



**COUNCIL MEETING**

**MONDAY, FEBRUARY 25, 2019**

**7:00 P.M.**

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, FEBRUARY 25, 2019 – 7:00 P.M.  
REDCLIFF TOWN COUNCIL CHAMBERS**

	<b><u>AGENDA ITEM</u></b>	<b><u>RECOMMENDATION</u></b>
	<b>1. GENERAL</b>	
	A) Call to Order	
	B) Adoption of Agenda	Adoption
Pg. 4	C) Accounts Payable *	For Information
Pg. 6	D) Bank Summary to January 31, 2018 *	For Information
	<b>2. MINUTES</b>	
Pg. 7	A) Council meeting held February 11, 2019 *	For Adoption
Pg. 10	B) Redcliff Family & Community Support Services meeting held on February 14, 2019 *	For Information
	<b>3. BYLAWS</b>	
Pg. 12	A) Bylaw 1881/2019, a Bylaw to amend Bylaw 1642, Industrial Drive Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 *	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Reading
Pg. 16	B) Bylaw 1882/2019, Supplementary Assessment Bylaw *	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Reading
Pg. 19	C) Bylaw 1883/2019, Cemetery Bylaw *	1 <sup>st</sup> Reading
	<b>4. REQUEST FOR DECISION</b>	
Pg. 38	A) Encroachment Permit Application * Re: Lot 79, Block 1, Plan 0213235 (24 Riverview Drive SE)	For Consideration
Pg. 47	B) Reallocate Capital Project Funds – Budget Amendment *	For Consideration
	<b>5. OTHER</b>	
Pg. 52	A) Memo - Municipal Development Plan * Re: Implementation Framework Policy	For Discussion
Pg. 74	B) Council Important Meetings & Events *	For Information

**6. RECESS**

**7. IN CAMERA (CONFIDENTIAL)**

A) Land Matter (FOIP S. 24)

B) Land Matter (FOIP S. 17, 24, 25)

**8. ADJOURN**

<b>COUNCIL MEETING - FEBRUARY 25, 2019</b>			
<b>TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - CHEQUES</b>			
<b>CHEQUE #</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
83786	ALBERTA URBAN MUNICIPALITIES	SUMMER STUDENT JOB POSTING	315.00
83787	CANADIAN ENERGY	AUTO BATTERY	152.13
83788	GAS CITY DRYWALL	WALL REPAIR LIBRARY	609.00
83789	LIFESAVING SOCIETY	SEASONAL AFFILIATION FEE	100.00
83790	PRIME PRINTING	BUSINESS LICENSE PRINTING	495.60
83791	RECREATION FACILITY PERSONNEL	TRAINING COURSES	1,218.00
83792	SOCIETY OF LOCAL GOV'T MANAGER	MEMBERSHIP FEES	700.00
83793	VALLIN CANADA INC	EARPLUG DISPENSER	230.17
83794	WESCLEAN EQUIPMENT & CLEANING	FLOOR MACHINE REPAIR	21.53
83795	ENVIROMENTAL METAL WORKS	3YD SIDELOAD C/W SINGLE PLY PLASTIC LIDS & EMCO HOOKS	46,246.46
83796	WEARPRO EQUIPMENT & SUPPLY	3/4X8X85" BOLT ON LOADER EDGE	327.30
83797	ADT SECURITY SERVICES CANADA	ALARM RCMP BUILDING	312.92
83798	CANADIAN PACIFIC RAILWAY	MAINTENANCE - FLASHER CONTRACT	558.00
83799	EECOL ELECTRIC CORP.	BEACON 360 WITH FLOOR STAND AND METER WIRE	746.55
83800	GNJ LINE CONTRACTING LTD.	WATER LINE REPAIR	1,244.25
83801	SHAW CABLESYSTEMS G.P.	INTERNET	300.04
83802	PUROLATOR	SHIPPING	67.80
83803	TRUKKERS RESTAURANT	MEALS ON WHEELS FOR JANUARY	1,344.00
83804	MEDICINE HAT CSRD #20	REMAINDER OF 2018 REQUISITION - CATHOLIC SCHOOL BOARD	1,829.92
		<b>TOTAL</b>	<b>\$56,818.67</b>

<b>TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS</b>			
<b>EFT#</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT0001212	A & B STEEL LTD	SHOP SUPPLIES	96.94
EFT0001213	AIR LIQUIDE CANADA INC	LIQUID CO2	694.96
EFT0001214	ALTA-WIDE BUILDERS SUPPLIES	PINE STOP WOOD	21.17
EFT0001215	ATRON REFRIGERATION & AIR COND	FURNACE REPAIR & HOOK UP FOUNTAIN	582.17
EFT0001216	THE BOLT SUPPLY HOUSE LTD.	CUTTING DISCS & STEEL RIVETS	375.63
EFT0001217	CANADIAN LINEN & UNIFORM SERVICES	COVERALLS & TOWELS	49.06
EFT0001218	CITY AUTO PARTS	BRAKE CLEAN & GASKETS	128.50
EFT0001219	DIAMOND CUT LAWN SERVICES LTD.	SNOW REMOVAL RCMP	1,365.00
EFT0001220	FARMLAND SUPPLY CENTER LTD	HOSE, CLAMPS, FITTINGS, & NOZZLE	370.94
EFT0001221	REDCLIFF HOME HARDWARE	SHOP VAC & SHOP SUPPLIES	218.65
EFT0001222	KEYWAY SECURITY LOCKSMITHS LTD	DOOR GUARDS - TOWN HALL	924.00
EFT0001223	LETHBRIDGE MOBILE SHREDDING	SHREDDING SERVICES	68.25
EFT0001224	PARTEK IT SOLUTIONS INC	HOSTED BACKUP	735.00
EFT0001225	PRO COMM SOLUTIONS INC.	SECURITY CAMERA & DOOR ACCESS INSTALL	3,138.29
EFT0001226	REDCLIFF/CYPRESS REGIONAL LAND	LANDFILL TONNAGE	9,136.08
EFT0001227	RURAL MUNICIPALITIES OF ALBERT	SIGNS - DOG PARK AND ICE RESURFACING	471.08
EFT0001228	SUPERIOR TRUCK EQUIPMENT	SEAL KIT	51.80
EFT0001229	TRIPLE R EXPRESS	SHIPPING - RME & LOADER PARTS	178.45
EFT0001230	A & B STEEL LTD	RIVET TOOL AND NYLON SLINGS	394.04
EFT0001231	CARO ANALYTICAL SERVICES	WATER ANALYSIS	2,430.90
EFT0001232	CENTRAL SHARPENING	SHARPEN ICE KNIFE	105.00
EFT0001233	CHAMCO INDUSTRIES LTD.	TIMED DRAIN VALVE AND COMPRESSOR MAINTENANCE	7,205.84
EFT0001234	CITY AUTO PARTS	LED LAMPS	259.69
EFT0001235	GAS CITY HYDRO VAC	HYDRO VAC @ 101 2ND ST NE	3,748.50

EFT0001236	INDUSTRIAL MACHINE INC.	BOLTS AND CHAINS COVER	5.25
EFT0001237	MACDESIGN SCREENWORKS INC.	FCSS EVENT APPAREL	236.87
EFT0001238	RURAL MUNICIPALITIES OF ALBERTA	REPAIR PARTS FOR ENGINE, A/C, HYDRALICS, AND TRANS	9,861.37
EFT0001239	RMA FUEL LTD	FUEL	2,115.88
EFT0001240	SEBRINA HAYES	FEBRUARY CLEANING	63.00
EFT0001241	MPE ENGINEERING LTD.	WTP CONTINUING SERVICE CONTRACT	1,575.00
EFT0001242	BREWMASTER WHOLESALE FOODS	MEALS ON WHEELS CONTAINERS	34.65
EFT0001243	RMA FUEL LTD	FUEL	14,715.62
EFT0001244	DIAMOND SOFTWARE INC.	UPGRADE - LIVE	1,625.40
<b>TOTAL</b>			<b>\$62,982.98</b>

<b>REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - CHEQUES</b>			
<b>CHEQUE #</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
00459	CANADIAN ENERGY	COMMERCIAL BATTERIES	555.62
00460	COREY POPICK	BIOCOVER WORKSHOP	45.00
00461	FORTY MILE GAS CO-OP LTD.	UTILITIES	352.25
00462	JACOB'S WELDING LTD	STAGING SIGN BASE	525.00
00463	SUMMIT MOTORS LTD	FILTER & EITHER VALVE	465.11
<b>TOTAL</b>			<b>\$1,942.98</b>

<b>REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS</b>			
<b>EFT#</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT00000000043	ATRON REFRIGERATION & AIR COND	NO HEAT CALLOUT & REPAIR	611.63
EFT00000000044	H2O HAULING	HAUL WATER	115.00
EFT00000000045	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK	168.00
EFT00000000046	SUMMIT MOTORS LTD	LUBRICANT	151.10
<b>TOTAL</b>			<b>\$1,045.73</b>

**TOWN OF REDCLIFF**  
**BANK SUMMARIES FOR JANUARY 31, 2019**

**CASH ACCOUNTS**

	ATB GENERAL 5.12.02.121.000 TOWN	ATB LANDFILL 5.99.02.121.000 LANDFILL
BALANCE FORWARD	1,416,892.08	1,442,923.02
DAILY DEPOSITS	97,125.33	45,094.43
DIRECT DEPOSITS	554,716.22	100,738.55
GOVERNMENT GRANTS	0.00	0.00
INTEREST	2,695.00	2,703.75
OTHER DEPOSITS	3,108.65	68,514.99
<b>SUBTOTAL</b>	<b>657,645.20</b>	<b>217,051.72</b>
PAYMENTS	497,447.67	61,949.95
ASFF QUARTERLY PAYMENTS	0.00	0.00
DEBENTURE PAYMENTS	0.00	0.00
OTHER WITHDRAWALS	410,655.61	1,635.99
<b>SUBTOTAL</b>	<b>(908,103.28)</b>	<b>(63,585.94)</b>
<b>TOTAL</b>	<b>1,166,434.00</b>	<b>1,596,388.80</b>
BANK STATEMENT ENDING BALANCE	1,530,091.75	1,590,187.84
OUTSTANDING CHEQUES ( - )	(371,289.03)	(48.04)
DEPOSITS IN TRANSIT ( + )	7,631.28	6,249.00
<b>TOTAL</b>	<b>1,166,434.00</b>	<b>1,596,388.80</b>
<b>TOTAL CASH</b>	<b>2,762,822.80</b>	

**INVESTMENT ACCOUNTS**

CIBC WOOD GUNDY PORTFOLIO (TOWN)	5.12.02.321.001	23,125,004.00
CIBC WOOD GUNDY PORTFOLIO (LANDFILL)	5.99.02.321.001	501,125.00
<b>TOTAL INVESTMENTS</b>		<b>23,626,129.00</b>

<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>26,388,951.80</b>
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**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, FEBRUARY 11, 2019 @ 7:00 P.M.**

**PRESENT:** Deputy Mayor L. Leipert  
Councillors C, Crozier, C. Czember,  
S. Gale, E. Solberg,  
J. Steinke

Municipal Manager Arlos Crofts (arrived at 7:17 p.m.)  
Manager of Legislative S. Simon  
& Land Services  
Director of Finance & J. Tu (left at 7:31 p.m.)  
Administration  
Director of Community D. Thibault (left at 7:31 p.m.)  
& Protective Services  
Planning Specialist J. Zukowski

**ABSENT:** Mayor D. Kilpatrick

**1. GENERAL**

Call to Order **A)** Deputy Mayor Leipert called the regular meeting to order at 7:00 p.m.

2019-0032 Adoption of Agenda **B)** Councillor Gale moved the Agenda be adopted as presented. - Carried.

2019-0033 Accounts Payable **C)** Councillor Crozier moved the Accounts Payables (February 11, 2019) for the Town of Redcliff and Redcliff Cypress Regional Waste Management Authority, be received for information. - Carried.

**2. DELEGATION**

2019-0034 RCMP Report to Council **A)** Staff Sgt. Sean Maxwell, Redcliff RCMP, was in attendance to provide the RCMP Report to Council.

Councillor Steinke moved the RCMP Report to Council presented by Staff Sgt. Sean Maxwell be received for information. – Carried.

**3. MINUTES**

2019-0035 Council meeting held January 28, 2019 **A)** Councillor Czember moved the minutes of the Council meeting held January 28, 2019, be adopted as presented. - Carried.

- |           |   |   |
|-----------|---|---|
| 2019-0036 | Redcliff Family & Community Support Services meeting held January 24, 2019  | <b>B)</b> Councillor Crozier moved the minutes of the Redcliff Family & Community Support Services meeting held January 24, 2019, be received for information. - Carried. |
| 2019-0037 | Redcliff & District Recreation Services Board meeting held February 4, 2019 | <b>C)</b> Councillor Gale moved the minutes of the Redcliff & District Recreation Services board meeting held February 4, 2019 be received for information. – Carried.    |
| 2019-0038 | Redcliff Library Board meeting held November 27, 2019                       | <b>D)</b> Councillor Steinke moved the minutes of the Redcliff Library Board meeting held November 27, 2019 be received for information. – Carried.                       |

#### 4. BYLAWS

- |           |   |   |
|-----------|---|---|
| 2019-0039 | Bylaw 1880/2019, Municipal Development Plan | <b>A)</b> Councillor Crozier moved Bylaw 1880/2019, Municipal Development Plan Bylaw be given first reading. – Carried. |
|-----------|---|---|

#### 5. CORRESPONDENCE

- |           |  |   |
|-----------|--|---|
| 2019-0040 | Alberta Municipal Affairs<br>Re: Municipal Sustainability Initiative (MSI) | <b>A)</b> Councillor Czember moved correspondence from Alberta Municipal Affairs dated January 24, 2019 regarding the Municipal Sustainability Initiative (MSI) be received for information. – Carried.   |
| 2019-0041 | Alberta Municipal Affairs<br>Re: Alberta Community Partnership Program     | <b>B)</b> Councillor Crozier moved correspondence from Alberta Municipal Affairs dated January 28, 2019 regarding the Alberta Community Partnership (ACP) Program be received for information. – Carried. |

#### 6. OTHER

- |           |   |   |
|-----------|---|---|
| 2019-0042 | Municipal Manager Report to Council February 11, 2019 | <b>A)</b> Councillor Gale moved the Municipal Manager Report to Council February 11, 2019 be received for information. - Carried.     |
| 2019-0043 | 4 <sup>th</sup> Quarter Financials                    | <b>B)</b> Councillor Solberg moved the 4 <sup>th</sup> Quarter Financials be received for information. – Carried.                     |
| 2019-0044 | Landfill Graphs                                       | <b>C)</b> Councillor Steinke moved the landfill Graphs to January 31, 2019 be received for information. – Carried.                    |
| 2019-0045 | Council Important Meetings & Events February 11, 2019 | <b>D)</b> Councillor Czember moved the Council Important Meetings & Events February 11, 2019, be received for information. - Carried. |



**7. RECESS**

Deputy Mayor called for a recess at 7:31 p.m.

Director of Finance & Administration and Director of Community and Protective Services left the meeting at 7:31 p.m.

Deputy Mayor Leipert reconvened the meeting at 7:33 p.m.

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

2019-0046

Councillor Solberg moved to meet In Camera to discuss a Intermunicipal Collaborative Framework Item matter under Sections 21 & 24 of the *Freedom of Information and Protection of Privacy Act* at 7:33 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 & Land Services and Planning Specialist, for all Items.

2019-0047

Councillor Steinke moved to return to regular session at 7:51 p.m. - Carried.

**9. ADJOURNMENT**

2019-0048 Adjournment

Councillor Gale moved to adjourn the meeting at 7:51 p.m. - Carried.

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Deputy Mayor Leipert

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Manager of Legislative & Land Services

**REDCLIFF FAMILY AND COMMUNITY SUPPORT SERVICES  
BOARD MEETING  
Town Council Chambers Town Office  
February 14, 2019 at 5:00 pm**

**PRESENT:**

Chairperson	Meredith Conboy
Council Representative	Cathy Crozier
	Mandy McAlpine
	Dan White
Community Services	Carla Spampinato
	Derrin Thibault

**1. GENERAL**

- A) Meeting called to order at 5:02pm.
- B) C. Crozier moved to adopt the agenda as presented. – Carried.

**2. MINUTES**

- A) M. McAlpine moved the November 13, 2018 and January 24, 2019 minutes, adopted as presented. – Carried.

**3. DELEGATION – None**

**4. OLD BUSINESS – None**

**5. NEW BUSINESS**

- |                             |  |
|-----------------------------|--|
| Family Day Unplugged        | A) M. Conboy moved to receive Family Day Unplugged program update as information – Carried.    |
| Growing Up Digital          | B) M. Conboy moved to receive Growing Up Digital program update as information – Carried.      |
| New Horizons Grant          | C) C. Crozier moved to receive New Horizons Grant update as information – Carried.             |
| Community Foundations Grant | D) M. Conboy moved to receive Community Foundations Grant update as information – Carried.     |
| Parent Link update          | E) M. Conboy moved to receive Parent Link update as information – Carried.                     |
| Pink Shirt Day              | F) M. Conboy moved to receive Pink Shirt Day program update as information – Carried.          |
| Winter Festival             | G) M. Conboy moved to receive Winter Festival program update as information – Carried.         |
| Youth Centre Fundraiser     | H) M. Conboy moved to receive Youth Centre Fundraiser program update as information – Carried. |

**6. CORRESPONDENCE – None**

**7. UPCOMING MEETING / CONFERENCE / WORKSHOPS - None**

Next Meeting

**8. DATE OF NEXT MEETING-** March 14, 2019

Adjournment

**9. ADJOURNMENT**

**A)** C. Crozier moved to adjourn the meeting at 5:30 pm.- Carried

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** February 25, 2018

**PROPOSED BY:** Legislative & Land Services

**TOPIC:** Bylaw 1881/2019, a bylaw to Amend Bylaw No. 1642/2010, being the Industrial Drive Road Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 being a Bylaw to amend Bylaw 1642/2010.

(Requirement to amend local improvement bylaws that have been affected by subdivision or consolidation to reflect the modification of the parcels affected).

**PROPOSAL:** To consider giving three readings to proposed bylaw 1881/2019

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**BACKGROUND:**

The Municipal Government Act specifies that if after a local improvement tax has been imposed, there is a subdivision or consolidation of a parcel(s), then the local improvement tax bylaw is to be amended to correctly reflect the parcel(s) and the appropriate share of local improvement tax.

Changes to local improvement bylaws are typically reviewed at the beginning of the year for any changes that occurred the year prior due to subdivision or consolidation. Bylaw amendments can then be adopted and the updates incorporated so the parcels are correctly charged for the local improvement bylaw tax when tax notices are sent out in the spring.

In 2018 Lot 11, Block 10, Plan 7711421 was consolidated with Lots 12 – ptn. 13, Block 10, Plan 7711421.

Bylaw 1881/2019, to amend Amend Bylaw No. 1642/2010, being the Industrial Drive Road Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 being a Bylaw to amend Bylaw 1642/2010 is proposed to reflect the change in parcels.

**POLICY/LEGISLATION:**

Excerpt from Municipal Government Act

Variation of local improvement tax bylaw

- 402 (1) If, after a local improvement tax has been imposed, there is
- (a) a subdivision affecting a parcel of land, or
  - (b) a consolidation of 2 or more parcels of land, in respect of which a local Improvement tax is payable, the council, with respect to future years, must revise the local improvement tax bylaw so that each of the new parcels of land bears an appropriate share of the local improvement tax.
- (2) If, after a local improvement tax has been imposed,
- (a) there is a change in a plan of subdivision affecting an area that had not previously been subject to a local improvement tax, and

- (b) the council is of the opinion that as a result of the change the new parcels of land receive a benefit from the local improvement,

the council, with respect to future years, must revise the local improvement tax bylaw so that each benefitting parcel of land bears an appropriate share of the local improvement tax.

1994 cM-26.1 s402

**STRATEGIC PRIORITIES: N/A**

**ATTACHMENTS:**

Bylaw 1881/2019

**OPTIONS:**

1. To consider adopting Bylaw 1881/2019,
2. To not adopt Bylaw 1881/2019

**RECOMMENDATION:**

Option 1

**SUGGESTED MOTION(S):**

- i) Councillor \_\_\_\_\_ moved that Bylaw 1881/2019, to amend Amend Bylaw No. 1642/2010, being the Industrial Drive Road Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 being a Bylaw to amend Bylaw 1642/2010 be given first reading.
- ii) Councillor \_\_\_\_\_ moved that Bylaw 1881/2019, to amend Amend Bylaw No. 1642/2010, being the Industrial Drive Road Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 being a Bylaw to amend Bylaw 1642/2010 be given second reading.
- iii) Councillor \_\_\_\_\_ moved that Bylaw 1881/2019, to amend Amend Bylaw No. 1642/2010, being the Industrial Drive Road Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 being a Bylaw to amend Bylaw 1642/2010 be presented for third reading.

*(Note: Must be unanimous in order to proceed with third reading)*

- iv) Councillor \_\_\_\_\_ moved that Bylaw 1881/2019, to amend Amend Bylaw No. 1642/2010, being the Industrial Drive Road Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 being a Bylaw to amend Bylaw 1642/2010 be given third reading.

**SUBMITTED BY:**



Department Head



Municipal Manager

**TOWN OF REDCLIFF  
BYLAW NO. 1881/2019**

**A Bylaw of the Town of Redcliff to amend Bylaw No. 1642/2010, being the Industrial Drive Road Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 being a Bylaw to amend Bylaw 1642/2010.**

**WHEREAS** the Council of the Town of Redcliff desires to amend Bylaw No. 1642/2010, which was passed on June 14, 2010 and to amend Bylaw No. 1714/2012 which was passed on March 26, 2012.

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

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

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

1. Bylaw No. 1642/2010, being the Industrial Drive Road Rehabilitation Project - Local Improvement Tax Bylaw and Bylaw 1714/2012 being a Bylaw to amend Bylaw 1642/2010 be amended to include the following updated listing of properties to be assessed and their effective frontage feet:

Industrial Drive SE (Road Rehabilitation)				
Industrial Drive SE - North side of Street				
Lot	Block	Plan	Street Address	Frontage Feet
1	9	7711421	1 Industrial Drive SE	111.21
8	8	0514403	5 Industrial Drive SE	156.28
3	9	7711421	9 Industrial Drive SE	144.88
7	8	0514403	15 Industrial Drive SE	250
6	9	7711421	21 Industrial Drive SE	125
7	9	7711421	25 Industrial Drive SE	125
8	9	7711421	29 Industrial Drive SE	100
9	9	7711421	33 Industrial Drive SE	98.54
10-11	9	7711421	41 Industrial Drive SE	309.49
12	9	7711421	45 Industrial Drive SE	251.47
Subtotal				1,671.87

Industrial Drive SE - South side of Street				
Lot	Block	Plan	Street Address	Frontage Feet
17	10	0612182	40 Industrial Drive SE	282.51
4	10	7711421	36 Industrial Drive SE	150.29
5	10	7711421	32 Industrial Drive SE	158.38
6	10	7711421	28 Industrial Drive SE	168.42
7	10	7711421	24 Industrial Drive SE	125
8	10	7711421	20 Industrial Drive SE	120
9	10	7711421	16 Industrial Drive SE	125
10	10	7711421	12 Industrial Drive SE	125
11, 12, Ptn.13	10	7711421	1601 Highway Ave	169.1
<b>Subtotal</b>				<b>1,423.71</b>
<b>Total</b>				<b>3,095.58</b>

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

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
MAYOR

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

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** February 25, 2019

**PROPOSED BY:** Finance and Administration/ Legislative & Land Services

**TOPIC:** Bylaw 1882/2019, Supplementary Assessment Bylaw

**PROPOSAL:** To consider adopting Bylaw 1882/2019, Supplementary Assessment Bylaw

**BACKGROUND:**

The Supplementary Assessment Bylaw is reviewed and renewed on an annual basis. This Bylaw allows for the municipality to prepare supplementary assessments for improvements and imposition of a supplementary tax during the 2019 year.

A supplementary assessment notice shows the assessed value of any new construction that has been completed or occupied during the current calendar year and was not included in the annual tax notice. Authorization of the supplementary assessment is done by bylaw in accordance with Section 313 of the Municipal Government Act.

