

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, AUGUST 20, 2018 at 7:00 P.M.**

**PRESENT:** Mayor D. Kilpatrick  
Councillors S. Cockle, C. Czember (left at 8:52 p.m.)  
L. Leipert (left at 7:44 p.m., ret. at 7:47 p.m.)  
E. Solberg, J. Steinke

Municipal Manager A. Crofts (left at 7:22 p.m., ret. At 7:23 p.m.)  
Manager of Legislative S. Simon  
& Land Services  
Director of Finance J. Tu (left at 8:12 p.m.)  
& Administration  
Director of Planning & J. Johansen (left at 8:12 p.m.)  
Engineering  
Planning Specialist Jordan Zukowski (left at 8:12 p.m.)  
Director of Public Services C. Popick (left at 8:12 p.m.)

**ABSENT:** Councillor C. Crozier

**1. GENERAL**

Call to Order

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

2018-0303 Adoption of Agenda

**B)** Councillor Cockle moved the Agenda be adopted as amended to remove Item 6 A, Water Meter Policy. - Carried.

2018-0304 Accounts Payable

**C)** Councillor Leipert moved the accounts payables for the Town of Redcliff and Redcliff/Cypress Regional Waste Management Authority, be received for information. - Carried.

2018-0305 Bank Summary to July 31, 2018

**D)** Councillor Czember moved the Bank Summary to July 31, 2018, be received for information. - Carried.

**2. DELEGATION**

2018-0306 Karen Guenther / Kathy Dawson Re: Grazing Lease – Westside Area

**A)** Karen Guenther and Kathy Dawson were in attendance to provide a presentation regarding the Grazing Lease on land described as Plan 417JK, Block Ptn. of 2 in Redcliff.

Councillor Leipert moved the presentation of Karen Guenther and Kathy Dawson, regarding the Grazing Lease on land described as Plan 417JK, Block Ptn. of 2, be received for information. - Carried.

**3. MINUTES**

- 2018-0307 Council meeting held July 16, 2018 **A)** Councillor Solberg moved the minutes of the Council meeting held July 16, 2018, be adopted as presented. - Carried.
- 2018-0308 Municipal Planning Commission meeting held August 15, 2018 **B)** Councillor Leipert moved the minutes of the Municipal Planning Commission meeting held August 15, 2018, be received for information. - Carried.
- 2018-0309 Riverview Golf Club Board meeting held June 19, 2018 **C)** Councillor Czember moved the minutes of the Riverview Golf Club Board meeting held June 19, 2018, be received for information. - Carried.

**4. BYLAWS**

- 2018-0310 Bylaw 1868/2018, Smoke Free Bylaw **A)** Councillor Steinke moved Bylaw 1868/2018, Smoke Free Bylaw, be given first reading. Further, that Administration proceed with providing notice and advertise for a non-statutory public hearing as per the Town of Redcliff Procedural Bylaw for September 24, 2018, to be held during the regularly scheduled Council meeting of September 24, 2018. - Carried.

Municipal Manager left at 7:22 p.m.

- 2018-0311 Bylaw 1869/2018, Park, Recreational & Public Areas Bylaw **B)** Councillor Cockle moved Bylaw 1869/2018, Park, Recreational & Public Areas Bylaw, be given first reading. Further, that Administration proceed with providing notice and advertise for a non-statutory public hearing as per the Town of Redcliff Procedural Bylaw for September 24, 2018, to be held during the regularly scheduled Council meeting of September 24, 2018. - Carried.
- 2018-0312 Bylaw 1870/2018, Business License Bylaw **C)** Councillor Solberg moved Bylaw 1870/2018, Business License Bylaw, be given first reading. Further, that Administration proceed with providing notice and advertise for a non-statutory public hearing as per the Town of Redcliff Procedural Bylaw for September 24, 2018, to be held during the regularly scheduled Council meeting of September 24, 2018. - Carried.

Municipal Manager rejoined at 7:23 p.m.

- 2018-0313 Councillor Cockle moved Administration modify proposed Bylaw 1870/2018, Business License Bylaw to remove the fee schedule and bring forward the Fees, Rates and Charges Bylaw to incorporate the current business license fees (without changes to the kinds or amounts) into the Fees, Rates and Charges Bylaw. - Carried.



- 2018-0314 Councillor Solberg moved Administration modify the proposed Bylaw 1870/2018, Business License Bylaw and to use the term Local Business to define a business with a physical location located within Redcliff, Medicine Hat or Cypress County.  
- Carried.
- 2018-0315 Councillor Leipert moved that there be no change to the method of calculation of fees for a non-Resident Business or non-Local Business in the proposed Business License Bylaw.  
- Carried.
- 2018-0316 Bylaw 1871/2018, Bylaw to Amend Land Use Bylaw (1698/2011) **D)** Councillor Leipert declared a pecuniary interest and abstained from voting and discussion. Councillor Leipert left the room at 7:44 p.m.
- Councillor Cockle moved that Bylaw 1871/2018, being an amendment to the Land Use Bylaw (1698/2011), to include Lot(s) 14-18, Block 73, Plan 755AD (#4 – 116 Broadway Avenue E) in the Cannabis Retail Store Overlay, be given first reading. - Defeated.
- Councillor Leipert rejoined the meeting at 7:47 p.m.

