



MPC MEETING

WEDNESDAY MAY 21, 2014

12:30 P.M.

**MUNICIPAL PLANNING COMMISSION
WEDNESDAY APRIL 16, – 12:30 PM
TOWN OF REDCLIFF**

AGENDA

- | <u>Pg.</u> | <u>AGENDA ITEM</u> |
|-------------------|--|
| 1. | CALL TO ORDER |
| 2. | ADOPTION OF AGENDA |
| 3. | PREVIOUS MINUTES
A) Minutes of April 16, 2014 meeting |
| 4. | LIST OF DEVELOPMENT PERMITS ADVERTISED
A) April 8, 2014, April 22, 2014, April 29, 2014, and May 13, 2014 |
| 5. | DEVELOPMENT PERMIT APPLICATION APPROVED BY DEVELOPMENT OFFICER
A) Development Permit Application 14-DP-029
Ryan Falardeaul
Unit #1, Plan 9511390 (Bay #1 900 Highway Avenue NE)
Approved: Auto Service and Repair

B) Development Permit Application 14-DP-034
Peterbilt, Medicine Hat
Lot 6, Block 1, Plan 0012975 (2250 South Highway Drive SE)
Approved: Fascia Sign

C) Development Permit Application 14-DP-036
Jeff Gray
Lot 8-9, Block 18, Plan 3042AV (823 3 Street SE)
Denied: Addition

D) Development Permit Application 14-DP-037
Lindsay Hawkes
Lot 15-16, Block 3, Plan 1117V (809 Main Street S)
Approved: Home Occupation – Bookkeeping

E) Development Permit Application 14-DP-038
Mesa Builders
Lot 11, Block 5, Plan 9711827 (900 Kipling Cr. SW)
Approved: Addition

F) Development Permit Application 14-DP-039
Franz Klassen
Lot 33, Block 139, Plan 9811414 (414 Main Street N)
Denied: Covered Deck |

7. OTHER

A) Bylaw 1779/201

A bylaw to amend the RV parking guidelines received 3rd Reading on Monday May 12, 2014.

B) Policy No. 126 (2014) Code of Ethics and Conduct For Members Appointed to Redcliff Committees, Boards & Commissions.

8. ADJOURNMENT

**MUNICIPAL PLANNING COMMISSION
WEDNESDAY APRIL 16, 2014 – 12:30 pm
TOWN OF REDCLIFF**

Minutes

PRESENT:	Members:	J. Beach, B. Duncan, B. Lowery, D. Prpick (arrived at 12:36 pm), B. Vine, S. Clewlow
	Public Services Director	D. Schaffer (left at 1:25 pm)
	Planning Consultant	K. Snyder
	Development Officer	B. Stehr

1. CALL TO ORDER

B. Duncan called the meeting to order at 12:31 p.m.

2. ADOPTION OF AGENDA

B. Lowery moved that the agenda be adopted as presented. – Carried.

3. PREVIOUS MINUTES

J. Beach moved that the minutes of the March 19, 2013 meeting be adopted as presented.
– Carried.

4. LIST OF DEVELOPMENT PERMITS ADVERTISED

The Commission reviewed the development permits advertised in the Cypress Courier/ 40 Mile Commentator on March 25, 2014, and were advised by the Development Officer that no Appeals had been received.

5. DEVELOPMENT PERMIT APPLICATIONS APPROVED BY DEVELOPMENT OFFICER

- A) Development Permit Application 14-DP-026
Cameron Kemp Law Office
Lot 22, Block 3, Plan 7410203 (310 Mitchell Street SE)
Approved: Accessory Building – Storage Shed
- B) Development Permit Application 14-DP-027
Heinrich Ham
Unit #5, Plan 0813840 (#3 15 3 Street NE)
Approved: Home Occupation – Farm Labourer

- C) Development Permit Application 14-DP-030
Rath Law Office
Lot 26 – 27, Block 12, Plan 3042AV (710 7 Street SE)
Approved: Permit to Stay
- D) Development Permit Application 14-DP-031
Bill Haynes Law Office
Lot 7-8, Block 3, Plan 3042 (527 3 Street SE)
Approved: Permit to Stay

6. DEVELOPMENT PERMITS FOR MPC CONSIDERATION

- A) Development Permit Application 14-DP-028
Southern Plains Energy Inc.
Lot 49, Block 37, Plan 0613939 (1305 Broadway Avenue E)
Change of Use – Oil & Gas Servicing Industry

B. Vine moved that Development Permit Application 14-DP-028 for an Oil & Gas Servicing Industry be approved as submitted with the following conditions:

1. All outdoor storage to be on the west side of the building and to be properly screened to the satisfaction of the Development Authority.
 2. All outdoor storage shall be accessory to the use of the building.
 3. Accumulation of vehicle parts or materials shall not be allowed.
 4. Fascia sign to be maintained to the satisfaction of the Development Authority.
- Carried.

- B) Development Permit Application 14-DP-033
Mountain Stone Contracting
Lot 43, Block 115, Plan 1313015
Construction of Shop & Concrete Plant

S. Clewlow moved that Development Permit Application 14-DP-033 for construction of a Shop & Equipment Sales and Rentals be denied for the following reason.

1. The Front Yard Setback of 1.5 m is less than the 6.0 m as required by the Town of Redcliff's Land Use Bylaw, and exceed the 10% variance power of the Municipal Planning Commission.
- Carried.

- C) Development Permit Application 14-DP-035
Tactical Emergency Medical Systems
Lot 5, Block 3, Plan 7911064 (213 Saskatchewan Drive NE)
Equipment Sales & Rentals

J. Beach moved that Development Permit Application 14-DP-035 for Equipment Sales & Rentals be approved as submitted.

-Carried.

7. FOR COMMENT

A) Land Use Amendment Application Bylaw 1779/2014

A Bylaw for the purpose of amending bylaw 1698/2011 being the Land Use Bylaw.

The Development Officer informed the Commission that Council had amended the Bylaw to replace the word "Sea-Doo" with "personal watercraft device" and the word "Ski-Doo" with "snowmobile". The changes were made to properly reflect the unit instead of a brand name.

The Commission questioned how enforcement would be done. The Commission examined the need to change the Land Use Bylaw if there was no way to enforce the changes.

The Commission agreed to forward the following question to Council:

- Is it prudent to put new rules in if there is no way to enforce those new rules?

8. ADJOURNMENT

B. Vine moved adjournment of the meeting at 1:35 p.m. – Carried.



TOWN OF REDCLIFF DEVELOPMENT PERMITS

NOTICE OF DECISION OF MUNICIPAL PLANNING COMMISSION DISCRETIONARY USES:

Development

Permit Application# Details

14-DP-028 Lot 49, Block 37, Plan 0613937
(1305 Broadway Ave E)
APPROVED WITH CONDITIONS: Oil & Gas
Servicing Industry

14-DP-033 Lot 43, Block 115, Plan 1313015
(217 3 Street NE)
DENIED: Concrete Plant & Shop

14-DP-035 Lot 5, Block 3, Plan 7911064
(213 Saskatchewan Drive NE)
APPROVED WITH CONDITIONS: Equipment
Sales & Rental

NOTICE OF DECISION OF DEVELOPMENT OFFICER

DISCRETIONARY USES:

Development

Permit Application# Details

14-DP-037 Lot 15 - 16, Block 3, Plan 1117V
(809 Main Street S)
APPROVED WITH CONDITIONS: Home
Occupation - Bookkeeping

A Development Permit for a Discretionary Use does not take effect until fourteen (14) days after the date of this notice provided that no Appeals have been registered with this office.

Persons claiming to be affected by a Development Permit for a Discretionary Use may appeal to the Subdivision and Development Appeal Board by submitting a \$100.00 fee, and written notice stating reasons for the Appeal to the Town Manager within fourteen (14) days after this notice is published.