**POLICY / LEGISLATION:**

Excerpt from Municipal Government Act

- 313 (1) *If a municipality wishes to require the preparation of supplementary assessments for improvements, the council must pass a supplementary assessment bylaw authorizing the assessments to be prepared for the purpose of imposing a tax under Part 10 in the same year.*
- (2) *A bylaw under subsection (1) must refer*  
(a) *to all improvements, or*  
(b) *to all designated manufactured homes in the municipality.*
- (3) *A supplementary assessment bylaw or any amendment to it applies to the year in which it is passed, only if it is passed before May 1 of that year.*
- (4) *A supplementary assessment bylaw must not authorize assessments to be prepared for designated industrial property.*

RSA 2000 cM-26 s313;2016 c24 s13

**STRATEGIC PRIORITIES:**

Excerpt from 2018-2021 Strategic Plan under the Town's Vision, Mission.

Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan.

It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.



**ATTACHMENTS:**

Bylaw 1882/2019, Supplementary Assessment Bylaw

**OPTIONS:**

1. To adopt Bylaw 1882/2019, Supplementary Assessment Bylaw.

**RECOMMENDATION:**

Option 1

**SUGGESTED MOTION(S):**

1.
  - i) Councillor \_\_\_\_\_ moved that Bylaw 1882/2019, Supplementary Assessment Bylaw be given first reading.
  - ii) Councillor \_\_\_\_\_ moved that Bylaw 1882/2019, Supplementary Assessment Bylaw be given second reading.
  - iii) Councillor \_\_\_\_\_ moved that Bylaw 1882/2019, Supplementary Assessment Bylaw be presented for third reading.

*(Note: Must be unanimous in order to proceed with third reading)*

- iv) Councillor \_\_\_\_\_ moved that Bylaw 1882/2019, Supplementary Assessment Bylaw be given third reading.

SUBMITTED BY:



Department Head



Municipal Manager



**TOWN OF REDCLIFF  
BYLAW NO. 1882/2019**

**A BYLAW OF THE TOWN OF REDCLIFF TO AUTHORIZE THE IMPOSITION OF A  
SUPPLEMENTARY TAX FOR THE TAXATION YEAR 2019**

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

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

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

**TITLE**

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

**ASSESSOR DUTIES**

2. The Assessor for the Town of Redcliff is hereby authorized and empowered to make supplementary assessments of all improvements during 2019 in accordance with the provisions of the Municipal Government Act.

**MUNICIPALITY DUTIES**

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

**PASSAGE**

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

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

PASSED AND SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Manager of Legislative & Land Services

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** February 25, 2019

**PROPOSED BY:** Public Services Department

**TOPIC:** Bylaw 1883/2019, Cemetery Bylaw

**PROPOSAL:** That Council consider giving first reading to the proposed Bylaw 1883/2019, being the Cemetery Bylaw

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**BACKGROUND:**

This bylaw is being reviewed as part of the review process outlined in Policy No. 115, Policy and Bylaw Development and Review Policy. This allows for Administration and Council to review bylaws on a routine basis to ensure policies are kept current with applicable legislation as well as to stay in alignment with the directives of Council.

Throughout the year, various requests are considered when working with families and estates into how their loved ones will be remembered. In an effort to consider their requests, as well as adapt to the updated Cemetery Act, Administration has reviewed and updated the attached bylaw.

**POLICY / LEGISLATION:**  
**Cemeteries Act**

**STRATEGIC PRIORITIES:**

Excerpt from 2018-2021 Strategic Plan under the Town's Vision, Mission.

Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan.

It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

**ATTACHMENTS:**

Bylaw 1883/2019, the Cemetery Bylaw

**OPTIONS:**

1. To consider adopting Bylaw 1883/2019, being the Cemetery Bylaw as presented.
2. Do not adopt Bylaw 1883/2019, being the Cemetery Bylaw as presented.

**RECOMMENDATION:**

Option 1.

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved Bylaw 1883/2019, being the Cemetery Bylaw be given first reading.

SUBMITTED BY: \_\_\_\_\_  
Department Head

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

**BYLAW NO. 1883/20191754/2013**  
**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 REGULATING AND CONTROLLING THE OPERATION OF THE CEMETERY IN THE TOWN OF REDCLIFF.**

**WHEREAS** the Council of the Town of Redcliff wishes to regulate and control the operation of the Cemetery in the Town of Redcliff for the purpose of the burial of human remains and cremated remains; and

**WHEREAS** the Cemeteries Act authorizes the Council to regulate and control the operation of a Cemetery;

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

**TITLE**

1. This Bylaw shall be known as the "Cemetery Bylaw"

**INTERPRETATION AND DEFINITIONS**

2. In this Bylaw the following terms shall have the following meaning:

- a) "Act" means the Cemeteries Act and all regulations thereto
- b) "block" means any number of adjoining lots.
- c) "cemetery" means land operated by and under the control of the Town which is set aside for, or used as a place for burial~~Interment~~ of ~~the~~ dead human bodies, or in which dead human remains, ~~and including~~ cremated human remains have been buried;
- d) "Columbarium" means a structure designed for storing the ashes of dead human bodies and/or human remains that have been cremated~~a place for the respectful storage of urns holding a deceased person's cremated remains~~. A columbarium situated in the Redcliff Cemetery shall be considered for administrative purposes to be part of the cemetery;
- e) "Council" the Municipal Council of the Town;
- f) "cremation plot" means the location where a cremated human body or remains are interred
  - i. ~~A single grave site an area the size of four feet wide by three feet 4 inches long (4' x 3' 4")~~
  - ii. ~~a single niche in the columbarium being the size of approximately 12" x 12" x 16";~~
- g) "cremated remains" means the incinerated ~~cremated~~ remains of a dead human body or other human remains;
- h) "deed" means the receipt, issued by the Town, confirming the cost to purchase a Plot(s) in the Cemetery has been paid;

- i) "Director" means ~~the who is person~~ responsible for maintaining the records for the cemetery, financial records and processes and ~~and directing the Town work force in the Public Services Department or his their designate~~ facilitating cemetery operations and maintenance;
- j) ~~"Director of Finance and Administration" means the person responsible for the financial records and processes of the Town;~~
- k)l) "Field of Honour" means the area of the Cemetery reserved for burial of former members of His/Her Majesty's Armed Forces;
- l)k) "interment" means the placing of remains or cremated remains.
- m)l) "licensee" means a person that acquires burial rights for one or more Plot(s) within the Cemetery;
- n)m) "lot" shall mean an area encompassing three (3) single grave sites (plots) or nine (9) cremation sites (cremation plots).
- o)n) "marker" means a temporary locating device to indicate location of grave until a Monument is installed;
- p)o) "monument" means any structure in the Cemetery constructed on any grave for memorial purpose including flat Monuments, above ground Monuments such as tombstones, headstones or other items of memorial;
- p)o) "niche" means a compartment in a columbarium approximately 12 inches x 12 inches in which a maximum of 2 urns may be inserted;
- q) "person" means any individual or a firm or a corporation;
- r) "perpetual care" means the preservation, improvement, embellishment and maintenance, in perpetuity and in a proper manner, of grave stones, monuments, markers, head stones, lots, plots, compartments, crypts, niches, other spaces in the cemetery, or of compartments in a columbarium
- s) "plot" means the location where a dead human body or human remains are interred
  - i. ~~a single grave site in phase one being a size of three feet four inches wide by ten feet long (3' 4" x 10')~~;
  - ii. ~~A single grave site in phase two being a size of four feet wide by ten feet long (4' x 10')~~;
- t) "remains" means a dead human body or other human remains, ~~referred to as a corpse, but does not include cremated remains~~;
- u) "Town" means the Municipal Corporation of the Town of Redcliff;
- v) "undertaker" means any registered or licensed embalmer or mortician or any other Person authorized by Province of Alberta statute to inter deceased Person(s);
- w) "veteran" means a member or former member of His/Her Majesty's Armed Forces; and may include a member as described in the War Veterans Allowance Act;
- x) "working day" means any day Monday through Friday (during normal working hours of

the Public Services Department of the *Town* of Redcliff) except where a Statutory Holiday or Civic Holiday falls on any one of those days.

### **LOCATION**

3. The following land is hereby established and set apart for the sole purpose of a public Cemetery to be known as Redcliff Cemetery:

Lot 13, Block 1, Plan 0010742

Note: These lands are included in the amended Final Certificate of Approval dated May 3, 2000 granted by the Province of Alberta

4. Subdivision of the Cemetery is as shown in Appendix D attached hereto with the special zones highlighted as follows:
- a) Phase One
  - b) Phase Two
  - c) Field of Honour
  - d) Cremation Plots
  - e) Columbarium

### **ADMINISTRATION AND DUTIES**

5. All powers granted to the Director shall be subject to the supervision of the Municipal Manager.
6. The Director shall supervise and direct all maintenance and operations of the Cemetery.
7. The Director of Finance and Administration shall ensure a correct accounting for all monies received and expended in connection with the operation of the Cemetery is maintained and shall keep record describing any Licensee, recording (including date) the sale or transfer of every Plot, and maintain a record of all the burials and such other records as may be required from time to time.
8. The Director shall in the event of any dispute, have final authority to approve location of remains or cremated remains interred in the Cemetery.
9. All documents including internments, plot purchases, registrations, title holders, and death registrations are protected under the Freedom of Information and Protection of Privacy Act and will not be distributed to any agent, commercial enterprise, or employee.

### **REGULATION OF PLOTS**

#### **910. Sale of Plots**

- a) Council is hereby empowered and authorized to establish the charges to be made for grave Plot(s) in the Redcliff Cemetery and any other charges as deemed necessary, including opening/closing costs but not to include the maintenance, placing or removal of tombstones or grave Marker(s). Fees and charges shall be those appearing in the Town of Redcliff Fees, Rates and Charges Bylaw.
- b) The Town being a municipality is not required by the *Act* to establish a fund for perpetual care.

## c) Reservations

- i. At the time a Plot(s) is/are reserved, all applicable fees and charges shall be collected. The fees for opening and closing charges shall be collected at the time of burial. (Appendix A)
- ii. The Town reserves the right to limit the number of Plots reserved to any one person to three plots.

d) No Plot(s) in the Cemetery may be transferred to any other individual, but must be returned to Town who shall compensate the purchaser or beneficiary at the rate of ~~current~~ the historical purchase price when the plot was originally purchased ~~established price for a Plot~~ less a 10% administration fee. No transactions between the Town and any Licensee intended to convey burial rights shall be valid unless authorized in writing on the form "Authorization to Convey Burial Rights" as per Appendix "C" of this Bylaw.

e) Those Persons owning Plot(s) in the Cemetery shall not allow any Interment of remains or cremated remains in a Plot(s) for remuneration.

f) It is a condition of every Deed in the Cemetery that the Licensee expressly waives any claim arising by reason of any error or improper description of any burial Plot(s). The Town undertakes that it will attempt insofar as is reasonably possible to avoid such errors but it's liability, in case of error, shall only extend to a refund of any money paid to the Town for a Plot(s) and an undertaking to make an equivalent quality of Plot(s) available in lieu of those originally allocated.

g) When a Plot becomes vacant by removal of the remains or cremated remains therein, the land may revert to the Town, if at the Licensee's request and approved by the Director, the Town will in such case rebate the ~~current purchase~~ historical purchase price when the plot was originally purchased less a 10% administration fee, however the Town is not required to repurchase said Plot.

~~h) Lists of recent Interments, etc. shall not be given to any commercial establishment, employee or agent thereof.~~

## 110. Interments of Remains and Cremated remains

- a) No Person shall bury any remains and / or cremated remains in the Town Cemetery until such Person has complied with all applicable legislation.
- b) Applications for Interment must be made to the Director, in the form attached hereto as Appendix 'B'.
- c) Applications must be made at least two Working days in advance of the time established for the burial. This notification may be waived at the discretion of the Director.
- d) The Director must be in receipt of one copy of the Burial Permit before he shall allow an interment of remains to proceed.
- e) Locating and digging of graves shall be the responsibility of the Director.
- f) Burial rights in Plot(s) in the Cemetery shall be sold upon payment by the Licensee of all required fees and charges.



- g) Burial rights, and burials will be subject to and conducted in accordance with the rules and regulations of the Town.
- h) Every Licensee obtaining a Plot(s) in a Cemetery shall be held responsible for the cost thereof and for all charges in connection therewith including disinterment or removal of a remains or cremated remains when requested by a Licensee. Any Person signing an order for Interment will be held responsible for all charges in connection with such Interment. Such Persons shall, in addition be held responsible for compliance with the regulations governing erection of Monument(s) applicable to that part of the Cemetery where the Interment is made.
- i) The Town will provide and supply a grave liner for the purpose of burial of remains meeting the Directors required specifications. The grave liners will be provided by the Town at cost and shall be placed in each grave. Exceptions shall only be made at the discretion of the Director, in situations where it is not physically possible to install a grave liner.

Upon request, other grave liners not currently specified by the Town may be considered, pending the approval by the Director.

- j) Upon the request of the applicant and at the discretion of the Director the Town will erect a three walled tent for sheltering the grave site during burial services. The fee for this service will be at the rate established by the Town Fees, Rates and Charges Bylaw.
- k) Undertakers shall make their own arrangements for the placing of mats, wreaths, flowers, etc. around the grave.
- l) The remains of no more than one body shall be buried in a regular sized Plot except:
  - i. A mother/father and her/his infant child when both are in the same casket or coffin; or
  - ii. In a double depth grave which will accommodate the remains of two bodies in separate caskets at the same time or different times in such a manner that one casket is placed immediately above the other.

There shall be a minimum of nine tenths (.9) metres of earth placed over the upper casket, or in the event of a grave liner, six tenths (.6) metres;
  - iii. Cremated remains up to a maximum of two (2) containers per Cremation Plot, or in the case of a regular Plot a maximum of six (6) containers. There shall be a minimum of one half (1/2) metre and a maximum of 1 metre of earth placed over each container;
  - iv. Cremated remains up to a maximum of two (2) containers per columbarium niche.
- m) If an individual wishes to inter remains in a Plot not owned by him/her, he/she shall obtain a letter of permission from the owner of the Plot in which such Interment is to be made, or from the legal representative of the owner of such Plot. This letter of permission shall be in the exact form as shown on Appendix "C", attached to and forming part of this Bylaw, and provided to the Director for filing with the applicable records.

#### 124. Scattering of Cremated remains

##### a) Cremated remains may be scattered as follows:

- i. Redcliff allows the scattering of cremated remains on town owned property. in parks and golf courses. Permission is required from the Director and restrictions may be placed as to time and location.
- ii. The Town of Redcliff has no authority in regards to the scattering of cremated remains on private, provincial or federal lands. Permission and information must be sought from the applicable authority.

#### 132. Disinterment's

- a) No Person shall disinter or remove remains from any Plot without first producing a written order from the owner of such Plot and a permit for such disinterment or removal as issued in accordance with the Act. No permit is required for disinterment of cremated remains. However authorization must be obtained from the Director.
- b) In case of disinterment for re-interment in another Plot in the Cemetery, or burial to a greater depth, the excavation shall be done by the Public Services Department of the Town, as authorized by the Director. The charge for such disinterment will be the fee as established in Town of Redcliff Fees, Rates and Charges Bylaw, based on the estimated use of labour and equipment.
- c) In case of disinterment of remains or cremated remains in the Cemetery for re-interment in another Cemetery, the excavation shall be done by the Public Services Department of the Town, as authorized by the Director. The charge for such disinterment will be the fee as established in Town of Redcliff Fees, Rates and Charges Bylaw, based on the estimated use of labour and equipment.

#### 143. Monuments

- a) The Licensee of each Plot shall have the right to erect thereon a Monument subject to permission and approval being first obtained from the Director. To obtain permission, a sketch of the proposed Monument indicating the height, size of base and inscription must be presented.
- b) No Licensee may erect upon any Plot any Monument while any charges in connection therewith are due and owing to the Town.

Only one Monument will be allowed on each burial Plot, with the exception of the Field of Honour, where in addition to a headstone, a foot stone may be placed (See Sec. 13 (d)(vii).

- c) Type and Size of Monument(s).
  - i. Marker(s) for graves shall be of the type approved by the Director and shall be installed as directed by the Director.
  - ii. The base of Monument(s) must be at least 15 cm wider than the widest portion of the stone, and of sufficient depth to support the weight being imposed thereon. In no case may the base be of lesser than six inches of concrete on top of gravel or stone.

- iii. all Monument(s) must be of granite, marble or limestone bronze. No Monument(s) or covers shall be constructed unless same is professionally finished and adequately reinforced and approved by the Director.
- iv. no Monument(s) shall be constructed of plastic or fibre glass material.
- v. maximum height of any Monument(s) shall not be greater than one (1) metre.
- vi. full length grave covers shall not be allowed.
- vii. All Field of Honour Monuments shall be constructed of ~~stanstead~~ Stanstead grey granite with all steeled or smooth finish. Upright headstone monuments are to have an oval top. Monuments may not be set on a granite or marble base/plinth but must be set in a concrete foundation as per Section 13 (d)(ii). Field of Honour footstones must be flush mounted in a concrete foundation projected 3" on all sides of the monument.

Maximum size of Field of Honour Monument (including rough edge)

<u>Height</u>	<u>Length</u>		<u>Width</u>		
Field of Honour (upright headstone)	15"	x	3"	x	39"
Field of Honour (flat footstone)	24"	x	14"		

d) Placement of Monuments

- i. all Monument(s) must be placed
  - a) at the head of the Plot, this will be west end of all Plots with the exception of Section 13 (d)(vii) where footstones may be placed;
  - b) placement of approved Monument(s) shall be made by the Licensee under the direction of the Director;
  - c) replacement of any Monument(s) accidentally or mistakenly moved may be done as directed by the Director.
- ii. Licensees will be responsible for removal of all earth or masonry litter accumulated in improving any Plot, such material are to be removed as directed by the Director.
- iii. All work to erect monuments must be performed in such a manner to reduce the potential for damage to the surrounding landscape and other gravesites or monuments.

f) Maintenance of Monuments

- i. should any Monument(s) placed or erected in the Cemetery be in a state of disrepair, in the opinion of the Director, the Director shall issue a notice in writing to the Licensee, at his last know address, to have the structure repaired to a state acceptable to the Director. If the repairs to the Monument(s) are not done to the satisfaction of the Director by the date established by the Director, the said owner or his agent shall be requested to remove the Monument(s) from the Cemetery.

- ii. the Town will not be responsible for any damage which may be caused in any way whatsoever to any improvement or Monument(s) design placed in the Cemetery.

#### 154. Maintenance

- a) To ensure neatness and preserve the beauty of the Cemetery the Director shall have supervision of:
  - i. wreaths, flowers, other removable memento's and objects placed upon graves and any stand, holder or receptacle for these items;
  - ii. any trees, shrubs, plants, grass or any other article or growing thing situated on any part of the Cemetery;

and should in the opinion of the Director it be necessary or desirable to remove same from the Cemetery the Director shall be authorized to remove any item. If the article removed is the property of an individual known to the Director and the Director considers the removed article to have any value, the Director shall send notification to the Licensee to call forthwith and remove said item. Should the owner of the item not call at Public Services Department during working hours and request the removed item within 15 Working Days the Director may dispose of the item as he deems appropriate.
- b) No shrubs, trees or flowers may be planted in any part of the Cemetery other than those planted under the authorization of the Director.

#### 165. Columbarium Niche Memorialization

- a) Engraving directly on the granite face plate of the niche is the only method to be used for memorialization.
- b) No plaques, vases or similar material may be attached to the columbarium in any manner.
- c) Niches can-not be sold back to the Town of Redcliff once the engraving has commenced.
- d) Engraving shall be completed by a qualified contractor in the font size and style consistent to all columbarium niches and as approved by the Public Services Director.
- e) Personalized messages engraved on niches must be in good taste and not considered offensive.
- f) Costs for engraving and any future maintenance to the niche face plate are the sole responsibility of the licensee of the niche plot.
- g) Only one granite face plate is available for each niche. Additional granite face plates are not available for future engraving changes.

#### **FIELD OF HONOUR**

- 176. From the date of the enactment of this Bylaw a spouse of a veteran may be buried in the Field of Honour conditional to:

- a) The veteran's spouse shall be interred in the same Plot as the Veteran. The Veteran is the one full interment (or cremated remains) allowed. They can be accompanied by one cremated remains – those of the spouse.
- b) If the spouse of a veteran is buried in the cemetery, and at some time thereafter the veteran decides not to be buried in this cemetery, the veteran or the veteran's estate will be responsible for and bear the expense of removing the cremated remains of the spouse from the cemetery prior to the date determined by the Town of Redcliff. Should the spouse be interred prior to the veteran, the veteran will be required to sign a prepared form acknowledging their acceptance of the terms in Section 6.4 16.

187. All Monuments to be located in the Field of Honour will be as per regulations established under Section 13 of this Bylaw.

198. There shall be no charge for Plots in the Field of Honour section of the Redcliff Cemetery or for use of the tent, if requested, when weather is favourable, however the charges for Opening and Closing, Saturday Burial, Holiday Burial or After Hour Burial are still applicable and shall be at the rates established in the Town of Redcliff Fees Rates and Charges Bylaw.

### **MEMORIAL BENCHES**

2049. Provision of Benches

- a) Memorial benches may be installed in both the Town and the Cemetery to commemorate the loss of a friend or family member.
- b) The quantity and location of bench sites will be determined by the appropriate Director. The Cemetery and shall be identified as per "Appendix D", asee attached.
- c) Lions Park bench sites will require review and approval by the President of the Redcliff Lions Club and the appropriate Director.

219. Application and costs

- a) Persons requesting to have a memorial bench installed at the Cemetery shall make application to the appropriate Director on "Appendix E" Memorial Bench Program Application Form.
- b) All costs associated with the purchase and installation of the bench shall be the responsibility of the applicant. Payment in full will be required at time of application.

224. Bench Construction, Installation, and Maintenance

- a) The type, size, and construction of the bench shall be specified and/or approved by the appropriate Director
- b) Arrangement for purchase and installation of the benches will be the responsibility of the Town of Redcliff, unless otherwise discussed and agreed to by the appropriate Director.
- c) The Town of Redcliff will maintain assume perpetual maintenance costs for the bench for a period of ten (10) years. After expiry of ten years, the town has the discretion to remove the bench.
- e)d) An additional maintenance period can be purchased at the discretion of the Director

and current Cemetery fees, rates, and charges.

### **VIOLATION AND SEVERABILITY**

**232.** The cemetery is protected under the Cemeteries Act R.S.A. 2000 ed 2017. When any person contravenes a provision of the act, the following applies

A Person who:

- a. wilfully destroys, mutilates, defaces, injures or removes a tomb, monument, gravestone or other structure placed in a cemetery, or a fence, railing or other work for protection or ornament of a cemetery or of a tomb, monument, gravestone or other structure or a cemetery lot within a cemetery,
- b. wilfully destroys, cuts, breaks or injures any tree, shrub or plant in a cemetery,
- c. discharges firearms in a cemetery, except at a military funeral,
- d. wilfully and unlawfully disturbs person assembled for the purpose of burying body remains or cremated remains in a cemetery, or
- e. commits a nuisance in a cemetery

When the act is contravened and a person is guilty of an offence, and is he or she is liable to a fine of not less than Five Hundred Dollars (\$500.00) and not more than One Hundred Thousand Dollars (\$100,000.00) and in default judgement may be obtained by the Town.

**243.** Should any clause of this Bylaw be found to be unlawful or illegal it shall be deemed removed and the remainder of the Bylaw shall remain in effect.

**254.** Should penalties be considered as provided for in this Bylaw, consideration should be given to enforcement under the Cemeteries R.S.A. 2000 ed 2017 Act.

### **EFFECTIVE DATE**

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

### **REPEAL OF BYLAWS**

**276.** Bylaw No. ~~1674/2010~~ 1754/2013 is hereby repealed.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

PASSED and SIGNED this the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
MAYOR (C.E.O.)