## 5. REQUEST FOR DECISIONS

- 2018-0317 Encroachment Permit Application  
Re: Lot 18-20, Block 3, Plan 8150AS **A)** Councillor Czember moved that the Municipal Manager be authorized to sign an encroachment agreement with Shawn Munson and Shabree Dawson of 901 – 4 Street SE (Lot 18-20, Block 3, Plan 8150AS). - Carried.
- 2018-0318 Encroachment Permit Application  
Re: Lot 23-24, Block 3, Plan 1117V **B)** Councillor Steinke moved that the Municipal Manager be authorized to sign an encroachment agreement with Jaymi Roth of 806 – 1 Street SE (Lot 23-24, Block 3, Plan 1117V). - Carried.
- 2018-0319 Utility Refund – Community Garden **C)** Councillor Steinke moved to approve Redcliff FCSS's request for reimbursement of \$185.27 with respect to water fees paid thus far in 2018 in relation to the Redcliff Community Garden, and to further waive water fees for the 2018 season. For all subsequent years, the Community Garden Administrator must make an annual request to have that year's water fees be waived before the service commences for that year. - Carried.
- 2018-0320 2018 - 2021 Council Strategic Goals **D)** Councillor Cockle moved to adopt the strategic plan summary, including the vision, mission, goals, and strategies amended as follows:
- to remove wording "tree lined streets" from the vision statement.
- Carried.



## 2018-0321 Janitorial Contract

**E)** Councillor Czember moved that the janitorial services contract for Town facilities (Town Hall Building, Public Services Building, Protective Services Building) be awarded to JAG Cleaning Services in the amount of \$2,900.00 per month for a term of January 1, 2019 to December 31, 2021 conditional to Jag Cleaning Services Ltd. obtaining and providing written RCMP security clearance by December 15, 2018. Further that, if Jag Cleaning Services Ltd. does not receive the required RCMP security clearance by December 15, 2018 the janitorial services contract for Town facilities (Town Hall, Public Services building, Protective Services building), be awarded to Harv's Janitorial Services Inc. in the amount of \$3,135.00 per month for a term of January 1, 2019 to December 31, 2021 conditional to obtaining written RCMP security clearance. - Carried.

**6. POLICIES**

## 2018-0322 Policy 070, Sidewalk Inspection &amp; Maintenance Policy

**A)** Councillor Cockle moved to approve Policy 070, Sidewalk Inspection & Maintenance, as presented. - Carried.

## 2018-0323 Policy 071, Water, Sanitary &amp; Storm Sewer System Maintenance Policy

**B)** Councillor Cockle moved to approve Policy 071, Water, Sanitary & Storm Sewer System Maintenance Policy, as presented. - Carried.

## 2018-0324 Policy 025, Benefits for Elected Officials

**C)** Councillor Steinke moved Policy 025, Benefits for Elected Officials Policy, be approved as presented. - Carried.

## 2018-0325 Policy 029, Per Diem Allowances Policy

**D)** Councillor Solberg moved Policy 029, Per Diem Allowances Policy be approved as presented. - Carried.

## 2018-0326 Policy 105, Vaccinations – Flu &amp; Hepatitis

**E)** Councillor Leipert moved Policy 105, Vaccinations - Hepatitis Policy, be approved as presented. - Carried.

**7. CORRESPONDENCE**2018-0327 Shortgrass Library System  
Re: Budget Requests for 2019 and 2020

**A)** Councillor Cockle moved correspondence from Shortgrass Library System dated July 9, 2018 regarding budget requests for 2019 and 2020, be received for discussion and to refer to the 2019 Budget Discussions. - Carried.

2018-0328 Alberta Municipal Affairs  
Re: Intermunicipal Collaborations Frameworks (ICF)

**B)** Councillor Solberg moved correspondence from Alberta Municipal Affairs dated July 25, 2018 regarding Intermunicipal Collaborations Frameworks (ICF), be received for information. - Carried.



**8. OTHER**

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| 2018-0329 | Memo to Council<br>Re: Grazing Lease<br>– Westside Area                                      | <b>A)</b> Councillor Cockle moved the Memo to Council dated August 20, 2018 regarding Grazing Lease – Westside Area, be received for information. - Carried.          |
| 2018-0330 | Municipal Manager Report to Council August 20, 2018  | <b>B)</b> Councillor Czember moved the Municipal Manager Report to Council August 20, 2018, be received for information. - Carried.                                   |
| 2018-0331 | Redcliff/Cypress Regional Waste Management Authority<br>Re: Landfill Graphs to July 31, 2018 | <b>C)</b> Councillor Leipert moved the Redcliff/Cypress Regional Waste Management Authority Landfill Graphs to July 31, 2018, be received for information. - Carried. |
| 2018-0332 | Council Important Meetings & Events August 20, 2018  | <b>D)</b> Councillor Czember moved the Council Important Meetings & Events August 20, 2018, be received for information. - Carried.                                   |

**9. RECESS**

Mayor Kilpatrick called for a recess at 8:12 p.m.

Director of Administration & Finance, Director of Planning & Engineering, Director of Public Services, and Planning Specialist left the meeting at 8:12 p.m.

Mayor Kilpatrick reconvened the meeting at 8:23 p.m.

**10. IN CAMERA (Confidential Session)**

2018-0333

Councillor Czember moved to meet In Camera to discuss one intermunicipal collaborative framework matter under Sections 21 and 24 of the *Freedom of Information and Protection of Privacy Act (FOIP)* and one Riverview Golf Course matter under Sections 16 and 24 of the *FOIP Act* at 8:23 p.m. - Carried.

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in the closed meeting: Municipal Manager, Manager of Legislative and Land Services.

Councillor Czember left the meeting at 8:52 p.m.



2018-0334

Councillor Steinke moved to return to regular session at 9:33 p.m. - Carried.

**11. ADJOURNMENT**

2018-0335 Adjournment

Councillor Steinke moved to adjourn the meeting at 9:34 p.m. - Carried.



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Mayor Kilpatrick



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Manager of Legislative & Land Services