PERMITTED USES - For Information Only:

Development

Permit Application# Details

14-DP-029 Unit #1, Plan 9511390 (Bay #1 900 Highway Avenue)
APPROVED WITH CONDITIONS: Auto Service and
Repair

14-DP-036 Lot 8 - 9, Block 18, Plan 3042AV (823 3 Street SE)
DENIED: Addition

*Note: No appeal is available for the issuance of a Development Permit for a permitted use unless provisions of the Land Use Bylaw have been relaxed, varied, or misinterpreted.



TOWN OF REDCLIFF DEVELOPMENT PERMITS

NOTICE OF DECISION OF DEVELOPMENT OFFICER

DISCRETIONARY USES:

Development

Permit Application# Details

14-DP-046 Lot 39, Block 5, Plan 0012006 (933 3 Street SW)
APPROVED WITH CONDITIONS: Detached Garage.

A Development Permit for a Discretionary Use does not take effect until fourteen (14) days after the date of this notice provided that no Appeals have been registered with this office.

Persons claiming to be affected by a Development Permit for a Discretionary Use may appeal to the Subdivision and Development Appeal Board by submitting a \$100.00 fee, and written notice stating reasons for the Appeal to the Town Manager within fourteen (14) days after this notice is published.

Permitted Uses - For Information Only:

Development

Permit Application# Details

14-DP-039 Lot 33, Block 139, Plan 9811414
(414 Main Street N)
DENIED: Covered Deck

14-DP-043 Lot 21, Block 3, Plan 7911064
(102 Pembina Drive NE)
APPROVED WITH CONDITIONS: Automobile Sales

*Note: No appeal is available for the issuance of a Development Permit for a permitted use unless provisions of the Land Use Bylaw have been relaxed, varied, or misinterpreted.

Brian Stehr, Development Officer



TOWN OF REDCLIFF DEVELOPMENT PERMITS

NOTICE OF DECISION OF DEVELOPMENT OFFICER

DISCRETIONARY USES:

Development

Permit Application# Details

14-DP-034 Lot 6, Block 1, Plan 0012975
(2250 South Highway Drive SE)
APPROVED WITH CONDITIONS: Fascia Sign

A Development Permit for a Discretionary Use does not take effect until fourteen (14) days after the date of this notice provided that no Appeals have been registered with this office.

Persons claiming to be affected by a Development Permit for a Discretionary Use may appeal to the Subdivision and Development Appeal Board by submitting a \$100.00 fee, and written notice stating reasons for the Appeal to the Town Manager within fourteen (14) days after this notice is published.

Brian Stehr, Development Officer



TOWN OF REDCLIFF DEVELOPMENT PERMITS

NOTICE OF DECISION OF DEVELOPMENT OFFICER

DISCRETIONARY USES:

Development

Permit Application# Details

14-DP-040 Lot 42, Block 121, Plan 9810300
(221 3 Street NE)
APPROVED WITH CONDITIONS: Detached Garage.

14-DP-041 Lot 27-28, Block 4, Plan 1117V
(814 2 Street SE)
APPROVED WITH CONDITIONS: Detached Garage.

A Development Permit for a Discretionary Use does not take effect until fourteen (14) days after the date of this notice provided that no Appeals have been registered with this office.

Persons claiming to be affected by a Development Permit for a Discretionary Use may appeal to the Subdivision and Development Appeal Board by submitting a \$100.00 fee, and written notice stating reasons for the Appeal to the Town Manager within fourteen (14) days after this notice is published.

Permitted Uses - For Information Only:

Development

Permit Application# Details

14-DP-038 Lot 11, Block 5, Plan 9711827 (900 Kipling Cr. SW)
APPROVED WITH CONDITIONS: Addition

*Note: No appeal is available for the issuance of a Development Permit for a permitted use unless provisions of the Land Use Bylaw have been relaxed, varied, or misinterpreted.

Brian Stehr, Development Officer

**BYLAW NO. 1786/2014
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA**

A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING BYLAW 1698/2011 BEING THE REDCLIFF LAND USE BYLAW:

WHEREAS the lands described as

Legal Description

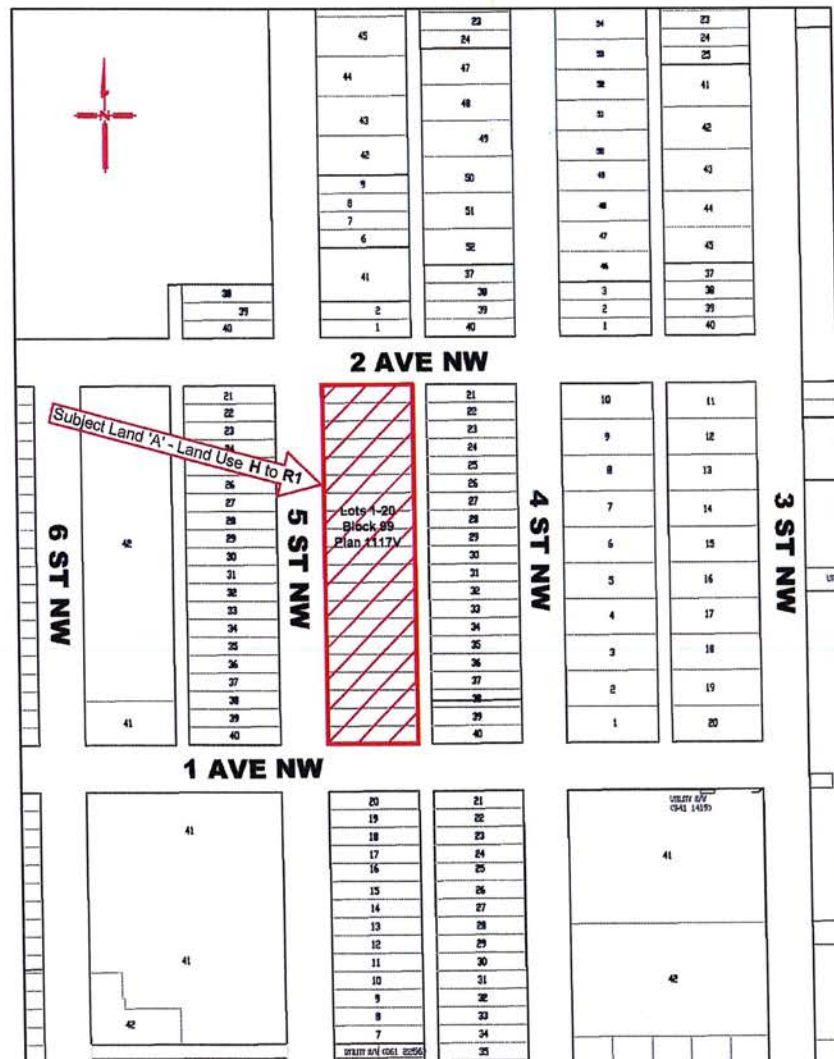
Lot 1-4, Block 99, Plan 1117V
Lot 5-6, Block 99, Plan 1117V
Lot 7-10, Block 99, Plan 1117V
Lot 11-20, Block 99, Plan 1117V

Civic Address

102 5 Street NW
110 5 Street NW
114 5 Street NW
122 5 Street NW

(herein referred to as "Subject Land A", is presently designated H Horticultural District under the Town of Redcliff Land Use Bylaw;

AND WHEREAS it is proposed that 'Subject Land A' be designated R-1 Single Family Residential District and is located as indicated on the following map.



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

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

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

1. This bylaw may be cited as the Town of Redcliff Land Use Amending Bylaw 1786/2014.
2. The land described as

<u>Legal Description</u>	<u>Civic Address</u>
Lot 1-4, Block 99, Plan 1117V	102 5 Street NW
Lot 5-6, Block 99, Plan 1117V	110 5 Street NW
Lot 7-10, Block 99, Plan 1117V	114 5 Street NW
Lot 11-20, Block 99, Plan 1117V	122 5 Street NW

is hereby designated R-1 Single Family Residential District.

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

READ a first time the _____ day of _____, 2014.

