compliment. The posting is closing February 26th with interviews to follow.

Scheduled Items:

Feb 10th – Utility Penalty – Utility charges unpaid for November & December as penalized.

Mar 14th – Utility Billing – Bills for water, sewer and garbage service for January and February 2014.

Municipal Enforcement

Reporting period JAN 01/31/2014

Total files this reporting period 36 (10 reported, 26 self-generated)

TRAFFIC BYLAW: 7 files relating to this bylaw, all were self-generated and related to parking violations.

STREET BYLAW: 22 self-generated files all related to sidewalk maintenance.

DOG CONTROL BYLAW: 2 files generated relating to this bylaw; in both instances Violation Tickets were issued.

NOISE BYLAW: No calls or complaints filed however there has been an increase in residents inquiring about diesel trucks and school buses warming up in the mornings for long periods of time.

BUSINESS LICENSE BYLAW: Numerous calls received from businesses relating to their 2014 business license's relating to payment, cancellations, changes of addresses and other related issues. A joint investigation with AMVIC resulted in the cancellation of one local automotive repair shop's business license.

NUISANCE AND UNSIGHTLY PREMISES BYLAW: The provision of this bylaw was utilized in 1 file relating to a dead deer carcass that had been left in a residential back yard for an extended period of time. This was investigated jointly with Alberta Fish and Wildlife.

HIGH WIDE LOAD PERMITS: None issued for the month of January.

MISC: On Jan 28th one of the public service employees found what appeared to be a dead animal, all carefully wrapped in towels, carefully taped and laid out under a tree just off the Trans Canada Hwy behind Trukkers. Attended with the RCMP and found a medium sized mixed breed dog with no apparent injuries. RCMP took possession of the animal and follow up revealed that dog died of natural causes, and may have been left by the owner(s) travelling through, or quite possibly a passing trucker. In light of recent dead dogs found in Taber and Calgary it was felt that follow up was required to ensure no mistreatment or cruelty issues were the cause of death. Also, on Jan 28th a resident came to the office reporting that they had received a threatening call from the Bylaw Officer that charges were pending due to the condition of their sidewalk. It was obvious that the sidewalk was perfectly clear and that the call was made by an unknown caller. The homeowner stated the call came from a blocked number. This is the 2nd incident of impersonation in the past months by an unknown male. The previous one investigated by the RCMP was a male (much younger) appeared at a young ladies residence where she ran a home occupancy hair salon, saying he had to come inside to inspect the plumbing in the hair salon. Fortunately the young lady had the presence of mind to ask for credentials and the male got into a vehicle and drove away. Investigation failed to reveal the perpetrator.

Community Services

- Community Services is collaborating with DREAMS (Developing Redcliff's Education and Mental health Supports) to promote the anti-bullying program by participating in the Pink Shirt Day on February 26. Community Services will also be assisting with Zumba for Kids at Parkside that evening.
- Zumba, Zumba Gold (modified program) and Tai Chi are running. Great response to the programs. Zumba is so popular we are trying to set up a program on another night.
- Volunteers are set up for the Community Volunteer Income Tax Program which will be available in March and April.

- Community Services has been working very hard and as a result, the majority of planning for Volunteer Night, Redcliff Days, and Canada Day is complete.
- Summer program and events are being planned.
- Aquatic Centre staff have been recalled, some positions will need to be filled.
- Arrangements are made for swim lesson registration night in May.
- Spring Activity Registration Night – Community Services tried to arrange an evening; however, there has been little interest from the groups as there has been no response.

Public Services

Water and Sewer Utilities

- A repair was recently performed to one of the three sand filters that was leaking at the Water Treatment Plant. The filter was taken out of service prior to the welding repairs being performed.
- Jamie Garland along with Andrew Kleisinger from MPE Engineering will be presenting a paper at the Alberta Water and Wastewater Operators Association Seminar in Banff next month. The presentation will focus on the flooding event at our Raw Water Pump house in June 2013.

Municipal Works

- Street and road maintenance continued to take up a considerable amount of time this past month. The constant changes in our weather have created a variety of challenges for staff maintaining our roads and storm water run-off.
- Staff have been in the process of assembling garbage bins for future use.
- Staff attended to a water main break on South Highway Ave. SE on Friday January 24.
- Two interments were conducted at the cemetery during the month of January 2014.