---

MANAGER OF LEGISLATIVE AND LAND  
SERVICES

## APPENDIX "A"

TOWN OF REDCLIFF BYLAW NO. ~~1754/2013~~-1883/2019 (CEMETERY BYLAW)**APPLICATION FOR PURCHASE OF PLOT****DATE:** \_\_\_\_\_**PURCHASERS  
NAME:** \_\_\_\_\_**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_**PHONE:** (    ) \_\_\_\_\_**NEXT OF KIN:** \_\_\_\_\_**LICENCEE:** \_\_\_\_\_  
(Shall be the purchaser unless otherwise assigned)**ADDRESS:** \_\_\_\_\_**PHONE:** (    ) \_\_\_\_\_**SIGNATURE:** \_\_\_\_\_

## Town of Redcliff Office Use Only

Block: \_\_\_\_\_

Lot: \_\_\_\_\_

Plot: \_\_\_\_\_

Plot Cost: \_\_\_\_\_

Receipt No. \_\_\_\_\_

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

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



APPENDIX "B"  
TOWN OF REDCLIFF BYLAW NO. 1883/20191754/2013 (CEMETERY BYLAW)  
Section 9 (b)

**APPLICATION FOR INTERMENT**

DATE: \_\_\_\_\_

NAME OF DECEASED: \_\_\_\_\_

AGE OF DECEASED: \_\_\_\_\_ DATE OF DEATH: \_\_\_\_\_

FUNERAL DIRECTOR: \_\_\_\_\_

DATE & TIME OF FUNERAL: \_\_\_\_\_

INTERMENT LOCATION: Block \_\_\_\_\_ Lot \_\_\_\_\_ Plot \_\_\_\_\_

CASKET OR CREMATION: \_\_\_\_\_ GRAVE LINER OR VAULT: \_\_\_\_\_

PURCHASER NAME(s): \_\_\_\_\_

ORGANIZATION (if any): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**Town of Redcliff Office Use Only**

INVOICE: Yes ☐ No ☐

(if yes - billing address) \_\_\_\_\_

OPENING/CLOSING COSTS: \$

PLOT COST: \$

OTHER CHARGES: \$

RECEIPT #

COMMENTS: \_\_\_\_\_

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

APPENDIX "C"  
TOWN OF REDCLIFF BYLAW NO. 1883/2019-1754/2013 (CEMETERY BYLAW)  
Section 8 (d)

**AUTHORIZATION TO CONVEY BURIAL RIGHTS**

I, \_\_\_\_\_ being the licensee of Plot \_\_\_\_\_, Lot \_\_\_\_\_, Block \_\_\_\_\_  
(print name)

do hereby authorize the interment in said Plot \_\_\_\_\_, Lot \_\_\_\_\_, Block \_\_\_\_\_,  
the body or remains of \_\_\_\_\_.  
(name of body to be interred)

Dated at Redcliff in the Province of Alberta \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SIGNED by the above named in )  
presence of: )

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Signature of licensee

\*\*\*\*\*

CANADA )  
PROVINCE OF ALBERTA )  
TO WIT: )

I, \_\_\_\_\_  
of the \_\_\_\_\_ of \_\_\_\_\_  
in the Province of Alberta,

make oath and say:

1. THAT I was personally present and did see \_\_\_\_\_ named in the within Instrument who is personally known to me to be the person named therein, duly sign and execute the same for the purpose named therein;
2. THAT the same was executed at the Town of Redcliff in the Province of Alberta, and that I am the subscribing witness thereto;
3. THAT I know the said \_\_\_\_\_ and he is in my belief of the full age of eighteen years.

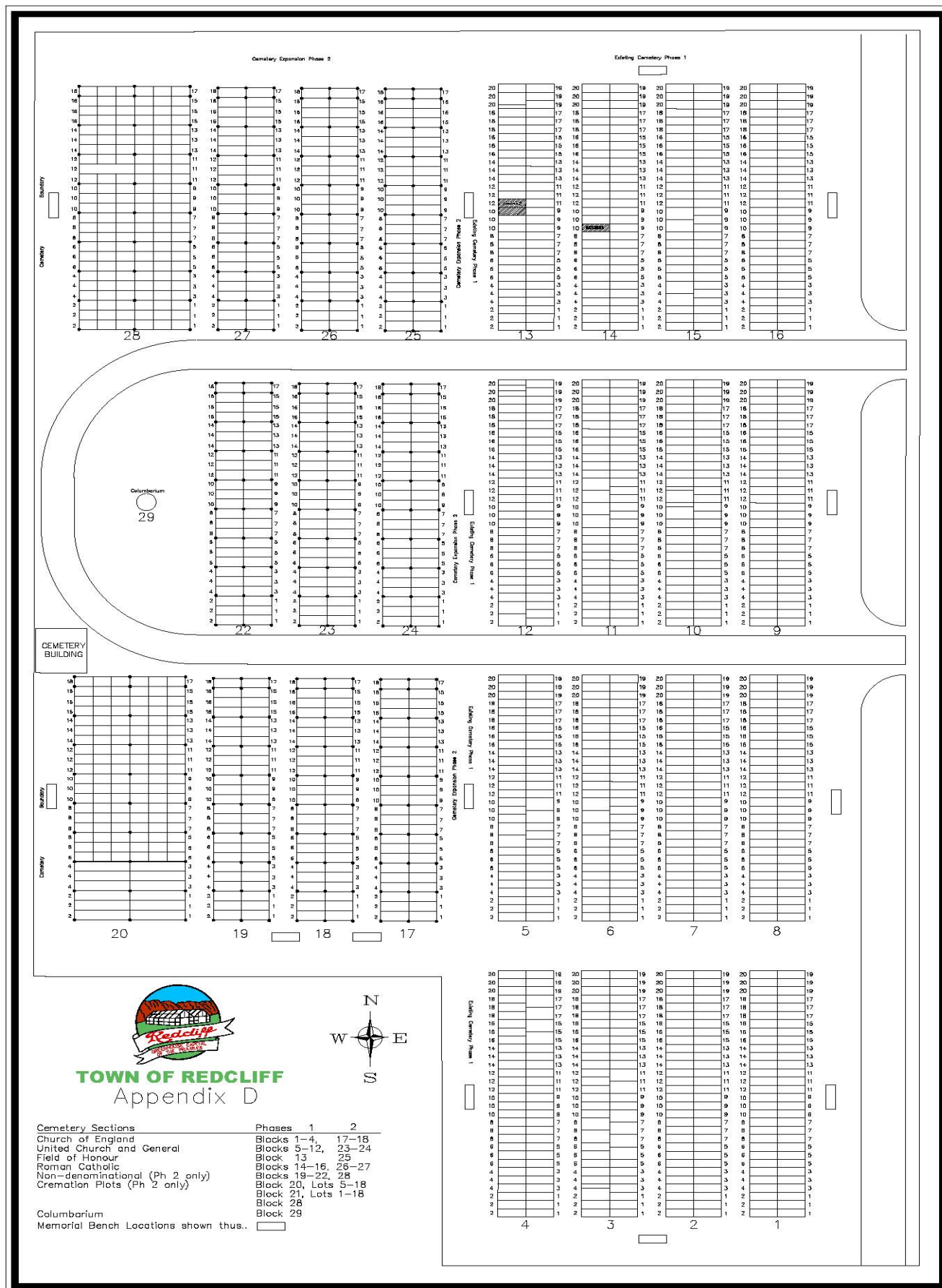
SWORN before me at the Town )  
of Redcliff in the Province of Alberta )  
this \_\_\_\_\_ day of \_\_\_\_\_ A.D., \_\_\_\_\_. )

\_\_\_\_\_  
(witness to sign)

\_\_\_\_\_  
A COMMISSIONER FOR OATHS IN AND FOR THE  
PROVINCE OF ALBERTA -

My commission expires

**APPENDIX "D"**  
**TOWN OF REDCLIFF BYLAW NO. 1883/20191754/2013 (CEMETERY BYLAW)**



APPENDIX "E"  
TOWN OF REDCLIFF BYLAW NO. 1883/20191754/2013 (CEMETERY BYLAW)

**MEMORIAL BENCH PROGRAM APPLICATION**

**DATE:** \_\_\_\_\_

**PURCHASERS NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PHONE:** \_\_\_\_\_

**COMMEMORATION FOR:** \_\_\_\_\_

**PLAQUE INSCRIPTION:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**COST:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPENDIX "F"  
TOWN OF REDCLIFF BYLAW NO. ~~1883/20191754/2013~~ (CEMETERY BYLAW)  
Section 15

**FIELD OF HONOR  
ACKNOWLEDGEMENT OF INTERMENT / BURIAL RIGHTS**

As Licensee of Block \_\_\_\_\_, Lot \_\_\_\_\_, Plot \_\_\_\_\_ in the Field of Honour of the Redcliff Cemetery, I acknowledge that I have received, read and understand the terms in Section 16 of the Town of Redcliff Cemetery Bylaw No. ~~1883/20191754/2013~~. Further that I accept the terms in Section 16 of the Town of Redcliff Cemetery Bylaw No. ~~1883/20191754/2013~~ in respect to interment and burial privileges of the Veteran and/or spouse.

Dated at Redcliff in the Province of Alberta \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SIGNED by the above named in )  
presence of: )

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Signature of licensee

\*\*\*\*\*

CANADA )  
PROVINCE OF ALBERTA )  
TO WIT: )

I, \_\_\_\_\_  
of the \_\_\_\_\_ of \_\_\_\_\_  
in the Province of Alberta, make oath and say:

1. THAT I was personally present and did see \_\_\_\_\_ named in the within Instrument who is personally known to me to be the person named therein, duly sign and execute the same for the purpose named therein;
2. THAT the same was executed at the Town of Redcliff in the Province of Alberta, and that I am the subscribing witness thereto;
3. THAT I know the said \_\_\_\_\_ and he is in my belief of the full age of eighteen years.

SWORN before me at the Town )  
of Redcliff in the Province of Alberta )  
this \_\_\_\_ day of \_\_\_\_\_ A.D., \_\_\_\_\_. )

\_\_\_\_\_  
(witness to sign)

\_\_\_\_\_  
A COMMISSIONER FOR OATHS IN AND FOR THE  
PROVINCE OF ALBERTA -

My commission expires

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** February 25, 2019

**PROPOSED BY:** Legislative & Land Services

**TOPIC:** Encroachment Permit Application – Lot 79, Block 1, Plan 0213235 (24 Riverview Dr. SE)

**PROPOSAL:** To enter into an Encroachment Agreement with Debbie Keohane

---

**BACKGROUND:**

An Encroachment Permit Application has been received from Bolton Bishop Bowman acting on behalf of Debbie Keohane one of the owners of 24 Riverview Drive SE (Lot 79, Block 1, Plan 0213235). The Real Property Report provided indicates that a concrete curb encroaches into the street 2.78 m as shown on the attached Real Property Report.

The Encroachment Permit Bylaw (Bylaw 1751/2013) states that where the encroaching structure encroaches more than .31 meters onto Town of Redcliff property the request for an encroachment permit shall be forwarded to Council for consideration.

The Public Services Department and Planning and Engineering Department have been asked to provide their comments:

Public Services Department: No concerns.

Planning & Engineering Department: No concerns.

**ATTACHMENTS:**

- Encroachment Permit Application
- Bylaw 1751/2013

**OPTIONS:**

1. To enter into an encroachment agreement with Debbie Keohane of 24 Riverview Drive SE (Lot 79, Block 1, Plan 0213235).
2. To not enter into an encroachment agreement with Debbie Keohane of 24 Riverview Drive SE (Lot 79, Block 1, Plan 0213235).

**RECOMMENDATION:**

Option 1.

**SUGGESTED MOTION:**

1. Councillor \_\_\_\_\_ moved that the Municipal Manager be authorized to sign an encroachment agreement with Debbie Keohane of 24 Riverview Drive SE (Lot 79, Block 1, Plan 0213235).

SUBMITTED BY: \_\_\_\_\_



Department Head



Municipal Manager

SCHEDULE "A"

TOWN OF REDCLIFF  
ENCROACHMENT PERMIT

I Debbie Keohane, one of the owners ~~owner~~ of the property legally described as Lot(s) 79, Block 1, Plan 0213235, hereby make application for an Encroachment Permit in accordance with the right of the Town of Redcliff to issue such a permit.

I submit the information as part of this permit that the existing building(s) or structure(s) intended to be wholly situated upon the lands located at 24 Riverview Drive SE, Redcliff, AB legally described as: Lot(s) 79, Block 1, Plan 0213235, ~~do, in-~~  
~~fact, encroach upon a portion~~ the concrete curb does, in fact, encroach upon a portion of: the Town of Redcliff's street as shown on the Survey Certificate attached hereto and forming part of the Permit.

The Town of Redcliff is empowered under the Land Titles Act to grant a permit with any conditions and terms that the Town may specify, to the owner of a building or structure that encroaches on a road, street, lane or other public place permitting the building or structure to remain thereon.

The Town of Redcliff grants this Encroachment Permit under the terms and conditions as follows:

- i) I will provide a Real Property Report (copy to be attached to this document) at no cost to Town of Redcliff, and prepared by a Registered Alberta Land Surveyor;
- ii) I will indemnify the Town of Redcliff from any damage or liability associated with the encroaching structure;
- iii) I will indemnify the Town of Redcliff for any damages that may occur to the encroaching structure resulting from the need to maintain or construct in the area of the encroachment;
- iv) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should in the opinion of the Town of Redcliff such structure has become



dilapidated or damaged;

- v) I will agree to removal of the encroaching structure, at no cost to the Town of Redcliff, should the Town of Redcliff need access to the encroached upon area in the event of utility maintenance, new utility construction, roadway maintenance or new roadway construction.
- vi) I am aware no application for development permits on this property can, by legislation, be approved by a development authority as long as any development on this property does not conform to the current Land Use Bylaw of the Town of Redcliff.
- vii) I agree that the encroaching structure shall not be added to, rebuilt or structurally altered except:
  - a. as may be necessary to remove the encroachment; or
  - b. as may be necessary for the routine maintenance of the encroachment.
- viii) I acknowledge this permit may be terminated by Town of Redcliff upon 30 days notice issued to me at the address indicated on the taxation records of the Town of Redcliff.



APPLICANT

Approved on behalf of Town of Redcliff this the \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_.

\_\_\_\_\_  
MUNICIPAL MANAGER



# MUNRO GLOBAL SURVEYS

#1 - 1364 Southview Drive S.E. Medicine Hat, Alberta T1B 4E7

Ph: 403.526.6300 Fax: 403.526.1540

E-mail: George.Munro@TheGlobalGroup.ca

## ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

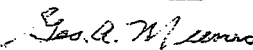
### DESCRIPTION OF PROPERTY

LOT 79, BLOCK 1, PLAN 021 3235  
24 Riverview Drive S.E., Redcliff, Alberta

I, George A. Munro, Alberta Land Surveyor do hereby certify that this Report and related survey, was prepared and performed under my personal supervision and in accordance with the Manual Of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly, within those standards as of the date of this Report, I am of the opinion that:


1. The Plan illustrates the boundaries of the Property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and rights-of-way affecting the extent of the title to the property;
2. The improvements are entirely within the boundaries of the property unless otherwise noted;
3. No visible encroachments exist on the Property from any improvement situated on an adjacent property, and;
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of the property.
5. Title information is based on a title search dated March 23rd A.D. 2012 C. of T. No. 091 172 366.
6. Date of Survey April 9th, 2012
7. Unless otherwise specified the dimensions shown relate to distances from Property boundaries to the exterior finish at time of survey.
8. Distances are in metres and decimals thereof.
9. This document is not valid unless it bears an original signature (in blue ink) and a red Munro Global Surveys permit stamp.
10. Purpose: This Report has been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of a real estate transaction. Copying is permitted only for the benefit of these parties. Where applicable, registered easements and utility rights of way affecting the extent of the property have been shown on the plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.
11. *Property is subject to Caveat Reg. No.'s 021 341 678 and 021 433 526.*
12. *Concrete Curb encroaches into Town of Redcliff Street as shown*
13. *Percent of Coverage = 30.2% (Residence, Deck)*


Dated this 11th day of April A.D. 2012.


  
George A. Munro, A.L.S.


### LEGEND


ABBREVIATIONS AND SYMBOLS THAT MAY APPEAR ON THIS PLAN.



Drill Hole found shown thus ... 


Iron Bar found shown thus ... 


Statutory Iron Post found shown thus ... 


Delta (Central) angle of arc shown thus ... 


Eave Fascia are shown thus ... 

Fences are shown thus ...  x 

Line not to scale shown thus ... 

Utility Rights-Of-Way are shown thus ... 

Building foundation shown thus ... 

Property line shown thus ... 

A denotes length of arc  
A.G. denotes Above Ground  
Blk. denotes Block  
Cant. denotes cantilever  
Conc. denotes concrete  
C.S. denotes Counter Sunk  
E. denotes east  
Fd. denotes found  
G.L. denotes ground level  
m denotes metres  
Mk. denotes mark  
M.A. denotes Maintenance Access  
Mks. denotes marks

N. denotes north  
O.D. denotes Overland Drainage  
R denotes radius of arc  
Re-est. denotes Re-established  
Reg. No. denotes registration number  
Ret. Wall denotes retaining wall  
R.W. denotes Right-Of-Way  
S. denotes south  
U. denotes Utility  
W. denotes west  
Fences are within 0.10m of property line unless otherwise noted  
Eave dimensioned to Fascia



Page 1 of 2

CLIENT: Murray McCartney Prof. Corp.

FILE NO.

Drawn by: B. Nortie

SCALE AS SHOWN

M.G.S. FILE NO. 12M040007

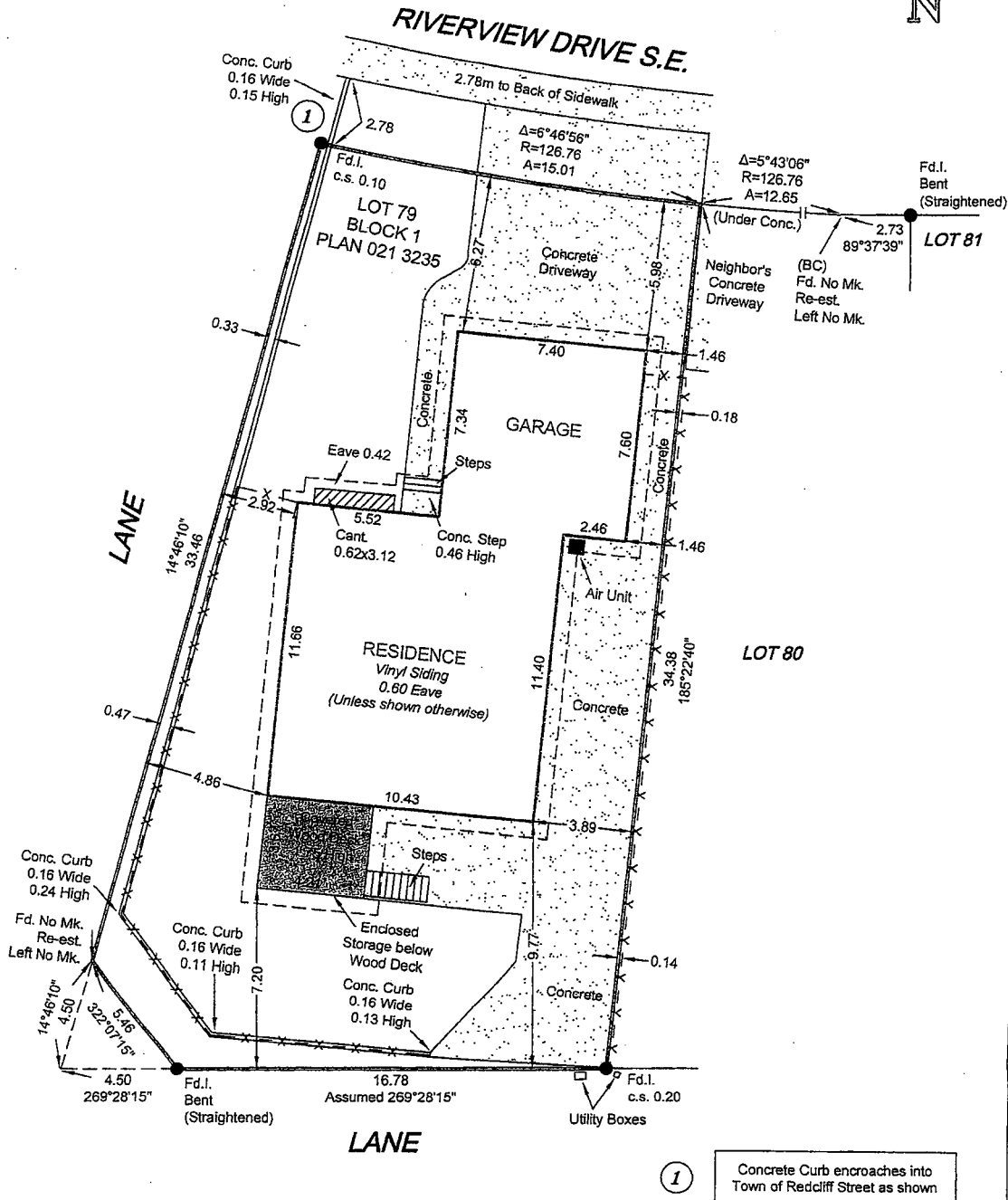
# DESCRIPTION OF PROPERTY

LOT 79, BLOCK 1, PLAN 021 3235  
24 Riverview Drive S.E., Redcliff, Alberta



## MUNRO GLOBAL SURVEYS

#1 - 1364 Southview Drive S.E. Medicine Hat, Alberta T1B 4E7  
Ph: 403.526.6300 Fax: 403.526.1540  
E-mail: George.Munro@TheGlobalGroup.ca



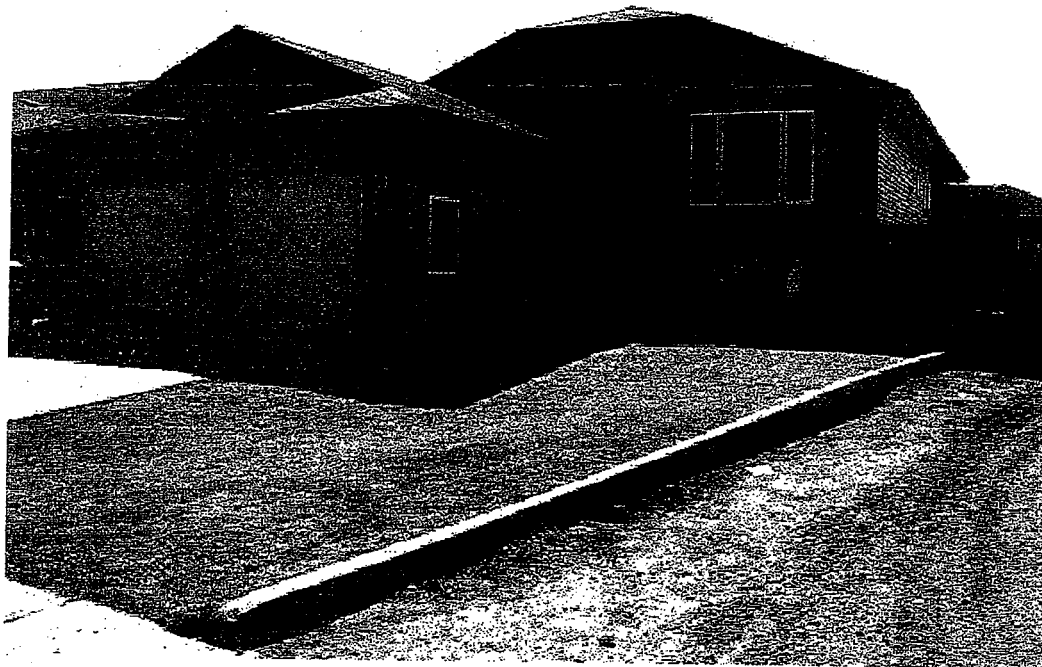
Notes:  
Siding overhangs the Foundation by 0.04m.  
Legend shown on Page 1.  
This Real Property Report is ineffective if it is detached from page 1.

© Copyright Munro Global Surveys 2012.