READ a second time the _____ day of _____, 2014.

READ a third time this the _____ day of _____, 2014.

PASSED and **SIGNED** the _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

RECEIVED
APR 30 2014
TOWN OF REDCLIFF



E-mail address: farwestgroup@shaw.ca Tel. (403) 548-3626
43, Riverview Drive SE, Redcliff, Alberta T0J 2P0.

April 10th, 2014.

Attn. Development Officer
Town of Redcliff
1, 3rd Street, N.E.
Redcliff, Alberta. T0J 2P2.

Reference: Request for approval of a Land Use Amendment
Lots 1 - 20 inclusive, Block 99, Plan 1117V.
Currently zoned 'H' Horticultural.

Dear Sir,

I would like to make a formal request for a land use amendment for the subject property from the current **H - Horticultural** to **R1** to permit the development of (9) single family homes.

All of the required services are available to accomplish the development in either 5th Street N.W. or the back lane adjoining the subject property.

The property is currently four parcels containing (20) 25' x 130' lots which were previously subdivided into the said 25' x 130' lots.

I have attached the following documentation to support the application of this company for a land use amendment change as requested.

- 1) A copy of Part V1 - Land Use Bylaw Amendments.
- 2) A copy of the H - Horticultural district from Bylaw 1698/2011.
- 3) Copies of (4) individual titles covering all 20 - 25' x 130' lots.

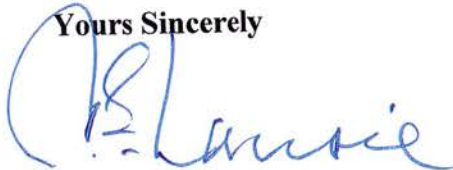
- 4) A copy of our offer to purchase the property subject to a) the owners provision of written authority to approach the Town of Redcliff with an application for a land use amendment change. (**Written authority enclosed**)

And b) subject to approval of the request for a land use amendment by the development officer of the Town of Redcliff.

- 5) A statement of reasons for the support of the application for Land Use Amendment change and several visual aids.
- An aerial Photograph of the subject.
 - A blown up copy of the Area zoning plan showing subject property.
 - A proposed use sketch showing lots & proposed land use zoning.
 - A GIS mapping sketch showing services and legal description of subject.
- 6) A vicinity map indicating the location of the subject property (Orange0 And the adjacent and area residential development around the subject. (Green)
- 7) A description of the use or uses proposed for the subject property.
- A sketch of proposed uses, size of lots and zoning request change.
- 8) We enclose a cheque for **Six Hundred and Fifty Canadian Dollars. (\$ 650.00.)** Which is the prescribed fee for a Land Use Amendment application.

I would also like to discuss the property taxation and ask for stay of taxation until each lot is developed and sold. And further, forgiveness of the off site levy costs as they apply to this property in order to facilitate economic development of the property.

Yours Sincerely



J.S. (Jim) Laurie
Managing Director

JSL/

Att. All as herein stated.



APPLICATION FOR LAND USE AMENDMENT

Owner of Site: Name: HEATHER DELANEY, WARREN DELANEY
Address: 4 THOMAS MAULEY, 131, INVERNESS WAY S.E.
CALGARY, AB. T2E 2Y6
Postal Code: _____

Agent of Owner: Name: FARWEST LAND & PROPERTIES INC.,
Address: 43, RIVERVIEW DR. S.E.
REDCLIFF, AB.
Postal Code: T0S 2P0

Telephone Number _____

Existing Land Use Zoning: H - HORTICULTURAL

Proposed Land Use Zoning: R-1 Single Family Residential District

Municipal Address of Site: _____
Legal Land Description: Lot 1-4, Block 99, Plan 1117V 102 5 Street NW
Lot 5-6, Block 99, Plan 1117V 110 5 Street NW
Lot 7-10, Block 99, Plan 1117V 114 5 Street NW
Enclosures and Attachments: Lot 11-20, Block 99, Plan 1117V 122 5 Street NW

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

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

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

Blair
OWNER'S AND/OR OWNER'S AGENT SIGNATURE

April 10th, 2011
DATE

April 05, 2014

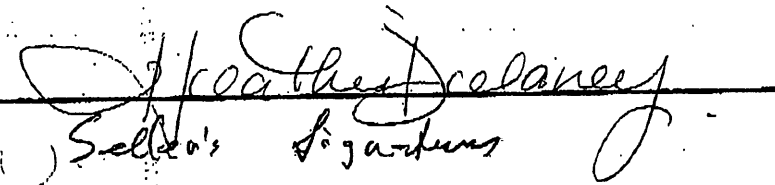
To Town of Redcliff
Attention: Development Officer

Re: Land Use Amendment
Municipal 102, 110, 114, 120 - SSTAROTNW Redcliff
lots 1-20, Block 99 Plan 1117 U

Owner: Heather Delaney and Warren Delaney
and Thomas Manley

Buyer: Far West Land Properties Inc.
Jim Laurie

This is our express authority to Mr. Jim
Laurie and Far West Land and Properties Inc.
to make application to the Town of Redcliff
for a Land Use Amendment to permit
Single Family and Duplex Development
under Discretionary Uses.


Seller's Signatures

Farwest Land & Properties Inc.,

Proposed residential development of Lots 1 - 20 inclusive, Block 99, Plan 1117V.

April 9th, 2014. (Civic addresses: 102, 110, 114, 122, 5th Street N.W. Redcliff. Alberta.)

RECEIVED

MAY 12 2014

TOWN OF REDCLIFF

Issue: 1) The property is currently zoned '**H**' Horticultural.

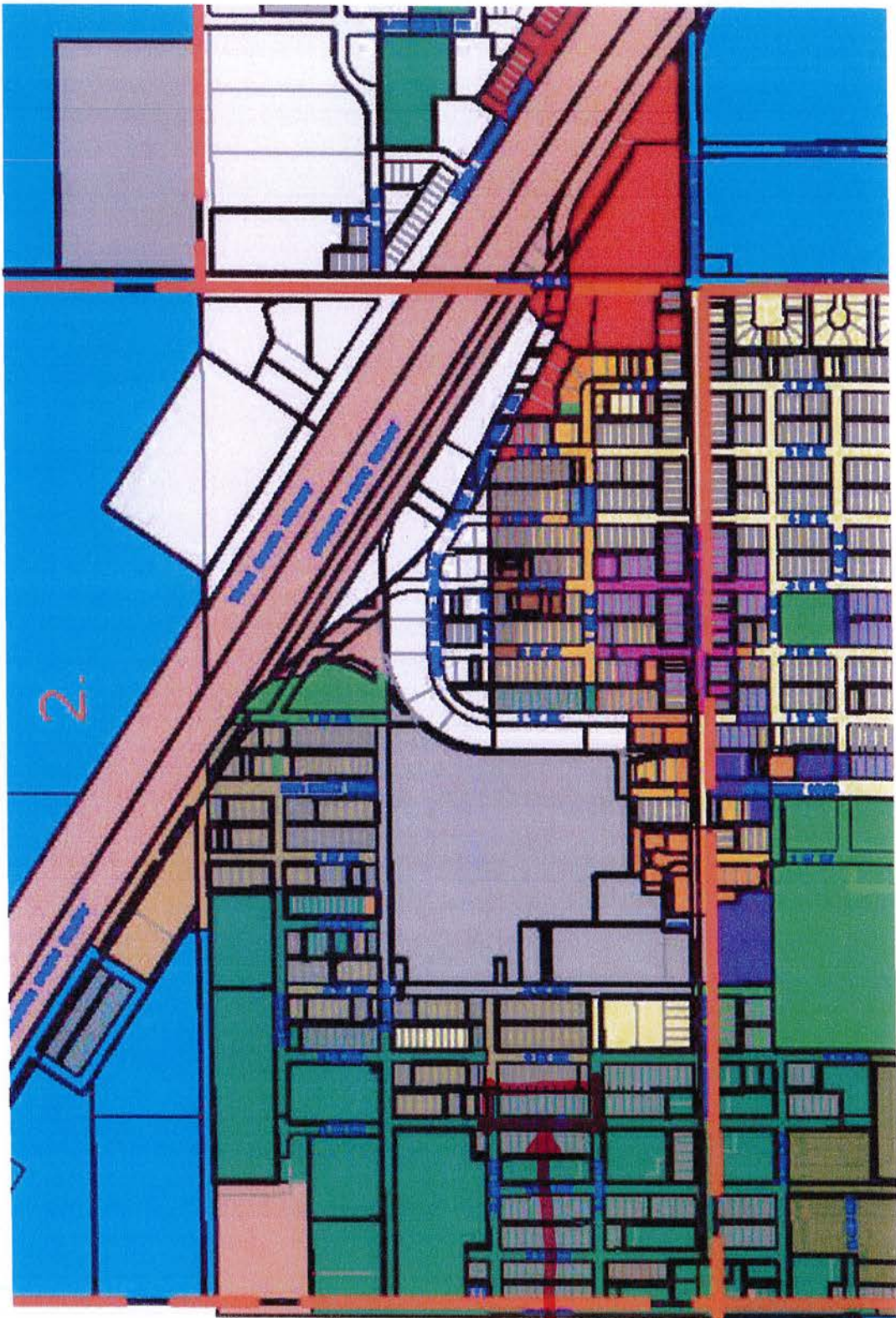
2) We wish to apply for a Land Use amendment to permit R1 single family residential development. (see attached Drawings & Sketches.)