Parks and Recreation

- Facilities staff started a small painting project at the Public Services Shop.
- An unknown driver drove their vehicle into the east wall of the Rec-Tangle. An area of approximately 4' x 8" of the brick wall will require repair. The incident was reported to the RCMP, however, they do not have any suspects at this time.

Landfill

- The Landfill Equipment Operator has recently qualified to renew his Landfill Operator Certification. The certification will have duration of three years.
- The Operations Supervisor recently attended a Landfill Operator Certification Course and will be writing his exam in May. Upon successful completion of the exam, Jamie will hold this certification for three years.

Engineering

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

- Pump Station Upgrade:
 - Carver is working on the completion of deficiencies.
 - A follow up inspection of the deficiency list will be conducted in a few weeks.
 - The problem in the backup power Generator has been fixed and MPE has witnessed the successful load testing of the generator.
 - The project is under a one year warranty that was effective on October 31, 2013.
- Raw-water Supply pipeline project :
 - Contractor will complete the remaining deficiencies in the spring 2014.
 - The project is under 2 years warranty with the period effectively starting on November 25, 2013.
- Water Treatment Plant (WTP) Design:
 - Next WTP design review meeting scheduled for Feb 28, 2014 from 09:00am to 12:00pm.
 - MPE has planned for WTP tender in April 2014 with a subsequent 12 months construction period.
 - Alberta Environment provided the amendment to approval for construction completion through to Dec 31, 2015.
 - MPE mentioned that Pall Corporation will be given a go ahead for the Water membranes fabrication process in January 2014 with the estimated delivery on site in Sept of 2014. Clarification equipment will also be delivered at the same time.
 - MPE is carrying out geotechnical investigation using EBA engineering near the proposed WTP.

2013 INFRASTRUCTURE IMPROVEMENT PROGRAM:

- Transit Paving will complete the deficiencies in spring 2014.

2014 CAPITAL PROJECT

- 4th Ave SW (1st St – 4th St) road, storm and sanitary preliminary design in progress.
- External Geotechnical through WSP (previously known as Genivar) in progress.
- Sanitary Sewer network review in progress.
- NW Storm overland issue review in progress.
- Northside Industrial Area FSR (1st Draft) received on Dec 20, 2013 from Scheffer Andrew. Town's review of Draft FSR in progress.

OTHER MISCELLANEOUS:

- FAC inspection of 2011 road and underground projects completed with Transit Paving and LMT Enterprises. Deficiencies will be fixed in September 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.
- GPS survey equipment trouble shooting in progress.
- Open house Town Hall meeting maps preparation.

- Digital file storage in GIS mapping.
- Dutton St and 11th St NE Water main drawings preparation for Public Services in-house projects.
- Town's Engineering design guidelines and construction standards update in progress.

COMMITTEE REPORTS TO COUNCIL

Chamber Advocacy Committee

On Tuesday January 2014 I attended the Medicine Hat Chamber Advocacy Committee. The Event was hosted at the Executive on the Ridge (formally the Quality Inn)

- 1) Discussion on having regional policies for development.
- 2) Off site levies were discussed for older properties subdivided before 1974, it seems developers are having some surprises when redeveloping on existing sites.
- 3) Discussion on the eventual rerouting of TransCanada highway.

Redcliff River View Golf Course

On Wednesday January 15, 2014 I attended the Golf Course meeting. The executive is wrestling with financing for the next year and is in the process of developing a strategy which may include borrowing money in the near future. The Town will be asked to guarantee this loan if that is the course they decide to pursue.

Larry Leipert

COUNCIL IMPORTANT MEETINGS AND EVENTS

Date & Time	Meeting / Event	Where
March 4, 2014 5:30 pm	Roles and Responsibilities Seminar	Council Chambers
March 11, 2014 6:00 pm	Medicine Hat Council/ Redcliff Council joint meeting	Cypress Club 218 6 Avenue SE
March 13, 2014 5:30 – 7:30	Community Information Night Public Attendance	Redcliff Senior's Drop In Centre