Page 2 of 2

FILE NO.	Drawn by: B. Norlie
SCALE 1:200	M.G.S. FILE NO. 12M040007

# ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT



## DESCRIPTION OF PROPERTY

Lot 79

Block 1

Plan 021 3235



## MUNRO GLOBAL SURVEYS

#1 - 1364 Southview Drive S.E. Medicine Hat, Alberta T1B 4E7

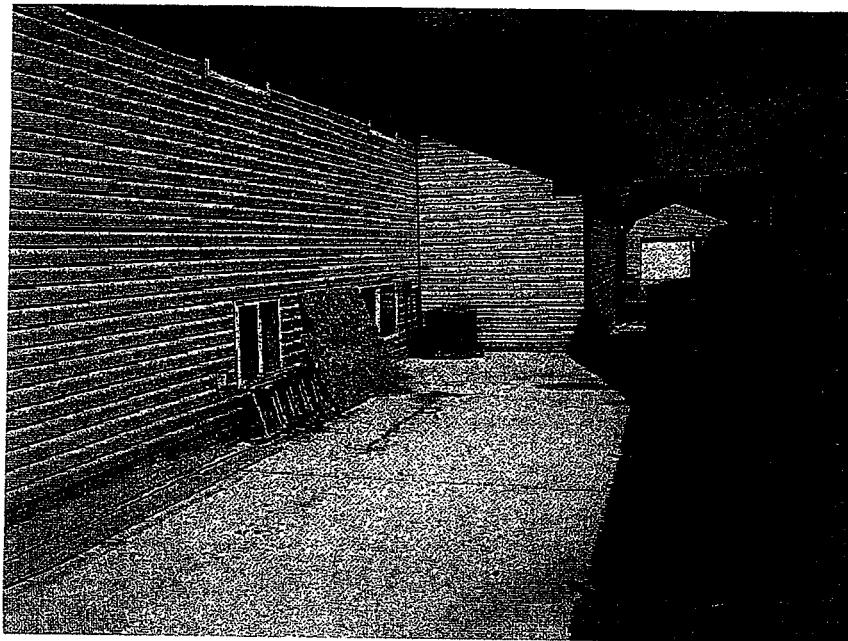
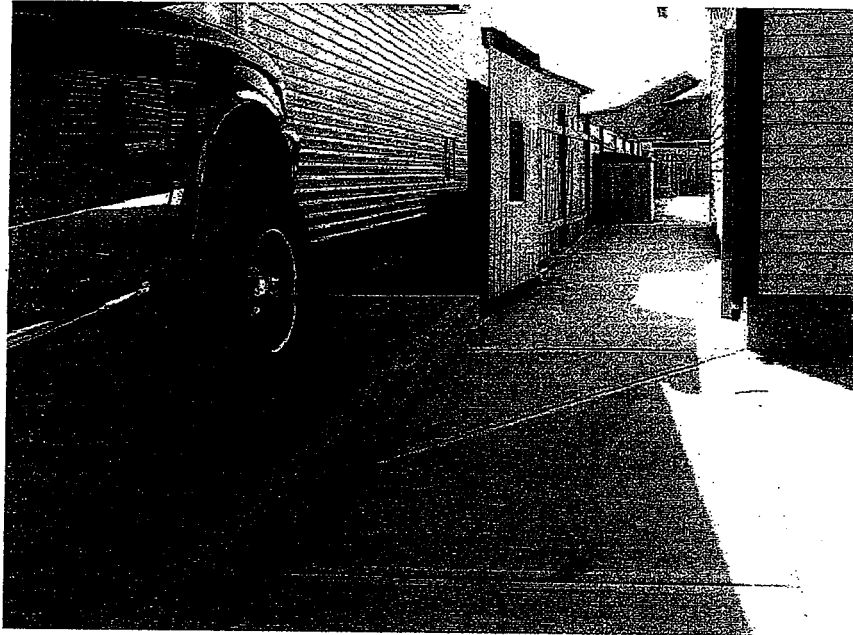
Ph: 403.526.6300 Fax: 403.526.1540

E-mail: George.Munro@TheGlobalGroup.ca

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# ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

C



## MUNRO GLOBAL SURVEYS

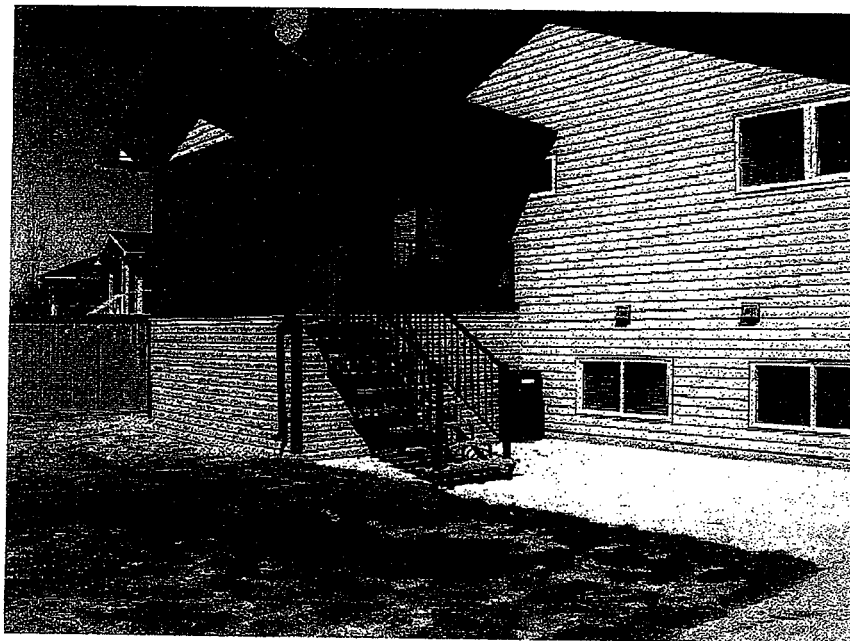
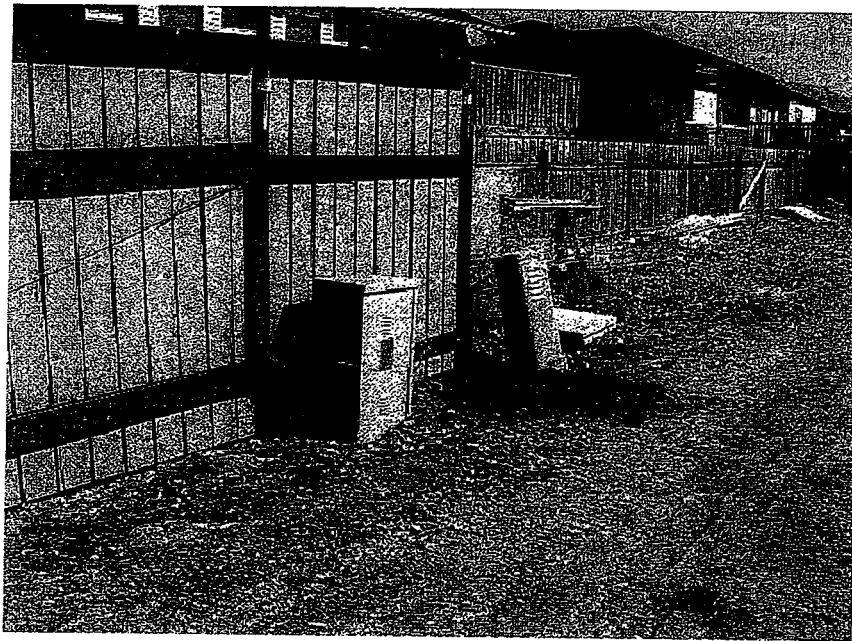
#1 - 1364 Southview Drive S.E. Medicine Hat, Alberta T1B 4E7

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# ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT



**MUNRO GLOBAL SURVEYS**

#1 - 1364 Southview Drive S.E. Medicine Hat, Alberta T1B 4E7

Ph: 403.526.6300 Fax: 403.526.1540

E-mail: [George.Munro@TheGlobalGroup.ca](mailto:George.Munro@TheGlobalGroup.ca)

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**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** February 25<sup>th</sup>, 2019

**PROPOSED BY:** Community and Protective Services Department

**TOPIC:** Re-allocate Capital Project Funds – Budget Amendment

**PROPOSAL:** To review and approve the proposed re-allocation of Capital Project funds

---

**BACKGROUND:**

Through our 2019 Capital budget deliberations one of the MYCIP projects, a Red-Light Camera purchase & installation project on the TransCanada Hi-way (#1) was approved. The cost assigned to this project was \$140,000, funding was allocated from Road Maintenance Reserves.

Further discussions with Alberta Transportation have revealed that they will not approve red-light camera technology to be attached to their street light traffic controllers. Historically street light traffic controllers located on a Provincial highway right-of-way were under the jurisdiction of the municipality they resided in. This is how some early adopters of red-light camera technology were able to and are still able to be connected to those controllers. Alberta Transportation has since incorporated all street-light traffic controllers on Provincial highway rights-of-ways to fall under their jurisdiction.

While there is other technology available that could be used that don't require connecting to a traffic controller box, the Provincial guidelines mandate that a person must accompany such devices. Community & Protective Services does not have the personnel to accommodate such scenarios.

After the initial capital budget request/approval process was completed in 2018 a meeting was scheduled with the Redcliff Lions Club. The intention was to follow up on the files and vendor quotations that were available with respect to the Lions Club Splash Park project to get more familiar with the intentions, requirements, needs & wants of the project. Upon conclusion of my vendor discussions and Lions Club information gathering it has become clear that the original capital budget request of \$100,000 to complete the project in 2019 will not be sufficient. The updated estimated cost to complete the scope of the Redcliff Lions Splash Park project is approximately \$300,000. With the assistance of the Redcliff Lions Club, a grant has also been applied for in an effort to assist with the project.

**POLICY/LEGISLATION:**

N/A

**STRATEGIC PRIORITIES:**

Supporting Facility assets is identified under Goal #1 Infrastructure, of the Municipality's Strategic Plan. It is an important practice to maintain our recreational infrastructure to be able to appropriately serve our community.

**ATTACHMENTS:**

- 2019 Capital Projects Spreadsheet
- Splash Park Conceptual Rendering

**OPTIONS:**

1. Approve the re-allocation of \$140,000 of Road Maintenance funds away from the Red-Light Camera project back into the Road Maintenance Reserves and utilize \$140,000 from the Purchasing Reserve funds for the Redcliff Lions Splash Park project as presented.
2. Suggest changes to the re-allocation of \$140,000 of Road Maintenance funds, for review at a future Council meeting.

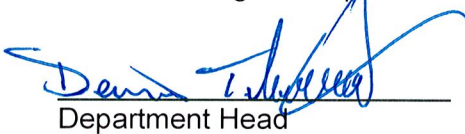
**RECOMMENDATION:**

Option #1

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved the Red Light Camera Project be removed from the 2019 Capital Budget. Further that the \$140,000 budgeted be reallocated to the Redcliff Lions Splash Park Project with the funding source being amended to the Purchasing Reserve.
2. Councillor \_\_\_\_\_ moved the Red Light Camera Project be removed from the 2019 Capital Budget. Further that Administration further review options for reallocation of the budgeted \$140,000 and bring back options to Council for consideration.

SUBMITTED BY:

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

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



26-Nov-18			2019 PROJECTS AND SOURCES OF FUNDING									2019 SOURCE OF GRANTS FUNDING DETAILS					TOTAL GRANTS FUNDING
Department	Proj. ID	MYCIP Rank	Project	GL CODE	Project Cost	Local Impr/Debt/ Offsite Levy	Reserves	Grants	Total Funding	Debt/Reserve Type	Grants	MSI	MSI Priority Ranking	MSI 2019 Estimate	Federal Gas Tax	Other Grants	
												\$866,520 (2018 MSI Estimated Ending Balance) Plus Estimated Int \$3,480		As per 2018 Actual Allocation: \$1,727,481	As per 2018 Actual Allocation: \$308,863	Contingent	
												870,000.00		1,727,481.00	308,863.00		2,906,344.00
Administration																	
Projects Brought Forward by the Public or Committees																	
Water	W19	32	Water Treatment Plant Generator Exhaust Reconfiguration		5,000.00		5,000.00		5,000.00	Water System, 100%							
					5,000.00		5,000.00		5,000.00								
Infrastructure Engineering Services																	
Road/Storm	A7	23	Broadfoot Place and Stone Place Deep Utilities & Road Rehabilitation		165,000.00			165,000.00	165,000.00	Land Development, 100%	MSI, 100%	165,000.00	6				165,000.00
Land	L15	33	Welland Assessment - Northside and Eastside		50,000.00		50,000.00		50,000.00								
Road	A3	43	Main Street between Sangster Crescent and Redcliff Way (2020 construction estimated total project cost \$1,900,000)		90,000.00			90,000.00	90,000.00		MSI, 100%		10	90,000.00			90,000.00
Road	A5	100	IF Cox School Utility and Road Improvements (Design Engineering & 4th Street Underground)		750,000.00			750,000.00	750,000.00		MSI, 59%, FGT, 41%		3	441,137.00	308,863.00		750,000.00
					1,055,000.00		50,000.00	1,005,000.00	1,055,000.00			165,000.00		531,137.00	308,863.00		1,005,000.00
Community & Protective Services																	
Community Services																	
Facility	B30	10	Rectangle Parking Lot Rehabilitation		330,000.00			330,000.00	330,000.00		MSI 100%	330,000.00	4				330,000.00
Park	P2	171	Skateboard Park		214,245.00		2,945.00	211,300.00	214,245.00	Purchasing Reserve), 1.38%	MSI 98.62%		8	211,300.00			211,300.00
Total					544,245.00		2,945.00	541,300.00	544,245.00			330,000.00		211,300.00			541,300.00
Protective Services																	
	S25&B31&B32	4	Backup Generators (Lift Stations, RCMP, Town Hall)		150,000.00			150,000.00	150,000.00		MSI, 100%		9	150,000.00			150,000.00
	E1	37	Red Light Camera on Trans Canada Highway		140,000.00		140,000.00		140,000.00	Road Mtce, 100%							
Total					290,000.00		140,000.00	150,000.00	290,000.00					150,000.00			150,000.00
Public Works Services																	
Road	R3	16	New Equipment Trailer (Public Services)		15,000.00		15,000.00		15,000.00	Purchasing, 100%							
Water/Sanitary	E2	8	New Trench Box (Public Services)		40,000.00		40,000.00		40,000.00	Purchasing, 100%							
Road	E3	3	New Road Sander		125,000.00			125,000.00	125,000.00		MSI, 100%	125,000.00	1				125,000.00
Road	R1	5	New Tandem Gravel Truck with Plow		250,000.00			250,000.00	250,000.00		MSI, 100%	250,000.00	2				250,000.00
Water	W21	1	Water Treatment Plant Ponds Dredging		80,000.00		80,000.00		80,000.00	Water System, 100%							
Water	W20	2	Water Valve Replacement Program		100,000.00			100,000.00	100,000.00		MSI, 100%		11	100,000.00			100,000.00
Sanitary	S24	7	CCTV Inspection Program		120,000.00			120,000.00	120,000.00		MSI, 100%		5	120,000.00			120,000.00
Sanitary	S21	13	Annual Inflow and Infiltration Remediation Program		100,000.00		100,000.00		100,000.00	Sanitary, 100%							
Road	R4	11	New Half Ton Pickup (Public Services)		42,000.00		42,000.00		42,000.00	Purchasing, 100%							
Building	B25	12	Equipment Storage & Salt Storage Building		300,000.00			300,000.00	300,000.00		MSI, 100%		13	300,000.00			300,000.00
Building	B28	28	Public Services Building - Roof Replacement		225,000.00			225,000.00	225,000.00		MSI, 100%		12	225,000.00			225,000.00
Sub Total					1,397,000.00		277,000.00	1,120,000.00	1,397,000.00			375,000.00		745,000.00			1,120,000.00
Total					3,291,245.00		474,945.00	2,816,300.00	3,291,245.00			870,000.00		1,637,437.00	308,863.00		2,816,300.00
										Remaining Grants		0.00		90,044.00	0.00	0.00	90,044.00

PREVIOUS YEAR CARRY-OVER PROJECTS																
2018 Carryover Projects																
Administration																
			Document Management	8-12-00-630-196	70,000.00		70,000.00		70,000.00	Purchasing, 100%						
			Asset Management	8-12-00-630-197	70,000.00		70,000.00		70,000.00	Purchasing, 100%						
Total					140,000.00		140,000.00		140,000.00							
Infrastructure Engineering Services																
Sanitary	OS-S2	1	Upgrades to South Trunk east of Eastside Phase I	8-42-00-610-198	476,814.00		167,951.00	308,863.00	476,814.00	Sanitary,35%	FGT, 65%				308,863.00	308,863.00
Sanitary	S23	7	East Side Surge Tanks	8-42-00-610-199	650,000.00			650,000.00	650,000.00		MSI, 100%	650,000.00				650,000.00
Sanitary	S22	21	5th Ave and 2nd Street (should be Jesmond) Lift Station	8-42-00-610-200	362,250.00			362,250.00	362,250.00		MSI, 100%	362,250.00				362,250.00
Sanitary	S21	6	Annual Inflow and Infiltration Remediation Program	8-42-00-610-201	200,000.00		200,000.00		200,000.00	Purchasing, 100%						
					1,689,064.00		367,951.00	1,321,113.00	1,689,064.00			1,012,250.00			308,863.00	1,321,113.00
Community & Protective Services																
Community Services																
Events	B23	56	Portable Washroom / Bouncy Castle / Outdoor Movie Screen / lighting	8-72-00-630-202	43,500.00		21,750.00	21,750.00	43,500.00	Purchasing, 50%	Committee Partnership,				21,750.00	21,750.00
Facilities	B19 & B20	4&18	Aquatic Centre Rehab - Phase 1 & 2	8-72-00-620-206	149,800.00			149,800.00	149,800.00		Accessibility, Rubber Grant,	67,000.00			82,800.00	149,800.00
Facilities	B22	27	Library Rehab Phase I & II	8-72-00-620-207	130,000.00		65,000.00	65,000.00	130,000.00	Purchasing, 50%	Contingent on CFEP, 50%				65,000.00	65,000.00
Total					323,300.00		86,750.00	236,550.00	323,300.00			67,000.00			169,550.00	236,550.00
Total					2,152,364.00		594,701.00	1,557,663.00	2,152,364.00			1,079,250.00			308,863.00	1,557,663.00
2017 Carryover Projects																
Infrastructure Engineering Services																
Water	W18	16	River Valley Potable Water Distribution		350,000.00	250,000.00	100,000.00		350,000.00	Local Impr 70%; Water Systems, 30%						
Storm	D45	36	702 Main Street Drainage Improvements (Rolled into Main Street Project)		50,000.00		50,000.00		50,000.00	Storm System, 100%						
Storm	D40	11	Outfall 5FFAB Coulee Restoration (golf course)		2,571,520.00		257,152.00	2,314,368.00	2,571,520.00	Purchasing, 10%	CFEP/Golf Course				2,314,368.00	2,314,368.00
Sanitary	S21	6	Annual Inflow and Infiltration Remediation Program		200,000.00			200,000.00	200,000.00		FGT, 100%				200,000.00	200,000.00
Road	T23	39	4 St NW (000, 100 & 200blk) Final Lift (2004) (Delayed until utility work complete)		296,000.00			296,000.00	296,000.00		MSI, 100%	296,000.00				296,000.00
Road	T22	38	3 St NW (000, 100, 200 & 300blk) Final Lift (2005) (Delayed until utility work complete)		339,000.00		75,000.00	264,000.00	339,000.00	Purchasing, 22%	MSI, 78%	264,000.00				264,000.00
					3,806,520.00	250,000.00	482,152.00	3,074,368.00	3,806,520.00			560,000.00			200,000.00	3,074,368.00
Community & Protective Services																
Parks	P8	5	Splash Park Rehab (Joint Community Project)		100,000.00			100,000.00	100,000.00		MSI 100%		7	100,000.00		100,000.00
Facilities	B14	9	Senior's Drop in Centre Phase I		30,000.00		15,000.00	15,000.00	30,000.00		CFEP, Redcliff Seniors				15,000.00	15,000.00
Facilities	B15	12	Ball Diamond Bathroom Refurb		8,000.00			8,000.00	8,000.00		Medicine Hat Community Grants,				8,000.00	8,000.00
Facilities	B13	25	Museum Rehab Phase I		20,000.00		10,000.00	10,000.00	20,000.00	Purchasing, 50%					10,000.00	10,000.00
Total					158,000.00		25,000.00	133,000.00	158,000.00						33,000.00	133,000.00
					3,964,520.00	250,000.00	507,152.00	3,207,368.00	3,964,520.00			560,000.00			200,000.00	3,247,368.00
2016 Carryover Projects																
Project Cost										Remaing to spend						
Sanitary	S20	23	Lift Station Upgrade (3rd & 3rd St NW Lift Station & SCADA)		950,000.00											849,770.66



# Memo



**To:** Redcliff Town Council

**From:** Planning and Engineering Department

**Date:** February 25, 2019

**Re:** Municipal Development Plan Implementation Framework Policy

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Redcliff Town Council gave first reading to Bylaw 1880/2019, Municipal Development Plan (MDP), on February 11, 2019. Section 7.1 of the MDP requires the Town create a Municipal Development Plan Implementation Framework:

*Policy 1: The MDP shall be implemented through direct action arising from the policies, amendments to existing Area Structure Plans and the Land Use Bylaw, and through the preparation of new local plans, studies, budgets, projects, and initiatives as required, as outlined in the Implementation Framework Policy*

*Policy 2: The Town shall create a separate MDP Implementation Framework Policy to be:*

- *Approved by Council during adoption of the MDP; and*
- *Reviewed and updated every two years with the Progress Report*

Administration is presenting the MDP Implementation Framework Policy to Council for information and discussion. It is expected the MDP Implementation Framework Policy will be presented to Council for approval after the adoption of the MDP at the March 11, 2019 regular Council meeting.

The Implementation Framework Policy provides the Town with a detailed roadmap for how to carry out the policies of the MDP. Administration recommends the Implementation Framework as a policy rather than part of the MDP bylaw because:

- The intent of the MDP vision, goals, objectives, and policies are to be rigid – only updated when required, while the Implementation Framework actions to achieve the policies by nature need to be more flexible and adaptive;
- The intent is to regularly update the Implementation Framework to reflect completed actions, and revise actions depending on what Council decides is a best course of action to achieve MDP goals over time, and the financial and staffing resources available to Administration;
- Some MDP policies state specific actions in the Implementation Framework, while others are purposefully vague, requiring further consideration and research before determining the best course of action, to incorporate in later iterations of the MDP Implementation Framework; and

- The Implementation Framework Policy must be flexible enough for review, updating, and presentation to Council every two years along with an MDP Progress Report, per MDP Section 7.3.

The current Implementation Framework Policy notes several actions already in progress or in practice; for example, the Skatepark, Land Use Bylaw update, and Eastside Area Structure Plan update. This shows actions from the MDP are already coming to fruition to help achieve the plan's policies, goals, and objectives, leading to the 2056 vision for Redcliff.

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

**MUNICIPAL DEVELOPMENT PLAN (MDP) IMPLEMENTATION FRAMEWORK****BACKGROUND**

The Municipal Development Plan Implementation Framework is established under Section 7.1 of the Municipal Development Plan, Bylaw 1880/2019:

**Policy 1:** The MDP **shall** be implemented through direct action arising from the policies, amendments to existing Area Structure Plans and the Land Use Bylaw, and through the preparation of new local plans, studies, budgets, projects, and initiatives as required, as outlined in the Implementation Framework Policy.

**Policy 2:** The Town **shall** create a separate MDP Implementation Framework Policy to be:

- Approved by Council during adoption of the MDP; and
- Reviewed and updated every two years with the Progress Report.

**Policy 3:** The Implementation Framework **should** include the below elements:

Action	MDP Policy	Priority	Timeline	Budget	Funding Source(s)	Success Indicator(s)	Status
Specific task to complete	List of MDP policies the action item helps achieve	High Medium Low	Short Medium Long	Estimated Amount	Capital Operating Grant Private Other	What signifies the task has been completed?	Complete In Progress Ongoing Action Not Yet Started

**PURPOSE**

The MDP provides direction for future growth and development in the Town of Redcliff. Success of the MDP depends on the degree to which efforts are made to implement and integrate the plan's directions into decision-making and action. The Implementation Framework's purpose is to create a detailed guide, which can be easily updated, to carry out the MDP vision, goals, objectives, and policies, helping ensure realization of the MDP.

## POLICY

## INTERPRETATION

The table below explains and defines the headings used in the MDP Implementation Framework Policy.

<b>Priority</b>	High
	Medium
	Low
<b>Timeline</b>	Short (0 – 2 years)
	Medium (2 – 5 years)
	Long (5+ years)
<b>Department Responsible</b>	Planning & Engineering
	Community & Protective Services
	Public Services
	Legislative & Land Services
	Finance & Administration
	CAO
	Council
<b>Funding Source</b>	Capital/Operating/Grant
<b>Success Indicator/Data Source</b>	What signifies the task is complete, bringing the Town further to the 2056 vision
<b>Status</b>	Complete (policy action item is complete, no further action needed)
	In Progress (policy action item is being worked on, but not complete)
	In Practice (policy action item is being worked on, but requires continual resources as there is no deadline for completion)
	Not Yet Started

## PRESENTATION OF THE MDP IMPLEMENTATION FRAMEWORK

The Implementation Framework has been created in a spreadsheet that allows it to be sorted. For the purposes of the policy it is presented by policy number. (see attached table)

## DURATION OF POLICY

Section 7.3 of the Municipal Development Plan, Bylaw 1880/2019, requires an MDP Progress Report every 2 years.