Facts bearing on the issue :

- 1) The property is bounded on the North by 2nd Ave., N.W. and on the West by 5th, Street N.W. and on the South by 1st Ave., N.W. and on the East by the rear gravel lane. It is a block 500' long x 130' deep with access from all four sides
- 2) The property would provide (7) R1 - 50' x 130' lots and (2) R1 - 75' x 130' lots.
- 3) These lots due to their extraordinary depth and lack of restrictive covenants, lend themselves to detached garages at the rear off the rear lane.
- 4) On the North West side of 5th Street N.W. there are two recently built large single family homes. The next block to the North is largely single family developments. Across the lane to the East of this subject property it is all single family development. The Block to the East contains (2) aging greenhouse projects.
- 5) The applicant seeks to obtain from the Development officer a land Use amendment permitting (9) Single family dwelling lots.
(See attached sketch.)
- 6) All residential development services are currently available at the property lines.
 - a) Sewer and water is installed in 5th Street N.W. running North and South.
 - Service extensions into the individual lots are required.
 - Water hydrants are installed at the North end of the property frontage.(See attached GIS mapping - Civic map)
 - b) Gas and electrical services are available in the rear lane running north and South.
 - Electrical is installed on poles servicing the West side of 4th Street lots.
 - Gas is available from buried locations in the back lane.
 - Telephone and cable boxes are located across to East rear of the lots.
- 7) The property is ideal for residential development, with all services available, And in a largely diminishing greenhouse area, and a growing residential area.
END OF DOCUMENT.



SUBJECT PROPERTY



SUBJECT
BLOCK

5th Street N.W. Development Proposal.

Apr/2014.

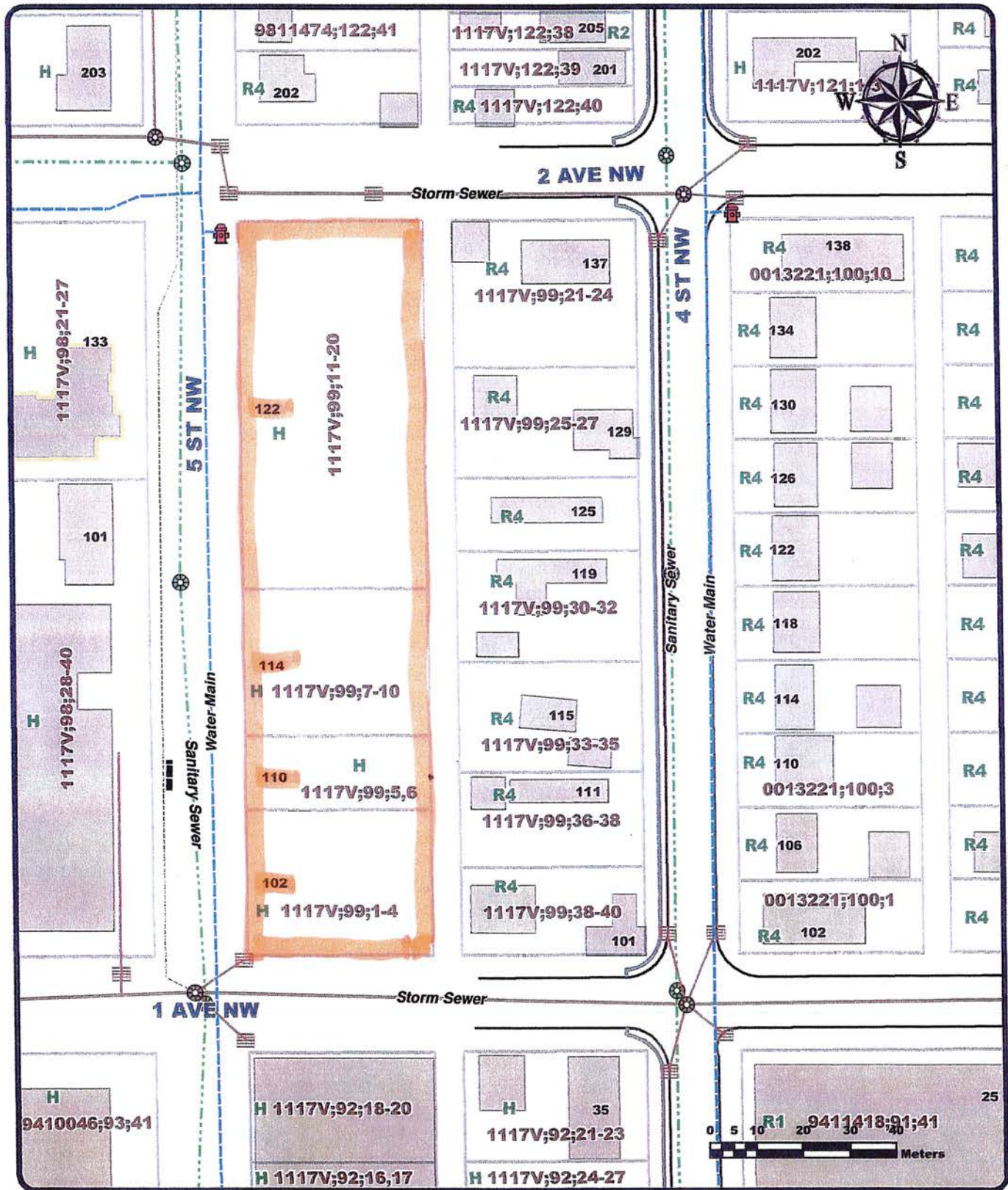
(Not to Scale)

[illegible]

Notes:

- 1) Original plan of sub-division provided (20) 25' x 130' lots in (4) individual parcels and certificates of Title.
(Shown in dotted lines)
- 2) Prospective owner has purchased all of the said (20) lots in 4 parcels i.e.
 * Parcel 1 - Lots 1 - 4, Block 99, Plan 1117V. Certificate of Title 081 152 394
 * Parcel 2 - Lots 5 - 6, Block 99, Plan 1117V. Certificate of Title 081 152 394 +1
 * Parcel 3 - Lots 7 - 10, Block 99, Plan 1117V. Certificate of Title 081 152 394 +2
 * Parcel 4 - Lots 11 - 20, Block 99, Plan 1117V. Certificate of Title 081 152 394 +3
- 3) All proposed new Lots meet and/or exceed min. site area requirements of proposed land use amendment category R1.
(Shown in red lines)
- 4) Land use amendment proposal will change lots 1 - 20, Block 99, Plan 1117V. to R1 use
- 5) All development services are available at the property lines in front or rear of the property.

GIS Mapping -Civic Map



*All dimensions are in meters unless shown otherwise.

Date: 3/27/2014



TOWN OF REDCLIFF

Greenhouse Capital of the Prairies

CAUTION

INFORMATION CONTAINED IS FOR GRAPHICAL PURPOSES ONLY AND IS COMPILED FROM THE BEST AVAILABLE RESOURCES. NOT BASED ON ACTUAL SURVEY.

92. **H HORTICULTURAL DISTRICT**

(1) **Purpose**

The purpose of this district is to regulate developments involving greenhouses. Residential development in this district is intended to be an owner/operator or other similar unit for greenhouse operations.

(2) **Permitted Uses**

Greenhouse
Public Utilities

(3) **Discretionary Uses – Development Officer**

Accessory Building
Accessory Use
Manufactured Home
Modular Home
Single Detached Dwelling

(4) **Discretionary Uses – Commission**

Mobile Home
Portable Garage and Shelter
Public Building or Quasi-Public Building
Public Utility Building
Shipping Containers
Similar Uses
Tanks and Pressure Vessels

(5) **General Requirements**

- (a) In addition to the general land use provisions contained in Part VII of this Bylaw, the following provisions as contained within this Section shall apply to every development in this district.

(6) **Minimum Requirements**

(a) **Lot Area**

- (i) Single Detached Dwelling: 450 m²
(ii) Other Uses: As required by the Development Authority

(b) **Lot Width**

- (i) Single Detached Dwelling: 12.0 m, 15.0 m for corner sites
(ii) Other Uses: As required by the Development Authority

(c) **Front Yard Setback**

- (i) Single Detached Dwelling: 6.0 m
- (ii) Greenhouse: 1.5 m
- (iii) Other Uses: 6.0 m or as otherwise required by the Development Authority

(d) **Side Yard Setback**

- (i) Single Detached Dwelling: 1.5 m, 3.0 m on flankage and one (1) unobstructed 3.0 m, where no rear lane is provided.
- (ii) Greenhouse: 1.5 m
- (iii) Accessory buildings: Shall be sited in accordance with Section 40.
- (iv) Other uses: 1.5 m and one (1) unobstructed 3.0 m, where no rear lane is provided.

(e) **Rear Yard Setback**

- (i) Single Detached Dwelling: 6.0 m
- (ii) Greenhouse: 1.5 m
- (iii) Accessory buildings: Shall be sited in accordance with Section 40.
- (iv) Other uses: 7.5 m or as otherwise required by the Development Authority

(7) **Maximum Requirements**

(a) **Building Height**

- (i) Single Detached Dwelling: 11.0 m
- (ii) Greenhouse: 8.5 m
- (iii) Accessory buildings: 4.5 m
- (iv) Other Uses: As required by the Development Authority

(b) **Lot Coverage**

- (i) Greenhouse: As required by the Development Authority
- (ii) Single Detached Dwelling: 45% including accessory buildings

(iii) **Accessory Buildings: 15%**

(iv) Other Uses: 45% including accessory buildings

(8) **Greenhouses**

- (a) No doors in the rear yard are permitted which do not open completely on the site.
- (b) No storage in the front and flankage yards unless it is screened from the public view to the satisfaction of the Development Authority. Materials used shall provide year-round screening.
- (c) Each individual operation shall provide a minimum of 185 m² of storage space to be located upon deeded property and adjacent to the proposed development (the calculation of storage area may not include minimum setback requirements).
- (d) Vehicular parking shall not be permitted in any yard of any principal building if that building is less than 6.0 m from the property line.

(9) **Shipping Containers**

- (a) Shipping Containers within this district are only allowed as an accessory use to a Greenhouse and must meet the requirements in Section 79 of this Bylaw.

(10) **Site Development Requirements**

- (a) The orientation of buildings and site features shall have minimum adverse effects on surrounding residential properties.
- (b) Vehicles entrances and exits shall comply with the regulations established in Section 52 of this Bylaw and be to the satisfaction of the Development Authority.
- (c) Fencing shall comply with the regulations established in Section 56 of this Bylaw and be to the satisfaction of the Development Authority.
- (d) Garbage containers shall comply with the regulations established in Section 58 of this Bylaw and be to the satisfaction of the Development Authority.
- (e) Any application for a discretionary use within 800.0 m of another municipality is required to be circulated to that municipality for comment prior to a decision by the Development Authority for consideration. See Section 61 IDP Urban Referral Requirements.
- (f) Landscaping shall comply with the regulations established in Section 62

of this Bylaw and be to the satisfaction of the Development Authority.

- (g) On-site lighting shall comply with the regulations established in Section 63 of this Bylaw and be to the satisfaction of the Development Authority.
- (h) Outdoor Storage shall comply with the regulations established in Section 67 and 75 of this Bylaw and be to the satisfaction of the Development Authority.
- (i) All approved uses shall meet the parking and loading requirements established in Section 68 of this Bylaw
- (j) Sites abutting a residential district shall be screened from the view of the residential district to the satisfaction of the Development Authority as per Section 75.
- (k) Tanks and Pressure Vessels shall comply with the regulations established in Section 81 of this Bylaw and be to the satisfaction of the Development Authority.



LAND TITLE CERTIFICATE

S

LINC SHORT LEGAL
0028 007 235 1117V;99;1-4

TITLE NUMBER
081 152 394

LEGAL DESCRIPTION

PLAN 1117V

BLOCK 99

LOTS 1 TO 4 INCLUSIVE

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

ATS REFERENCE: 4;6;13;17;SW

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 061 522 055

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
081 152 394	25/04/2008	ORDER		SEE INSTRUMENT

OWNERS

HEATHER DELANEY

AND

WARREN DELANEY

BOTH OF:

131 INVERNESS WAY SE

CALGARY

ALBERTA T2Z 2X6

AS TO AN UNDIVIDED 82% INTEREST

THOMAS MANLEY

OF C/O 703, 7015 MACLEOD TRAIL SOUTH

CALGARY

ALBERTA T2H 2X6

AS TO AN UNDIVIDED 18% INTEREST

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

081 152 394

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
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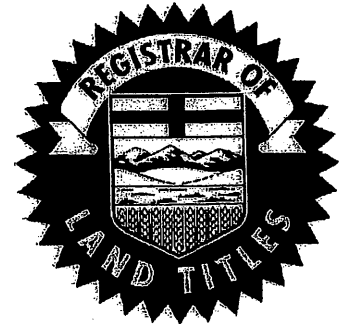
NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 19 DAY OF AUGUST,
2013 AT 11:38 A.M.

ORDER NUMBER: 24197514

CUSTOMER FILE NUMBER: BG- 19-8-13



END OF CERTIFICATE

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SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
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APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S

LINC SHORT LEGAL
0017 165 409 1117V;99;5,6

TITLE NUMBER

081 152 394 +1

LEGAL DESCRIPTION

PLAN 1117V

BLOCK 99

LOTS 5 AND 6

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 061 522 055 +1

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
081 152 394	25/04/2008	ORDER		SEE INSTRUMENT

OWNERS

HEATHER DELANEY

AND

WARREN DELANEY

BOTH OF:

131 INVERNESS WAY SE

CALGARY

ALBERTA T2Z 2X6

AS TO AN UNDIVIDED 82% INTEREST

THOMAS MANLEY

OF C/O 703, 7015 MACLEOD TRAIL SOUTH

CALGARY

ALBERTA T2H 2X6

AS TO AN UNDIVIDED 18% INTEREST

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

081 152 394 +1

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
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TITLE REPRESENTED HEREIN THIS 19 DAY OF AUGUST,
2013 AT 11:38 A.M.