**Policy 3: Each Progress Report shall:**

- Include an updated Implementation Framework Policy with the status chart filled in (i.e. complete, in progress);
- Discuss policy effectiveness;
- Provide a summary of Town projects, initiatives, and developments in the past two years

*which have contributed towards achieving the MDP vision and goals;*

- *Make recommendations for MDP policy amendments or Implementation Framework Policy changes as necessary; and*
- *Be posted on the Town website and available to the public.*

This Policy shall be reviewed in conjunction with the MDP Progress Report to provide a status update for the MDP and ensure any required changes and updates are made. This Policy shall therefore be reviewed in Spring 2021.

DRAFT



Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.1 Policy 1	The Town shall create building and neighbourhood design guidelines encouraging high-quality architectural design using natural and resilient building materials, creating a strong sense of place and promoting social interaction	Development Standards & Design Guidelines	Update Development Standards & Design Guidelines	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6.1.1 Policy 2	The Town shall provide bylaw enforcement with tools and resources, in light of capacity and resource restraints, to proactively enforce unsightly property regulations	Bylaw Enforcement	Review Bylaw Enforcement Policy No. 57	Review bylaw enforcement needs for handling unsightly properties	High	Short	Community & Protective Services	CAO	Operating	Compliance increase; fewer unsightly properties overall	Not Yet Started		
6.1.1 Policy 3	The Town should create inviting public spaces through initiatives such as:	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	N/A	High	Short	Community & Protective Services	Planning & Engineering	Annual Capital Budget Allocation	Committee-led projects and initiatives coming to fruition; Increased number of people using public areas due to beautification; Increased pride in the community due to ownership over beautification	Not Yet Started		
1	pop-up parks or events in vacant lots	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	Beautification Committee creates list of potential projects and decides which to implement	High	Short - Medium	Community & Protective Services	Planning & Engineering	Annual Capital Budget Allocation	Committee-led projects and initiatives coming to fruition; Increased number of people using public areas due to beautification; Increased pride in the community due to ownership over beautification	Not Yet Started		
2	treed boulevards	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	Beautification Committee creates list of potential projects and decides which to implement	High	Short - Medium	Community & Protective Services	Planning & Engineering	Annual Capital Budget Allocation	Committee-led projects and initiatives coming to fruition; Increased number of people using public areas due to beautification; Increased pride in the community due to ownership over beautification	Not Yet Started		
3	commissioned murals	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	Beautification Committee creates list of potential projects and decides which to implement	High	Short - Medium	Community & Protective Services	Planning & Engineering	Annual Capital Budget Allocation	Committee-led projects and initiatives coming to fruition; Increased number of people using public areas due to beautification; Increased pride in the community due to ownership over beautification	Not Yet Started		
6.1.1 Policy 4	The Town should beautify parking lots	Development Standards & Design Guidelines	Update Development Standards & Design Guidelines to include parking lots	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6.1.1 Policy 5	The Town should evaluate the need for public art initiatives and a public art committee	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	Beautification Committee creates list of potential projects and decides which to implement, which may lead to need for public art committee	High	Short - Medium	Community & Protective Services	Planning & Engineering	Annual Capital Budget Allocation	More public art in the community; Increased number of people using public areas due to beautification; Increased pride in the community due to ownership over beautification	Not Yet Started		
6.1.1 Policy 6	The Town should encourage property clean-up by expanding community clean-up initiatives and establishing a tool library	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	Beautification Committee creates list of potential projects and decides which to implement	High	Short - Medium	Community & Protective Services	Planning & Engineering	Annual Capital Budget Allocation	Fewer unsightly properties; Increased pride in the community due to ownership over beautification	Not Yet Started		
6.1.1 Policy 6	The Town should encourage property clean-up by expanding community clean-up initiatives and establishing a tool library	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	Partner with the library to create a tool library	High	Short - Medium	Community & Protective Services	Planning & Engineering	Annual Capital Budget Allocation	Fewer unsightly properties; Increased pride in the community due to ownership over beautification	Not Yet Started		
6.1.1 Policy 7	The Town may establish community-led greening and beautification efforts on both private and public property	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	Beautification Committee creates list of potential projects and decides which to implement	Medium	Short - Medium	Community & Protective Services	Planning & Engineering	Annual Capital Budget Allocation	Fewer unsightly properties; Increased pride in the community due to ownership over beautification; more people using laneways for transportation; increased feeling of safety in laneways	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.1 Policy 8	The Town shall advertise community events using a variety of Town and local media and news outlets	Communications Plan	Update/Create advertising policy to ensure all community events and public meetings are advertised online and through social media	N/A	High	Short	Legislative & Land Services	All	Operating	Increased number of media outlets used for conveying Town messaging; increased number of citizens participating in government	In Progress	Public Notices and other announcements currently posted to Town social media	
6.1.1 Policy 9	The Town should encourage and support community-led events and initiatives by building the capacity of and helping grow community groups who align with the vision and goals of the MDP	Build Community Capacity	Update/create policy for supporting community groups and initiatives through advertising, activity spaces, grant programs, partnerships	N/A	High	Short - Medium	Community & Protective Services	All	Operating	Increased community partnerships	In Progress	Creation of 2 new societies	
6.1.1 Policy 10	The Town should collaborate with community groups and organizations who align with the vision and goals of the MDP to apply for grant funding	Build Community Capacity	Update/create policy for supporting community groups and initiatives through advertising, activity spaces, grant programs, partnerships	N/A	High	Short - Medium	Community & Protective Services	All	Operating	more successful grant applications in the community	Not Yet Started		
6.1.1 Policy 11	The Town shall create an inventory of historical buildings, resources, and culturally significant places in collaboration with the Redcliff Museum	Historic Recognition & Preservation	Complete a historical resources inventory, likely in collaboration with the Redcliff Museum	N/A	High	Short	Planning & Engineering	All	Operating	Historical resources inventory completed	Not Yet Started		
6.1.1 Policy 12	The Town shall create initiatives to bring greater recognition to historic resources in Redcliff	Historic Recognition & Preservation	Review potential initiatives and projects to bring greater recognition to historical resources and heritage (i.e. municipal historic resources, expand rock monuments, plaques, self-guided walking tour, mobile phone application).	N/A	Medium	Short - Medium	Planning & Engineering	All	Capital / Grant	New ways to learn about and engage with heritage exist in Redcliff, and are successfully used by both residents and visitors	Not Yet Started		
6.1.1 Policy 13	The Town should actively work with property owners and the Province to register properties to the provincial historical registry	Historic Recognition & Preservation	Create educational campaigns and informational material for property owners on the provincial historical registry; aid property owners in their registry applications	N/A	Medium	Short - Medium	Planning & Engineering	All	Operating	historical property owners are aware of their options for historical registration	Not Yet Started		
6.1.1 Policy 14	The Town should create policies and bylaws to protect valuable municipal historic resources, ensuring protection from demolition	Historic Recognition & Preservation	Create municipal historic registry and accompanying bylaw/policy	N/A	Medium	Medium	Planning & Engineering	All	Operating	Historic registry and accompanying bylaw/policy created; property owners aware of registry and register their properties	Not Yet Started		
6.1.1 Policy 15	The Town should encourage building and public space design complementing the Town's brick manufacturing history by encouraging the use of brick in built form	Development Standards & Design Guidelines	Update Development Standards & Design Guidelines to include the use of brick in the built form	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6.1.1 Policy 16	The Town should create incentives for property owners to refurbish historic properties	Historic Recognition & Preservation	Review possibilities and create incentives for property owners to refurbish historic properties	N/A	Medium	Medium	Planning & Engineering	All	Operating	Municipal incentives (financial and other) exist for refurbishment of historic properties and are used by property owners	Not Yet Started		
6.1.1 Policy 17	The Town should consider naming new subdivisions, streets, and parks to reflect the history of Redcliff	Historic Recognition & Preservation	Conduct historical review to determine if current and/or future subdivisions, streets, parks, or other areas could be renamed to reflect Redcliff's history	N/A	Medium	Medium	Planning & Engineering	All	Operating	New streets, subdivisions, and parks are named to reflect significant places, people, and events in Redcliff's history	Not Yet Started		
6.1.2 Policy 1	The Town shall expand partnerships with economic development organizations to attract business investment to Redcliff	Economic Development	Reach out to economic development groups we are currently not involved with to strengthen partnerships	Explore possible incentives for attracting industrial development	High	Short - Medium	CAO	All	Operating	Increased number of partners for promoting economic development	Not Yet Started		
6.1.2 Policy 2	The Town shall review and complete business attraction and retention strategies outlined in the 2017 Redcliff Business and Tourism Plan	Economic Development	Initiate projects from the 2017 Redcliff Business & Tourism Attraction Plan	N/A	High	Short	CAO	All	Operating	New businesses in Redcliff; New/increased tourism and services	Not Yet Started		
6.1.2 Policy 3	The Town shall review the effectiveness of the role of the Town as a land developer	Strategic Development Plan	Review whether it is effective for the Town to act as a land developer	N/A	High	Short - Medium	Legislative & Land Services	Planning & Engineering	Operating	Determination of Town role in development; new strategy to sell and develop Town land; higher rate of development	Not Yet Started		
6.1.2 Policy 4	The Town shall increase the advertising presence for land in Redcliff to promote business and development opportunities	Strategic Development Plan	Increase advertising presence for developable land	advertise R1 land on 2nd Street SW	High	Short	Legislative & Land Services	Planning & Engineering	Operating	Increased number of land sale inquiries; land sales year-over-year; higher rate of development	Not Yet Started		
6.1.2 Policy 5	The Town shall create and facilitate creation of land parcels in greenfield areas that meet market demand for development in terms of size and servicing	Strategic Development Plan	Subdivide Town-owned developable land in accordance with market trends to meet demand for all land use types	N/A	High	Ongoing	Planning & Engineering	Legislative & Land Services	Operating	Increased number of land sale inquiries; increased land sales year-over-year; higher rate of development	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.2 Policy 6	The Town should create an Economic Development Officer position at the Town	Economic Development	Establish Economic Development Officer Position	N/A	High	Short - Medium	Council	CAO	Operating	New businesses in Redcliff; New/increased tourism and tourism services and facilities in Redcliff; Increased advertising presence for and promotion of Redcliff	Not Yet Started		
6.1.2 Policy 7	The Town should collaborate with economic development organizations and nearby municipalities to market tourism in the area	Economic Development	Increase communications and project involvement with current and new partners	N/A	High	Ongoing	CAO	All	Operating	Increased number of partners for promoting tourism	Not Yet Started		
6.1.2 Policy 8	The Town should expand and improve recreational assets that already attract visitors	Parks & Recreation Master Plan	Review need for expanded recreational facilities (i.e. coulee trail system, river access)	N/A	Medium	Medium	Community & Protective Services	All	Capital / Grant	Recreation needs for visitors identified; recreation amenity expansion projects completed	Not Yet Started		
6.1.2 Policy 9	The Town should encourage development of a variety of overnight accommodation facilities	Economic Development	Actively work to attract investment in, or develop, overnight accommodation facilities (i.e. bed and breakfast, expanded campground, hotel)	N/A	High	Short	CAO	Planning & Engineering	Operating	Existence of overnight accommodation facilities in Redcliff	Not Yet Started		
6.1.2 Policy 10	The Town should create an integrated and multilingual way-finding system in parks and the downtown highlighting points of interest	Economic Development	Review feasibility and options for way-finding system	N/A	Low	Medium	Community & Protective Services	Planning & Engineering	Capital / Grant	New way-finding system established	Not Yet Started		
6.1.2 Policy 11	The Town may consider developing a dedicated tourist centre	Economic Development	Review need and feasibility for a dedicated tourist centre	N/A	Low	Long	Council	All	Capital	Tourist Centre built; number of visitors to tourist centre compared to former centre in Museum	Not Yet Started		
6.1.3 Policy 1	The Town shall create and implement an asset management system	Sustainable Infrastructure	Create asset management program	N/A	High	Short	Planning & Engineering	All	Capital / Grant	Asset management program provides guidance to capital expenditures, leading to decreased time spent creating capital budgets	In Progress	2019 Asset Management System Project	
6.1.3 Policy 2	The Town shall upgrade the sanitary sewer system to meet peak flow demands	Sustainable Infrastructure	Upgrade and enhance sanitary sewer system to support current and future development	N/A	High	Long	Planning & Engineering	Public Services	Operating	Fewer flooding events during peak flow; enhanced ability to develop in new areas	In Progress	Inflow and Infiltration Work, review and updates to sanitary plan	
6.1.3 Policy 3	The Town should explore opportunities to become self-sufficient in providing wastewater treatment services	Sustainable Infrastructure	Review options for providing wastewater treatment services	N/A	Medium	Medium - Long	Planning & Engineering	Public Services	Capital	Decision made on whether to move forward with Town-provided wastewater treatment services; wastewater treatment services maximize public investment and provide high level of service	Not Yet Started		
6.1.3 Policy 4	The Town may explore the feasibility of green energy and district energy systems, both on the Town-wide and neighbourhood levels	Sustainable Infrastructure	Review options for providing green energy or district energy systems	N/A	Low	Long	Council	CAO	Capital / Grant	Future direction of energy provisions in Redcliff determined, including whether to pursue green or district energy	Not Yet Started		
6.1.3 Policy 5	The Town shall ensure all public buildings and facilities are designed to promote socialization, fostering small town feel	Facilities Master Plan	Facilities Master Plan includes provisions for fostering small town feel in public areas	N/A	High	Ongoing	Community & Protective Services	Planning & Engineering	Operating	Facilities Master Plan complete and small town feel practices followed in creation or renovation of facilities and buildings	Not Yet Started		
6.1.3 Policy 6	The Town shall ensure all new Town facilities are universally accessible	Facilities Master Plan	Facilities Master Plan includes provisions for accessibility of all new facilities	N/A	High	Ongoing	Community & Protective Services	Planning & Engineering	Capital	Facilities Master Plan complete; all new facilities are universally accessible	Not Yet Started		
6.1.3 Policy 7	The Town should renovate all existing Town facilities to become universally accessible	Facilities Master Plan	Retrofit all Town facilities to become universally accessible	N/A	Medium	Long	Community & Protective Services	Planning & Engineering	Capital / Grant	Facilities Master Plan complete; all Town facilities are universally accessible	Not Yet Started		
6.1.3 Policy 8	The Town should structure user fees for municipal facilities to ensure affordability for all income levels	Facilities Master Plan	Review user fee structure for Town facilities	N/A	Low	Medium - Long	Council	Community & Protective Services	Operating	Revised municipal facility fees and rates catered to all income levels	Not Yet Started		
6.1.3 Policy 9	The Town shall create and implement a Facilities Master Plan to identify and fulfill community needs	Facilities Master Plan	Create Facilities Master Plan	N/A	High	Short	Community & Protective Services	Planning & Engineering	Operating	Facilities Master Plan approved by Council	In Progress	Facilities Master Plan started	
6.1.3 Policy 10	The Town shall appropriately locate and plan facilities and amenities to meet future demand, with particular consideration to walkability and access to existing and future communities	Facilities Master Plan	Facilities Master Plan contains assessment of facility accessibility and considers future population demand	N/A	High	Ongoing	Community & Protective Services	Planning & Engineering	Operating	Facilities Master Plan approved by Council; followed when developing new facilities	Not Yet Started		
6.1.3 Policy 11	The Town shall evaluate the need for and feasibility of a community centre	Facilities Master Plan	Facilities Master Plan includes evaluation of a potential community centre	N/A	High	Short	Community & Protective Services	Planning & Engineering	Operating	Direction provided on potential future community centre	Not Yet Started		
6.1.3 Policy 12	The Town should consider year round use when developing future community amenities and facilities	Facilities Master Plan	Facilities Master Plan considers year-round use	N/A	Medium	Short	Community & Protective Services	Planning & Engineering	Operating	Plan exists for creating and expanding year-round amenities and activities in Redcliff	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.4 Policy 1	The Town shall ensure land within the existing Town boundary is developed and redeveloped efficiently to prolong the need to potentially annex highly productive agricultural land in the future	Growth Management Strategy	Follow Growth Management Strategy, which promotes redevelopment and incremental outward growth over greenfield and leapfrog development	N/A	High	Ongoing	Planning & Engineering	All	Operating	No leapfrog development exists; development proceeds in a logical manner with new development adjacent to existing development	In Practice	Area Structure Plans adopted before greenfield land development; prioritization of infill and redevelopment over greenfield developments; requirements for development and services to be adjacent to existing development	
6.1.4 Policy 2	The Town shall discourage leapfrog development by ensuring greenfield land is not developed prematurely for urban expansion, to minimize fragmentation and potential impact on, disturbance to, and destruction of, agricultural land	Growth Management Strategy	Adhere to development policies laid out in the Intermunicipal Development Plan to discourage early conversion of agricultural land and negative impacts to agricultural land	N/A	High	Ongoing	Planning & Engineering	All	Operating	No leapfrog development exists; development proceeds in a logical manner with new development adjacent to existing development	In Practice	Area Structure Plans adopted before greenfield land development; prioritization of infill and redevelopment over greenfield developments; requirements for development and services to be adjacent to existing development	
6.1.4 Policy 3	The Town shall direct greenfield development on the fringe away from agricultural land outside the Town boundary wherever possible, and identify, protect, and buffer agricultural areas from potential negative effects of adjacent development	Growth Management Strategy	Follow Growth Management Strategy, which promotes redevelopment and incremental outward growth over greenfield and leapfrog development	N/A	High	Ongoing	Planning & Engineering	All	Operating	No leapfrog development exists; development proceeds in a logical manner with new development adjacent to existing development	In Practice	Area Structure Plans adopted before greenfield land development; prioritization of infill and redevelopment over greenfield developments; requirements for development and services to be adjacent to existing development	
6.1.4 Policy 4	The Town should expand existing and create new community gardens	Urban Forest Plan	Urban Forest Master Plan contains guidelines for community gardens	dedication of Town resources towards community garden(s)	Medium	Medium	Planning & Engineering	Community & Protective Services	Operating	Community garden is expanded; new community garden exists; increased number of community garden users	Not Yet Started		
6.1.4 Policy 5	The Town should establish edible parks and an edible urban forest	Urban Forest Plan	Urban Forest Master Plan contains guidelines for edible parks and edible urban forests	N/A	Low	Medium	Planning & Engineering	Community & Protective Services	Operating	Urban Forest Master Plan Complete; edible urban parks/urban forests planted in Redcliff and used by citizens	Not Yet Started		
6.1.4 Policy 6	The Town should review the feasibility of an urban bee initiative	Parks & Recreation Master Plan	Review opportunities and feasibility of initiatives to protect bee populations in Redcliff	N/A	Low	Medium	Community & Protective Services	Planning & Engineering	Operating	Urban bee pilot project	Not Yet Started		
6.1.4 Policy 7	The Town should promote the existing local food production industry	Economic Development	working with growers to promote industry	advertisements for greenhouses	Medium	Ongoing	CAO	All	Operating	Increased sales and number of patrons at local food producers	Not Yet Started		
6.1.4 Policy 8	The Town should encourage and support the establishment of community farmer's markets	Build Community Capacity	Support potential community-led farmers markets, if they arise, with advertising and event space	N/A	Low	Ongoing	Council	All	Operating	Existence of successful community farmer's market	Not Yet Started		
6.1.4 Policy 9	The Town may cooperate with schools and community groups to educate the public about how food is grown	Communications Plan	Create educational campaigns, in collaboration with schools or other community groups to educate on food production	N/A	Low	Long	Community & Protective Services	All	Operating	Partnerships in place with schools to run education campaigns; number of campaigns per year	Not Yet Started		
6.1.4 Policy 10	The Town may cooperate with growers to provide for horticultural development in industrial lands north of the Highway	Economic Development	negotiate to set aside land, if appropriate and developer-willing, for a new subdivision in neighbourhood 10 to support horticulture	N/A	Low	Long	Planning & Engineering	All	Operating	New dedicated horticulture development north of Highway	Not Yet Started		
6.1.5 Policy 1	Council decisions shall consider the community's vision and needs	Responsible Governance	Council rationale for decision-making incorporates the Strategic Vision Statement and MDP Vision Statement	N/A	High	Ongoing	Council	All	Operating	Council decisions follow Strategic Plan and MDP, and work towards achieving MDP vision statement	In Practice		
6.1.5 Policy 2	Council decision-making processes shall follow all Town plan and policy guiding documents and legislation	Responsible Governance	Administration educates Council on significant planning, policy, and guiding documents on which to base decisions	N/A	High	Ongoing	CAO	All	Operating	Council decisions follow Strategic Plan and MDP, and work towards achieving MDP vision statement	In Practice		
6.1.5 Policy 3	Council shall commit to plans and policies by having achievable goals and establishing implementation and monitoring frameworks	Responsible Governance	Create policy or procedure requiring all new statutory and non-statutory planning documents and master plans to require clear and robust implementation framework	N/A	High	Short	CAO	All	Operating	All major plans have detailed implementation sections as per implementation policy/procedure	In Progress	Implementation Policies being created for plans as they are revised to align to MDP	



Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.5 Policy 4	Administration shall follow Council's direction, and adhere to Town plans, policies, and guiding documents and legislation when implementing Council decisions	Responsible Governance	Update administration Requests for Decision template to require linkage to MDP policies	N/A	High	Short	CAO	All	Operating	All RFDs and other Council decisions stem from MDP policies and other guiding documents; Council is clearly presented with how recommendations and decisions link to higher level priorities and strategies	In Progress	"Strategic Priorities" section currently in place in RFD template	
6.1.5 Policy 5	The Town's public participation policy shall include a variety of engagement methods aimed at increasing public participation by reaching and involving all members of the community	Communications Plan	Update Public Engagement Policy to align with the MDP	ensure all major plans, policies, and guiding documents are created with some form of community involvement	High	Short	CAO	All	Operating	Public Participation Policy updated to meet policy direction of the MDP; increased number of events for public participation	In Progress	Public Participation Policy approved in 2018, may need revisions	
6.1.5 Policy 6	The Town shall increase its use of new communication methods and technologies, such as social media and online platforms, as a means of connecting with the public	Communications Plan	Create Communications Plan, with a focus on new and emerging communication technologies	Increase twitter and instagram usage	High	Short	CAO	All	Operating	Communications Plan in place; increased number of Town posts on social media; increased number of social media platforms used by the Town; increased number of followers and engagements on social media posts	In Practice	Town currently posting more regularly on Facebook	
6.1.5 Policy 7	The Town shall implement public education campaigns on Town initiatives and ideas to actively increase community knowledge and engagement	Communications Plan	Major projects/initiatives are required to include educational/informational/ engagement campaigns	Current projects are listed and updated regularly on the Town website	High	Ongoing	CAO	All	Operating	All major Town documents and plans are created with public participation	In Progress	MDP and skatepark included multiple public engagement events; Updated Town of Redcliff website launched February 2019	
6.1.5 Policy 8	The Town should cultivate new and alternative funding sources to support implementation of the MDP such as:	Sustainable Finances	Research ways to acquire funding from unique and sustainable sources outside of current sources	N/A	High	Short - Medium	Finance & Administration	All	Operating	New funding sources found and secured	Not Yet Started		
1	community group and local business partnerships	Sustainable Finances	Research ways to acquire funding from unique and sustainable sources outside of current sources	N/A	High	Short - Medium	Finance & Administration	All	Operating	New funding sources found and secured	Not Yet Started		
2	restructuring fees and rates	Sustainable Finances	Research ways to acquire funding from unique and sustainable sources outside of current sources	N/A	High	Short - Medium	Finance & Administration	All	Operating	New funding sources found and secured	Not Yet Started		
3	advertising at Town facilities	Sustainable Finances	Research ways to acquire funding from unique and sustainable sources outside of current sources	N/A	High	Short - Medium	Finance & Administration	All	Operating	New funding sources found and secured	Not Yet Started		
6.1.5 Policy 9	The Town should allocate administrative resources to apply for and secure grant funding	Sustainable Finances	Allocate administrative resources to grant applications.	May include a new position, or redistributing current tasks	High	Short	CAO	All	Operating	Increased number of grant applications; increased number of successful grant applications	Not Yet Started		
6.1.6 Policy 1	The Town shall develop and attract investors to develop senior's living accommodations	Strategic Development Plan	Review need for type of senior's living facilities in Redcliff	Dedicate staff time to attracting senior's housing developments to Redcliff	High	Short - Medium	Planning & Engineering	CAO	Operating	Senior's housing needs identified; senior's housing exists in Redcliff	Not Yet Started		
6.1.6 Policy 2	The Town should encourage, within proximity to locations of education, recreation, commercial or health uses, specialized or unique forms of housing, such as tiny homes, barrier-free or adaptable housing, senior's living, and resort-style living, provided the housing is in accordance with the guiding principle, vision, and goals of the MDP	Strategic Development Plan	encourage specialized or unique forms of housing near service centres and public areas	N/A	High	Ongoing	Planning & Engineering	All	Operating	New developments and infill developments locate specialized or unique forms of housing near service centres and public areas, where appropriate	Not Yet Started		
6.1.6 Policy 3	The Town should promote higher density housing types, such as town houses, reflecting a small town feel	Strategic Development Plan	Promote development of higher density housing types which reflect small town feel	N/A	High	Ongoing	Planning & Engineering	All	Operating	Higher density housing encompasses a greater proportion of total households in Redcliff	Not Yet Started		Review MDP 6.1.6 Objective 1 after achieved to determine potential need to either maintain or change target percentage of non-single-detached dwellings
6.1.6 Policy 4	The Town shall coordinate with appropriate agencies and other levels of government to meet the need for subsidized housing in Redcliff	Strategic Development Plan	Contact and establish working relationships with governments and agencies to provide subsidized and affordable housing in Redcliff	N/A	High	Ongoing	Planning & Engineering	CAO	Operating	Increase in number of affordable housing units in Redcliff; increased housing affordability in Redcliff	Not Yet Started		
6.1.6 Policy 5	The Town should ensure affordable housing is intermixed with market housing	Strategic Development Plan	Mix affordable housing with market housing	N/A	High	Ongoing	Planning & Engineering	All	Operating	Affordable housing is mixed with market housing when new development occurs	Not Yet Started		
6.1.6 Policy 6	The Town may establish affordable housing quotas for new site and neighbourhood developments	Strategic Development Plan	Research and create affordable housing quota	N/A	High	Short - Medium	Planning & Engineering	All	Operating	Affordable housing quota created and in practice	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.7 Policy 1	The Town shall uphold the vision of Alberta's Social Policy Framework by creating an inclusive and welcoming community where every resident has the opportunity to fulfill their potential and benefit from a thriving social, economic, and cultural life	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 2	The Town shall effectively incorporate Alberta's Active Living Policy in recreational programming so people can enjoy a high quality of life, improved health and wellness, economic benefits and personal fulfillment through recreation, active living, and sport	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 3	The Town shall ensure Alberta's Pathway to Growth Tourism Framework is effectively implemented to enhance tourism experiences in the Canadian Badlands	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 4	The Town shall ensure cooperation with the province of Alberta on Destination Management Strategies to help guide tourism development	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 5	The Town shall follow Alberta's Clean Air Strategy to create and maintain air quality management initiatives that support healthy ecosystems and economic growth without compromising air quality	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 6	The Town shall follow Alberta's Water for Life Action Plan by accelerating actions which manage and safeguard water resources	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 7	The Town shall use Alberta Environment's Stepping Back From the Water as a guideline for creating a minimum standard when establishing setbacks from the South Saskatchewan River	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 8	The Town shall use Alberta's Efficient Use of Land Implementation Tools Compendium as a guideline for efficient land development to implement Strategy 5 of the South Saskatchewan Regional Plan	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 9	The Town shall use the Alberta Wetland Policy to make informed wetland management decisions which minimize the loss and degradation of wetlands	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 10	The Town shall uphold the Canadian Biodiversity Strategy by conserving biodiversity, using biological resources sustainably, and sharing the benefits from the use of genetic resources fairly	Responsible Governance	Consider relevant provincial and federal guiding policy documents in Town decision-making	N/A	High	Ongoing	Council	CAO	Operating	Relevant provincial and federal guiding policy documents are considered in Town decision-making	In Practice		
6.1.7 Policy 11	The Town shall follow and adhere to the goals, policies, processes and land use concepts of the IDP by coordinating with neighbouring municipalities	Intermunicipal Collaboration Framework	work towards implementation of the IDP	N/A	High	Ongoing	CAO	Planning & Engineering	Operating	IDP policies are followed; Redcliff coordinates IDP policy actions with neighbouring municipalities	In Progress	ICF must be adopted by April 2020, project currently underway, IDP must be an appendix to the ICF	
6.1.7 Policy 12	The Town shall work with municipal neighbours to identify significant land uses in the region, anticipate future growth and needs, and ensure infrastructure and servicing supports development	Intermunicipal Collaboration Framework	collaborate with municipal neighbours when updating the IDP by stressing growth needs and important land use areas	N/A	High	Ongoing	CAO	Planning & Engineering	Operating	IDP policies are followed and supported by growth needs	In Progress	ICF must be adopted by April 2020, project currently underway, IDP must be an appendix to the ICF	
6.1.7 Policy 13	The Town should pursue joint cooperative agreements that contribute to intermunicipal planning	Intermunicipal Collaboration Framework	seek cooperative agreements wherever possible for intermunicipal planning	N/A	High	Ongoing	CAO	Planning & Engineering	Operating	Redcliff pursues cooperative agreements when there is a benefit to the public	In Progress	ICF must be adopted by April 2020, project currently underway, IDP must be an appendix to the ICF	
6.1.7 Policy 14	The Town shall uphold the agreements set out in the Intermunicipal Collaboration Framework	Intermunicipal Collaboration Framework	work towards implementation of the ICF and further cooperation when appropriate	N/A	High	Ongoing	CAO	Planning & Engineering	Operating	IDP policies are followed; Redcliff coordinates IDP policy actions with neighbouring municipalities	In Progress	ICF must be adopted by April 2020, project currently underway	
6.1.7 Policy 15	The Town should support and promote regional public transit initiatives	Intermunicipal Collaboration Framework	advocate for regional public transit, in cooperation with municipal neighbours, to organizations and other levels of government	N/A	Medium	Long	CAO	Planning & Engineering	Operating / Grant	Regional public transit exists; regional transit ridership numbers	Not Yet Started		
6.1.7 Policy 16	The Town should explore the feasibility of a regional trail connecting Redcliff to Medicine Hat for cyclists and pedestrians	Intermunicipal Collaboration Framework	Review feasibility of regional trail	N/A	Medium	Long	CAO	Planning & Engineering	Capital / Grant	Regional trail exists; number of users on regional trail	Not Yet Started		
6.1.8 Policy 1	The Town shall evaluate future community needs based on population needs and projected growth, as outlined in the MDP, to ensure proper planning and budgeting	Strategic Development Plan	justify future community needs on MDP growth projections	N/A	High	Ongoing	Planning & Engineering	All	Operating	Planning documents and development projects are based on rationale from future community needs and population projections	In Practice		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.8 Policy 2	The Town shall cooperate with landowners and developers to ensure a supply of serviced land is available	Strategic Development Plan	enter into service agreements with developers and landowners so serviced land is always available in Town	N/A	High	Ongoing	Planning & Engineering	All	Operating	serviced land is always available for development in Redcliff; service agreements and other mechanisms are in place to ensure clarity of servicing responsibility between Town and developer	Not Yet Started		
6.1.8 Policy 3	The Town should follow the priority growth sequence outlined in Section 7.2 of the MDP	Growth Management Strategy	Revise the Off-Site Levies Bylaw and Policy for greenfield areas	create financial incentives for infill sites	High	Short - Medium	Planning & Engineering	All	Operating	Off-Site Levy Bylaw and Policy, and other development policies, support the priority growth sequence; infill development is incentivized; increased infill/redevelopment	Not Yet Started		
6.1.8 Policy 4	The Town should acquire and retain suitable land in advance of development demand to maintain a 30 - 50 year land supply	Growth Management Strategy	Follow IDP Future Land Use Concept for Annexation	N/A	Low	Long	Council	Planning & Engineering	Operating	When required, the annexation process is started to ensure 30 - 50 year land supply remains within the Town boundary	Not Yet Started		
6.1.8 Policy 5	The Town shall ensure any land within the vicinity of a sour gas facility or pipeline meets the minimum setback requirements of the Alberta Energy Regulator	Responsible Governance	consult AER development regulations if/when a sour gas facility or pipeline is constructed or located within/near Town	N/A	High	Ongoing	Planning & Engineering	All	Operating	AER setback requirements met	In Practice		
6.1.8 Policy 6	The Town shall minimize land use conflicts by designating compatible land uses ahead of future development to provide an appropriate mix of land uses	Strategic Development Plan	determine general land use districts in ASPs and ensure land use districts proposed during subdivision conform to ASPs	Require ASPs and districting plans ahead of development of Urban Reserve-zoned land	High	Ongoing	Planning & Engineering	Legislative & Land Services	Operating	land designations are outlined in ASPs required to development and consider conflicting uses; land use redesignations consider surrounding uses	In Practice		
6.1.8 Policy 7	The Town shall consider development if it is contiguous with existing development and required services can be efficiently provided to serve the development	Strategic Development Plan	development approval largely weighs on if the proposed development "fits" the existing community or adjacent development	N/A	High	Ongoing	Planning & Engineering	All	Operating	Development Authorities approve developments when contiguous with existing development and where services can be provided	In Practice		
6.1.8 Policy 8	The Town shall ensure industrial developments are separated and buffered from other uses to prevent land use conflict	Land Use Bylaw Update	consider buffer distances from industrial land uses	N/A	High	Short	Planning & Engineering	All	Operating	industrial uses separated from possible conflicting uses as much as possible	In Progress	2019 LUB Update	
6.1.8 Policy 9	Proper noise attenuation from highways and/or railway traffic shall form part of any residential development adjacent to traffic corridors as required by a noise attenuation study	Land Use Bylaw Update	Require noise attenuation studies for residential developments within 300m of a railway or major corridor	N/A	High	Short	Planning & Engineering	All	Operating	LUB contains requirement for noise attenuation study	In Progress	2019 LUB Update	
6.1.8 Policy 10	The Town should support development of brownfield land and serviced infill land before greenfield land	Growth Management Strategy	Review options for brownfield redevelopment and vacant lot incentives	possibly leverage new MGA taxation powers for brownfield land	High	Short - Medium	Planning & Engineering	All	Operating	Incentives/encouragement exists for property redevelopment	Not Yet Started		
6.1.8 Policy 11	The Town should encourage medium and higher density developments and mixed uses in and near downtown, and along major corridors	Land Use Bylaw Update	zoning of downtown and major corridor adjacencies allows for medium and higher density housing and mixed uses	Area Redevelopment Plans consider higher density uses along higher traffic areas/corridors	High	Short - Medium	Planning & Engineering	All	Operating	LUB districts reflect MDP intent; increased development of higher density housing and mixed uses in Downtown and along major corridors	In Progress	2019 LUB Update	
6.1.8 Policy 12	The Town may establish development incentives for infill and brownfield properties	Growth Management Strategy	Review options for brownfield redevelopment and vacant lot incentives	possibly leverage new MGA taxation powers for brownfield land	High	Short - Medium	Planning & Engineering	All	Operating	Incentives/encouragement exists for property redevelopment	Not Yet Started		
6.1.8 Policy 13	The Town shall plan grid street systems in residential neighbourhoods whenever possible to promote walking and cycling	Transportation Master Plan	consider a grid street system first when planning residential neighbourhoods, modify the grid as needed to fit topography, infrastructure, and other features	N/A	High	Ongoing	Planning & Engineering	All	Operating	New residential developments are planned on a grid system wherever possible	In Practice	Revised Eastside ASP designed with grid system where possible	
6.1.8 Policy 14	The Town shall support street oriented medium and high-density housing developments	Strategic Development Plan	potential policy banning site-oriented medium-high density housing developments along major corridors	N/A	High	Short	Planning & Engineering	All	Operating	new medium and high density developments along major corridors are street-oriented	Not Yet Started		
6.1.8 Policy 15	The Town shall create design guidelines promoting building form, high-quality building materials, building scale, articulation, site layout, and neighbourhood design that facilitate a high degree of walkability and social interaction possibilities	Development Standards & Design Guidelines	Update Development Standards & Design Guidelines	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6.1.8 Policy 16	The Town shall expect development to be in accordance with Town standards	Development Standards & Design Guidelines	Update Development Standards & Design Guidelines to include sections for measuring conformance with standards/guidelines	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines are in practice	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.8 Policy 17	The Town shall support Crime Prevention Through Environmental Design practices as a means of enhancing security and safety to foster community pride	Development Standards & Design Guidelines	Update Development Standards & Design Guidelines to include CPTED practices	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6.1.8 Policy 18	The Town should encourage residential developments that forego front-drive garages in favour of rear-lane access to connect residents to the street	Land Use Bylaw Update	require larger sideyard setbacks for residential developments which do not provide rear-lane access	reduce front yard setbacks and require wider lanes	High	Short	Planning & Engineering	All	Operating	Increased proportion of new residences have rear-lane access	In Progress	2019 LUB Update	
6.1.8 Policy 19	The Town should create standards for the design, landscaping, and screening of storage areas in new and redeveloped commercial and industrial sites	Development Standards & Design Guidelines	Update Development Standards & Design Guidelines	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6.1.8 Policy 20	The Town should discourage residential community layouts that promote exclusivity and restrict access to the general public	Strategic Development Plan	financial incentives in against private neighbourhoods	N/A	High	Ongoing	Planning & Engineering	All	Operating	new residential development complexes promote public use and are not restricted to residents only	Not Yet Started		
6.1.8 Policy 21	Area Structure Plans shall be prepared prior to the redistricting and subdivision of greenfield areas	Strategic Development Plan	Require ASPs and districting plans ahead of development of Urban Reserve-zoned land	N/A	High	Ongoing	Planning & Engineering	All	Operating	ASPs and subsequent development conforms to MDP and occurs in a logical and rationale manner	In Practice		
6.1.8 Policy 22	The Town shall update the Land Use Bylaw to meet the future vision for Redcliff set out in the MDP	Land Use Bylaw Update	Update the Land Use Bylaw	N/A	High	Short	Planning & Engineering	All	Operating	LUB is consistent with and helps implement MDP	In Progress	2019 LUB Update	
6.1.8 Policy 23	Area Structure Plans and Area Redevelopment Plans should follow the neighbourhood boundaries identified in the MDP	Growth Management Strategy	Create new ASPs and ARPs and update existing ASPs based on MDP neighbourhood boundaries	N/A	Medium	Ongoing	Planning & Engineering	All	Operating	ASPs and ARPs follow MDP neighbourhood boundaries	In Progress	2019 Eastside ASP Update	
6.1.8 Policy 24	Residential Area Structure Plans and Area Redevelopment Plans should include commercial sites which service the immediate surrounding neighbourhood, but do not adversely affect residential uses	Strategic Development Plan	include neighbourhood commercial sites in all residential ASPs and ARPs	N/A	Low	Ongoing	Planning & Engineering	All	Operating	ASPs and ARPs include neighbourhood commercial land	Not Yet Started		
6.1.8 Policy 25	The Town shall ensure Area Structure Plans are created and updated in coordination with the local School Board(s) to plan for future school site allocation on land desirable for development	Responsible Governance	liaise with school board(s) during the preparation of all ASPs to ensure provisions for appropriate school sites	N/A	High	Ongoing	Planning & Engineering	All	Operating	ASPs contain school sites deemed appropriate by the school board	In Practice	2019 Eastside ASP Update	
6.1.8 Policy 26	The Town shall ensure, when land is subdivided, that reserve land or money in lieu is dedicated to meet present and future needs for school sites	Responsible Governance	ensure reserve land or money in lieu is collected to meet school site needs upon subdivision	N/A	High	Ongoing	Planning & Engineering	All	Operating	reserve land or money in lieu is collected to meet school site needs upon subdivision	In Practice		
6.1.9 Policy 1	The Town shall develop and implement solid waste reduction programs	Environment & Climate Change	Research and develop solid waste reduction programs	recycling; composting; banning single-use plastics; zero waste Town facilities; education campaigns	Medium	Medium	Public Services	All	Capital	reduction in solid waste received by Town of Redcliff at regional landfill	Not Yet Started		
6.1.9 Policy 2	The Town shall develop and implement water conservation initiatives, recognizing the fragility of the water supply in the South Saskatchewan River	Environment & Climate Change	Research and develop water conservation initiatives	low-flow taps; xeriscaping tax credits; review water fee structure; grey water initiatives; education campaigns	Medium	Medium	Public Services	All	Capital	reduction in per capita potable water usage	Not Yet Started		
6.1.9 Policy 3	The Town recognizes the ecological value of aquatic habitats, water quality, and water features, and shall protect them from degradation, taking into account the entire watershed	Environment & Climate Change	Undertake initiatives to protect the integrity of environmentally significant sites (i.e. restricting access, remediation)	Dedicate lands as Conservation/Environmental Reserve	High	Long	Planning & Engineering	All	Operating	Land in Redcliff that is environmentally significant or undevelopable is properly dedicated as ER or CR	Not Yet Started		
6.1.9 Policy 4	The Town shall develop landscaping guidelines and should provide incentives to encourage landscaping that minimizes water use	Development Standards & Design Guidelines	Develop landscaping guidelines to match climatic region	Develop tax incentives for lowering water use	High	Short - Medium	Planning & Engineering	All	Operating	Increase in number of xeriscaped yards; lower water per capita potable water usage	Not Yet Started		
6.1.9 Policy 5	The Town shall develop and implement climate change mitigation and adaptation strategies	Environment & Climate Change	Review and research forecasted effects of climate change for Redcliff	create inventory of CO2 emissions; develop mitigation and adaptation strategies	High	Short - Medium	CAO	All	Operating	baseline emissions inventory created; emissions reduction target developed; emissions reductions occurring	Not Yet Started		
6.1.9 Policy 6	The Town shall strictly enforce littering bylaws	Bylaw Enforcement	Ensure bylaw enforcement strictly enforces littering bylaws	N/A	High	Ongoing	Community & Protective Services	All	Operating	greater compliance with littering regulations; reduction of amount of litter in public spaces	Not Yet Started		
6.1.9 Policy 7	The Town should create public education campaigns regarding waste generation and water consumption	Communications Plan	create public education campaigns regarding the environment	N/A	Low	Long	CAO	Public Services	Operating	lower water use per capita; lower waste generation per capita	Not Yet Started		
6.1.9 Policy 8	The Town should ensure garbage receptacles and recycling bins are present in public spaces	Parks & Recreation Master Plan	Place garbage cans and recycling bins in public areas	N/A	Medium	Short - Medium	Community & Protective Services	All	Capital	all parks and public areas contain garbage and recycling receptacles; reduction of amount of litter in public spaces	Not Yet Started		
6.1.9 Policy 9	The Town shall undertake mapping and analysis to identify lands to be dedicated as Environmental Reserve and/or Conservation Reserve	Natural Areas Plan	Identify lands to potentially dedicate as Environmental Reserve or Conservation Reserve based on GIS and environmental data	N/A	Medium	Medium	Planning & Engineering	Community & Protective Services	Operating	Baseline knowledge moving forward of land for possible dedication	Not Yet Started		



Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.9 Policy 10	The Town shall ensure significant environmental and cultural sites in the natural landscape are protected	Natural Areas Plan	Undertake initiatives to protect the integrity of environmental and cultural sites (i.e. restricting access, remediation...)	N/A	Medium	Medium	Planning & Engineering	Community & Protective Services	Operating	Land in Redcliff that is environmentally significant or undevelopable is properly dedicated as ER or CR	Not Yet Started		
6.1.9 Policy 11	The Town shall actively discourage redevelopment of dedicated reserve land to other uses	Natural Areas Plan	Create policy to severely limit the ability to redevelop parks, open space, and natural land to other uses	N/A	Medium	Medium	Planning & Engineering	Community & Protective Services	Operating	no redevelopment of parks and open space to other uses	Not Yet Started		
6.1.9 Policy 12	The Town should create a demonstration garden to showcase local plant species unique to the prairies	Parks & Recreation Master Plan	Curate garden in public park showcasing native vegetation, their history and properties	N/A	Low	Long	Community & Protective Services	All	Grant	demonstration garden exists	Not Yet Started		
6.1.9 Policy 13	The Town shall require developers to design new stormwater management ponds to mimic the appearance and function of natural wetlands, and act as open spaces for public enjoyment	Development Standards & Design Guidelines	MR dedication above certain SWP flood level	SWP educational campaigns	High	Short	Planning & Engineering	All	Operating	new SWPs appear to be natural wetland and pond areas	Not Yet Started		
6.1.9 Policy 14	The Town shall create and implement an Urban Forest Master Plan to manage the tree canopy	Urban Forest Plan	30 trees/ha residential	additional trees at campground	Medium	Medium	Planning & Engineering	Community & Protective Services	Operating	Urban Forest Master Plan Complete; increased urban forest canopy	Not Yet Started		
6.1.9 Policy 15	The Town shall require developers to provide and implement a tree-planting plan for all new developments	Urban Forest Plan	Developer required tree-planting plan	N/A	Medium	Medium	Planning & Engineering	Community & Protective Services	Operating	Urban Forest Master Plan Complete; increased urban forest canopy	Not Yet Started		
6.1.9 Policy 16	The Town should design and encourage the design of energy efficient buildings and neighbourhoods that take into account features such as:	Development Standards & Design Guidelines	Development Standards and Design Guidelines include provisions for energy efficient buildings and neighbourhoods	Follow Toronto Greening Surface Parking Lots Guide	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
1	shorter road lengths	Development Standards & Design Guidelines	Development Standards and Design Guidelines include provisions for energy efficient buildings and neighbourhoods	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
2	reduced rights of way	Development Standards & Design Guidelines	Development Standards and Design Guidelines include provisions for energy efficient buildings and neighbourhoods	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
3	energy efficiency	Development Standards & Design Guidelines	Development Standards and Design Guidelines include provisions for energy efficient buildings and neighbourhoods	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
4	renewable energy	Development Standards & Design Guidelines	Development Standards and Design Guidelines include provisions for energy efficient buildings and neighbourhoods	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
5	xeriscaping	Development Standards & Design Guidelines	Development Standards and Design Guidelines include provisions for energy efficient buildings and neighbourhoods	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6	solar orientation	Development Standards & Design Guidelines	Development Standards and Design Guidelines include provisions for energy efficient buildings and neighbourhoods	N/A	High	Short	Planning & Engineering	All	Operating	New Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6.1.9 Policy 17	The Town should require developers to complete front yard landscaping for all new residential developments	Urban Forest Plan	Enter into development agreements with developers to require front yard landscaping s on each new development	N/A	Medium	Medium	Planning & Engineering	All	Operating	Urban Forest Master Plan Complete; increased urban forest canopy	Not Yet Started		
6.1.9 Policy 18	The Town should encourage developers to consider options for generating renewable energy and green energy for both individual sites and entire neighbourhoods	Sustainable Infrastructure	Provide incentives for green energy in private developments	N/A	Low	Long	Planning & Engineering	All	Operating	Green or district energy developments exist in Redcliff	Not Yet Started		
6.1.9 Policy 19	The Town may consider creating guidelines for developers to install electric vehicle charging stations in public parking areas	Development Standards & Design Guidelines	Review and research feasibility of electric vehicle charging stations in Town-owned parking areas	N/A	Low	Long	Planning & Engineering	All	Operating	Developers install electric vehicle charging stations in Redcliff	Not Yet Started		
6.1.9 Policy 20	The Town may explore the use of trees and vegetation to create wind barriers and shade	Urban Forest Plan	Pilot the use of trees as wind barriers and sources of shade in prominent public areas	N/A	Low	Long	Planning & Engineering	Public Services	Capital / Grant	Pilot project for trees and vegetation as wind barriers	Not Yet Started		
6.1.10 Policy 1	The Town shall develop new park amenities in vacant greenspaces in residential areas	Parks & Recreation Master Plan	400m access from neighbourhood parks	New parks in underserved areas (Riverview, NW)	High	Short - Medium	Community & Protective Services	Planning & Engineering	Capital	All residences are within 400m of a neighbourhood park	Not Yet Started		
6.1.10 Policy 2	The Town shall ensure all park areas are classified appropriately in the Land Use Bylaw	Land Use Bylaw Update	Update the Land Use Bylaw parks zoning	create two distinct park zones	High	Short	Planning & Engineering	All	Operating	parks classified appropriately in LUB	In Progress	2019 LUB Update	
6.1.10 Policy 3	The Town shall consider the needs of people with impairments when planning and developing park amenities	Parks & Recreation Master Plan	Review amenity needs in existing parks, and incorporate into Parks Master Plan	N/A	High	Medium	Community & Protective Services	All	Capital	Parks and public areas are safe and accessible to all	Not Yet Started		
6.1.10 Policy 4	The Town shall ensure parks are accessible for walking and biking by establishing safe street crossings and sidewalks	Parks & Recreation Master Plan	Review amenity needs in existing parks, and incorporate into Parks Master Plan	N/A	High	Medium	Community & Protective Services	All	Capital	Parks and public areas are safe and accessible to all	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.1.10 Policy 5	The Town shall examine where comfort amenities are needed and provide for them accordingly in parks and public spaces	Parks & Recreation Master Plan	Review amenity needs in existing parks, and incorporate into Parks Master Plan	N/A	High	Medium	Community & Protective Services	All	Capital	Parks and public areas are safe and accessible to all	Not Yet Started		
6.1.10 Policy 6	The Town should develop public space lighting standards to ensure appropriate lighting in parks and public spaces	Parks & Recreation Master Plan	lighting; human-scale lighting	N/A	High	Medium	Community & Protective Services	All	Capital	Parks and public areas are safe and accessible to all	Not Yet Started		
6.1.10 Policy 7	The Town may consider lowering the speed limit in park and playground zones	Transportation Master Plan	Review speed limit in park and playground zones	N/A	Low	Long	Planning & Engineering	All	Operating	Parks and public areas are safe and accessible to all	Not Yet Started		
6.1.10 Policy 8	The Town shall update the 2016 Parks Master Plan to align with the vision and goals of this Plan, and continue to upgrade existing park amenities in accordance with the 2016 Parks Master Plan	Parks & Recreation Master Plan	Update Parks & Recreation Master Plan	N/A	High	Short	Community & Protective Services	Planning & Engineering	Operating	Parks & Recreation Master Plan aligns with MDP	Not Yet Started		
6.1.10 Policy 9	The Town shall expand the walking and mountain biking trail network	Parks & Recreation Master Plan	expand trail network	collaboration with 670 Collective	Medium	Medium	Community & Protective Services	Planning & Engineering	Capital / Grant	Trail system expanded	Not Yet Started		
6.1.10 Policy 10	The Town shall expand off-leash areas and create a permanent, designated dog park(s)	Parks & Recreation Master Plan	expand off-leash dog park	N/A	High	Medium	Community & Protective Services	All	Capital	designated dog park exists; dog park amenities expanded; multiple off-leash dog areas exist	In Progress	Dog Park created in 2018	
6.1.10 Policy 11	The Town shall develop sheltered and semi-sheltered public spaces in parks to provide seasonal protection from the elements and encourage greater use of park areas	Parks & Recreation Master Plan	Review amenity needs in existing parks, and incorporate into Parks Master Plan	sheltered areas; rebuild historic gazebo	Low	Long	Planning & Engineering	Community & Protective Services	Capital	sheltered and semi-sheltered areas are present in parks and public spaces	Not Yet Started		
6.1.10 Policy 12	The Town should consider creating the following park and recreational amenities:	Parks & Recreation Master Plan	review possibility of skate park, all ages playgrounds, frisbee golf, outdoor workout equipment, fish pond, new campground, community kitchens	N/A	Medium	Medium	Community & Protective Services	All	Capital / Grant	New park and recreational amenities are developed	Not Yet Started		
1	skate park	Parks & Recreation Master Plan	see above	N/A	High	Short	Community & Protective Services	All	Capital / Grant	New park and recreational amenities are developed	In Progress	Project started December 2018	
2	all ages playground(s)	Parks & Recreation Master Plan	see above	N/A	Medium	Medium	Community & Protective Services	All	Capital / Grant	New park and recreational amenities are developed	Not Yet Started		
3	frisbee golf course	Parks & Recreation Master Plan	see above	N/A	Medium	Medium	Community & Protective Services	All	Capital / Grant	New park and recreational amenities are developed	Not Yet Started		
4	outdoor workout equipment	Parks & Recreation Master Plan	see above	N/A	Medium	Medium	Community & Protective Services	All	Capital / Grant	New park and recreational amenities are developed	Not Yet Started		
5	fish pond	Parks & Recreation Master Plan	see above	N/A	Low	Long	Community & Protective Services	All	Capital / Grant	New park and recreational amenities are developed	Not Yet Started		
6	campground	Parks & Recreation Master Plan	see above	N/A	Medium	Medium	Community & Protective Services	All	Capital / Grant	New park and recreational amenities are developed	Not Yet Started		
7	community kitchen(s)	Parks & Recreation Master Plan	see above	N/A	Medium	Medium	Community & Protective Services	All	Capital / Grant	New park and recreational amenities are developed	Not Yet Started		
6.1.10 Policy 13	The Town may consider the feasibility of allowing small businesses, such as an outdoor café or food trucks, to operate in parks and public spaces	Parks & Recreation Master Plan	review feasibility of outdoor café	amendments to Business License and Parks bylaws	Low	Long	Community & Protective Services	Legislative & Land Services	Operating	cafes and other business present in parks and public areas; increased usage of parks and public areas	Not Yet Started		
6.1.11 Policy 1	The Town shall introduce traffic calming measures such as roundabouts and corner bump-outs to increase safety	Transportation Master Plan	Test the use of mini-roundabouts, bump outs, and crosswalk modifications to calm traffic	N/A	Low	Long	Planning & Engineering	All	Capital	slower traffic in chosen areas	Not Yet Started		
6.1.11 Policy 2	The Town shall install accessibility infrastructure to accommodate mobility impairments at all locations where pedestrian infrastructure connects to and must cross vehicle infrastructure	Transportation Master Plan	Evaluate all intersections in Redcliff for infrastructure appropriateness	traffic calming; accessibility improvements; pedestrian safety	Medium	Medium	Planning & Engineering	Public Services	Capital	all intersections where pedestrian infrastructure crosses and connects to vehicle infrastructure contains accessibility accommodations	Not Yet Started		
6.1.11 Policy 3	The Town shall evaluate all intersections for pedestrian safety, redesigning and upgrading intersections as needed	Transportation Master Plan	Evaluate all intersections in Redcliff for infrastructure appropriateness	traffic calming; accessibility improvements; pedestrian safety	Medium	Medium	Planning & Engineering	Public Services	Capital	all intersections contain appropriate safety infrastructure	Not Yet Started		
6.1.11 Policy 4	The Town shall consider the lighting of pedestrian areas when designing and installing road lighting	Transportation Master Plan	Require lighting plan when designing road lighting to ensure pedestrian areas are well lit	CPTED practices introduced	Medium	Medium	Planning & Engineering	Public Services	Capital	pedestrian-scale lighting exists; increased pedestrian safety and sense of safety	Not Yet Started		
6.1.11 Policy 5	The Town may consider reducing the general speed limit within Redcliff	Transportation Master Plan	Review speed limit in park and playground zones	N/A	Low	Long	Planning & Engineering	All	Operating	increased safety and sense of safety; decreased number of collisions and close calls in targeted areas	Not Yet Started		
6.1.11 Policy 6	The Town may implement a pilot "rest stop" program, which places benches, small shelters, bike racks, and water fountains on streets for those who need a break while walking or cycling	Parks & Recreation Master Plan	implement pilot rest stop	N/A	Low	Long	Planning & Engineering	All	Operating	pilot project for rest stops	Not Yet Started		
6.1.11 Policy 7	The Town may implement pilot "play street" and pedestrian only street projects	Parks & Recreation Master Plan	implement pilot play street, pedestrian street, or shared street	N/A	Low	Long	Planning & Engineering	All	Operating	pilot project for a play street, pedestrian street, or shared street	Not Yet Started		
6.1.11 Policy 8	The Town shall increase the proportion of pedestrian trips by:	Transportation Master Plan	Update the Transportation Master Plan to include projects to encourage pedestrian trips	Incorporate projects into Capital Budget plans	Medium	Medium	Planning & Engineering	All	Capital	increased number of pedestrian trips made within Town	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
1	expanding the sidewalk system	Transportation Master Plan	expand sidewalk system	N/A	Medium	Medium	Planning & Engineering	Public Services	Capital	increased number of pedestrian trips made within Town	Not Yet Started		
2	expanding the trail system	Transportation Master Plan	expand trail system	N/A	Medium	Medium	Community & Protective Services	All	Capital	increased number of pedestrian trips made within Town	Not Yet Started		
3	creating separated sidewalks on major streets	Transportation Master Plan	create separate sidewalks on major streets	N/A	Medium	Medium	Planning & Engineering	Public Services	Capital	increased number of pedestrian trips made within Town	Not Yet Started		
6.1.11 Policy 9	The Town shall increase the proportion of cycling trips by:	Transportation Master Plan	Update the Transportation Master Plan to include projects to encourage cyclist trips	Incorporate projects into Capital Budget plans	Medium	Medium	Planning & Engineering	All	Capital	increased number of bicycle trips made within Town	Not Yet Started		
1	creating bike paths on major roads	Transportation Master Plan	create bike paths on major roads	N/A	Medium	Medium	Planning & Engineering	Public Services	Capital	increased number of bicycle trips made within Town	Not Yet Started		
2	providing bike racks at all Town-owned and operated facilities	Transportation Master Plan	provide bike racks at all Town-owned facilities	N/A	High	Short	Community & Protective Services	All	Capital	increased number of bicycle trips made within Town	Not Yet Started		
3	pilot-testing a bike share program	Transportation Master Plan	pilot -test a bike share program	partner with the library	Medium	Medium	Community & Protective Services	All	Capital	increased number of bicycle trips made within Town	Not Yet Started		
6.1.11 Policy 10	The Town shall expand the pedestrian system to ensure parks and public spaces are well connected	Transportation Master Plan	Update the Transportation Master Plan to include projects to encourage pedestrian trips	Incorporate projects into Capital Budget plans	Medium	Medium	Planning & Engineering	Public Services	Capital	increased number of pedestrian trips made within Town	Not Yet Started		
6.1.11 Policy 11	The Town shall design road systems to minimize travel distances and provide for easy navigation	Transportation Master Plan	use a grid street system wherever possible	N/A	Medium	Medium	Planning & Engineering	All	Operating	New ASPs possess grid street system as much as possible	Not Yet Started		
6.1.11 Policy 12	The Town shall ensure Trans-Canada Highway access for residents and businesses	Transportation Master Plan	ensure connections to the highway when creating ASPs in neighbourhoods 9 and 10	N/A	High	Long	Planning & Engineering	All	Operating	Trans-Canada Highway access maintained	Not Yet Started		
6.1.11 Policy 13	The Town should advocate for public transit services for Redcliff	Intermunicipal Collaboration Framework	advocate for regional public transit, in cooperation with municipal neighbours, to organizations and other levels of government	N/A	Medium	Long	CAO	Planning & Engineering	Operating / Grant	Regional public transit exists; regional transit ridership numbers	Not Yet Started		
6.1.11 Policy 14	The Town may support railway access and development where appropriate	Economic Development	Review need for and feasibility of a new rail spur	N/A	Low	Long	Planning & Engineering	All	Operating	new rail line exists; increased economic development	Not Yet Started		
6.2.1 Policy 1	The Town shall develop a Downtown Core Area Redevelopment Plan	Downtown Area Redevelopment Plan	Create Downtown Area Redevelopment Plan	N/A	High	Medium	Planning & Engineering	All	Operating	Downtown ARP exists	Not Yet Started		
6.2.1 Policy 2	The Town shall recognize the Downtown Core as a high priority residential growth area, and increase the population density by promoting and enabling multi-unit residential development	Growth Management Strategy	Follow Growth Management Strategy, which promotes redevelopment and incremental outward growth over greenfield and leapfrog development	redevelopment and infill incentives	High	Ongoing	Planning & Engineering	All	Operating	infill and redevelopment increases in Downtown Core neighbourhood	Not Yet Started		
6.2.1 Policy 3	The Town shall expand local commercial activity by promoting the Downtown Core as a high priority growth area	Growth Management Strategy	Follow Growth Management Strategy, which promotes redevelopment and incremental outward growth over greenfield and leapfrog development	Partner with downtown businesses to establish regular occurring events showcasing businesses; locate festivals and events in the downtown; downtown infill and redevelopment incentives	High	Ongoing	Council	CAO	Operating	infill and redevelopment increases in Downtown Core neighbourhood; increased economic development	Not Yet Started		
6.2.1 Policy 4	The Town shall create pop-up parks and temporary uses on vacant land	Beautification Committee	Create temporary uses on vacant land (pop-up park, food truck stop, mini town hall info centre/town hall engagement booth)	N/A	Low	Medium	Planning & Engineering	All	Capital / Grant	increased usage and vibrancy in Downtown Core	Not Yet Started		
6.2.1 Policy 5	The Town shall support architectural elements that create eclectic, complimentary, welcoming, human-scale storefronts and honour the Town's brick history	Development Standards & Design Guidelines	Update Development Standards and Design Guidelines	N/A	High	Short	Planning & Engineering	All	Operating	Development Standards & Design Guidelines approved by Council and in practice	Not Yet Started		
6.2.1 Policy 6	The Town shall establish programs that actively pursue beautification and vitalization of the Downtown Core and its buildings	Beautification Committee	Create Beautification Committee Terms of Reference and allocate a yearly budget for beautification efforts	N/A	High	Short - Medium	Planning & Engineering	All	Operating	Committee-led projects and initiatives coming to fruition; Increased number of people using Downtown Core areas due to beautification; Increased pride in the community due to ownership over beautification	Not Yet Started		
6.2.1 Policy 7	The Town shall incentivize development of vacant and underutilized land and buildings	Growth Management Strategy	Review options for brownfield redevelopment and vacant lot incentives	possibly leverage new MGA taxation powers for brownfield land	High	Short - Medium	Planning & Engineering	All	Operating	Incentives/encouragement exists for property redevelopment; increased development on vacant/underutilized properties	Not Yet Started		



Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.2.1 Policy 8	The Town shall review and update the Land Use Bylaw to ensure downtown parking regulations do not prohibit development	Land Use Bylaw Update	review LUB downtown parking regulations	N/A	High	Short	Planning & Engineering	All	Operating	parking regulations no longer severely inhibit downtown development and changes of use	In Progress	2019 LUB Update	
6.2.1 Policy 9	The Town should evaluate the need for a Business Revitalization Zone	Economic Development	Review feasibility and need for a downtown Business Revitalization Zone	N/A	Low	Medium - Long	Council	CAO	Operating	decision made on whether to proceed with BRZ	Not Yet Started		
6.2.1 Policy 10	The Town should explore the feasibility of creating additional Town-owned parking through creation of a Downtown Parking Plan	Downtown Area Redevelopment Plan	Review potential need to increase town-owned parking and create Downtown Parking Plan	N/A	Medium	Medium	Planning & Engineering	All	Operating	downtown parking plan created and implemented	Not Yet Started		
6.2.1 Policy 11	The Town should ensure civic buildings and cultural hubs are located in the Downtown Core	Downtown Redevelopment Plan	encourage civic and cultural hbs to locate in Downtown Core	N/A	Low	Long	Planning & Engineering	All	Operating	new civic and cultural buildings allowed and developed in Downtown Core	Not Yet Started		
6.2.1 Policy 12	The Town should establish Urban Design Guidelines for the Downtown Core, establishing standards for built form, articulation, and exterior building materials to create a consistent look and feel reflecting Redcliff's masonry heritage	Development Standards & Design Guidelines	Update Development Standards & Design Guidelines	N/A	High	Short	Planning & Engineering	All	Operating	Donwtown Core development contributes to small town feel and sense of place	Not Yet Started		
6.2.2 Policy 1	The Town shall recognize the Greater Downtown & Broadway Avenue neighbourhood as a high priority commercial and residential growth area and increase the population density by supporting redevelopment and infill development	Growth Management Strategy	Follow Growth Management Strategy, which promotes redevelopment and incremental outward growth over greenfield and leapfrog development	redevelopment and infill incentives	High	Ongoing	Planning & Engineering	All	Operating	increased infill and redevelopment in neighbourhood 2	Not Yet Started		
6.2.2 Policy 2	The Town shall update the Land Use Bylaw to reflect the need for higher density residential and senior's or multi-family housing along Broadway Avenue West	Land Use Bylaw Update	Update the Land Use Bylaw to allow for higher density housing along Broadway Avenue west	N/A	High	Short	Planning & Engineering	All	Operating	greater development potential for vacant lots along Broadway Avenue west; development occurs; population density increases	In Progress	2019 LUB Update	
6.2.2 Policy 3	The Town should encourage development of street-oriented medium to high density housing, with a maximum height of 3 storeys, and a minimum density of 25 units/ha	Land Use Bylaw Update	Update the Land Use Bylaw to allow for higher density housing	N/A	High	Short	Planning & Engineering	All	Operating	greater development potential for vacant lots along Broadway Avenue west; development occurs; population density increases	In Progress	2019 LUB Update	
6.2.2 Policy 4	If manufacturing activity ceases at the former Dominion Glass site, or the Town is approached by the landowner, the Town should encourage creation of an Area Redevelopment Plan and potential changes to the MDP's neighbourhood boundaries	Area Redevelopment Plan	Create ARP if manufacturing activity ceases on former Dominion Glass site; consider changes to neighbourhood boundaries	N/A	Low	Long	Planning & Engineering	All	Operating	ARP created for neighbourhood 2 and possibly 3	Not Yet Started		
6.2.2 Policy 5	The Town may encourage recreational, civic, and cultural hubs and a large mix of uses to remain in the Greater Downtown and Broadway Avenue neighbourhood boundaries	Strategic Development Plan	encourage civic and cultural hbs to locate in Greater Downtown	N/A	Low	Long	Planning & Engineering	All	Operating	civic and cultural hubs located and newly developed in neighbourhood 2	Not Yet Started		
6.2.3 Policy 1	The Town shall recognize the Urban Rejuvenation neighbourhood as a high priority residential growth area by supporting redevelopment and infill development	Growth Management Strategy	Follow Growth Management Strategy, which promotes redevelopment and incremental outward growth over greenfield and leapfrog development	redevelopment and infill incentives	High	Ongoing	Planning & Engineering	All	Operating	increased infill and redevelopment in neighbourhood 3	Not Yet Started		
6.2.3 Policy 2	The Town shall plan for and accommodate the continued gradual phase-out of older and small scale horticultural uses long-term	Land Use Bylaw Update	Update LUB to reflect changes to zoning in areas with older greenhouses and near the landfill	N/A	High	Short	Planning & Engineering	All	Operating	LUB districts reflect MDP intent	In Progress	2018 LUB Update	
6.2.3 Policy 3	The Town shall update the Land Use Bylaw to ensure zoning districts align with the intent of the Urban Rejuvenation neighbourhood by permitting a mix of uses	Land Use Bylaw Update	Update the Land Use Bylaw	potential creation of new mixed-use district	High	Short	Planning & Engineering	All	Operating	LUB districts reflect MDP intent	In Progress	2019 LUB Update	
6.2.3 Policy 4	The Town shall provide more parks and open space for the increasing amount of residences by developing amenities on the NW greenspace and in a central neighbourhood location	Parks & Recreation Master Plan	develop new park amenities	N/A	High	Short - Medium	Community & Protective Services	All	Operating	All residences are within 400m of a neighbourhood park	Not Yet Started		
6.2.3 Policy 5	The Town shall establish and require buffers and separation distances between incompatible uses to minimize conflicts between land uses	Land Use Bylaw Update	Update the Land Use Bylaw to include specific buffer distances between incompatible uses	N/A	High	Short	Planning & Engineering	All	Operating	land use conflicts minimized	In Progress	2019 LUB Update	
6.2.3 Policy 6	The Town shall beautify the road to the cemetery by planting trees	Parks & Recreation Master Plan	plant trees on road to cemetary	N/A	Medium	Medium	Community & Protective Services	Public Services	Operating	Sound and sight barrier exists around the water treatment plant and cemetary	Not Yet Started		
6.2.3 Policy 7	The Town should encourage a mix of recreational, open space, residential, and neighbourhood commercial uses along the coulees near the historic landfill site, ensuring compliance with landfill setback distances	Area Redevelopment Plan	consider potential of ARP for this neighbourhood to provide greater direction to mix of uses	N/A	Medium	Medium	Planning & Engineering	All	Operating	neighbourhood 3 retains mix of uses	Not Yet Started		
6.2.3 Policy 8	The Town should plan for relocation of the Public Works Shop and Yard to an industrial area and redevelopment of the existing site	Area Redevelopment Plan	Create business case to put forward to Council during budget for relocation and redevelopment of public works building and yard	N/A	Medium	Medium - Long	Public Services	All	Capital	public works shop/yard relocated; land redeveloped	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.2.3 Policy 9	The Town may consider specialized or unique forms of housing in the Urban Rejuvenation neighbourhood	Area Redevelopment Plan	consider potential of ARP for this neighbourhood to provide greater direction on housing types	N/A	Medium	Medium	Planning & Engineering	All	Operating	new and unique housing developments in neighbourhood 3	Not Yet Started		
6.2.4 Policy 1	The Town shall recognize the Residential Core as a high priority growth area by promoting and encouraging redevelopment of older homes	Growth Management Strategy	Follow Growth Management Strategy, which promotes redevelopment and incremental outward growth over greenfield and leapfrog development	redevelopment and infill incentives	High	Ongoing	Planning & Engineering	All	Operating	incremental infill and redevelopment in neighbourhood 4	Not Yet Started		
6.2.4 Policy 2	The Town shall recognize low density housing as the primary use in the Residential Core	Strategic Development Plan	low density housing encouraged as primary development type in neighbourhood 4	N/A	High	Ongoing	Planning & Engineering	All	Operating	low density housing remains primary development type in neighbourhood 4	Not Yet Started		
6.2.4 Policy 3	The Town should encourage and promote medium density housing and neighbourhood commercial uses along major corridors	Land Use Bylaw Update	Residential Core zoning updated with low density res primary, and medium density and commercial allowed on major corridors	N/A	High	Short	Planning & Engineering	All	Operating	Residential Core districts updated in LUB to reflect MDP intent	In Progress	2019 LUB Update	
6.2.5 Policy 1	The Town shall update the Eastside Area Structure Plan to be consistent with the MDP	Eastside ASP	Update the Eastside Area Structure Plan to align with this Plan	N/A	High	Short	Planning & Engineering	All	Operating	Eastside ASP consistent with MDP	In Progress	2019 Eastside ASP Update	
6.2.5 Policy 2	The Town shall work with the local school board(s) to create a school site(s) in Eastside, on land appropriate for development, as part of the Eastside ASP update	Eastside ASP	Create appropriate school site in Eastside	N/A	High	Short	Planning & Engineering	All	Operating	School site in Eastside to the satisfaction of the School Board	In Progress	2019 Eastside ASP Update	
6.2.5 Policy 3	The Town shall require developers to design and create a variety of park and open spaces within the Eastside neighbourhood	Strategic Development Plan	eastside contains a variety of park and open spaces	Written into developer service agreement/development agreement	Medium	Medium	Planning & Engineering	All	Operating	All residences are within 400m of a neighbourhood park	Not Yet Started		
6.2.5 Policy 4	The Town shall require developers to construct transportation and beautification infrastructure as part of the applicable phase/stage of residential development	Strategic Development Plan	development servicing agreements include provision for transportation and beautification infrastructure and amenities to be constructed at the same time as the rest of the infrastructure for each phase of development	N/A	Medium	Medium	Planning & Engineering	All	Operating	transportation and beautification infrastructure preceeds development	Not Yet Started		
6.2.5 Policy 5	The Town shall require developers to construct parks and open spaces as part of the applicable phase/stage of residential development	Strategic Development Plan	ensure all residences are within 400m of neighbourhood park	Written into developer service agreement/development agreement	Medium	Medium	Planning & Engineering	All	Operating	All residences are within 400m of a neighbourhood park	Not Yet Started		
6.2.5 Policy 6	The Town shall prioritize active transportation by creating bike paths along all major corridors	Eastside ASP	include bike path along 9th avenue and other major corridors	N/A	High	Short	Planning & Engineering	All	Operating	bike paths located along all major corridors in eastside	In Progress	2019 Eastside ASP Update	
6.2.5 Policy 7	The Town shall develop a community park and gathering space on the site of the former I-XL Brick Plant	Eastside ASP	Develop a park on the former I-XL site	N/A	High	Short	Planning & Engineering	All	Operating	new park facility exists; diversity of park amenities; number of events in park; number of patrons	In Progress	I-XL has begun construction of a historic park on a portion of the land	
6.2.5 Policy 8	The Town should encourage street-orientated medium and higher density housing developments along major corridors	Land Use Bylaw Update	Update LUB to encourage medium and higher density housing along major corridors	N/A	High	Short	Planning & Engineering	All	Operating	development of higher-density housing along major corridors	In Progress	2019 LUB Update	
6.2.5 Policy 9	The Town should establish a variety of building sizes, styles, and types	Development Standards	encourage variety of building styles, types	N/A	High	Short - Medium	Planning & Engineering	All	Operating	new developments have high-quality and varied building design	Not Yet Started		
6.2.5 Policy 10	The Town should rebrand Eastside to reflect the history and geography of Redcliff	Eastside ASP	Rebrand the Eastside Neighbourhood	historic review; public consultation	Low	Short	Planning & Engineering	All	Operating	Eastside is rebranded	Not Yet Started		
6.2.6 Policy 1	The Town shall recognize the areas along and adjacent to Saamis Drive as a medium priority commercial growth area by supporting development of commercial and retail buildings	Growth Management Strategy	Follow Growth Management Strategy	N/A	High	Ongoing	Planning & Engineering	All	Operating	new commercial development in neighbourhood 6	Not Yet Started		
6.2.6 Policy 2	The Town shall update the Land Use Bylaw to allow for shared parking in commercial areas	Land Use Bylaw Update	Update the Land Use Bylaw	N/A	High	Short	Planning & Engineering	All	Operating	reduced parking requirements and parking lot sizes	In Progress	2019 LUB Update	
6.2.6 Policy 3	The Town should encourage buildings, rather than parking lots, orientated towards the street in new commercial developments	Development Standards	Follow City of Toronto Design Guidelines for Greening Surface Parking Lots (2013) wherever possible	orient buildings towards the street	Medium	Medium - Long	Planning & Engineering	All	Operating	commercial developments have increased pedestrian access	Not Yet Started		
6.2.6 Policy 4	The Town should encourage parking lots in new commercial developments to follow the City of Toronto Design Guidelines for Greening Surface Parking Lots (2013)	Development Standards	Follow City of Toronto Design Guidelines for Greening Surface Parking Lots (2013) wherever possible, and orient buildings towards the street	N/A	Medium	Medium - Long	Planning & Engineering	All	Operating	parking lots are aesthetically appealing and safe	Not Yet Started		
6.2.7 Policy 1	The Town shall work with Redcliff residents and River Valley landowners to create a vision for the River Valley, outlined in an Area Structure Plan, prior to development	River Valley ASP	Create River Valley Area Structure Plan	N/A	Medium	Medium	Planning & Engineering	All	Operating	River Valley ASP created	Not Yet Started		
6.2.7 Policy 2	The Town shall explore opportunities to expand and improve amenities in River Valley Park	Parks & Recreation Master Plan	Review development options for expansion of recreational amenities in River Valley Park	develop new amenities in River Valley Park	Medium	Medium	Community & Protective Services	All	Operating	Increased amenities in River Valley Park	Not Yet Started		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.2.7 Policy 3	The Town shall assess existing developments located within flood hazard areas for long-term opportunities for redevelopment to reduce risks associated with flooding	River Valley ASP	Complete flood hazard study for the River Valley	N/A	Medium	Medium	Planning & Engineering	All	Operating	flood hazards assessed	Not Yet Started		
6.2.7 Policy 4	The Town shall require developments next to the South Saskatchewan River to dedicate an appropriate setback from the River as Environmental Reserve based on the most current data available from Alberta Environment and Parks	River Valley ASP	dedicate land next to River as ER	N/A	High	Medium	Planning & Engineering	All	Operating	ER land dedicated adjacent to River	Not Yet Started		
6.2.7 Policy 5	The Town shall create standards for development near the floodplain or in the flood fringe to mitigate flooding risk to public safety and property damage	Land Use Bylaw Update	floodplain/fringe overlay	Create setback distance and development guidelines for development near the South Saskatchewan River	High	Short	Planning & Engineering	All	Operating	standards for flood plain and fringe development created	In Progress	2019 LUB Update	
6.2.7 Policy 6	The Town shall ensure developers have appropriate infrastructure in place to support new development	River Valley ASP	River Valley ASP infrastructure/servicing plan	N/A	Medium	Medium	Planning & Engineering	All	Operating	infrastructure and servicing plan in place for River Valley	Not Yet Started		
6.2.7 Policy 7	The Town shall explore developing a new campground	River Valley ASP	consider new campground	N/A	Medium	Medium	Planning & Engineering	All	Capital	increased options for overnight accommodations and recreation in Redcliff	Not Yet Started		
6.2.7 Policy 8	The Town shall explore tiny home recreational rental accommodations	River Valley ASP	consider tiny homes/cabins	N/A	Medium	Medium	Planning & Engineering	All	Capital	increased options for overnight accommodations and recreation in Redcliff	Not Yet Started		
6.2.7 Policy 9	The Town may consider collaborating with the City of Medicine Hat on a bridge connecting River Valley Park to Echo Dale Park	River Valley ASP	consider bridge to Echo Dale	N/A	Low	Long	Planning & Engineering	All	Operating	bridge to Echo Dale constructed	Not Yet Started		
6.2.8 Policy 1	The Town shall conduct slope studies to determine appropriate setbacks from the coulees and South Saskatchewan River	Development Standards & Design Guidelines	Complete slope setback study	N/A	Low	Long	Planning & Engineering	All	Operating	slope setback determined	Not Yet Started		
6.2.8 Policy 2	The Town shall ensure appropriate development setbacks from the historic landfill, gas wells, environmentally sensitive areas, historical resources, telecommunications towers, and historic mines are established and followed	Responsible Governance	Create map of provincial, federal, and municipal regulated setbacks from historic landfill, gas wells, environmentally sensitive areas, historical resources, telecommunications towers, and historic mines engineering study	N/A	High	Ongoing	Planning & Engineering	All	Operating	setback regulations followed	In Practice		
6.2.8 Policy 3	The Town shall set aside land for cemetery expansion	Parks & Recreation Master Plan	Expand Cemetery	N/A	High	Medium	Public Services	Community & Protective Services	Operating	cemetery expanded	Not Yet Started		
6.2.8 Policy 4	The Town shall review and update the Westside Area Structure Plan to meet the future vision of the Upper Bank neighbourhood set in the MDP	Strategic Development Plan	Review and Update the Westside Area Structure Plan	N/A	High	Short - Medium	Planning & Engineering	All	Operating	Westside ASP consistent with MDP	Not Yet Started		
6.2.8 Policy 5	The Town shall ensure the layout of new subdivisions in the Upper Bank Neighbourhood complements and extends the existing trail system, and trails are constructed as part of the applicable phase/stage of development	Strategic Development Plan	Expand trails in Upper Bank	developer securities; service agreements	Low	Long	Planning & Engineering	All	Operating	new trails in Upper Bank constructed before residences	Not Yet Started		
6.2.8 Policy 6	The Town should encourage development of vacant horticultural parcels near the coulees/historiclandfill site to include both residential and recreational uses	Growth Management Strategy	Follow Growth Management Strategy, which promotes redevelopment and incremental outward growth over greenfield and leapfrog development	N/A	Medium	Medium - Long	Planning & Engineering	All	Operating	infill and redevelopment of land occurs before greenfield development in Upper Bank	Not Yet Started		
6.2.9 Policy 1	The Town shall establish a streetscape along the Trans-Canada Highway, which depicts a sense of place and community, is aesthetically pleasing, captures a first impression that welcomes travelers, and attracts visitors	Gateway Redevelopment Plan	Create Gateway streetscaping/ entrance design plan	N/A	Medium	Medium - Long	Planning & Engineering	All	Operating	Gateway contains attractive streetscape drawing in visitors	Not Yet Started		
6.2.9 Policy 2	The Town shall ensure new developments provide services and amenities catering to the travelling public	Gateway Redevelopment Plan	create Gateway Area Redevelopment Plan	N/A	Medium	Medium - Long	Planning & Engineering	All	Operating	Gateway ARP created	Not Yet Started		
6.2.9 Policy 3	The Town shall ensure new developments have safe and functional access for vehicles, pedestrians, and cyclists	Transportation Master Plan	update Transportation Master Plan to include Highway safety and accessibility provisions	N/A	Medium	Medium - Long	Planning & Engineering	All	Operating	Transportation Master Plan updated to include Highway safety and accessibility provisions	Not Yet Started		
6.2.9 Policy 4	The Town shall ensure new development connects with adjacent industrial developments to promote easy access	Transportation Master Plan	with the development of Eastside, consider options to improve highway access for all forms of transportation	N/A	High	Short - Medium	Planning & Engineering	All	Operating	Highway access improved for all modes of transportation	Not Yet Started		
6.2.9 Policy 5	The Town shall create setback distances between highway commercial and adjacent uses	Land Use Bylaw Update	Update the Land Use Bylaw to include specific buffer distances between incompatible uses	N/A	High	Short	Planning & Engineering	All	Operating	LUB updated to reflect MDP intent	In Progress	2019 LUB Update	
6.2.9 Policy 6	The Town shall work with the Province to determine the future nature and purpose of the Trans-Canada Highway corridor through Redcliff, striving to minimize potential land use conflicts	Gateway Redevelopment Plan	Coordinate with the Province to determine timeline and potential effects of proposed Trans-Canada Realignment	N/A	Low	Long	Planning & Engineering	All	Operating	future nature and purpose of Highway known and planned for	Not Yet Started		



Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
6.2.9 Policy 7	The Town should consider the impacts of potential Trans-Canada Highway realignment on development	Gateway Redevelopment Plan	Coordinate with the Province to determine timeline and potential effects of proposed Trans-Canada Realignment	N/A	Low	Long	Planning & Engineering	All	Operating	future nature and purpose of Highway known and planned for	Not Yet Started		
6.2.9 Policy 8	The Town may review the need and feasibility for a grade separated pedestrian and cyclist Trans-Canada Highway crossing to increase safety	Gateway Redevelopment Plan	Review need for grade-separated crossing	N/A	Medium	Long	Planning & Engineering	All	Operating	Need for grade-separated crossing determined	Not Yet Started		
6.2.10 Policy 1	The Town shall ensure an orderly development pattern, with new development adjacent to existing development	Growth Management Strategy	leapfrog developments should not be approved	N/A	High	Ongoing	Planning & Engineering	All	Operating	No leapfrog development exists; development proceeds in a logical manner with new development adjacent to existing development	In Practice		
6.2.10 Policy 2	The Town shall ensure industrial lots retain access to the Trans-Canada Highway	Growth Management Strategy	New ASPs in Industrial neighbourhood identify and ensure Trans-Canada Highway access	N/A	High	Ongoing	Planning & Engineering	All	Operating	Highway access maintained	Not Yet Started		
6.2.10 Policy 3	The Town shall ensure a variety of industrial lot sizes exist to accommodate different types of industry	Strategic Development Plan	variety of industrial lots created	N/A	High	Ongoing	Planning & Engineering	All	Operating	variety of industrial lots available	Not Yet Started		
6.2.10 Policy 4	The Town shall provide for open space by reconfiguring the Dirkson Stormwater Pond to an amenity area with benches and a walking path	Parks & Recreation Master Plan	Reconfigure Dirkson SWP	N/A	High	Short - Medium	Planning & Engineering	All	Operating	park space provided in neighbourhood 10	Not Yet Started		
6.2.10 Policy 5	The Town may explore the potential for solar, wind, or other types of large-scale green energy generation near the Town's northern boundary	Sustainable Infrastructure	Review options for providing green energy or district energy systems	N/A	Low	Long	Council	All	Capital / Grant	Green or district energy developments exist in Redcliff	Not Yet Started		
6.2.10 Policy 6	The Town may explore the possibility of a new rail spur to serve the Industrial neighbourhood	Transportation Master Plan	Review need for and feasibility of a new rail spur	N/A	Low	Long	Planning & Engineering	All	Operating	new rail line exists; increased economic development	Not Yet Started		
6.2.11 Policy 1	The Town shall ensure the living and non-living elements of the coulee ecosystem are preserved and protected	Natural Areas Plan	create Natural Areas Plan to protect coulee area integrity	N/A	Medium	Medium	Community & Protective Services	All	Operating	Natural Areas Plan created	Not Yet Started		
6.2.11 Policy 2	The Town shall define, locate, and work to protect historical resources found within the coulee and cliff landscapes	Natural Areas Plan	Identify significant resources in GIS	N/A	Medium	Medium	Planning & Engineering	Community & Protective Services	Operating	historical resources identified	Not Yet Started		
6.2.11 Policy 3	The Town shall create opportunities for passive and unobtrusive recreation activities within the coulees, which may contribute to ecosystem preservation	Natural Areas Plan	increase trail network	N/A	Medium	Medium	Community & Protective Services	All	Operating	Increased opportunity for recreation in coulee areas without harming natural environment	Not Yet Started		
6.2.11 Policy 4	The Town shall limit development on and near coulee slopes to preserve their intrinsic value and striking landscape	Land Use Bylaw Update	Possible creation of natural areas district	N/A	High	Short - Medium	Planning & Engineering	All	Operating	Coulee areas protected through districting	In Progress	2019 LUB Update	
6.2.11 Policy 5	The Town shall ensure compliance with provincial and federal legislation when conducting activities in and near coulee natural areas and ecosystems	Responsible Governance	Comply with all government legislation when conducting activities and construction in and near this neighbourhood	N/A	High	Ongoing	Planning & Engineering	All	Operating	Town complies with relevant provincial and federal legislation related to natural environment	In Practice		
7.1.0 Policy 1	The MDP shall be implemented through direct action arising from the policies, amendments to existing Area Structure Plans, the Land Use Bylaw, and through the preparation of new local plans, studies, budgets, projects, and initiatives as required, as outlined in the below Implementation Framework Policy	Implementation Framework Policy	Create Implementation Framework Policy	Carry-out Implementation Framework Policy	High	Ongoing	Planning & Engineering	All	Operating	Incremental completion of Implementation Policy actions	In Practice		
7.1.0 Policy 2	The Town shall create a separate MDP Implementation Framework Policy to be:	Implementation Framework Policy	Create Implementation Framework Policy	N/A	High	Short	Planning & Engineering	All	Operating	Implementation Policy approved	Complete		
1	Approved by Council during adoption of the MDP; and	Implementation Framework Policy	Create Implementation Framework Policy	N/A	High	Short	Planning & Engineering	All	Operating	Implementation Policy approved	Complete		
2	Reviewed and updated every two years with the Progress Report.	Implementation Framework Policy	Create Implementation Framework Policy	N/A	High	Short	Planning & Engineering	All	Operating	Implementation Policy approved	Complete		
7.1.0 Policy 3	The Implementation Framework should include the below elements: Actions & Tasks, MDP policy, priority, timeline, budget, funding source, success indicator, status	Implementation Framework Policy	Create Implementation Framework Policy	N/A	High	Short	Planning & Engineering	All	Operating	Implementation Policy approved	Complete		
7.2.0 Policy 1	The Town shall ensure orderly development and redevelopment of areas, optimizing the value of public development and efficient land use principles by using the minimum amount of land necessary for new development and building at higher densities	Growth Management Strategy	follow Growth Management Strategy	N/A	High	Ongoing	Planning & Engineering	All	Operating	Growth Management Strategy Followed	In Practice		
7.2.0 Policy 2	The Town shall minimize, wherever possible, the costs of providing and servicing land for residential development	Growth Management Strategy	follow Growth Management Strategy	N/A	High	Ongoing	Planning & Engineering	All	Operating	Growth Management Strategy Followed	In Practice		
7.2.0 Policy 3	The Town shall reduce the rate of land conversion from an undeveloped state into a permanent, built environment by prioritizing contiguous growth which anticipates and responds to population growth	Growth Management Strategy	follow Growth Management Strategy	N/A	High	Ongoing	Planning & Engineering	All	Operating	Growth Management Strategy Followed	In Practice		
7.2.0 Policy 4	The Town shall increase the proportion of new development on already developed or disturbed lands through infill, redevelopment and/or shared use, relative to new development on previously undeveloped lands	Growth Management Strategy	follow Growth Management Strategy	N/A	High	Ongoing	Planning & Engineering	All	Operating	Growth Management Strategy Followed	In Practice		

Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
7.2.0 Policy 5	The Town shall plan, design, and locate new development in a manner that best uses and minimizes the need for new or expanded infrastructure	Growth Management Strategy	follow Growth Management Strategy	N/A	High	Ongoing	Planning & Engineering	All	Operating	Growth Management Strategy Followed	In Practice		
7.2.0 Policy 6	The Town shall reclaim and/or convert previously developed lands that are no longer required in a progressive and timely manner	Growth Management Strategy	follow Growth Management Strategy	N/A	High	Ongoing	Planning & Engineering	All	Operating	Growth Management Strategy Followed	In Practice		
7.2.0 Policy 7	The Town shall provide decision makers, land users, and individuals with information needed to make decisions supporting efficient land use	Growth Management Strategy	follow Growth Management Strategy	N/A	High	Ongoing	Planning & Engineering	All	Operating	Growth Management Strategy Followed	In Practice		
7.2.1 Policy 1	The Town shall annex land in accordance with the IDP Future Land Use Concept, policies, and processes	Growth Management Strategy	annex land according to IDP	N/A	Low	Long	Council	CAO	Operating	When required, the annexation process follows the IDP	Not Yet Started		
7.2.1 Policy 2	The Town should annex Urban Reserve- Redcliff land in phases, as needed, with annexed parcels the size of sections or quarter sections to ensure clean boundaries	Growth Management Strategy	annex land in phases only when needed, and ensure boundaries are "clean" by annexing sections or quarter sections	N/A	Low	Long	Council	CAO	Operating	When required, the annexation process follows the IDP	Not Yet Started		
7.2.1 Policy 3	The Town should initiate the annexation process for Urban Reserve- Redcliff lands when approximately 20% of the total developable greenfield land area within the Town's current boundary remains available for development	Growth Management Strategy	only annex land when nearing 20% threshold	N/A	Low	Long	Council	CAO	Operating	When required, initiate annexation process when only 20% of land is available for development	Not Yet Started		
7.2.2 Policy 1	The Town shall review the Off-Site Levy bylaw to include incentives for development in the high priority (A) growth areas	Growth Management Strategy	Update OSL policy	N/A	High	Short - Medium	Planning & Engineering	All	Operating	Off-Site Levy Bylaw and Policy, and other development policies, support the priority growth sequence; infill development is incentivized; increased infill/redevelopment	Not Yet Started		
7.2.2 Policy 2	The Town shall rely on the high cost of development in the low priority (C) growth areas to encourage development in medium priority (B) greenfield areas over low priority (C) greenfield areas	Growth Management Strategy	monitor market conditions and infrastructure costs	N/A	High	Ongoing	Planning & Engineering	All	Operating	Growth Management Strategy Followed	In Practice		
7.3.0 Policy 1	The Town shall prepare a Progress Report on the status and effectiveness of MDP policy implementation every 2 years	MDP Administration	Prepare Progress Reports	N/A	Medium	Medium	Planning & Engineering	All	Operating	Progress Report prepared accordingly every 2 years	Not Yet Started		
7.3.0 Policy 2	Administration shall present Progress Reports to Council for information and discussion	MDP Administration	Prepare Progress Reports	N/A	Medium	Medium	Planning & Engineering	All	Operating	Progress Report prepared accordingly every 2 years	Not Yet Started		
7.3.0 Policy 3	Each Progress Report shall:	MDP Administration	Prepare Progress Reports	N/A	Medium	Medium	Planning & Engineering	All	Operating	Progress Report prepared accordingly every 2 years	Not Yet Started		
	1 Include an updated Implementation Framework status chart (i.e. complete, in progress, on hold);	MDP Administration	Prepare Progress Reports	N/A	Medium	Medium	Planning & Engineering	All	Operating	Progress Report prepared accordingly every 2 years	Not Yet Started		
	2 Discuss policy effectiveness;	MDP Administration	Prepare Progress Reports	N/A	Medium	Medium	Planning & Engineering	All	Operating	Progress Report prepared accordingly every 2 years	Not Yet Started		
	3 Provide a summary of Town projects, initiatives, and developments in the past two years which have contributed towards achieving the MDP vision and goals;	MDP Administration	Prepare Progress Reports	N/A	Medium	Medium	Planning & Engineering	All	Operating	Progress Report prepared accordingly every 2 years	Not Yet Started		
	4 Make recommendations for MDP policy amendments or Implementation Framework Policy changes as necessary; and	MDP Administration	Prepare Progress Reports	N/A	Medium	Medium	Planning & Engineering	All	Operating	Progress Report prepared accordingly every 2 years	Not Yet Started		
	5 Be posted on the Town website and available to the public.	MDP Administration	Prepare Progress Reports	N/A	Medium	Medium	Planning & Engineering	All	Operating	Progress Report prepared accordingly every 2 years	Not Yet Started		
7.4.0 Policy 1	The Town shall conduct a Comprehensive Review of the MDP every 8 years, a Progress Report will not be completed during the same year as a Comprehensive Review	MDP Administration	Prepare Comprehensive Review	N/A	Low	Long	Planning & Engineering	All	Operating	Comprehensive Plan prepared accordingly every 8 years	Not Yet Started		
7.4.0 Policy 2	Administration shall present Comprehensive Reviews to Council for information and discussion	MDP Administration	Prepare Comprehensive Review	N/A	Low	Long	Planning & Engineering	All	Operating	Comprehensive Plan prepared accordingly every 8 years	Not Yet Started		
7.4.0 Policy 3	Each Comprehensive Review shall:	MDP Administration	Prepare Comprehensive Review	N/A	Low	Long	Planning & Engineering	All	Operating	Comprehensive Plan prepared accordingly every 8 years	Not Yet Started		
	1 Consider the current socio-economic, population, and development context of the Town by containing an update of the population, economy, and land inventory supporting documents;	MDP Administration	Prepare Comprehensive Review	N/A	Low	Long	Planning & Engineering	All	Operating	Comprehensive Plan prepared accordingly every 8 years	Not Yet Started		
	2 Evaluate the Town's progress towards achieving the high level vision and goals;	MDP Administration	Prepare Comprehensive Review	N/A	Low	Long	Planning & Engineering	All	Operating	Comprehensive Plan prepared accordingly every 8 years	Not Yet Started		
	3 Assess the relevance of the MDP vision and goals;	MDP Administration	Prepare Comprehensive Review	N/A	Low	Long	Planning & Engineering	All	Operating	Comprehensive Plan prepared accordingly every 8 years	Not Yet Started		
	4 Take into account previous Progress Report recommendations which may or may not have led to MDP amendments; and	MDP Administration	Prepare Comprehensive Review	N/A	Low	Long	Planning & Engineering	All	Operating	Comprehensive Plan prepared accordingly every 8 years	Not Yet Started		
	5 Be posted on the Town website and available to the public.	MDP Administration	Prepare Comprehensive Review	N/A	Low	Long	Planning & Engineering	All	Operating	Comprehensive Plan prepared accordingly every 8 years	Not Yet Started		
7.5.0 Policy 1	All amendments to the MDP shall follow the procedures outlined in the Municipal Government Act	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		



Policy No.	Policy	Action	Task	Sub tasks	Priority	Timeline	Lead/ Responsibility	Supporting Responsibility	Funding Source	Success Indicator(s) /Policy Outcomes	Status	What is Being Done to Implement this Policy?	NOTES
7.5.0 Policy 2	Amendments to the MDP shall be justified based on:	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		
1	Results from a Progress Report or Comprehensive Review;	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		
2	Background information and supporting documents submitted by a landowner, business owner, resident, or their agent; or	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		
3	Alignment with the vision and goals of the MDP, or alignment with the current context of the Town in the case of a proposed amendment to the vision or goals.	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		
7.5.0 Policy 3	MDP amendments may be initiated by:	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		
1	The Town;	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		
2	A land owner within Redcliff or their agent; or	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		
3	A resident or business owner in Redcliff or their agent.	MDP Administration	MDP Amendments align with S. 7.5	N/A	Low	Long	Planning & Engineering	All	Operating	MDP amendments are in accordance with S. 7.5	Not Yet Started		

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## COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
February 25, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.
March 11, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.
March 25, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.