ORDER NUMBER: 24197503

CUSTOMER FILE NUMBER: BG- 19-8-13



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PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S

LINC SHORT LEGAL
0017 165 417 1117V;99;7-10

TITLE NUMBER

081 152 394 +2

LEGAL DESCRIPTION

PLAN 1117V

BLOCK 99

LOTS 7 TO 10 INCLUSIVE

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 061 522 055 +2

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
081 152 394	25/04/2008	ORDER		SEE INSTRUMENT

OWNERS

HEATHER DELANEY

AND

WARREN DELANEY

BOTH OF:

131 INVERNESS WAY SE

CALGARY

ALBERTA T2Z 2X6

AS TO AN UNDIVIDED 82% INTEREST

THOMAS MANLEY

OF C/O 703, 7015 MACLEOD TRAIL SOUTH

CALGARY

ALBERTA T2H 2X6

AS TO AN UNDIVIDED 18% INTEREST

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

081 152 394 +2

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 19 DAY OF AUGUST,
2013 AT 11:41 A.M.

ORDER NUMBER: 24197553

CUSTOMER FILE NUMBER: BG- 19-8-13



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OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S

LINC SHORT LEGAL
0017 165 425 1117V;99;11-20

TITLE NUMBER

081 152 394 +3

LEGAL DESCRIPTION

PLAN 1117V

BLOCK 99

LOTS 11 TO 20 INCLUSIVE

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 061 522 055 +3

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
081 152 394	25/04/2008	ORDER		SEE INSTRUMENT

OWNERS

HEATHER DELANEY

AND

WARREN DELANEY

BOTH OF:

131 INVERNESS WAY SE

CALGARY

ALBERTA T2Z 2X6

AS TO AN UNDIVIDED 82% INTEREST

THOMAS MANLEY

OF C/O 703, 7015 MACLEOD TRAIL SOUTH

CALGARY

ALBERTA T2H 2X6

AS TO AN UNDIVIDED 18% INTEREST

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

081 152 394 +3

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

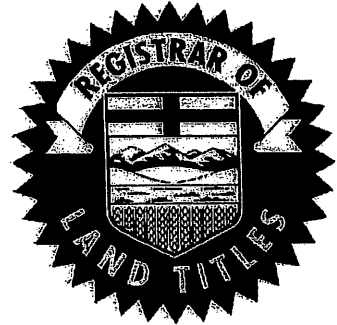
NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 19 DAY OF AUGUST,
2013 AT 11:41 A.M.

ORDER NUMBER: 24197568

CUSTOMER FILE NUMBER: BG- 19-8-13



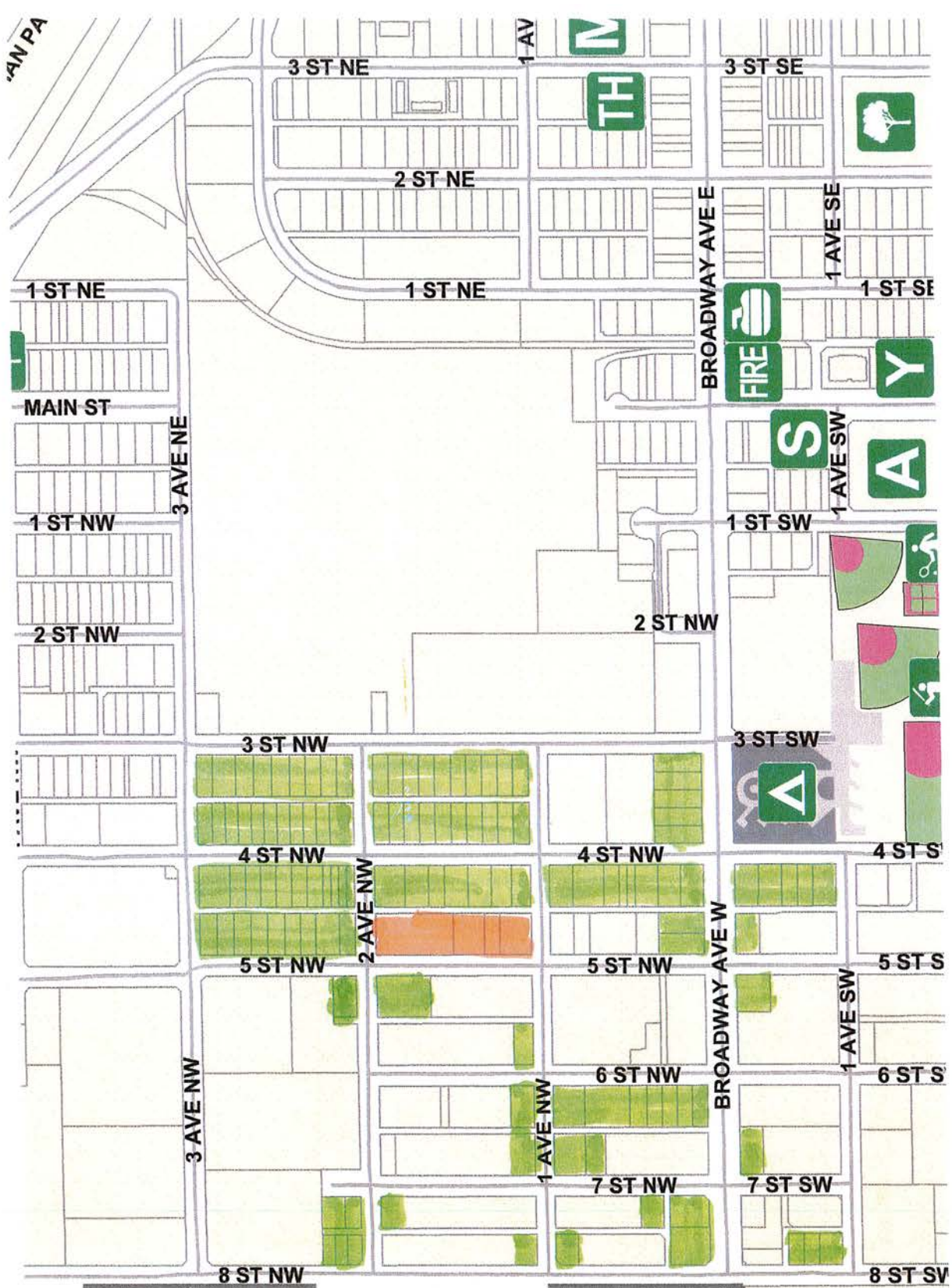
END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
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Item 4 - A vicinity map

- 1) The subject property marked in Orange are lots 1 - 20 inclusive, Block 99, Plan 1117V.
- 2) Civic addresses: 102, 110, 114, 122, 5th Street N.W. Redcliff, Alberta. T0J 2P0.
- 3) The properties marked in Green are all of the residential development in the area.
- 4) Sketch shows growing residential development component in the area.



1 SUBJECT PROPERTY
2 OTHER RESIDENTIAL DEVELOPMENT

Item 5 - A Description of Proposed land use

(See attached sketch.)

- 1) The subject property is Lots 1 - 20 inclusive, Block 99, Plan 1117V.
Civic address: 102, 110, 114, 122, 5th Street N.W. Redcliff, Alberta. T0J 2P0.

- 2) The attached sketch shows the proposed division of the currently designed 20 - 25' x 130' lots into 2 - 75' (or 3 - 25 x 130 lots each.) and 7 - 50' x 130' (or 2 - 25' x 130' lots each.)

It is therefore proposed to form (2) 75' x 130' lots, one at each end of the block. The south end of the block will be an R1 lot, the North end of the block will be an R1 lot.

The remaining intermediate Lots 4 - 17, will be divided into (7) - 50' x 130' lots (or 2 - 25' lots each) All to be zoned R1.

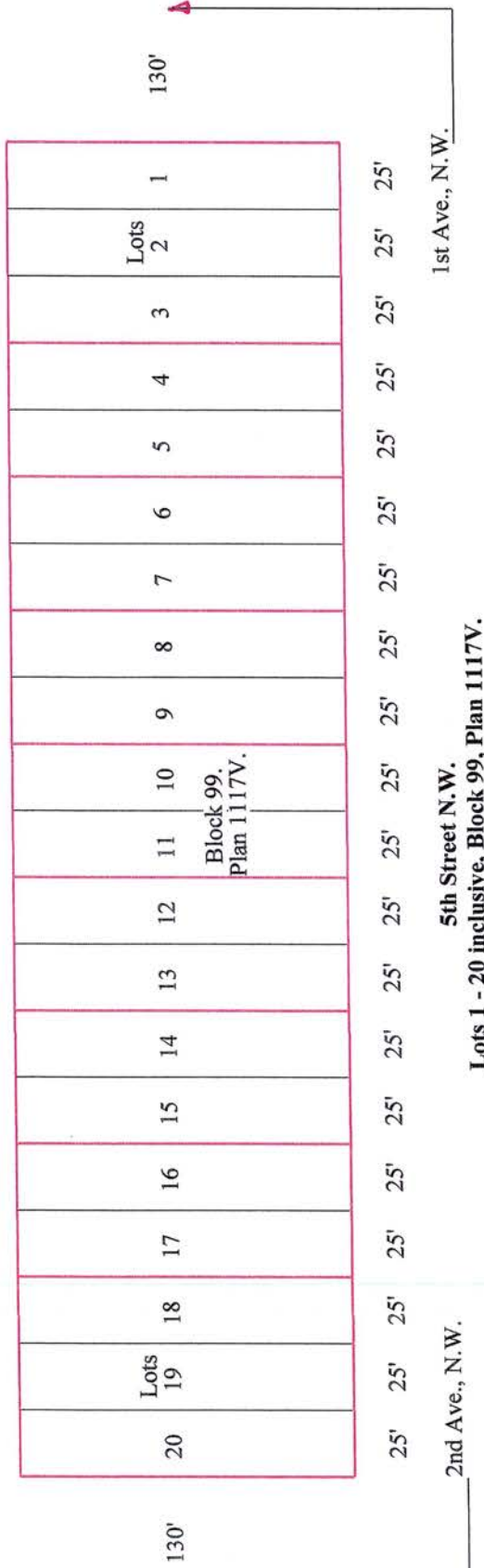
- 3) Sewer and water are available in the street except for extensions into each lot.
- 4) Gas and electricity, cable and telephone services are available from the back lane from either overhead poles or buried service.
- 5) The property lends itself to residential opportunity not currently available in the Town due to the ever decreasing depths of lots and the ever increasing development controls which preclude rear access detached garages desired by the many Oil & Gas service employees that reside in the Town of Redcliff.
- 6) We currently have a buyer for lots 1 - 3, Block 99, Plan 1117V. For a two story house with a large detached garage in the rear of the lot. And a further (2) interested parties.
- 7) The current development controls force the development of larger two story homes and the exclusion of the smaller two story homes i.e. 1400 to 1700 sq. ft. Due largely to the minimum main floor sq. ft. restrictions.
- 8) This condition provides for the inclusion of other development opportunities to meet the desires of those not qualified for development in the Eastside sub-division. (See attached site plan.)

Farwest Group

5th Street N.W. Development Proposal.

Apr/2014.

(Not to Scale)



Notes:

- 1) Original plan of sub-division provided (20) 25' x 130' lots in (4) individual parcels and certificates of Title.
(Shown in dotted lines)
- 2) Prospective owner has purchased all of the said (20) lots in 4 parcels i.e.
 * Parcel 1 - Lots 1 - 4, Block 99, Plan 1117V. Certificate of Title 081 152 394
 * Parcel 2 - Lots 5 - 6, Block 99, Plan 1117V. Certificate of Title 081 152 394 +1
 * Parcel 3 - Lots 7 - 10, Block 99, Plan 1117V. Certificate of Title 081 152 394 +2
 * Parcel 4 - Lots 11 - 20, Block 99, Plan 1117V. Certificate of Title 081 152 394 +3
- 3) Sub-division by Instrument will consolidate Lots 1 - 20, Block 99, Plan 1117V.
into (9) new lots as herein shown. (Outlined in Red)
- 4) All proposed new Lots meet and/or exceed min. site area requirements of proposed land use amendment category R1.
- 5) Land use amendment proposal will change lots 1 - 20, Block 99, Plan 1117V. to R1 use
- 6) All development services are available at the property lines in front or rear of the property.

PART IX
LAND USE DISTRICTS AND REGULATIONS

86. DISTRICTS

- (1) For the purpose of this Bylaw, the Town of Redcliff is divided into the following districts:

C-1 – Local Convenience Commercial District
C-2 – Downtown Commercial District
C-3 – General Commercial District
C-HWY -- Highway Corridor Commercial District
DC – Direct Control District
H – Horticultural District
H-A –Horticultural Reduced Landfill Setback District
H-RD – Horticultural Restricted Development District
HC-RD – Horticultural and Commercial Mixed Use Restricted District
I-1 -- Light Industrial District
I-2 -- Heavy Industrial District
P-1 – Park and Recreation District
PS – Public Service District
R-1 – Single Family Residential District
R-1A-- Low Density Reduced Landfill Setback Residential District
R-2 – Low Density Residential District
R-3 – Medium Density Residential District
R-4 – Manufactured Home Residential District
R-E1 – Residential Estates District
RT – Residential Transition District
TU – Transportation and Utilities District
UR -- Urban Reserve District

- (2) The boundaries of the districts listed in subsection (1) are as delineated on the Land Use District Map attached in Schedule A.
- (3) Where uncertainty exists as to the boundaries of districts as shown on the Land Use District Map, the following shall apply:
- (a) Where a boundary is shown as following a street, lane, river, stream, canal, railway, pipeline right-of-way, utility right-of-way, or easement, it shall be deemed to follow the edge thereof.
- (b) Where a boundary is shown as approximately following a property line, it shall be deemed to follow the property line.
- (c) Where a boundary is shown as approximately following the Town boundary, it shall be deemed to follow the Town boundary.

CLIENT NAME: FARWEST HOMES
 SITE ADDRESS: 102, 5th Street NW, Redcliff.

LOT(s) 1 to 3 inclusive
 BLOCK 99
 PLAN 1117V

Scale = 1 : 200

AREA OF LOT: 905.71sq.m.
 AREA OF STRUCTURES: 193.01 sq.m.
 COVERAGE: 21.3%

PLOT PLAN - REDCLIFF AB

4



NOTES:

Sanitary sewer should be installed before excavation.
 Be sure there's positive drainage before excavation.
 Closest eave to property line =

ALBERTA ONE CALL 1-800-242-3447

Any utility discrepancies should be reported to the Consulting Engineer.

**BYLAW NO. 1783/2014
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA**

A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING BYLAW 1698/2011 BEING THE REDCLIFF LAND USE BYLAW.

WHEREAS pursuant to the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, the Council of the Town of Redcliff (hereinafter called the Council), has adopted Land Use Bylaw 1698/2011.

AND WHEREAS the Council deems it desirable to amend Land Use Bylaw 1698/2011 for the purposes of amending C-HWY Highway Commercial Corridor Commercial District to allow for "tanks and pressure vessels" as a Discretionary Use – Development Officer.

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

AND WHEREAS a public hearing with respect to this Bylaw was held in the Council Chambers at the Town of Redcliff on the _____, A.D. 2014.

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

1. This bylaw may be cited as the Town of Redcliff Land Use Amending Bylaw 1783/2014.
2. That Part IX (Land Use Districts and Regulations), Section 90 (C-HWY – Highway Corridor Commercial District), Subsection 3 Discretionary Uses – Development Officer be amended to include "Tanks and Pressure Vessels"
3. That Part IX (Land Use Districts and Regulations), Section 90 (C-HWY – Highway Corridor Commercial District), Subsection 8 be amended to include:
 - (8) (p) Tanks and Pressure Vessels are permitted if:
 - i) the tanks are utilized for the storage of materials and are an accessory use to the main use of the site.
 - ii) there is a maximum of two tanks,
 - iii) the tanks are not visible from the TransCanada Highway,
 - iv) the tanks do not exceed the height of the principle building, and
 - v) the tanks comply with the regulations established in Section 81.
4. This bylaw shall come into force on the date of final reading and signing thereof.

READ a first time the 12th day of May 2014.

READ a second time the _____ day of _____ 2014.

READ a third time the _____ day of _____ 2014.

PASSED and **SIGNED** the _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE
AND LAND SERVICES

**BYLAW NO. 1784/2014
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA**

A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING BYLAW 1698/2011 BEING THE REDCLIFF LAND USE BYLAW.

WHEREAS pursuant to the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, the Council of the Town of Redcliff (hereinafter called the Council), has adopted Land Use Bylaw 1698/2011.

AND WHEREAS the Council deems it desirable to amend Land Use Bylaw 1698/2011 for the purposes of amending the sideyard setbacks in the R-1 Single Family Residential, R-1A Low Density Reduced Landfill Setback Residential District, R-2 Low Density Residential District and R-4 Manufactured Home Residential District.

AND WHEREAS a typographical error has been detected with the numbering of the document as a result of Bylaw 1779/2014, an amendment to the Land Use Bylaw and Council deems it desirable to amend the Land Use Bylaw 1698/2011 to reflect correct sequential numbering.

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

AND WHEREAS a public hearing with respect to this Bylaw was held in the Council Chambers at the Town of Redcliff on the _____, A.D. 2014.

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

1. This bylaw may be cited as the Town of Redcliff Land Use Amending Bylaw 1784/2014.
2. That Part IX (Land Use Districts and Regulations), Section 100 (R-1 Single Family Residential District, Subsection (6) (d) (iii) be amended to read

 (6) (d) (iii) One (1) unobstructed 3.0 m, where no rear lane is provided and rear yard vehicular access is proposed.
3. That Part IX (Land Use Districts and Regulations), Section 101 (R-1A Low Density Reduced Landfill Setback Residential District), Subsection (6) (d) (iii) be amended to read

 (6) (d) (iii) One (1) unobstructed 3.0 m, where no rear lane is provided and rear yard vehicular access is proposed.
4. That Part IX (Land Use Districts and Regulations), Section 102 (R-2 Low Density Residential District), Subsection (6) (d) (iii) be amended to read

 (6) (d) (iii) One (1) unobstructed 3.0 m, where no rear lane is provided and rear yard vehicular access is proposed.

5. That Part IX (Land Use Districts and Regulations), Section 103 (R-3 Medium Density Residential District), Subsection (6) (d) (iii) be amended to read

(6) (d) (iii) One (1) unobstructed 3.0 m, where no rear lane is provided and rear yard vehicular access is proposed.

6. That Part IX (Land Use Districts and Regulations), Section 104 (R-4 Manufactured Home Residential District), Subsection (6) d) (iii) be amended to read

(6) (d) (i) One (1) unobstructed 3.0 m, where no rear lane is provided and rear yard vehicular access is proposed.

7. That the numbering in the bylaw be renumbered to reflect correct sequential numbering.

8. That the index be updated to reflect the correct sequential numbering of the sections.

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

READ a first time the _____ day of _____ 2014.

READ a second time the _____ day of _____ 2014.

READ a third time the _____ day of _____ 2014.

PASSED and **SIGNED** the _____ day of _____, 2014.

MAYOR

MANAGER OF LEGISLATIVE
AND LAND SERVICES

Approved by Council: April 26, 2014

**CODE OF ETHICS AND CONDUCT FOR MEMBERS
APPOINTED TO REDCLIFF COMMITTEES, BOARDS & COMMISSIONS**

BACKGROUND

The proper operation of democratic local government requires that persons appointed by Redcliff Town Council to its committees, boards and commissions be independent, impartial and duly responsible through Council to the citizens of Redcliff.

Accordingly it is the purpose of these guidelines of conduct to outline certain basic rules for persons appointed to boards and commissions so that they may carry out their entrusted duties with impartiality and dignity, recognizing that the function of the board or commission members is, at all times, service to their community and the public.

To further these objectives, certain ethical principles should govern the conduct of persons appointed to boards and commissions in order that they shall maintain the highest standards in public office and faithfully discharge their duties.

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

POLICY:

1. Act in the Public Interest

Recognizing that the Town seeks to maintain and enhance the quality of life for all Town businesses and residents through effective, responsive and responsible government, members will conduct their business with integrity, in a fair, honest and open manner.

2. Comply with the law

Members shall comply with all applicable federal, provincial and local laws in the performance of their duties.

3. Conduct of Members

The conduct of members in the performance of their duties and responsibilities with the Town must be fair, open and honest. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members, members of Council, staff or the public.

4. Respect for process

Members shall perform their duties in accordance with the policies and procedures and rules of order established by the Town of Redcliff. Members shall be aware of the mandate of their respective committee, board or commission, and act accordingly.

5. Conduct of Public Meetings

Members shall prepare themselves for public meetings; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall not interrupt other speakers, make personal comments not relevant to the business of the body; or otherwise disturb a meeting.

6. Decisions based on merit

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. Communication

Subject to paragraph 10, members shall publicly share substantive information that is relevant to a matter under consideration by the board or commission, which they may have received from sources outside of the public decision-making process.

8. Conflict of Interest / Pecuniary Interest (Should this be Conflict of Interest or Pecuniary Interest or maybe labeled as both)

Members shall be aware and act in accordance with provincial legislation and any Town of Redcliff Bylaws and policies governing conflict of interest.

Members who have a Pecuniary Interest / Conflict of Interest must:

- disclose the general nature of the conflict prior to any discussion of the matter,
- abstain from voting on any motion relating to the matter,
- abstain from any discussion on the matter, and
- leave the room in which the meeting is being held until discussion and voting on the matter are complete.

9. Gifts and Favors

Members shall not accept any money, property, position or favor of any kind whether to be received at the present or in the future, from a person having, or seeking to have dealings with the Town, save for appropriate refreshments or meals, except where such gift or favor is authorized by law, or where such gifts or favors are received as an incident of the protocol, social obligations or common business hospitality that accompany the duties and responsibilities of the member.

10. Confidential Information

Members shall respect the confidentiality of information concerning the property, personal or legal affairs of the Town. They shall neither disclose confidential information without proper authorization, nor use such information to advance their personal, financial or other private interests.

11. Use of Public Resources

Members shall not use public resources not available to the public in general, such as staff time, equipment, supplies or facilities, for private gain or personal purposes.

12. Advocacy

Members shall represent the official policies or positions of the Town and Board or Commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent the Town, their Committee, Board or Commission, nor will they allow the inference that they do.

13. Positive Work Place Environment

Members shall treat, other members, the public, Redcliff Town Council and Town staff with respect and shall be supportive of the personal dignity, self-esteem and well-being of those with whom they come in contact with during the course of their professional duties.

14. Implementation

The Code of Ethics and Conduct for members appointed to Town of Redcliff Committees, Boards and Commissions is intended to be self-enforcing. Members should view the code as a set of guidelines that express collectively the standards of conduct expected of them. It therefore becomes most effective when members are thoroughly familiar with the code and embrace its provisions.

The Code of Ethics and Conduct for members appointed to Committees, Boards and Commissions will be provided to existing members as well as to future applicants. Members appointed to a Board or Commission will be requested to sign the members' statement affirming that they have read and understood the Town of Redcliff Code of Ethics and Conduct for members appointed to Committees, Boards and Commissions.

15. Compliance and Enforcement

The Town of Redcliff Code of Ethics and Conduct for members appointed to Committees, Boards and Commissions expresses standards of ethical conduct expected for members of the Town's Committees, Boards and Commissions. Members themselves have the primary responsibility to assure that these ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of the governance of the Town of Redcliff.

Redcliff Town Council may terminate the appointment of members for breaching the code of ethics and conduct policy.